

PLANNING AND DECISION-MAKING PROCESS:  
DISTRICT LEVEL

BQA (R)

In accordance with BQA (LOCAL), members of the Districtwide Educational Improvement Council (DEIC) shall be selected in the following ways:

1. Professional staff members shall be elected.
2. Parents, community members and business representatives shall be appointed by the Superintendent.

ELECTION OF  
PROFESSIONAL STAFF  
MEMBERS

In September of each school year, an election shall be held to fill vacancies for members whose term of office has ended. The following procedures shall be followed in the election process.

NOMINATIONS

At least ten working days before the date set for election, the Superintendent shall announce to all eligible staff that representatives to the DEIC shall be elected on such date, and that nominations may be made in accordance with these procedures:

In order to be nominated, an employee must present a written nomination to the Superintendent in the form prescribed by the District [[see BQA\(EXHIBIT\)](#). ] The nomination must include the nominee's name; position with the District; representative grouping for which election is sought; campus assignment; and verification by the nominee that he/she voluntarily accepts the nomination.

Nominating forms must be presented to the Superintendent at least five working days before the date set for election. The date and time for closing nominations shall be announced by the Superintendent at the same time and in the same manner that the election is announced.

CAMPAIGNING

One or more bulletin boards shall be designated at each campus and in the North East Education Center, in the faculty lounge or other employee areas, to be used for the posting of campaign material. Material to be posted must be limited to a maximum size of 8-1/2" x 11" and must be professional in content. Each nominee shall be entitled to one posting at any given time on each bulletin board designated for campaign material. If space is insufficient, requirements may be adjusted to permit equal access by all nominees.

School equipment or supplies may not be used for any campaign purpose.

Employees shall not campaign during assigned duty time or in any manner that would interfere with the work of others. Campaign literature may only be distributed in designated

non-instructional areas (e.g., faculty lounge).

ELECTION PROCEDURES	<p>The election of representatives to the DEIC shall be held electronically on the dates designated in the instructions.</p> <p>Eligible voters for the campus-based representative shall include all campus-based professional employees employed by the District on the date of the election. Eligible voters for the district-level representative shall include all district-level professional employees employed by the District on the day of the election.</p>
RESULTS OF ELECTION	<p>The nominee(s) with the greatest number of votes in each representative grouping shall be elected to the DEIC. In the event of a tie vote, a decision shall be made by the flip of a coin.</p>
NON-INTERFERENCE	<p>Each employee has the right to participate or not participate in the nomination process, the campaign, and the election process, as a matter of choice.</p>
RESOLUTION OF PROTESTS	<p>Any protest arising with respect to a nomination or the conduct or result of an election shall be submitted to a committee of three persons appointed by the Superintendent. The committee shall include an administrator responsible for instruction; a principal who is not a nominee; and a teacher who is not a nominee. The committee shall meet and decide the dispute promptly, in order to avoid delay in the election process. The decision of a majority of the committee shall be final.</p>
APPOINTED MEMBERS	<p>The Superintendent will appoint a parent from each cluster, two community members, and two business representatives to the DEIC. A total of nine persons will be appointed to the Council.</p>

ISSUE DATE: 8/20/01
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