

# Measure Oversight

## Program Overview

Planning and Oversight Committee

11/4/25

# Our Mission

Enable and inspire our diverse student body to achieve academic excellence and make positive contributions to our world.

Excellence

Equity

Engagement

Enrichment



# Purpose

## **BSEP - Measure H Purpose**

*...two percent (2.5%) of the remaining revenues which shall be dedicated to support of the Planning and Oversight Committee, School Site Councils and Community Engagement, and for communications and public information services.*

## **BERRA - Measure E Purpose**

*...one percent (1%) of the remaining revenues which shall be dedicated to costs related to planning, monitoring, evaluating and reporting the use of these funds.*

# 2025-26 Staffing and Resource Summary

## Supplies and Materials \$51,000

- Printing & Mailing
- Travel, Conferences and Memberships, Cell Phone
- Equipment and supplies

## Contracts and Expenses \$81,000

- Email newsletter service
- Publications support
- Website design and maintenance support
- Simultaneous interpretation phone services and video interpretation services for multiple languages
- Document Translation

Staffing	BSEP 0754	BERRA 0610	General Fund	Total
Director of Local Resources & Partnerships	0.75	0.25		1.0
BSEP Program Specialist	0.85	0.15		1.0
Senior Communications Officer	0.85		0.15	1.0
Translation/Interpretation Specialist	0.67		0.33	1.0
Communications Specialists	0.80	0.20		1.00
<b>TOTAL</b>	<b>4.72</b>	<b>0.8</b>	<b>0.48</b>	<b>6.0</b>

### Changes from Prior Year

- Reduction of 1.0 Communications Specialist
- Contracted services, supplies and materials remain consistent with 2024-25 levels

**Budget Summary for Oversight, Communication  
and Translation**

**Measure H, Resource 0854**

**Measure E, Resource 0610**

**April 22, 2025**

<b>First Reading P&amp;O</b>	<b>BSEP Measure H</b>	<b>BERRA Measure E</b>	<b>Total</b>
<b>Revenue</b>	<b>1,113,557</b>	<b>120,395</b>	<b>1,233,952</b>
<b>Expense</b>			
Staffing	786,869	128,409	915,277
Printing & Mailing	26,000	2,000	28,000
Contracted Services	76,000	5,000	81,000
Equipment & Supplies	11,000	1,000	12,000
Cell Phone, Memberships, PD	6,000	2,000	8,000
Hourly Staff	2,500	500	3,000
Unallocated Reserves	39,468	6,420	45,889
<b>Total Expenditures</b>	<b>947,837</b>	<b>145,329</b>	<b>1,093,166</b>
<b>Net Change to Fund Balance</b>	<b>165,720</b>	<b>(24,934)</b>	<b>140,786</b>
<b>Beginning Fund Balance</b>	0	54,818	54,818
Net Increase/(Decrease) in Fund Balance	165,720	(24,934)	140,786
<b>Ending Fund Balance</b>	<b>165,720</b>	<b>29,884</b>	<b>195,604</b>

# 2024-25 Revenue and Expenditures

<b>BERKELEY UNIFIED SCHOOL DISTRICT</b>		
<b>FUND 04 - BERKELEY SCHOOLS EXCELLENCE PROGRAM</b>		
<b>(BSEP)-Resource 0754 Oversight and Communications</b>		
<b>Revenue and Expenditures</b>		
<b>Comparison Report</b>		
	<b>Adopted Budget 2024-25 As of 06/12/24</b>	<b>Unaudited Actuals 2024-25 as of 09/03/2025</b>
<b>REVENUE</b>		
Parcel Tax Revenue	\$ 769,778.00	\$ 769,778.00
Parcel Tax Revenue-Prior Year	\$ -	\$ 60,772.27
Interest	\$ -	\$ -
Interest-Prior Year	\$ -	\$ -
Net Increase (Decrease) Fair Value	\$ -	\$ -
Other Local	\$ -	\$ -
<b>Net Revenue</b>	<b>\$ 769,778.00</b>	<b>\$ 830,550.27</b>
<b>EXPENDITURES</b>		
Certificated Salaries	\$ 139,619.00	\$ 140,032.06
Classified Salaries	\$ 411,502.00	\$ 421,486.71
Employee Benefits	\$ 241,440.00	\$ 221,003.61
Books & Supplies	\$ 14,500.00	\$ 974.81
Unallocated Reserve and Carryover	\$ 37,873.00	\$ -
Contracted Services	\$ 115,000.00	\$ 30,715.15
Capital Outlay	\$ -	\$ -
Indirect Costs	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 959,934.00</b>	<b>\$ 814,212.34</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ (190,156.00)</b>	<b>\$ 16,337.93</b>
<b>NET INCREASE (DECREASE)</b>	<b>\$ (190,156.00)</b>	<b>\$ 16,337.93</b>
<b>FUND BALANCE ANALYSIS</b>		
Beginning Fund Balance	\$ 428,872.00	\$ 649,868.10
Net Increase (Decrease) in Fund Balance	\$ (190,156.00)	\$ 16,337.93
Ending Fund Balance	\$ 238,716.00	\$ 666,206.03

