

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES
June 2, 2020**

P&O Committee Members Present

Tamara Perkins, *Early Childhood Education*
Nicole Chabot, *Berkeley Arts Magnet*
Jonathan Weissglass, *Emerson*
Pamela Hyde, *Emerson (Alt)*
Chris Wallace, *Jefferson*
Stephan Cohen, *Oxford*
Weldon Bradstreet, *Rosa Parks*
Laura Babitt, *Rosa Parks (Alt)*

Kate Jordan, *Sylvia Mendez*
Heather Flett, *Washington*
Terry Pastika, *King Middle School*
Esfandiar Imani, *Berkeley High*
Josh Irwin, *Berkeley High*
Shauna Rabinowitz, *Berkeley High*
Felicia Bellows, *Independent Study*

P&O Committee Members Absent*:

Alisha Graves, *Cragmont*
Vanessa Garza, *John Muir*
Jane Logan, *Malcolm X*
Jose Rodriguez, *Longfellow Middle School*
Martin de Much Flores, *Longfellow M.S.*

Rita Gaber, *Willard Middle School*
Jennifer Sitkin-Morgan, *Willard Middle School*
Aaron Glimme, *Berkeley High*
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.*

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

Judy Appel, *School Board President*

BUSD Staff:

Brent Stephens, *Superintendent of Schools*
Baje Thiara, *Associate Superintendent of Educational Services*
Natasha Beery, *Director of BSEP and Communications*
Jay Nitschke, *Director of Technology*
Ann Marie Callegari, *Supervisor of Family Engagement and Equity*
Danielle Perez, *BSEP Program Specialist*

1. Call to Order and Introductions

The meeting was held online via Zoom. At 4:06 p.m. Chairperson Bradstreet called the meeting to order. Members introduced themselves.

2. Establish the Quorum/Approve the Agenda

The quorum was not established initially, with only 10 voting members present. Quorum was reached at 4:34 p.m. when 11 voting members were present.

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

3. Chairperson's Comments

No Comments.

4. Public Comment

There was no public comment.

5. Approval of Minutes - May 5, 2020

Rep. Chabot moved to approve the 5.5.20 meeting minutes, Rep. Bellows seconded; the minutes were approved unanimously.

6. District Update

*Brent Stephens, Superintendent of Schools, and
Natasha Beery, Director BSEP & Community Relations*

Dr. Stephens recognized the astonishing events and reactions taking place across the country in the past weeks and shared his horror at witnessing these unjust killings. The current situation is sad, though responses still sometimes inspiring, and he acknowledged that it is difficult to concentrate right now. These events have piled on top of an already unimaginable crisis and he appreciates all present for giving time in the midst of this crisis.

He shared that there have been about 800 responses so far to the Family Survey for Fall Planning that opened on the previous night. District leaders hope to use survey responses to further understand what portion of our community would not want to return to physical schools in the Fall, and what types of remediation strategies could be taken on campus to alleviate concern over health risks when we return to school.

At the same time, the district is facing staggering cuts to the 2020-21 budget, equaling \$7.6 million in cuts to the General Fund for the coming school year. Bear in mind that BUSD has already reduced \$3.8 million in GF expenses in the past 2 years. We are also discovering that individual programs will also suffer reductions in funds, including Nutrition Services, CTE, After-School, and Targeted Instruction. These will all collectively add to the felt impact. The SBAC had a sobering look at almost a dozen reduction ideas, which still don't quite reach our reduction target, and some of those are quite severe. These include eliminating the busing program, and eliminating staff positions across administration, classified, and certificated job types. There is a conversion of Nutrition Services from a service program to a grab-and-go program. Simultaneously, district leaders are trying to plan for the Fall, when we expect an ongoing use of electronic platforms and electronic weekly assignments, and will experience restrictions by county health officers when schools are allowed to re-open. Currently we are taking in guidelines from the county on Summer programs to predict conditions and rules for opening in the Fall at limited capacity. This is a genuinely vexing set of parameters, but the district must move forward as best we can. multiple tracks of difficult issues, budget, distance learning, re-opening to smaller groups of students.

