

**BSEP PLANNING & OVERSIGHT STEERING COMMITTEE MINUTES**  
**April 7, 2020**

**P&O Committee Members Present**

Tamara Perkins, *Early Childhood Education*  
Jonathan Weissglass, *Emerson (SC)*  
Pamela Hyde, *Emerson (Alt)*  
Chris Wallace, *Jefferson*  
Carla Bryant, *Oxford*  
Weldon Bradstreet, *Rosa Parks (SC)*  
Heather Flett, *Washington (SC)*

Terry Pastika, *King M.S. (SC)*  
Martin de Mucha Flores, *Longfellow M.S.*  
Aaron Glimme, *Berkeley High (SC)*  
Esfandiar Imani, *Berkeley High*  
Josh Irwin, *Berkeley High*  
Shauna Rabinowitz, *Berkeley High (SC)*

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

Nicole Chabot, *Berkeley Arts Magnet*  
Ana Vasudeo, *Cragmont*  
Vanessa Garza, *John Muir*  
Rita Gaber, *Willard Middle School*  
Kate Jordan, *Sylvia Mendez*

Jose Rodriguez, *Longfellow M.S.*  
Jennifer Sitkin-Morgan, *Willard Middle School*  
Jane Logan, *Malcolm X*  
Felicia Bellows, *Independent Study*  
Evon Williams, *Berkeley Technology Academy*

*\*Alternates and co-reps are not marked absent if another rep is present. Currently there is no representation from Thousand Oaks elementary, and only one representative from King Middle School. Attendance at Steering Committee meetings is optional for P&O members who are not members of the Steering Committee.*

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

**BUSD Staff:**

Natasha Beery, *Director of BSEP and Communications*  
Samantha Tobias-Espinosa, *Assistant Superintendent of HR*  
Jay Nitschke, *Director of Technology*  
Danielle Perez, *BSEP Program Specialist*

**1. Call to Order and Introductions**

The meeting was held online via Zoom. At 4:00 p.m. Chairpersons Bradstreet and Pastika called the meeting to order. Members introduced themselves.

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

The quorum was established with 6 Steering Committee members present.

Chair Bradstreet asked for a motion to approve the agenda. Rep. Glimme moved to approve the agenda, Rep. Weissglass seconded the motion; the agenda was approved unanimously.

**3. Chairperson's Comments**

Chairs Pastika and Bradstreet thanked members for attending the meeting.

**4. Public Comment**

There was no public comment.

## **5. P&O Bylaws Revision to include BERRA Oversight**

*Natasha Beery, Director of BSEP & Community Relations*

The group reviewed the Draft Revised P&O Bylaws document.

Director Beery noted that the thrust and purpose of these revisions were previewed at the previous P&O meeting on 3/24. Now that the BERRA measure has passed, part of what is written into that measure's language is an oversight provision that must be satisfied. The BERRA measure was written such that the P&O could perform this oversight function, or the district could form a separate committee. Leadership's general thinking is that we have a lot of district committees, and the oversight of this new measure is not expected to be very onerous, so including this in the P&O responsibilities seems reasonable.

To briefly recap, the BERRA measure is primarily oriented toward improving educator and staff compensation, and we are expecting around \$10 million in revenue for 2020-21. 95% of the available revenue will go directly to increasing compensation for staff, and then 5% is for discretionary use to increase recruitment, retention, and development of staff in hard to fill positions. The Steering Committee will hear the preliminary proposal for that 5% budget later in this meeting. As is true for BSEP, a small portion of BERRA funds are allocated "off the top" of the revenue, before the remaining funds are divided between the designated purposes, to pay for the costs of oversight. For BERRA, it is 1%. The Committee will hear proposals for the 1% budget at a later meeting.

In order to review BERRA plans and send them along to the Board, we need to revise the P&O Committee Bylaws. To summarize the changes to the Bylaws document: we went through and struck out BSEP, so that the committee name is simply Planning and Oversight, not specific to one type of funding. Will have the ability to review plans for both BSEP and BERRA measures, and hear reports on expenditures thereof. Over the past several days, committee members have added corrections and recommendations for revisions. Other revisions include updating the naming of our BSEP Measure to E1 rather than A, and replacing School Governance Council (SGC) with School Site Council (SSC) to reflect changes made to the Site Committee Bylaws.

Chair Pastika asked for clarification of the committee's role in the 95% portion of the BERRA budget, asking if the committee would vote to approve a plan for the 95% budget. Director Beery answered that there is no possibility of changing the use for this money, because the terms of the measure are not discretionary. Neither this committee, nor any district staff, could revise how these funds are expended. It would be in keeping with oversight, however, for district staff to bring plans to show how revenues from new tax will be applied to compensation. In that case the P&O would not have the power of approval over the plan, though it would be appropriate for P&O to review and pose any questions. Then in the reporting phase, the committee would review reports showing a comparison of expectations contained in the plan to actual expenses and implementation.

