

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES**

**December 13, 2016**

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

**P&O Committee Members Present:**

Bridget Bernhard, *Arts Magnet (Alt)*  
Dawn Paxson, *Emerson*  
Terry Pastika, *Jefferson*  
Danielle Perez, *John Muir (co-Chair)*  
Karen Sasamoto, *Oxford (sub)*  
Weldon Bradstreet, *Rosa Parks*

Stephanie Upp, *Washington*  
Josh Irwin, *King (Co)*  
Shauna Rabinowitz, *King*  
Bruce Simon, *King (co-Chair)*  
Catherine Huchting, *Willard*

**P&O Committee Members Absent\*:**

Victoria Hritonenko, *Cragmont (Co)*  
Martin de Mucha Flores, *Cragmont (Co)*  
Eric van Dusen, *Cragmont (Co)*  
Byron Pakter, *LeConte*  
Lily Howell, *Malcolm X*  
Jonathan Cherin, *Thousand Oaks (Co)*  
Aaron Schiller, *Thousand Oaks (Co)*

Ramona Coates, *Longfellow*  
Jose Luis Bedolla, *Berkeley High*  
Aaron Glimme, *Berkeley High*  
Hasmig Minassian, *Berkeley High*  
Ramal Lamar, *BTA*  
Christine Balch, *Independent Study*

*\*Alternates and co-reps are not marked absent if another rep is present. Currently there is not representation from Pre-K.*

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

Judy Appel, *School Board*  
Pete Gidlund, *VAPA Program Supervisor*  
Liz Karam, *BSEP Senior Budget Analyst*  
Beatriz Leyva-Cutler, *School Board*  
Pasquale Scuderi, *Assistant Superintendent for Educational Services*  
Becca Todd, *District Library Coordinator*

**BSEP Staff:**

Natasha Beery, *Director, BSEP and Community Relations*  
Linda Race, *BSEP Staff Support*

## **1. Call to Order, Introductions & Site Reports**

At 7:15 p.m. co-chair Danielle Perez called the meeting to order by welcoming attendees and asking them to introduce themselves. SGC updates were given as part of the introductions.

## **2. Establish the Quorum/Approve Agenda**

A quorum was not established. 13 members were needed for a quorum, but only 10 voting members, plus one non-voting member, were present. The Agenda could not be approved, but was followed as an outline for the meeting.

## **3. Chairperson's Comments**

*Co-Chairs Danielle Perez and Bruce Simon*

Chairpersons had no comments. There was a reminder to contribute to the snack fund.

## **4. BSEP Directors Comments**

*Natasha Beery, Director BSEP & Community Relations*

Beery brought a cake to celebrate the passage of Measure E1, the special tax that will fund the Berkeley Schools Excellence Program/BSEP, by 88.68% of voters. She reminded members to pick up their BSEP binders if they don't have one. Extra E1 T-shirts were also available for members to take.

## **5. Approval of Minutes June 7, 2016**

Due to a lack of quorum, there was no review or approval of the November 1, 2016 meeting minutes.

## **6. (Co-) Chair and SBAC Representative Elections**

Due to a lack of quorum, no elections were held.

## **7. Public Comment**

No public comment was made.

## **8. BSEP Annual Report for 2015-16 Part One**

*Natasha Beery, Director BSEP & Community Relations, Liz Karam, BSEP Sr. Budget Analyst*

Beery and Karam provided the following handouts:

- *Guide to Reading The Annual Report, Berkeley Schools Excellence Program, Annual Report – 2016-17*
- *BSEP/Measure A of 2006, Revenue Allocation Summary, FY 2015-16*

Referring to the *Guide to Reading The Annual Report, Berkeley Schools Excellence Program, Annual Report – 2016-17*, Beery stated that P&O members have a responsibility to review the financial and programmatic purposes of each BSEP resource as outlined in Measure A of 2006. Following the guide, she went over the terms often used. Four of the resource budget managers would be heard from at this meeting and five others would give their reports at the next P&O meeting in January. Budget managers have been asked to give a narrative report as well as a financial report during their presentations to avoid confusion; previously narrative reports and budget reports were given separately.

Beery and Karam handed out the *BSEP/Measure A of 2006, Revenue Allocation Summary, FY 2015-16*, an overview of what happened with all of the BSEP Resources. Karam went over the *Summary* and explained revenues and allocations in detail. Karam stated that the January Governor's budget proposal and May revision for last year started with a small Cost of Living Increase/COLA, which was reduced to 0% by May. There was therefore no additional revenue from a COLA last year.

Beery asked members what they understood from the budget as to what actually happened. The major takeaway was that there was a small increase in revenue of around \$155K. Overall, \$239K was the additional allocation over the prior year that was distributed based on additional revenues and fund balances.

Beery outlined the *Guide to Reading The Annual Report*, before introducing the presentations on specific programs and resources.

Class Size Reduction - Pasquale Scuderi, Assistant Superintendent for Educational Services

Scuderi provided the following handouts:

- *Class Size Reduction, Expanded Course Offerings, Middle School Counseling, Program Support, (BSEP Measure A, Resource 0841), Overview: FY 2015-16 (4 pages)*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP) Class Size Reduction (Measure A, Resource 0841) Revenue and Expenditures, Comparison Report FY 2015/16*

Scuderi stated that class size goals for 2015-16 were met. He noted that additional tax revenues as well as personnel cost variances and vacancies resulted in savings. He noted the TWI consolidation was moving forward and resulted in savings. There was one more 5<sup>th</sup> grade class year to go before consolidation would be complete. He and Karam also noted that RTI funding was being paired with Special Ed Mild/Moderate funding and that Lit Coach FTEs were moved to the General Fund.

