

BSEP/Measure A PLANNING & OVERSIGHT COMMITTEE MINUTES

April 10, 2012

Malcolm X School Library
1731 Prince St., Berkeley

P&O Committee Members Present:

Keira Armstrong, <i>Washington (Alt)</i>	Lea Baechler-Brabo, <i>Oxford (Alt)</i>	Nicole Bowen, <i>Arts Magnet</i>
Aaron Glimme, <i>Berkeley High</i>	Larry Gordon, <i>Berkeley High</i>	Patrick Hamill, <i>Thousand Oaks</i>
Diana Kuderna, <i>Berkeley High (Alt)</i>	John Lavine, <i>King</i>	Chris Martin, <i>LeConte (co-Chair)</i>
Brittini Milam, <i>Washington</i>	Jay Nitschke, <i>King (Alt)</i>	Dialy Paulino, <i>Cragmont</i>
Dawn Paxson, <i>Emerson</i>	Margot Reed, <i>Longfellow</i>	Shauna Rabinowitz, <i>Jefferson</i>
Abigail Surasky, <i>Longfellow (Alt)</i>	Greg Wiberg, <i>Oxford</i>	

P&O Committee Members Absent:

Marjorie Alvord, <i>Berkeley High (Alt)</i>	Keira Armstrong, <i>Washington (Alt)</i>	Juliet Bashore, <i>Rosa Parks</i>
Brett Cook, <i>Malcolm X</i>	Mariane Ferme, <i>Berkeley High</i>	Elisabeth Hensley, <i>King (co-Chair)</i>
Patrick Hamill, <i>Thousand Oaks</i>	Esther Hirsh, <i>Berkeley High</i>	Ruby Holder, <i>B-Tech</i>
Ardel Thomas, <i>Pre-K</i>	Sara Tool, <i>John Muir</i>	Evon Williams, <i>Longfellow</i>
Representative, <i>Willard</i>	Representative, <i>Independent Study</i>	

Visitors, School Board Directors, Union Reps, and Guests:

William Huyett, <i>Superintendent of Schools</i>	Debbi D'Angelo, <i>Director, Berkeley Evaluation & Assessment</i>
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BSEP Staff:

Monica Thyberg, <i>Acting BSEP Manager</i>	Liz Karam, <i>Senior Budget Analyst</i>	Mark Coplan, <i>Public Info. Officer</i>
Liz O'Connell-Gates, <i>Staff Support</i>		

1. Call to Order & Introductions

At 7:20 p.m. Co-Chair Chris Martin called the meeting to order, and invited members of the P&O to introduce themselves. Martin noted that the Class Size Reduction (CSR) Subcommittee meeting had been very productive. Members thanked the Superintendent for his participation in the Subcommittee meeting.

2. Establish the Quorum / Approve the Agenda

The quorum was established with 14 voting members present.

3. BSEP Manager's Comments

Monica Thyberg, BSEP Manager (Acting)

Acting BSEP Manager said that since her return to BUSD she had recognized that the nuances of processes that had made BSEP work during her tenure had neither been passed on to staff nor to the current P&O committee. Because of this, and since many experienced P&O members, staff members, Board members, and community activists would retire at the school year's end leaving the P&O to carry the torch forward, Thyberg said she felt pressed to share the history of the committee's functioning.

Thyberg said that developing the Bylaws and establishing a process of rational decision-making had been the biggest things she, the Committee, and other BSEP staff members had

brought to the District, and that much of the work had been done in informal subcommittees with community members and BUSD administrators

Stating that the charge of the Committee was to determine whether or not the administration's proposals for BSEP-funded programs fit within the purposes of the Measure, she encouraged the P&O to continue to work in subcommittees to move work forward. She recalled that in the past, subcommittee meetings had been very engaging and well-attended and noted that this was not the case now. Thyberg said it would be important to reverse this situation given that the process of writing the new Measure could start in the fall and harnessing community involvement would be vital to BSEP's success.

