

BSEP PLANNING & OVERSIGHT COMMITTEE MINUTES
May 5, 2015

P&O Committee Members Present:

Lily Howell, *Pre-K (Alt)/Malcolm X*
Madhu Marchesini, *Arts Magnet*
Bill Fleig, *Cragmont*
Dawn Paxson, *Emerson/Willard*
Danielle Perez, *John Muir (co-Chair)*
Lea Baechler-

1. Call to Order, Introductions & Site Reports

At 7:20 p.m. Co-chair Bruce Simon called the meeting to order by welcoming attendees and asking them to introduce themselves. They were a

Todd noted that the position was temporary and short-term for two years; the funding is sufficient for that; and the position was critical at this juncture because of the need for digital literacy support for students and staff. She stated that all budgets were up for review and renewal every year and it was not proposed that the position was to be added “forever.” Todd clarified that this would not be a cut at the end of the Measure because the position was only to be funded for two years, and it was clarified that the position was for a TSA/Teacher on Special Assignment.

Lazio expressed concern over being presented with single year budgets and one resource at a time, and wanted a sense across the funds. Beery stated that Lazio was right to raise question of whether the pattern of spending and the structure of the budget is sustainable. Beery stated that in the budget summaries, all the budget managers have statements regarding the pattern of spending and sustainability through the end of the Measure. Every budget has some flexibility, and that a budgets had to planned to leave a positive balance each year.

There was a discussion regarding the budgets, budgeting for a single year, projecting budgets forward, and budget changes year to year. Glimme noted that Todd has the option to restructure her budget in order to keep the program going. Several members thought there was a clear understanding of the Library budget and the position being discussed and understood the idea of deficit spending when funds are available. It was clarified that there was no requirement for reserves at the end of the Measure. Beery stated that there were some funds from prior measures that had small amounts left in them and the money was to be used following the language of the previous Measure, and they are kept in separate funds for managing. She added that the money was to be used for the purposes of the Measure. She noted that there are things beyond our control that lead to larger fund balances, for instance, unexpected changes to staffing. As long as permanent positions are not set up that are structural and unsustainable, this was in keeping with the Measure. Beery stated that the budget managers were looking at the programs, and making sure if deficit spending was happening to assume that pattern could not continue and that the program core would be established on the revenue base.

Todd added that Library and Technology as a grouping for the next measure was evolving as an idea for the new measure, but it was premature to say she knew what was going to happen in three years.

7. CSR 2015-16 Proposal; P&O Statement to the Board

Natasha Beery, *Director of BSEP & Community Relations*

Beery provided the following handout:

• **(SINGLE PAGE) BOARD CSR FY15-16 v05_06_15 rev pg 4** from the *Memo to BSEP Planning & Oversight Committee, From, Pasquale Scuderi, Assistant Superintendent for Educational Services & Debbi D’Angelo, Director of Evaluation and Assessment, dated April 28, 2015 for Recommendation for Expenditures in FY 2015-16 for Funds Allocated to Program Evaluation from the Berkeley Public School Educational Excellence Act of 2006 (BSEP Resource 0856)*

Beery noted that there was a typo on page 4 of the CSR Budget, which was corrected and sent to the committee members and given to the Board. (The Revenue Allocation of \$16,118,873 is correct as revised – there were no other changes.

Simon stated that the committee needed to review the Draft Statement to the Board, approve it and find someone to deliver it at the Board meeting. Glimme drafted the statement and several of the members edited it.

The committee as a whole edited and reworded the draft statement. Simon read the final statement as written below. **It was decided that Paxson and Hamill would read the statement to the Board at their meeting of May 6, 2015.**

MOTION CARRIED (Glimme/Fleig): To approve the P&O Statement to the Board regarding the Class Size Reduction budget. **The motion was approved with a showing of 12 hands, no objections and 2 abstentions.**

Statement Wording:

Hello Board Members,

I am addressing you tonight on behalf of the BSEP Planning and Oversight Committee to express the committee's general approval of the plan for the Class Size Reduction budget. As we approach the end of this 10-year measure, we are pleased to have been able to meet the class size goals established in the 2006 Measure, and have sufficient funds to also provide support to the district by funding Expanded Course Offerings, Middle School Counseling, and Program Support, as specified in the Measure. In the early years of the Measure, the BSEP budget was able to bolster the District's General Fund, and increase support to important district programs during a period of BSEP revenue growth based on higher COLAs of over 4%, and flatter costs when enrollment and salary increases were less than they are today. Recently, the BSEP budget has had much smaller COLAs, hovering around 1% for the last few years, and all of the various program budgets have been strained by enrollment growth and cost increases.

