

|   |              |
|---|--------------|
| Board Office Use: <b>Legislative File Info.</b> |              |
| File ID Number                                  | 20-1274      |
| Introduction Date                               | 6/10/20      |
| Enactment Number                                | 20-0935      |
| Enactment Date                                  | 6/10/2020 If |



# Memo

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer  
Lisa Spielman, Director, Strategic Resource Planning

**Board Meeting Date** June 10, 2020

**Subject** Application for Specific Waiver - California Board of Education - Fiscal Penalties - Shortfall of Instructional Minutes - School Year 2018-19 - Bridges Elementary School & Sequoia Elementary School

**Action Requested and Recommendation** Adoption by the Board of Education of Resolution No. 1920-0226, Application for Specific Waiver to the California State Board of Education of Education Code Section Local Control Funding Formula Fiscal Penalties for Shortfall of Instructional Minutes at Bridges Elementary School and Sequoia Elementary School for the 4th & 5th grades during Fiscal Year 2018-19.

## Background

The Oakland Unified School District (OUSD) is requesting that the California State Board of Education (SBE) waive the instructional time requirement audit penalty. Both Bridges Elementary School & Sequoia Elementary School were short 540 instructional minutes for FY 2018-19.

Pursuant to Education Code Section 46206(a), the SBE may waive the fiscal penalties for a school district, county office of education, or charter school that fails to maintain the prescribed minimum length of instruction, upon the condition that the school or schools in which the minutes were lost maintain minutes of instruction equal to those lost, in addition to the minimum amount required, for twice the number of years that it failed to maintain the required minimum length of time. The Oakland Unified School District (OUSD) is requesting that the California State Board of Education (SBE) waive the instructional time requirement audit penalty. Both Bridges Elementary School & Sequoia Elementary School were short 540 instructional minutes for FY 2018-19.

Pursuant to Education Code Section 46206(a), the SBE may waive the fiscal penalties for a school district, county office of education, or charter school that fails to maintain the prescribed minimum length of instruction, upon the condition that the school or schools in which the minutes were lost maintain minutes of instruction equal to those lost, in addition to the minimum amount required, for twice the number of years that it failed to maintain the required minimum length of time.



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The audit of instructional time for SY 2018-19 discovered that both the 4th and 5th grades for both Bridges Elementary School & Sequoia Elementary School did not meet the 54,000 instructional minutes requirement. There was a shortfall of 540 instructional minutes.

OUSD would like to use school years 2020-21 and 2021-22 to make up the shortfall for the required instructional minutes. OUSD is submitting documents to the California Department of Education showing that both Bridges Elementary School & Sequoia Elementary School have been and will offer additional minutes during the 2020 - 21 & 2021 - 22 school years to comply with the terms of the waiver. For these school years, both Bridges and Sequoia will add at least 540 additional minutes.

**Fiscal Impact**

Granting the Waiver by the California State Board of Education will ensure that the District will not be required to repay \$741,786.00 in instructional time funding as calculated in Finding No. 2019-12 for the Year End June 30, 2019, OUSD Audit Report.

**Attachments**

Resolution No. 1920-0226  
Waiver Online CDE Application  
Bridges OEA  
Bridges Calculation  
Bridges 20-21 Calendar  
Bridges 20-21 Bell Schedule  
Bridges 21-22 Draft Bell Schedule  
Bridges SSC Agenda  
Bridges SSC Minutes  
Sequoia OEA  
Sequoia Calculation  
Sequoia SSC Agenda and Minutes  
Sequoia 20-21 Bell Schedule  
Sequoia 21-22 Draft Bell Schedule  
Sequoia 20-21 Calendar

| Legislative File Info. |              |
|------------------------|--------------|
| File ID Number:        | 20-1274      |
| Introduction Date:     | 6/10/20      |
| Enactment Number:      | 20-0935      |
| Enactment Date:        | 6/10/2020 If |

**RESOLUTION**  
**OF THE**  
**BOARD OF EDUCATION**  
**OF THE**  
**OAKLAND UNIFIED SCHOOL DISTRICT**  
 NO. 1920-0226

Application for Specific Waiver to the California State Board of Education of Education Code Section 46201 Local Control Funding Formula Fiscal Penalties for Shortfall of Instructional Minutes at Bridges Elementary & Sequoia Elementary Fiscal Year 2018-19.

**WHEREAS**, the California State Controller’s Audit of the Oakland Unified School District for the Fiscal Year 2018-19, for the Year Ended June 30, 2019, found that Bridges Elementary & Sequoia Elementary had a shortfall of instructional minutes required to be maintained during said fiscal year; and,

**WHEREAS**, the District has in place a remediation plan that will be implemented during school years 2020-2021 and 2021-2022, which makes up for the shortfall of instructional minutes for the schools cited in the Fiscal Year 2018-19 audit; and,

**WHEREAS**, any District suffering a shortfall of instructional minutes and/or instructional days, or both, in any fiscal year is subject to financial penalty for failure to maintain the required instructional minutes and/or days; and,

**WHEREAS**, the District is subject to \$741,786.00 in penalties for the shortfall of instructional minutes for the schools cited in the Fiscal Year 2018-19 audit; and,

**WHEREAS**, Education Code 46206 permits the California State Board of Education to wave the fiscal penalties for a school district that fails to maintain the prescribed minimum length of instructional minutes and/or instructional days, or both in a fiscal year; and,

**WHEREAS**, the District believes that it should request the California State Board of Education for a Specific Waiver of Penalties, as delineated herein, upon a showing of good cause, for the shortfall of instructional minutes and/or instructional days, or both, for the school cited in the Fiscal Year 2018-19 audit; and,

| Legislative File Info. |              |
|------------------------|--------------|
| File ID Number:        | 20-1274      |
| Introduction Date:     | 6/10/20      |
| Enactment Number:      | 20-0935      |
| Enactment Date:        | 6/10/2020 If |

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby approves the Board of Education of Resolution No. 1920-0226 - Application for Specific Waiver to the California State Board of Education of Education Code Section 46201 Local Control Funding Formula Fiscal Penalties for Shortfall of Instructional Minutes at Bridges Elementary School & Sequoia Elementary School Fiscal Year 2018-19, for schools delineated therein a copy of which is attached hereto and incorporated by reference as though fully set forth, and authorizes its submission to the California State Board of Education.

Passed by the following vote:

AYES: Aimee Eng, Jumoke Hinton Hodge, Roseann Torres, Gary Yee, James Harris, Vice President Shanthi Gonzales and President Jody Lodon

NOES: None

ABSTAINED: None

RECUSE: None

ABSENT: Student Directors Mica Smith-Dahl and Denilson Garibo

### CERTIFICATION

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Regular Meeting of the Board of Education of the Oakland Unified School District, held on June 10, 2020.

### OAKLAND UNIFIED SCHOOL DISTRICT




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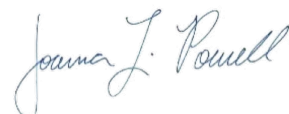
Jody London  
President, Board of Education




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Kyla Johnson-Trammell  
Superintendent and Secretary, Board of Education

Approved as to form by OUSD Staff Attorney Joanna Powell on 6/5/2020.





[Logoff](#)

# Waiver Request System

## Submission

### Instructions:

- Fields marked with an asterisk (\*) are required.
- The format for all dates is mm/dd/yyyy.
- Use the 'Attachments' section below to attach all supporting documents if required.
- Make sure all information is accurate before selecting submit. You will not be able to edit this waiver once you have submitted the form.
- DO NOT at any time hit the back button. You will lose all your information.
- Use brackets [ ] for putting Education Code section to be waived. See FAQ for details.
- Do not use abbreviations for bargaining units.
- Refer to the FAQ for general questions.
- The waiver request page is time sensitive. You must be able to complete the waiver request within two hours. Failure to complete and submit the waiver request in the two hours will result in the loss of all previously entered information.