The 5% budget will include discretionary choices in how the funds are applied, which the committee could comment on and provide recommendations for. Chair Pastika suggested

including some kind of reference in the bylaws to the 95% portion, for consistency so that it is clear that the oversight provision required by the BERRA measure language is satisfied. Director amended the bylaws accordingly in section III.

Rep. Glimme noted that the SSC Bylaws have language that might be useful to address any question of conflicts of interest. Because many school site plans fund after-school tutoring through teacher hourly budgets, there is specific language which excludes programs widely available to teachers/staff from a conflict of interest exclusion when serving on committees. Director Beery responded that if the BERRA 95% plan needed P&O approval, we would need such language; in this case, for the current BERRA measure where the compensation portion is not at all discretionary, this should not be necessary.

Rep. Glimme moved to approve the revised P&O Bylaws, Rep. Rabinowitz seconded; the Revised Bylaws were approved unanimously.

Director Beery stated that next, the School Board needs to approve these bylaws. They will be presented for information at the 4/14 P&O committee meeting and then for approval at the 4/15 Board meeting.

## **6. BERRA Budget for FY 2020-21: Educator Recruitment, Retention, and Development**

*Samantha Tobias-Espinosa, Assistant Superintendent of Human Resources and  
Natasha Beery, Director BSEP & Community Relations*

Director Beery Presented the following document:

- Recommendation for Expenditure of BERRA Funds for Recruitment, Retention, and Development Strategies in 2020-21

Director Beery explained that with this BERRA funding, there will be new positions for 2020-21 that we want to get to the Board with all due speed. We need to get the plan to the P&O on 4/14 for a vote of approval, and then to the Board on 4/15.

Assistant Superintendent Tobias-Espinosa stated that it is exciting to have the ability to make this plan. It is always a challenge, given the desire for dedicated staff for these purposes and figuring out how to pay for them, when we want to spend the majority of district funding on students. We have to have support staff to enable the quality instruction that we want to provide for our students. This plan allocates funds to recruit, retain, and develop our employees.

This 5% budget will fund \$270,000 to staff two full-time positions and 3 part-time positions (which may combine to a full-time position), plus \$135,000 for program support. The positions include \$116,000 for 1.2 FTE in classified development, including 1.0 FTE (probably a coordinator position) supporting classified Professional Development. This position would help to build staff capacity from within, building on skills they need to do their current jobs well and also to prepare them for promotions into harder to fill positions, and hopefully also into paths toward credentialed positions. The district's BPACT program is already helping classified staff to become teachers, particularly focusing on high-need areas such as special education. The teacher pathway program has already seen three graduates who are now working as teachers. This

program is funded by a grant that ends in 2022, to pay for a part of tuition. This budget maintains funding for .2 FTE of a coach in that program, and would continue this once the grant ends.

In support of credentialed staff, funding would enhance new teacher induction and teaching support. Teacher induction is the process in which district programs provide support for preliminarily credentialed teachers, helping them through the state-mandated induction process to obtain a fully clear teaching credential. This supports teachers learning how to do their job, on the job. This funding also covers .2 FTE for a Peer Assistance and Review Coach position, providing support for struggling veteran teachers. Lastly, the plan includes a new position, creating a full-time IEP coach who would help support both new and veteran SpEd teachers to better serve students by writing better IEPs, maintaining compliance and providing higher quality service to students.

Rep Rabinowitz asked if there had been any issues with the induction process up to this point that indicated a greater need for coaching. Assistant Superintendent Tobias-Espinosa answered that it is required, for us to be able to hire provisionally credentialed teachers, that we provide this coaching. It must be someone they can work with who isn't involved in their evaluation process. This position already exists and is currently filled by the same staff member working in Peer Assistance. Both positions are pre-existing and currently funded through the GF. The Peer Assistance process is designed to be supportive, not punitive.

Our grant for the classified to credentialed pathway program is currently supporting 10 staff, and we have added 3 new people, as 3 have graduated. Rep Bryant appreciated the work in plan. She asked if there is available information on the number of interested paraprofessional staff in the district who are people of color, and the types of supports in place to make sure they make it through. She also asked how many current BUSD paraprofessional staff are graduates of this district themselves. Assistant Superintendent Tobias-Espinosa will work to bring that data to the next meeting. She was sure that we have quite a few BUSD alumni in terms of current staff. Rep. Bryant has seen that quite a few site staff in BUSD are also district graduates, and particularly are people of color. Assistant Superintendent Tobias-Espinosa agreed that this would be a group we want to recruit.

