

BSEP SCHOOL DISCRETIONARY FUND PLAN

| | |
|---|----------------|
| SCHOOL NAME: Berkeley High School | 2017-18 |
|---|----------------|

SUMMARY OF SCHOOL GOALS:

As presented in the BHS WASC Plan, the following school goals were used to guide the development of this Plan:

- To increase student academic achievement at high levels, while eliminating the achievement gap;
- To ensure that students transition successfully into the 9th grade, and are successful throughout their high school years;
- To support safety and discipline at Berkeley High, through the fostering of a positive school culture, effective use of student data, and prompt and coordinated intervention when needed;
- To improve communication among all members of the BHS learning communities though various media and languages;
- To increase student support and build positive relationships at BHS through cultural and academic activities;
- To create a school culture of high academic and behavioral standards.

SITE COMMITTEE REPRESENTATIVES:

| Parents/Community* | Students* | Staff* |
|----------------------------|-----------------------|--------------------------------|
| BSEP Site Committee | | |
| Leia Ambra | Isabella Donato | (Principal) Erin Schweng |
| Jose Luis Bedolla | Gaurav Ghosal | (Teacher) Aaron Glimme (Chair) |
| Milan Drake | Angelo Paraiso-Arroyo | (Teacher) Hasmig Minassian |
| Stacy Kimmins (Alt) | Samuel Shteinberg | (Teacher) Karen Wells |
| Thelonius Polk | Eliza Smith | (Teacher) Vacancy |
| Brianna Rogers (Alt) | Jannya Solwazi | (Classified) Rhonda Jefferson |
| Wim-Kees van Hout | | |
| | | |

*A quorum of 8 voting members includes at least 2 parents, 2 students, and 2 staff (including the principal or designee).

BSEP Planning & Oversight Committee Representatives:

Jose Luis Bedolla
 Aaron Glimme
 Josh Irwin

II. RECOMMENDATIONS & ASSURANCES

The BSEP Committee and the School Site Council recommend this BSEP School Discretionary Fund Plan and its related expenditures to the District governing Board for approval, and assure the Board of the following:

1. The Berkeley High School BSEP Committee is correctly constituted, and was formed in accordance with District governing board policy and local statute.
2. The BHS BSEP Committee reviewed its responsibilities under the *Berkeley Public Schools Educational Excellence Act of 2006*, District governing board policies, and the State of California Brown Act.
3. The BHS BSEP Committee members do not have a conflict of interest in making budget decisions regarding these school funds. No one sitting on the BSEP Committee stands to benefit financially from any decision of the Committee.
4. In developing this Plan, the BHS BSEP Committee visited current and proposed BSEP-funded programs, looking for efforts and measurable results in the areas emphasized in the WASC Plan, including: increasing academic achievement and reducing the Achievement Gap, ensuring a successful transition into the 9th grade, fostering a positive and safe school environment, improving communication among all members of the Berkeley High School community, creating a college-going culture for all students, supporting multicultural activities and the arts, and fostering high academic and behavioral standards for all students.
5. The BHS BSEP School Discretionary Fund Plan reflects the goals of the Berkeley High School WASC School-wide Action Plan, which was presented to the Board of Education on April 25, 2012. This BSEP School Enrichment Fund Plan for the 2017-2018 school year was approved by the BHS BSEP Committee on April 24, 2017 and by the BHS School Site Council on May 16, 2017.