### District Information

\*County:  ▼

\*District:  ▼

\*Address:

\*City:

\*State:

\*Zip code:

Fax:

\*Is this waiver being filed on behalf of a Direct Funded Charter School?  No  Yes

### Waiver Information

\*Period of request start date:

\*Period of request end date:

\*Is this waiver a renewal?  No  Yes

\*Waiver topic:  ▼

\*Ed Code title:  ▼

\*Ed Code section:

\*Ed Code authority:

\*Education Code or California Code of Regulations (CCR) section to be Waived. If the request is to waive a portion of a section, type the text of the pertinent sentence of the law, or those exact phrases requested to be waived (use [ ] to strike out).

46206(b) For fiscal penalties incurred as a result of a shortfall on instructional time in the 2000–01 fiscal year or thereafter, a waiver may only be granted pursuant to subdivision (a) upon the condition that the school or schools in which the minutes, days, or both, were lost, maintain minutes and days of instruction equal to those lost and in addition to the amount otherwise prescribed in this article for twice the number of years

\*Student population

\*Located in a(n)  city

\*Describe briefly the circumstances that brought about the request and why the waiver is necessary to achieve improved student performance and/or streamline or facilitate local agency operations. If more space is needed, please attach additional documents using the 'Attachments' section below.

The shortage of instructional minutes for both school was due to human error and oversight. With Sequoia, the misalignment of the Instructional Minute Tool and the School's bell schedule contributed to the shortage of the minutes for Sequoia's 4th and 5th grades. The school's lunch duration was 40 minutes but the bell schedule reflected 45 minutes. Therefore, the Instructional Minute Tool calculation was attributing an additional 5 minutes of non-instructional time causing 5 minutes less of instructional time per day for grade 4 and 5. For Bridges, the shortage of instructional minutes was a result of administrative oversight. The instructional time instead of the non-instructional

### Approvals/Review

\*Local board approval date:

### Bargaining Unit

All general waivers require bargaining unit participation in the development of the waiver. If the specific waiver you are submitting requires bargaining unit participation select 'yes' and complete the required information. If it does not require bargaining unit participation, select 'no'.

\*Does the district have any employee bargaining units?  No  Yes

| Delete BU              | Consulted on date | BU Name                       |
|------------------------|-------------------|-------------------------------|
| <a href="#">Delete</a> | 05/20/2020        | Oakland Education Association |

### Attachments

\*Is this waiver associated with an apportionment related audit penalty? (per EC 41344)  No  Yes

\*Upload audit penalty explanation or copy of audit finding here (must be Word, Excel, or PDF format)

No file chosen

\*Has there been a Federal Program Monitoring (FPM) finding on this issue?  No  Yes

If needed, upload additional file(s) here (must be Word, Excel, or PDF format)

No file chosen

### Contact Information

\*Title:

\*First name:

\*Last name:

\*Position:

\*E-mail:

\*Area code:

\*Telephone:

Extension:

I hereby certify that I have gone through my authorizing school district and or Special Education Local Plan Area (SELPA), that I am the superintendent or the superintendent's designee and that the information provided on this application is true and correct.

[Menu](#)

[Questions: Waiver Office | 916-319-0824](#)

California Department of Education  
1430 N Street  
Sacramento, CA 95814

[Web Policy](#)



**School Site:** Bridges  
**Description of Waiver Requested:** Waiver of CDE Required Instructional Minutes  
**Bargaining Unit:** Oakland Education Association (OEA)  
**Meet and Confer Date:** March 10, 2020  
**Representative:** Keith Brown, President, OEA

**Please indicate the position of the bargaining unit listed above**

Neutral

**Support**

Oppose (If opposed please specify why below)

Oakland Education Association

Oakland Unified School District

*Keith D. B.*  
Keith Brown, President OEA

\_\_\_\_\_  
Jenine Lindsey, Labor Relations

*5/20/20*



| 2020-21 Instructional Minutes for Bridges Academy (178) 08/05/2020 - 05/28/2021 |                    |            |          |  |                   |               |
|---|--------------------|------------|----------|--|-------------------|---------------|
| Grade   | Schedule Type      | Start Time | End Time | Label                                    | Type              | Minutes       |
| 4   | <i>Minimum Day</i> | 08:35 AM   | 10:35 AM | Period 1                                 | Instruction       | 120           |
|   |                    | 10:35 AM   | 10:45 AM | Break/Recess                             | Non-Instructional | 10            |
|   |                    | 10:45 AM   | 11:55 AM | Period 2                                 | Instruction       | 70            |
|   |                    | 11:55 AM   | 12:30 PM | Lunch                                    | Non-Instructional | 35            |
|   |                    | 12:30 PM   | 01:25 PM | Period 3                                 | Instruction       | 55            |
|   |                    |            |          |  |                   |               |
| <i>Regular Day</i>  |                    | 08:35 AM   | 10:35 AM | Period 1                                 | Instruction       | 120           |
|   |                    | 10:35 AM   | 10:45 AM | Break/Recess                             | Non-Instructional | 10            |
|   |                    | 10:45 AM   | 11:50 AM | Period 2                                 | Instruction       | 65            |
|   |                    | 11:50 AM   | 12:30 PM | Lunch                                    | Non-Instructional | 40            |
|   |                    | 12:30 PM   | 02:50 PM | Period 3                                 | Instruction       | 140           |
|   |                    |            |          |  |                   |               |
|   |                    |            |          | Number of Miminum Days                   |                   | 49            |
|   |                    |            |          | Instructional Minutes Per Minimum Day    |                   | 245           |
|   |                    |            |          | Total Minutes Minimum                    |                   | 12,005        |
|   |                    |            |          | Number of Regular Days                   |                   | 131           |
|   |                    |            |          | Instructional Minutes Per Regular Day    |                   | 325           |
|   |                    |            |          | Total Minutes Regular                    |                   | 42,575        |
|   |                    |            |          | <b>TOTAL Number of Minutes - 4th Gr.</b> |                   | <b>54,580</b> |
| Grade   | Schedule Type      | Start Time | End Time | Label                                    | Type              | Minutes       |
| 5   | <i>Minimum Day</i> | 08:35 AM   | 10:50 AM | Period 1                                 | Instruction       | 135           |
|   |                    | 10:50 AM   | 11:00 AM | Break/Recess                             | Non-Instructional | 10            |
|   |                    | 11:00 AM   | 12:25 PM | Period 2                                 | Instruction       | 85            |
|   |                    | 12:25 PM   | 01:00 PM | Lunch                                    | Non-Instructional | 35            |
|   |                    | 01:00 PM   | 01:25 PM | Period 3                                 | Instruction       | 25            |
|   |                    |            |          |  |                   |               |
| <i>Regular Day</i>  |                    | 08:35 AM   | 10:50 AM | Period 1                                 | Instruction       | 135           |
|   |                    | 10:50 AM   | 11:00 AM | Break/Recess                             | Non-Instructional | 10            |
|   |                    | 11:00 AM   | 12:20 PM | Period 2                                 | Instruction       | 80            |
|   |                    | 12:20 PM   | 01:00 PM | Lunch                                    | Non-Instructional | 40            |
|   |                    | 01:00 PM   | 02:50 PM | Period 3                                 | Instruction       | 110           |
|   |                    |            |          |  |                   |               |
|   |                    |            |          | Number of Miminum Days                   |                   | 49            |
|   |                    |            |          | Instructional Minutes Per Minimum Day    |                   | 245           |
|   |                    |            |          | Total Minutes Minimum                    |                   | 12,005        |
|   |                    |            |          | Number of Regular Days                   |                   | 131           |
|   |                    |            |          | Instructional Minutes Per Regular Day    |                   | 325           |
|   |                    |            |          | Total Minutes Regular                    |                   | 42,575        |

