



**BERKELEY UNIFIED SCHOOL DISTRICT**  
**BERKELEY SCHOOLS EXCELLENCE PROGRAM**  
2134 Martin Luther King, Jr. Way, Berkeley, CA 94704  
Phone: 644-8717 Fax: 644-8923 [www.berkeley.net](http://www.berkeley.net)

**MEETING NOTICE**

**COMMITTEE:** BSEP Planning & Oversight Committee  
**DATE:** **Tuesday, November 15, 2011**  
**LOCATION:** Malcolm X School Library **TIME:** 7:00  
1731 Prince Street **Gavel down: 7:15**  
**CO-CHAIRPERSON:** Chris Martin

---

**AGENDA**

- [Discussion] 7:15 1. Call to Order & Introductions  
2. Establish the Quorum/ Approve Agenda  
3. Chair's Comments  
4. BSEP Manager Report (Nancy Hoeffler)  
♦ Orientation for New P&O Representatives  
5. Public Comment
- [Presentation] 7:30 6. ***P&O Member Orientation Series part IV:  
Berkeley Evaluation & Assessment Office***  
Debbi D'Angelo, Director Evaluation & Assessment
- 8:20 7. Class Size Report (Aaron Glimme & Nancy Hoeffler)
- Subcommittee Reports/Action Items**
- [Action] 9:00 9. Nomination/selection of Reps to districtwide & P&O committees:  
• Superintendent's Budget Advisory Committee (SBAC)  
• Facilities, Safety & Oversight Committee (FSMOC)  
• P&O Steering Committee  
• Other P&O Subcommittees
10. Approval of P&O Meeting Minutes: 9/20/11, 11/1/11  
11. Additional Items for Discussion
- 9:30 12. Adjournment

**Upcoming Meeting Dates:**

**November 29th: *New Member Orientation***: All members welcome!  
**December 13th:** Year End Financial Report for 2010-2011