Erin Schweng
Principal



6/19/17

Signature

Date

Aaron Glimme
BHS BSEP Committee Chair



19-Jun-2017

Signature

Date

Beth McCoy
BHS School Site Council Chair



June 16, 2017

Signatures

Date

Natasha Beery
Director, Berkeley Schools Excellence Program

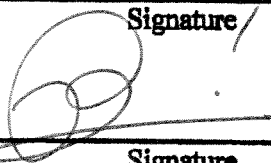


Jul 19 2017

Signature

Date

Pasquale Scuderi
Assistant Superintendent, Educational Services



6/19/17

Signature

Date

Berkeley High BSEP Site Discretionary Fund Programs FY 2017-18

| Department/ Program | Proposal | Title | FTE | Allocation |
|---------------------------------|----------|--|------|------------|
| School-wide (000) | 16 | Instructional Materials | | \$30,000 |
| School-wide (000) | 9 | Communications, Outreach & Volunteers | 0.67 | \$53,350 |
| African-American Studies (306) | 12 | Drum and Dance - the Inseparable Union | 0.53 | \$51,030 |
| Physical Education (307) | 8 | Academic Support for Student Athletes | 0.6 | \$48,775 |
| College/Career Advising (310) | 4 | College and Career Center Advisors | 2.0 | \$191,750 |
| International High School (312) | 18 | BIHS Academic Support Class | 0.2 | \$20,480 |
| RISE Program (315) | 6 | RISE Tutorial | | \$10,000 |
| Parent Resource Center (317) | 7 | Parent Resource Center | 0.53 | \$42,145 |
| Music (318) | 11 | Band & Orchestra Coaches | | \$15,000 |
| Music (318) | 14 | Leveling the Musical Playing Field | | \$17,000 |
| ELL Education (319) | 1 | EL Home-School Liaison & EL Tutors | 0.53 | \$43,190 |
| Special Education (320) | 10 | College Preparation Class | | \$11,600 |
| Video Arts (321) | 2 | Instructional Media Technician | 0.6 | \$32,080 |
| Academic Choice (323) | 3 | AC Academic Development Class | 0.2 | \$20,480 |
| Intervention Services (326) | 17 | OCI Coordinator | 1.0 | \$78,685 |
| Academic Support Services (327) | 5 | Academic Support Coordinator & Tutors | 0.8 | \$74,455 |

TOTAL FY 2017-18 FUNDED PROGRAMS **\$740,020**

RESERVE FOR PERSONNEL VARIANCE **\$29,570**

TOTAL FY 2017-18 ALLOCATION AND RESERVE **\$769,590**

BERKELEY HIGH SCHOOL
BSEP SCHOOL ENRICHMENT FUNDED PROGRAMS - 2017-2018

SCHOOL-WIDE (000)

Instructional Materials (Schweng) - #16 **\$ 30,000**

Provides enriching classroom materials, supplies, and equipment to Berkeley High's departments, programs, and small schools, as allocated by the Principal in consultation with the faculty Leadership Team. Such educational materials as books and magazines (not textbooks), science supplies and equipment, technology hardware and software, physical education and outdoor education materials, math manipulatives and calculators, fine and performing arts supplies and equipment may be purchased with this allocation. This item is a priority for additional funding from anticipated Carryover monies.

See Carryover Priority List

Program Assistant (Volunteer Coordinator) - .67 FTE **\$ 51,060**
(Schweng) - #9

Provides a five hour/day Program Assistant who serves as Volunteer Coordinator to: 1) Identify and fill volunteer needs at Berkeley High School, and 2) support school-to-home communication via the 4,643 member BHS e-tree. The Volunteer Coordinator recruits, trains, places, and monitors parent and community volunteers to: work at the Front Desk, give BHS tours, read College Essays, help with school opening, testing, mailings, Rally Day, etc. (The numbers are substantial: 633 visitors September 2015 – March 2016 and 54 Front Desk volunteers working 28 1½ hr shifts/wk.) The Volunteer Coordinator also helps to increase student attendance by communicating with families of absent students, and works closely with the PTSA newsletter and e-tree editors to enhance parent-school communication and the parent-school bond.

Link Crew Freshman Transition Program **\$ 4,685**
(Phillips) - #13

Provides training for three staff supervisors who will in turn train roughly 80 pairs of Link Leaders. Link Crew started at Berkeley High School in 2015-16 in an effort to increase access to social and emotional supports for entering 9th grade students. The year-long program establishes a network of peers among freshmen and creates connection opportunities between upper-classmen and freshmen. Both Link Leaders and the Links (freshmen) they serve feel a greater sense of place with school, receive greater access to information and experience stronger opportunities for leadership over the course of an entire school year. The Link Leaders consist of two junior and senior mentors for a group of 10-20 freshmen.

BSEP Site Committee Support (Schweng) - #15 **\$ 3,000**

Provides Extra Duty compensation for a Clerk to take minutes at BSEP Committee meetings, to maintain the records of the Berkeley High BSEP Site Committee, to prepare documents and notebooks, and to do mailings, as needed by the Committee. Funding also covers office supplies and photocopying as needed for Committee operations.

