

## BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES

October 28, 2014

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

### P&O Committee Members Present:

Sergio Duran, <i>Arts Magnet</i>	Juliet Bashore, <i>Rosa Parks/Longfellow</i>
Shauna Rabinowitz, <i>Jefferson</i>	Jenny Orland, <i>Longfellow</i>
Danielle Perez, <i>John Muir</i>	Aaron Glimme, <i>Berkeley High</i>
Chris Martin, <i>LeConte (co-Chair)</i>	Larry Gordon, <i>Berkeley High</i>
Lea Baechler-Brabo, <i>Oxford</i>	John Lavine, <i>Berkeley High</i>
Patrick Hamill, <i>Thousand Oaks</i>	Catherine Lazio, <i>Berkeley High</i>
Mimi Leinbach, <i>Washington</i>	John Fike, <i>BTA/B-Tech</i>
Marian Bradley-Kohr, <i>King</i>	Louise Harm, <i>Independent Study</i>
Elisabeth Hensley, <i>King (co-Chair)</i>	Catherine Huchting, <i>Malcolm X/Willard</i>
Bruce Simon, <i>King</i>	

### P&O Committee Members Absent:

Moshe Cohen, <i>Pre-K</i>	Kim Sanders, <i>Longfellow</i>
Lily Howell, <i>Pre-K (Alt)</i>	Ellen Weis, <i>Longfellow</i>
Tim Frederick, <i>Cragmont</i>	Margaret Phillips, <i>Willard</i>
Dawn Paxson, <i>Emerson/Willard</i>	Ramal Lamar, <i>B-Tech</i>
Boyd Power, <i>Emerson</i>	Austin Lloyd, <i>BHS (Alt)</i>
Darryl Bartlow, <i>John Muir (Alt)</i>	Orlando Williams, <i>BHS (Alt)</i>
Yusef Auletta, <i>LeConte (Alt)</i>	Radha Seshagiri, <i>Thousand Oaks</i>
Dan Smuts, <i>Rosa Parks (co-Rep)</i>	Keira Armstrong, <i>Washington</i>
Laura Babitt, <i>Rosa Parks</i>	

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

Pasquale Scuderi, *Assistant Superintendent*  
Jay Nitschke, *Director of Technology*  
Timothy Carter  
Christine Carter

### BSEP Staff:

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

#### **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 asking them to introduce themselves.

#### **2. Establish the Quorum**

The quorum was approved with 16 voting members initially present, with 19 total voting members present later in the meeting. 13 voting members are required for a quorum.

### 3. Chairperson's Comments

*Co-Chairs Chris Martin and Elisabeth Hensley*

Hensley noted that Chris Martin was stepping down as BSEP P&O co-chair. She thanked him for being an amazing co-chair the last few years.

### 4. BSEP Director's Comments

Natasha Beery, *BSEP Director*

Beery provided the following handouts:

- *BSEP Measure Planning Timeline, Rev 10-27-14*

Beery stated that she would be attending the November 5<sup>th</sup> School Board meeting to present a BSEP Measure Planning Update to the Board. She asked the P&O Committee for their thoughts regarding the planning process for the next measure, considering two options:

- 1) That for purposes of planning, should the slate be wiped clean, and a wish list be developed as if the previous measures had not existed?
- 2) That the current measure be used as a starting point for discussions, looking at what is working/what is not working. Discussions could also begin to examine additional key District initiatives, and priorities that have surfaced during the LCAP process?

Comments made:

- We need to take into account the history of the measure, see what did or did not work. Noted: VAPA budget was drawn down more quickly.
- As an exercise, could do the dream list and look and see if it could be retrofitted into the measure.
- Start with identifying some of the things that have been problematic over the last cycle.
- Continuity is important because the voters have passed the Measure consistently and that implies that they are happy with the way the money has been spent.
- Start with things that work, not a blank slate.
- Important to ask for a number that is passable as it relates to Student/Teacher ratio issue and property tax raises.
- There could be an opportunity for a parallel process using the current measure and a dream list.
- The LCAP wish list focused on targeted students. Expectation that the BSEP measure will provide broader funding for more students.
- Explore new ideas to build on , and not end up with band-aids.
- Last time the measure was put together, the way the money could be spent was broadened significantly. It was previously restricted to enhancement/enrichment funds. That should be looked at to see if it was a good change. When the General Fund needed help from BSEP, that would not have flown under the restricted measure. In the history of BSEP, there were tighter restrictions and a huge mistrust of the District. There was strong support from the citizens because they put money into the schools and they became better.
- The measure should be looked at in relation to LCAP.
- There is a lot of money being spent on students and there is a suggestion to get data. However, there is a concern that there may not be a correlation.

Beery thanked the committee for the discussion.

