

## BERKELEY UNIFIED SCHOOL DISTRICT

TO: Donald Evans, Ed.D., Superintendent  
FROM: Charity DaMarto, Supervisor of Family Equity and Engagement,  
and Patricia Saddler, Director of Special Programs and Projects  
DATE: May 5, 2015  
SUBJECT: 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)

### BACKGROUND INFORMATION

In compliance with The Berkeley Public Schools Educational Excellence Act of 2006 (BSEP/Measure A), 1.25% of the available revenues are allocated to Parent Outreach.

The following recommendation is for the allocation of funds for the Purpose of Parent Outreach in accordance with BSEP Measure A of 2006, Section 3.B.ii.c:

...for a variety of services to support the families of Berkeley's public school students by providing parent education and promoting greater parent involvement in their children's education.

Parent Outreach Objectives

This year was the first attempt at following a set work plan which included Professional Development topics, Parent Workshops, etc. We were able to implement some parts of the work plan and some were not accomplished.

Accomplishments for 2014-2015:

- ” ELAC parent groups at all school sites except for one elementary site.
- ” One parent representative from every site participated in the Black Parent Affinity Group.
- ” Orientation to parents of incoming kindergarten students at Berkeley community centers on services available to them at the elementary schools.
- ” Presented to parents at all three Berkeley Child Development Centers to support the families with their transition from Pre-K to elementary school.
- ” Supported development of two additional African-American Parent Councils at elementary schools.
- ” Strengthened DELAC and ELACs by working closely with the English Language Development (ELD) Teacher on Special Assignment (TSA) and collaborated with the ELD Teacher Leads to create a district wide campaign highlighting the many languages spoken in BUSD. We also worked to counterbalance the perspective that being an ELL is a “bad” thing.
- ” Currently designing a brochure with ELD teachers that will explain the services that each school site and the district provide for ELL students.
- ” Rewrote attendance policy to address chronic absenteeism as a precursor to truancy to address attendance issues before they become a problem.

The Office of Family Engagement and Equity programming for 2015-2016 will continue to build on the successes we have accomplished and focus on how to be more transparent and aligned at every site. The Work Plan will be implemented with fidelity.

St1hing.

3 0

We will also strengthen the collaboration between Berkeley Unified School District departments and the Office of Family Engagement & Equity. This collaboration will improve the support at the school sites.

BUDGET RECOMMENDATIONS FOR FY 2015-2016

Staff

\$311,400

Supervisor, Family Engagement and Equity	1.0 FTE
<p>This position brings together the closely related work of parent outreach and educational equity. The position supervises, evaluates, and provides ongoing professional development to the Site Coordinators, provides professional development in educational equity to other groups, and coordinates district-wide parent education.</p>	
Site Coordinator, Family Engagement and Equity	2.60 FTE
<p>The Site Coordinators support the School Sites by providing technical support and training to Parents and Staff. Site Coordinators are also responsible for attending meetings as needed, including: School Governance Council (SGC), Response to Instruction and Intervention Team (Rtl<sup>2</sup>), Student Success Team (SST), Parent Teacher Association (PTA), Parents of Children of African Descent (PCAD), and English Language Advisory Council (ELAC). One of the Site Coordinators is Bilingual in Spanish. The Site Coordinators are funded both through BSEP and LCAP and General Fund.</p>	
High School Parent Liaison	0.27 FTE
<p>This position currently helps coordinate Parenting classes and support groups on site. The duties are similar to a Site Coordinator in some respects, but are not currently under the supervision of the Family Engagement and Equity Supervisor.</p>	
Teacher Hourly for Workshops and Meeting Facilitation	\$5,000
<p>Teachers will lead trainings with parents, and train Site Coordinators on strategies to support academics at home.</p>	
Meeting and Family Event Support (Hourly)	\$6,000
<p>Funds support evening and weekend meetings with childcare, custodial and translation support for district and site-based family events.</p>	
Contracted Services	\$20,000
<p>To provide high quality parent education and support, experts in specialized subject areas will offer staff development to Site Coordinators and Parent Leaders in Parent Leadership training, and Equity and Cultural Competency training. Funds will also provide guest speakers at school sites and/or district trainings.</p>	
Materials and Supplies	\$8,000
<p>This budget will provide the OFEE with materials and supplies to support the program.</p>	
Staff Development and Mileage	\$8,000
<p>Funds will be allocated for staff to attend State and local workshops, and for</p>	

travel expenses.

Cell Phone Service	\$2,000
Funding will provide cell phone service to facilitate contact for the site coordinators.	

#### BUDGET SUMMARY

With deficit spending of the fund balance, this BSEP Resource is capable of funding the proposed staffing for 2015-16 and 2016-17.

#### Parent Outreach Budget FY 2015/16

Revenue	305,282
Expenses	
Staffing	311,400
Certificated Hourly	5,000
Classified Hourly	6,000
Services and Operating Expenses	20,000
Equipment and Supplies	8,000
Cell Phone Service	2,000
Staff Development and Mileage	8,000
Reserve for Personnel Variance	16,000
Indirect Cost	<u>24,617</u>
Total Expenses	401,017
Net Change to Fund Balance	(95,735)
Fund Balance	
Beginning Fund Balance	221,200
Net Increase/(Decrease)	<u>(95,735)</u>
Ending Fund Balance	125,465