

Oakland Unified School District

Board of Education
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Meeting Minutes Long - Final

Tuesday, September 4, 2018

5:00 PM

**KDOL TV Studio, B-237, Met West High School Entrance, 314 East 10th Street,
Oakland, CA 94606-2291**

Measure N - College and Career Readiness Commission

David Kakishiba, Chair
Michon Coleman, Vice Chair
Jason Gumataotao, Secretary
Members: Gary Yee, Emma Paulino

measurencommission@ousd.org

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អ្នកណាដែលត្រូវការសេវាបកប្រែភាសាដោយផ្ទាល់មាត់ ឬជាលាយលក្ខណ៍អក្សរ ឬត្រូវការការជួយសម្រេចសម្រួលយ៉ាងសមរម្យ មួយ ដើម្បីចូលរួមក្នុងកិច្ចប្រជុំសាធារណៈ ត្រូវផ្តល់ដំណឹងទៅកាន់ទីការិយាល័យនៃក្រុមប្រឹក្សាអប់រំ ឱ្យបានចិតសិចពី (72) ម៉ោង មុនកិច្ចប្រជុំ តាមរយៈទូរស័ព្ទលេខ (510) 879-8199 ឬតាមរយៈអ៊ីមែល boe@ousd.org ឬទូរស័ព្ទ eTTY/TDD លេខ (510) 879-2300 ឬទូរសារលេខ (510) 879-2299។

الامتثال لقانون الأمريكيين ذوي الإعاقات (ADA) وتوفير الخدمات اللغوية

من يحتاج إلى خدمات الترجمة المكتوبة أو خدمات الترجمة الفورية أو الترتيبات التيسيرية المعقولة لكي يساهم في الاجتماعات فالمرجو منه إبلاغ مكتب إدارة التعليم إثنين وسبعين (72) ساعة قبل الاجتماع بوسيلة من الوسائل التالية:

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A. Call to Order

Chairperson David Kakishiba called the meeting to order at 5:01 P.M.

B. Roll Call

Present 3 - Secretary Michon Coleman, Member Jason Gumataotao, and Chairperson David Kakishiba

Absent 2 - Member Emma Paulino, and Member Gary Yee

C. Speaker Request Cards/Modification(s) To Agenda

None

Roll Call (Secretary's Observation)

Commissioner Gary Yee present at 5:03 P.M.

Present 4 - Secretary Michon Coleman, Member Gary Yee, Member Jason Gumataotao, and Chairperson David Kakishiba

Absent 1 - Member Emma Paulino

D. Adoption of Commission Minutes



[18-1901](#)

Minutes - Measure N - College and Career Readiness Commission - August 21, 2018

Approval by the Measure N - College and Career Readiness Commission of its Meeting Minutes of August 21, 2018.

Attachments: [18-1901 - Minutes - Measure N - College and Career Readiness Commission - August 21, 2018](#)

A motion was made by Member Gumataotao, seconded by Secretary Coleman, that this Minutes, Committee be Adopted . The motion carried by the following vote.

Aye: 3 - Secretary Michon Coleman, Member Jason Gumataotao, and Chairperson David Kakishiba

Abstained: 1 - Member Gary Yee

Absent: 1 - Member Emma Paulino

Non-voting: 0

Enactment No: 18-1457

E. Adoption of the Commission General Consent Report

None

F. Unfinished Business



[18-1544](#)

Measure N Commission - 2018-2019 Action-Research Proposal

Discussion by Measure N Commission of its 2018-2019 Action-Research question:

1. For each proposed Action-Research Question:
 - * Why should the question be addressed by the Commission?
 - * What research activities need to be conducted?
 - * Do we have the human capacity to conduct these research activities?
2. Do we have consensus on one or more questions to address?
3. Summary of next steps.

Attachments: [18-1544 Measure N Commission - 2018-2019 Action-Research Proposal \(9/4/18\)](#)

Chairperson David Kakishiba shared the 2018-2019 Action-Research Proposal and spoke on the:

- *Research Question*
- *Research Activities*
- *Action Activities*

No Speaker(s).

A motion was made by Member Yee, seconded by Secretary Coleman, that this Motion be Adopted . The motion carried by the following vote.

