

**BSEP P&O Committee Minutes 5-6-14**

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**Official but not Adopted**

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small fund. It is a program that has some flexibility in the budget, has suggested that she knows where she can make budget reductions if needed.

**MOTION CARRIED (Glimme/Paxson):** To approve the allocation of BSEP Program Evaluation budget in FY 2014-15 per the memo *Recommendation for Expenditures in FY 2014-15 for Funds Allocated to Program Evaluation from the Berkeley Public Schools Educational Excellence Act of 2006 (BSEP Resource 0856)* from Natasha Beery, Director of BSEP and Community Relations and Debbi D'Angelo, Director of Evaluation and Assessment, to the P&O Committee, dated April 24, 2014

**The motion was approved unanimously.**

**8. Recommendation for BSEP Funds in FY 2014-15: Professional Development**

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more experienced staff at higher salaries). While a rule of thumb used to be 3% and now it is in the 5% range, Beery and Liz Karam review the variance and tailor it to the particular budget and its possible expansion or contraction.

**11. Recommendation for BSEP Funds in FY 2014-15: Parent Outreach**

Charity DaMarto, *Supervisor Office of Family Equity and Engagement*

DaMarto provided the following handouts:

*Recommendation for Expenditures in FY 2014-15 of Funds Allocated to Parent Outreach from the Berkeley Public Schools Educational Excellence Act of 2006 (BSEP Resource 0857) from Neil Smith, Assistant Superintendent for Educational Services and Charity DaMarto, Supervisor Office of Family Equity and Engagement to the BSEP Planning and Oversight Committee dated May 6, 2014*

*PowerPoint Presentation Office of Family Engagement and Equity 2014 and Beyond (4 pages)*

*Office of Family Engagement and Equity Site Coordinator Annual Plan, 2014-15 ("Work plan," 5 pages of narrative with planning calendar)*

DaMarto stated that through the LCAP process, the Parent Outreach (Office of Family Engagement and Equity, or OFEE) will be expanding because of the expressed need for site coordinators at all schools. She noted that the budget for BSEP is not changing for the coming year, and additional staff is likely to be funded by LCAP. PowerPoint presentation handout provided answers to questions about the program, including the work plan, and the FTE equivalents that might be at sites. The *Office of Family Engagement and Equity Site Coordinator Annual Plan, 2014-15* (*Office of Family*

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DaMarto explained that the part-time model is a complicated and difficult model to manage. Based on observations from the pilot program, there were and could be problems with staffing, scheduling, and supervision. If there are part-time staff, and then sites decide to add their own funding to increase site coordinators time at those sites, that would add another layer to the staffing, scheduling, and supervision issues.

The OFEE program would use LCAP funding in years 2 and 3 to provide site coordinators for the middle schools and the high schools. There was a discussion around providing this service for middle schools. DaMarto added that some funding was set aside for middle schools and her department tried to address some of that this year. It did add another layer of issues, but she agreed that the parents wanted support. They are planning for a positive behavior and discipline presentation that would be hosted at Willard Middle School on May 15<sup>th</sup>. DaMarto is working with MLK Middle School to increase Stiles Hall funding and provide a parent group counseling. At Longfellow, the OFEE is planning to do a bridge and transition piece for parents at the end of the school year. Simon added that the transition from elementary to middle school (and middle to high school) is difficult from a parent perspective to engage with the school and that there seems to be a need there. DaMarto stated that she sits on the SARBs (Student Attendance Review Board) for middle and high school, and she tries to provide referrals and resources to families to deal with that.

DaMarto stated that her department does not have a stand-alone space within the district and she is located at Admissions. It is difficult to have families come to her space to talk. It would be great to have a center where parents could come for meetings, and space where staff could conduct workshops. With the part-time model, sites do not have a place to house the proposed part-time staff. (Currently the staff at Thousand Oaks is housed in the station.)

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**The motion was approved unanimously.**

**13. Adjournment**

The meeting was adjourned by acclamation at 9:37 p.m.

*Minutes submitted by Linda Race, BSEP Staff Support*