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OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

Memo

To Board of Education

From Antwan Wilson, Superintendent

Board Meeting Date March 23, 2016

Subject **Christopher Chatmon, Deputy Chief, Equity**

Action Requested **Approval of Employment Agreement Christopher Chatmon, Deputy Chief, Equity**

Background Christopher Chatmon is being appointed to the newly created position, Deputy Chief, Equity.

Discussion Under the leadership of the Superintendent, with day-to-day oversight by the Chief of the Staff in the Superintendent's Office, the Deputy Chief, Equity shall 1) lead the districts efforts to implement, socialize, and operational the Equity policy, 2) advise OUSD leaders on matters related to diversity and equity for students, parents, communities and employees, 3) supervise the African American Male Achievement Program and work with the team to expand the programs reach to support increased achievement for all African American male students in OUSD; 4) build and nurture strategic partnerships with organizations focused on uplifting achievement of diverse groups of students, e.g., Latino Men and Boys, Asian Pacific Islander, Indigenous, LBGQTQ; 5) partner with the Chief of Staff to engage community stakeholders in the development and implementation of a program focused on improving the outcomes of girls (targeting additional support to African American and Latino Female achievement); 6) collaborate with other academic leaders to support inclusion of equity work throughout core district processes related to the hiring and induction of educators, the training of staff, and community engagement, 7) build relationships with other districts, state organizations, and national efforts and agencies focused on equity related issues and initiatives focused on improving outcomes for students furthest away from opportunity, 8) represent and serve as the OUSD content expert on diversity-related matters; 9) interact and provide reports to the Board of Education as directed by the Superintendent, and 10) perform other duties as may be assigned.

The term of the Agreement is March 1, 2016 to June 30, 2018 with an annual salary of \$157,500.



Recommendation

Approval of the Employment Agreement with Christopher Chatmon,
Deputy Chief, Equity

Fiscal Impact

Funding resource name: GP -- not to exceed \$157,500 per fiscal year.

Attachment

- Employment Agreement

EMPLOYMENT AGREEMENT

Christopher Chatmon, Deputy Chief, Equity

In consideration of the mutual promises made herein, the Oakland Unified School District, ("OUSD") a local public entity pursuant to Government Code § 811.2 and by the California Education and Government Codes (hereinafter "District"), and Christopher Chatmon, an individual (hereinafter "Employee"), enter into this Employment Agreement ("Agreement") and agree as follows:

1. Acceptance of Employment and Term

District hereby employs Employee and Employee hereby accepts employment with the District on the terms and conditions stated herein. The term of employment shall be from March 1, 2016 to June 30, 2018 ("Term"), unless extended in writing by mutual agreement of District and Employee or terminated sooner at the discretion of District.

2. Duties and Obligations of Employee

- 2.1 Under the leadership of the Superintendent, with day-to-day oversight by the Chief of the Staff in the Superintendent's Office, the Deputy Chief, Equity shall Under the leadership of the Superintendent, with day-to-day oversight by the Chief of the Staff in the Superintendent's Office, the Deputy Chief, Equity shall 1) lead the districts efforts to implement, socialize, and operational the Equity policy, 2) advise OUSD leaders on matters related to diversity and equity for students, parents, communities and employees, 3) supervise the African American Male Achievement Program and work with the team to expand the programs reach to support increased achievement for all African American male students in OUSD, 4) build and nurture strategic partnerships with organizations focused on uplifting achievement of diverse groups of students, e.g., Latino Men and Boys, Asian Pacific Islander, Indigenous, LBGTQ, 5) partner with the Chief of Staff to engage community stakeholders in the development and implementation of a program focused on improving the outcomes of girls (targeting additional support to African American and Latino Female achievement), 6) collaborate with other academic leaders to support inclusion of equity work throughout core district processes related to the hiring and induction of educators, the training of staff, and community engagement, 7) build relationships with other districts, state organizations, and national efforts and agencies focused on equity related issues and initiatives focused on improving outcomes for students furthest away from opportunity, 8) represent and serve as the OUSD content expert on diversity-related matters, 9) interact and provide reports to the Board of Education as directed by the Superintendent, and 10) perform other duties as may be assigned.
- 2.2 Employee shall adhere to and comply with all laws, statutes, regulations, policies and administrative bulletins that presently or prospectively govern District and the conduct of its employees.
- 2.3 District and Employee agree that any intellectual property created by Employee related to or concerning the legal work of the District is owned jointly. Employee

shall grant to District the right to share equally in any royalties received by Employee arising out of any intellectual property created by Employee related to or concerning the legal work of the District.

