

Oakland Unified School District

Board of Education
Paul Robeson Building
1025 2nd Avenue, Suite 320
Oakland, CA 94606-2212
(510) 879-8199 Voice
(510) 879-8000 Fax



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Minutes (Long)

Tuesday, October 27, 2009

6:00 PM

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

Measure "B" Independent Citizens' School Facilities Bond Oversight Committee

Renee Swayne, Chair

Andrea Dawson, Vice Chair

Tracy Amaro, Secretary

***Members: Patricia Williams, Odest Logan, Jean Moore,
Jamie Flaherty-Evans, Frank Tsai, Christopher Vernon***

A. Call to Order

Chairperson Renee Swayne called the meeting to order at 6:04 P.M.

B. Roll Call

Roll Call: Present: Tracy Amaro, Andrea Dawson, Jamie Flaherty-Evans, Odest Logan, Jean Moore, Renee Swayne and Christopher Vernon
Absent: Frank Tsai and Patricia Williams

C. Modification(s) To Agenda

None.

D. Adoption of Committee Minutes



[09-2744](#)

Minutes - Measure "B" ICSFBO Committee Minutes - Regular Meeting - August 18, 2009

Approval by Committee of its Regular Meeting Minutes of August 18, 2009.

Attachments: [Document\(s\)](#)
[09-2744 - Minutes - Measure "B" ICSFBO Committee Minutes - Regular Meeting - August 18, 2009](#)

A motion was made by Tracy Amaro, seconded by Jean Moore, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 7 - Tracy Amaro, Andrea Dawson, Jamie Flaherty-Evans, Odest Logan, Jean Moore, Renee Swayne and Christopher Vernon
Nay: 0
Recused: 0
Absent: 2 - Frank Tsai and Patricia Williams
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0



[09-3088](#)

Minutes - Measure "B" ICSFBO Committee Minutes - Regular Meeting - September 22, 2009

Approval by Committee of its Regular Meeting Minutes of September 22, 2009.

Attachments: [Document\(s\)](#)
[09-3088 - Minutes - Measure "B" ICSFBO Committee - September 22, 2009](#)

Jean Moore said on page 7 in the middle of the first paragraph it says Jean Moore requested the meeting time return to 6:00 P.M. She said she did not request that, she said she may have nodded her head in agreement. She said she thinks it was Andrea Dawson and Frank Tsai also may have had a comment about it. On the same page second paragraph last sentence it says "Mr. White said it will have a similar format." She wonders if there was a discussion the format for this current BOC.

Tabled to a Date Certain

E. Adoption of the Committee General Consent Report

None.

F. Unfinished Business

None.

G. New Business



[09-3083](#)

Measure "B" Independent Citizens' School Facilities Bond Oversight Committee - Annual Report - Fiscal Year 2007/2008

Adoption by Committee of Measure "B" ICSFBO Annual Report - Fiscal Year 2007/2008.

Attachments: [Measure B 2007-2008 Annual Report.pdf](#)

Tracy Amaro said she worked with staff and believes all the comments that Committee Members had were incorporated in the current version. She said some of the pages did seem out of order.

Randy Horne, Facilities Department, said the final document would be in the correct order. He said the report is to be presented to the Board on November 18th.

Tracy Amaro wanted to know when presenting the report to the Board should they flip through every page or did the previous committee put together a PowerPoint presentation or give highlights?

Mr. Horne said last year the committee did highlights. He said a one page document can be handed out to Board Members on top of the Report. You can talk through the major findings or any recommendations you want to bring to their attention. Mr. Horne said the Facilities Department will prepare a one page summary for the Chairperson.

A motion was made by Tracy Amaro, seconded by Jamie Flaherty-Evans, that this matter be Adopted as Amended. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 7 - Tracy Amaro, Andrea Dawson, Jamie Flaherty-Evans, Odest Logan, Jean Moore,
Renee Swayne and Christopher Vernon
Nay: 0
Recused: 0
Absent: 2 - Frank Tsai and Patricia Williams
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0



09-3084

Committee Sites Visit Report of October 2, 2009

Presentation of Committee Sites Visit Report of October 2, 2009.

