

**LCAP PARENT ADVISORY COMMITTEE/PAC MEETING MINUTES**

**October 30, 2014**

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

**PAC Members Present:**

Dierdre Tansey, <i>Emerson</i>	Laura Cho, <i>Willard</i>
Timothy Carter, <i>Jefferson</i>	Christine Meuris, <i>Willard/District</i>
Navy Saray, <i>Jefferson</i>	Laura Babitt, <i>District</i>
Paz Melendez-Canales, <i>LeConte</i>	
Ty Alper, <i>Longfellow</i>	
Anthony Acosta, <i>Washington</i>	
Mimi Pulich, <i>King</i>	

**PAC Members Absent:**

Mike Sowle, <i>BAM</i>	Kimberle Sanders, <i>Longfellow</i>
Martin De Mucha Flores, <i>Cragmont</i>	Jennifer Kaufer, <i>Longfellow</i>
Brett Cook, <i>Malcolm X</i>	Domonique Spears, <i>King</i>
Donna Jones, <i>Oxford</i>	Orlando Williams, <i>BHS</i>
Rena Dorph, <i>Rosa Parks</i>	Iris Grace, <i>BHS</i>
Patricia Montano, <i>Thousand Oaks</i>	Debbie Symmes, <i>BHS</i>
Wally Gutierrez, <i>Thousand Oaks</i>	Athena Addison, <i>BTA</i>
	Bethany Schoenfeld, <i>District</i>
	Marc Beyeler, <i>District</i>

**Visitors, School Board Directors, Guests:**

Julie Sinai, *BUSD School Board*  
Mark Coplan, *BUSD Information Officer*  
Sarah Baughn, *Parent*  
Lea Baechler-Brabo,  
Nichelle Kitt, *Parent*

**Staff:**

Patricia Saddler, *BUSD Director of Programs & Special Projects*  
Jessie M, *BUSD Program Specialist*  
Linda Race, *Staff Support*

**1. Welcome and Introductions**

Patricia Saddler, BUSD Director of Programs & Special Projects and Dr. Donald Evans, BUSD Superintendent called the meeting to order at 7:08pm by welcoming attendees and by asking them to introduce themselves.

**Note:** A quorum was not established because less than 50% of the 31 eligible voting members were in attendance. (See PAC Draft Bylaws February 4, 2014, item D-Membership.) Motions and approvals could not be accepted at this meeting.

**Handouts provided:**

- *Parent Advisory Committee Draft Bylaws, dated February 4, 2014*
- *LCAP Action/Service and Expense Quick Glance*
- *LCAP Power Point Presentation, dated 10/21/2014*

**2. Agenda Review**

The agenda was reviewed and approved. Saddler asked the members to take turns reading the PAC Draft Bylaws. Saddler recommended that the District Staff under D. Membership be changed to her and her job title. Attendees agreed. **Saddler will have the Draft Bylaws updated for the next PAC meeting.**

**3. Public Comment**

Saddler noted that she received an email from Laura Babitt regarding discussion for the selection of a speaker from the PAC to speak at BUSD School Board meetings during public comment. Saddler shared information from that she received from Natasha Beery, BUSD Director of BSEP and Communications. Beery suggested that instead of selecting one person to be the ongoing speaker to the Board, a person should be selected for each board meeting and representing the common or collective opinion of the PAC. There was a discussion and concern was expressed from various members of the PAC about the timing of the PAC meetings with the timing of the Board meetings. Mark Coplan, BUSD Information Officer, added that a committee report is a formal report to the Board and the BSEP P&O Committee writes out a report that is more formal and standardized. Last year there was no representative selected. Julie Sinai, School Board Director stated that committee reports did not have to be given and tied to School Board Agenda items. Saddler stated that the PAC representative could give a report and individual members of the committee could also give comments during public comment time. Committees are allowed 5 minutes to speak and individuals are allowed 3 minutes to speak. It was noted that last year information was often not given to the PAC/DELAC in a timely manner.

Saddler stated that she would like to schedule the next PAC meeting for December 18. This was because she would like to have Javetta Cleveland, BUSD Deputy Superintendent of Schools to give an update on the budget to the PAC. Saddler noted that there would be a new LCAP template from the state and there would need to be changes made to the final LCAP document.

There was a discussion about the difference between the PAC and a committee like the BSEP P&O Committee. Alpers noted that the PAC committee could make more formal recommendations. Tansey also noted that the way the PAC meetings were run last year was not conducive to take consensus information to the Board. **Saddler will add a “debrief” to the agenda before adjournment.** Alpers would like to add “debrief” plus any request for information from staff for the next meeting.

