

**BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES
November 12, 2024**

P&O Committee Members Present

Joseph Silber, *Emerson*
Alex Fontana, *Malcolm X*
Hanna Melnick, *Oxford*
Jason Okonofua, *Oxford Alt.*
Scott Marsh, *Rosa Parks*
Pia Victor, *Ruth Acty*
Bashir Agah, *Sylvia Mendez*
Amanda Mozes, *Thousand Oaks*
Hollis Williams, *King Middle School*

Heather Gilbert, *King Middle School*
Magdalen Edmunds, *Longfellow*
Chris Rauen, *Longfellow*
Lorianne Casillas, *Berkeley High*
Nicole Chabot, *Berkeley High*
Vicki Davis, *Berkeley High*
Aaron Glimme, *Berkeley High*
Tamara Mays, *Independent Study*

P&O Committee Members Absent*:

M'mah Yansane, *Early Childhood Education*
Kartikay Mehrotra, *John Muir*

Daniel Frydman, *Willard Middle School*

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

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

Brit Toven-Lindsey, *Public*
Lisa Arteca, *Public*

BUSD Staff:

Kathy Fleming, *Director of Local Resources*
Max Eissler, *Director of Technology*
Jessica Lee, *District Library Coordinator*
Francisco Martínez, *Admissions Manager*
Craig Kaufman, *Budget Analyst II*
Danielle Perez, *BSEP Program Specialist*

1. Call to Order

The meeting was held online via Google Meet. At 6:32 p.m. Chairperson Davis called the meeting to order.

2. Establish the Quorum/Approve the Agenda

The quorum was initially established with 11 voting members present, later increased to 16. The agenda was approved by unanimous consent.

3. Chairpersons' Comments

Nicole Chabot and Vicki Davis

Co-Chairs Chabot and Davis provided comments.

4. Public Comment

There was no public comment.

5. Director of Local Resources Comments

Kathy Fleming, Director of Local Resources

Director Fleming provided comments.

6. Approval of Minutes

October 22, 2024

Co-Chair Davis asked if there were any corrections to the [Draft October 22, 2024 P&O Meeting Minutes](#), none were offered. Rep. Edmunds motioned to approve the minutes, Rep. Williams seconded, the 10.22.24 P&O Meeting Minutes were approved by unanimous consent.

7. SBAC and Joint Committee Meeting Updates

There were no updates from the SBAC or Joint Committee meetings.

8. Steering Committee Elections

Nicole Chabot and Vicki Davis

Co-Chair Davis asked for nominations to fill the two remaining Steering Committee positions. Rep. Agah and Rep. Victor self-nominated. Rep. Chabot moved to approve the nominees, Rep. Rauen seconded; the Steering Committee nominees were approved with 15 yes votes, 0 no votes, and 0 abstentions.

9. Class Size Reduction Background Information

Kathy Fleming, Director of Local Resources

Director Fleming presented [Class Size Reduction informational slides](#).

10. 2024-25 Class Size Report

Francisco Martínez, Admissions Manager

Mr. Martínez presented the [2024-25 Class Size Report](#).

11. Program Overview: BSEP Libraries

Jessica Lee, District Library Coordinator

Ms. Lee presented [BSEP Library Services Overview Slides](#).

12. Program Overview: BSEP Instructional Technology

Max Eissler, Director of Technology

Director Eissler presented [BSEP Instructional Technology Overview Slides](#).

13. For the Good of the Order

The committee discussed an end of the calendar year gathering.

14. Adjournment

Rep. Silber motioned to adjourn, Rep. Casilla seconded, the meeting was adjourned by unanimous consent at 8:43 p.m.