

**SCHOOL SITE DISCRETIONARY PROGRAMS**  
**(BSEP Measure A, Resource 0852)**

**OVERVIEW: FY 2015-16**

**Purpose:**

*The School Governance Council shall develop recommendations to allocate these revenues for the personnel, services and materials required to deliver effective activities leading to improved student performance...Revenues may be used for...arts and sciences instruction, academic tutoring and counseling, athletics and student activities, and before and after school programs<sup>1</sup>*

**Budget Manager:    Natasha Beery, Director of BSEP and Community Relations, with  
                                 Valerie Tay, BSEP Program Specialist**

The budgeted revenue allocated to the BSEP School Discretionary program in FY 2015-16 was \$2,505,264. This included prior year revenue of \$1,954. This allowed for allocations to the sites of \$230 per pupil.<sup>2</sup> The expenditure budget for FY 2015-16 was based on this revenue allocation to each site, plus the carryover generated by unspent balances for each site.<sup>3</sup>

Each School Governance Council (SGC) developed a School Plan based on district goals as well as the articulated needs of each school. This is a summary of how BSEP Site Discretionary funds were utilized across the district to support the School Plans.

**Staffing** (72.83% of total actual expenditures)

*Budget: \$1,962,330                      Actual: \$1,815,408                      Variance: \$146,922*

- Certificated salaries    \$ 896,835
- Classified salaries       \$ 546,096
- Employee benefits       \$ 372,477

The above figures are from the Unaudited Actuals for 2015-16 as of June 30, 2015.

**Books and Supplies, and Unallocated Funds** (9.02% of total actual expenditures)

*Budget: \$556,339                      Actual: \$224,744                      Variance: (\$331,595)*

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<sup>1</sup> BSEP Measure A, Section 3.B.i

<sup>2</sup> Revenue is allocated to each school site based on the projected number of students for the year (CALPADS data). For Independent Study, Berkeley Technology Academy (BTA) and Early Childhood Development, the allocation is based on an agreed-upon average enrollment. Independent Study enrollment is deducted from Berkeley High's CALPADS enrollment. For FY 2015-16, the adjusted projected enrollment was 10,322 students.

<sup>3</sup> The **Fund Balance** consists of monies that are held centrally, as well as unspent balances from the prior year. Unspent balances include the difference between the budget allocated to each site and actual expenditures. In FY 2015-16, the unspent balance from the prior year of \$446,074 was posted as carryover, along with the associated Indirect Cost, once the books were closed in September.

**Contracted Services** (12.01% of total actual expenditures)

*Budget: \$301,465                      Actual: \$299,461                      Variance: (\$2,004)*

**Indirect Costs** (6.13% of total expenditures)

*Budget: \$184,437                      Actual: \$153,011                      Variance (\$31,426)*

**Fund Balance**

*Beginning: \$639,278                      Ending: \$676,498                      Increase: \$37,220*

**RESOURCE SUMMARY:**

In FY 2015-16, the per-pupil allocation of \$230 remained the same as 2014-15 due to the need to balance relatively flat revenue with enrollment growth. At Berkeley High, the trend towards lower enrollment, with 3,238 students in FY 2010-11 falling to 3,060 in 2011-12 and falling further to 3,025 in 2013-14 was interrupted with an uptick to 3,185 in FY 2014-15. Middle school enrollment increased in FY 2014-15 by 5.2% from 1,926 to 2,028. The elementary schools overall experienced a 2.2% increase from 4,373 in FY 2013-14 to 4,468 in FY 2014-15. Almost all sites (except three elementary) had increased allocations due to enrollment growth.

At the end of FY 2015-16, most sites had unexpended funds in their BSEP Site Discretionary budgets. On average, sites expended 83% of their planned budgets, ranging from a low of 57% to a high of 98%. In almost all cases, unexpended funds came from materials and supplies budgets or from the previous year's carryover that hadn't been allocated. In some cases, hourly budgets were not fully expended. All BSEP School Discretionary dollars allocated, but unspent, by the sites at the end of FY 2015-16, have been carried over to this year's site budgets for expenditure in FY 2016-17.

**STATUS REPORT**

School Site Discretionary funds continued to provide a broad variety of programs for students, with each site having a slightly different approach that reflects the needs and priorities of the school. BSEP site funds are frequently used for enrichment activities, student support, and instructional materials.

Significant resources (72.83% of total expenses) go to funding certificated (44.5%) and classified (28.3%) staff. Every elementary school uses site funds to partially fund a Literacy Coach. Other certificated positions partially funded by BSEP site funds include Response to Intervention (RtI) teachers/coordinators, vice principals, an ELD teacher, a Technology teacher, and Dance, Art and Music teachers, and a Counselor. Classified positions funded through discretionary funds included Instructional Assistants (IAs) to support classroom teachers, and Instructional Specialists for Dance, Drama, Garden, and Athletics, and increased FTE for a Library Media Tech. These expenditures also include certificated and classified hourly work for intervention and tutoring, as well as for staff collaboration and professional development such as in "early back" days.

The next largest area of expenditure was 12.01% for contracts, professional development and field trip transportation. Many sites continued to fund contracts for academic and social-emotional support in the schools including mentoring programs, “Writer Coach Connection”, gardening, and counseling, as well as physical education.

BSEP site funds continue to be an important resource for instructional materials, constituting 9.02% of the total expenditures for books, materials, supplies and equipment. These expenditures totaled \$224,744 and at some sites represented a significant amount of the materials budget.

The Berkeley High budget funded most of the purposes it had in previous years with a few changes. Funds were allocated to purchase instruments and provide mentors for the music program, and funding was provided for a Media Technician. A few programs originally approved for BSEP funding were funded by other resources. At Berkeley Technology Academy (BTA) site funds contributed support of 0.47 FTE for the full-time Student Welfare and Attendance Specialist, while in the Independent Study Program (ISP), site funds provided hourly tutoring, mentoring, gardening program support, certificated hourly instruction, and instructional materials.

While no two School Plans were alike, BSEP-funded activities supported the District goals of improving academic achievement and promoting student success, as determined by each site.

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