There are many potential ways to balance the needs of our schools with the budget issues we face. In the past, the District administration has prudently cut budgets early, when funding from the state looked uncertain and likely to decline. Those cuts, while difficult, served both the district and the people of Berkeley well, and they protected our schools from dramatic changes. Given this historical precedent, cutting programs now may look like the correct action...it worked before to minimize the possibility of major traumatic cuts, reducing through several smaller painful events, so why not repeat this "cut early" tactic?

After careful consideration and extensive deliberation, the general consensus of the P&O at this point is that we now face a different budget climate, both as a district and as a state. The current situation is one where investing some short-term General Fund and other money to buffer the BSEP priorities of Expanded Course Offerings, Middle School Counselors, and Program Support, has a very real chance of preventing cuts to these vital programs. While the BSEP has funded literacy coaches for many years, we hope the Board will continue to fund this valuable program into the future. Tax receipts that are higher than projected and additional funding for Common Core are but two examples of additional funding that make the state's budget outlook look particularly positive, and the possibility of additional funding for schools is high. By shifting funds in the way proposed, we can buy enough time to get these budgets on solid footings and

It was noted that Michelle Sinclair, *BUSD Professional Development Coordinator*, was not able to attend the P&O meeting and Beery added that there were no changes made

Memo to Donald Evans, Superintendent, From Charity DaMarto, Supervisor, Family Equity and Engagement and Patricia Saddler, Director of Special Programs and Projects, dated May 5, 2015 for Recommendation for Expenditures in 2015-16 of Funds Allocated to Parent Outreach from the Berkeley Public Schools Educational Excellence Act of 2006 (BSEP Resource 0857)

DaMarto introduced two of her staff: Ann Marie Callegari, *OFEE Site Coordinator, Emerson/BAM* and Laura Rivas, *OFEE Site Coordinator, LeConte/Thousand Oaks*. DaMarto stated that the department had many accomplishments this year that were included on page 2 of her handout, which included collaborative efforts that have led to a bigger impact than case management. DaMarto presented the portion of the OPEE budget funded by BSEP.

Questions/Responses:

Family Event Support is not provided at every site for every event. That item is for b1(ta)t th

been more of a focus on being an internal resource for communications. The various departments are connecting to the various aspects, strategies and channels of communications. They are also helping people to understand and use things like Google docs. Beery noted that when she began as director, translation services were requested through the mail, and now they have moved to using a Google form which can be documented and tracked. She added that she proposed to increase the budget for the use of the Language Line for interpretation. The hourly staff budget was increased to allow for meeting support and translation and interpretation. Beery noted that the BSEP Program Specialist, Tay, would be focusing more on support for the principals and the SGCs. The budget for BSEP staff was remaining the same. Contracted Services will be decreasing because graphic design needs are not anticipated to be as great as prior year.

Lazio appreciated the work of this department and the *A+ News*. She wondered if helping the principals with budgets would also help committee members as well. Lazio also noted that it was helpful to have histories of previous years funding. It helped the conversation to see where they have been and where they are going. Lazio noted there were inherited formats that were sometimes not enough and sometimes too much. Beery agreed and noted that her department was trying to meet the needs of the Fiscal Department's reporting and monitoring requirements, while at the same time amplifying and simplifying what could be useful for the SGC. She would welcome format suggestions and ideas for what the SGCs could use. Lazio suggested that it would be useful to have last year's budget next to the proposed budget. Beery stated that she had thought of that, but the reason(s) for the differences between yearly budgets would be missing. She thought if there was a budget summary at the end, that would be useful.

Fleig suggested that a training for new principals would be useful and benefit the SGCs as well. Beery stated that they could be there to provide a link when a principal leaves and new principal comes in.

12. For the Good of the Order

No comments were made.

13. Adjournment

The meeting was adjourned by acclamation at 9:22 p.m.

The next P&O meeting will be held May 12, 2015.

Minutes submitted by Linda Race, BSEP Staff Support