

BERKELEY UNIFIED SCHOOL DISTRICT
Office of the Superintendent

June 16, 1999

TO: Board of Directors
FROM: Jack McLaughlin
SUBJECT: Board Policy 0100.5: Citizens Advisory Committee on Diversity

RECOMMENDED ACTION:

Approval of the establishment of a Citizens Advisory Committee on Diversity, Committee Composition and Charge.

DISCUSSION:

Resolution, Recruiting, Hiring, Training and Retaining Staff includes a desire to establish a Citizens Advisory Committee on Diversity to deal with multiple issues facing Berkeley's diverse student population. The Citizens Advisory Committee on Diversity addresses the advisory committee portion of the resolution as well as the intent of the resolution as a whole. If approved by the Board of Directors, committee members can begin the committee process as soon as they are appointed by those specified.

FINANCIAL EFFECTS:

The financial ramifications of establishing the Citizens Advisory Committee on Diversity will depend on the Board of Directors' approval at a later date of funding requirements proposed by the committee. As one of their first tasks, the committee is to review committee needs, desired recruiting outreach, diversity training needs, and retention practices and make corresponding financial recommendations to the Board of Directors and the Superintendent.

JMcL:QG:sj

BERKELEY UNIFIED SCHOOL DISTRICT

Office of the Superintendent

June 16, 1999

I GENERAL INITIATIVES

100.5 Citizens Advisory Committee on Diversity

The Board of Directors will establish a Citizens Advisory Committee on Diversity to address multiple issues facing Berkeley's diverse student population. It is the Board's intent to keep the maximum achievement of all students as the top priority. To meet this priority, the needs of all students must be taken into consideration in all aspects of school district programs and services. The Board believes that accomplishment of this top priority requires the collaborative efforts of the entire Berkeley community, District staff and students. To ensure communication, input, participation and collaboration, an advisory committee that meets on a regular basis and prepares and publicly presents reports on at least an annual basis is essential.

Committee Membership

One member appointed by each Board Member, including one appointment from each of the three school district employee unions, and one appointment by the Superintendent. A Board of Director, the Superintendent and central administrators will be ex-officio non-voting members of the committee and provide necessary information and support as needed. The committee will make recommendations to the Board of Directors regarding changes of its membership.

Criteria for Membership

- a. Familiarity with the needs of Berkeley's diverse student population.
- b. Non-school district employees—except for those appointed by school district unions.
- c. Either a representative of or familiarity with community groups representing Berkeley's diverse student population.
- d. A representative of a higher education institution with insight into multi-cultural issues and challenges of recruiting, hiring, training and retaining staff with the ability to effectively teach Berkeley students.

Term of Appointment

Committee members are appointed annually; their term of appointment expires on December 1st of each year except for those appointed prior to December 1st, 1999. Committee members may be re-appointed to more than one term. Any committee member who misses three meetings during the year without a valid excuse may be replaced by the appointing individual or group.

Charge to the Committee

The purpose of the Citizens Advisory Committee on Diversity is to assist the Board of Directors and Superintendent with regard to multiple issues facing Berkeley's diverse student body including the recruiting, hiring, training and retaining of staff. The committee shall have access to statistics and other data available to the Berkeley Unified School District relating to these issues with the exception of confidential information. The committee will:

- a. Review the status of District recruiting efforts and recommend outreach improvements including any funding requirements.
- b. Review District hiring practices and procedures to insure responsiveness to all applicants, and make recommendations to insure that staff are selected who will maximize the achievement of all Berkeley students.
- c. Review diversity training provided all district staff and make recommendations for improvement including any funding requirements.
- d. Review District strategies to retain employees and recommend improvements.
- e. Develop new approaches to increasing the pool of staff who can provide maximum educational opportunities for Berkeley's diverse student body. One approach may be to start a "Future Teacher's Club" at Berkeley High School.
- f. Review instructional and administrative practices and make recommendations to improve multi-cultural sensitivity.
- g. Review the studies on the causes of the achievement gap between and among Berkeley's diverse student body and make recommendations to the Board on strategies to eliminate the disparity.

Committee Operation

- a. One of the first tasks of the Citizens Advisory Committee on Diversity is to develop a budget for committee operation and submit it to the Superintendent for inclusion in the budget process.
- b. Meet at least monthly during the school year, and during the summer as needed. More frequent meetings may be essential during the recruiting and hiring season.
- c. Prepare and publicly present reports at least annually to the Board of Directors and the Superintendent regarding, multiple issues concerning Berkeley diverse student body including the recruiting, hiring, training and retention of staff.
- e. All meetings will be subject to the Brown Act and properly noticed. Meetings shall be regularly scheduled and held at the same place and time.
- f. The Citizens Advisory Committee on Diversity is subject to all the policies, regulations and procedures of the Berkeley Unified School District including policy 9130, Board Committees.