

BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES

November 19, 2013

BUSD Offices –Technology Room 126
2020 Bonar Street, Berkeley, CA 94702

P&O Committee Members Present:

Keira Armstrong, <i>Washington (co-Rep)</i>	Ramal Lamar, <i>B-Tech</i>	Kim Sanders, <i>Longfellow</i>
Moshe Cohen, <i>Pre-K (co-Rep)</i>	John Lavine, <i>Berkeley High (Alt)</i>	Ellen Weis, <i>Longfellow (Alt)</i>
Sergio Durand, <i>Arts Magnet</i>	Catherine Lazio, <i>Berkeley High</i>	
Tim Frederick, <i>Cragmont</i>	Austin Lloyd, <i>BHS (Alt)</i>	
Elisabeth Hensley, <i>King</i>	Chris Martin, <i>LeConte (co-Chair)</i>	
Catherine Huchting, <i>Malcolm X</i>	Danielle Perez, <i>John Muir</i>	
	Shauna Rabinowitz, <i>Jefferson</i>	

P&O Committee Members Absent:

Yusef Auletta, <i>LeConte (Alt)</i>	Dawn Paxton, <i>Emerson/Willard</i>
Lea Baechler-Brabo, <i>Oxford</i>	Margaret Phillips, <i>Willard</i>
Darryl Bartlow, <i>John Muir (Alt)</i>	Boyd Power, <i>Emerson (Alt)</i>
Juliet Bashore, <i>Rosa Parks (co-Rep)</i>	Representative, <i>Independent Study</i>
Aaron Glimme, <i>Berkeley High</i>	Bruce Simon, <i>King</i>
Larry Gordon, <i>Berkeley High (Alt)</i>	Dan Smuts, <i>Rosa Parks (co-Rep)</i>
Patrick Hamill, <i>Thousand Oaks</i>	Greg Wiberg, <i>Oxford</i>
Lily Howell, <i>Pre-K (Alt)</i>	Orlando Williams, <i>BHS (Alt)</i>

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

Jay Nitschke, *Director of Technology*
Beatrice Leyva-Cutler, *BUSD School Board*
Josh McDaniels, *BUSD School Board*
Julie Sinai, *BUSD School Board*

BSEP Staff:

Natasha Beery, *BSEP Director*
Valerie Tay, *BSEP Program Specialist*
Linda Race, *BSEP Staff Support*

1. Call to Order, Introductions & Site Reports

At 7:15 p.m. Co-chair Chris Martin called the meeting to order by welcoming attendees, and by asking P&O members to report on School Governance Council activity at their sites.

2. Establish the Quorum

The quorum was approved with 14 voting members initially present. (13 voting members were required for a quorum.)

3. Nomination/Election of Chairperson(s) for 2013-14

Chris Martin and Elisabeth Hensley were nominated to be Co-Chairpersons for the 2013-14 school year.

MOTION CARRIED (Lazio/Lavine): To elect Chris Martin and Elisabeth Hensley to be the Co-Chairpersons for the 2013-14 school year.

The motion was approved with a showing of 12 hands, with no objections and two abstentions.

4. Nomination/Selection of P&O Reps to Superintendent's Budget Advisory Committee (SBAC) for 2013-14

Catherine Lazio was nominated to be the P&O representative to the SBAC for 2013-14 school year.

MOTION CARRIED (Rabinowitz/Perez): To elect Catherine Lazio to be the P&O representative to the SBAC for 2013-14 school year.

The motion was unanimously approved with a showing of 14 hands, with no objections and no abstentions.

The first SBAC will take place on December 17, 2013.

It was noted that Larry Gordon will be a P&O representative for a second year. Beery will notify all the P&O members of SBAC meetings.

5. BSEP Director's Comments

Natasha Beery, BSEP Director

Beery mentioned that the Kindergarten Fair would be held Sunday, December 8th (11:00am to 2:00pm at LeConte Elementary School and encouraged P&O members to welcome new families to the district, introduce them to the BSEP Measure, and encourage involvement at the school site or the district.

6. Approval of Minutes: October 29, 2013

MOTION CARRIED (Lamar/Cohen): To approve the meeting minutes of the October 29, 2013 P&O Committee Meeting.

