

BSEP/Measure A PLANNING & OVERSIGHT COMMITTEE MINUTES

November 27, 2012

Malcolm X School Library
1731 Prince St., Berkeley

P&O Committee Members Present:

Keira Armstrong, <i>Washington (Alt)</i>	Lee Bernstein, <i>Arts Magnet</i>	Lea Baechler-Brabo, <i>Oxford (Alt)</i>
Moshe Cohen, <i>Pre-K (co-Rep)</i>	Ila Deiss, <i>LeConte (Alt)</i>	Aaron Glimme, <i>Berkeley High</i>
Larry Gordon, <i>Berkeley High (Alt)</i>	Elisabeth Hensley, <i>King (co-Chair)</i>	Catherine Huchting, <i>Malcolm X</i>
Rhonda Jefferson, <i>Berkeley High</i>	John Lavine, <i>Berkeley High (Alt)</i>	Catherine Lazio, <i>Berkeley High</i>
Leslie Lippard, <i>Cragmont</i>	Chris Martin, <i>LeConte (co-Chair)</i>	Dawn Paxson, <i>Willard</i>
Boyd Power, <i>Emerson</i>	Shauna Rabinowitz, <i>Jefferson</i>	Cecilie Rose, <i>John Muir</i>
James Shultz, <i>Rosa Parks (co-Rep)</i>	Bruce Simon, <i>King</i>	Edith Smiley, <i>Independent Study</i>
Abigail Surasky, <i>Longfellow</i>	Ellen Weis, <i>Longfellow (Alt)</i>	Greg Wiberg, <i>Oxford</i>

P&O Committee Members Absent:

Amelia Archer, <i>BHS (attended Orientation)</i>	Juliet Bashore, <i>Rosa Parks (co-Rep)</i>	Shannon Cunningham, <i>B-Tech</i>
Patrick Hamill, <i>Thousand Oaks</i>	Brittni Milam, <i>Washington</i>	Danielle Perez, <i>Pre-K (co-Rep)</i>
Margot Reed, <i>Longfellow</i>	Hugo Wildmann, <i>John Muir (co-Rep)</i>	Representative, <i>Willard</i>

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

Debbi D'Angelo, <i>Director, Evaluation & Assessment</i>	Charity da Marto, <i>Supervisor, Family Engagement, Equity</i>
Josh Daniels, <i>Board of Education</i>	Mariane Ferme, <i>Berkeley High</i>
Diana Kuderna, <i>Berkeley High</i>	Suzanne McCulloch, <i>Supervisor, VAPA</i>
Jay Nitschke, <i>Director of Technology</i>	Becca Todd, <i>Library Coordinator</i>

BSEP Staff:

Natasha Beery, <i>BSEP Director</i>	Mary Hurlbert, <i>Admin. Coord.</i>	Liz O'Connell-Gates, <i>Staff Support</i>
Elizabeth Karam, <i>BSEP Senior Budget Analyst (orientation only)</i>		

1. Call to Order & Introductions

At 7:15 p.m. co-Chair Chris Martin called the meeting to order by welcoming attendees and by inviting P&O members to introduce themselves.

2. Establish the Quorum/Approve Agenda

The quorum was established with 15 voting representatives present.

3. Nominations/Selection of Election of Chairperson(s) for 2012-13 [From the Floor]

Motion: To reappoint Chris Martin and Elizabeth Hensley as Co-Chairs.

Motion Carried: (Glimme/Bernstein).

The motion was approved unanimously.

4. Nominations/Selection of P&O Reps to Superintendent's Budget Advisory Committee (SBAC) for 2012-13.

Motion: To nominate BHS Rep Larry Gordon as the second P&O representative to the Superintendent's Budget Advisory Committee (SBAC).

Motion Carried: (Lazio/Armstrong).

The motion was approved unanimously. The other P&O representative to the SBAC is Oxford Rep Greg Wiberg.

Technology Director Jay Nitschke noted that everyone was welcome at SBAC meetings and he stressed that more parent voices were needed at the table. He added that the P&O could nominate an alternate P&O representative at any time. Nitschke said that he would send details of the next SBAC meeting (set for December 18th) to the BSEP Office, to be forwarded to the P&O.

Co-Chair Martin said a second P&O representative was also needed for the district-wide Facilities, Safety, and Maintenance Oversight Committee (FSMOC), which oversees the Measure BB funds. FSMOC Chair Catherine Lazio invited participation from all interested in school grounds and maintenance. She added that the committee convened the first Thursday of the month from 5:30–7p.m. She will send information about future FSMOC to the BSEP Office, to be forwarded to the P&O Committee.

5. Adoption of P&O Meeting Calendar for 2012-13

Motion: To Approve Adoption of P&O Meeting Calendar for 2012-13

Motion Carried: (Glimme/ Bernstein).

The draft FY 2012-13 P&O Committee calendar was approved unanimously. The next P&O meeting is set for Tuesday, December 11th.

6. Approval of P&O Meeting Minutes – October 18, 2012

Motion: To approve the P&O Committee meeting minutes of October 18, 2012.

Motion Carried: (Paxson/Lavine)

The motion was approved by P&O members, with two abstentions.

7. Public Comment

Co-Chair Martin invited public comment and there was none.

8. BSEP Annual Report for 2011-2012 – Presentations by Program Managers

Natasha Beery, *BSEP Director*

Beery said that several Budget Managers of BSEP-funded programs would give brief presentations about the programs that they implemented in 2011-12. She explained that the written Annual Fiscal Compliance Report for 2011-12 would be presented to the Committee at their January 15th meeting.

