

BERKELEY UNIFIED SCHOOL DISTRICT

TO: BSEP Planning and Oversight Committee
FROM: Natasha Beery, Director of BSEP and Community Relations
Danielle Perez, BSEP Program Specialist
DATE: December 15, 2020
SUBJECT: Election, Diversity and Activity Report for School Site Councils for the 2020-21 School Year

BACKGROUND INFORMATION:

Each year the Board receives a report on the elections and membership of the School Site Councils (SSCs) for all BUSD schools, including the Pre-K Program, the TK-8 schools, Berkeley Technology Academy (BTA), the Independent Study (BIS) Program, and Berkeley High School. This report was reviewed by the BSEP Planning and Oversight Committee on December 15, 2020.

Principals and committee members were surveyed online to obtain a picture of the conduct of elections for each site, including candidate outreach, nominations, election mechanisms, and members' racial/ethnic identities. Last year's survey garnered responses from 55.5% of the district's SSC members, but in 2020 the response rate was only 46.2%. General fatigue with online meetings, programs, and surveys seemed to hurt participation, with one person writing "I'm tired of taking surveys" in response to a question about how committee members might be better supported.

Candidate outreach and recruitment: Schools solicited parent candidates using only remote methods, due to the COVID-19 pandemic:

- Digital flyers with committee information;
- Messages encouraging participation, with online nomination forms, via email, e-tree, and other educational communications apps;
- Direct individual recruitment and outreach by the Principal, current, and/or former committee members via emails or phone calls.

Teacher and staff candidates were solicited by Principals using the following remote methods:

- Providing a description of the committee and requests for nominations at staff meetings;
- Sending requests for nominations through email messages to staff lists; and
- Through one-on-one conversations via email or telephone with potential candidates.

Several principals reported that recruiting new members to their SSC was more challenging than ever this year, which, given the vast disruption from the pandemic is not at all surprising. However, despite the many challenges in the Fall of 2020, every school and program has constituted its SSC.

As has been true in the past, targeted and personal outreach continues to be most effective in recruiting new committee members. Turnover in BUSD principals, which continues, with 7 out of 18 schools or programs being led by a first- or second-year

principal. For the five principals who are only in their first or second year at a school, it is difficult to directly recruit committee members while they are still forging connections with the school community. For the two principals who are not new to their school but new to the principal role, this year marks their first experience running an SSC and its associated elections.

Staff continue to be the most difficult group from which to recruit representatives. School staff cannot be compensated for participating in an SSC, so principals rely on the willingness of teachers and staff to stay after their work day to serve these groups. It is often difficult for committees to balance the needs of staff, who generally want to have meetings as soon after school as possible, with the needs of parents, who often have later working hours.

In an effort to give Principals useful tools in recruitment and election processes, the BSEP Office provided standardized materials in 2020-21, including:

- English/Spanish flyers describing common BUSD committees, including SSC;
- Templates for digital nomination and voting forms; and
- Template vote tally and results record document.

Sites continue to utilize creative committee and election structures to encourage increased participation in their committees. Overall 8 schools held slate elections, up from only two last year, in part because several of these sites had exactly enough nominees to fill their open seats. Further, as of this writing at least 4 school committees plan to make decisions by consensus in 2020, which allows members regardless of alternate status to participate in discussions until consensus is reached.

Parent/Guardian Voting: All parent/guardian elections were held using digital ballots this year, which were distributed via direct email messages, as links from e-tree communications, and through notifications using educational apps like Remind. The BSEP Program Specialist was available to assist with counting and recording ballots at sites that requested extra help. Most sites handled all aspects of vote counting independently and reported results back to the BSEP Office using the provided voting record form.

Elementary sites had voting responses ranging from only 5 returned ballots to a high of 69 (many of the sites using slate voting experienced low turnouts). The middle schools ranged between 28 and 64 responses, and Berkeley High received 120 returned ballots. The small programs also received responses proportionate to the size of their student population. All voting totals were lower than in previous years, more than likely due to digital fatigue as the pandemic drags on and pushes all school business online.