The motion was approved with a showing of 12 hands, with no objections, and 2 abstentions.

Note: The minutes of October 29, 2013 to be amended so that the last sentence on page 3 reads as follows: Smith noted that Class sizes ~~are~~ *should be* posted by October 31st at schools in locations where teachers can review them.

7. Public Comment

No public comments were made.

8. Preliminary SGC Elections Report (Beery/Tay)

Natasha Beery, *BSEP Director*, provided the following handouts:

- SGC Election Report Demographics and Perspectives
- BSEP Planning & Oversight Committee Calendar 2013-2014 v11.18.13 (yellow)
- BSEP Planning & Oversight Committee District Budget Planning Calendar 2013-2014 v11.19.13 (white)
- BUSD BSEP Budget Planning and Reporting Timeline

Beery noted that the *SGC Election Report Demographics and Perspectives* is a draft and not a final report. Beery doesn't have responses from B-Tech or Independent Study yet, so those were not included in the draft hand-out.

The final report for the Board will include the race and ethnicity of the SGC members and of perspectives of what people bring to the table, as obtained through a survey. The racial categories are now aligned with Federal categories. Beery stated that they would be able to report broadly on the categories despite the differences in the way the demographics were reported in the past.

The report will also include information on how the SGC elections went, how the sites conducted outreach to solicit candidates, and how the voting was conducted. Beery thought the information could offer guidance for assisting sites going forward.

There was a question about the demographic study being done by the district and the demographics Beery has been collecting from the SGCs. The district-wide study will focus on population zones, facilities, and growth trends. Beery's election report will look at the SGC racial/ethnic demographics, representation and perspectives. Will this be offered to the PTA and ELACs so that everyone has the same census sheet that they complete and have the same information? Beery responded to this by stating that her office might be able to do this or they could see if the PTA Council and ELACs would do this task.

There was a low voter turn out at BHS. What did other sites do that was effective in getting parents to participate? Beery confirmed that the participation rate at the high school was low. She attributed the higher rates of participation as far as candidates and voting to places where the principals and other school site leaders are more engaged in reaching out to individuals and groups, as well as starting as early as the previous spring in order to line up possible candidates for the fall. There needs to be more parent involvement in the ELACs as well.

Sites used a variety of methods for voting, e.g., voting online, sending voting information home in the children's backpacks, which would not be done at BHS. One concern for some sites is how candidate statements were written. For BHS, the principal and PTA did not collaborate this year, and parents may have been pulled in different directions because of involvement in their small learning community. In addition, there were changes in BHS staff tasked with coordinating the election, so less experienced people were involved.

There was concern raised as to why there is not some uniformity in voting or aligning the voting in the same way. Beery talked about creating both a procedure and a way of talking about the way that committees work together so that there is broader participation, particularly for new people. Also, if a candidate lacks experience in writing the personal statement, it may not have reflected the depth of his or her perspective.

Lavine stated that BSEP flies under the radar of so many people in the school community and that it ought to be a bigger priority for everybody involved and have more presence. He liked the idea of starting outreach in the spring and continuing through the summer so that there is a constant presence of BSEP. Lamar added that there needs to be some caution taken when talking about a uniform process when working with B-Tech. Beery agreed that a "cookie cutter" approach would not work for everybody. She would like to see guidelines that would be attentive to most settings but address the schools that need more flexibility such as B-Tech and Independent Study. Beery added that going forward and figuring out ways to make the SGC be a place where whatever is going on is compelling and meaningful enough for the people to want to be involved and that the presentations and discussions are put together in such a way that it doesn't feel like an exclusive club. Beery reminded the

attendees that the *Site Committee Handbook* contains a “first stab” on best practices about how to run the committee, so that there is a sense that people are there for a shared purpose. She would like to get feedback and ideas that she can bring back to all the sites and work better on behalf of the kids.

Hensley stated that getting BSEP more exposure at Open House and tying elections to an open house makes a lot of sense, because that is a place where a lot of what BSEP does is visible to people, more so than Back-To-School night.