4. Revised Recommendation for Allocation of BSEP Class Size Reduction (CSR) Funds in 2012-13

William Huyett, Superintendent

The Superintendent brought the P&O up to date on the search for his successor. Huyett said that the application period had not closed, but that twice as many applications had been received compared to the number received when the position was last open. He said this reflected well on the District.

Referring to Thyberg's remarks regarding the passing of the old guard, Huyett acknowledged that the P&O would go through a transitional phase, but pointed out that a few experienced members would continue on. He encouraged P&O members to step up to leadership positions.

Huyett said that the CSR Subcommittee meeting had been fruitful and that the changes in the administration's CSR recommendations represented a glass-half-full calculation. He said he was now recommending that staffing be at 28:1 at the high schools and that at the middle schools there would be no changes in the way staffing was calculated.

He said the administration had proposals to enhance expanded course offerings, program support, and middle school counseling, to spend the CSR fund balances down before the Measure ends.

The Superintendent led the P&O through the revised CSR Planning Document (Teacher Template) and highlighted the following recommendations:

- Middle school counseling services would be increased to 4.8 FTE: 1.2 @ Willard, 1.2 @ Longfellow and 2.4 @ King.
- Literacy coaches would be increased by one-tenth FTE at each school, for a total of 3.3 FTE (.3 FTE @ 11 sites).
- Funding would continue for two additional math teachers to lower class size in Algebra and Geometry at BHS.

Referring to a P&O request that ECO classes have a minimum of 20:1 students, the Superintendent said he and the BHS administration had monitored the numbers at BHS and had made necessary adjustments at the beginning of the year and at mid-year.

Declining Enrollment at Berkeley High School in 2011-12

Huyett said falling enrollment was BHS's most serious challenge, given a drop of 200 students this year. In response to questions, the superintendent said this loss of students came about due to fewer student transfers, revocation of transfers for failing students, and inaccurate records of students who had left the school but were still being counted as current students.

BSEP's CSR Multi-Year Projections

Superintendent Huyett took the P&O through the 2012-13 CSR Recommendations. He explained that the "net Increase" in Fund Balance for 2012-13, 2013-14, and 2014-15 was intentional because the District wanted to ensure a zero balance when the Measure ended in 2016-17, and because, when the new BSEP Measure passed, he wanted the District to be able to draw on the funds before the end of the 2016-17 school year.

5. Recommendation for allocation of BSEP Parent Outreach Funds in 2012-13

William Huyett, Superintendent

The Superintendent outlined the recommendation for a two-year, site-based parent outreach and engagement program. He said that he would be bringing his recommendation to the Board the next evening (April 11th) and the Board was poised to take action on this pilot program, but he wanted to verify that the P&O Committee felt, as he did, that this was an appropriate use of BSEP funds. He said that the Board would reassess the program after two years, and confirmed that the program could sunset if it proved to be ineffective. If the program proved successful, the Superintendent said it could be funded long-term by a combination of BSEP and General Fund monies.

Huyett explained that the staffing model for the pilot program came from the past year's communications study, which pointed to the need for a school site-centered program rather than one organized from a central office. He said that four newly-designed positions were:

- Site Coordinator, Family Engagement - 2.0 FTE
- Site Coordinator, Family Engagement, Spanish/English Bilingual required - 1.0 FTE
- Supervisor, Family Engagement and Equity - 1.0 FTE.

The Superintendent explained that in addition to the core program, the following two options were on the table for consideration:

Option A - Projected Budget of \$64,000

A fourth Site Coordinator, Family Engagement position could be established at 1.0 FTE. If this option were adopted, .25 FTE of this position could be allocated to each of the four Tier II elementary schools: Cragmont, Jefferson, Oxford, and Washington. This allocation could be supplemented with site monies.

Option B with - Projected Budget of \$32,000

A Site Coordinator, Family Engagement position at .50 FTE could be allocated to BHS to ensure that the positions of the two Parent Liaison currently at BHS could be maintained.