AFRICAN-AMERICAN STUDIES (306)

Instructional Specialist (Dance & Drum) - .53 FTE **\$ 50,330**

Hourly Drummer

(McDonald) - #12

Provides a half-time Instructional Specialist Lead Drummer and an hourly drummer for the African/Haitian dance course. The class serves approximately 300 students, strengthening their physical conditioning while instilling in them a sense of community and appreciation for the cultures of the world, teaching them how the work of each leads to the success of all.

PHYSICAL EDUCATION (307)

Teacher on Special Assignment - .50 FTE* **\$ 45,970**
(Academic Support for Student Athletes)

(Melgoza) - #8

Provides targeted academic support to student athletes, including eligibility checks, monitoring of academic progress, and connecting students to subject-specific tutoring to boost academic outcomes. Berkeley High has over 1,400 student athletes. From the 2015-16 year, the number of ineligible Fall Sports athletes was reduced to 3.74% from 4.06% (in 2014-15) and 9.33% (in 2013-14). In addition to decreasing the number of athletes declared ineligible, athletics will be used to further engage student athletes in their own academic progress and success, and improve campus awareness of athletics.

COLLEGE/CAREER ADVISING (310)

College/Career Advisors – 2.0 FTE **\$190,125**

(Phillips) - #4

Provides two College/Career Advisors to build a “College-Going Culture” at Berkeley High School. The Advisors support students through all steps of the college application process, including: SAT test preparation and essay writing, identifying compatible colleges and on-site college visits, college and financial aide applications. The Advisors work with 10th graders who are not interested in going straight to college to assess their career goals and investigate ways to fulfill those goals through internships, apprenticeships, and other forms of training. Workshops in job search, resume writing, and interview technique are offered. The College/Career Advisors reach out to students through the BHS e-tree, the daily Bulletin, the College Center website, as well as via

presentations to all juniors and seniors, and individual meetings with all seniors. The Advisors encourage all students to see the relationship between success in high school and meeting future goals.

R.I.S.E. PROGRAM (315)

R.I.S.E. Program Support

\$ 10,000

(Melgoza) - #6

R.I.S.E. is a college preparation program which serves 100 Berkeley High students from low-income, non-college degree-holding families. Founded in 1976 by BHS students, the program's goals are to ensure that R.I.S.E. members: 1) graduate from high school, 2) enter higher education, and 3) are engaged in service to their community. One of R.I.S.E.'s four strategies is to provide an Academic Tutorial program with homework assistance and study skills coaching, available before/after school and at lunch every day, plus weekends as needed. The allocation for 2016-2017 will fund a contract with R.I.S.E. which also includes a transition program for incoming 9th graders, counseling, and enrichment activities.

PARENT RESOURCE CENTER (317)

Parent Liaison (Parent Resource Center) - .53 FTE*

\$ 38,470

(Schweng) - #7

Begun in 1998 as a pilot program of the BHS Diversity Project, the Parent Resource Center's mission is to provide resources and support for all parents and families at Berkeley High, particularly the underserved. The Parent Resource Center is open daily and offers a dependable point of access to Berkeley High School. The Center strives to develop parent trust in the school and to build essential parenting skills. Core services of the Parent Resource Center include Spanish translation for families and students, calls and home visits, tutoring and job referrals for students, BART Youth Discount Ticket sales, dissemination of information of interest to parents of teens. The Center also presents numerous workshops on issues ranging from planning for college to family health and wellness. This allocation provides a half-time* Parent Liaison who works in the Parent Resource Center.

MUSIC (318)

Band and Orchestra Mentors: Coaching for Success

\$ 14,440

(Weber) - #11

With the goal of promoting enjoyment of music, collaboration, and individual effort for every student, this program will provide weekly small group coaching with top-notch professional musicians. In addition to providing access to first-rate musical opportunities to students who may have never had private lessons, this program also gives advanced students the level of coaching to refine their musicianship and mentor other students.

BHS Jazz Program: Leveling the Musical Playing Field **\$ 17,000**

(Weber) - #14

With the goal of enhancing musicianship, inspiring student participation, and setting higher standards at all levels of the BHS Jazz Program, this allocation is to provide weekly small group sectional instruction with top-notch professional musicians drawn from the jazz community. In addition to increasing access to first-rate musical opportunities to all students, this program provides students with role models and mentors who provide a musically and emotionally-supportive relationship.