Karam confirmed that the wording on page 3 of *Class Size Reduction, Expanded Course Offerings, Middle School Counseling, Program Support* of "additional purposes" was that there was a jump in enrollment that impacted the teacher transfer. It was noted that Program Support was not defined by the Measure. Beery and Karam noted that this area had grown in prior years, and BSEP had picked up increases in the past when the District needed help. That trend was slowly being reversed with many of the costs being assumed by the District again.

Music and Visual & Performing Arts- Pete Gidlund, VAPA Program Supervisor

Gidlund provided the following handouts:

- *Music, Visual and Performing Arts (BSEP Measure A, Resource 0853) Overview: FY 2015-16 (5 pages)*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP), Music, Visual and Performing Arts (Measure A, Resource 0853) Revenue and Expenditures Comparison Report FY 2015/16*

Gidlund reviewed the *Overview* with the committee. He noted that music release time was given to the 3<sup>rd</sup> grades at 1 hour/week, and BSEP and the General Fund/GF combined provided for 4th and 5<sup>th</sup> grades, receiving two hours of release time per week for band and instrumental music instruction groups. Music/VAPA provides BSEP money to the GF to help pay for the cost of the release time teachers.

Gidlund noted that 2016 was the fourth year the District had received a National

Association of Music Merchants/NAMM Best Communities for Music Education award. He stated that not that many districts on the West Coast receive that award.

Gidlund also drew attention to the page 4 of the *Overview* to highlight the Five-Point Equity Plan.

Gidlund confirmed that last year's instrument demand was met despite increased instrument costs. The request by P&O member Christine Staples to have the Music/VAPA resource provide funding instruments at BHS was supported by site funds instead. It was noted that a new chorus teacher at one of the middle schools was brought on based on input from the VAPA subcommittee. Gidlund is seeking new members to form a subcommittee again.

Library Program – Becca Todd, District Library Coordinator

Todd provided the following handouts:

- *School Libraries (BSEP Measure A, Resource 0860), Overview for FY 2015-16*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP), Library Program (Measure A, Resource 0860), Revenue and Expenditures Comparison Report FY 2015/16*

Todd reported that BSEP, library grants and PTA funds support District libraries, but the bulk of the costs are supported by BSEP. It was noted that there was a \$20K decrease in the Services and Other operating Expenses in the *Overview*.

Site Discretionary Program- Natasha Beery for Valerie Tay,

Beery provided the following handouts:

- *School Site Discretionary Programs (BSEP Measure A, Resource 0852), Overview: FY 2015-16*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP), School Site Discretionary Program (Measure A, Resource 0852), Revenue and Expenditures Comparison Report FY 2015/16 (12 pages)*

Beery stated that Valerie Tay, BSEP Program Specialist put together the School Site program narrative and financial report but was unable to attend the meeting. She and Karam explained that any funds not spent are carried over at each school site. SGCs, for the most part, were able to carry out their plans. Beery responded to a question about the differing sources of revenue at school sites and how they are often affected by differences in PTA funding. It was noted that 73% of site funds go to FTE staffing.

**9. SGC Elections Report and Plans for January 12 Workshops**

*Natasha Beery, Director BSEP & Community Relations*

Beery provided the following handouts:

- *Berkeley Unified School District Memo To: Donald Evans, Ed.D., Superintendent, From: Natasha Beery, Director of BSEP and Community Relations, Valerie Tay, BSEP Program Specialist, Dated: December 7, 2016 Subject: Election, Diversity and Activity Report for School Governance Councils, Berkeley High BSEP Committee and BHS School Site Council for the 2016-2017 School Year*

Beery passed around the handout and noted that she was required to give a report on the elections to the School Board. She pointed out the significance of more outreach to Hispanic/Latino parents, many of which are already serving on the English Learner Advisory Committee/ELAC and District English Language Advisory Committee/DELAC parent committees. It was mentioned that housing trends may also be

having an impact on the demographics of the families in the District and thus the make-up of the SGCs.

Beery explained possible plans for the January 12, 2017 workshops that would hopefully be attended by some combination of members from the BSEP P&O Committee, Local Control Accountability Plan/LCAP Parent Advisory Committee/PAC, ELACs and PTAs as well as SGCs. There would be four workshops with two running concurrently at 40 minutes each.

Suggestions were made to:

- Clarify the scope of Site Discretionary Funds within the larger context of the BSEP measure;
- Include discussion on school site needs assessments with the Berkeley Research, Evaluation & Assessment/BREA group and how to do a better district survey;
- Include a Roundtable on how to build more effective committees;
- Discuss compliance with the Brown Act, Bylaws issues, and more effective inclusion and recruitment practices;
- Consider a Spring follow-up

Beery described one of the proposed sessions as a discussion on facilities choices and educational specifications based on how facilities work for children. In response to a question as to the vision and goal of these 40-minute workshops, Beery responded that each workshop would include options for follow-up based on participant interest. Beery confirmed that she would like to see at least 2 people from each SGC attend the workshop. It was suggested that an email be sent to the PTA so more parents could see it and be involved.

## **10. Measure E1 Election Results and Transition to New Measure**

*Natasha Beery, BSEP Director*

Beery stated that the 88.86% of the vote for Measure E1 was the highest passage rate for any of the previous parcel taxes. Paxson thanked Beery and the District staff for their hard work over the prior year in planning for the new measure and noted that she was thrilled about the passing of the measure. Beery stated there was still a lot of work to be done in the transition to the new measure. This includes practical issues such as new guidelines and how money from the old measure will be spent.

## **12. For the Good of the Order**

Beery explained that **For the Good of the Order** is time set aside for members to bring up items not discussed or addressed during the meeting . No comments were made.

## **13. Adjournment**

The meeting was adjourned by acclamation at 9:15 p.m.

*Minutes submitted by Linda Race, BSEP Staff Support*