

## BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES

March 12, 2013

BUSD Offices –Technology Room 126  
2020 Bonar Street, Berkeley

### P&O Committee Members Present:

Amelia Archer, <i>Berkeley High</i>	Catherine Huchting, <i>Malcolm X</i>	Boyd Power, <i>Emerson</i>
Lea Baechler-Brabo, <i>Oxford (Alt)</i>	Melissa Kaprelian, <i>Thous.Oaks (Alt)</i>	Shauna Rabinowitz, <i>Jefferson</i>
Juliet Bashore, <i>Rosa Parks (co-Rep)</i>	Catherine Lazio, <i>Berkeley High</i>	Margot Reed, <i>Longfellow</i>
Aaron Glimme, <i>Berkeley High</i>	Dawn Paxson, <i>Willard</i>	Bruce Simon, <i>King</i>
Elisabeth Hensley, <i>King (co-Chair)</i>	Danielle Perez, <i>Pre-K (co-Rep)</i>	Greg Wiberg, <i>Oxford</i>

### P&O Committee Members Absent:

Keira Armstrong, <i>Washington (Co-Rep)</i>	Larry Gordon, <i>Berkeley High (Alt)</i>	Cecilie Rose, <i>John Muir</i>
Lee Bernstein, <i>Arts Magnet</i>	Patrick Hamill, <i>Thousand Oaks</i>	James Shultz, <i>Rosa Parks (co-Rep)</i>
Jennifer Braun, <i>Ind. Study (Alt)</i>	Rhonda Jefferson, <i>Berkeley High</i>	Abigail Surasky, <i>Longfellow</i>
Moshe Cohen, <i>Pre-K (co-Rep)</i>	Leslie Lippard, <i>Cragmont</i>	Ellen Weis, <i>Longfellow (Alt)</i>
Shannon Cunningham, <i>B-Tech</i>	Chris Martin, <i>LeConte (co-Chair)</i>	Hugo Wildmann, <i>John Muir (co-Rep)</i>
Ila Deiss, <i>LeConte (Alt)</i>	Brittini Milam, <i>Washington (Co-Rep)</i>	
Maria Einaudi, <i>Ind. Study</i>	Emily Newman, <i>Emerson (Alt)</i>	
	Representative, <i>Willard</i>	

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

Jennifer Antonuccio, *Willard Counselor*  
Cathy Campbell, *President, Berkeley Federation of Teachers (BFT)*  
Mark Coplan, *Public Information Office*  
Josh Daniels, *School Board Director*  
Jay Nitschke, *Director of Technology*  
Mercedes Sanders, *King Counselor*  
Neil Smith, *Co-Superintendent*

### BSEP Staff:

Valerie Tay, *BSEP Program Specialist*  
Linda Race, *BSEP Staff Support*

#### **1. Call to Order, Introductions & Site Reports**

At 7:18 p.m. Co-chair Elizabeth Hensley called the meeting to order by welcoming attendees and by asking P&O members to introduce themselves and to report on School Governance Council activity at their sites.

#### **2. Establish the Quorum / Approve Agenda**

The quorum was approved with 12 voting members present.

**3. Chairs' Comments**

*Elizabeth Hensley*

Co-Chair Hensley chaired the meeting. Co-Chair Chris Martin was out of town.

Hensley noted that Technology Room 126 at the BUSD District office would be the new meeting space for the P&O Committee meetings, unless otherwise scheduled.

Co-Superintendent Neil Smith introduced and the P&O Committee welcomed Valerie Tay, as the new BSEP Program Specialist.

Hensley outlined the agenda for the evening, especially the CSR Budget.

**4. BSEP Director's Comments**

*BSEP Director Natasha Beery was absent due to illness. Elizabeth Hensley and Neil Smith delivered Director's comments on her behalf.*

Neil Smith stated that there will be a presentation on BSEP to the School Board Wednesday, April 10 at 7:30 pm, after public comment. It will provide an overview of the BSEP Measure to educate the Board and the public about what BSEP does, the role it plays and the importance of BSEP in the school district budget. Natasha Beery is working with others to put together the presentation. Smith expects the presentation to last approximately 45 minutes (with Q&A from the Board). It would be good to have members of the P&O Committee present for the meeting. Hensley mentioned that there are two P&O meetings before the presentation so the P&O has time to draft a statement about BSEP, and pending P&O approval, to present to the Board during public comment. That will be coordinated with Beery.

