Amend by Substitute Motion to Resolution 194-9A1
Redefining the Roles, Responsibilities, and Structure of the Community Advisory Committee (CAC)
for the Public Education Enrichment Fund (PEEF)

- Commissioners Stevon Cook and Mark Sanchez

WHEREAS: On June 22, 2004 the Board of Education adopted Resolution 44-27A10, creating the
Community Advisory Committee (CAC) to make recommendations to the Superintendent and Board of
Education for the use of money and in-kind services supported by the Public Education Enrichment Fund
(PEEF); and

WHEREAS: The Board of Education recognizes the CAC as an advisory committee with the role of directly
informing the Superintendent, the Board of Education, and the public at large on the impact of PEEF; and

WHEREAS: The Board of Education acknowledges the importance of receiving ongoing input from all
voices of the greater school community and values their expertise in determining how PEEF funding is best
leveraged to improve the quality of education for SFUSD students and families; and

WHEREAS: The members of the CAC are representatives of the community who spend substantial
volunteer hours dedicated to educating community stakeholders on the purpose, allocation, and impact of
PEEF funding; and

WHEREAS: On May 24, 2011, the Board of Education adopted Resolution 115-10A3, describing new roles
and responsibilities for the CAC and amending its original structure to increase the representation of student
voices on the committee; and

WHEREAS: Given the impact that PEEF funded programs have on student achievement at school sites
and in the classroom, the CAC would benefit greatly from having dedicated representation from district
teachers and paraeducators among its membership; and

WHEREAS: Despite the growing interest from school stakeholder groups in accessing PEEF funds to
support new and innovative programs for students, the CAC lacks a formal process for collecting proposals
that seek support from PEEF and conveying them to the Superintendent and the Board of Education.

THEREFORE BE IT RESOLVED: That the PEEF CAC shall be comprised of up to twenty four members
with two members appointed by each member of the Board of Education, two members appointed by each
student delegate, three members appointed by the Superintendent representing each of the three divisions
Elementary/EES, middle, and high schools, and three members appointed by the United Educators of San
Francisco representing each of the three divisions elementary/EES, middle, and high schools. In making
these appointments, each appointing authority will strive to appoint members who are broadly
representative of the communities of interest, focal student populations, neighborhoods, and the diversity in
ethnicity, race, age, gender, sexual orientation, and types of disabilities that exist within SFUSD; and
BE IT FURTHER RESOLVED: That the CAC will serve as a conduit for informing as well as receiving input from SFUSD stakeholders (students, parents, teachers, staff, and other community members) in order to assist the Superintendent and the Board of Education to effectively allocate this funding. In working with designated district staff to coordinate their efforts, the CAC will (1) review PEEF program information and data, (2) use this information and data to make recommendations to the Board of Education and Superintendent, (3) define a clear and transparent process for gathering requests and proposals from district staff and programs, and (4) contribute to PEEF’s communications efforts and public awareness; and

FURTHER BE IT RESOLVED: That the CAC’s recommendations shall be aligned with and support one or more of the District Goals in accordance with SFUSD’s Strategic Plan Transform Learning, Transform Lives: Vision 2025, and

BE IT FURTHER RESOLVED: That the CAC’s insights, feedback and recommendations shall be prepared by the committee members (with staff support) for presentation to the Board and the Superintendent at least five times annually, starting in the fall of each year, regarding the allocation of funding in the Sports, Libraries, Arts and Music (SLAM) and Other General Uses (Third-Third) categories. Before the PEEF Annual Expenditure Plan is approved, it shall be heard in the Budget and Business Services Committee Meeting, Curriculum Committee; and

FURTHER BE IT RESOLVED: All PEEF-funded programs and activities must align with district goals in supporting access and equity with a view toward advancing social justice. Additionally, all programs and activities must align with the principles, priorities, and criteria identified by the CAC; and

BE IT FURTHER RESOLVED: That the PEEF CAC shall have as its goal to ensure that at least 90% of PEEF SLAM and Other General Use allocations in aggregate provide for direct services. Both students and families can be recipients of direct services, which are defined as follows: 1) materials such as instruments, athletic supplies, art materials, curriculum, books, etc.; 2) staff that work directly with students and families such as teachers, social workers, family liaisons, elementary on-site advisors, etc.; 3) All other services are considered indirect; and

FURTHER BE IT RESOLVED: PEEF funding shall supplement, not supplant, funding for essential educational programs. PEEF funds shall not be used to fund administrative costs for core content - academic programming the district is already required to provide for SFUSD graduation; and

BE IT FURTHER RESOLVED: That the PEEF Annual Expenditure Plan shall be heard for first reading, referred to committee(s), and then heard for second reading and approval during the Spring semester of the academic year; and
FURTHER BE IT RESOLVED: The CAC will work with the PEEF Office to design the template and budget collection documents for program proposals. To facilitate input from the CAC on the PEEF Annual Expenditure Plan, the CAC must receive budget plans based on requirements set out in those template documents. Those templates may include: any information provided for in the original ordinance passed by SF voters; budget for the expenditures; descriptions of programs and services; performance goals target populations; hiring and recruitment plans for personnel; plans for matching or additional funding (including general fund); operating reserves; information from prior years on any of the preceding topics; and any other matters that the district deems appropriate or the Mayor, the Board, or the CAC requests; and

BE IT FURTHER RESOLVED: Except when exempted by the PEEF office and CAC or co-chairs, all program proposals for the PEEF Annual Expenditure Plan must include measurable goals and corresponding performance data. Performance data should be reported for all available years and should be broken down by student demographic (race, ethnicity, gender, and any other appropriate cross-sections). The CAC shall review performance data and assess program efficacy to inform its recommendations to the Superintendent and the Board of Education. The CAC and the PEEF Office will work with program staff to define reasonable metrics for capturing performance data; and

FURTHER BE IT RESOLVED: All information and reporting related to PEEF shall be shared with the Board of Education Commissioners, the CAC members, and with the public at large. Commissioners and CAC members will receive equal access to any electronic documents shared in advance of meetings; and

BE IT FURTHER RESOLVED: The PEEF Annual Expenditure Plan shall undergo both a Management and Financial Audit conducted by an external auditing agency once every three years to ensure program efficacy and fiscal responsibility. The Board of Education will work with district staff to develop the scope of work for the audit and determine who is contracted with to conduct it; and

FURTHER BE IT RESOLVED: That the CAC may submit statements, opinions, or recommendations to the Board and the Superintendent on general matters concerning PEEF as needed; and

BE IT FURTHER RESOLVED: Any unused or unexpected PEEF funding that arrives post PEEF expenditure plan has been approved will be allocated based on the priorities defined in advance by the PEEF CAC.