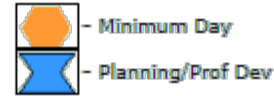
|   |  |  |  |                                   |        |
|---|--|--|--|-----------------------------------|--------|
| 2020-21 Instructional Minutes for Bridges Academy (178) 08/05/2020 - 05/28/2021 |  |  |  |                                   |        |
|   |  |  |  | TOTAL Number of Minutes - 5th Gr. | 54,580 |



# School Calendar 2020 – 2021

*(TK & Kinder)*

| Type              | Count |
|-------------------|-------|
| Holiday           | 12    |
| Minimum Day       | 67    |
| No School         | 15    |
| Planning/Prof Dev | 6     |
| Regular Day       | 113   |



| July 2020 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
| 28        | 29 | 30 | 1  | 2  | 3  | 4  |
| 5         | 6  | 7  | 8  | 9  | 10 | 11 |
| 12        | 13 | 14 | 15 | 16 | 17 | 18 |
| 19        | 20 | 21 | 22 | 23 | 24 | 25 |
| 26        | 27 | 28 | 29 | 30 | 31 | 1  |

| August 2020 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | T  | F  | S  |
| 26          | 27 | 28 | 29 | 30 | 31 | 1  |
| 2           | 3  | 4  | 5  | 6  | 7  | 8  |
| 9           | 10 | 11 | 12 | 13 | 14 | 15 |
| 16          | 17 | 18 | 19 | 20 | 21 | 22 |
| 23          | 24 | 25 | 26 | 27 | 28 | 29 |
| 30          | 31 | 1  | 2  | 3  | 4  | 5  |

| September 2020 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | T  | F  | S  |
| 30             | 31 | 1  | 2  | 3  | 4  | 5  |
| 6              | 7  | 8  | 9  | 10 | 11 | 12 |
| 13             | 14 | 15 | 16 | 17 | 18 | 19 |
| 20             | 21 | 22 | 23 | 24 | 25 | 26 |
| 27             | 28 | 29 | 30 | 1  | 2  | 3  |

| October 2020 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  |
| 27           | 28 | 29 | 30 | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 | 31 |

| November 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
| 1             | 2  | 3  | 4  | 5  | 6  | 7  |
| 8             | 9  | 10 | 11 | 12 | 13 | 14 |
| 15            | 16 | 17 | 18 | 19 | 20 | 21 |
| 22            | 23 | 24 | 25 | 26 | 27 | 28 |
| 29            | 30 | 1  | 2  | 3  | 4  | 5  |

| December 2020 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
| 29            | 30 | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 | 31 | 1  | 2  |

| January 2021 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | T  | F  | S  |
| 27           | 28 | 29 | 30 | 31 | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           | 1  | 2  | 3  | 4  | 5  | 6  |

| February 2021 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | T  | F  | S  |
| 31            | 1  | 2  | 3  | 4  | 5  | 6  |
| 7             | 8  | 9  | 10 | 11 | 12 | 13 |
| 14            | 15 | 16 | 17 | 18 | 19 | 20 |
| 21            | 22 | 23 | 24 | 25 | 26 | 27 |
| 28            | 1  | 2  | 3  | 4  | 5  | 6  |

| March 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | T  | F  | S  |
| 28         | 1  | 2  | 3  | 4  | 5  | 6  |
| 7          | 8  | 9  | 10 | 11 | 12 | 13 |
| 14         | 15 | 16 | 17 | 18 | 19 | 20 |
| 21         | 22 | 23 | 24 | 25 | 26 | 27 |
| 28         | 29 | 30 | 31 | 1  | 2  | 3  |

| April 2021 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | T  | F  | S  |
| 28         | 29 | 30 | 31 | 1  | 2  | 3  |
| 4          | 5  | 6  | 7  | 8  | 9  | 10 |
| 11         | 12 | 13 | 14 | 15 | 16 | 17 |
| 18         | 19 | 20 | 21 | 22 | 23 | 24 |
| 25         | 26 | 27 | 28 | 29 | 30 | 1  |

| May 2021 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
| 25       | 26 | 27 | 28 | 29 | 30 | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       | 31 | 1  | 2  | 3  | 4  | 5  |

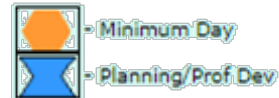
| June 2021 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
| 30        | 31 | 1  | 2  | 3  | 4  | 5  |
| 6         | 7  | 8  | 9  | 10 | 11 | 12 |
| 13        | 14 | 15 | 16 | 17 | 18 | 19 |
| 20        | 21 | 22 | 23 | 24 | 25 | 26 |
| 27        | 28 | 29 | 30 | 1  | 2  | 3  |



# School Calendar 2020 – 2021

*(1<sup>st</sup> – 5<sup>th</sup> Grades)*

| Type              | Count |
|-------------------|-------|
| Holiday           | 12    |
| Minimum Day       | 49    |
| No School         | 15    |
| Planning/Prof Dev | 6     |
| Regular Day       | 131   |



| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 28 | 29 | 30 | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 26 | 27 | 28 | 29 | 30 | 31 | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | 1  | 2  | 3  | 4  | 5  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 30 | 31 | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 1  | 2  | 3  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 27 | 28 | 29 | 30 | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 1  | 2  | 3  | 4  | 5  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 29 | 30 | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1  | 2  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 27 | 28 | 29 | 30 | 31 | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1  | 2  | 3  | 4  | 5  | 6  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 31 | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 1  | 2  | 3  | 4  | 5  | 6  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 28 | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | 1  | 2  | 3  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 28 | 29 | 30 | 31 | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 1  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 25 | 26 | 27 | 28 | 29 | 30 | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | 1  | 2  | 3  | 4  | 5  |

| S  | M  | T  | W  | T  | F  | S  |
|----|----|----|----|----|----|----|
| 30 | 31 | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 1  | 2  | 3  |



**BELL SCHEDULE 2020 – 2021**

| <b>TK/K</b> | <b>Regular Day Schedule</b> |
|-------------|-----------------------------|
| 8:35 – 9:45 | Instruction                 |
| 9:45-10:15  | Recess                      |
| 10:15 - 11  | Instruction                 |
| 11-11:40    | Lunch                       |
| 11:40 –1:05 | Recess                      |
| 1:05 – 1:35 | Afternoon Recess            |
| 1:35 – 2:50 | Instruction                 |

| <b>TK/K</b> | <b>Minimum Day Schedule</b> |
|-------------|-----------------------------|
| 8:35 – 9:45 | Instruction                 |
| 9:45-10:15  | Recess                      |
| 10:15 - 11  | Instruction                 |
| 11-11:40    | Lunch                       |
| 11:40 –1:25 | Instruction                 |

| <b>1st &amp; 2nd</b> | <b>Regular Day Schedule</b> |
|----------------------|-----------------------------|
| 8:35 – 10:20         | Instruction                 |
| 10:20-10:30          | Recess                      |
| 10:30 - 11:25        | Instruction                 |
| 11:25--12:05         | Lunch                       |
| 12:05 –1:30          | Instruction                 |
| 1:30 – 1:45          | Afternoon Recess            |
| 1:45 – 2:50          | Instruction                 |

| <b>1st &amp; 2nd</b> | <b>Minimum Day Schedule</b> |
|----------------------|-----------------------------|
| 8:35 – 10:20         | Instruction                 |
| 10:20-10:30          | Recess                      |
| 10:30 - 11:25        | Instruction                 |
| 11:25--12:05         | Lunch                       |
| 12:05 –1:25          | Instruction                 |

| <b>3rd</b>    | <b>Regular Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –1:50   | Instruction                 |
| 1:50-2:05     | Afternoon Recess            |
| 2:05 – 2:50   | Instruction                 |

| <b>3rd</b>    | <b>Minimum Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –1:25   | Instruction                 |
|               |                             |

| <b>4th</b>    | <b>Regular Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –2:50   | Instruction                 |

| <b>4th</b>    | <b>Minimum Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:55 | Instruction                 |
| 11:55--12:30  | Lunch                       |
| 12:30 –1:25   | Instruction                 |

| <b>5<sup>th</sup></b> | <b>Regular Day Schedule</b> |
|-----------------------|-----------------------------|
| 8:35 – 10:50          | Instruction                 |
| 10:50-11:00           | Recess                      |
| 11 - 12:20            | Instruction                 |
| 12:20--1:00           | Lunch                       |
| 1:00 –2:50            | Instruction                 |

| <b>5<sup>th</sup></b> | <b>Minimum Day Schedule</b> |
|-----------------------|-----------------------------|
| 8:35 – 10:50          | Instruction                 |
| 10:50-11:00           | Recess                      |
| 11 - 12:25            | Instruction                 |
| 12:25--1:00           | Lunch                       |
| 1:00 –1:25            | Instruction                 |



