

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES**

**March 12, 2019**

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

**P&O Committee Members Present**

Liz Fox, *Cragmont*

Jonathan Weissglass, *Emerson*

Jane Tunks Demel, *Malcolm X*

Jill Blue Lin, *Oxford*

Weldon Bradstreet, *Rosa Parks*

Kate Jordan, *Sylvia Mendez*

Heather Flett, *Washington*

Terry Pastika, *King*

Jenny Sitkin Morgan, *Willard*

Aaron Glimme, *Berkeley High*

Josh Irwin, *Berkeley High*

Shauna Rabinowitz, *Berkeley High*

Bruce Simon, *Berkeley High*

Wim-Kees Van Hout, *Berkeley High (Alt)*

Felicia Bellows, *Independent Study*

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

Nicole Chabot, *Arts Magnet*

Orville Jackson, *Jefferson*

Rita Gaber, *Willard*

*\*Alternates and co-reps are not marked absent if another rep is present. Currently there is not representation from the stand-alone TK, Pre-K, John Muir, Thousand Oaks, Longfellow, or BTA.*

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

Donald Evans, *Superintendent of Schools*

Pasquale Scuderi, *Associate Superintendent of Educational Services*

Jay Nitschke, *Director of Technology*

Becca Todd, *Library Program Coordinator*

Pete Gidlund, *Visual and Performing Arts Supervisor*

**BSEP Staff:**

Natasha Beery, *Director of BSEP and Community Relations*

Danielle Perez, *BSEP Program Specialist*

Joann Marshall, *BSEP Clerical Assistant*

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

At 7:15pm, Chairperson Pastika called the meeting to order with introductions and site reports from around the table. Chair Bradstreet shared that Rosa Parks SSC discussed the principal search process to find a new principal for the fall. Rep Glimme shared that BHS has collected all proposals from the school community to make funding decisions, including three new proposals; they will start their evaluation process and create a balanced budget. Rep Flett reported that Washington SSC meetings are falling on the same night as the P&O meeting, and they are currently discussing their community survey. Rep Lin shared that Oxford is finalizing their community survey.

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

The quorum was established with 14 committee members present.

Rep Rabinowitz moved to approve the agenda, Rep Irwin seconded the motion; the agenda was approved unanimously.

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

*Weldon Bradstreet and Terry Pastika co-Chairs, Planning and Oversight Committee*

Chair Pastika expressed gratitude for the available snacks and encouraged members to contribute to the snack fund if they were able.

## **4. BSEP Director's Comments**

*Natasha Beery, Director BSEP & Community Relations*

Director Beery shared that her current role in community engagement includes the superintendent search. She has organized 50 individual and group meetings and 4 community forums. Berkeley broke the consultant's record for survey participation with well over 800 responses. The survey and meeting input will help inform the consultants about challenges and opportunities for superintendent candidates, assist in determining interview questions and can be used by the new superintendent in forming a roadmap going forward.

## **5. Superintendent's Comments**

*Dr. Donald Evans, Superintendent of Schools*

At 8:54pm Chair Pastika brought group back to item #5 as Dr. Evans joined the meeting late. Dr. Evans reported that there was a great meeting last week with BCCE regarding advocating at the state level for education funding, and a rally is planned for April 3rd in Sacramento. The next Board meeting will be March 13, with the two biggest agenda items being Budget Reductions and Budget Priorities. This will be the last meeting before approving budget reductions, and budget priorities have been narrowed to basic needs. There will also be a discussion regarding REALM Charter School, as part of the Board's oversight is managing their operation financially. The program is considering merging or partnering with another organization, which requires a revision of their charter.

## **6. Approval of Minutes 2.26.19**

Two minor corrections were noted: Rep Sitkin Morgan was removed from "Absent" column, while Rep Irwin was added to "Absent" column, and Rep Rabinowitz corrected the spelling of her name on page 7.

Rep Simon moved to approve the 2/26/19 minutes draft with proposed corrections, Rep Glimme seconded; the minutes were approved unanimously.

## **7. Public Comment**

Rep Van Hout praised the Performing Arts Showcase, it was very successful and he appreciated the mention of BSEP funding of the music program during the program. He also asked that the meeting record include condolences on the death of Oakland City Councilmember Lynette Gibson McElhaney's son Victor, who was shot during a robbery at USC. Victor's aunt also works for BUSD. His loss is deeply felt in the community.

