

BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES
April 26, 2022

P&O Committee Members Present

Brit Toven-Lindsey, *Berkeley Arts Magnet*
Nimota Abina, *Cragmont*
Jonathan Weissglass, *Emerson*
Shirley Huang, *Oxford*
Elisa Frozena, *Ruth Acty*
Chris Rauen, *Washington*
Weldon Bradstreet, *King Middle School*

Nicole Chabot, *King Middle School*
Ron Chung, *King Middle School (Alt.)*
Aaron Glimme, *Berkeley High*
Esfandiar Imani, *Berkeley High*
Terry Pastika, *Berkeley High*
Shauna Rabinowitz, *Berkeley High*

P&O Committee Members Absent*:

Jerry Liang, *Malcolm X*
Sophina Jones, *Sylvia Mendez*
Kate Jordan, *Willard Middle School*

Olivia Lim, *Longfellow Middle School*
Erin Holland, *Longfellow Middle School*

**Alternates and co-reps are not marked absent if another rep is present. Currently there is no representation from Pre-K, BTA, BIS, John Muir Elementary, or Thousand Oaks Elementary, and only one representative from Willard Middle School.*

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

Ana Vasudeo, *School Board Director*

BUSD Staff:

Rubén Aurelio, *Associate Superintendent for Ed Services*
Samantha Tobias-Espinosa, *Assistant Superintendent of HR*
Kathy Fleming, *Director of Local Resources and Partnerships*
Max Eissler, *Director of Technology*
Jessica Lee, *Libraries Coordinator*
Pete Gidlund, *Visual and Performing Arts Supervisor*
Trish McDermott, *Senior Communications Officer*
Cat Cabral, *BERRA TSA*
Craig Kaufman, *BSEP and BERRA Budget Analyst*
Danielle Perez, *BSEP Program Specialist*

1. Call to Order

The meeting was held online via Zoom. At 6:37 p.m. Chairperson Chabot called the meeting to order.

2. Establish the Quorum/Approve the Agenda

The quorum was established with 9 voting members present, later increased to 12.

Rep. Abina moved to approve the agenda, Rep. Pastika seconded; the agenda was approved by unanimous consent.

3. Chairperson's Comments

Nicole Chabot and Weldon Bradstreet

Co-Chair Chabot thanked members for coming, as we move towards the end of the year it gets busy, and everybody gets tired and overwhelmed. These last meetings are important for approvals, and chairs and staff appreciate the members' time.

4. Public Comment

There was no public comment.

5. Superintendent's Update

Dr. Brent Stephens, Superintendent of Schools

Associate Superintendent Aurelio provided updates in Dr. Stephens's absence. He updated on upcoming Board agenda items, including the equity showcase presentation from King Middle School, an LCAP update on a new goal to serve homeless students, an update on the middle school assignment policy, and the approval of the new Rosa Parks principal assignment. Also upcoming is the elementary schools Black History Oratorical Festival. The AAPI Heritage Month event will be on May 19. May is also Jewish-American Heritage Month and district leaders are working on items for that as well. The district has sent the first in a series of several surveys on various LCAP topics.

He also noted that the district is seeing a rise in COVID cases with numbers approaching the Omicron surge levels. Leaders will be discussing testing, given that the district had just started to pull back on COVID testing but may need to ramp it back up. Regarding the tragic event at BHS, where we had a student death last Monday, this has definitely hit the community, staff, and students hard. It is a reminder of the challenges we're facing and how much mental health support is needed. The district immediately pulled all available resources to ensure that starting the next day all middle and high school counselors were on hand for the high school students, and also pulled in more counselors from contracting agency BACR. Support is continuing in the form of drop-in counseling this week for students and staff. There is worry about the contagion of suicidality, as it may trigger students on the edge, and the district is trying to provide as many resources as we can to the site and community. The student had attended a BUSD elementary and middle school, and this impact was felt throughout the district, by staff and community who have known this family. The district's budget survey showed that mental health supports was the top priority, and clearly this is where we have most need. Something we can all do is hit pause, check in and be with students.

