

OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Superintendent of Schools

February 11, 2015

Legislative File	
File ID Number:	15-0137
Introduction Date:	02/11/2015
Enactment Number:	15-0185
Enactment Date:	2/11/15
By:	AW

TO: Board of Education

FROM: Antwan Wilson, Superintendent
Brigitte Marshall, Chief Talent Officer, Human Resources Services and Support

SUBJECT: Agreement with the California Department of Education, Adult Education Office, Career and College Transition Division, for Visiting Educator Program services of Christian Nelson

ACTION REQUESTED

Approval by the Board of Education of the agreement with the California Department of Education, Adult Education Office, Career and College Transition Division, for the Visiting Educator Program services of Christian Nelson for the period of April 1, 2015, through March 31, 2017.

DISCUSSION

Mr. Nelson will be assigned to the position of Education Administrator I of the Adult Education Office to ensure that California meets the requirements of the Workforce Innovation and Opportunity Act (WIOA) as well as the CDE's portion of the adult education system. The WIOA and the adult education system are designed to provide adult educational programs including English as a Second Language, basic and secondary academic skills, and short-term career technical education programs. This system also encompasses adults with disabilities and incarcerated and institutionalized individuals.

BUDGET IMPACT

The California Department of Education, Adult Education Office, Career and College Transition Division will reimburse the District for the full salary and driven benefits of Mr. Nelson.

RECOMMENDATION

Approval by the Board of Education of the agreement with the California Department of Education, Adult Education Office, Career and College Transition Division, for the Visiting Educator Program services of Christian Nelson for the period of April 1, 2015, through March 31, 2017.

**MEMORANDUM OF UNDERSTANDING
VISITING EDUCATOR PROGRAM
CALIFORNIA DEPARTMENT OF EDUCATION
AND
OAKLAND UNIFIED SCHOOL DISTRICT
APRIL 1, 2015 THROUGH MARCH 31, 2017**

Under the provision of Government Code Section 19050.8 and State Personnel Board Rule 427, the State of California and the Oakland Unified School District (hereinafter referred to as OUSD) enter into an agreement for the assignment of Christian Nelson, to the California Department of Education (hereinafter referred to as CDE), Career and College Transition Division, 1430 N Street, Suite 4202, Sacramento, California, under the following terms, conditions, and policies.

I. JUSTIFICATION FOR ASSIGNMENT

The employee will be assigned to the position of Education Administrator I (EA I) of the Adult Education Office (AEO) within the Career and College Transition Division (CCTD). The employee, under the direct supervision of Russell Weikle, Director of the CCTD, will provide leadership to support and improve adult education programs and services statewide.

As the EA I of the AEO, the employee will be responsible for ensuring that California meets the requirements of the Workforce Innovation and Opportunity Act (WIOA) as well as the CDE's portion of the adult education system. The WIOA and the adult education system are designed to provide adult educational programs including English as a Second Language, basic and secondary academic skills, and short term career technical education programs. This system also encompasses adults with disabilities and incarcerated and institutionalized individuals.

II. POSITION DATA AND SUPERVISION

The employee will be assigned to the position of EA I of the AEO within the CCTD. The employee will be assigned to perform the following tasks and responsibilities:

- Provide leadership for adult education programs throughout the State and the overall programmatic and fiscal administrative oversight of the funds allocated for adult education.
- Provide leadership and supervision to approximately 20 AEO staff. Develop unit goals/objectives and work plans; provide technical assistance to ensure all program responsibilities are carried out.

- Provide for efficient administrative services appropriate to the laws, regulations, and policies, which affect adult education programs.
- Review and prepare legislative analyses and recommend proposed positions on state and federal legislation.
- Establish relationships with the various constituencies within and outside of the CDE which will lead to effective communications and develop mutually beneficial working relationships.
- Prepare and supervise budgets for federal and state funded adult education programs.

III. COST AND EXPENSE

The CDE will reimburse the OUSD for the employee's salary and benefits via a standard agreement contract. In addition to salary, reimbursement will be paid for employer's contributions toward employee benefits including health, dental, vision, life insurance, fringe and contributions to the State Teachers Retirement System, unemployment, and workers' compensation programs.

The CDE will reimburse Mr. Nelson directly for all travel expenses incurred while conducting official business on behalf of the State of California. The employee will submit travel-related receipts through the CDE's California Automated Travel Expense Reimbursement System. For travel purposes, the employee's headquarters will be designated as 1430 N Street, Suite 4202, Sacramento, California 95814.

IV. RIGHTS AND BENEFITS

The assignment of Mr. Nelson to the CDE during this contract period shall not affect his status and rights as an employee of the OUSD, and he will be entitled to all current and future benefits, salary, and allowances for sick leave, vacation, retirement, workers' compensation, and other benefits offered to employees of the OUSD. Mr. Nelson will remain an employee of the OUSD and will not gain any state civil service status or be eligible for benefits offered only to employees of the state as a result of this assignment. Experience obtained during this assignment will be considered administrative for open examination purposes.

V. APPLICATION OF RULES, REGULATIONS, AND POLICIES

During the period of assignment, Mr. Nelson will be assigned responsibilities equivalent to the level of an EA I of a unit/office. The rules and policies of both the CDE and the

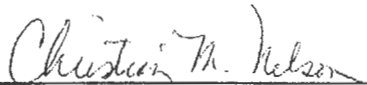
State of California governing standards of conduct shall continue to apply to the employee.

Amendments to extend the services of a Visiting Educator assignment will be contingent upon the completion of a written annual evaluation of the employee's performance in this assignment.

As required under the provision of the Budget Act language, individuals providing services under a Visiting Educator Program/Interjurisdiction Exchange contract are required to provide full financial disclosure to the Fair Political Practices Commission in accordance with the rules and regulations of the Commission.

VI. TERMS OF CONTRACT

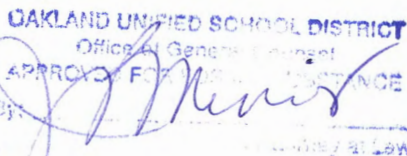
This contract will commence on April 1, 2015, and will terminate on March 31, 2017. This contract may be terminated before the expiration date by either party with a 30 day written advance notice.

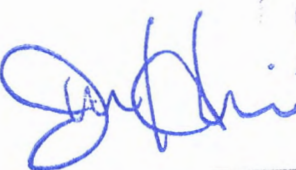


EMPLOYEE

1-20-15

DATE

OAKLAND UNITED SCHOOL DISTRICT
Office of General Counsel
APPROVED FOR BOARD ASSISTANCE
By: 
Attorney at Law


James Harris
President, Board of Education


Antwan Wilson
Secretary, Board of Education

File ID Number: 15-0137
Introduction Date: 2/11/15
Enactment Number: 15-0155
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By: 