- 2.4 District may use Employee's name during the term of employment as necessary or convenient without additional compensation to Employee.
- 2.5 Employee warrants and represents that she has the ability and authority to enter into this Agreement, that there are no restrictions or limitations on entering into this Agreement, and that entering into this Agreement will not violate any agreement(s) Employee has with any third parties.

3. Obligations of District

- 3.1 District agrees to defend, indemnify and hold Employee harmless against any claims, demands, actions, lawsuits, losses or damages of any kind or nature arising out of or related to the course and scope of Employee's discharge of his duties as. District may continuously maintain throughout the term of employment adequate insurance for such purpose.

4. Compensation

- 4.1 The salary of Employee shall be fixed at \$157,500 per year, payable on the same schedule as other non-represented senior management employees, or at such other times as the District may provide for the payment of employee salaries. Employee shall be entitled to salary increases provided to all unrepresented management staff and the stipends to which Employee is eligible.
- 4.2 District shall have the right and obligation to deduct or withhold from compensation due Employee those sums required for applicable federal, state and local income taxes and Social Security taxes.
- 4.3 Employer shall fund Employer's portion of CalPERS retirement based upon the salary herein.

5. Vacation, Sick and Personal Leave

- 5.1 Employee shall be entitled to twenty (20) annual vacation days with pay. Employee is encouraged to take all vacation days during the year in which such days are earned. At District's option, Employee may be reimbursed annually at his daily rate of pay for any unused days not to exceed twenty (20) per year. Employee shall not accrue more than twenty vacation days annually without the expressed approval of the Employer.
- 5.2 Employee shall be entitled to accrue paid sick leave at the rate of 1.0 days per month up to 12 days per year. If Employee does not utilize the total amount of accrued sick leave authorized during any year, Employee may carry over the unused time to sick leave in the subsequent year.

- 5.3 Employee is entitled to accrue annual paid personal leave at the rate of 5 days per year. If Employee does not utilize the total amount of accrued personal leave authorized during any year, such leave may be carried over to unused sick leave in the subsequent year.

6. Employee Health Benefits and Expense Reimbursement

- 6.1 District agrees to pay directly to Employee's or future existing health, dental and vision providers, not to exceed the maximum benefits afforded to any other employee, the insurance premiums associated with Employee, and his qualified dependents under Internal Revenue Code § 152. District further agrees to maintain during the term of employment long term disability insurance for Employee.
- 6.2 District shall pay the reasonable expenses of Employee to attend appropriate professional and official meetings at the local, state and national level subject to constraints of the budget of the Legal Office.
- 6.3 District shall reimburse Employee, pursuant to the policies and practices of District, the necessary costs and expenses incurred by Employee in performing the duties of, including but not limited to gas, travel, materials, supplies and related expenditures, all of which is properly documented by receipts.

7. Termination of Employment

- 7.1 District and Employee agree Employee shall serve at the pleasure and will of the Superintendent and Employee agree that this Agreement may be terminated by either party for no reason upon thirty days written notice given as provided below. In the event the Agreement is terminated for no cause, in accordance with Government Code § 53260, Employee shall be entitled to an amount equal to the monthly salary of Employee multiplied by the number of months left of the unexpired term of the Agreement. However, if the unexpired term of the Agreement is greater than six (6) months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by 6. No other or additional non-cash settlement may be agreed to, except that health benefits may be continued, limited to the same time restrictions as for cash settlement, or until new employment is found, whichever occurs first. Any payment made under this section shall be made no later than thirty (30) days after the last day of employment. The Superintendent may terminate this Agreement for cause, pursuant to Section 7.2c below, in which case the above shall not apply. Copies of this Agreement and any settlement shall be made available to the public upon request.
- 7.2 This employment contract may otherwise be terminated by:
- a. Retirement of Employee.
 - b. Death or disability of Employee. For purposes of this Agreement, "disability" means Employee's inability, by reason of physical or mental infirmity or both, to perform the duties contemplated under this Agreement for a period of 120 consecutive days or 150 days in the aggregate in a consecutive twelve (12)

month period. "Disability" shall be determined by a licensed physician acceptable to District and Employee. The physician's fee shall be paid by District. Any termination for disability shall not prejudice any rights under any disability policies benefiting Employee.