Attachments: [Document\(s\)](#)
[09-3084 - Highlights of Committee Site Visits of October 2, 2009.pdf](#)

Chairperson Swayne said the site visit was excellent. She strongly recommend committee members attend these site visits. She reported she saw sites in various stages of construction a site that had not been started; a site that was finished; a site that was midway and a site that was not finished.

Andrea Dawson said it will be interesting to see the end of a project and get an explanation in a more layman's conversation with the facilities staff on what's happening with each site. She said it is helpful looking at these reports in regards to the parity issue which she is interested in.

Discussed and Closed

Roll Call (Secretary's Observation)

Patricia Williams present at 6:14 P.M.

Roll Call: Present: Tracy Amaro, Andrea Dawson, Jamie Flaherty-Evans, Odest Logan, Jean Moore, Renee Swayne, Christopher Vernon and Patricia Williams
Absent: Frank Tsai



09-3085

Measure "B" Capital Expenditure Report

Presentation of Measure "B" Capital Expenditure Report as of October 22, 2009.

Attachments: [Document\(s\)](#)
[09-3085 - Measure B Capital Expenditure Report.pdf](#)

Charles Love made the staff report. Mr. Love said he removed the previous year's actual and the projected expenditures columns through the year 2013 and left the actual spending and the remaining actual year to date balance columns. He said the report shows the variance since the October 1st committee meeting and the latest committee meeting. The report was updated on October 20th. In the year to date column \$12.7 million was spent.

He said the remaining budget from the working budget is \$276,666,343.

Tracy Amaro said it was helpful to have the projected expenditures for future years. She said it showed if we were projected to use the whole budget or not. It is helpful to have projected expenditures for all of 2009/10 for future reports or the other years.

Chairperson Swayne noted that Frank Tsai did not want some of the information on the report and we should be clear on what we are asking staff to do. She said she just wanted to note that we did ask staff to take it off and it was taken off and it will be put back on.

Tracy Amaro said she would like to see the projections for 2009/10 showing the actual expenditures year to date and the total projected expenditures for this fiscal year.

Charles Love said he would add the columns to the next report.

Jean Moore asked if the numbers had been reconciled with the fiscal year closing?

Mr. Love said not yet. The fiscal numbers will be complete sometime in October. He said they will make sure they are the next time.

Tracy Amaro said when we start working on the 2008/09 report it would be helpful to have the full 2008/09 report of expenditures.

Mr. Love said he will inquire with the Financial Services Department to see if the books are officially closed.

Secretary Rakestraw said the books are officially closed for the last fiscal year. He said the District closed the Unaudited Actuals of Receipts and Expenditures for 2008/09 September 2009 and forwarded the report to the County Superintendent of Schools.

Discussed

09-3087 Measure "B" Proposed Workplan for 2008/2009 Annual Report

Discussion of Measure "B" Independent Citizens' School Facilities Bond Oversight Committee Proposed Workplan/Timeline for Production of 2008/2009 Annual Report.

Chairperson Swayne said at the last meeting some Committee Members volunteered to submit copies of plans and she asked that the copies be given to her or Mr. White as soon as possible so the plans can be put into the system. She suggested at the November meeting we can talk about other possible plans. If the Board has recommendations on what they want to see we can use all that to decide on the template for the 2008/09 report. She said Committee Members should turn in models that people might have from other school districts that might be reviewed.

Randy Horne requested the models be turned in to him by the end of the month so they can work toward incorporating those new formats into the 2008/09 annual report.

Chairperson Swayne suggested the samples be submitted by November 2nd.

Tracy Amaro said it would be helpful to share any plan with the committee so we can all individually look at them and give some feedback to staff. She said they all agreed they wanted to slim the report down. She said there should be some feedback provided before the meeting so they can provide a draft.