## **8. Recommendation for Student Support Funds FY 2019-20**

*Pasquale Scuderi, Associate Superintendent of Ed. Services*

Director Beery distributed the following document:

- **Revised Measure E1 Revenue and Allocations Projections for FY 2019-20**

Director Beery introduced the revised allocations document. 7% of Measure E1 is designated as Effective Student Support, and allows flexibility of funding. On this document there is a reallocation moving the cost of staffing of OFEE to LCAP and BSEP is taking on more costs in Student Achievement Strategies.

Mr. Scuderi distributed the following documents:

- **Recommendation for Allocation of BSEP Effective Student Support Funds for FY 2019-20**

Mr. Scuderi began with one small change since the last time P&O discussed Effective Student Support. It had been proposed to move the K-5 math coach and 0.6 FTE middle school math coach into this budget to make room in LCAP for Family Engagement staffing costs. After projecting cost, the decision has been made to keep the 0.6 middle school coach in LCAP; the position is not being cut, it will be funded in LCAP.

On page 1 of 2, School Counseling allocations, FTE is rounded up at each site using site funds and/or Title I bringing staffing up to 2 FTE each at Longfellow and Willard, and to 3 FTE at King.

Mr. Scuderi added that within the last 3 years a restorative practices counselor has been added to each middle school to support behavioral interventions and harm repair and some Alcohol, Tobacco, and Other Drug education.

Rep Irwin asked if there would be a problem with Family Engagement being funded at 0%. Director Beery explained that the section of the measure that pertains to Family Engagement is written such that the 7% may be allocated towards purposes "such as", it

is not required to fund any one program at any specific amount. It has to go towards programs that support the academic or social/emotional behavioral development of students. Rep Rabinowitz asks if this means that the OFEE will remain intact, including the supervisor position. Director Beery explained that BSEP will continue to fund some OFEE expenses such as PD, employee mileage and cell phones, through Measure A carryover funds while LCAP will fund the entirety of staffing. Rep Pastika asked for clarity on the agenda item subject to vote during this meeting, if it only included the Student Support portion of the funded items. Director Beery answered yes, citing the example of elementary literacy coaches whose funding is provided primarily through district-wide resources. Whereas before that was provided through both LCAP and BSEP, this proposal is that BSEP will be providing all .75 FTE at each elementary site in '19-20. Then either BSEP or Title I site funds will be used to round out a full 1.0 FTE at each elementary school. Rep Flett asked if this change represented a net increase or decrease at the sites. Director Beery answered that it did not represent a change in overall FTE funding.

Rep Morgan moved to approve the Recommendation for Allocation of BSEP Effective Student Support Funds for FY 2019-20, Rep Glimme seconded; the plan was approved unanimously.

## **9. Measure A Carryover funds**

*Pasquale Scuderi, Associate Superintendent of Ed. Services*

Mr. Scuderi distributed the following documents:

- **Recommendation for Expenditure of BSEP Measure A Carryover Funds for Program Support and Professional Development FY 2019-20**

Mr. Scuderi began by introducing the proposed uses of the remaining balance in Measure A for Program Support, PD and Parent Outreach. This proposal adds current GF expenditures into Measure A as part of the target reduction of GF spending by \$2 million. There is placement of two BHS counselors into Measure A carryover funds; instead of cutting these positions this proposal allows a year to determine other funding sources or a plan to mitigate the impact of future cuts. The Dean of Attendance is moved to Measure A carry over funds; LCAP supplemental funds were discussed as an alternative but that proposal was not supported by the LCAP Parent Advisory Committee. The CTE Coordinator is also moved to Measure A carryover funds, as confidence is high that there will be two allocations this spring designated for Career Tech Ed that will provide relief from funding these positions from the GF.

With this proposal the ending Program Support fund balance in Measure A is \$133,060. If the CTE coordinator is funded in the spring as projected this would add \$140,000 to the ending fund balance which potentially extends funding for the counselor and administrator positions through SY '20-21.

