



MEETING NOTICE

COMMITTEE: BSEP Planning & Oversight Committee
DATE: Tuesday, January 14, 2014
TIME: 7:00 p.m. Gavel down: 7:15 p.m.
LOCATION: 2020 Bonar Street, Room 126
Parking on street or in open lot at Browning and Addison St.

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BUSD Offices –Technology Room 126
2020 Bonar Street, Berkeley, CA 94702

P&O Committee Members Present:

Keira Armstrong, <i>Washington</i>	Catherine Lazio, <i>Berkeley High</i>
Lea Baechler-Brabo, <i>Oxford</i>	Chris Martin, <i>LeConte (co-Chair)</i>
Darryl Bartlow, <i>John Muir (Alt)</i>	Danielle Perez, <i>John Muir</i>
Juliet Bashore, <i>Rosa Parks (co-Rep)</i>	Margaret Phillips, <i>Willard</i>
Sergio Durand, <i>Arts Magnet</i>	Shauna Rabinowitz, <i>Jefferson</i>
Tim Frederick, <i>Cragmont</i>	Radha Seshagiri, <i>Thousand Oaks (Alt)</i>
Elisabeth Hensley, <i>King (co-Chair)</i>	Bruce Simon, <i>King</i>
Catherine Huchting, <i>Malcolm X</i>	Dan Smuts, <i>Rosa Parks (co-Rep)</i>
	Ellen Weis, <i>Longfellow (Alt)</i>

P&O Committee Members Absent:

Yusef Auletta, <i>LeConte (Alt)</i>	Austin Lloyd, <i>BHS (Alt)</i>
Juliet Bashore, <i>Rosa Parks (co-Rep)</i>	Dawn Paxton, <i>Emerson/Willard</i>
Moshe Cohen, <i>Pre-K (co-Rep)</i>	Boyd Power, <i>Emerson (Alt)</i>
Aaron Glimme, <i>Berkeley High</i>	Representative, <i>Independent Study</i>
Larry Gordon, <i>Berkeley High (Alt)</i>	Kim Sanders, <i>Longfellow</i>
Patrick Hamill, <i>Thousand Oaks</i>	Greg Wiberg, <i>Oxford</i>
Lily Howell, <i>Pre-K (Alt)</i>	Orlando Williams, <i>BHS (Alt)</i>
Ramal Lamar, <i>B-Tech</i>	
John Lavine, <i>Berkeley High (Alt)</i>	

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

Mark Coplan, *BUSD Public Information Officer*
Charity DeMarto, Supervisor, *Office of Family Engagement and Equity/OFEE*
Nazila Duran and daughter, *Visitors*
Donald Evans, *BUSD Superintendent*
Beatriz Leyva-Cutler, *BUSD School Board*
Suzanne McCulloch, *District Visual and Performing Arts/VAPA Program Supervisor*
Jay Nitschke, *Director of Technology*
Julie Sinai, *BUSD School Board*
Neil Smith, *Superintendent for Educational Services*
Becca Todd, *BUSD District Library Coordinator*

BSEP Staff:

Valerie Tay, *BSEP Program Specialist*
Linda Race, *BSEP Staff Support*
Liz Karam, *Senior Budget Analyst-BSEP*

1. Call to Order, Introductions & Site Reports

At 7:17 p.m. Co-chair Chris Martin called the meeting to order by welcoming attendees, and by asking P&O members to report on School Governance Council activity at their sites.

2. Establish the Quorum

The quorum was approved with 13 voting members initially present. (13 voting members were required for a quorum.) Voting members attending the meeting increased over the course of the meeting to 16.

Hensley stated that pending the Board discussion of 12-11-13, Board Liaisons to the P&O Committee will be Josh Daniels and Julie Sinai.

3. Chairperson's Comments

Chris Martin and Elisabeth Hensley

Martin noted that Natasha Beery, Director of BSEP and Community Relations was out due to illness for this meeting.

4. BSEP Director's Comments

Natasha Beery, BSEP Director

Martin, on behalf of Beery and the P&O Committee, thanked Liz Karam, Senior Budget Analyst for BSEP, for her hard work on the Annual Report.

5. Approval of Minutes: November 19, 2013

MOTION CARRIED (Lazio/Armstrong): To approve the meeting minutes of the November 19, 2013 P&O Committee Meeting.