In response to a question on the proven efficacy of the program, The Superintendent said he had just received the State Framework for Parent Engagement and that this new program acted on all of the Framework's recommendations for engaging all parents and for ensuring overall student success. Thyberg added that all of the site positions would be overseen by the Supervisor of Family Engagement and Equity.

The Superintendent noted that this program would pivot away from working with parent groups and adult organizational issues and problems, to working at the school site level with the parents to make a difference in students' performance.

Thyberg added that if the Board decided to move forward with the program, the job descriptions of the new positions would go to the Personnel Commission, which would determine the job classifications and salary ranges.

Discussion followed, including how the Committee could best communicate its support for Option A. Thyberg recommended that the Committee members attend the next evening's Board meeting and offer their support individually during the public comment period.

It was suggested that at the Board meeting, a P&O representative should let the Board know the importance to having parents involved in the hiring of staff for the pilot program. The Superintendent said he would appreciate the input of an ad hoc group of parents and staff in the implementation of this program

6. Motion to extend the meeting

MOTION CARRIED (Reed/Glimme): The motion was made to extend the meeting.

The motion was approved by acclamation.

7. Update on Program Evaluation Department and Q&A on next steps for Program Evaluation in 2012-13

Debbi D'Angelo, Director, Berkeley Evaluation and Assessment

D'Angelo said she wanted to update the P&O on her department's work, to bring everyone up to date on state-mandated testing changes, and to collect questions that she would answer during next week's Program Evaluation Subcommittee meeting. D'Angelo said her department had been focusing on meeting the District goals of closing the achievement gap and of bringing to fruition the 2020 vision of altering the predictability of student outcomes. She said that her staff had been working with teachers and data teams to evaluate assessment data, and that she had been working with schools, principals, SGCs, and parent groups, to evaluate data that would inform instruction.

D'Angelo said that through this process she had discovered that the teachers were not using Datawise, the District's student assessment system. She clarified that the system was out-of-date and cumbersome to use. She noted that the BHS WASC task force had recommended that DataWise be replaced with a comprehensive assessment system that would give teachers immediate, Facebook-style access to a student profile that included data on STAR-testing and CST results, attendance records, behavior, classroom assessments, and more. She said the ultimate goal was to use this data to inform discussion and to strategize about next steps for students' success.

She said that migrating to a more comprehensive system would take time and that the immediate goal was to clean the data, to transfer it to a new system, and to train lead teachers how to operate the system over the summer. A systematic training for a new assessment system would begin this summer and would continue into next year.

During her presentation, D'Angelo confirmed that California was moving to change the math curriculum, to eliminate STAR, and CST testing by 2016, and to replace them with core common standards that had already been adopted in forty-two states. In response to questions, D'Angelo said her department had already begun evaluating ULSS and RtI efforts, and would also focus on the AVID and WriterCoach Connection (WCC) programs. She noted that a review of WCC outcomes was already happening in the middle schools.

D'Angelo also confirmed that PowerSchool, the system that allows students and parents to log on and see grades, would stay and would be linked to the new assessment system.

8. Update of the BSEP Manager Position

Monica Thyberg and Superintendent Bill Huyett

The acting BSEP Manager said that the BSEP Manager position had been posted and some applications had come in. Thyberg explained that because the job description was eighteen years old and outdated, she had since asked the Superintendent to consider whether the job description could be rewritten to reflect the actual job duties, to align the compensation with the responsibility of overseeing a \$25 million budget, and to repost the job once that had been done.

Thyberg said that people who had already applied for the BSEP Manager position would not be ruled out. She concluded by saying that she, the Superintendent, the Superintendent's successor, Human Resources, and the Personnel Commission would collaborate on the task.

It was suggested that BUSD also consider reassessing the duties of the BSEP Administrative Coordinator position, since it would be open soon, with the upcoming retirement of Mary Hurlbert.

9. Adjournment

The meeting was adjourned by acclamation at 9:50 pm.