Staff: Selection of staff SSC members was fairly evenly split between principals accepting all volunteers (5 schools), online voting (6 schools), and voting during staff meetings (7 schools). The majority of principals engaged in one-on-one recruitment, and many solicited nominations during staff meetings in combination with reminders in staff newsletters.

Roster: Attached as Appendix A is a roster of the parents/guardians, students, teachers, principals, and other staff members who have made the commitment to serve on their school's SSC in 2020-21.

Diversity: Attached as Appendix B is a chart showing the available ethnic/racial composition of SSC members, as well as a comparison with the district student body. The member data was obtained through self-report, and the ethnic/racial categories offered to respondents match the federal and state categories which are used for the student CALPADS data. The results are summarized by grade levels: PreK-5, middle school, and high school (including BTA and BIS).

Anecdotally, several Principals expressed excitement at having SSCs that are more diverse in 2020 than in previous years. And, despite the lower response rate to the member survey, when given the opportunity to provide information about their identities beyond the narrow federally-mandated categories, respondents made it clear that they represent a wide array of perspectives.

Overall, 27.4 % of responding committee members identify as white (down from 36.4% last year), and 18.8 % identify as non-white (a slight decrease from 19.1% last year). Of the latter group, 3.6% identify as Asian, 4.6% as Black or African-American, 6.1% as Hispanic/Latino, and 4.6% as more than one race/ethnicity. Three of the respondents who indicated multiple ethnicities selected American Indian or Alaskan Native as one of their identities, up from zero last year. 53.8% of committee members did not respond to the member survey, or chose not to indicate any race/ethnicity in their responses.

The use of the ethnic/racial categories used to identify students in CALPADS continues to be problematic for many SSC members, who did not feel their ethnicities fit into the options provided. Not only do these categories not fully capture the diverse backgrounds of the members, it does not show the many other identities that members bring to the committees. However, when the survey asked SSC members to describe other identities and perspectives that they or their family hold, the answers were quite varied. Many respondents indicated representing LGBTQ+ families, multi-racial families, single-parent families, families with special education needs, and low-income households.

It should always be kept in mind that principals face an ongoing challenge in recruiting diverse SSC members, because they also must recruit parents for other vital committees that require specific representation. Principals are responsible for recruiting parents of unduplicated students to represent their schools on the LCAP Parent Advisory Committee, while recruiting parents of English learners for their site English Learner Advisory Committees as well as representatives to the District English Learner Advisory Committee. This makes SSC coordination with the PAC, DELA, and ELAC committees hugely important as a way to include diverse perspectives in the site decision-making process.

Committee Member Education: The pandemic drastically altered the annual Committee Orientation event. Live programming was held online via Zoom, and leading up to the event district staff pre-recorded and posted training videos on topics that would usually be covered by in-person workshops. A [committee training page](#) was created on the BUSD website, where members of any committee in the district could find and view these training videos, the digital [2020-21 Committee Handbook](#), and the agenda and instructions for accessing the Zoom event on October 14, 2020. Additionally, this training page contains links to specific information for each school and program, including complete 2020-21 School Plans and Budget Summaries, a multi-year funding summary containing student enrollment data and site budgets

from the past six years, and exercises to help committee members practice analyzing site historical data and evaluating site-funded budget items.

The Committee Handbook includes:

- Updated "Best Practices," suggested annual calendars, meeting documentation examples, and a dictionary of key BUSD acronyms and terms;
- Full K-8 and BHS SSC bylaws;
- Guides summarizing school committees and the various funds they oversee, including descriptions of BSEP, LCAP, and Title I resources;
- In response to requests from SSC members, guidance about decision-making and deadlines related to site funding of staff salaries; and
- Examples from within BUSD of methods for sharing committee, school plan and budget information with the broader school community.

For the third year in a row, principals were asked to hold their October SSC meeting "at" the training event. This year, this was achieved by each principal hosting their own Zoom SSC meeting immediately following the district-wide presentation. Recognizing the challenges of the all-virtual event, principals were asked in advance whether they would want brief visits from BSEP Office staff during these meetings. The BSEP Director and Program Specialist visited five meetings that evening based on principal preference, providing support and answering questions when needed, or simply introducing themselves and observing the processes of the groups.