Regarding distance learning, the district is looking at upgrades to its program in close consultation with labor partners. That process will go through June and likely there will be ongoing conversations particularly between BFT and BUSD into July. The regular scheduling of

online instruction, separating office hours from teaching, and use of a single consistent platform at each school level all represent large bodies of work to be completed.

Chair Pastika asked if there is any kind of state-wide or county-wide coalition of schools/districts, undertaking regional planning to tackle these problems. Dr. Stephens responded that BUSD is not unique, and one aspect of this health crisis is a consistent deferral of decisions to the local level, as seen from federal to state, state to county, and even county to regional. It seems deliberately left to districts in consultation with county health officers to resolve these challenges, though many networks are engaged in this. At the state level there are 9 entities operating in public sections including the CA School Board Assoc, ACSA (an Administrators association), etc. and all are writing joint letters to argue for a reduction in budget cuts and for more timely guidance from leaders. Only in Marin has any classroom opened, and only Palo Alto Unified has presented a proposal to their teachers union.

Chair Pastika asked, regarding distance learning, whether its standardized structure will be defined by the teachers union, or if BUSD administration will have some ability to define it. She noted it has been inconsistent. Dr. Stephens replied that the centerpiece of our planning process is relying on principals with teacher leaders and faculties to come up with best practices and ideas. They have been asked to reflect on and suggest improvements to distance learning in the coming week. We will work over the course of summer to formalize agreements, and what BUSD brings will also be deeply informed by school planning and advisory committees' input and Town Halls being conducted.

7. BSEP Update

Natasha Beery, Director of BSEP

Director Beery presented one document notifying of a change to the BSEP Professional Development plan for 2020-21. Changes like this will likely happen more as all district budgets are reconsidered in light of state funding cuts. This change does not require the committee to vote or approve, as the dollar amount impact on the overall PD budget is less than 10% of the budget total, but is an informational item for the committee. In summary, funding from the PD budget for Wilson Training (phonological coding deficit training) was planned for 2019-20. The district was unable to undertake this training contract due to the COVID-19 shutdown, and so the expense will be added into the 2020-21 PD budget. The program is set to begin this summer, which is technically in the next plan year as our fiscal year closes on June 30. Director Beery noted that it is likely that we will need to call upon the P&O Steering Committee, and all other available P&O committee members, to grapple with likely further changes due to school closures and budget deficits.

8. SBAC Update - BSEP Considerations

*P&O Representatives Carla Bryant, Nicole Chabot, and Josh Irwin
Brent Stephens, Superintendent of Schools*

Rep. Chabot expressed that these cuts are very painful, driven by the budget reduction from state funding as well as additional needed funds in order to reopen schools in a new COVID-19 reality. The numbers for 2020-21 dwarf the budget cuts from the past couple of years. And though previous cuts were close to but kept away from the classroom, we are now squarely in classroom

cuts. Thoughtful buckets were presented to the SBAC, but even these still do not cover what's needed. One hope is that BSEP can cut budgets, in order to take on some costs to help the district reach its GF reduction target. There will be significant discussions of staffing, throughout the system, including where and how that would be necessary, and the timing of any staffing changes. A big question is how we can consider budget cuts, with two separate buckets depending on whether students are in classrooms or not. Also, the timing for decision-making is very tight, there will be Board meetings June 10, 17, and 24, plus SBAC meetings through June 30, all before the July 1 deadline for a final balanced budget.

Rep. Irwin explained that staff layoffs had been brought up as a last resort, to which bargaining units would have to agree. An alternative that was presented by the Superintendent was to implement furlough days for staff. Furloughs are something that all government employees are aware may be necessary, and one furlough day can save an estimated \$600,000 across the district. This would also require bargaining between the district and labor partners. The hope is that our community can be open minded enough that this would be an amenable choice to help reduce layoffs and other cuts. We could all hope for federal assistance as well, though there has been no information on that yet.