Randy Horne agreed and suggested the committee provide one or two formats and deciding which format is acceptable.

Chairperson Swayne said we have not seen the plans and she thought we could see them before the November meeting coming prepared to recommend at the meeting. Chairperson Swayne noted the committee could not discuss a document that has not gone through the system. She said if it is put in the system in November we can discuss it at the November meeting and cull it down to what we thought and send out copies before the meeting.

Andrea Dawson said she gave Mr. White a copy of a report. She wanted to know was it the sole discretion of this committee on what the report looks like and she thought there would be input from the Facilities Committee. Ms. Dawson said we don't want to cull it down too much. She said to have a larger conversation on what the District wants.

Chairperson Swayne noted she asked what the Board's requirements were. She said we could look at what the Board wants, look at those formats and if staff had recommendations they would bring them too. She said her understanding was the report had to be in the system before we could discuss it and she is trying to facilitate getting the report into the system so we can discuss it at the November meeting.

Secretary Rakestraw said Committee Member's charge is spelled out in the bylaws for this committee. He said statutorily it says you are required to do certain things and the mission is defined. The tools you want to use are at the discretion of this committee. He said as long as you discharge your responsibilities and send the report to the Board, they can comment on it after the fact. He said it was within their discretion before the fact.

Odest Logan said once the 2007/08 report is submitted to the Board maybe the committee can receive some feedback on what they thought about the report and incorporate that into the thought of the next report we put together.

Andrea Dawson asked Mr. Logan for clarification. She said as part of the presentation at the November 18th Board meeting we would solicit Board Members recommendations for the format of the 2008/09 report.

Mr. Logan said at least some feedback. He said he would like to hear the Board's input. Perhaps there is something that is missing or redundant in the report.

2008/09 Work Plan

- 1. Anyone with a sample plan will get the plan to Facilities staff and committee members in advance of the November meeting.*
- 2. Make recommendations to staff of the preferred format of the committee or make recommendations of what we think it should be. Staff would go forward writing the report in December.*
- 3. The feedback will be incorporated after November.*

Mr. Horne said if staff is ok with the work plan, they will work closely with committee members making sure we meet needs of the committee. He said they have also engaged the auditors to begin the auditing for the 2008/09 audit.

Jean Moore said when the committee meets in November, Committee Members will have reviewed the bylaws and come prepared with recommendations based on what our responsibilities are and what we would like to suggest as changes to the format.

Chairperson Swayne said that is what she thought and we would take it from there. She said if we have the report in the system we will see. She noted that it might take more than a meeting.

Discussed

H. Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Committee

There were no speaker cards submitted.

I. Introduction of New Legislative Matter

Chairperson Swayne said Secretary Rakestraw brought to their attention the committee has a meeting scheduled for November 17th and there is a conflict with another committee meeting on the same date. She said two other possible meeting dates are November 23rd or November 24th or they could try to get the Measure "G" Committee to change their meeting date of November 17th. Several dates were discussed by committee members as possible meeting dates.

Secretary Rakestraw said there was a potential Board Meeting on that date also. He told committee members that the Board was dealing with an expected \$30 million in budget cuts next year and that is why they are having all these Special Meetings.

Andrea Dawson wanted to know since the conflict is in this room, was there not another place to hold the meeting or is the availability of staff to do two meetings at the same time?

Secretary Rakestraw said if we are going to continue to record and videotape these meetings telecasting on KDOL and on the web live as we are doing now, this is the only facility in the District that has that equipment. He said it's not that we don't have other rooms. He said even just audio recording becomes difficult when we move out of this room.

After discussion the committee decided the next committee meeting would be November 30th at 6:00 P.M.

Secretary Rakestraw said he would reserve the room on November 30th at 6:00 P.M. for their meeting.

J. Adjournment

Chairperson Swayne adjourned the meeting at 6:40 P.M.

Prepared By: _____

Approved By: _____