## **BELL SCHEDULE (2021-22)**

| <b>TK/K</b> | <b>Regular Day Schedule</b> |
|-------------|-----------------------------|
| 8:35 – 9:45 | Instruction                 |
| 9:45-10:15  | Recess                      |
| 10:15 - 11  | Instruction                 |
| 11-11:40    | Lunch                       |
| 11:40 –1:05 | Recess                      |
| 1:05 – 1:35 | Afternoon Recess            |
| 1:35 – 2:50 | Instruction                 |

| <b>TK/K</b> | <b>Minimum Day Schedule</b> |
|-------------|-----------------------------|
| 8:35 – 9:45 | Instruction                 |
| 9:45-10:15  | Recess                      |
| 10:15 - 11  | Instruction                 |
| 11-11:40    | Lunch                       |
| 11:40 –1:25 | Instruction                 |

| <b>1st &amp; 2nd</b> | <b>Regular Day Schedule</b> |
|----------------------|-----------------------------|
| 8:35 – 10:20         | Instruction                 |
| 10:20-10:30          | Recess                      |
| 10:30 - 11:25        | Instruction                 |
| 11:25--12:05         | Lunch                       |
| 12:05 –1:30          | Instruction                 |
| 1:30 – 1:45          | Afternoon Recess            |
| 1:45 – 2:50          | Instruction                 |

| <b>1st &amp; 2nd</b> | <b>Minimum Day Schedule</b> |
|----------------------|-----------------------------|
| 8:35 – 10:20         | Instruction                 |
| 10:20-10:30          | Recess                      |
| 10:30 - 11:25        | Instruction                 |
| 11:25--12:05         | Lunch                       |
| 12:05 –1:25          | Instruction                 |

| <b>3rd</b>    | <b>Regular Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –1:50   | Instruction                 |
| 1:50-2:05     | Afternoon Recess            |
| 2:05 – 2:50   | Instruction                 |

| <b>3rd</b>    | <b>Minimum Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –1:25   | Instruction                 |

| <b>4th</b>    | <b>Regular Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:50 | Instruction                 |
| 11:50--12:30  | Lunch                       |
| 12:30 –2:50   | Instruction                 |

| <b>4th</b>    | <b>Minimum Day Schedule</b> |
|---------------|-----------------------------|
| 8:35 – 10:35  | Instruction                 |
| 10:35-10:45   | Recess                      |
| 10:45 - 11:55 | Instruction                 |
| 11:55--12:30  | Lunch                       |
| 12:30 –1:25   | Instruction                 |

| <b>5<sup>th</sup></b> | <b>Regular Day Schedule</b> |
|-----------------------|-----------------------------|
| 8:35 – 10:50          | Instruction                 |
| 10:50-11:00           | Recess                      |
| 11 - 12:20            | Instruction                 |
| 12:20--1:00           | Lunch                       |
| 1:00 –2:50            | Instruction                 |

| <b>5<sup>th</sup></b> | <b>Minimum Day Schedule</b> |
|-----------------------|-----------------------------|
| 8:35 – 10:50          | Instruction                 |
| 10:50-11:00           | Recess                      |
| 11 - 12:25            | Instruction                 |
| 12:25--1:00           | Lunch                       |
| 1:00 –1:25            | Instruction                 |



*Linking Hearts and Minds ~ Uniendo Mentos y Corazones*

**You are Cordially Invited to a Meeting to the School Site Council (SSC)**

**When:** Wednesday, May 20th, 2020

**Where:** Virtual meeting on Zoom

**Time:** 11 a.m.

\*\*\*\*\*

***Están Cordialmente Invitados a la Junta del Comité Consejero Escolar (SSC)***

**Cuándo:** miércoles, 20 de mayo de 2020

**Dónde:** Junta Virtual Zoom

**Hora:** 11 a.m.

## AGENDA

- 1) Introductions/Welcome by President/Vice President Veronica Perez / Mayra Gudiño  
*Introducciones/Bienvenida por presidenta//Vice Presidenta Verónica Pérez / Mayra Gudiño*
- 2) Minutes Approval by President Veronica Perez /Vice President Veronica Perez / Mayra Gudiño  
*Aprobar los Actos por Presidenta Verónica Pérez/Vice Presidenta Verónica Pérez / Mayra Gudiño*
- 3) Attendance and Quorum by Secretary Andrea Pablo/ Member Vicky Reyes  
*Asistencia y quórum por secretaría Andrea Pablo / Miembra Vicky Reyes*
- 4) Review & Approval of Instructional Minutes Waiver, Bell Schedule & Calendar for 2020-21 & 2021-2022  
*Aprobación de Aplazamiento, Horario Escolar y Calendario para 2020-21 & 2021-2022*
- 5) Review & Approval of Single Plan for Student Achievement and Spending 2020-21  
*Repaso y Aprobación de Plan de Logro Estudiantil y Gastos 2020-21*
- 6) Public Comments /Comentarios públicos
- 7) Adjourn/Cierre de la reunión

## School Site Council Meeting Minutes

**School Name:** BRIDGES ACADEMY

**Date:** Wednesday, May 20 , 2020

**Time:** 11 a.m.

**Location:** Virtual Meeting Zoom

## *Minutas de la reunión del concilio escolar*

***Nombre de escuela:** BRIDGES ACADEMY*

***Fecha:** miércoles 20 de mayo, 2020*

***Hora:** 11 a.m.*

***Lugar:** Junta Virtual de Zoom*

|  |   |
|--|---|
| <b><u>Agenda</u></b><br>1. Introductions/Welcome by President<br>2. Minutes Approval by President<br>3. Attendance and Quorum<br>4. Approval of Bell Schedule and Calendar 2020-21<br>5. Approval of Single Plan for Student Achievement 2020-21<br>6. Public Comments<br>7. Adjourn | <b><u>Agenda</u></b><br><i>1. Introducciones/ Bienvenida por presidenta</i><br><i>2. Aprobar los Actos por presidenta</i><br><i>3. Asistencia y quorum</i><br><i>4. Aprobación de Horario Escolar y Calendario 2020-21</i><br><i>5. Aprobación de Plan de Logro Estudiantil 2020-21</i><br><i>6. Comentarios Publicos</i><br><i>7. Cierre de la reunion</i> |
| Meeting start time at 11:07am  | <i>La reunion comenzo a las 11:07am</i>   |
| <b>1. Introductions/Welcome</b><br>Welcome by Mayra Gundino  | <b><i>1. Introducciones/ Bienvenida</i></b><br><i>Bienvenida por Mayra Gudino</i>   |
| <b>2. Minutes Approval</b><br>Ms. Rosana makes the motion to approve the minutes from 2/26/20, Mr. Escobar seconds the motion.<br>All were in favor of approving by show of hands.   | <b><i>2. Aprobar los Actos</i></b><br><i>Ms. Rosana hace la moción para aprobar los minutos de febrero 2/26/20 , Mr. Escobar secunda la moción.</i><br><i>Todos estuvieron en favor de aprobar por manos alzadas.</i>   |