Regarding BSEP, the district might re-evaluate already approved funds such as the newly-proposed 504 Coordinator, which hasn't yet been filled, and funds for which might be shifted to take on other expenses, proportionally relieving the GF. We could also see asks around adjusting class size and the Teacher Template further, to reduce the GF contribution for teacher salaries by asking BSEP to pay more than already committed for 2020-21. The district would need to declare a fiscal emergency to actually increase class sizes overall, though increasing class sizes overall would also require bargaining with labor partners.

Regarding the Transportation Department, our busing costs almost \$2 million per year and serves about 1000 students. With newly proposed distancing requirements, we would have to reduce to only serving 1/3 of that student population. Given the reduced impact for this expense, we may need to be creative and flexible if possible. This may manifest as parents volunteer to drive students to school, or we may see students attending their most local school more frequently.

Director Beery explained that the documents sent earlier that day to the committee summarize current '20-21 BSEP Budgets, and one is a list of options about how BSEP might relieve the GF. This hits the high notes about how BSEP funds can appropriately be used, given the obligation to adhere to the voter-approved measure language. She also noted, regarding class sizes, that master schedules for '20-21 have already been built so changing now would be a monumental task. Also, major adjustments to BSEP contributions would require reducing other costs, and we need to be careful with fund balances to last through the end of the measure. Given how the measure is written, we can do some things, but we can't move purposes and funds between resources. She pointed out that at the current rates of expenditure, without any further additions, we will run out of funds at year 7. The slides included show what were to be new additions to BSEP budgets in 2020-21, and whether there is any flexibility to change these planned expenditures. The Board may not approve them all moving forward, and may reconsider already approved budgets. We have tried to keep changes away from kids, but undoubtedly these reductions will impact them.

Chair Pastika asked if the deadline to make decisions around cuts is July. Dr. Stephens answered

that some need to be implemented in July, while others may be able to be delayed as we get sense of the availability of any federal relief. The District must submit a balanced budget to the County Office of Education on June 30 and we will need to have identified all strategies by then. How we implement them depends on each strategy. BSEP revisions have to be made prior to June 30. Chair Pastika asked on what date the district will have firm info on teacher contracts. Dr. Stephens answered that the district doesn't have perfect control over who will retire; we offer a modest bonus to incentivize retirement notification from teachers before a certain date, but they can decide right up to the day before school starts. Director Beery noted that these are background documents, and there hasn't yet been any chance to work in-depth with Assistant Superintendent Folansbee around savings scenarios. Much additional work has to be done before detailed and specific presentations can come to the P&O. Director Beery has had initial conversations with BSEP program managers around where they might see savings, but so much depends on the model for next year, as we don't know what will be needed.

9. Fall 2020 Community Advisory Committee Update

P&O Representatives Shauna Rabinowitz, Chris Wallace, and Laura Babitt

Rep. Babitt stated that the first Community Advisory meeting was similar to what was presented at the Town Hall event the next day, asking attendees to give thoughts and consider scenarios about the coming school year. The district is now thinking that the core will continue to be distance learning in the Fall, with small bubbles of students on campus. Many attendees asked if we could just commit to remote learning and some asked about transportation if students do go back. Rep Wallace continued that there was a Board meeting the evening following the second Community Advisory meeting, in which the committee meeting information was shared again. The gist was around plans for the fall, and information that has been shared in different groups. The committee again focused on collecting feedback, reviewed possible scenarios and reacted to them, and there was also a survey. The best representation would be to refer to the most recent docs shared with the community from Dr. Stephens.