Rep Van Hout asked if the Low Performing Students Block Grant (LPSBG) is related to this budget. Mr. Scuderi explained that on the second page of the document being discussed is proposed usage of Measure A carryover for PD. There is a 0.5FTE Technology TSA as part of a 1.0FTE position had been proposed to be placed into measure A, but with the addition of the Low Performing Students Block Grant the full 1.0FTE Technology TSA position has been moved to this 2 year allocation. By funding the Technology TSA position in the LPSBG, money is saved in the BSEP PD budget to potentially keep the K-8 Science TSA for an additional year or for another purpose. Rep Irwin asked for clarification regarding the proposal to reduce the Science TSA position to 0.4FTE concentrated at either middle or K-5, and asked if 0.4FTE was enough hours to attract a candidate to the position. Mr. Scuderi answered that these positions are generally filled by Science teachers that are partially released from the classroom and the scope of the position is currently being discussed, the middle school receives supports in the form of PD days and Department Leads/leadership that is not available at the K-5 level, but the decision to focus this position at K-5 has not yet been finalized.

Director Beery addressed the question that had been raised regarding how to support the OFEE beyond FTE. There are Measure A carryover funds available as outlined in the document that could support non-FTE expenses. This proposal allows BSEP funds to cover these additional OFEE expenses through the end of the Measure and can be revisited later if there is still a fund balance.

Rep Simon requested information regarding potential plans to address concerns that had been raised regarding accountability and quality of service of OFEE. Mr. Scuderi answered that many of the issues raised in prior discussions are still under discussion. Focus will be on improving recertification of McKinney-Vento/homeless students by working with family liaisons that are already positioned to be the primary contact with these students at the K-5 level, and to work with the McKinney-Vento counselor to better serve the elementary school sites. Will also be asking the OFEE team to build better relationships with the principals and site staff, taking on more bridge-building roles. Dr. Evans added that measurable outcomes for OFEE are being discussed. Rep Fox mentioned that it seems impossible to quantify the relationships that the Family Engagement counselor at Cragmont is building. Dr. Evans stated that while the relationships are very important, they are just one piece of the OFEE staff's work and there is also a need to look at the number of students they are working with and what they are working to achieve. These goals, and how to measure them, can all be better quantified. Director Beery noted that the district provides some funding for Liaison position at Cragmont, which the site augments with site funds. Rep Van Hout added that in light of the local housing crisis it seems counterintuitive to reduce funding for a service that works to address that issue. Rep Flett clarified that the funding sources have changed but the ultimate amount has not, and through public process we should not lose site of improving OFEE services. Mr. Scuderi agreed, and added that Principals can better work with their liaisons given clearly defined set of roles, building a collaborative effort toward

improvement. Reb Babbit expressed gratitude that funding was not cut for OFEE. She expressed that it would be ideal if all administrative and teaching staff were building relationships at every location with every family, but until that is universally achieved the need for OFEE exists and so funding should continue. As we move forward we can figure out what ways PD can enhance the staff's abilities to build these relationships.

Rep Simon moved to approve the Recommendation for Expenditure of BSEP Measure A Carryover Funds for Program Support and Professional Development FY 2019-20, Rep Irwin seconded; the plan was approved unanimously.

**10. Recommendation for BSEP Funds FY 2019-20:**

Library, *Becca Todd, Library Program Coordinator*  
Music/VAPA, *Peter Gidlund, Music/VAPA Program Supervisor*  
Instructional Technology, *Jay Nitschke, Director of Technology*

Ms. Todd distributed the following document:

- **Draft Library Plan for FY 2019-20**

Ms. Todd started with announcing her retirement at the end of June. The 2019-20 Library Program is similar to that of 2018-19, with a new proposal to add 0.27 FTE for the Library Media Technician at Malcolm X. Malcolm X Elementary has a larger enrollment and this addition would bring their library staffing to student ratio into better alignment with the other elementary schools. The other change is that 0.4 FTE for a Teacher Librarian on Special Assignment Librarian that was funded in 2018-19 by carryover BSEP PD funds will be funded from the Library budget in 2019-20. This position a part of both the Library team and the DigiTech team, working with Technology staff as well as with TK-5 library media specialists, providing credentialed service at elementary level. Additionally, the Library budget had carried the preschool book bag program for a year, but in 2019-20 Early Childhood Education is resuming funding that staffing.

