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Memo

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Michael Smith, Interim General Counsel

Board Meeting Date 5/8/2019

Subject Amendment, Board Policy – Business and Noninstructional Operations – BP 3000 Concepts and Roles

Action Requested and Recommendation Approval by the Board of Education of amendments to Board Policy – Business and Noninstructional Operations – BP 3000 Concepts and Roles

Background and Discussion Periodically modifications to board policies are recommended to align with changes in law or recommended best practices. The proposed modifications to the board policies reflect the District’s standards and are based on the California School Boards Association’s model policies.

The changes to the policy are shown on the attachment. The proposed deletions are indicated with **blue strikeouts**. The recommended additions are shown in **red**.

Fiscal Impact No direct funding implications

Attachments Board Policy BP 3000 Concepts and Roles

OAKLAND UNIFIED SCHOOL DISTRICT

Board Policy

~~BP 3000~~

Business and Noninstructional Operations

BP 3000

Concepts And Roles

The Governing Board recognizes that ~~prudent financial decisions are crucial to the district's ability to provide a high-quality education for students. It is therefore essential that the Board establish reliable budget development processes and adopt a responsible budget with spending priorities which reflect the district's vision and goals. When needed, the Board shall advocate and seek community, state or federal support for additional financing.~~

~~(cf. 0100—Philosophy)~~

~~(cf. 0200—Goals for the School District)~~

~~The Board expects sound fiscal management from the administration.~~ the business and other noninstructional operations of the district support the educational program by maximizing and prioritizing resources and providing a safe and healthy environment for students and staff. The Superintendent or designee shall ~~prepare the detailed annual budget and present it to the Board for review and adoption. He/she shall administer the adopted budget in accordance with Board policies and accepted business procedures.~~

~~(cf. 3100—Budget)~~

~~(cf. 3400—Management of District Assets/Accounts)~~

~~The Board shall monitor financial operations so as to ensure the district's fiscal integrity. The Superintendent or designee shall make all required financial reports, recommend auditor(s) to the Board, recommend financial plans for meeting program needs, and keep the Board fully informed about the district's fiscal~~ that the district's business and noninstructional operations are efficient and responsive to the needs of students, parents/guardians, staff, and the community.

~~(cf. 3460—Financial Reports~~ 3511 - Energy and Accountability ~~Water Management)~~

~~The Board shall make every effort to ensure that the district provides healthy school environments and maintains~~ (cf. 3511.1 - Integrated Waste Management)

(cf. 3512 - Equipment)

(cf. 3517 - Facilities Inspection)

(cf. 3540 - Transportation)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

The district shall maintain high standards of safety in the operation of facilities, equipment, and services. The Superintendent or designee shall establish a risk management program that promotes safety and protects district resources.

~~(cf. 3514 - Environmental Safety)~~

~~(cf. 3514.2 - Integrated Pest Management)~~

(cf. 3515 - Campus Security)
(cf. 3515.6 - Criminal Background Checks for Contractors)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3530 - Risk Management/Insurance)
(cf. 3543 - Transportation Safety and Emergencies)

In the development of a district budget, the Board and the Superintendent or designee shall establish a calendar that reflects the full budget cycle and a process that satisfies the requirements of law, including opportunities for public input. The Superintendent or designee shall provide fiscal data and prepare a proposed budget document within the budget priorities and parameters set by the Board. The Board shall adopt a budget that is aligned with the district's vision and goals and enables the district to meet its fiscal obligations.

(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)
(cf. 3100 - Budget)
(cf. 9000 - Role of the Board)

The Board expects sound fiscal management from the administration. The Superintendent or designee shall administer the adopted budget in accordance with Board policies and accepted business practices.

(cf. 3110 - Transfer of Funds)
(cf. 3300 - Expenditures and Purchases)
(cf. 3311 - Bids)
(cf. 3312 - Contracts)
(cf. 3400 - Management of District Assets/Accounts)
(cf. 3430 - Investing)
(cf. 3440 - Inventories)

The Board shall monitor financial operations so as to ensure the district's fiscal integrity and accountability to the community. The Superintendent or designee shall complete all required financial reports, facilitate the independent audit process, recommend financial plans for meeting program needs, and keep the Board informed about the district's fiscal and noninstructional operations.

(cf. 0500 - Accountability)
(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

EDUCATION CODE

35035 Powers and duties of superintendent
35160 Authority of governing boards
35160.1 Broad authority of school district
35161 Powers and duties of governing boards

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>
California Association of School Business Officials: <http://www.casbo.org>
California Department of Education: <http://www.cde.ca.gov>
Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>
School Services of California: <http://www.sscal.com>

7/14/04; 5/8/19/A (if adopted)

OAKLAND UNIFIED SCHOOL DISTRICT

Board Policy

Business and Noninstructional Operations

BP 3000

Concepts And Roles

The Governing Board recognizes that the business and other noninstructional operations of the district support the educational program by maximizing and prioritizing resources and providing a safe and healthy environment for students and staff. The Superintendent or designee shall ensure that the district's business and noninstructional operations are efficient and responsive to the needs of students, parents/guardians, staff, and the community.

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(cf. 3511.1 - Integrated Waste Management)
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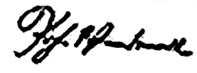
- CSBA: <http://www.csba.org>*
- California Association of School Business Officials: <http://www.casbo.org>*
- California Department of Education: <http://www.cde.ca.gov>*
- Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>*
- School Services of California: <http://www.sscal.com>*

7/14/04; 5/8/19/A (if adopted)



 Aimee Eng
 President, Board of Education

5/9/19



 Kyla JOhnson-Trammell
 Secretary, Board of Education

5/9/19