Dr. Stephens agreed with these summaries, stating that the committee's purpose is to function as a sounding board and to provide a variety of perspectives around distance learning and opening campuses. The format is to present the committee increasingly specific sets of questions, beginning with a discussion of a wide variety of opening scenarios. It is true that the most recent planning assumptions shared with Principals and the community heavily point to distance learning. That is not to say we won't have kids on campus in the coming year, but one consistent element will be the ongoing use of computers to support students.

Director Beery added that these advisory committees, representing both community and educators, are also useful in generating thoughts alongside Town Hall events and thought exchanges, and which will be built into surveys that will be sent to families and to staff. These meetings provided committee leaders with ideas about "top of mind" issues people are concerned about. There will be one more meeting of each group to help continue to serve this very useful function.

Rep. Perkins asked if there had been or will be any push to try to have more in-person time for younger students (i.e. kinder and first), to focus on new learners. Dr. Stephens responded that this has been one of the ideas brought up in many venues. Many places which have opened schools to

some extent have allowed elementary students back while older students continue to work off-campus. He personally would love to see all BUSD facilities filled to the capacity allowed by health officers. One thought about how to achieve this is a scenario in which teachers would support in person and remote learning for different groups within a class, and then the groups would flip so that each would have equal time on campus. Another thought is to try to open more facilities in BUSD to support younger students in person, supported with distance learning in a social environment that could also provide more activities. This is still very much in the planning phase.

Rep. Babitt shared that some parents have been working to incorporate informal networks of students helping one another, in which older students help younger students through distance learning. She asked if we could broaden partnerships to work through buddy programs. An example is high school students giving lessons to middle schoolers in music via video meetings. Dr. Stephens responded that interaction in person hasn't worked with SIP, but the idea of students remotely working together is still very intriguing.

Rep. Hyde asked if there is a single location summarizing these plans and ideas on the BUSD website, for parents who aren't participating in committees or receiving this information in other ways. Dr. Stephens answered that there is not a single document, as there is no official plan yet. He has been offering updates to the Board and via email messages distributed to the district mailing list. The Board documents represent the ongoing record of the evolving thinking about the Fall, and that would be the one place to point interested parents. They are slides marked "Covid 19 Update" from each Board meeting's online packet. Director Beery also invited any interested community members to mark every Wednesday evening through the end of June, to join and participate in the Board meetings scheduled specifically to address these questions.

10. Recommendation for use of BSEP Carryover Funds in 2020-21: Office of Family Engagement and Equity

Anne Marie Callegari, Supervisor of Family Engagement and Equity

Natasha Beery, Director of BSEP

Director Beery explained that BSEP was the initial funding source for the pilot OFEE program, and when LCAP funds became available they took over the staffing costs for the program. This was in recognition of the fact that LCAP supplemental funds should be serving families already being served by OFEE, and also that BSEP could take more Literacy Coach costs as that position serves more general district populations. It has been the practice that BSEP carryover funds have continued to pay for non-staffing costs of the program, and this plan explains what these funds will cover in the 2020-21 school year.

Ms. Callegari explained that given the new world we're in, trying to anticipate what OFEEs needs will be is challenging. She is looking at needing to bring in social-emotional support to families, and possibly bringing in contractors when City or other resources are not available. In addition to expenses to support families, we are also now in a virtual world in which the OFEE staff is doing case management virtually. This plan focuses less on budgeting for mileage but more to support ongoing staff development. Some costs included may or may not be needed, such as postage. Overall OFEE staff are seeing an expansion of their roles as they figure out how to support families. OFEE has also been meeting in partnership with the Berkeley Public Schools

Fund, providing \$12,000 per week to families in need. OFEE has worked connecting with families, identifying their financial needs, and connecting them to BPSF. A challenge is trying to figure out how staff will interact even if they are not in person. Great needs exist that are being met, and more still more exist that are not being met due to lack of capacity. The OFEE staff have been doing their best to leverage community and internal resources to support program.

