

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES
December 12, 2023**

P&O Committee Members Present

Brit Toven Lindsey, *Berkeley Arts Magnet*
Todd Fulton, *Cragmont*
Jonathan Weissglass, *Emerson*
Kartikay Mehrotra, *John Muir*
Alex Fontana, *Malcolm X*
Scott Marsh, *Rosa Parks*
Heather Mulhall, *Rosa Parks (Alt)*
Andrea Kamman, *Ruth Acty*
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*
Erin Holland, *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*:

Jason Okonofua, *Oxford*

**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:

Jennifer Shanoski, *School Board Director*
Chris Rauen, *Public*
Natasha Beery, *Public*

BUSD Staff:

Kathy Fleming, *Director of Local Resources*
Francisco Martínez, *Admissions Manager*
Pete Gidlund, *Visual and Performing Arts Manager*
Max Eissler, *Director of Technology*
Jessica Lee, *Coordinator of Library Services*
Emily Mayer, *Executive Director of Fiscal Services*
Craig Kaufman, *Budget Analyst II*
Danielle Perez, *BSEP Program Specialist*

1. Call to Order

The meeting was held online via Zoom. At 6:31 p.m. Chairperson Bradstreet called the meeting to order.

2. Establish the Quorum/Approve the Agenda

The quorum was initially established with 13 voting members present, later increased to 20. [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

There was no public comment.

5. Board Liaison Comment

There were no Board Liaison comments.

6. District Leadership Comment

Director Fleming welcomed BUSD's new Executive Director of Fiscal Services Emily Mayer, who introduced herself to the committee.

7. Director's Comment

Kathy Fleming, Director of Local Resources

Director Fleming provided comments.

8. Approval of Minutes

November 14, 2023

Co-Chair Bradstreet asked if there were any corrections to the [Draft November 14, 2023 P&O Meeting Minutes](#), Rep. Hollis noted a formatting error in the attendance list to be corrected before publishing. The amended 11.14.23 P&O Subcommittee Meeting Minutes were approved by unanimous consent.

9. P&O Meeting Norms

Co-Chairs Bradstreet and Chabot

Co-Chair Chabot presented [Draft P&O Meeting Norms](#) for committee discussion.

10. Joint Committee Meeting Report

Kathy Fleming, Director of Local Resources

Director Fleming summarized the contents of the last Joint Committee Meeting.

11. Election of P&O SBAC Liaison

Co-Chairs Bradstreet and Chabot

Co-Chair Bradstreet asked for nominees for the second, unfilled SBAC Liaison position. There were no nominations.

12. BSEP Class Size Report

Francisco Martínez, Admissions Manager

Mr. Martínez presented the [2023-24 Class Size Report](#).

13. Introduction to Annual Reports

Kathy Fleming, Director of Local Resources

Director Fleming presented [Annual Reports Overview slides](#).

14. 2022-23 BSEP Annual Report for Music and Visual and Performing Arts

Pete Gidlund, Visual and Performing Arts Manager

Mr. Gidlund presented the [2023-24 BSEP Annual Report for Music/VAPA](#) and [Overview Slides](#).

15. 2022-23 BSEP Annual Report for Instructional Technology

Max Eissler, Director of Technology

Director Eissler presented the [2023-24 BSEP Annual Report for Instructional Technology](#) and [Overview Slides](#).

16. 2022-23 BSEP Annual Report for Library Services

Jessica Lee, Coordinator of Library Services

Ms. Lee presented the [2023-24 BSEP Annual Report for Library Services](#) and [Overview Slides](#).

17. Annual Plan Template Review and Feedback

Kathy Fleming, Director of Local Resources

Director Fleming presented the [2023-24 Library Program Annual Plan](#) for the committee to use in discussion of the Annual Plan template format.

18. For the Good of the Order

The committee discussed the general committee and meeting trajectory and timelines.

19. Adjournment

The meeting was adjourned by unanimous consent at 9:14 p.m.