- c. Discharge for Cause. For purposes of this Agreement, "cause" shall mean Employee's (a) conviction (or a no lo contendre plea) to any felony; (b) dishonesty in performing his duties under this Agreement; (c) repeated and willful misconduct under this Agreement; or (d) willful neglect of his duties under this Agreement.
 - d. Prior to final determination by the Board of Education of cause for termination, Employee must have been given sixty (60) calendar days written notice of such possible action, and of the grounds therefore, and a reasonable opportunity to be heard by the Board of Education in the way of explanation or defense.
- 7.3 Pursuant to Education Code § 35031, Employee shall be provided written notice at least sixty (60) days in advance of the expiration of his term if she is not to be reemployed.

8. Evaluation

- 8.1 Employer shall evaluate Employee not less than annually upon a schedule to be determined by Employer. The evaluation and assessment shall be reasonably related to the position description of the Employee and to the goals and objectives of the Board of Education for the year in question.
- 8.2 In the event that the Superintendent determines that the performance of the Employee is unsatisfactory in any respect, it shall describe in writing and in reasonable detail specific instances of unsatisfactory performance. The evaluation shall include recommendations as to areas of improvement in all instances where the Superintendent deems performance to be unsatisfactory. A copy of the written evaluation shall be delivered to the Employee. Employee shall have the right to make a written response to the evaluation and be placed in the personnel file along with the evaluation.

9. Changes in Agreement

- 9.1 Additional written amendments may be added to the Agreement by mutual consent of the Employee and the Superintendent at any time during the period of this Agreement.

10. General Provisions

- 10.1 All notices required to be given under this Agreement shall be delivered via hand delivery, by first class mail or via email as follows:

To District:
Antwan Wilson, Superintendent
Oakland Unified School District
1000 Broadway, Suite 680
Oakland, CA 94607

To Employee:
Christopher Chatmon
Oakland Unified School District
1000 Broadway, Suite 600
Oakland, CA 94607

The Superintendent or Employee may change the designated address for the giving of notices by providing to the other amended notice information in writing.

- 10.2 Any controversy between the District and Employee involving the construction or application of any of the terms, provisions, or conditions of this Agreement shall, on the written request of either party served on the other, be submitted to binding arbitration. Arbitration shall comply with and be governed by the provisions of the California Arbitration Act. District and Employee shall agree on the selection of one person to hear and determine the dispute. If the parties are unable to agree on a single arbitrator to hear the dispute, they shall obtain a list of arbitrators from the American Arbitration Association and select the arbitrator by alternative strike method. The arbitration shall be governed by the California Arbitration Act, Code of Civil Procedure § 1280 et seq.
- 10.3 "Year" as used in this Agreement means a fiscal year, July 1 through and including June 30th.
- 10.4 No waiver of any rights or obligations under this Agreement may occur unless provided in writing.
- 10.5 This Agreement constitutes the entire agreement between District and Employee concerning the subject matter of this Agreement. Any prior agreements or understandings between District and Employee concerning the same subject matter not contained within this Agreement are null and void.
- 10.6 This Agreement is subject to all applicable laws of the State of California, to the rules and regulations of the State Board of Education, and to the lawful rules and regulations of the Board.
- 10.7 If during the term of this Agreement it is found that a specific clause of the Agreement is illegal under Federal or State law, the remainder of the Agreement not affected by such a ruling shall remain in force.
- 10.8 This Agreement may be modified or extended only in writing and must be signed by District and Employee.
- 10.9 This Agreement shall be effective upon execution by Employee and the President and Secretary of the Board of Education.
- 10.10 **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion:** The District certifies to the best of its knowledge and belief, that it and its officials: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation

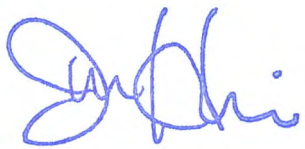
Subpart 9.4, and by signing this contract, certifies that this Employee does not appear on the Excluded Parties List. <https://www.sam.gov/portal/public/SAM>

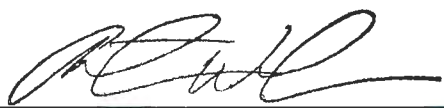
By Employee




Christopher Chatmon

By District


By: _____
James Harris
President, Board of Education
Oakland Unified School District


By: _____
Superintendent and Secretary, Board of Education
Oakland Unified School District

Approved as to Form



Jacqueline Minor, General Counsel