|  |   |
|--|---|
| <p><b>3. Attendance and quorum</b></p> <p>The attendance was taken by Vicky Cruz 19-20</p> <p>SSC members present:</p> <ul style="list-style-type: none"> <li>● Anita Iverson-Comelo</li> <li>● Martha Rosas</li> <li>● Giovani Escobar</li> <li>● Mayra Gudino</li> <li>● Virginia Cruz</li> <li>● Rosana Covarrubias</li> <li>● Andrea Pablo</li> <li>● Pia Jara</li> <li>● Veronica Perez</li> </ul> <p>9 members are present, we have quorum.</p> <p>Also Present:</p> <ul style="list-style-type: none"> <li>● Luis Sanchez</li> <li>● Rita Zepeda</li> <li>● Mercedes Garcia</li> <li>● Marcela Chales Matias</li> <li>● Maria Elena Gracia</li> </ul> | <p><b>3. Asistencia y quorum</b></p> <p><i>La asistencia fue tomada por Vicky Cruz.</i></p> <p><i>19-20 SSC miembros presentes:</i></p> <ul style="list-style-type: none"> <li>● <i>Anita Iverson-Comelo</i></li> <li>● <i>Martha Rosas</i></li> <li>● <i>Giovani Escobar</i></li> <li>● <i>Mayra Gudino</i></li> <li>● <i>Virginia Cruz</i></li> <li>● <i>Rosana Covarrubias</i></li> <li>● <i>Andrea Pablo</i></li> <li>● <i>Pia Jara</i></li> <li>● <i>Veronica Perez</i></li> </ul> <p><i>9 miembros están presentes tenemos quórum.</i></p> <p><i>Tambien presente:</i></p> <ul style="list-style-type: none"> <li>● <i>Luis Sanchez</i></li> <li>● <i>Rita Zepeda</i></li> <li>● <i>Mercedes Garcia</i></li> <li>● <i>Marcela Chales Matias</i></li> <li>● <i>Maria Elena Garcia</i></li> </ul> |
| <p><b>4. Review and Approval of Waiver, Bell Schedule and Calendar for 20-21 &amp; 21-22</b></p> <p>Ms. Comelo shared: Instructional Minutes waiver, the Bell Schedule &amp; calendar plan for next year and highlighted changes and the purpose of the changes. She explained that she already met with and shared with the teachers who approved.</p> <p>Note: member Andrea Pablo member left the meeting part way.</p> <p>Veronica made a motion to approve. Vicky seconded the motion and 8 members who were present were in favor of approving by a show of hands.</p>   | <p><b>4. Repaso y Aprobación del Aplazamiento Horario Escolar y Calendario para 20-21 y 21-22</b></p> <p><i>Ms. Comelo comparte el plan de aplazamiento de los minutos de instrucción, el horario y el calendario para el próximo año y asentó el propósito de los cambios. Ella explicó que ya se reunió con los maestros para compartir con ellos y que aprobaron. Nota: Miembra Andrea Pablo salió de la junta en el medio.</i></p> <p><i>Veronica hizo la moción para aprobar. Vicky segunda la moción y 8 miembros están en favor por manos alzadas.</i></p>   |

|   |   |
|---|---|
| <p>Ms. Comelo shared the calendar for next year. She explained that she already met with and shared with the teachers who approved. Ms. Rosana made a motion to approve. Ms. Rosas seconded the motion and 8 members were in favor of approving by a show of hands.</p>   | <p><i>Ms. Comelo comparte el plan del calendario para el próximo año. Ella explicó que ya se reunió con los maestros para compartir con ellos y que aprobaron. Ms. Rosana hizo la moción para aprobar. Ms. Rosas segunda la moción y 8 miembros están en favor por manos alzadas</i></p>                        |
| <p><b>5. Review &amp; Approval of Single Plan for Student Achievement &amp; Spending 2020-21</b></p> <p>Ms. Comelo summarized the SPSA and categorical spending for next year.</p> <p>Mayra made a motion to approve. Ms. Jara seconded the motion and 8 members were in favor of approving by a show of hands.</p> | <p><b><i>5. Repaso y Aprobación de Plan de Logro Estudiantil y gastos 2020-21</i></b></p> <p><i>Ms. Comelo hizo un resumen del SPSA y gastos categóricos para el próximo año.</i></p> <p><i>Mayra hizo la moción para aprobar. Ms. Jara segunda la moción y 8 miembros están en favor por manos alzadas</i></p> |
| <p><b>6. Public Comments</b></p> <p>The community shared what they know about the P-EBT, and the DRAI.</p> <p>Ms. Comelo shared the schedule for families to pick up materials and drop off library books.</p>  | <p><b><i>6. Comentarios Publicos</i></b></p> <p><i>La comunidad compartió lo que sabe de el P-EBT y el DRAI.</i></p> <p><i>Ms. Comelo compartió el horario de cuando la familias pueden recoger materiales y dejar los libros de la biblioteca.</i></p>   |
| <p><b>7. Adjourn</b></p> <p>The meeting ended at 12:12pm by principal Anita Comelo.</p>   | <p><b><i>7. Cierre de la reunion</i></b></p> <p><i>La reunión se terminó a las 12:12pm por la directora Anita Comelo.</i></p>   |
| <p><b>Meeting was adjourned at 12:12pm.</b></p>   | <p><b><i>La reunión se terminó a las 12:12pm.</i></b></p>   |

Minutes submitted by Rosana Covarrubias 5/20/20  
Community Schools Program Manager



**School Site:** Sequoia Elementary School  
**Description of Waiver Requested:** Waiver of CDE Required Instructional Minutes  
**Bargaining Unit:** Oakland Education Association (OEA)  
**Meet and Confer Date:** March 10, 2020  
**Representative:** Keith Brown, President, OEA

Please indicate the position of the bargaining unit listed above

Neutral

**Support**

Oppose

(If opposed please specify why below)

Oakland Education Association

Oakland Unified School District

Keith Brown, President OEA

Date: 5/20/20

Jenine Lindsey, Labor Relations

Date:

| 2020-21 Instructional Minutes for Sequoia Elementary (151) |                    |            |          |              |  |               |
|--|--------------------|------------|----------|--------------|--|---------------|
| Grade  | Schedule Type      | Start Time | End Time | Label        | Type                                     | Minutes       |
| 4  |                    |            |          |              |  |               |
|  | <i>Minimum Day</i> | 08:30 AM   | 10:40 AM | Period 1     | Instruction                              | 130           |
|  |                    | 10:40 AM   | 10:55 AM | Break/Recess | Non-Instructional                        | 15            |
|  |                    | 10:55 AM   | 12:05 PM | Period 2     | Instruction                              | 70            |
|  |                    | 12:05 PM   | 12:45 PM | Lunch        | Non-Instructional                        | 40            |
|  |                    | 12:45 PM   | 01:25 PM | Period 3     | Instruction                              | 40            |
|  | <i>Regular Day</i> | 08:30 AM   | 10:35 AM | Period 1     | Instruction                              | 125           |
|  |                    | 10:35 AM   | 10:55 AM | Break/Recess | Non-Instructional                        | 20            |
|  |                    | 10:55 AM   | 12:00 PM | Period 2     | Instruction                              | 65            |
|  |                    | 12:00 PM   | 12:45 PM | Lunch        | Non-Instructional                        | 45            |
|  |                    | 12:45 PM   | 03:00 PM | Period 3     | Instruction                              | 135           |
|  |                    |            |          |              | Number of Miminum Days                   | 46            |
|  |                    |            |          |              | Instructional Minutes Per Minimum Day    | 240           |
|  |                    |            |          |              | Total Minutes Minimum                    | 11,040        |
|  |                    |            |          |              | Number of Regular Days                   | 134           |
|  |                    |            |          |              | Instructional Minutes Per Regular Day    | 325           |
|  |                    |            |          |              | Total Minutes Regular                    | 43,550        |
|  |                    |            |          |              | <b>TOTAL Number of Minutes - 4th Gr.</b> | <b>54,590</b> |
| Grade  | Schedule Type      | Start Time | End Time | Label        | Type                                     | Minutes       |
| 5  |                    |            |          |              |  |               |
|  | <i>Minimum Day</i> | 08:30 AM   | 11:00 AM | Period 1     | Instruction                              | 150           |
|  |                    | 11:00 AM   | 11:15 AM | Break/Recess | Non-Instructional                        | 15            |
|  |                    | 11:15 AM   | 12:45 PM | Period 2     | Instruction                              | 90            |
|  |                    | 12:45 PM   | 01:25 PM | Lunch        | Non-Instructional                        | 40            |
|  | <i>Regular Day</i> | 08:30 AM   | 10:55 AM | Period 1     | Instruction                              | 145           |
|  |                    | 10:55 AM   | 11:15 AM | Break/Recess | Non-Instructional                        | 20            |
|  |                    | 11:15 AM   | 12:40 PM | Period 2     | Instruction                              | 85            |
|  |                    | 12:40 PM   | 01:25 PM | Lunch        | Non-Instructional                        | 45            |
|  |                    | 01:25 PM   | 03:00 PM | Period 3     | Instruction                              | 95            |
|  |                    |            |          |              | Number of Miminum Days                   | 46            |
|  |                    |            |          |              | Instructional Minutes Per Minimum Day    | 240           |