6. Board Update

Ana Vasudeo, School Board Director

Director Vasudeo was not present.

7. Director's Comments

Kathy Fleming, Director of Local Resources

Director Fleming stated that the year has gone quickly and that she has enjoyed the time with the committee, and she appreciates all the involvement and helping her learn in the new role. She updated that she will be going to the Board on May 4 to present the BSEP plans approved by the

P&O for final Board approval. She will also touch upon the HQI trajectory and evaluation discussions from the P&O committee, and ideas moving forward to get Board feedback. The May 18 Board meeting will have three more 2022-23 BSEP and BERRA plans, and will also touch upon the BSEP reauthorization timeline kickstarting this late spring. There will also be an informational item with the comprehensive annual plan report summarizing what the committee received this winter. She is looking forward to highlighting the themes she'll be addressing to also make sure that the Board gets the P&O's perspective on these items.

She explained that for the second reading of the plans for this meeting, she has added a new section to the Draft 2 versions for approval, section 7 details any changes from the first draft. This will be a consistent practice moving forward to help the committee. She also explained that the BSEP Measure A closeout plan was touched upon last meeting, these are items that were traditionally included in separate plans but which are now included in Measure E1 plans, this will be discussed during that agenda item.

She provided a note on process, asking that committee members requesting additional information email Director Fleming directly, and she will help shepherd the questions to the appropriate manager and will also ensure that the resulting answers and information are shared out to all P&O members.

She also updated that two items that were inquired about at previous meetings (a Measure A fund balance history, and a comprehensive multi-year projection of fund balances across all programs) are both in progress and will be brought to the committee as soon as possible.

8. Approval of Minutes

April 12, 2022

Chair Chabot asked if there were any corrections to the [Draft April 12, 2022 Meeting Minutes](#), there were none offered. Rep. Chung moved to approve the minutes, Rep. Imani seconded; the 4.12.22 P&O Meeting Minutes were approved by unanimous consent.

9. Superintendent's Budget Advisory Committee (SBAC) Update

Ruben Aurelio; P&O SBAC Reps Nicole Chabot, Shauna Rabinowitz, and Terry Pastika

Rep. Pastika explained that the SBAC is about two meetings away from being asked to vote on proposed changes to BUSD budgets. She shared a set of [SBAC presentation slides](#) with information around the district's overall cut targets. Specific to BSEP and BERRA, Director Fleming assisted in isolating the proposals that affect these resources. There are 3 small items for the P&O's review: a new addition of \$69,000 in BERRA funds to support a recruitment and retention, to be paid from BERRA carryover. There is an ask for BSEP to continue to contribute 0.40 FTE for math support that rounds out a district-provided 0.60 FTE. Finally, a continuation of a contribution from BSEP for .60 FTE of an RtI Coach. The last two items are not new adds to BSEP budgets. The next SBAC meeting should have the group receiving a look at firm dollar amounts. Associate Superintendent Aurelio explained that reductions are grouped into tiers, in the first tier are mandated or required items, the secondary being the highest priority items not required to be funded, and with items categorized in tier 3 being the first to be reduced. Rep. Pastika noted that, in addition to the cut targets being discussed, further reductions needed to

balance out staffing cost increases based on pending labor negotiations will be added in once that amount is known.

Rep. Chung asked if the high Cost of Living Adjustment (COLA) announced by the state would make either the union contract negotiations or the overall district budgeting process better or easier. Assistant Superintendent Tobias-Espinosa answered that the high COLA is a double-edged sword; it puts more money into BUSD's budget, but then also becomes a point of negotiations, as unions will use that number as base in terms of requested raises. The district also doesn't yet know the impact of the May Revise on the final budget for next year, and that determines overall revenue. Associate Superintendent Aurelio added that the district also has to consider the impact of declining enrollment 2-3 years out. The unions are: BFT (teachers), BCCE (classified), UBA (certificated administrators), and Local 21 (classified managers).