Beery added that at the November P&O meeting, she would like to debrief the committee on the SGC Training workshops held on October 21, 2014. She and Valerie Tay have some ideas about how to improve this training for next year.

**5. Approval of P&O Minutes of October 7, 2014**

**MOTION CARRIED (Simon/Hamill):** To approve the meeting minutes of the October 7, 2014 P&O Steering Committee Meeting. **The motion was approved with a showing of 16 hands, with 0 objections, and 1 abstention.**

**6. Public Comment**

There was no public comment.

**7. Distribution of BSEP Annual Plan Binder for 2014-15**

The *BSEP Annual Plan Binder for 2014-15* was distributed to members of the P&O Committee.

**8. Steering Committee Report: Calendar, Leadership, Policy**

The following handout was provided:

- *BSEP Planning & Oversight Committee Calendar 2014-2015, Draft v 10.10.14 NB*

Martin noted that the Steering Committee had discussed the issue of subcommittees and noted that this year, there should be a focus on the four where there is an immediate need to have a discussion. and facilitate smaller group consensus around some of the challenges. These subcommittees are *BSEP Measure Public Awareness, Music/VAPA, Class Size Reduction, and Technology*, and these are noted in italics on the calendar.

Other subcommittees may also be scheduled (Library is scheduled by Becca Todd.) For information on one of the existing subcommittees, or request for additional subcommittees, contact the budget manager and Beery.

Edits noted: March 23 on the calendar should be March 24. Strike November 11 because it is Veteran's Day.

**9. Class Size Report for 2014-15 (moved from agenda item # 7.)**

Pasquale Scuderi, *Assistant Superintendent, Educational Services*

Scuderi provided the following handout:

- *PowerPoint Presentation Slides entitled Berkeley Public Schools: Class Size Update Fall 2014 dated 10/28/2014*

Scuderi stated that the presentation was given to the School Board last week. He presented the class size numbers and noted that instances at the elementary schools where the class size was higher was due to such reasons as TWI changes, site decisions, and facility needs. Scuderi will be presenting on capacity and enrollment at the November 5, 2014 school board meeting. Current estimates are that the District will need 4 to 6 additional classrooms next year. The concentration for those are for grades TK and K.

Middle school class size averages are noted by subject. Scuderi will look into providing more information about funding for lower class sizes for math.

Inadvertently not shown in the document is the CAS/Communication Arts & Sciences class average of 28.7. There was a brief discussion about the different learning community choices at BHS.

(Note: AC=Academic Choice, BIHS=Berkeley International High School, CPA=Community Partnerships Academy is now AMPS=Academy of Medicine and Public Service, AHA=Arts and Humanities Academy, GRN=Green Academy/12 grade only)

Glimme noted that there were 7 classes with over 35 students, and they are at 36. Hensley asked about holding on to thoughts about class size, e.g., having a range built into the measure or where to locate potential language around class size. Glimme noted that it may not be possible to do this for the high school as classes span grade levels.

## **10. Proposed Budget Guidelines**

The following handout provided: *BSEP Planning and Oversight Committee Proposed Guidelines for Budget Revisions occurring after Approval of Annual Plan dated 10.29.13*  
NB/vt

Martin stated that the document *BSEP Planning and Oversight Committee Proposed Guidelines for Budget Revisions occurring after Approval of Annual Plan* was developed as a framework to address budget changes. The Steering Committee discussed this as something that could be rolled into the bylaws in the course of revisiting the measure. There will be action taken on this at a subsequent meeting. Noted:

- In item 1) “**either/or**” for meeting conditions should be stated
- There was a discussion around what would be done about line item changes in budgets and Beery clarified that it was removed because each budget is different. Martin stated that item 1) wording addresses this.
- It was noted that item 1) was so vague and item 2) was so specific it felt like there was a disconnect between the two standards. Beery clarified that it indicated both quantitative and qualitative aspects of a budget.
- What happens when there is a negative fund balance? Beery noted that the negative fund balance usually showed up in a budget projection drawn out over several years. She also noted that the budget would be rebalanced so that there was not a negative fund balance.
- Should “substantial change” be modified to indicate a change in the “execution of the program,” e.g., hiring staff vs. consultants? Operational details of budgets are not the purview of the P&O. Should it say “intended outcome”?
- The intention is to empower decision-making, not to put up roadblocks, without being surprised when it comes time to Annual Report.
- Martin gave a brief history of BSEP budget management and the need for codifying when to return to the P&O for budget changes.
- In answering a question regarding use of the guidelines, Beery would communicate the guidelines to all the budget managers before all budgets for BSEP are revisited on an annual basis.

## **11. Adjournment**

The meeting was adjourned by acclamation at 8:42 p.m.  
**The next P&O meeting will be held November 18, 2014.**