ELL EDUCATION – 319

ELL Intervention Program **\$ 47,425**

Bilingual Home-School Liaison - .53 FTE

Tutors & At-Risk Youth Advisors – 1,070 hours

(Weber) - #1

In 2016-17, there were roughly 188 English Learners (EL students) at Berkeley High School, who speak 27 different languages. Nearly half (49%) speak Spanish, with 7% speaking Arabic, 5% Punjabi, 4% Amharic, 3% Cantonese, and 22 more. Over one third of these students are Newcomers--recent arrivals to the U.S. The ELL Intervention Program assists EL students in three main ways, by providing:

- A half-time Bilingual Home-School Liaison* to serve as an advocate and a link with their homes, encouraging regular school attendance and consistent study habits;
- Bilingual Tutors to give students access to the core curriculum in their native languages, while also helping them practice listening, speaking, reading, and, writing English one-on-one, in pairs, and in small groups; and
- At-Risk Youth Advisors to work with EL students who have GPAs below 2.0 or attendance problems and are deemed to be at risk of dropping out and failing to graduate.

*In previous years, an additional .47 FTE was provided by BHS EIA-LEP funds, to make the Bilingual Home-School Liaison position full-time. This year, that portion of the funding will continue to come from BUSD as specified under its LCAP.

SPECIAL EDUCATION – 320

College Preparation Class Hourly Teachers – 278 hours **\$11,140**

(Colborn) - #10

Begun in 2003, this class supports the successful transition from high school to post-secondary education and career training for a population of students that

struggle with both successful college completion as well as with full-time independent employment after completing high school. In 2015-16, the class served 84 students. This is a highly at-risk population with a variety of challenges in addition to learning and academic, including homelessness, pregnancy, and socio-economic disadvantages. No student is turned away. The class is offered through Berkeley City College, with two sections meeting three hours per week. Students receive 10 units toward BHS graduation as well as 3 college credits. Students in the class hear weekly guest speakers and visit each of the Peralta Community Colleges, learning about the various career and support programs. The goal is for them to: 1) better understand their own interests and aptitudes, 2) see post-secondary education/training as a critical step in career development, 3) meet appropriate adult role models who demonstrate the ongoing relationship between work and education, and 4) develop their own plan for post-secondary growth. This class is taught by three teachers: a Berkeley Community College Instructor, and two Berkeley High School Educational Specialists. This allocation is funded for the fifth year by BSEP site funds in FY 2016-17, to provide approximately 278 Teacher Hours for this class

VIDEO ARTS – 321

Berkeley High School Instructional Media Technician - .5 FTE \$ 27,400

(Melgoza) - #2

This position has been previously funded by the BHS BSEP Committee since 2001, and the 2016-17 allocation provides a part-time Instructional Media Technician to work as: 1) Technical Support for the BHS Media Center and Sound Studio, utilized by all BHS students and staff; 2) Equipment Manager to purchase, monitor, and maintain all media equipment for CAS (Communications Arts & Sciences) and BHS (approximately \$350,000 in value); 3) Instructional Support for all CAS Video/Multimedia class sections; 4) Technical Support for any academic teacher who regularly integrates media in the classroom; 5) Technical Support for all BHS teachers interested in integrating media into the classroom. This position is an integral part of the BHS and BUSD Technology departments.

INTERVENTION SERVICES – 326

Student Welfare & Attendance Specialist - 1.0 FTE \$ 75,840 (On Campus Intervention Program Coordinator)

(McDonald) - #17

This allocation provides a full time Student Welfare & Attendance Specialist to serve as the On Campus Intervention Program Coordinator. The BHS On Campus Intervention (OCI) Program is a clearinghouse for referrals from all Small Schools & Programs for discipline, attendance, and counseling issues. During the 2015-16 year, the OCI Office documented over 1300 visits from a variety of sources. The overall objective of the OCI Program is to maintain an

appropriate school culture at Berkeley High. Removing a student who is behaving inappropriately enables teachers to maintain a positive learning environment in class. OCI de-escalates and counsels students, listening to their experiences and holding them accountable. OCI provides a range of interventions including: counseling, conflict mediation, family support and interventions, a restorative justice program, as well as collegial support to teachers.

