

BSEP/Measure A PLANNING & OVERSIGHT COMMITTEE MINUTES

November 1, 2011

Malcolm X School Library
1731 Prince St., Berkeley

P&O Committee Members Present:

Lea Baechler-Brabo, <i>Oxford (Alt)</i>	Nicole Bowen, <i>Arts Magnet</i>	Brett Cook, <i>Malcolm X</i>
Mariane Ferme, <i>Berkeley High</i>	Aaron Glimme, <i>Berkeley High</i>	Larry Gordon, <i>Berkeley High</i>
Elisabeth Hensley, <i>King</i>	Esther Hirsh, <i>Berkeley High</i>	Diana Kuderna, <i>Berkeley High (Alt)</i>
John Lavine, <i>King</i>	Catherine Lazio, <i>Willard</i>	Chris Martin, <i>LeConte (Interim Chair)</i>
Jay Nitschke, <i>King (Alt)</i>	Dawn Paxson, <i>Emerson</i>	Shauna Rabinowitz, <i>Jefferson</i>
Abigail Surasky, <i>Longfellow (Alt)</i>	Greg Wiberg, <i>Oxford</i>	Evon Williams, <i>Longfellow</i>

P&O Committee Members Absent:

Marjorie Alvord, <i>Berkeley High (Alt)</i>	Juliet Bashore, <i>Rosa Parks</i>	Monica Gyulai, <i>Longfellow</i>
Karen Imen, <i>Cragmont</i>	Christine Mattson, <i>Willard</i>	Ardel Thomas, <i>Pre-K Program</i>
Sara Tool, <i>John Muir</i>	Representative, <i>Thousand Oaks</i>	Representative, <i>Washington</i>
Representative, <i>Independent Study</i>	Representative, <i>B-Tech</i>	

Visitors, School Board Directors, District Advisory Committee Liaisons, Staff and Guests:

Josh Daniels, Board of Education

BSEP Staff:

Nancy Hoeffler, <i>BSEP Manager</i>	Mary Hurlbert, <i>Admin. Coord.</i>	Liz O'Connell-Gates, <i>Staff Support</i>
Mark Coplan, <i>Public Information Officer</i>		

1. Call to Order/Establish Quorum

Guest-Chair Chris Martin opened the meeting and invited P&O members to offer a fun-fact about themselves during introductions.

2. Establish Quorum

The Quorum was established with 15 voting members present.

3. Nominations/Election of Chairperson(s) for 2011-12

Nancy, Hoeffler, BSEP Manager

Hoeffler announced that two chairpersons were needed for the new school year. She invited nominations from the floor, while noting that Chris Martin had already volunteered to continue on as Co-Chair. Elisabeth Hensley volunteered to be Co-Chair.

MOTION CARRIED (Glimme/Hirsh): To elect Chris Martin and Elisabeth Hensley as co-Chairs of the BSEP Planning and Oversight Committee for 2011-12.

Martin and Hensley were elected unanimously.

4. BSEP Manager Report

Nancy Hoeffler, BSEP Manager

Hoeffler distributed certificates of appreciation to P&O members who served during school year 2010-2011. She said that last year's P&O new-member orientation had been lightly attended so

instead of repeating that type of orientation she intended to bring newcomers up to speed by having ‘richer’ meetings with presentations by key District personnel. She encouraged P&O members to read the meeting agenda ahead of time so they could better participate in discussions.

Next Hoeffler presented the proposed 2011-12 P&O Committee meeting calendar for adoption. She said that although the calendar was flexible in terms of topics and speakers, her goal was to have P&O meetings take place on the 1st and 3rd Tuesdays of the month.

MOTION CARRIED (Paxson/Cook): To approve the 2011-2012 Planning and Oversight Committee calendar, as presented.

The Calendar was unanimously approved.

Hoeffler said that the annual Class Size Report was generally presented to the P&O in the 1st week of November, but it would be delayed this year due to a change of personnel in the attendance office. She said that the Board would receive the Report on November 9th, and that it would be e-mailed to P&O members when it was available. The BSEP manager noted that Class Size Report would be on the P&O agenda on November 15, 2011.

Hoeffler stated that over the summer changes had been made to various BSEP budgets that had been voted on and approved by the P&O and the Board. She said that in the interest of moving the process forward and in the absence of major budget implications, she had decided against bringing the amended BSEP plans/budgets back to the P&O for another vote. She invited feedback from the P&O and asked members to help her set a threshold for Annual Plan changes that could be made without having to reconvene P&O members after the Committee had adjourned for the summer. It was agreed that the BSEP Manager and co-Chairs would confer and return with a Threshold Plan at the next meeting. It was recommended that addenda to proposals be added to the BSEP Annual Plan binders.

