

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

Charles Burress, *District Public Information Officer*

Ann Marie Callegari, *Supervisor of Family Engagement and Equity (OFEE)*

Lily Howell, Jocelyn Foreman, Carol Finis-Perez, Karime Blanco— *OFEE Staff*

Debbi D'Angelo, *Director of Evaluation & Assessment (BREA-Berkeley Research, Evaluation and Assessment office)*

Sean Poremba, *BREA TSA (Teacher on Special Assignment), Smarter Balanced Assessments (SBA)/Common Core*

Beatriz Leyva-Cutler, *School Board*

Jay Nitschke, *Director of Technology*

Pasquale Scuderi, *Assistant Superintendent for Educational Services*

Michelle Sinclair, *Coordinator Professional Development (Educational Services)*

BSEP Staff:

Natasha Beery, *Director, BSEP and Community Relations*

Linda Race, *BSEP Staff Support*

1. Call to Order, Introductions & Site Reports

At 7:15 p.m. Co-chair Danielle Perez called the meeting to order by welcoming attendees and asking them to introduce themselves. SGC updates were given as part of the introductions.

2. Establish the Quorum/Approve Agenda

The quorum was approved with 12 voting members present. 10 voting members were required for a quorum.

MOTION CARRIED (Glimme/Bradstreet): To approve the agenda of the January 10, 2017 P&O Committee Meeting. **The motion was approved unanimously.**

3. Chairperson's Comments

Co-Chair Danielle Perez

Chairperson had no comments. There was a reminder to contribute to the snack fund.

4. BSEP Directors Comments

Natasha Beery, Director BSEP & Community Relations

Beery provided the following handout:

• *Superintendent's Update and Workshops: Building the Future of our Schools Together, Agenda*

Beery noted opportunities to attend more meetings this week: School Board Meeting on 1-11-17, Superintendent's Update and Workshops 1-12-17. Beery outlined the events for the Superintendent's Update and Workshops. Callegari added that she would be talking about running inclusive SGC and parent meetings with an equity rubric. Beery

their budget.

- Huchting added that having Family Engagement at all the middle schools would be a worthy investment. She thought there was a direct correlation between how well students could do with that support. Beery said that it began as a pilot program at a few elementary schools that expanded to all elementary schools when they received LCFF/LCAP funds. The hope had been to expand to the middle schools but that hasn't yet happened because LCAP has multiple priorities. It did not mean that funds couldn't come from BSEP, but then considerations would need to be made about what to take away.
- D'Angelo added that OFEE helps with the yearly survey.

Item 7. Public Comment: Out of agenda order

Superintendent Evans arrived to share with the Committee an update on what will be presented to the School Board the next evening:

- There will be an update on the developer fees to be charged for new development in Berkeley. The Board is scheduled to take action in February.
- School Board member Leyva-Cutler will present a resolution for the safety and protection of undocumented students, and the implementation of this policy would also be discussed.
- There will also be a review of the reallocation of Measure I, looking at the leftover funds of that measure to build some larger classes.

Professional Development

Michelle Sinclair, *Coordinator Professional Development (Student Services)*

Sinclair provided the following handouts (stapled together):

- *Professional Development (BSEP Measure A, Resource 0855) Annual Report Overview: FY 2015-16 (Narrative)*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP) Professional Development, Revenue and Expenditures (Measure A, Resource 0855), Comparison Report FY 2015/16*

Sinclair went over the narrative and noted that the Professional Development Department spent their BSEP funds in accordance with their budget plan last year. Most of the funds were spent on staffing, and there was a variance because of a vacant position and position gaps. Many of the positions are multi-funded, and the superscript 2 highlights full-time positions that are funded in other ways. Much of the funding also went to Professional Learning Communities/PLC where outside trainers work with teachers to examine student work and identify where the need is. Teacher Initiated Professional Development/TIP refers to funds given to each school for site-specific teacher training or collaboration.

Sinclair noted that there was a budget fund balance. Beery added that since professional development is multi-funded and able to draw year-to-year from various funding streams. It is not a set program with set staff so the budget worries are not structural but more about how to do everything we want to do. TIP is Q q 1 0 0al D. BePo d

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component of the fund, Scuderi noted, with respect to the allocation, guidelines, and tracking. He mentioned that a lot of the BSEP funds go to personnel costs while Common

Debbi D'Angelo, *Director of Evaluation & Assessment (BREA-Berkeley Research, Evaluation and Assessment office) and attending BREA Staff: Sean Poremba, TSA-Teacher on Special Assignment, Smarter Balance Assessments (SBA)/Common Core*
D'Angelo provided the following handouts (stapled together):

- *Program Evaluation, (BSEP Measure A, Resource 0856) Annual Report Overview: FY 15-16 (Narrative)*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP), Program Evaluation (Measure A, Resource 0856) Revenue and Expenditures Comparison Report FY 2015/16*

D'Angelo introduced herself and her colleague, Teacher on Special Assignment (TSA) Sean Poremba. She stated that last year, he was funded by BSEP and Common Core and this year, he was fully funded by Common Core/NGSS. She noted that most of their funds come from BSEP but they were multi-funded and all the mandated work of testing in the BREA office goes under a separate budget.

She stated that BREA provides two pieces of professional development, that for the BREA staff so they can support the sites as well as 2 (.2 0.2 (de198 c (1) 0.2 ((2 (.2 0.2

Technology resource. The TSA for Instructional Technology left unexpectedly in October and the position was not filled until this year, thus creating a variance. The funds from BSEP in large part support the staff in the schools. There are two people at BHS/IS/BTA and roughly five people supporting the elementary and middle schools. The level of funding provides one technology staff person one day per week at each elementary school. Most of the budget goes to classified staff and benefits. There used to be more money for supplies but not anymore.

Nitschke noted that Technology and PD did the one-to-one planning in the 4th and 5th grades last year, 2015-16, which will be implemented this fall. The newly created position of Technology Supervisor helps Nitschke by supervising the techs at the schools. The Technology TSA was promoted to Instructional Technology Coordinator.

Technology is multi-funded from BSEP, the General Fund, and Measure I.

Public Information

Natasha Beery, *Director, BSEP and Community Relations*

Beery provided the following handouts (stapled together):

- *Public Information, (BSEP Measure A, Resource 0854) Annual Report Overview: FY 2015-16 (Narrative)*
- *Berkeley Unified School District, Berkeley Schools Excellence Program (BSEP), Public Information, Translation, P&O Committee Support (Measure A, Resource 0854), Revenue and Expenditures Comparison Report FY 2015/16*

Beery stated that the Public Information budget was provided for a little differently than the others. Before the revenues are distributed to the other resources, 2% is taken from the initial revenues, after costs, for this budget. The budget provides for the public face of the District by providing Translation/Interpretation services, the BSEP Office staff Beery and Valerie Tay, additional BSEP and P&O hourly support, and the Public Information Officer/PIO Charles Burress.

Beery described chairing a District Communications Team consisting of Beery, Superintendent Evans, Burress, Nitschke and a communications consultant that meets every week. There is an expanded communications team that also includes the District Translator/Interpreter, Ann Callegari from OFEE, and Pat Saddler from Special Projects.

This resource supports the requirements of the Measure that the Planning & Oversight Committee has the information it needs to ensure that the funds from the Measure are

The meeting was adjourned by acclamation at 9:12 p.m. *Minutes submitted by Linda Race, BSEP Staff Support*