Rep Simon asked if the trajectory of the fund balance is due to predictions in wage increases. Ms. Todd answered that overall revenue stays flat with two years of PERS and STRS increases. Rep Pastika asked if librarians have a formal connection or liaison with OFEE. Ms. Todd answered that the relationship is friendly but not formal; OFEE is aware of library resources and the library does reach out to OFEE to inform them of programs. Rep Tunks Demel expressed thanks for extra Malcolm X staffing.

Mr. Gidlund distributed the following document:

- **Draft VAPA Plan for FY 2019-20**

Mr. Gidlund began by pointing out that construction near the DO will be the future home of the new VAPA office, paid for out of Bond money. The gym will be kept intact but the current "Men's Locker Room" is being repurposed for VAPA use.

For this preliminary presentation, the projected dollar amounts for music staffing were not yet complete, though the plan is to continue staffing to match the current level of 18 music teachers paid by BSEP. The 2019-20 plan includes a small increase of \$3,500 in materials to provide teacher memberships, which allow students to participate in state or national festivals and competitions; it is important that teachers do not opt out of the experience for the students due to lack of membership fees. The VAPA budget will decrease by \$5,000. It is proposed to bump the VAPA Technician from 0.6 FTE to 1.0 FTE, and the '19-20 revenue allocation will cover this increase. Mr. Gidlund explained the VAPA Technician item is on page 3, it is a classified position and the person who is currently serving at 0.6 FTE can fill the addition for a full 1.0 FTE to provide extended support.

The last page of the document outlines the Deferred Maintenance Initiative; this year's allocation was \$100,000 of Measure A carryover funds to repair or replace instruments. The cost to repair or replace the larger instruments such as pianos, large bass and string instruments has run higher than expected. \$100,000 is again proposed for school year 2019-20 to continue maintenance and repair of instruments.

Rep Glimme asked if the membership funds in the Materials allocation includes high school teachers. Mr Gidlund answered yes and that the amount is for a blanket district membership which covers conferences are events where students have an opportunity to play and teachers sometimes receive PD opportunities. Rep Irwin asked for clarification regarding the Deferred Maintenance Initiative and what the money will be spent on that is different than the year prior, and for clarification of Arts Anchor Extension allocation for a continuing pilot program. Mr. Gidlund clarified that the Arts Extension Program is no longer a pilot program, it has proven successful and the middle school extension is being used at 100%. The Deferred Maintenance Initiative of \$100,000 of Measure A carryover has been used to begin with instruments such as basses, cellos and low brass consumed that allocation in '18-19. There has been a big shift in pushing these larger instruments like cellos down to younger students, providing a bump in skill level and self esteem for these students and has supported a larger vision held by the teaching staff. Further spending for this purpose will continue to support this expansion.

Rep Fox expressed gratitude for the excellence of the music program and also a desire to see more visual arts in the classroom. Regarding the \$7,000 site allocation for arts integration, teachers report difficulty utilizing that when they have so many other priorities. Mr. Gidlund explained that the way the Measure is written his budget does not pay for classroom visual arts teachers or certificated staff to teach arts. Regarding arts integration there is a movement away from paying contractors to model PD for arts integration and there is work on a different model that Washington is currently piloting, using those funds to give teachers PD directly rather than via contractors. Rep Fox asked for clarification of the visual art role of VAPA. Mr. Gidlund agreed that it is lopsided.

Rep Glimme clarified that it is a historical precedent set by the language of previous measures, and that in Measure E1 the program is no longer only restricted to music; though he acknowledged that changing adding new priorities would reduce resources for established programs.

Rep Jordan asked for the clarification of the scope of the Arts Anchor Extension allocation. Mr. Gidlund explained it covers anything that is not music. Ms. Babbitt asked a question about an earlier discussion regarding a lack of qualified staff. Mr. Gidlund remembered a conversation regarding teachers already using technology in the classroom and another discussion regarding the plans in the Building A remodel at Berkeley High School include a Digital Music Lab to be staffed with a Digital Music Class staffed at the high school in the future. Rep Simon noted that if the current allocation of \$100,000 was approved there would still be a \$300,000 balance, stating that the committee is supportive of allocating more for deferred maintenance. There is little reason to not spend it now on current needs. Rep Van Hout asked for clarification on whether the new Measure E1 extends music funds to the high school and how that figures into the current budget, and asked if the Wurlitzer Organ in the Community Theater was included in the budget. Members of the committee answered that the Wurlitzer organ is maintained by an outside group with their own funding. Mr Gidlund addressed the positive impact of the new measure on the high school music program, that the deferred maintenance is helping at the high school.

