



Parent Advisory Committee Meeting
2022-2023 School Year

Meeting Minutes

Thursday, November 10th, 2022		
Purpose of Meeting: Introductory meeting to PAC for the first meeting in the 22-23 SY, introduce new norms, as well as introduce the new LCAP working document.		
Time	Topic	Minutes
6:33pm	Welcome and Introductions 1. Your name 2. Site you Represent	<ul style="list-style-type: none">• Facilitator introduction.• Introduction of 22-23 PAC representatives.• Stated meeting objective and agenda for the night. Staff Members in attendance: <ul style="list-style-type: none">• Liza Estupin - Director, Categorical & Special Projects, BUSD• Julie Sinai - Board Member, BUSD Committee members in attendance: <ul style="list-style-type: none">• Andres B. - Emerson Rep.• Evan C. - John Muir Rep.• Mandisa H. - King Rep.• Monica J. - Malcolm X Rep.• Taliva M. - Thousand Oaks Rep.• Lindsay N. - Cragmont Rep.• Robyn S. - Ruth Acty Rep.• Brit T. - Berkeley Arts Magnet Rep.
6:33pm	PAC Meetings, Structure, Norms, Rules	BUSD PAC Website

		<p>Went over the agenda for this meeting. Agenda was approved 6:42pm.</p> <p><i>Modification to agenda: The presentation from BREa was moved later (and then cancelled) due to an inability to attend by Director Ruth Steele-Brown, Director of BREa.</i></p> <p>Went over the minutes from the 5/23/22 meeting. Minutes were approved at 6:48pm.</p>
6:50pm	PAC Working Template	<ul style="list-style-type: none"> ● PAC Co-Chair: We made this document to share input on LCAP action items, we made this to be more formal and to plan out the 22-23 year prior to budget review. <ul style="list-style-type: none"> ○ PAC Co-Chair: Please do a quick review of this document prior to the next meeting.
6:50pm	PAC Slide Deck, Introduction to PAC	<ul style="list-style-type: none"> ● PAC Co-Chair: As the PAC, our job is to localize efforts and obtain results for kids who are vulnerable or more at risk. <ul style="list-style-type: none"> ○ PAC Co-Chair: When the last budget crisis hit, California provided decreased funding to schools. California operates under the practice that control of local schools rests with local communities. The LCAP was developed to provide transparency on district plans and results. ● The Local Control Cycle <ul style="list-style-type: none"> ○ Fall: Educate: We learn, keep our minds open, and bring everyone on the same page. ○ Winter: Review: We review goals and items and prepare questions. ○ Spring: Engage: We engage with the district and ask questions. ○ Summer: Reflect: We offer solutions and recommendations based on reviewed information and answered questions. ● PAC Timeline, Fall/Winter: <ul style="list-style-type: none"> ○ November: We define meeting norms, view the new progress monitoring tool, and hear from research. ○ December: We obtain more information about PAC's responsibilities and goals from presenters, and review goals and items.
6:55pm	22-23 PAC Norms	<ul style="list-style-type: none"> ● Representative: Create space for multiple voices from different backgrounds. ● Representative: Connect emotionally and know one another, to embrace different perspectives and backgrounds.

		<ul style="list-style-type: none"> ● Representative: Stay rooted - our goal and mission is to improve learning outcomes for our kids. ● Representative: Be willing to work outside of meetings - do your homework, keep up to date, commit to work outside of PAC meetings. ● Representative: Check in regularly with your school site to see what is going on from principals, family engagement staff, to bring in information into the PAC. ● Representative: Be brave, kind and open to asking and answering questions.
7:10pm	Positive Impact to BUSD Students	<ul style="list-style-type: none"> ● PAC Co-Chair: Once a month (approximately each meeting), prepare a topic of concern, to encourage transparency. ● PAC Co-Chair: Once per month, provide an update on PAC news, information, 5 minute comment. ● Representative: Will the PAC comment, news/update? <ul style="list-style-type: none"> ○ PAC Co-Chair: Yes, it will rotate.
7:10pm	Questions/Public Comment	<ul style="list-style-type: none"> ● Representative: Are the meetings remote indefinitely? Any talk on in-person meetings? <ul style="list-style-type: none"> ○ Board Mem. Sinai: As of now, they are all remote, as long as the public health emergency. ○ Dir. Estupin: I've had a meeting with the county, re: Green Act. Can bring it up next meeting. ○ Board Mem. Sinai: Some meetings are in-person right now. ○ Board Mem. Sinai: Has everyone been trained in the Brown/Green Act? ● Brown Act/Green Act: Brown Act means we can't meet outside of public meetings, have regulations in or outside of meetings. Green Act is more like parent groups, which states that all information should be attempted to be transparent. <ul style="list-style-type: none"> ○ Board Mem. Sinai: The Brown Act is in place for transparency, and the intent is to accommodate parent voices. Hold the intention of being open and inclusive. ○ Example: PTA's are held underneath the Green Act. ● PAC Co-Chair: We were talking about meeting in person, communally organizing as the PAC.