Rep. Bryant added that she is aware of a state process to help districts with residency program, which includes about 5 university systems, and asked if BUSD is a part of that. Assistant Superintendent Tobias-Espinosa wasn't sure which program that is, she would need more information. The district does have MOUs with 10 universities to recruit student teachers and interns. Rep. Bryant noted, given that this is not a lot of money, that she has concerns about what the endgame is intended to be. And anecdotally, knowing that our paraprofessionals are from our district, they should be given first choice to become teachers.

Assistant Superintendent Tobias-Espinosa then explained that the third piece of this plan has \$130,000 for the recruitment and retention for hard-to-fill positions. This will move \$60,000 for attracting and retaining teachers of color from LCAP into this budget. This program is meant both to build pathways for teachers of color to come to Berkeley from places like HBCUs and also, once they are here, to help ensure they feel comfortable and stay. This plan is adding \$140,000 to support in that way; we already have that group in BUSD, but we want to build a

stronger support network so they feel supported and valued. The recruitment support is having money, \$25,000, to send people to hiring events like that of the California Bilingual Educators Association, as well as hosting our own hiring event to recruit strong credentialed and classified candidates into BUSD. We have unfilled positions in both classified and certificated categories right now. We will continue to spend on using recruiting systems already in place (for example EdJoin, NeoGov, and our own website) but are also looking at being able to put advertisements in other venues like movie theaters, banners around town, on buses, etc. The Special Ed residency program is a grant we will apply for, to build stronger relationships between the district and universities to provide a residency program for SpEd teachers. This is in negotiations, it is a matching grant so we would contribute \$20,000 and they would give another \$20,000. We are not sure if we will get it, and will come back and discuss other uses for these funds if we do not.

Chair Pastika asked if any of the items funded by this plan are required through state or federal regulations, or as a part of union contracts. Assistant Superintendent Tobias-Espinosa responded that only the district's induction coach is required, and districts can either pay a university to provide this support or have their own staff member do so. Chair Pastika asked how much overlap exists between the BSEP PD and this plan. Director Beery answered that none of these positions have been included in BSEP plans in the past. Some items in the plan document have footnotes, noting those which are currently supported from other sources like the GF or LCAP. As we know, the district needs additional substantial reductions to expenditures and there was an effort to place appropriately fitting items into BERRA budgets to achieve some relief to the GF.

Rep. de Mucha Flores asked if the P&O committee would have input to the criteria and qualities that go into hiring for these positions. For example, having a strong equity lens and background would be important. Also, in thinking about classified staff making that transition, to create a robust pathway how would BUSD connect with community colleges, CSUs, and UCs. Also, he asked if we are constructing a designed process to keep folks on the path, with thoughtful exit and re-entry points if staff need to make changes due to lived experiences. Director Beery responded that the P&O committee has brought up similar concerns for managers to consider, while not actually reviewing job descriptions per se. Assistant Superintendent Tobias-Espinosa noted that members can also publicly comment at Board meetings about the job descriptions, and agreed that there needs to be a strong equity lens and focus for the coach position. In hiring, they will be looking for candidates' personal experiences, and ideally for those who have themselves gone through that transition. To this point BUSD has taken a "we pay, you figure it out" perspective, The plan moving forward is to bulk up that program, for example recently we had a presentation from St. Mary's, which 15 interested BUSD staff members attended. St. Mary's offers a local cohort discount, and also an accelerated program in which it takes a summer to qualify as eligible to intern and get into the classroom. We've discovered that it is important to understand that these staff can't give up their jobs to work on getting a new job. If they do go into student teaching or interning, programs must be creative so they can be paid while working. Rep. de Mucha Flores asked if these classified staff are required to have a bachelor's degree. Assistant Superintendent Tobias-Espinosa answered that it's quicker if they have a bachelors, but if they don't, we work with Berkeley City or any other community colleges to help them do that and then flow into the program. Also, St. Mary's offers a program to get bachelors and a credential in 4.5-5 years.

Chair Pastika commented that this is a good opportunity, as a lot of these programs are just starting, to establish new and fresh goals. An issue that has come up time and again in this committee is around how we can assess whether programs are effective. She strongly encouraged that goals and objectives be included in the BERRA plans, so that when plans and reports come back next year there is a dialogue and some measurements that can be referred to, in addition to anecdotal stories about successes. Director Beery will work with Assistant Superintendent Tobias-Espinosa to build measurable goals and objectives into this plan.

Rep. Rabinowitz asked if the pathway grant recipients are announced at any point, or if the committee could see the recipient profiles and what types of program areas they focus on. She is curious to see if it's predominantly SpEd, or other types of positions. Assistant Superintendent Tobias-Espinosa answered that the district can't share confidential information, but can share where recipients have come from, and pathway outcomes including what programs they have gone into and where they've worked after the program. She will work on that and bring it to the full committee.

Director Beery advised the group that there will be another chance to discuss this plan at the next P&O meeting on 4/14, before moving to the Board on 4/15.

## **7. Adjournment**

The meeting was adjourned by acclamation at 5:05 p.m.