11. Summary of BSEP Site Program Funds in 2020-21

Danielle Perez, BSEP Program Specialist

Ms. Perez presented the following documents:

- Draft School Plans for Student Achievement Board Document, with appendices A, B, and C.
- PTA Multi-Year Comparative

Ms. Perez began by crediting all the Principals and SSC members across the district for successfully completing their planning processes despite the massive upheaval to our school system and daily life. Some of the Site Plans and budgets were very close to completion when schools closed in mid-March, and some SSCs still had a lot of work to complete. One site, Longfellow, will have its final SSC vote to approve their Site Plan this coming Thursday. There was an extensive “listening campaign” at Longfellow this year, and the SSC needed to wait to receive the summary of results from that work before finalizing their plan for 2020-21. The Longfellow Principal doesn’t anticipate that their budget will change from the draft information included here, though if it does these documents will be updated before going to the Board and being posted online for the coming year. If there are any changes, that information will also be brought to the P&O.

This year’s plans reflect the unusual circumstances, in that several do not contain any Carryover priorities, with sites preferring to leave that decision to next year’s SSCs. Additionally, many PTAs had very disrupted and reduced fundraising in 2019-20, and so their ability to fund staff and programs at sites were strained across many schools. This impacted the ways that many sites leveraged BSEP and Title I budgets. Many schools have allocated less than normal for materials and supplies to start the year, given the likelihood of continued distance learning in the Fall. Many sites also increased allocations to support intervention work in 2020-21, anticipating that more students may need help in combating learning loss due to the school closures.

Ms. Perez explained that the School Plan for Student Achievement report would be included in the newly-added June 17 Board meeting, rather than on June 10 as originally planned. This document summarizes overall site expenditures from BSEP and Title I resources. Appendix A is a table of all BSEP and Title I allocations to each school and program. Appendix B contains the Site Budget Summaries from each school and program, which include BSEP and Title I site funds, as well as LCAP site allocations and any known PTA-funded staffing or contracts. Appendix C contains summaries of only BSEP Site Program Funds, comparing all sites for 2020-21, and general spending categories across multiple years.

For the purposes of this committee, the most relevant information is a review of the BSEP Site Program Fund budgets for the 2020-21 school year, which is summarized in Appendix C.

The PTA Comparative document is something that P&O members have requested in the past, so it is a new document this year. It is not at all comprehensive, as site plans and budgets only include very specific PTA spending categories. Ms. Perez expressed confidence that the staffing expenses are accurate, and the contract expenses have some missing information the farther back you go, but it's a reasonable snapshot of expenditures that have been included in the site plans and budgets from PTA sources for the past several years. Rep. Weissglass pointed out that one of the columns in the PTA comparison document adds up to 123%. Ms. Perez promised to double-check the values and formulas in the spreadsheet and resend a corrected version. (BSEP Office note: the revised corrected version was sent the following day, and is posted to the P&O meeting webpage)

Rep. Chabot expressed thanks for this PTA information, it is something that the Arts Magnet SSC has been requesting for a long time, and she will share it with her site committee. Chair Pastika was also grateful for the PTA information, noting that the P&O has been asking for this as well.

12. For the Good of the Order

Chair Pastika asked for clarification of the P&O schedule moving forward. Director Beery explained that she has been working to figure this out as a great many things are changing in the district daily and weekly. We are sure now that June 16 will have a P&O Steering Committee meeting, and noted that all P&O members are welcome and encouraged to attend to keep pace with these unusual times. If any other changes come up with plans and budgets and we need P&O input, we will beg indulgence to at least get a quorum with the Steering Committee through the summer months.

Rep. Babitt asked about potential work around the restructuring of next year's committee calendar, specifically how meetings are set up and how much information is provided. Director Beery responded that given the pace of everything to be done before July, there isn't bandwidth to address that right now, but generally BSEP reports and plans only become available for review by the committee in September and October. She suggested that we might try and convene a subcommittee to take a look at processes, possibly in August or September.

13. Adjournment

The meeting was adjourned by acclamation at 5:33 p.m.