10. Recommendation for BSEP Funds in 2022-23: Library Program, Music and Visual and Performing Arts, Instructional Technology

Jessica Lee, Pete Gidlund, Max Eissler

Director Fleming explained that the plan documents up for approval have any changes from the first reading outlined in section 7. There are also a number of resources that have a carryover balance from previous BSEP Measure A. In the past, plans to spend Measure A funds have been presented separately. The next step in the Measure A lifecycle is to close these final monies out as we head into the upcoming BSEP measure, so that we are only carrying balances from current Measure E1 into the next measure. The plan is to take expenditures from current E1 spending, and at the end of this fiscal year, to journal the expenses into Measure A budgets. This will fully expend any remaining Measure A funds and will result in the fund balances in measure E1 for those budgets registering a proportional increase at the start of next fiscal year. The exact impacts will be shown in the 2021-22 year-end close report in the coming fall. So, the committee will see an increase in deficit spending in the '22-23 plans for now that will balance out in the fall when the expenses have been moved to Measure A.

Ms. Lee presented the [Recommendation for BSEP Funds in 2022-23 for the Library Program](#). She highlighted section 7 of the document, showing changes from draft 1 to this draft for approval vote. She also noted additional breakdowns of detail throughout the document mirroring the format of the VAPA plan for increased clarity. Rep. Chung asked how the infrastructure and improvement spending would be broken down over several years. Ms. Lee answered that the project started with about \$30,000 spent this current year, and plans for \$50,000 to be spent next year, with another \$40,000 in 2023-24. The technology upgrades require support of the Tech department, as well as facilities for some work, so it's necessary to space it out to not overwhelm other district staff. The Libraries Measure A balance is about \$150,000 so there are enough funds to cover this project. Rep Bradstreet moved to approve the Recommendation for BSEP Funds in FY 2022-23 for the Library Program, Rep. Glimme seconded; the plan was approved unanimously with no abstentions.

Mr. Gidlund presented the [Recommendation for BSEP Funds in 2022-23 for Music and Visual and Performing Arts](#). He also highlighted the changes from the first draft shown in section 7, noting that the only new addition is the plan for spending that will be absorbed by Measure A carryover. Rep Huang moved to approve the Recommendation for BSEP Funds in FY 2022-23

for Music and VAPA, Rep. Pastika seconded; the plan was approved unanimously with no abstentions.

Mr. Eissler presented the [Recommendation for BSEP Funds in 2022-23 for Instructional Technology](#). He noted that this plan's section 7 shows a new \$25,000 expense for professional Development, for things like sending TSAs and Teacher Leaders to educator's conferences and to pay for online PD resources. Rep. Chung asked if the PD is expected to be one-time, or if that spending might cause a trend in spending in the future. Director Eissler answered that by its nature, this PD is not something that necessitates an annual recurring budget expense. He feels they can safely reconsider each year as appropriate and as funds are available. Rep. Pastika asked if there is any crossover with the other BSEP PD budget and if Technology does any work with that department. Director Eissler answered that the HQI PD budget supports TSAs and the instructional PD team, which are not the same staff being addressed with this Instructional Technology budget.

Rep Toven-Lindsey moved to approve the Recommendation for BSEP Funds in FY 2022-23 for Instructional Technology, Rep. Rauen seconded; the plan was approved unanimously with no abstentions.

11. Recommendation for BERRA Funds in 2022-23: Educator Recruitment, Retention, and Development

Assistant Superintendent Tobias-Espinosa

Assistant Superintendent Tobias-Espinosa presented the [Recommendation for BERRA Funds in 2022-23 for Educator Recruitment, Retention, and Development](#).

