

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

**January 8, 2015**

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

**PAC Members Present:**

Mike Sowle, <i>BAM</i>	Kimberle Sanders, <i>Longfellow</i>
Dierdre Tansey, <i>Emerson</i>	Jennifer Kaufer, <i>Longfellow</i>
Timisha Lee, <i>John Muir</i>	Laura Babitt, <i>District</i>
Paz Melendez-Canales, <i>LeConte</i>	Marc Beyeler, <i>District</i>
Brett Cook, <i>Malcolm X</i>	Bethany Schoenfeld, <i>District</i>
Lea Baechler-Brabo, <i>Oxford/BHS</i>	
Rena Dorph, <i>Rosa Parks</i>	

**PAC Members Absent:**

Martin De Mucha Flores, <i>Cragmont</i>	Mimi Pulich, <i>King</i>
Timothy Carter, <i>Jefferson</i>	Laura Cho, <i>Willard</i>
Navy Saray, <i>Jefferson</i>	Christine Meuris, <i>Willard/District</i>
Donna Jones, <i>Oxford</i>	Orlando Williams, <i>BHS</i>
Patricia Montano, <i>Thousand Oaks</i>	Iris Grace, <i>BHS</i>
Anthony Acosta, <i>Washington</i>	Deebie Symmes, <i>BHS</i>
	Athena Addison, <i>BTA</i>

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

Karen Hemphill, *BUSD School Board*  
Beatriz Leyva-Cutler, *BUSD School Board*  
Cathy Campbell, *President, Berkeley Federation of Teachers*  
Jim Hausken, *ACLU*  
Elliot Halpern, *ACLU*

**Staff:**

Donald Evans, *BUSD Superintendent of Schools*  
Javetta Cleveland, *BUSD Deputy Superintendent of Schools*  
Patricia Saddler, *BUSD Director of Programs & Special Projects*  
Natasha Beery, *Director of BSEP and Community Relations*  
Mark Coplan, *BUSD Information Officer*  
Debbi D'Angelo, *Director Berkeley Evaluation & Assessment/BEA*  
Lina Anderson, *Teacher on Special Assignment/TSA for BEA*  
Jessie Montiel, *BUSD Program Specialist*  
Linda Race, *Staff Support*

## 1. Welcome and Introductions

Dr. Donald Evans, BUSD Superintendent and Patricia Saddler, BUSD Director of Programs & Special Projects called the meeting to order at 7:20pm by welcoming attendees and asking them to introduce themselves.

### **Handouts provided:**

- *LCAP Parent Advisory Committee/PAC Meeting Agenda, dated 1/8/15*
- *LCAP PAC Meeting Minutes, dated 10/20/14*
- *LCAP Power Point Presentation, dated 10/21/2014*
- *Parent Advisory Committee Draft Bylaws February 4, 2014*

## 2. Agenda Review

**The quorum was established with 11 voting members initially present and 12 voting members present later in the meeting.** 50% of 21 voting members are required for a quorum.

**MOTION CARRIED (Babitt/Dorf):** To amend and approve the agenda of the January 8, 2015 to include time for the PAC to collectively discuss statements to be made at the School Board Meetings.

**The motion was unanimously approved.**

## 3. Public Comment

Cathy Campbell, President of the Berkeley Federation of Teachers thanked the PAC committee members and district staff for their service in 2013-14 school year. The BFT looks forward to partnering with all stakeholders in the review of LCAP and plans for 2015-16.

## 4. Review and Approval of Minutes 10/30/14

**MOTION CARRIED (Sowle/Beyeler):** To approve the meeting minutes of the October 30, 2014 PAC Meeting with corrections. **The motion was unanimously approved, with corrections as follows: Page 2: First line, 31 should be changed to 21. Page 3, 3<sup>rd</sup> paragraph: correct Alpers to Alper, 4<sup>th</sup> paragraph: provide correct spelling for Detrick Bonameier,**

## 5. Budget Update

### **Javetta Cleveland, Deputy Superintendent**

Cleveland provided the following handout: *LCAP Budget Update for PAC PowerPoint Slide Presentation*. Cleveland noted that BUSD was tracking expenditures of the LCAP funding with a separate resource code using the LCAP plan developed last year. Expenditures can be viewed by what was set up as a budget and what was actually spent (actuals). Reports may be created from this when they are requested by the PAC or others.

Cleveland showed the graph slide *LCFF (District's conservative budget assumptions)* and noted that in the past the budget included "Other State Program Revenue" which was restricted for specific purposes (EIA/Economic Impact Aid, money for instructional materials, the KC exit exam, and transportation) in school year 2012-13. Under the new funding formula the money was split between Base Grant funding and Supplemental funding (generated by the percentage of students under the Free and Reduced Lunch program, target student populations and foster youth). Cleveland stated that in Year One/2013-14 there was \$800,000 for EIA that was controlled by the SGCs at the schools. In

the first year of the LCAP plan/2014-15 the supplemental funding increased to \$2.4Million. The Base Grant increased as well. The “target” is to get school districts back to 2007-08 levels (over 8 years) by 2020-21 and so BUSD’s target would be \$6.1Million. Funds are affected by the Governor’s Budget proposals and what is approved by the state legislature. The Supplemental funds could be affected by changing demographics and could impact the funding level, e.g., last year the percentage of Free & Reduced Lunch students was at 41% and this school year it is at 39.6%, if it moves down to 35% funding could lower the target funding below \$6.1Million. It is an every year calculation in October based on data from the CSIS/California Student Information System. Other money would have to be used to meet the funding levels needed to provide services.