The motion was approved with a showing of 12 hands, with no objections, and 2 abstentions.

6. Public Comment

No public comments were made.

7.

- Public Information, Translation, & P&O Support 0854 – Lea Baechler-Brabo on behalf of Natasha Beery
- Site Discretionary Program 0852 – Valerie Tay

BSEP 2012-14 Annual Report Summary – Liz Karam, BSEP Budget Analyst

Karam began by mentioning that the report covers FY2012-13, the 6th year of the current Measure. This school year, 2013-14, is the 7th year, and the next Annual Plan is for 2014-15, the 8th year.

FY2012-13 represents the last year of the big budget cuts to the General Fund. There have been 5 years of a pretty tight squeeze with the economic downturn. The biggest factors in last year's budget were the 1% bonus in the fall, and at the end of the year a 2.5% raise and a 2.5% bonus on top of that. The Annual Report for each resource contains an overall summary of revenue, a narrative of what happened in each program, and a financial summary at the end, so you see what happens specifically. For example, in some cases the General Fund paid for the salary increases and other cases BSEP budgets had to absorb the additional cost.

Karam noted the Appendix to BSEP Annual Report BSEP Funds 5, 6, 7, 8, is the last section of the report. Three of the funds (5, 6, 7) represent money from the 1994 Measure. Fund 8 derives from the Bridge Measure in 2004. In Fund 6, according to the plan that came to the P&O committee last January, funds were expended for more non-fiction books and additional computers for the Bridge program students. The computers weren't actually purchased until the summer of 2013-14, although the expenditure was authorized in 2012-13. In Fund 7, there were a few expenditures for a new controller for the BHS scoreboard and for some architectural fees on projects.

Karam noted that the BSEP Measure A of 2006 Revenue Allocation Summary, FY 2012/13 (page 4) indicated **Revenue from two places: the City of Berkeley/County Tax Collections, and the City of Berkeley for leased properties** that provide remittances from for-profit businesses in the form of taxes. UC Berkeley recently bought the Golden Bear Building on University Avenue, and made a deal with the City of Berkeley to pay the taxes on that building even though it is owned by a not-for-profit entity. This will be ongoing revenue. This is **seen on the line item City of Berkeley Tax Collections, where about \$100,000 was received over projections**. We did get more money from the County as well. At the same time, we are sending out more rebates. The not-for-profits that have not notified the County that they are NFP have to pay the taxes first, and then apply for a rebate from us. This situation happens every year, that we may see more revenue come in, but then have to return it.

Karam then reported on the percentages of funds allocated to resources as determined by the terms of the Measure (see line items under "Available for Allocation). She stated that after the allocation of 2% off the top for Public Information and P&O Support, the revenues are distributed to the resources as indicated. With the slight increase in revenues, there was additional money that went to all resources.

Class Size Reduction (BSEP Resource 0841) – Neil Smith, Assistant Superintendent for Educational Services

Smith stated that 2/3 (66%) of the BSEP money goes to Class Size Reduction, in accordance with the Measure. He noted that under Revenue Transfers To The General Fund, line item: Teacher Compensation, 127.46 FTE were paid for by the General Fund,

which represents approximately 30% of K-12 teachers in the District. Smith stated that an additional contribution of \$2.6M from the State of California in 2012-13 helped BUSD meet K- 3 class sizes of 20:1. Without BSEP and the contribution from the State, the average class size would be 34:1 at the elementary level and 36:1 at the secondary level.

Smith noted the budget variance of \$465,505 and stated that the raise and bonus awarded to employees last year accounted for the variance. Although BSEP had budgeted for the 1% bonus that was allocated in the fall, the additional 2.5% raise and a 2.5% bonus had not been built into the budget. Karam added that until fairly late in the year, it wasn't known whether the bonus would be paid in FY 2012-13 or FY 2013-14.

Under Expenditures, in addition to Class Size Reduction, the Measure also serves to provide Middle School Counseling, allow for Expanded Course Offerings at the secondary level, and provide Program Support in schools as far as funds permit once class size goals are met. Smith detailed the following staffing offerings as bulleted on the last page of the Class Size Reduction Report. Smith noted that for the first time, the fund lowered math class size at BHS, with a focus on 9th grade.