Rep Rabinowitz encouraged support of performing arts at BHS, specifically of the theater department that is currently not being supported fiscally or by the larger arts department at the school. In a high school the size of BHS there should be a more robust Theater Department, theater has been proven an important offering at all levels but specifically the middle school and high school should be supported. Mr. Gidlund agreed that the points are good but money for FTE above middle school is not included, there is a materials budget for the three middle school drama teachers and through the Arts Anchor Extension. Rep Glimme added that at BHS, FTE allocation is driven by sign ups, and funding for the drama department beyond FTE can be dealt with at the site through site funds. BHS has a committee to provide grants to support the drama department. Director Beery asked how equipment like soundboards and lighting is funded. Mr. Gidlund answered that sometimes facilities helps but that he is working with Longfellow to use the budget to improve their theater facility and to buy tools and materials for set design at Willard.

Rep Morgan added that in her experience with BHS Development Group, they have received several requests for grants for theater support, and if there are funds through the district or site to support the theater program that would be encouraged. Funding with Development Group grants is not effective or doing service to an important program at the high school. Director of Technology Nischke added that quality of classes and added courses can drive sign ups. The first year of new courses should expect lower enrollment



but that doesn't mean expanding course offerings shouldn't be supported. Mr. Gidlund explained that he is not involved in staffing beyond K-8 but he does act as a consultant at the high school and he does spend time with the VP of Visual and Performing Arts and the Principal when staffing decisions are made, and he will represent these concerns at that time. Rep Irwin asked if any of the carryover from Measure A could be used to support drama, or if there is room to consider grants for set design or costs for the drama program. Rep Glimme reminded the group that the language of Measure A places different restrictions on those carryover funds, and it would be harder to justify spending at the High School level, though that has changed with new Measure E1 funds.

Mr. Nitschke distributed the following document:

- **Draft Technology Plan for FY 2019-20**

Mr. Nitschke began by explaining that the allocation for Technology primarily funds staff in schools to support teachers and site staff using technology. Every elementary school gets 0.2 FTE, which equates to one day a week. Mr. Nitschke emphasized how state-mandated increases in district PERS contributions from the district year after year put pressure on this budget, as Technology staff are mostly Classified employees.

The Technology staff works with the Library team, in the joint effort called Digitech supporting the instructional technology program. the Instructional Tech TSA, the Library TSAs and the Technology Supervisor have joint meetings with the School Computer Techs that support the schools. The fund also supports 17 Tech Teacher Leader stipends, one per school that meet monthly. The Technology Equipment for Schools allocation equates to under \$1 per student. There is an attempt to spend it all each year, and currently there is a small fund balance. There is a 1:1 Chromebook program in grades 4-8, and one Chromebook cart for every 2 teachers in grade 3. The Digitech team provides digital literacy and safety instruction, there are 122 Google Certified educators, all 3-8 grade teachers are either Google Certified or Berkeley Certified Technology educators. Rep Irwin asked where the Technology Director position is funded. Mr. Nitschke responded that position is funded from the GF, which also provides for a 0.8 and 0.4 Tech and a 0.6 Network Engineer. He noted that three positions run the entire Technology department for the district.

## **11. P&O Statement to School Board**

*Weldon Bradstreet and Terry Pastika, P&O co-Chairs*

Chair Bradstreet distributed the following document:

- **Draft P&O Statement to the Board**

Chair Bradstreet explained that this statement includes a reminder to the School Board of the financial limits on what can and should be funded out of BSEP with a long view for the life of the measure. The statement also aims to address what BSEP is and what it

does. The general tone is to respectfully urge the board to have caution going forward.

The committee refined the exact phrasing of several points in the statement, and worked to clarify the overall message to address common misconceptions heard when BSEP is discussed at a district level. The group discussed including language referring to inequities created due to low overall state funding for all school districts as a context, and emphasized the need for responsible oversight and management of BSEP funds.

**Rep Irwin moved to approve the P&O Statement to the Board as amended, Rep Glimme seconded; the statement was approved unanimously.**

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

No items were presented.

**13. Adjournment**

Rep Glimme moved to adjourn, Rep Rabinowitz seconded the motion.

The meeting was adjourned at 9:24 pm.