In contrast, the next graph slide *LCFF (Department of Finance Projections)* shows an increased level of funding. Cleveland noted that assumptions would have to be made between BUSD’s conservative budget estimate and the Department of Finance Projections. Cleveland noted that the budget assumptions for this year were very close to the actuals of \$2.4Million. She also stated that based on the proportionality percentage the district has to show that it improved or increased services. Expanding programs would be considered in increased services.

## 6. Communication

### **Natasha Beery, Director of BSEP and Community Relations**

Beery provided the following handouts: *Roberts Rules Information, Committee Guidelines (BUSD BB9130), PAC Communications Summary dated 12.18.14,*

Beery noted that the model for the PAC was based on the BSEP Planning and Oversight Committee. She described the communications relationships between district staff, the PAC, the school board and the public as outlined in the *PAC Communications Summary dated 12.18.14.*

Beery also spoke about the PAC Bylaws as listed in *Parent Advisory Committee Draft Bylaws February 4, 2014.*

## 7. LCAP Evaluation

### **Debbi D’Angelo, Director of Berkeley Evaluation & Assessment/BEA and Lina Anderson, TSA LCAP Evaluator BEA**

D’Angelo and Anderson provided the following handouts: *2013-2014 LCAP Needs Assessment – Evaluation Tool, BUSD LCAP State Evaluation Data Crosswalk*

Anderson introduced herself and her background in education related to LCAP. She stated that she was working on monitoring and communicating what is happening and when so that the process is transparent to people. She noted that she does a lot of observation and reflection and that she would be compiling a report. The report would be both qualitative and quantitative in relation to the LCAP goals.

D’Angelo explained the *2013-2014 LCAP Needs Assessment – Evaluation Tool* matrix. She noted that the *BUSD LCAP State Evaluation Data Crosswalk* is posted on the BUSD LCAP website (<http://www.berkeleyschools.net/local-control/evaluation-data/>). She stated that the big change for this year was around data and the evaluation. This includes the new template that brings Section 2 and Section 3 together and every state priority and data metrics are required to be measured. D’Angelo noted that on the *Data Crosswalk* there were additions such as the Early Assessment Program/EAP and Academic Performance Index/API, Annual Pass Rate/AP and the Adequate Yearly Progress/AYP. D’Angelo noted that the BUSD LCAP was noted as great was that the equity goal/LCAP Focus Goal 2 was

clearly written and that BUSD was not only looking at data but evaluating and reporting on the data. D'Angelo asked the PAC to be specific in the information it wants to review. There was a brief discussion about the getting information on a program like Toolbox and it's evaluation and D'Angelo referred back to *2013-2014 LCAP Needs Assessment – Evaluation Tool* for Goal 3 for that information. Additional specific information can be given as long as it fits in with the time constraints of the evaluator. It was noted that the PAC previously discussed program evaluations, time frame and overall approach to program correction/modification so that the PAC and the public could measure a program's progress. It was noted that program evaluation and data was important enough to be brought to the committee at every meeting. D'Angelo suggested that the committee narrow the focus to 1-3 items/prioritize items and evaluation team would determine if it was possible to bring the information to the PAC.

#### 8. Election of Chair/Co-Chair

**It was noted that the PAC bylaws, item Chairperson would have to be amended so that the Assistant Superintendent would not serve as the PAC Chairperson.** Beery noted that members interested in chairing could work with the staff liaison until the bylaws were amended. Mark Beyeler and Laura Babitt volunteered to be considered for Co-Chairs for the PAC. **Saddler will contact the other committee members to see if any of those members not in attendance would like to be considered for Co-Chairs as well.** A vote would be taken at the next PAC meeting.

Saddler noted that the PAC representatives list is still being confirmed and there is outreach to the principals about their school representation. A final list will be determined.

Saddler asked if the committee would consider arriving early the evening of the next meeting.

#### 9. Future Meeting Dates

**Pat Saddler noted the next meeting would be a joint meeting Thursday, February 5, 2014 at 6:00pm at Longfellow Middle School Library, to be followed by a 7:00pm open Townhall meeting led by Dr. Donald Evans, BUSD Superintendent. Saddler will send all the information prior to the meeting.** Saddler noted that D'Angelo would be giving an update at the Townhall meeting.

**PAC Meeting Dates: 2/5/15, 3/5/15, 4/23/15, and 5/14/15, specifics to be confirmed by Pat Saddler.**

Beery stated that BSEP, the Educational Advisory Group and the PAC should plan a meeting to discuss and obtain information that would be of interest and mutual to the groups.

#### 10. Board Statement Discussion

There was a discussion about the PAC asking for information to understand the minimum money needed to provide services and how to decide if the program is working or not. It was suggested that if there was a general consensus about what should be included in the statement the authority to work on the statement wording could be given to a few of the PAC members/subgroup trusted enough to write it.

**MOTION CARRIED (Beyler/Cook):** The PAC to designate a subcommittee to draft a statement on the importance of evaluation and the content and extent of the evaluation to be submitted to the School Board on behalf of the entire PAC. Subcommittee members include Mark Beyeler, Laura Babitt, Jennifer Kaufer and Rena Dorf. The statement could be read at

the January 14<sup>th</sup> or January 28<sup>th</sup> School Board Meetings.  
**The motion was unanimously approved.**

**11. Adjournment**

The meeting was adjourned by acclamation at 7:50pm.