

**MEETING NOTICE**

**COMMITTEE:** BSEP & BERRA Planning & Oversight Committee  
**DATE:** Tuesday, December 12, 2023  
**TIME:** 6:30 p.m.  
**LOCATION:** [Zoom Meeting](#)

Note: Additional instructions on how to join the meeting and/or make public comment are posted online at [www.berkeleyschools.net/departments/bsep/planning-and-oversight-committee/](http://www.berkeleyschools.net/departments/bsep/planning-and-oversight-committee/)

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**AGENDA**

- 6:30 1. Call to Order
- 2. Establish the Quorum/Approve Agenda
- 3. Chairpersons' Comments
- 4. Public Comment
- 5. Board Liaison Comment
- 6. District Leadership Comments
- 7. Director of Local Resources Comments
- 8. Approval of Minutes: 11.14.23
  
- [Discussion] 7:00 9. P&O Meeting Norms  
*Nicole Chabot & Weldon Bradstreet, P&O Co-Chairs*
  
- [Information] 7:15 10. Joint Committee Meeting Report
  
- [Action] 7:25 11. Election of SBAC Liaison
  
- [Information] 7:30 12. BSEP Class Size Report  
*Francisco Martínez, Admissions Manager*
  
- [Information] 7:45 13. Introduction to Annual Reports  
*Kathy Fleming, Director of Local Resources*
  
- [Discussion] 7:55 14. 2022-23 BSEP Annual Report for Music and Visual and Performing Arts  
*Pete Gidlund, Visual and Performing Arts Manager*
  
- [Discussion] 8:15 15. 2022-23 BSEP Annual Report for Instructional Technology  
*Max Eissler, Director of Technology*
  
- [Discussion] 8:35 16. 2022-23 BSEP Annual Report for Library Programs  
*Jessica Lee, Coordinator of Library Services*
  
- [Discussion] 8:55 17. Annual Plan Template: Review and Provide Feedback  
*Kathy Fleming, Director of Local Resources*
  
- [Discussion] 9:10 18. For the Good of the Order
  
- 9:15 19. Adjournment

[Link to current meeting materials folder](#) - Materials will be posted on the [P&O Website](#) after each meeting

**Next P&O Committee Meeting: January 9, 2024**  
**Next Board of Education Meeting: January 10, 2024**  
**Next Joint Committee Meeting: January 18, 2024**