Music and Visual & Performing Arts (VAPA)

Suzanne McCulloch, VAPA Program Supervisor

McCulloch began by saying that she had been in her position for twelve years and that one of her roles was to act a filter for music and visual & performing arts questions throughout BUSD. She said that music was a core subject that captured students' imagination and helped close the achievement gap by providing an enticing "hook to school" for many kids. McCulloch explained that her program's \$1.4 million+ in funding mostly covered the 3-8

grade music program, plus a variety of VAPA programs. She said that while the lion's share of her budget went to elementary music teacher's salaries, \$30,000 covered additional music and arts education at the three middle schools. She noted that \$10,000 went towards funding the Berkeley Symphony Program at all eleven elementary schools. She said that this BSEP fund provided the entire 4th-8th grade music program.

Program Evaluation

Debbi D'Angelo, Director, Berkeley Evaluation and Assessment (BEA)

D'Angelo said her budget totaled around \$650,000. She said her compensation, that of 1.4 teachers on special assignment, a data technician and a .5 clerical staff were BSEP funded. She explained that her department's goal was to support our teaching by assessing the effectiveness of the District's programs to improve student achievement. She said her program strived to provide student assessment software to teachers so they could independently assess their own programs. D'Angelo said BEA staff performed other duties such as, giving data presentations to BUSD personnel, School Governance Councils (SGCs), and the Board. She finished her presentation by saying that BEA also offered trainings on *Illuminate*, BUSD's new data and assessment system.

Library Program

Becca Todd, District Library Coordinator

Todd said that her program received \$1.6 million in BSEP funds. She said the funds were then allocated as follows:

1. Seventy-seven per cent (77%) of the budget, covered certificated and classified salaries so libraries could be staffed during the full school day at all 16 schools. Elementary schools each had one .8 FTE library media technician and every secondary school had a credentialed-teacher librarian who also had an M.A. in library science. BHS had two teacher librarians.
2. Her department allocated \$15 per student, per year for books and other library materials.
3. The remainder of the budget went towards updating student library computers, software, LCD projectors, laptops, and laptop carts, all to support the district's teaching.

Todd concluded her remarks by inviting interested parties to get involved in the Friends of the Library Subcommittee.

Technology Department

Jay Nitschke, Director of Technology

Nitschke explained that 9% of BSEP's dollars, about \$750,000 were allocated to the technology department. He said that most of his budgeted funds paid staff, secured technology supplies and equipment, and covered the cost of computer repairs and software licenses. He added that two technicians were currently working at BHS (including B-Tech), 1.4 FTE served the middle schools, and 2.0 FTE supported the elementary schools and the Independent Study program. Nitschke said the technicians' charge was to keep systems running and to help teachers and staff incorporate technology into the classroom instruction.

Public Information, Translation, P&O Committee Support

Lea Baechler-Brabo, Consultant

Baechler-Brabo explained that 2% (\$463,000), was taken off the top of the parcel tax revenues to fund BUSD's public information office, translation services, P&O support, the language line telephone translation service, and other contracted services. She said those funds covered salaries for the BSEP Director, the BSEP Administrative Coordinator, the Public Information Officer, the Translation District's translator.

Baechler-Brabo reminded P&O members that at the end of 2011 BUSD had completed a communications study that had focused on how the District could improve outreach, messaging, and communication tools. She said that as a result of the study, BUSD's communication team had accomplished the following:

Development of top content to help staff and community members readily access information; the building of a better web site, complete with a translation component and a user-friendly blog that allowed families to easily access information; the development and expansion of the online *A+ eNewsletter*; and the redesign of a hard copy *A+ Newsletter* sent to the Berkeley community, with shorter articles, focused on the BUSD budget, and on BSEP's goals and successes.

Public Information Officer Duties

Mark Coplan, Public Information Officer

Coplan explained that he fielded general requests for information, as well as requests for information from the media, and even State Department of Education requests for tours of BUSD. Baechler-Brabo shared that Coplan had had the opportunity to meet with Associate Justice of the Supreme Court Sonia Maria Sotomayor when he arranged for her to visit Rosa Parks Elementary School.

Site Discretionary Program

Mary Hurlbert, BSEP Coordinator (Acting)

Hurlbert said 10¼% of the BSEP funds went directly to the schools for discretionary use, as determined by the School Governance Councils. She explained that last year funds had totaled approximately \$2.1 million. Hurlbert said that although in the past discretionary funds had often been spent on enrichment, today's trend saw the funds being used much more academic support such as literacy coaches and afterschool teaching, as well as social-emotional support, such as ULSS teachers and playground supervision and conflict resolution.

Parent Outreach & Engagement

Charity DaMarto, Supervisor of Family Engagement and Equity

DaMarto said she had been with the District for thirteen years, prior to assuming this position this summer. She said her program's goals included: creating a welcoming community at each school, targeting support for families with specific student needs, and increasing the involvement of marginalized families. DaMarto said she was being mentored by Pamela Harrison-Small, Executive Director of the Berkeley Alliance, so she would be better equipped to help the District with equity issues.

9. Small Group Sessions with P&O Members and Program Managers

Martin and Beery then invited P&O members to meet in small group sessions with program managers to learn more about the programs and ask questions about specific 2012-13 budget goals. Two informal 15 minute small group sessions were held, enabling each Representative to focus on two different BSEP programs.

10. Comments from the Board Representative to the P&O Committee

Josh Daniels, Board Representative to the P&O

Josh Daniels reminded P&O members that as stewards of 20% of BUSD's budget, they had a lot of clout. He said that since Measure A of 2006 would have to be renewed, he wanted to urge the committee to think strategically about how it wanted to present BSEP to the community. Daniels said few rules limited the P&O's ability to be advocates for change within the District. He concluded his comments by urging P&O members to actively participate in Board meetings and to assertively avail of public comment opportunities.

11. Adjournment

The meeting was adjourned at 9:35p.m.