- Dir. Estupin: If PAC is at capacity, we have 1 representative per school site. We want to remain 6 feet of distance between individuals. We need to secure appropriate space, but also our priority is securing at least 1 representative per site.
- Representative: I'm glad that we're discussing the possibility of hybrid or in-person meetings.
- PAC Co-Chair: We also need to complete the LCAP Review early and systematically, so we do not rush to complete at the end of the year.
 - Board Mem. Sinai: PAC should discuss budget items during budget season.
- PAC Co-Chair: The [previous] superintendent's response to PAC was not good. It wasn't sent to the PAC as a whole and disregarded a lot of input.
 - PAC Co-Chair: Most of the stuff I've seen in previous PAC meetings is copies of board meeting presentations. If we are able to do the homework, it will save time during PAC meetings.
 - PAC Co-Chair I can flag the presentations when there are important PAC-related budget items.
 - PAC Co-Chair: We can get PAC recommendations when things come up when decision making time comes around.
- Representative: As far as the agenda, are different sites allowed to have different input on the agenda, as it relates to our school sites? If there's something going on at our sites, is this the appropriate place to discuss it?
 - PAC Co-Chair: We're all hoping and expecting input from school site representatives. [PAC Co-Chairs] and Liza finalize the agenda.
 - PAC Co-Chair: We have to have time to discuss the issues going onto our school sites.
 - Dir. Estupin: The LCAP Infographic is a good place to start.
- Representative: What type of information should we share from our sites?
 - PAC Co-Chair: We should ideally share only the items related to LCAP goals.
 - PAC Co-Chair: If there are urgent items and issues, we need to alert BUSD staff ASAP, and that information should be passed along to PAC.
 - Dir. Estupin: If there are urgent issues, they can always be added to the agenda.

		<ul style="list-style-type: none"> ● Representative: Is there a process that measures the outcomes for each school site? <ul style="list-style-type: none"> ○ PAC Co-Chair: School site stuff or districtwide goals? ● Representative: Are we involved in the process? <ul style="list-style-type: none"> ○ Dir. Estupin: At the school sites, all school sites will have a SPSA. Per principals' request and guidelines from the state of California: The 2023-2024 SPSAs will reflect LCAP goals. The SSC formally evaluates the SPSA, which is done together as a council.
7:35pm	LCAP Working Document	<ul style="list-style-type: none"> ● How do we identify the actions upon which goals? <ul style="list-style-type: none"> ○ PAC Co-Chair: A document was created to monitor and make notes upon all 64 goals for PAC to review. ○ PAC Co-Chair: Sometimes the data isn't what we want to see, we need to make sure that the data fits and correlates to LCAP goals. ○ PAC Co-Chair: Take a look at the document over the next 2 months. [PAC] wants to hear your thoughts in January. ○ PAC Co-Chair: Take a look at your most important issues in regards to the LCAP.
7:40	Questions/Public Comment	<ul style="list-style-type: none"> ● Representative: If I have an issue at my school site, how do I address it? <ul style="list-style-type: none"> ○ Dir. Estupin: You can email your board member, or myself. ● Representative: I wanted to make sure that my school site had some African American representation, since this is an ongoing, systemic issue. <ul style="list-style-type: none"> ○ PAC Co-Chair I think PAC is a great place to address it. Any line or action that is related to LCAP goals we need to be involved with and be fighting for. We can share PAC comments and focus. We can bring up historical problems. ○ PAC Co-Chair: We can't solve the issue, but we can bring it up and include it in PAC messages to the board. ○ PAC Co-Chair: It's not our job to fix things, we just need to relate it to the LCAP. As a committee, we can highlight it and bring it to the board meeting, as long as it fits and matches LCAP goals. ○ Representative: It's up to us to hold our principals accountable as well. We need to gather that information to bring to the PAC meeting.

		<ul style="list-style-type: none"> ● Representative: Isn't there a specific line item in BERRA for recruitment and retention? <ul style="list-style-type: none"> ○ Dir. Estupin: Items can be within LCAP even if they are not LCAP-funded. PAC can comment on those issues. ● PAC Co-Chair: Do we want the [issue of African American staff retention] to be within the 5-minute PAC comment to the board? <ul style="list-style-type: none"> ○ Dir. Estupin: The slide deck on how we're starting our meetings is a good sign. We want to also highlight that we are working positively together. ○ PAC Co-Chair: Can we get the data and create a stronger argument. We want to get it tight with the information to understand what's going on. ○ Representative: Where do we find this information? ○ Dir. Estupin: I'll ask for BREA to pull some data. You can also go to DataQuest. dq.cde.ca.gov/dataquest ● PAC Co-Chair: Are we doing this for the November 30th meeting or deferring to December 7th? <ul style="list-style-type: none"> ○ Representative: Could we just do an introduction of the issue, PAC is concerned, and let the board know that we are looking into it. ○ PAC Co-Chair: We need to take the time and be informed. If we wait, we will never get a comment to the board. ● Dir. Estupin: Just make sure, some items do not have money attributed, but instead have people. That needs to be held accountable.
8:05pm	Closing	<ul style="list-style-type: none"> ● Dir. Estupin: Look at the LCAP Working Document, LCAP items are broken down. Please email if you have any questions. ● PAC Co-Chair: We'll work together to come up with some [PAC comments] for the next meeting. <p>Next meeting: 12/8/2022</p> <p>8:05pm, meeting adjourned.</p>