Any potential uses of Measure E1 Fund Balance will be brought the P&O for review. Fund Balance can be used for one-time expenses align with the uses outline in the measure language.



# Measure Oversight Overview

- Ensure local tax measure funds for BSEP and BERRA are developed, budgeted, implemented and expended in accordance with approved measure language and that all measure requirements are fulfilled.
- Support the Planning and Oversight Committee to perform oversight and advisory function in accordance with the terms of the measures.
- Support principals in the conducting SSC elections, provide ongoing support for site committees and principals in the development and implementation of BSEP site budgets, and the site plan development and adoption process.

# Measure Oversight 2024-25

2024-25  
Annual  
Report  
Content



- Revised Planning and Oversight meeting dates, program overview process and annual report cadence and content to better inform members in preparation for annual plan review for coming year.
- Supported the Planning and Oversight Co-Chairs and Committee by producing meeting documents documents, plans and reports.
- Developed and/or presented documents / presentations including Annual Plans and budgets, Annual Reports. Interim Fiscal Reports, Agendas, Minutes, and other BSEP and BERRA documents for the Planning and Oversight Committee, the Board of Education, and the public.
- Implemented and monitored approved budgets and plans for compliance with the terms of the measures and in alignment with Board approved plans
- Planned for roll out of the BSEP Measure H including fiscal planning and modeling as well as plan for BSEP Measure E1 close out.

# Measure Oversight 2024-25

2024-25  
Annual  
Report  
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- Supported principals in conducting SSC elections in September and the appointment of P&O Representatives from each school site in October.
- Manages resources for School Site Councils, Produced Site Committee Handbook with site plan and budget information for each site and the annual SSC Elections Report for the School Board.
- Implemented and monitored 2024-25 site BSEP fund budgets.
- Worked with school principals and School Site Council (SSC) to analyze and develop 18 BSEP Site Program Fund budgets and plans for 2025-26.
- Organized the School and District Committee Orientation in October and the Joint Advisory Committee Meetings through the year.

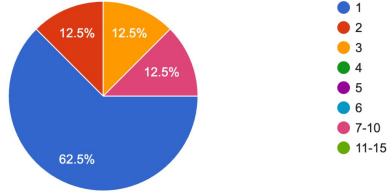
# Measure Oversight 2024-25

## Conducted P&O Annual Survey in May 2025.

Results - May 2025 survey for Planning and Oversight Committee Members. 8 responses - Scale: 1 is Not at all & 5 is Very well

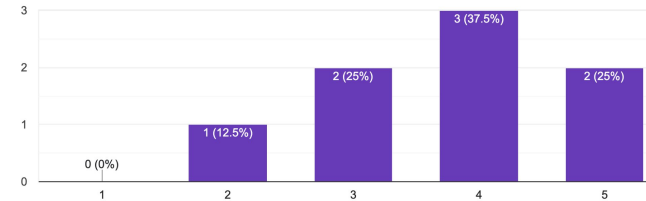
How many years have you served on the P&O Committee?