5. Public Comment

No public comment was made.

6. The P&O Committee and the School Board: affecting a powerful presence

Josh Daniels, Board Liaison to the P&O Committee, Nancy Hoeffler, BSEP Manager

Daniels said he would address the formal and informal authority of the P&O Committee. He asked members to find text of the BSEP Measure and the P&O Bylaws in their binders. He said the main purpose of the P&O Committee was:

1. To make sure BSEP dollars were spent according to the Measure: to ensure that taxpayers were paying for what the District promised they would be paying for.
2. To promote Intra-District communication.
3. To make recommendations for the annual expenditure of the BSEP dollars (i.e. BSEP Annual Plan).

Daniels said that charges #1 & #3 gave P&O members the opportunity to exercise informal authority. He said that since the P&O represented community members, the Board looks to the P&O to ascertain whether the public believed BSEP money was being spent properly.

He said the P&O could have come before the Board more often last year and he encouraged more robust participation during this school year. He underscored the importance of P&O members’ asking hard questions, since the District would soon be asking Berkeley taxpayers to re-approve the Measure. Daniels warned that losing BSEP would be catastrophic for BUSD.

One P&O member stressed need for program evaluation data so the P&O could analyze the efficacy of programs, especially ULSS. The point was made that evaluation data from the District was lacking and that it was important for taxpayers to see positive results. Josh Daniels said the Board had received information about the ULSS Program. BSEP Manager Hoeffler said it was the Committee's job was to ensure that BSEP funds are being spent legally and according to the Measure, but it was not the Committee's charge to evaluate the effectiveness of the programs funded. Hoeffler added that she had invited the new Director of Evaluation to come and speak to the Committee about her department's goals.

Josh Daniels said that if, in the future, P&O members felt that the ULSS program, or any other program, no longer fit under the terms of the Measure, that opinion would be seriously considered by the Board. Daniels encouraged the Committee to share their concerns with BSEP staff on an ongoing basis so that the Superintendent knew the Committee's thoughts and concerns regarding proposals going before the Board.

During discussion P&O feedback suggested that receiving handouts prior to the P&O meeting would be very helpful.

Daniels said there were three public comment periods at every Board Meeting. He noted that the P&O could best communicate with Board as follows:

- Come to the 6 p.m. public comment period before the closed session.
- Come to the 7:30 p.m. public comment period.
- Make public comments at the end of the meeting.
- Email the Board @ BoardofEd@berkeley.net.
- Email Josh Daniels @ joshdaniels@berkeley.net.

Daniels encouraged the P&O to show up at more Board Meetings this year, to make more statements, and to make their presence felt.

7. Overview of the BSEP Annual Plan for 2011-12

Nancy Hoeffler, BSEP Manager/Mary Hurlbert, BSEP Administrative Coordinator

Hurlbert urged P&O members to read the 2011-2012 BSEP Annual Plan, and led the P&O members through a readily accessible 'cheat sheet' that gave the details of the Measure in an abbreviated format. Hoeffler pointed out the recommendations that the Committee and the Board approved last year. She urged everyone to read the Class Size Reduction section, the text of the Measure, and the P&O Bylaws. Hoeffler explained that BSEP revenues were estimated a year in advance. She also reviewed the two-page Class Size Teacher Template and said the P&O would see it again and again and would become very familiar with it.

8. Revision to Technology Budget for 2011-2012

Jay Nitschke, Director of Technology

As an addition to the already approved BSEP Technology plan for FY 12, Nitschke requested that BSEP Technology carryover funds (unspent from 2010-11) totaling \$90,119 be allocated to buy 100 classroom computers. He explained that many of the computers now being used in the District were too old to be effective. It was requested by a P&O member that in future the Committee have more detail of action items in advance.

MOTION CARRIED (Glimme/Lazio): To approve the use of \$91,119 in BSEP Technology Carryover funds for technology hardware.

The motion as approved by a vote of: 14 Yes, 0 No, and 1 Abstention.

9. Nominations/Selection of P&O Representatives to districtwide committees:

This item was tabled for the next meeting.

10. Approval of the Minutes: 9/20/11

Two P&O members asked for revisions to the minutes. It was agreed that one member would send her comments via email so they could be put on record. It was also agreed that details on an approved motion to support the creation of three new positions be fleshed out to give more clarity.

Approval of the 9/20/11 minutes was postponed until the November 15th P&O meeting.

11. Additional Items for Discussion

There were no additional items.

12. Adjournment

The meeting was adjourned by acclamation at 9:30.

Minutes submitted by: Liz O'Connell-Gates