

Oakland Unified School District

Board of Education
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Minutes (Long)

Tuesday, May 18, 2010

8:30 AM

**Board Room, Paul Robeson Building, 1025 2nd Avenue, Oakland, CA
94606-2212**

Rules and Ethics Committee

Gary Yee, Chairperson
Jody London, Member
David Kakishiba, Member

A. Call to Order

Chairperson Gary Yee called the meeting to order at 8:50 A.M.

B. Roll Call

Roll Call: Present: David Kakishiba, Jody London and Gary Yee

C. Modification(s) to Agenda

None

D. Adoption of Committee General Consent Report



[10-1086](#)

Minutes - Rules and Ethics Committee - April 20, 2010

Approval by Rules and Ethics Committee of Its Minutes of April 20, 2010.

Attachments: [10-1086 - Minutes - Rules and Ethics Committee - April 20, 2010](#)

E. Unfinished Business



[10-0285](#)

Review - Board Bylaws and Coherent Governance Policies

Continuing review of Board By-laws and Coherent Governance Policies.

Attachments: [Board of Education By-laws](#)
[Coherent Governance Policies](#)
[10-0285 - Comparison of Board By-laws, Coherent Governance, Operational Expectations and Policy Results.pdf](#)

Chairperson Yee said the only change discussed at the last meeting was the relationship of reviewing the board policies and the Coherent Governance policies.

Director Kakishiba said there was also the part about taking the Coherent Governance policies and integrating them in a board policy manner. He stated the Board Bylaws has four sections and two of the sections overlap considerably. Some of the policies could be eliminated. He has volunteered to work on the project and he has a June 1 target date to present to committee.

Chairperson Yee said chairpersons of our committees could be asked to review board policies in their areas.

Chairperson Yee said there may be a need for a full day retreat at the beginning of August to do the complete review. We can also develop our work plans at the same time.

Director London said we might be able to tie in the Board Self Evaluation.

Director London said there is a need for a linkage between the board policy and the way it rolls out at school sites. We do not have a function that turns legislation into operational procedures.

Secretary Rakestraw said the Board's Administrative Regulations are the Board's operating rules. It is the responsibility of Administration to develop an Administrative Regulation which details the enforcement and achievement of policy objectives. That procedure is not always followed through effectively.

Director London asked about the timeframe by which administration must come back with its Administrative Regulation and the roll-out schedule? Who governs when the Administrative Regulations are issued? As the Board develops policy, we may need to be more thoughtful about how we frame the RESOLVED pieces of legislation. The Board has never had a session about phrasing policies and guidance to staff and timelines. Secretary Rakestraw said oversight and execution of policies is a Board responsibility. Chairperson Yee asked staff to note this item for follow up.

Director London suggested a review of policies adopted by the Board over the past year since the Board returned to local control and see if we have done that, i.e., A-G, Vegetation Policy and support of school gardens; and determine how we operationized it. We should start thinking about the bundles of policies--facilities, etc and how are implementing them. We need to consider the staffing impact and cost-out.

Director Kakishiba said we might need to provide a template and protocols for legislation. Director London asked Secretary Rakestraw to research what is out there in developing the protocols. He was asked to check with CSBA.

The next Rules Committee is scheduled for Tuesday, June 1. The agenda will include protocols on a policy development process and a financial impact analysis. What are the results we want and what is it going to cost us to get there? What is the potential upside and downsides of it?

F. New Business

10-0964

Board of Education - Performance Self Evaluation

Discussion of plans for Board of Education governance performance self-evaluation and referral of same to Rules and Ethics Committee for full plan development recommendation for consideration by Board.

Director London talked about the CSBA training on Board Self-Evaluation and Superintendent evaluation. She said It would be worthwhile for the Board to do a self-evaluation on its goals and if the goals were achieved. Her understanding is that the

process takes place in public and is a public discussion. Her sample evaluation form uses numerical scores and deals with setting direction, establishing structures, and modeling support for the District. Ultimately, we need everyone to provide their own input. She said it would be valuable to review our progress in meeting our three goals and subgoals. There could be two or three indicators for each item.

Director Kakishiba spoke of a evaluation form that would have ratings of 1 through 5 and each area would include a statement that is fairly specific.

Director London said the Board's self-evaluation might be scheduled as a special session. Chairperson Yee suggested scheduling the evaluation on Saturday, August 7, as an all-day session. He asked if Junious would be available to facilitate the session.

Director London asked Chairperson Yee to speak to the Superintendent to determine if he expects to have a staff person focused on policy development issues? If so, that person could staff this committee and the Intergovernmental Relations committee.

G. Public Comment on All Non-Agenda Items With the Subject Matter Jurisdiction of Committee

None

H. Introduction of New Business

Chairperson Yee spoke of the discussion held at the Joint Powers meeting and that we were asked to assign one of our members on the JPA to be on a committee to evaluate the CEO of Youth Ventures JPA. It could be one of our board members on the JPA or it could be the Superintendent. Director London said she does not have enough experience with the organization to effectively evaluate the CEO's performance. Director Kakishiba said the governing board of an intergovernmental agency should not have staff members on the governing board. Chairperson Yee assigned himself to the committee.

Chairperson Yee asked if we have a formal policy on orientation for the student directors. Secretary Rakestraw said he would follow up on All City Council elections with a report to the Board. Chairperson Yee said the orientation should begin before the end of the school year. Director London said the orientation needs to cover the role of the Board, Student Board Members, and procedural issues. CSBA has booklets on operation of a public meeting. Chairperson Yee said the orientation should include issues of protocol and appropriate behavior.

Director Kakishiba noted the District has a staff person that supports All City Council who could coordinate the orientation with them. Orientation should be ongoing. Director London said new board members should have an orientation. Director Kakishiba said we could ask Ms. Jimenez and Secretary Rakestraw about a syllabus for the training. Different board members could plug in to those things.

Director London said we may wish to assign the student board members a mentor among

the board members to advise them during their term on the Board. Director Kakishiba said an agenda packet review meeting could be scheduled on a Monday or Tuesday to go through the entire agenda with them.

Chairperson Yee said he would schedule a meeting with Ms. Jimenez to inform her where we are thinking of going and entering the negotiation.

Chairperson Yee said that Director Kakishiba has brought up the issue of the conduct of the Board and the Board's Budget. He asked Director Kakishiba to calendar the Board Budget on the Finance and Human Resources Committee, along with a budget proposal for next year. Director Kakishiba said he would need a proposed budget from the Board President for the next committee meeting.

Chairperson Yee said he is proposing to reduce our travel conference and support budget by a meaningful amount of ten to fifteen percent. He also is proposing to reduce our food support during our meetings something that is lower cost, simpler and requires minimal clean up.

Chairperson Yee said Director Kakishiba had suggested at an earlier meeting to have a presentation with the League of Women Voters on what it means to be a school board member for perspective school board members. Director London said she would forward the Email she received to Chairperson Yee for his follow up.

I. Adjournment

Chairperson Gary Yee adjourned the meeting to order at 9:30 A.M.

Prepared By: _____

Approved By: _____