Aye: 4 - Secretary Michon Coleman, Member Gary Yee, Member Jason Gumataotao, and Chairperson David Kakishiba

Absent: 1 - Member Emma Paulino

Non-voting: 0

Enactment No: 18-1458

G. New Business



[18-1898](#)

Measure N Commission - Progress Report - Addressing Corrective Actions - FY 2015-2016 - FY 2016-2017 - Independent Audit Findings

Progress report by staff to Measure N Commission on addressing correction actions to address Fiscal Year 2106-2016 and 2016-2017

Independent Audit Findings:

1. Publish and distribute written standard policies and procedures regarding the appropriate use of, including definition of supplement versus supplant, and proper expense documentation of Measure N funds.
2. Provide on-going training and support to all district and charter high school principals and business operation employees on the appropriate use of and proper expense documentation of Measure N funds.
3. Designate an individual responsible for overseeing the use of all Measure N funds, and monitoring expenditures by approving personnel positions, contracts, and purchase orders prior to incurring actual expense.
4. Implement the use of cost reimbursement contract agreements with each independent charter school to facilitate reasonable and necessary monitoring of charter schools' appropriate use of and proper expense documentation of Measure N funds.
5. Implement the use of a chart of accounts and financial statements that the Measure N Commission and an independent auditor can readily identify functional uses of Measure N funds by school and by administration.

Attachments: [18-1898 Presentation - Measure N Commission - Progress Report - Addressing Corrective Actions - FY 2015-2016 - FY 2016-2017 - Independent Audit Findings](#)
[18-1898 Measure N Commission - 2016-17 Measure N Audit Findings-Corrective Action](#)
[18-1898 Measure N Commission - Measure N Guide](#)
[18-1898 Measure N Commission - Measure N Memorandum of Understanding - Charter School Oversight](#)
[18-1898 Measure N Commission - Coordinator, Measure N Action Research](#)

Joanna Vazquez, Project Manager, shared with the Measure N Commission:

- *Recommendations and the corrective action for the Measure N 2017-2018 audit*
- *One of the biggest piece is having written policies and information for school sites to understand what is permissible and what is allowed*
- *In the Measure N Guide there's comprehensive information like what is Measure N, what schools are in Measure N, how are Measure N allocation calculated, the type of documentation that schools need to have, what is permissible, how does school operationalized their budget – especially for the District schools*
- *Have and are working with schools regarding the corrective action*
- *To have oversight in term of charter schools – there's a draft of memorandum of Understanding (MOU) that is part of the package*
- *Measure N Oversight, Financial, and Operational Memorandum of*

Understanding between Oakland Unified School District and [Charter School]

The Commission and staff discussed the two positions that would be added to support Linked Learning High School Office – Coordinator of Measure N and Action Research – Program Manager of Operations and Compliance

To have the entire Measure N language to be added into the Memorandum of Understanding – Chairperson Coleman

Chairperson Kakishiba have a concern regarding committing to a MOU which is something that is ongoing because the District has to receive revenues and make a formal allocation. Also not understanding where the cost reimbursement contract comes from and how will it be paid out if the charter request for it said, Chair.

The MOU Measure N Oversight, Financial, and Operational Memorandum of Understanding Between Oakland Unified School District and [Charter School] is in a working form and is not finalized and when its finalized it will be brought back to the Commission, said Preston Thomas.

No Speaker(s).

Discussed



[18-1899](#)

Measure N Commission - OUSD High School Graduation Requirements - Three-Year Comparative Analysis of Cohort Graduation - Drop-Out - A-G Completion Rates

Presentation by staff to Measure N Commission of Oakland Unified School District High School Graduation Requirements and Three-Year Comparative Analysis of Cohort Graduation, Drop-Out, and A-G Completion Rates.

Attachments: [18-1899 Presentation - Measure N Commission - OUSD High School Graduation Requirements - Three-Year Comparative Analysis of Cohort Graduation - Drop-Out - A-G Completion Rates](#)
[18-1899 Comparison of District Graduation Requirements](#)

Preston Thomas, High School Network Superintendent, made a presentation and shared:

- *Data Tools in OUSD Dashboards*
- *Current data on Pathways*
- *Graduation and Dropout Rates*
- *Graduation/Dropout Rates 16-17*
- *A-G Rates 2016-17*
- *College Enrollment Rate 2016*

No Speaker(s)

Discussed

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

[18-1900](#)

Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Measure N Commission - September 4, 2018

Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Measure N Commission - September 4, 2018.

No Comments

I. Introduction of New Legislative Matter

None

J. Adjournment

Chairperson Kakishiba adjourned the meeting at 6:15 P.M.

Prepared By: _____

Approved By: _____