

You are here: [Home](#) » [Departments](#) » **Student Services**

Student Services

2020 Bonar Street, Suite 112, Berkeley, CA 94702

Hours: Monday – Friday, 8:00 AM – 4:00 PM

The Mission of the BUSD Student Services Department

The purpose of public education is to prepare students with the skills and abilities that are requisite to be a successful contributing member of society. To ensure that all students have a means to acquiring these skills and abilities, a school district must be intentional in the support that it provides to students, staff, and other stakeholders. One of the most important undertakings that a community can engage in is educating its children. The Student Services department is an integral piece to achieving the district's goals.

Therefore, the mission of the Student Services department is the facilitation of systems and practices, including comprehensive programs that support the "whole child". The Student Services department supports student achievement by removing barriers that impede a student's ability to access the learning. The department is committed to applying systems and practices in a manner that is supportive, inclusive, and complies with board policies.

Dr. Phillip Shelley, *Director, Student Services*

Phone: 510-644-6316 | Email: phillipshelley@berkeley.net

Denise Diggs-Ray, *Administrative Assistant III*

Phone: 510-883-5224 | Email: denisediggsray@berkeley.net

Aiesha Lockett, *Student Welfare and Attendance Specialist*

Phone: 510-644-7775 | Email: aieshalockett@berkeley.net

Amelia Lewis, *HOPE/McKinney-Vento Counselor*

Phone: 510-644-6529 | Email: amelialewis@berkeley.net

Michelle Reece, *Climate and Culture TSA*

Phone: (510) 486-8012, ext. 77804 | Email: michellereece@berkeley.net

Rosina Keren, *District Mental Health Coordinator*

Phone: (510) 486-9354 | Email: rosinakeren@berkeley.net

Nicholas Koovshinoff, *District Nurse*

Phone: (510) 644-6960 | Email: nicholaskoovshinoff@partner.berkeley.net

Department Overview

The Office of Student Services provides services and support for students, parents and guardians, and school communities in Berkeley Unified School District.

The Berkeley Unified School District values the input and feedback of our diverse students, parents and guardians, staff and community members. For concerns related to a specific school, community members are encouraged to contact the school principal as the first step. Information is provided below regarding filing formal complaints in Berkeley Unified.

[More information is available on the Complaint Procedures webpage.](#)

The Student Services department includes the following areas to provide coordinated services to students and parents/guardians:

- [Attendance, Truancy, and Chronic Absenteeism](#)
- School Attendance Review Board (SARB)
- School Climate and Culture
- [Comprehensive School Safety Plans](#)
- Tobacco Use Prevention Education
- [Mental Health Student Services Act \(MHSSA\)](#)
-  [Personal Belief Exemption FAQs](#)

[Translate »](#)

- [Positive Behavioral Interventions and Supports \(PBIS / School Climate\)](#).
-  [Positive Behavior Matrix \(TK – 5th grade\)](#).
-  [Positive Behavior Matrix \(6 – 12th grade\)](#).
- Support for children in Foster Care (Child Welfare and Juvenile Probation)
- [Support for children who are legally homeless per McKinney Vento](#).
- [Section 504 Plans](#)
- Student Discipline – Suspensions, Recommended Expulsions
- Student Discipline – Alternatives to suspension.
- Gender Marker / Name Change (transgender and gender non-binary students)
 -  [Gender and Name Change Form](#)
 -  [Gender and Name Change Instructions](#)
- Partnership Programs (Universities, Public Agencies, Community-Based Organizations) that provide school-based behavioral support and interventions
- [Request for Transcript/Other Records](#)
- [2025-26 Parent-Student Handbook](#)

- DataQuest Reporting
 - [DataQuest](#) is the California Department of Education's web-based data reporting system for publicly reporting information about California students, teachers, and schools. DataQuest provides access to a wide variety of reports, including school performance, test results, student enrollment, English learner, graduation and dropout, school staffing, course enrollment, and student misconduct data.

Resources and Support

Support Resources

- [Community Resources](#)
- [Office of Family Engagement & Equity \(OFFE\)](#)
- [Students Experiencing Housing Insecurity](#)
- [Student Health and Wellness](#)
- [Resources for Immigrant Families](#)
- [Nutrition Services](#)
- [Transportation](#)
- School Attendance
- [Positive Behavior Interventions and Supports](#)
- [Toolbox: Social Emotional Learning Curriculum for K-6 Students](#)
- [Restorative Justice](#)
- [Affinity-Based Resources](#)
- [Student Services](#)

Sample California Healthy Kids Questionnaire

- [Elementary School Questionnaire \(English/Spanish\)](#).
- [Middle School Questionnaire \(English\)](#).
- [Middle School Questionnaire \(Spanish\)](#).
- [High School Questionnaire \(English\)](#).
- [High School Questionnaire \(Spanish\)](#).

2024-25 Sample Surveys

- [Elementary Survey \(English\)](#); [Elementary Survey \(Spanish\)](#).
- [Middle School Survey \(English\)](#); [Middle School Survey \(Spanish\)](#).
- [High School Survey \(English\)](#); [High School Survey \(Spanish\)](#).

SUBSCRIBE TO LATEST DISTRICT NEWS

Enter your email address to receive an update whenever there is a new blog post on our website.

Email Address

Subscribe

SUBSCRIBE TO A+ NEWS

Enter your email address to receive our email newsletter in English or Spanish.

Email Address:

Email Address

Subscribe



Anti-Bullying: [Board Policy](#) | [Administrative Regulation](#) | [Compliance](#)

Suicide Prevention: [Board Policy](#)

Notification of Non-Discrimination Policy:

The Berkeley Unified School District is committed to providing equal opportunity for all individuals in district programs and activities. Accordingly, BUSD programs and activities shall be free from discrimination, harassment, intimidation and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression; nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities. (Board Policy 0410, Board Policy 1311, Board Policy 4030, Board Policy 5145.3, Board Policy 5145.7)

The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy. (Board Policy 4030)

Complaint forms are available at school sites and on the district webpage at www.berkeleyschools.net/complaints.

For inquiries or concerns regarding BUSD nondiscrimination policy [5145.3](#) or the filing of discrimination complaints please contact:
Jasmina Viteskic, Title IX Coordinator/Compliance Officer
2020 Bonar Street Room 116, Berkeley, CA 94702
Phone: 510.486.9338 Email: nondiscrimination@berkeley.net

More information is available at www.berkeleyschools.net/non-discrimination/.