**5. Public Comment**

No comments

**6. Report from School Site Funds Subcommittee**

*Committee member Keira Armstrong was to give the report but was absent due to illness. Co-chair Hensley delivered report on Subcommittee efforts along with Amelia Archer, Jay Nitschke, and Catherine Lazio.*

Archer stated there had been a proposal for a P&O Subcommittee on School Site Funds. A few weeks ago, a planning group met and proposed that a Subcommittee create an overview of the BSEP School Site Funds as well as an overview of PTA funds in order to have more comprehensive information on site discretionary funds. BHS is more complicated in that funds come from several sources including the BHS Development Group and the Berkeley Athletic Fund. The group decided to focus on the elementary and middle schools first. Jay Nitschke and Chris Martin pulled together some information that was reviewed at the first official meeting of the Subcommittee, held 3-12-13, just prior to the P&O Committee meeting.

Hensley stated that the subcommittee looked at BSEP allocations for this school year from all sites except BHS. The subcommittee received PTA budget information from all middle schools and six of the elementary schools. The subcommittee will continue information gathering, including looking at site spending and how sites are using their funds. The subcommittee will be looking for trends, noting site goals worth highlighting, looking for critical overlaps, reviewing spending plans and looking to see how sites are using the money to meet District and school site goals. The subcommittee proposes to use

this information to bring recommendations from the P&O to the District before the 2014-15 planning begins, in order to determine priorities, especially in the CSR part of the budget.

Another subcommittee meeting will be scheduled for before the March 26 or the April 9 P&O meeting.

**7. Revised Recommendation for the Allocation of BSEP Class Size Reduction (CSR) Funds in FY 2013-14**

*Neil Smith, Interim Co-Superintendent (NS)*

Smith provided a the following handouts:

- BUSD Class Size Reduction FTE Planning Document FY 2013-14 Proposal v 2013-03-04,
- Class Size Reduction (0841) Middle School Expanded Course Offerings,
- Memo dated 3-12-13 to the P&O Committee from NS and Javetta Cleveland: Recommendation for BSEP Class Size Reduction monies in FY 2013-14,
- BSEP CSR Multi Year Projections Based on CSR Recommendations for FY 2013-14,
- Middle School Math Scores in the Era of Additional Class Size Reduction.

Smith presented the revised Recommendation for the allocation of BSEP Class Size Reduction (CSR) funds in FY 2013-14.

A total of \$14,938,660.00 is needed from the BSEP/Measure A funds for the estimated number of 9,036 students and a total of 165.27 FTE in FY 2013-14.

The \$14,938,660.00 includes the Transfer from BSEP to General Funds for CSR of \$11,875,100.00 plus the Discretionary expenditures for Expanded Course Offerings, Counseling Services and Program Support of \$3,063,560.00.

Indirect costs at 6.73% are \$1,005,374.00, which brings the total expenditure to \$15,944,032.00.

Smith noted that the funds requested are based on assumptions as noted in the Memo from Smith and Cleveland, pointing out that specific assumptions include State funding at the current level and maintaining average class sizes as specified in the BSEP Measure, expanded course offerings that includes AP coursework, science labs, yearbook and music classes and reduced class sizes in Algebra and geometry, and RTI<sup>2</sup>.

The middle school expanded course offerings for the current year are outlined in the Class Size Reduction (0841) Middle School Expanded Course Offerings.

Smith noted that as stewards of the fund it is necessary to maintain the fund over the life of the measure. The BSEP CSR Multi Year Projections Based on CSR Recommendations for FY 2013-14 projects revenue and expenditures over four years, based on next years budget. The expenditure for 2031-14 is \$15,944,032.00, which is a net change to the fund balance of \$209,846.00 or approximately 1/4<sup>th</sup> of the current balance of \$813,791.00. The goal by 2016 is not to have a fund balance but keep the required reserve. The reserve would carryover into the following fund. This projection does not account for salary changes as a result of negotiations. Smith feels that this is a good projection for now.

Smith presented Middle School Math Scores in the Era of Additional Class Size Reduction because there were questions last time about the impact of reducing class size for math classes in middle school. There are a number of factors that go into student performance, and it would be difficult to tease out the effect of each variable. Reducing class size was one of the initiatives to improve math in middle school as part of a multi-

pronged effort to improve math teaching and learning in algebra and geometry. There has been significant improvement in the percentage of students scoring at proficient or above.