STUDENT ACADEMIC SUPPORT SERVICES – 327

Teacher on Special Assignment .80 FTE **\$ 93,850**
(Student Academic Support Coordinator)
Student Learning Center Tutors - 357 hours
(Schweng) - #5

The Student Academic Support Program consists of a variety of components, including the drop-in tutorial program in the Student Learning Center (SLC), the BHSDG-funded After-School Teacher Tutorial Program, BHS support for the Y Scholars Program as well as initiatives directed at CAHSEE, Algebra 1, the RtI 9th grade Mentor Program, athletic team tutorials, strengthening the college-going culture, and targeted academic intervention and support in coordination with the Principal’s Intervention Team, to ensure that all BHS students have ongoing to access to highly-skilled tutorial support personnel.

The Student Academic Support Coordinator (SASC) is the point of contact for students, parents, counselors, general education teachers, and school administrators regarding tutorial and other academic support services. The SASC will:

- Facilitate connection to and monitoring of the appropriate resources targeted to specific student needs;
- Create strong incentives for student participation in academic support programs;
- Engage in the continuous promotion of student support services available;
- Create data collection and analysis mechanisms for measuring and reporting effectiveness of programs;
- Initiate targeted tutor recruitment and development to build the capacity of tutors to work successfully with all students;
- Facilitate the hiring and compensation of tutorial support personnel; and
- In collaboration with the Intervention Coordinator and Principal’s Intervention team, connect BUSD and community-funded student support initiatives to each other and to the greater BHS community.

Appendix A
BSEP SCHOOL SITE DISCRETIONARY FUNDS 2017-18
Berkeley High School (137)

| CERTIFICATED MONTHLY SALARIES & FRINGE | | |
|---|---|----------------------------------|
| 1102 | TSA - Student Learning Center Coordinator (.80 F | 64,455 |
| 1102 | TSA - Academic Support, Athletes (.50 FTE) | 48,775 |
| 1102 | TSA - BHHS Support Class | 20,480 |
| 1102 | TSA - AC Academic Development Class | 20,480 |
| 1202 | College/Career Advisors (2.0 FTE) | 191,750 |
| TOTAL CERTIFICATED MONTHLY: | | \$345,940 |
| CERTIFICATED STIPENDS | | |
| 1116 | College Preparation Class Teacher Stipends | 11,600 |
| TOTAL CERTIFICATED HOURLY: | | \$11,600 |
| CLASSIFIED MONTHLY SALARIES & FRINGE | | |
| 2182 | IS - Dance & Drum (.53 FTE) | 47,700 |
| 2202 | Instructional Media Technician (.60 FTE) | 32,080 |
| 2902 | Bilingual Home-School Liaison (.53 FTE) | 33,190 |
| 2902 | Parent Liaison - Parent Resource Center (.53 FTE) | 42,145 |
| 2902 | Program Asst - Volunteer Coordinator (.67 FTE) | 53,350 |
| 2902 | Student W & A Specialist - OCI (1.0 FTE) | 78,685 |
| TOTAL CLASSIFIED MONTHLY | | \$287,150 |
| CLASSIFIED HOURLY SALARIES & FRINGE | | |
| 2146 | Tutors Hourly - SLC | 10,000 |
| 2146 | Tutors Hourly - EL | 10,000 |
| 2186 | Hourly IS - Dance & Drum | 3,330 |
| TOTAL CLASSIFIED HOURLY | | \$23,330 |
| SUB-TOTAL PERSONNEL: | | \$668,020 |
| NON-SALARIED CATEGORIES | | |
| 4300 | Instructional Materials | 30,000 |
| 5800 | Contracts - Coaching for Success | 15,000 |
| 5800 | Contracts - Leveling the Musical Playing Field | 17,000 |
| 5800 | Contract - RISE Scholars | 10,000 |
| SUB-TOTAL NON-SALARIED: | | \$72,000 |
| TOTAL EXPENDITURES: | | \$740,020 |
| RESERVE FOR PERSONNEL VARIANCE: | | \$29,570 |
| TOTAL FY 2017-18 BSEP ALLOCATION: | | \$769,590 |
| CARRYOVER PRIORITIES | | |
| | BSEP Program Support | \$3,000 |
| | Instructional Materials | \$40,000 |
| | Academic Tutors | 40% of additional up to \$17,000 |
| | EL Tutors | 40% of additional up to \$17,000 |
| | Band and Orchestra Coaches | 10% of additional up to \$3,000 |
| | Jazz Music Coaches | 10% of additional up to \$15,000 |