Members of non-SSC committees, such as the PAC, DELAC, ELACs, Affinity Groups, and PTAs were encouraged to attend their school's SSC meetings. The hope was to begin the year's work with these various community members meeting one another and setting a trend toward inclusion in the site decision-making processes for which SSCs are responsible.

The online Orientation event had 141 attendees, almost identical to the attendance of 145 at last year's in-person Orientation. Feedback from committee members about the training event and materials was positive, with some even suggesting that the digital formatting be kept in the future, even when in-person gathering is again permitted.

Ongoing Support: Plans by BSEP staff to visit each school's SSC in 2019-20 were derailed by the abrupt school closures in March. The BSEP Director and Program Specialist had visited half of the schools in the district before the shutdown, and continued to support principals in shifting their meetings online through the end of the last academic year. Thankfully, through an immense combined effort from principals and staff from BSEP, Ed Services, and Fiscal Services, SSCs were able to convene to approve 2020-21 School Plans and budgets. Additionally, despite the closures, the BSEP Office completed the long-held goal of revising the BHS SSC Bylaws, giving Berkeley High the opportunity to decide whether to field a single SSC or bifurcated SSC and BSEP Committees based on the needs of each individual year.

In 2020-21, with the ever-evolving demands of operating remotely, BSEP staff have provided ongoing support for online SSC business, including creating a training video about conducting public meetings via Zoom, and a significant increase in one-on-one support to principals. Moving into the second half of this school year, other district departments will be called on to shift how they support SSCs as well, including how

student performance data is gathered and shared for each school, and accelerated budgeting support due to the early end of the 2020-21 school year on June 4.

POLICY/CODE:

California Education Code 52852-52855; BUSD School Site Council Bylaws, adopted by the Berkeley Board of Education September 12, 2018; BUSD Berkeley High School Site Council Bylaws, adopted by the Berkeley Board of Education February 19, 2020.

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Receive this School Site Council Election, Diversity and Activity Report for 2020-21.

Appendix A
Berkeley Unified School District
School Site Council Members
for the 2020-21 School Year
as of December 15, 2020

School	Parents	Staff
Pre-K Program	Jolynn Piazza	Maria Carriedo (Principal)
	Elmon McGlothin III	Josh Reed
	Celia Gil	Bonita Walker
	Karley Umoru	Deborah Thies
	Silvia Ahn	
	Jerry Liang	
Arts Magnet	Nicole Chabot	Rene Molina (Principal)
	Melina Landry	Nick Stephens
	Cozette Selvy-Gatlin	Karen Ferguson
	Brit Toven	Michele Ferrell
	Milani Pelley	Allie McMurdo
	Lidia Guitan	
	Joel Tranter	
Heather Gilbert		
Cragmont	Nimota Abina	Candyce Cannon (Principal)
	Leda Dederich	Kellie McElhaney
	Christine Lorang	Veronika Huntsberry
	Avi Khullar	Jocelyn Foreman
Emerson	Betsy Hayes	Jana Holmes (Principal)
	Elizabeth Harvey	Taylor Totten
	Kenneth Berland	Anna Stuppi
	Shawna Matilla	Katie Campbell Lewis
	Adam Gutride	Kyla Portugal
	Karla Crowley Schlags	Lily Howell
Jefferson	Peter Ross	Mary Cazden (Principal)
	Carrie Friesen-Meyers	Barb Wenger
	Shereen Katrak	Beth Trevor
	Elisa Frozena	Anne Scheele
	Nikhila Pai	
John Muir	Gwendolyn Donaker	Marco Taylor (Principal)
	Peter Butler	Yorda Welderghiorgis
	Nicola McClung	Gwen Rogers
	Shannon Stockdale	Lily Howell
	Harini Sarathy	
	Dean Shin	