Rep. Chung asked what world languages would be staffed by the partnership with Adler. Assistant Superintendent Tobias-Espinosa answered that this partnership would fill a hard-to-fill role in Spanish where the regular staff person is on leave and not returning. Assistant Superintendent Tobias-Espinosa explained that this budget is deficit spending to get the teacher residency program going, but it will be a one-time expense and leaders will be looking for grants or other resources to fill this need in the future. The Alameda County Office of Ed is also applying for grants to help offset costs for this, and funds would go back to the fund balance if unused. She shared that the BPACT program grant comes to an end this summer. BERRA is helping to support the 0.2 FTE of staff supporting this program and she is looking at whether the district can find in-house funding for this or re-apply for another grant moving forward to continue the program. She explained that retention data will come in the fall now that we've filled the 1.0 SpEd position of IEP coach, which is supporting SpEd teachers. She explained that the BPAR is a program for veteran teachers who are struggling based on recommendations from administrators, and that participation is going down.

Rep. Chabot appreciated the data, and reiterated a request for historical retention data in SpEd positions over the last 3-4 years. Assistant Superintendent Tobias-Espinosa explained that it is hard to pull this out of our system, because not all positions are labeled as SpEd, but they are working to find a report to get that information. Rep. Chabot asked if BUSD has considered offering extra pay for hard-to-fill SpEd roles. Assistant Superintendent Tobias-Espinosa answered that the district did talk to the union last year about creating a hiring bonus for SpEd

teachers, but that the union did not support just applying it to new hires, which is what could be afforded at that time. The district has another proposal on the table now concerning some very difficult to fill positions in visually impaired and deaf and hard of hearing specialties. This is a possibility that is continuing to be looked at and investigated.

Rep. Chung asked what the timeframe is for the BPACT program. Assistant Superintendent Tobias-Espinosa answered that the timeframe depends on the starting point of each individual participant; some start with an AA degree, some with a bachelor's. It also depends on what university they attend and how quickly they want to move through, keeping in mind that they are already employed, so it's challenging to move quickly. Finally, the student teaching aspect is something the district supports, in navigating getting participants time as student teachers while continuing to work their classified jobs. Overall the program sees positive results, and BUSD still wants to support classified employees in getting where they want to go in their careers.

She also explained that, relating to teacher residency work described in the plan, the Alameda County Office of Education program provides classes and support for mentor teachers, as well as additional classes to support resident teachers in a much more structured program than we are able to offer as a single district. Rep. Chung asked if TSAs sub in BUSD, and how often, for new teachers to observe other teachers. Assistant Superintendent Tobias-Espinosa answered that in the last 6 months quite a bit, but prior to that it was rare. The teacher shortage is even more astounding for subs than it is for regular teaching positions, BUSD has been offering \$300/day for subs which has helped a little. Using a TSA as a sub for a new teacher is something that can be done, if we need to in order to better address the needs of new teachers. Rep. Chung asked if the low participation in BPAR is good or bad. Assistant Superintendent Tobias-Espinosa answered that it is overall good, but may also show that we're not doing our best in how we evaluate our veteran teachers. There is a new project to help administrators better assess veteran teachers and how to better handle that process.

Rep. Pastika, following-up on TSAs acting as subs, asked if RtI teachers and Lit Coaches were subbing in lieu of doing their assigned work? Assistant Superintendent Tobias-Espinosa responded that the goal is to not pull services from kids, and staff are very careful about which and who would get pulled. Even during the Omicron surge, BUSD didn't pull ELD TSAs and also pulled district administrators like Director Fleming and herself, those with credentials, into classrooms. Rep. Pastika asked if moving forward the district anticipates that need coming up again as we're in another wave. Assistant Superintendent Tobias-Espinosa answered that it would not be our first choice to have TSAs sub for an absent classroom teacher. However, maybe once a semester or quarter, in relatively short spans such as an hour, TSAs might sub to allow new classroom teachers time to observe veteran educators, which is in support the overall goals and departmental purposes that the TSAs work under.