**Instructional Minutes**  
**Instructional Minutes for: 151 - Sequoia Elementary**

| <b>2020-21 Instructional Minutes for Sequoia Elementary (151)</b> |  |  |  |  |  |               |
|---|--|--|--|--|--|---------------|
|   |  |  |  |  | Total Minutes Minimum                    | 11,040        |
|   |  |  |  |  | Number of Regular Days                   | 134           |
|   |  |  |  |  | Instructional Minutes Per Regular Day    | 325           |
|   |  |  |  |  | Total Minutes Regular                    | 43,550        |
|   |  |  |  |  | <b>TOTAL Number of Minutes - 5th Gr.</b> | <b>54,590</b> |

# SSC Documentation for Instructional Minutes Waiver - Sequoia

## Sequoia SSC Meeting Flyer

Final SSC Meeting Agenda linked. Meeting will be held via zoom on Tuesday, 5-6pm.

<https://docs.google.com/document/d/1x7O-gZbCeermdealu3mTtMAvIFKrVwYzSu29drRq3c0/edit>



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

### **SSC MEETING AGENDA**

Sequoia Elementary School  
3730 Lincoln Ave  
Oakland, CA 94602

Tel. 510.531.6696    Ada.Carter@ousd.org

**SSC Meeting: Tuesday, May 12, 2020**  
5:00pm – 6:00pm, Zoom

May [Slide Pack](#)

### **SSC Norms**

- Keep ALL students as the focus
- Start and End on time
- Equity of Voice
- Speak one at a time – one conversation
- Reflect vs. React – Stop, think, listen – don't jump to conclusions
- Focus on Workable Solutions
- Be Fully Present
- Assume Positive Intent
- Be Constructive
- Respect the opinion of others

### **AGENDA & Minutes**

| Topic                | Facilitator | Time      | Notes |
|----------------------|-------------|-----------|-------|
| Welcome<br>Roll Call | Lina        | 5:00-5:10 |       |



DOCS.GOOGLE.COM

### **May SSC Agenda & Minutes**

SSC MEETING AGENDA Sequoia Elementary School 3730 Lincoln Ave...



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

**SSC MEETING AGENDA**

**Sequoia Elementary School  
3730 Lincoln Ave  
Oakland, CA 94602**

**Tel. 510.531.6696    Ada.Carter@ousd.org**

**SSC Meeting: Tuesday, May 12, 2020  
5:00pm – 6:00pm, Zoom**

May [Slide Pack](#)

| <u>SSC Norms</u>  |
|---|
| Keep ALL students as the focus                                      |
| Start and End on time   |
| Equity of Voice   |
| Speak one at a time – one conversation                              |
| Reflect vs. React – Stop, think, listen – don't jump to conclusions |
| Focus on Workable Solutions   |
| Be Fully Present  |
| Assume Positive Intent  |
| Be Constructive   |
| Respect the opinion of others                                       |

**AGENDA & Minutes**

*\*Virtual meeting due to Covid 19 shelter in place*

| Topic  | Facilitator | Time             | Notes  |
|--|-------------|------------------|--|
| <b>Welcome Roll Call</b>   | <b>Lina</b> | <b>5:00-5:10</b> | Meeting came to order at 5:00pm. Ms. Carter shared a PowerPoint presentation with us.  |
| <b>Quorum</b>  | <b>Lina</b> | <b>5:10-5:13</b> | Yes, quorum established. In attendance: Joe Hayes (parent), Ada Carter (principal), Josh Cline (parent), Tracey Kelp (parent), Amanda Bloch (parent), Tontra Love (teacher), Lisa Rasler (teacher), Jesselle Miura (parent), Lynell Lacey (parent), Yazan Ali (parent) |
| <b>Read Norms</b>  | <b>Team</b> | <b>5:13-5:15</b> | We read norms to ourselves from the shared PowerPoint.   |
| <b>Approve March <a href="#">Minutes</a></b>   | <b>Lina</b> | <b>5:15-5:20</b> | We didn't have an April meeting. Those who were present for March can vote to approve that meeting's minutes. This was done using a roll call vote. The minutes from the March SSC meeting were <b>approved</b> .  |
| <b>Principal's Report</b><br><ul style="list-style-type: none"> <li>● 20-21                             <ul style="list-style-type: none"> <li>○ Staffing Changes</li> <li>○ Instructional Minutes</li> <li>○ <a href="#">Bell Schedule</a></li> </ul> </li> </ul> | <b>Ada</b>  | <b>5:20-5:40</b> | Equity Value Statement: "We acknowledge that significant gaps exist in academic opportunity and achievement and accept that we, as a school community, must play a primary role in closing these gaps."<br><br>State of the School:                                    |


|  |                    |                         |   |
|--|--------------------|-------------------------|---|
| <ul style="list-style-type: none"> <li>○ SPSA</li> </ul>   |                    |                         | <p>-Staffing Changes:<br/> Separating from Sequoia will be enrichment teachers Ms. Darlene, Mr. Chan, Mr. Chris.<br/> Mr. Dan (SDC), Mr. Galen (sp?), Mr. Cameron (SDC) also leaving. And retiring are Ms. Angelina (office) and Ms. Baker (music).<br/> Hired a new 4th grade teacher. Sarah Donohue, who has already been working at Sequoia as a student teacher in Ms. Aguilera's class. We're excited about this!<br/> SDC (grades 3-5): We're starting interviews for this position this Friday, and we've got some good candidates.<br/> Q: What can you tell us about the switch (2nd/5th grade) between Ms. Jessica and Ms. Nordquist?<br/> A: We just identified that that's where each teacher's strengths lay, and that each teacher had some experience teaching the grade that they'll now be moving (back) into.</p>   |
| <p>Approve</p> <ul style="list-style-type: none"> <li>● Budget</li> <li>● Instructional Minutes</li> <li>● Schedule</li> <li>● SPSA</li> </ul> | <p><b>Lina</b></p> | <p><b>5:40-5:55</b></p> | <p>-Instructional Minutes: there was a difference between the stated minutes and what was sent to parents. As a result, SSC needs to approve the change to rectify this asymmetry. (Minimum number of required instructional minutes per year.) We need to make up for this difference over the next two years; it needs to be 54,540 minutes.<br/> -Bell Schedule: Adjustments need to be made to this schedule to address the Instructional Minutes issue above--in particular for the 4th and 5th grade. We reviewed the proposed changes to regular and minimum days for each of the grades. The changes chiefly affected the minimum-day schedule.<br/> Ms. Carter made it clear that, while she's asking the SSC to approve these changes, the schedule will undergo more rounds of approval before it becomes final in July.<br/> Q: If distance learning continues in the fall, how will that affect the instructional minutes shortfall?<br/> A: Well, we would still be operating under our waiver, if it's approved, so we won't owe any money as a result of this. As for how distance learning will affect it, I can't say at this time.<br/> Lisa: Motion: Approve Instructional Minute waiver.<br/> (Seconded)</p> |



