

# **BERKELEY UNIFIED SCHOOL DISTRICT**

**TO:** BSEP Planning and Oversight Committee  
**FROM:** Kathy Fleming, Director of Local Resources  
Jill Hoogendyk, Associate Superintendent, Educational Services  
**DATE:** March 14, 2023  
**SUBJECT:** Recommendation for Expenditure of BSEP Funds for Class Size Reduction in FY 2023-24

## **BACKGROUND INFORMATION**

According to Measure E1 of 2016, “sixty-six percent (66%) of the Available Revenues shall be dedicated annually to reducing class sizes at all District-operated K-12 schools, and may also be allocated to provide funding for professional development, classroom support, program evaluation, and expanded course offerings.”<sup>1</sup>

### **Class Size Reduction and the Teacher Template**

The contribution of BSEP Class Size Reduction (CSR) Funds for classroom teachers is estimated using a planning tool known as the “Teacher Template.” The Teacher Template calculates student enrollment and staffing for class size ratios to be paid for by General Fund (GF) resources, and then calculates additional staffing to be paid for by BSEP funds to determine the total number of teacher staffing, expressed as Full Time Equivalent (FTE).

In 2020-21, continuing pressures on the General Fund drove an adjustment to the relative contributions of the GF and BSEP to the class size reduction calculation, so that for K-5 grades, the GF supported staffing ratios at 36:1 (instead of 34:1), and BSEP provided the funds to bring the class sizes down to the specified targets. Class sizes were not affected; the BSEP funds assumed a greater share of the FTE required to achieve targeted class sizes. This revised ratio was continued in 2021-22 and was again in 2022-23. Beginning in 2023-24, after analysis of the fund balance trajectory to ensure sustainability of measure E1 funds through the life of the measure, the ratio for K-5 was reverted back to 34:1. This ensures a savings in funds for the High Quality Instruction Programs to reduce planned deficit spending.

The Teacher Template, representing the plan for Class Size Reduction in 2022-23, was reviewed with Admissions, Educational Services, and Business Services to ensure that staffing allocations derived from the Teacher Template will ensure appropriate class sizes at each site and grade span, was shown in draft form to the P&O Committee on 2/21/2023, and is now being brought, with minor changes (total reduction in cost of \$24,100), for approval at the 3/14/2023 meeting.

The Teacher Template Class Size Planning Document is attached as Appendix

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<sup>1</sup> BSEP Measure E1 of 2016, Section 3.A

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A full summary of how this Teacher Template fits together with the plans for the “Support for Teaching” discretionary purposes funded under the same High Quality Instruction resource was provided to the P&O on 2/21/23 and will be again on 3/14/2022.