There was a discussion about data and about the math program. The School Board has data for each school, if someone is interested in finding out more information. Josh Daniels, School Board Director mentioned that there was a discussion about 8<sup>th</sup> and 9<sup>th</sup> grade algebra and math at the second February School Board meeting that might be viewed online. The Board will have another meeting regarding high school math in their May meeting.

There will be a Board study session about Common Core and its impact on mathematics next Wednesday, March 20<sup>th</sup> in BUSD Administration Building, 2020 Bonar, Technology Room 126.

A lengthy discussion was held around the question of how the District will evaluate the investment in RtI<sup>2</sup>. Smith responded that there would be multiple ways of evaluating the program. The goal of RtI<sup>2</sup> is to be able to provide support as soon as it becomes apparent that a student needs it, through formative assessments in-class, and the progress of the student is being monitored more regularly.

- One goal would be to have fewer students fall into the below/below basic outcome category.
- There could be an academic/cultural shift in terms of behavior. They would be looking at the positive behavior component of the program to see if there are fewer suspensions and fewer visits to the office.
- It's possible fewer students will be referred to Special Education services.

NS went on to describe how RtI<sup>2</sup> transformed how the District thought about the ULSS program that was the model for instruction a few years ago. RtI<sup>2</sup> is more specific and more targeted in its approach. The District felt that investing in the RtI<sup>2</sup> model was the best way to address the needs of all students in the classroom. They are still working on some of the pieces: How do we know if we are being successful and effective? When we find out that information, what do we do about it? What pieces are being affected, and where are we effective?

For now, the focus of implementing RtI<sup>2</sup> is in K-8. Although the high school is not the same model as the K-8, there are programs that focus on identifying and providing for students that need more help. Glimme added that there is a big push for common assessments and building on more formative assessments that are the same sort of model as RtI<sup>2</sup>

All teachers are being trained to use tools such as the Illuminate data system to identify students that need more help and provide for interventions. It was suggested that long-term substitutes be trained and updated on the new instructional programs when there is money for it. Smith mentioned that Berkeley has a number of initiatives for this.

## **8. Recommendation for the Allocation of BSEP Class Size Reduction Funds in FY 2013-14**

**MOTION CARRIED (Glimme/Reed):** To approve the allocation of BSEP Class Size Reduction Funds in FY 2013-14 as presented by Co-Superintendent Neil Smith.

The motion was approved by a voice vote with no oppositions or abstentions.

## **9. Focus on: Middle School Counseling**

*Mercedes Sanders, King Counselor and Jennifer Antonuccio, Willard Counselor*  
Handouts provided:

- Willard Middle School Counseling

- An Average Week in the Life of Longfellow Middle School's Counseling and Positive School Culture Department.

The BSEP Measure provides funding for Middle School Counseling as part of Resource 0841. Antonuccio and Sanders presented how counselors work with students in the middle schools to provide academic and socio-emotional support. They counselors supervise interns and the interns meet with students 1:1, especially those at high risk. Counselors incorporate Positive Behavioral Interventions and Supports (PBIS) and are training in Response to Instruction and Intervention (RTI<sup>2</sup>). Counselors provide a variety of other supports and programs for students such as conflict resolution, workshops on sexual harassment/sex education, groups, and student/teacher/parent mediations. Sanders reported that at King there are three counselors that follow each class through middle school. This gives counselors an opportunity to learn as much as possible about their students and develop relationships, in order to be pro-active in creating a positive school climate/culture.

#### **10. Additional Items for Discussion**

Leah Baechler-Brabo mentioned that there would be a Sexual Harrassment and Bullying Workshop for 8<sup>th</sup> – 12<sup>th</sup> grade parents, March 20<sup>th</sup>, BHS Library, 7:00. Additional information is on the BUSD website.

Margot Reed mentioned that there were many BUSD music programs taking place with partners such as Freight and Salvage, Yoshi's, the Giants, CAL Band, and Cazadero Music Camp. The Performing Arts Showcase will be March 23<sup>rd</sup> and 24<sup>th</sup>.

#### **11. Approval of Minutes: 2-26-13**

**MOTION CARRIED (Archer/Simon):** To approve the meeting minutes of 2-26-13.  
The motion was approved by a voice vote with one abstention.

#### **12. Adjournment**

The meeting was adjourned by acclamation at 9:20 p.m.

*Minutes submitted by Linda Race*