(Note: The Site Committee Handbook will be sent to the SGC at each school. Beery stated that the ELAC Toolkit just got done and will be added to the *Site Committee Handbook*.)

Martin acknowledged that this work was a huge step forward.

Beery reported on calendaring and handed out the *BSEP Planning & Oversight Committee Calendar 2013-2014 v11.18.13* (yellow) and the *BSEP Planning & Oversight Committee District Budget Planning Calendar 2013-2014 v11.19.13* (white). She noted that this was a very unusual year because the P&O will be looking at the LCFF/Local Control Accountability Plan/LCAP planning shown on the white “big picture” calendar. Beery also introduced and described the *BUSD BSEP Budget Planning and Reporting Timeline*, which extends out to June 2016. Beery noted that this calendar describes the standard P&O planning process as well as the additional items for review by the committee, i.e., review of various plans and budgets (rollout and expenditures), as well as the presentations to be made by the various subcommittees and budget managers for programs funded by BSEP. The timeline includes LCFF/LCAP planning as well as BSEP Measure planning, which overlap. Beery mentioned that components of the LCAP plan might overlap and intersect with components of the BSEP plan.

Beery stated that there would be a LCAP presentation December 3, 2013 at LeConte Elementary School to which the public is invited.

There was a question about how to find out who is on the Parent Advisory Council. Right now each principal will be identifying and recommending individuals to the PAC. The Superintendent will also get to select PAC appointees. The names put forward should reflect the demographics of the district and have representation of the students who are the focus of supplemental funding. The PAC names will have final approval by the School Board.

It remains important to look at discretionary site funds and try to understand how they are being expended in different schools, i.e., some school PTAs have more money than others; some are funding positions, some are not; some site funds are being used for things at one site that they’re not being used for at another. Several members of the P&O Committee made an effort last year to make sense of the budgets/funds from the schools and the information was not consistent. The P&O concluded that it was important that the principals, PTA, SGCs paint the complete picture as to how their budgets and expenditures would align with the plan more directly and they will need that info in their site planning as the LCFF is implemented. The information would be informative to this committee, the PAC, and the Berkeley Public Schools Fund.

There was a brief discussion of funding levels from the State. Berkeley school funding will be increased every year for the next eight years to bring the funding level to 2007-08 levels, including COLA increase. Supplemental funding is based on identified groups of Reduced and Free Lunch, ELLs, and foster youth.

A question was raised as to whether LCAP would conflict or restrict site funding? Challenges may come because the LCAP is a district-wide plan, and there will have to be an

ongoing dialogue that needs to include unintended consequences and see what impact it might have. Beery stated that the larger questions to be addressed include the role of BSEP.

What is the impact of LCAP on class size decisions for BSEP? The state now says instead of rewarding the district for K-3 at 20:1, the bar is set at 24:1 so state CSR funds are available for 24:1, but the district will not get more funding if it goes lower. So that means that if BUSD wants to maintain class size at 20:1, a portion of our base grant of \$700K will need to cover that difference. The state-wide class reduction fund to BUSD used to be \$2.6M that the district received as matching funds for K-3 and now would only receive \$1.9 M. There will be a further discussion around how money will be spent around class size reduction.

Beery noted that the strategic planning process for the BSEP Measure planning will be beginning in the Spring of 2014. (It is noted at the bottom of the *BUSD BSEP Budget Planning and Reporting Timeline.*) Of major concern is the “split roll” tax issue, given a decision with the Alameda USD parcel tax which had differential rates for commercial and residential parcels. Unless there is a change made in the state legislature we may be looking at a reduction of \$2.5-3 M to what we bring in now if forced to charge commercial properties at the lower rate of residential properties.

When is the ballot measure submitted for Board adoption? It should be submitted in June of 2016, and it will then go to the City of Berkeley in August to be included on the ballot.

The Technology subcommittee meeting was noted on the BSEP calendars as “Thursday” December 2, 2013, and it should say “Monday.”

9. Additional Items for Discussion:

There were no items presented.

10. Adjournment:

The meeting was adjourned by acclamation at 8:45 p.m.

Minutes submitted by Linda Race, BSEP Staff Support