King Middle School SSC		
Parents	Staff	
Peter Ross	Janet Levenson (Principal)	
Chetan Kamdar	Guillermo Neuva	
Mark Adams	Sara Dieli	
Heaven Walker	Mariam Al-Shawaf	
Candace Martinez	Amielle Zemach	
Heather Gilbert	Mallorie Baron	
Prashant Jawalika		
Jessica Reich		
Anya Hurwitz		
Longfellow Middle School SSC		
Parents	Staff	
Jeff Hockenbrock	Paco Furlan (Principal)	
Dana Gerstein	Gretchen Montoya	
Olivia Lim	Forest Borie	
Hans Abramson	Tito Aquino	
Patricia Rivera	Jimmy Tran	
Erin Holland		
James Shultz		
Willard Middle School SSC		
Parents	Staff	
Rob Grimes	Chris Albeck (Principal)	
Drew Mendoza	Ben Jackson	
Scott Stauffer	Rayna Steffl	
Sarah Jackson	Melissa Corrigan	
Mandy Eppley	Kemal Stewart	
Eric Sloan	Amanda Hall	
Berkeley Technology Academy SSC		
Parents	Students	Staff
Nafeesah Muhammad	Adante Walker	Heidi Weber (Principal)
		Ramal Lamar-el
Berkeley Independent Study SSC		
Parents	Students	Staff
Tamara Mays	Jasiah Mays	Heidi Weber (Principal)
Martin de Mucha Flores	Anjalayah Mays	Barry Harris
Berkeley High SSC		
Parents	Students	Staff
Roxana Vargas Greenan	Eliot Mark	Juan Raygoza (Principal)
Dana Gerstein	Benjamin Miele	Lucia Cortez
Diane Halberg	Eszter Molnar	Maribel Quiroz
Terry Pastika	Maralina Caldas	Shauna Rabinowitz
August Fern (Alt.)	Sevan Minassian Goldner (Alt.)	Rebecca Villagran
Esfandiar Imani (Alt.)	Emma Lynch (Alt.)	Karen Wells
	Tenzing Chosang (Alt.)	Aaron Glimme
	Lianna van Hout (Alt.)	

Appendix B: School Site Council Member Demographics 2020-21

2020-21 preK-5 Committee Member Report*			2020-21 Overall Committee Member Report*				
Race/Ethnicity	Response Percent	Response Count	Race/Ethnicity	Response Percent	Response Count		
American Indian or Alaskan Native	0.0%	0	American Indian or Alaskan Native	0.0%	0		
Asian	4.7%	6	Asian	3.6%	7		
Black or African-American	6.3%	8	Black or African-American	4.6%	9		
Hispanic/Latino	6.3%	8	Hispanic/Latino	6.1%	12		
Native Hawaiian or other Pacific	0.0%	0	Native Hawaiian or other Pacific	0.0%	0		
White	25.2%	32	White	27.4%	54		
More than one race/ethnicity	3.9%	5	More than one race/ethnicity	4.6%	9		
Other or not reported	53.5%	68	Other or not reported	53.8%	106		
	TOTAL	100.0%	127		TOTAL	100.0%	197
2020-21 Middle School Committee Member Report*			2020-21 BUSD Student Demographic Data**				
Race/Ethnicity	Response Percent	Response Count	Race/Ethnicity	Percent	Count		
American Indian or Alaskan Native	0.0%	0	American Indian or Alaskan Native	0.28%	26		
Asian	2.6%	1	Asian	8.30%	781		
Black or African-American	2.6%	1	Black or African-American	12.67%	1193		
Hispanic/Latino	2.6%	1	Hispanic/Latino	22.14%	2084		
Native Hawaiian or other Pacific	0.0%	0	Native Hawaiian or other Pacific	0.98%	92		
White	33.3%	13	White	41.35%	3893		
More than one race/ethnicity	5.1%	2	More than one race/ethnicity	14.15%	1332		
Other or not reported	53.8%	21	Other or not reported	0.14%	13		
	TOTAL	100.0%	39		TOTAL	100.0%	9414
2020-21 High School Committee Member Report*			<p>*Committee member data is Self Reported</p> <p>**Student data is derived from CALPADS</p>				
Race/Ethnicity	Response Percent	Response Count					
American Indian or Alaskan Native	0.0%	0					
Asian	0.0%	0					
Black or African-American	0.0%	0					
Hispanic/Latino	9.7%	3					
Native Hawaiian or other Pacific	0.0%	0					
White	29.0%	9					
More than one race/ethnicity	6.5%	2					
Other or not reported	54.8%	17					
	TOTAL	100.0%	31				
2020-21 Overall Committee Parent/Student Member Report*			2020-21 Overall Committee Staff Member Report*				
Race/Ethnicity	Response Percent	Response Count	Race/Ethnicity	Response Percent	Response Count		
American Indian or Alaskan Native	0.0%	0	American Indian or Alaskan Native	0.0%	0		
Asian	5.4%	6	Asian	1.2%	1		
Black or African-American	3.6%	4	Black or African-American	5.9%	5		
Hispanic/Latino	2.7%	3	Hispanic/Latino	10.6%	9		
Native Hawaiian or other Pacific	0.0%	0	Native Hawaiian or other Pacific	0.0%	0		
White	28.6%	32	White	25.9%	22		
More than one race/ethnicity	3.6%	4	More than one race/ethnicity	5.9%	5		
Other or not reported	56.3%	63	Other or not reported	50.6%	43		
	TOTAL	100.0%	112		TOTAL	100.0%	85