**Saddler will send out a draft agenda one week before the next PAC meeting in order for the PAC membership to add items to the agenda if necessary.**

There was a discussion about the designated PAC speaker and Pulich recommended that Laura Babitt could coordinate the effort to speak to the Board. Saddler added that Babitt could coordinate with her and the PAC committee for this. Tansey stated that it was still possible to submit consensus information to the Board. Sinai stated that the Board hears from many committees that each gets 5 minutes to report and the reports are varied. She stated that the Board does want to hear the perspective as well as the diversity of views of the PAC. **Saddler would share her Board presentations with the PAC so that the group would know what she was presenting.**

Melendez-Canales noted that it was difficult to communicate with each other last year. If the PAC had email addresses they could communicate with each other about coordinating the speaker. Baechler-Brabo stated that the Brown Act does not allow for a conversation with multiple voices online about a topic related to committee work. **Saddler to look into whether the PAC Committee falls under the Brown Act and develop a contact list.**

Alpers summarized that the PAC committee would recognize Laura Babitt as the coordinator for preparing to make a presentation to the School Board during public comment time. At the end of every PAC meeting there would be time allotted to discuss reports or other concerns as a group determine what the committee report would be. When board meetings are scheduled and do not align with PAC committee meetings the coordinator, without violating the Brown Act, will arrange for the committee report to be given.

#### 4. LCAP Overview

Saddler passed out the handout *LCAP Action/Service and Expense Quick Glance* and stated that an LCAP evaluator developed. Saddler also handed out the *What is LCAP PowerPoint Presentation dated 10/21/2014*. Saddler noted that the Educators Advisory Council/EAC would be led by Superintendent Scuderi and the District English Language Advisory Council/DELAC would be led by Saddler along with **Detrick Bonameier** and Charity DeMarto. Saddler went over the goals and actions/services listed in the LCAP and asked the members of the committee to tie the actions and services with the goals.

There were questions from the PAC Committee about funding sources: LCFF, BSEP, CCSS etc. and how the services were funded. Saddler stated she was not part of the original LCAP plan development and that Debbie D'Angelo would be at the next meeting and would explain how the LCAP was formalized. Sinai stated that as the LCAP goals were set up the funding sources were put together to leverage the dollars available. The district staff did the actual calculations for the budget. Melendez-Canales noted that it was confusing last year because they didn't understand that there were other funding sources for the goals.

Carter wanted to know what the expectations were for the PAC. Saddler stated she hoped that the PAC would hold her and the District accountable around bringing data about reaching overall student goals. Saddler will also bring budget information to the PAC to make decisions about services and goals. It is too early to give budget information because it is not yet the end of the first quarter. Saddler can give updates on the four goals. Carter asked what the PAC's focus would be once it receives more information. Saddler stated that she wanted the PAC to know about the programs before evaluating them. She noted that she wanted to give information to the members that were new to the process and that she wanted

to give the PAC feedback on programs that were meeting with some success. Data will be coming. Pulich stated that she would like to know about the process as well as the data. Alper noted that there was a lot of frustration last year due to the short time frame and because the PAC didn't know what the goal was. Alper wanted to suggest having a collective discussion about what the members wanted to do as a committee. Saddler stated that the PAC process is to review and decide if the action items serve and work toward achieving the LCAP goals. The impact of this year's review would impact the next school year's budget.

Saddler noted that the LCAP evaluator would be at the next PAC meeting. The members of the committee could review the LCAP material and return with questions for the evaluator so that she could come back with specific data at the next meeting. Saddler also noted that Cleveland would be at the next meeting and could answer questions about budgeting. Sinai stated that the Board receives mid-year budget reports so they know the speed at which budgets are getting spent. She also noted that the LCAP is a "living document" and if necessary the budget could be tweaked if they receive input about what the PAC members hear from their schools sites and make adjustments. The PAC should be a year-round effort and not provide just an end of year report. The PAC can make recommendations based on the feedback they get and advise on. The PAC needs to know not only the data but also what drove the data/provide measures in evaluating programs and services in order to make decisions.

Carter asked that the evaluator go over items in order and then the PAC members respond with suggestions to Saddler via email. If an item has priority consensus between members of the PAC it moves to the top of the list for review. If there are no requests for an item then it stays where it is. Saddler confirmed that there would be data given for all the goals/services. It was noted that it would be good to know the evaluator's schedule for getting data in order for the PAC to make informed decisions about review. **Saddler to follow through on meeting with the evaluator about what was discussed at tonight's PAC meeting. Saddler also asked for PAC members to email her with questions about what else they want to know about in the LCAP document.**

Tansey would like to see what goals were funded by which funding sources. Babitt noted that last year there was a question around making sure that the targeted students were funded and that the PAC still has a responsibility to advise on the funding them. Pulich suggested that perhaps a spreadsheet that sorted for sources of funds. **Saddler asked Pulich to email the suggestion to her.**

**5. Process for PAC Engagement**

Not addressed.

**6. Additional Comments on LCAP**

Not addressed.

**7. Adjournment**

Saddler talked about the AVID program. She stated that there were 170 students in 7<sup>th</sup> grade AVID program now. The high school coordinator told Saddler that of the 49 AVID

students in his three sections, 29 have 3.0 GPA or higher, 20 have 3.5 GPA or higher as the first AVID cohort.

The next PAC meeting will be Thursday, December 18, 2014.

The meeting was adjourned by acclamation at 8:55pm.