

**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. Edmuds 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.