

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES**  
**January 9, 2024**

**P&O Committee Members Present**

Eric Aviret, *Early Childhood Education*  
Brit Toven Lindsey, *Berkeley Arts Magnet*  
Jonathan Weissglass, *Emerson*  
Evan Claudeanos, *John Muir*  
Alex Fontana, *Malcolm X*  
Jason Okonofua, *Oxford*  
Scott Marsh, *Rosa Parks*  
Heather Mulhall, *Rosa Parks (Alt)*  
David Filippini, *Sylvia Mendez*  
Roman Fan, *Thousand Oaks*  
Nicole Chabot, *King Middle School*

Hollis Williams, *King Middle School*  
Weldon Bradstreet, *King Middle School (Alt)*  
Heather Gilbert, *King Middle School (Alt)*  
Nimota Abina, *Longfellow*  
Daniel Frydman, *Willard Middle School*  
Aaron Glimme, *Berkeley High*  
Starr Britt, *Berkeley High*  
Liz Fox, *Berkeley High*  
Vicki Davis, *Berkeley High*  
Tamara Mays, *Independent Study*

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

Todd Fulton, *Cragmont*  
Erin Holland, *Willard Middle School*  
Andrea Kamman, *Ruth Acty*

*\*Alternates and co-reps are not marked absent if another rep is present. Currently there is not yet elected representation from Washington or Berkeley Technology Academy.*

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

Lency Olsen, *Public*  
Chris Rauen, *Public*

**BUSD Staff:**

Samantha Tobias-Espinosa, *Assistant Superintendent of Human Resources*  
Kathy Fleming, *Director of Local Resources*  
Ruth Steele-Brown, *Director of BREA*  
Shawn Mansager, *Executive Director of Special Education*  
Debbie Dean, *Director of K-8 Schools*  
Chris Albeck, *Director of Curriculum and Instruction*  
Max Eissler, *Director of Technology*  
Mathew Espinosa-Castro, *Director of Equity, Achievement and Belonging*  
Jessica Lee, *Coordinator of Library Services*  
Pete Gidlund, *Visual and Performing Arts Manager*  
Kiernan Rok, *Berkeley High School Vice Principal*  
Craig Kaufman, *Budget Analyst II*  
Danielle Perez, *BSEP Program Specialist*

**1. Call to Order**

The meeting was held online via Zoom. At 6:32 p.m. Chairperson Bradstreet called the meeting to order.

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

The quorum was initially established with 14 voting members present, later increased to 18.

The agenda was approved by unanimous consent.

### **3. Chairpersons' Comments**

*Nicole Chabot and Weldon Bradstreet*

Co-Chairs Chabot and Bradstreet provided comments.

### **4. Public Comment**

Nicole Chabot made public comment.

### **5. Board Liaison Comment**

There were no Board Liaison comments.

### **6. Director's Comment**

*Kathy Fleming, Director of Local Resources*

Director Fleming provided comments.

### **7. Approval of Minutes**

*December 12, 2023*

Co-Chair Bradstreet asked if there were any corrections to the [Draft December 12, 2023 P&O Meeting Minutes](#), none were offered. The 12.12.23 P&O Meeting Minutes were approved by unanimous consent.

### **8. P&O Meeting Norms**

*Co-Chairs Bradstreet and Chabot*

Co-Chair Chabot presented [Draft P&O Meeting Norms](#) for committee approval. Rep. Okonofua motioned to approve the P&O Meeting Norms, Rep. Fox seconded; the Meeting Norms were approved unanimously.

### **9. SBAC Update**

*Vicki Davis, Nicole Chabot, Starr Britt*

Rep. Davis provided updates from the most recent Superintendent's Budget Advisory Committee meeting.

### **10. 2023-24 SSC Election, Diversity and Activity Report**

*Danielle Perez, BSEP Program Specialist*

Ms. Perez presented the [2023-24 SSC Election, Diversity and Activity Report](#).

### **11. 2022-23 BSEP Annual Report for Music and Visual and Performing Arts**

*Pete Gidlund, Visual and Performing Arts Manager*

Mr. Gidlund presented the [2022-23 BSEP Annual Report for Music/VAPA](#). Rep. Okonofua motioned to approve the 2022-23 VAPA Annual Report, Rep. Fox seconded; the Music/VAPA Annual Report was approved with 17 yes votes, 0 no votes, and 0 abstentions.

### **12. 2022-23 BSEP Annual Report for Instructional Technology**

*Max Eissler, Director of Technology*

Director Eissler presented the [2022-23 BSEP Annual Report for Instructional Technology](#). Rep. Fox motioned to approve the P&O Meeting Norms, Rep. Chabot seconded; the 2022-23 Technology Annual Report was approved with 13 yes votes, 1 no vote, and 2 abstentions.

**13. 2022-23 BSEP Annual Report for Library Services**

*Jessica Lee, Coordinator of Library Services*

Ms. Lee presented the [2022-23 BSEP Annual Report for Library Services](#). Rep. Fox motioned to approve the P&O Meeting Norms, Rep. Chabot seconded; the 2022-23 Library Program Annual Report was approved with 16 yes votes, 0 no votes, and 0 abstentions.

**14. 2022-23 BSEP Annual Report for Program Evaluation**

*Ruth Steele-Brown, Director of BREA*

Director Steele-Brown presented the [2022-23 Annual Report for Program Evaluation](#) and [Overview Slides](#).

**15. 2022-23 BSEP Annual Report for Expanded Course Offerings**

*Kathy Fleming, Director of Local Resources*

Director Fleming presented the [2022-23 Annual Report for Expanded Course Offerings](#) and [combined ECO and Counseling Report Overview Slides](#).

**16. 2022-23 BSEP Annual Report for Counseling and Behavioral Health**

*Kathy Fleming and Debbie Dean*

Director Fleming presented the [2022-23 Annual Report for Counseling and Behavioral Health](#) and [combined ECO and Counseling Report Overview Slides](#).

**17. 2023-24 BSEP Annual Plan for Family Engagement**

*Mathew Espinosa-Castro, Director of Equity, Achievement and Belonging*

Director Espinosa-Castro presented the [2023-24 Equity, Achievement and Belonging Annual Plan](#).

**18. 2023-24 Plan Updates**

*Kathy Fleming, Samantha Tobias-Espinosa*

Director Fleming shared the [P&O Guidelines for Budget Changes](#) document.

Assistant Superintendent Tobias-Espinosa presented the [2023-24 BERRA Recruitment, Retention and Development Annual Plan Update](#).

Director Fleming presented the [2023-24 Instructional Technology Annual Plan Update](#).

**19. For the Good of the Order**

The next district Joint Committee meeting on 1/18/24 was highlighted and members were asked to attend.

Ms. Perez shared the [District Committee Handbook](#) and highlighted the BUSD Acronym Dictionary contained therein as a helpful tool for new P&O members.

**20. Adjournment**

The meeting was adjourned by unanimous consent at 9:48 p.m.