|   |                        |                         |  |
|---|------------------------|-------------------------|--|
|   |                        |                         | <p>Roll call vote: Instructional Minute waiver <b>approved</b>.</p> <p>Tracey: Motion: Approve the Bell Schedule to account for the missing minutes.<br/>(Seconded)</p> <p>Roll call vote: Bell Schedule amendments <b>approved</b>.</p> <p>-SPSA: Goal #1 has been amended so that 90%of students will score proficient to advanced on Math CEOU (previously stated in terms of students who were below grade level improving by 1.5 years.</p> <p>Tracey: Motion to approve the SPSA Goals, as amended, for the 2020-21 school year.<br/>(Seconded)</p> <p>Roll call vote: Motion <b>approved</b>.</p>   |
| <p><b>Questions and Public Comments</b></p> | <p><b>Lina/Ada</b></p> | <p><b>5:55-5:58</b></p> | <p>Lina appreciated the teachers for their engagement in distance learning, and Ms. Carter and her exceptional leadership in this, her first year, and quite a year it's been!</p> <p>Ms. Carter appreciated the SSC group, and what all its members bring to her leadership.</p> <p>Tracey appreciates Ms. Carter's virtual coffees each week--touch base with other Sequoia community members and get a check-in and updated information.</p> <p>Jesselle echoed Tracey's sentiments--encouraging to see such great turnout, especially of parents who might not ordinarily be able to be on campus. This might be something to consider continuing, to improve wider parent engagement.</p> <p>Ms. Love thanked parents and Ms. Carter for Teacher Appreciation Week.</p> <p>Meeting adjourned at 5:44pm.</p> |



# Regular Day

| TK            |                  |  | Minimum Day Schedules   |  |
|---------------|------------------|---|---|--|
| 8:45 - 10:20  | Instruction      |   | <p>All students are released at <b>1:25</b> on Minimum Days. On those days, please confirm arrangements have been made to ensure your child is not left in the office or on the schoolyard without supervision.<br/>*Minimum dates listed below</p> |  |
| 10:20-10:40   | Snack/Recess     |   |   |  |
| 10:40 - 12:25 | Instruction      |   |   |  |
| 12:25 - 1:10  | Recess/Lunch     |   |   |  |
| 1:10-2:10     | Instruction      |   |   |  |
| 2:10-2:30     | Snack/Recess     |   |   |  |
| 2:30 - 3:00   | Instruction      |   |   |  |
| <b>3:00</b>   | <b>Dismissal</b> |   |   |  |

| Kindergarten  |                  |  | First Grade   |                  |
|---------------|------------------|---|---------------|------------------|
| 8:45 - 9:40   | Instruction      |   | 8:30 - 9:55   | Instruction      |
| 9:40-10       | Snack/Recess     |   | 9:55 - 10:15  | Snack/Recess     |
| 10:00 - 10:55 | Instruction      |   | 10:15 - 11:15 | Instruction      |
| 10:55-11:40   | Recess/Lunch     |   | 11:15 - 12:00 | Recess/Lunch     |
| 11:40 - 12:30 | Enrichments      |   | 12:00 - 1:05  | Instruction      |
| 12:30 - 1:40  | Instruction      |   | 1:05 - 1:55   | Enrichment       |
| 1:40 - 2:00   | Snack/Recess     |   | 1:55 - 3:00   | Instruction      |
| 2:00-3:00     | Instruction      |   | <b>3:00</b>   | <b>Dismissal</b> |
| <b>3:00</b>   | <b>Dismissal</b> |   |               |                  |

| Second Grade  |                  |  | Third Grade   |                  |
|---------------|------------------|--|---------------|------------------|
| 8:30 - 10:15  | Instruction      |  | 8:30 - 10:35  | Instruction      |
| 10:15 - 10:35 | Recess/Snack     |  | 10:35-10:55   | Snack/Recess     |
| 10:35-11:30   | Enrichments      |  | 10:55 - 11:55 | Instruction      |
| 11:30 - 12:15 | Instruction      |  | 11:55 - 12:40 | Recess/Lunch     |
| 12:15-1:00    | Recess/Lunch     |  | 12:40 - 2:00  | Instruction      |
| 1:00 - 3:00   | Instruction      |  | 2:00-2:50     | Enrichments      |
|               |                  |  | 2:50-3        | Instruction      |
| <b>3:00</b>   | <b>Dismissal</b> |  | <b>3:00</b>   | <b>Dismissal</b> |

| Fourth Grade  |                  |  | Fifth Grade   |                  |
|---------------|------------------|---|---------------|------------------|
| 8:30 - 9:40   | Instruction      |   | 8:30 - 8:40   | Instruction      |
| 9:40-10:35    | Enrichments      |   | 8:40-9:30     | Enrichments      |
| 10:35-10:55   | Recess           |   | 9:30-10:55    | Instruction      |
| 10:55 - 12:00 | Instruction      |   | 10:55 - 11:15 | Snack/Recess     |
| 12:00-12:45   | Recess/Lunch     |   | 11:15 - 12:40 | Instruction      |
| 12:45 - 3:00  | Instruction      |   | 12:40 - 1:25  | Recess/Lunch     |
|               |                  |   | 1:25-3:00     | Instruction      |
| <b>3:00</b>   | <b>Dismissal</b> |   | <b>3:00</b>   | <b>Dismissal</b> |

Sequoia 2020-2021 Bell Schedule

Minimum Day

Minimum Dates

|               |                  |   |   |  |
|---------------|------------------|---|---|--|
| <b>TK</b>     |                  |  | <b>Minimum Day Schedules</b>  |  |
| 8:45 - 10:20  | Instruction      |   | <p>All students are released at <b>1:25</b> on Minimum Days. On those days, please confirm arrangements have been made to ensure your child is not left in the office or on the schoolyard without supervision.<br/>*Minimum dates listed below</p> |  |
| 10:20-10:40   | Snack/Recess     |   |   |  |
| 10:40 - 12:25 | Instruction      |   |   |  |
| 12:25 - 1:10  | Recess/Lunch     |   |   |  |
| 1:10-1:25     | Instruction      |   |   |  |
| <b>1:25</b>   | <b>Dismissal</b> |   |   |  |

|                     |                  |   |                    |              |
|---------------------|------------------|---|--------------------|--------------|
| <b>Kindergarten</b> |                  |  | <b>First Grade</b> |              |
| 8:45 - 9:40         | Instruction      |   | 8:30 - 9:55        | Instruction  |
| 9:40 - 10:00        | Snack/Recess     |   | 9:55 - 10:15       | Snack/Recess |
| 10:00 - 10:55       | Instruction      |   | 10:15 - 11:15      | Instruction  |
| 10:55-11:40         | Recess/Lunch     |   | 11:15 - 12:00      | Recess/Lunch |
| 11:40 - 1:25        | Instruction      |   | 12:00 - 1:25       | Instruction  |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>   | <b>Dismissal</b>   |              |


|                     |                  |  |                    |              |
|---------------------|------------------|--|--------------------|--------------|
| <b>Second Grade</b> |                  |  | <b>Third Grade</b> |              |
| 8:30 - 10:15        | Instruction      |  | 8:30 - 10:35       | Instruction  |
| 10:15 - 10:35       | Recess/Snack     |  | 10:35-10:55        | Snack/Recess |
| 10:35-12:15         | Instruction      |  | 10:55 - 11:55      | Instruction  |
| 12:15-1:00          | Recess/Lunch     |  | 11:55 - 12:40      | Recess/Lunch |
| 1:00-1:25           | Instruction      |  | 12:40 - 1:25       | Instruction  |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>  | <b>Dismissal</b>   |              |

|                     |                  |   |                    |              |
|---------------------|------------------|---|--------------------|--------------|
| <b>Fourth Grade</b> |                  |  | <b>Fifth Grade</b> |              |
| 8:30 - 10:40        | Instruction      |   | 8:30-11:00         | Instruction  |
| 10:40- 10:55        | Snack/Recess     |   | 11:00 - 11:15      | Snack/Recess |
| 10:55-12:05         | Instruction      |   | 11:15 - 12:45      | Instruction  |
| 12:05-12:45         | Recess/Lunch     |   | 12:45 - 1:25       | Recess/Lunch |
| 12:45-1:25          | Instruction      |   |                    |              |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>   | <b>Dismissal</b>   |              |