8 responses



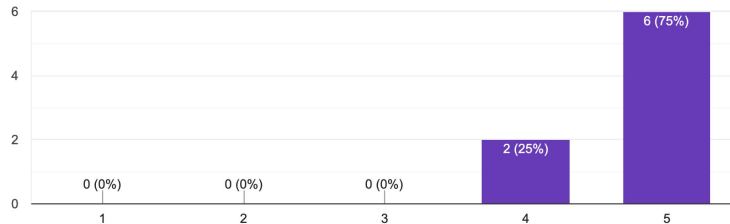
How well did we meet the objective to support the Planning and Oversight Committee to: Serve as a liaison between the P&O and site SSC

8 responses



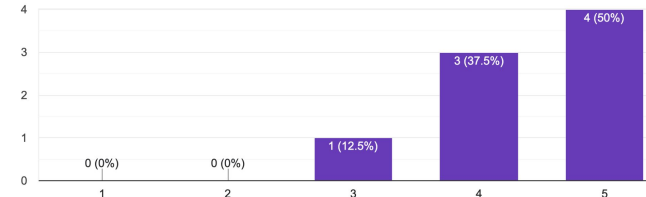
How likely are you to serve on the P&O again?

8 responses



How successful was the change in the Fall P&O schedule and program presentation content to improve P&O member program knowledge to better advise?

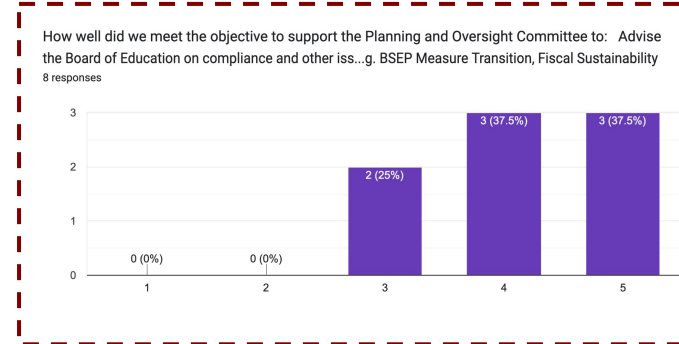
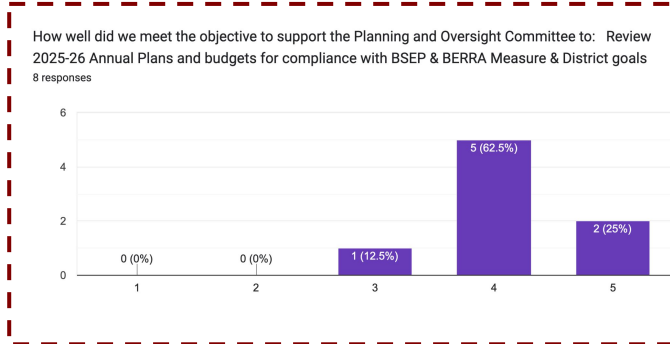
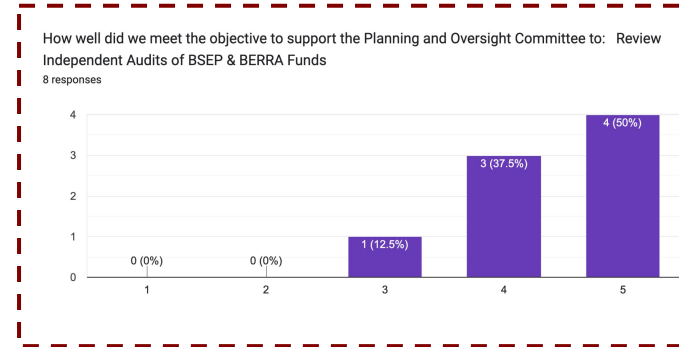
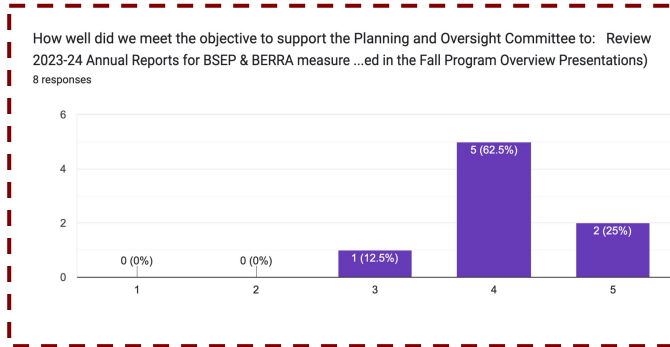
8 responses



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Thank you