2020-21 PreK-5 Committee Parent Member Report*				2020-21 PreK-5 Committee Staff Member Report*			
Race/Ethnicity	Response Percent	Response Count		Race/Ethnicity	Response Percent	Response Count	
American Indian or Alaskan Native	0.0%	0		American Indian or Alaskan Native	0.0%	0	
Asian	8.6%	6		Asian	0.0%	0	
Black or African-American	5.7%	4		Black or African-American	7.0%	4	
Hispanic/Latino	4.3%	3		Hispanic/Latino	8.8%	5	
Native Hawaiian or other Pacific	0.0%	0		Native Hawaiian or other Pacific	0.0%	0	
White	30.0%	21		White	19.3%	11	
More than one race/ethnicity	1.4%	1		More than one race/ethnicity	7.0%	4	
Other or not reported	50.0%	35		Other or not reported	57.9%	33	
	TOTAL	100.0%	70		TOTAL	100.0%	57
2020-21 Middle School Committee Parent Member Report*				2020-21 Middle School Committee Staff Member Report*			
Race/Ethnicity	Response Percent	Response Count		Race/Ethnicity	Response Percent	Response Count	
American Indian or Alaskan Native	0.0%	0		American Indian or Alaskan Native	0.0%	0	
Asian	0.0%	0		Asian	5.9%	1	
Black or African-American	0.0%	0		Black or African-American	5.9%	1	
Hispanic/Latino	0.0%	0		Hispanic/Latino	5.9%	1	
Native Hawaiian or other Pacific	0.0%	0		Native Hawaiian or other Pacific	0.0%	0	
White	22.7%	5		White	47.1%	8	
More than one race/ethnicity	9.1%	2		More than one race/ethnicity	0.0%	0	
Other or not reported	68.2%	15		Other or not reported	35.3%	6	
	TOTAL	100.0%	22		TOTAL	100.0%	17
2020-21 High School Committee Parent/Student Member Report*				2020-21 High School Committee Staff Member Report*			
Race/Ethnicity	Response Percent	Response Count		Race/Ethnicity	Response Percent	Response Count	
American Indian or Alaskan Native	0.0%	0		American Indian or Alaskan Native	0.0%	0	
Asian	0.0%	0		Asian	0.0%	0	
Black or African-American	0.0%	0		Black or African-American	0.0%	0	
Hispanic/Latino	0.0%	0		Hispanic/Latino	27.3%	3	
Native Hawaiian or other Pacific	0.0%	0		Native Hawaiian or other Pacific	0.0%	0	
White	30.0%	6		White	27.3%	3	
More than one race/ethnicity	5.0%	1		More than one race/ethnicity	9.1%	1	
Other or not reported	65.0%	13		Other or not reported	36.4%	4	
	TOTAL	100.0%	20		TOTAL	100.0%	11