



**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, January 10, 2012**  
**LOCATION:** Malcolm X School Library **TIME:** 7:00  
1731 Prince Street **Gavel down: 7:15**  
**CO-CHAIRPERSON:** Chris Martin

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### AGENDA

- [Discussion] 7:15
1. Call to Order & Introductions
  2. Establish the Quorum/ Approve Agenda
  3. Chairs' Comments
  4. BSEP Manager Report (Nancy Hoeffler)
  5. Public Comment
- [Presentation] 7:30
6. ***P&O Member Orientation Series part V:  
Professional Development and Student Achievement***  
Christina Faulkner, Director Curriculum & Instruction  
Veronica Valerio, Coordinator, Professional Development
- 8:30
7. BSEP Annual Report for 2010-2011  
Nancy Hoeffler and Staff
- Subcommittee Reports/Action Items**
- [Action] 9:20
10. Approval of P&O Meeting Minutes: 11/15/11
  11. Additional Items for Discussion
- 9:30
12. Adjournment

#### Upcoming Meetings:

**January 24th:** P&O Meeting - Discussion & Review of Class Size Budget & Issues  
**January 26th:** Superintendent's Budget Advisory Committee meeting (SBAC)