Rep. Rabinowitz noted that the union hasn't informed staff that the substitute rate was staying at \$300 per day. Assistant Superintendent Tobias-Espinosa explained that the increased rate of \$300 was supposed to end at spring break, but it has been extended due to the continued need.

12. Recommendation for BSEP and BERRA Funds in 2022-23: Communication, Translation, and Measure Oversight

Kathy Fleming, Trish McDermott

Director Fleming presented the [Recommendation for BSEP and BERRA Funds in 2022-23 for Measure Oversight, Communication, and Translation](#).

Rep. Chung observed that there is not a lot of public visiting to the P&O meetings, and asked if we historically expect a lot of public to participate. Director Fleming answered that the level of public engagement is dictated by the type of meeting, and with the P&O the public can only participate during the public comment portion. Anyone is welcome to watch and can see all of our meeting documents. As engagement around BSEP and BERRA measures ramps up with the upcoming BSEP renewal, that will pull the committee into the work of communicating about BSEP. Ms. Perez agreed, stating that there was not typically a lot of public turnout during in-person P&O meetings, and sometimes on topics that are outside the purview of the committee.

13. Recommendation for BSEP Measure A Carryover Funds in 2022-23

Kathy Fleming

Director Fleming presented the [Recommendation for BSEP Measure A Carryover Funds in 2022-23](#). She will come back to ask for committee approval on this plan on May 10. The committee will receive a close of year report, before the First Interim Budget, during next school/fiscal year, which will show exactly what is charged to each resource within the Measure A fund balance. The second page contains information from the Second Interim report, showing what revenues and budgets are loaded in all of Measure A. Rep. Chung asked what is planned for the funds in Class Size Reduction and School Site resources. Director Fleming answered that they will be used for current expenses and will increase the Measure E1 fund balances for each resource. If, for example, the E1 fund balance grows in School Site Programs, then we might be able to increase future allocations to school sites. Rep. Chung asked if there are things that could be suggested or recommended around the use of these funds. Director Fleming answered that the committee will be evaluating their use as we plan for future use of the E1 fund balances.

Rep. Rabinowitz asked about the vacancy in the OFEE Manager position. Director Fleming responded that Associate Superintendent Aurelio has been leading the OFEE team in the interim this year. These Measure A carryover funds are loaded for use supporting OFEE administration, while the staffing costs for OFEE were shifted to LCAP several years ago. The commensurate area of the current BSEP Measure E1 is Counseling, so staff are looking to possibly use some other counseling expenses like affinity-based programming which would be served for similar purposes. There will be a plan for that at the next meeting.

14. For the Good of the Order

Rep. Pastika circled back to the idea from the last meeting around the committee presenting a more in-depth commentary to the School Board during the designated committee time at each Board meeting. She created a working draft of this type of statement dovetailing off of Director Fleming's themes for her upcoming Board presentations, and by reviewing P&O meeting minutes from the past year. She will try to pull out commentary, highlights, and concerns specifically related to issues Director Fleming will raise, and to punctuate what the P&O has said on them. She will take a stab at that and will bring for approval next meeting to see if we can get consensus. Director Fleming noted that she is going to the Board the following Wednesday, so

the P&O could potentially convene a Steering Committee meeting charged with the task of finalizing a P&O statement in time for that next Board meeting. Chair Bradstreet explained that the Steering Committee is a smaller group that can convene between regular P&O meetings, and that can bring decisions back to full P&O for approval. Rep. Glimme added that in general, Steering Committee meetings are open to all committee members, but allow a short-notice or smaller group when we may not have time to gather everyone on the committee. Chair Bradstreet will work with Rep. Pastika to survey Steering Committee members to determine the meeting date, which will then be publicly posted.

15. Adjournment

The meeting was adjourned by acclamation at 8:32 p.m.