There was a transfer of the expense of ULSS/RtI teachers back to the General Fund, which resulted in savings to the BSEP class reduction fund. As a result, this transfer of expense mitigated the impact of the salary increases and bonus on this resource.

Smith was asked when the P&O committee would see an updated multi-year projection for deficit spending. Karam stated that the first interim report will be presented in January, and the multi-year will be done later when the expenditure budgets are presented for the following year's planning cycle. The funding this year will be different based on the effects of the LCFF, and expenditures charged to class size reduction might be different. Smith noted that we will have to look at the program support budget and what can be done there.

Professional Development (BSEP Resource 0855) – Neil Smith, Assistant

Nitschke presented the Technology budget overview with an ending balance of \$38,000. Martin noted that the report needed some consistency in the increase or decrease of funds in the variance column.

Music, Visual and Performing Arts (BSEP Resource 0853) – Suzanne McCulloch, VAPA Program Supervisor

McCulloch stated the program provides \$400,000 per year as a transfer to the General Fund for release time music teachers that she feels should be funded by the General Fund, as other release time teachers are. She explained how the release time teachers work, as described at the beginning of the report.

McCulloch reported that the program has seen an increase in the number of students participating, and that the problem is the funding for the program is not based on student enrollment but on a percentage of tax revenues. She also mentioned that the music program was chosen as one of the best in the U.S. by the National Association of Music Merchants Foundation (<http://www.nammfoundation.org/research/best-communities-music-education-0>). Other status report highlights were PBIS (Positive Behavioral

The program has two district-wide databases: The World Book Online and Teaching Books.net. The middle schools work closely with the Berkeley Public Library to guide students to their databases. BHS has an array of databases, among them ABC Clio, Gale Virtual Reference Library, Opposing Viewpoints Resource Center, as the nature of the

School Site Discretionary (BSEP Resource 0852) – Valerie Tay, BSEP Program Specialist

This program is approximately 10% of the BSEP budget, or about \$2.8 Million this year. About 70% of the budget is staffing, mostly for academic and social-emotional support to the schools. Books and Supplies are 11.9% of the expenditures. Some of the school sites use BSEP money for over 50% of their instructional materials, with most sites using BSEP funds for about 1/3 of their instructional materials.

Karam noted that on Revenue and Expenditures, the Books & Supplies budget includes carryover. At the beginning of the year, the Adopted Budget 2012-13 shows \$139,024 and the 2nd Interim shows \$468,936, the increase due to the posting of the unexpended funds from the prior year. The unexpended money goes back to each school site. This is the only resource that operates this way. The reasons for unexpended funds vary from site to site, sometimes due to staffing changes, sometimes due to program or materials changes.

8. Subcommittee Report: Technology (Bruce Simon)

Subcommittee handout:

Simon reported that the subcommittee talked about equity issues in the classroom for the use of technology, and that it means teaching and learning differently, not just using technology as a substitute for paper and pencil. The subcommittee talked broadly about the use of instructional technology and how to bring teaching and learning into the 21st century. This is seen as a time of

0852	School Site Discretionary	10.25%
0853	Music, Visual and Performing Arts	6.25%
0857	Parent Outreach Services	1.25%
0860	School Libraries	7.25%
0855	Professional Development	9.00% (shared
0856	Program Evaluation	by these three
0862	Instructional Technology	resources)

The attached Annual Report displays the revenue and expenditures of each Resource of Fund 4 at the closing of Fiscal Year (FY) 2012-13, as well as a brief description of the status of projects funded through BSEP.

DISTRICT GOAL

V-B. Parcel Tax and Bond Revenues: Provide the best possible education for all students by effectively utilizing local parcel tax and bond revenues.

POLICY/CODE

Berkeley Public Schools Educational Excellence Act of 2006 (Measure A)
Berkeley Public Schools Educational Excellence Act of 1994 (Measure B)

FISCAL IMPACT

In FY 2012/13, BSEP Measure A of 2006 provided 20% of the District's combined General Fund revenue, in the amount of \$23,904,119. In addition, carryover funds from BSEP Measure B of 1994 accounted for \$69,645 in expenditures.

STAFF RECOMMENDATION

Review and accept the annual report of 2012-13 BSEP Revenue and Expenditures from Measure A of 2006, and BSEP Measures B of 1994.