# Regular Day

| TK            |                  |  | Minimum Day Schedules   |  |
|---------------|------------------|---|---|--|
| 8:45 - 10:20  | Instruction      |   | <p>All students are released at <b>1:25</b> on Minimum Days. On those days, please confirm arrangements have been made to ensure your child is not left in the office or on the schoolyard without supervision.<br/>*Minimum dates listed below</p> |  |
| 10:20-10:40   | Snack/Recess     |   |   |  |
| 10:40 - 12:25 | Instruction      |   |   |  |
| 12:25 - 1:10  | Recess/Lunch     |   |   |  |
| 1:10-2:10     | Instruction      |   |   |  |
| 2:10-2:30     | Snack/Recess     |   |   |  |
| 2:30 - 3:00   | Instruction      |   |   |  |
| <b>3:00</b>   | <b>Dismissal</b> |   |   |  |

| Kindergarten  |                  |  | First Grade   |                  |
|---------------|------------------|---|---------------|------------------|
| 8:45 - 9:40   | Instruction      |   | 8:30 - 9:55   | Instruction      |
| 9:40-10       | Snack/Recess     |   | 9:55 - 10:15  | Snack/Recess     |
| 10:00 - 10:55 | Instruction      |   | 10:15 - 11:15 | Instruction      |
| 10:55-11:40   | Recess/Lunch     |   | 11:15 - 12:00 | Recess/Lunch     |
| 11:40 - 12:30 | Enrichments      |   | 12:00 - 1:05  | Instruction      |
| 12:30 - 1:40  | Instruction      |   | 1:05 - 1:55   | Enrichment       |
| 1:40 - 2:00   | Snack/Recess     |   | 1:55 - 3:00   | Instruction      |
| 2:00-3:00     | Instruction      |   | <b>3:00</b>   | <b>Dismissal</b> |
| <b>3:00</b>   | <b>Dismissal</b> |   |               |                  |

| Second Grade  |                  |  | Third Grade   |                  |
|---------------|------------------|--|---------------|------------------|
| 8:30 - 10:15  | Instruction      |  | 8:30 - 10:35  | Instruction      |
| 10:15 - 10:35 | Recess/Snack     |  | 10:35-10:55   | Snack/Recess     |
| 10:35-11:30   | Enrichments      |  | 10:55 - 11:55 | Instruction      |
| 11:30 - 12:15 | Instruction      |  | 11:55 - 12:40 | Recess/Lunch     |
| 12:15-1:00    | Recess/Lunch     |  | 12:40 - 2:00  | Instruction      |
| 1:00 - 3:00   | Instruction      |  | 2:00-2:50     | Enrichments      |
|               |                  |  | 2:50-3        | Instruction      |
| <b>3:00</b>   | <b>Dismissal</b> |  | <b>3:00</b>   | <b>Dismissal</b> |

| Fourth Grade  |                  |  | Fifth Grade   |                  |
|---------------|------------------|---|---------------|------------------|
| 8:30 - 9:40   | Instruction      |   | 8:30 - 8:40   | Instruction      |
| 9:40-10:35    | Enrichments      |   | 8:40-9:30     | Enrichments      |
| 10:35-10:55   | Recess           |   | 9:30-10:55    | Instruction      |
| 10:55 - 12:00 | Instruction      |   | 10:55 - 11:15 | Snack/Recess     |
| 12:00-12:45   | Recess/Lunch     |   | 11:15 - 12:40 | Instruction      |
| 12:45 - 3:00  | Instruction      |   | 12:40 - 1:25  | Recess/Lunch     |
|               |                  |   | 1:25-3:00     | Instruction      |
| <b>3:00</b>   | <b>Dismissal</b> |   | <b>3:00</b>   | <b>Dismissal</b> |



**Sequoia Draft 2021-22 Bell Schedule**

**Minimum Day**

Minimum Dates

|               |                  |   |   |  |
|---------------|------------------|---|---|--|
| <b>TK</b>     |                  |  | <b>Minimum Day Schedules</b>  |  |
| 8:45 - 10:20  | Instruction      |   | <p>All students are released at <b>1:25</b> on Minimum Days. On those days, please confirm arrangements have been made to ensure your child is not left in the office or on the schoolyard without supervision.<br/>*Minimum dates listed below</p> |  |
| 10:20-10:40   | Snack/Recess     |   |   |  |
| 10:40 - 12:25 | Instruction      |   |   |  |
| 12:25 - 1:10  | Recess/Lunch     |   |   |  |
| 1:10-1:25     | Instruction      |   |   |  |
| <b>1:25</b>   | <b>Dismissal</b> |   |   |  |

|                     |                  |   |                    |              |
|---------------------|------------------|---|--------------------|--------------|
| <b>Kindergarten</b> |                  |  | <b>First Grade</b> |              |
| 8:45 - 9:40         | Instruction      |   | 8:30 - 9:55        | Instruction  |
| 9:40 - 10:00        | Snack/Recess     |   | 9:55 - 10:15       | Snack/Recess |
| 10:00 - 10:55       | Instruction      |   | 10:15 - 11:15      | Instruction  |
| 10:55-11:40         | Recess/Lunch     |   | 11:15 - 12:00      | Recess/Lunch |
| 11:40 - 1:25        | Instruction      |   | 12:00 - 1:25       | Instruction  |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>   | <b>Dismissal</b>   |              |

|                     |                  |  |                    |              |
|---------------------|------------------|--|--------------------|--------------|
| <b>Second Grade</b> |                  |  | <b>Third Grade</b> |              |
| 8:30 - 10:15        | Instruction      |  | 8:30 - 10:35       | Instruction  |
| 10:15 - 10:35       | Recess/Snack     |  | 10:35-10:55        | Snack/Recess |
| 10:35-12:15         | Instruction      |  | 10:55 - 11:55      | Instruction  |
| 12:15-1:00          | Recess/Lunch     |  | 11:55 - 12:40      | Recess/Lunch |
| 1:00-1:25           | Instruction      |  | 12:40 - 1:25       | Instruction  |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>  | <b>Dismissal</b>   |              |

|                     |                  |   |                    |              |
|---------------------|------------------|---|--------------------|--------------|
| <b>Fourth Grade</b> |                  |  | <b>Fifth Grade</b> |              |
| 8:30 - 10:40        | Instruction      |   | 8:30-11:00         | Instruction  |
| 10:40- 10:55        | Snack/Recess     |   | 11:00 - 11:15      | Snack/Recess |
| 10:55-12:05         | Instruction      |   | 11:15 - 12:45      | Instruction  |
| 12:05-12:45         | Recess/Lunch     |   | 12:45 - 1:25       | Recess/Lunch |
| 12:45-1:25          | Instruction      |   |                    |              |
| <b>1:25</b>         | <b>Dismissal</b> | <b>1:25</b>   | <b>Dismissal</b>   |              |