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# Back to School Report

August 27, 2008

# Presentation Agenda

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- Parent/Community Communication
- Enrollment
- Registration
- OUSD Student Health
- Training for Leaders
- Teacher Preparation
- Training for Clerical Staff
- School Partners
- Textbooks
- Technology Services
- Facilities
- Human Resources

# Parent/Community Communication

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- Back to School Sunday – Cabinet appearances at services coordinated through the Oakland Interfaith Network
- Inserts in church bulletins; flyers on church bulletin boards
- Custodians posted First Day of School banners at all school sites
- First Day of School signage in Board Room
- First Day of School slide running on KDOL all summer long
- Billboards encouraging families to enroll and register students
- Pitched Back-to-School stories to local television and print media
  - New District leader
  - Road to full local control
  - Improvement in test/ achievement scores
  - Facilities renovation
  - First Day of School of School: Dr. Mayor availability at school sites

**expect Success**

every student. every classroom. every day.

# Back-to-School Rally at City Hall

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Co-Hosted with City and CBOs Aug. 24<sup>th</sup> Back-to-School Rally

- Workshops geared toward ensuring student success
- Celebrity appearances
- Conversations with elected officials (Board of Education members, etc.)
- Youth poetry contest
- Teen summit
- Public information sessions with OUSD staff
- “Fashion Rocks” youth fashion show
- Voter registration
- Distribution of free backpacks filled with school supplies to the first 600 children to register

# Enrollment

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## Projected Enrollment (non SDC)

- Total – 36,731
- Elementary – 19,452
- Middle – 7,235
- High – 10,044
- Counts will be taken 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, 10<sup>th</sup> days

# Registration

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- Registration at school sites
  - Middle and High Schools: August 11-22
  - Elementary Schools: handled on a school-by-school basis; often during week before school
- Parents or guardians required to accompany students to registration

# Registration Packet

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Single OUSD Registration Packet includes:

- Registration Checklist
- Welcome Back letter focused on attendance
- Attendance Calling System
- Parental Responsibility for Textbooks
- Military and Directory Information Opt Out
- Student Acceptable Use of Technology
- Bay Area Regional Immunization Registry
- High School Graduation Requirements
- OUSD Policies Signature Page

# Other Registration Materials

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- 2008—2009 Parent Guide to OUSD
- Pupil Emergency Card
- Student Disaster Preparedness Information
- Free and Reduced Price Lunch form (if applicable)
- Field Trip Permission (depending on school)
- Student Success Guide
- Registration Form (if new to school)
- Collected from Parents (if new to school):
  - Birth Certificate/ Legal Proof of Age
  - Proof of Health/ Dental Records
  - Immunization Records



# OUSD Student Health

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- Launched Electronic Student Health Profile, March 2008
  - Collaboration with Tech Services
  - Launched seamless and systemic communication regarding student health information
  - All current student health information will be entered in Aeries
  - Accessible to all principals, NExOs
  - Nurses trained by Tech Services
  - Overview provided to clerical staff (80+%) at Clerical Retreat, August 14-15, 2008

# OUSD Student Health

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- Adolescent Immunization Audit conducted by OUSD nurses June 16-27, 2008 in all middle schools
- Parents were notified of student immunization status via US mail to meet school requirement and minimize disruption during school registration
  - Parents of adolescents were referred/linked to health care providers
  - Parents of all students were referred to ACPHD Back To School Immunization Clinics
    - K-12 Health Requirements were sent home during summer mailings
    - ACPHD Back to School Clinics Flyers were posted on the intranet
    - ACPHD Back to school Clinics Flyers were posted on KDOL
    - ACPHD Back to school Clinics Flyers were distributed at the Student Assignment Office to parents of new and transferring students.

# Training for Leaders

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- Cabinet Retreat: July 29-30 at Executive Inn
- Executive Team Retreat: Aug. 4-6 at Jack London Aquatic Center
- New Principal Training: Aug. 6-8 at Mills College
- Instructional Leadership Retreat: Aug. 11-12 at Merritt College
- Additional Principal Training: Aug. 13-19 at McClymonds
- Site Staff Development: Aug. 20-22 at schools

# Teacher Preparation

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- 1,265 teachers participated in professional development activities from June 16-August 20
- In addition, teachers were able to participate in professional development during the summer intervention programs and learn about intervention strategies that can be used in their classrooms

# Training for Clerical Staff

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- Clerical Retreat: August 14 or 15 at Frick
  - Welcome from OUSD leaders
  - Work Smarter, Not Harder
  - Financial Policies & Procedures
  - Effective Front Office Management
  - Working Effectively with Substitutes
  - Health Policies & Procedures
  - Attendance & Student Information Management
- Attendance training and certification
- Other targeted clerical training offered

# School Partners

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- District ambassadors to school sites
- Check-ins started 8/22 and continued first two days of school (8/25 and 8/26)
- Back-to-School Readiness Meetings
  - Educational and service leaders
  - Identify and resolve challenges to ensure all schools ready to open
  - Continue first week of school to address issues

# Textbooks

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- OUSD ordered textbooks for all K-12 students based on principal surveys completed last spring
- We continue to order standards-based instructional materials for all students to comply with the Williams settlement criteria as students are assigned to schools
- Each student in the Oakland Unified School District has a textbook for all content areas

# Technology Services

## Applications Support

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### **Student Information Systems**

- Upgraded the Substitute Finder System
- Implemented Phone Master (Absence Verification Software)
- Developed Technology Services Counselor Guide
- Piloting Aeries Mobile (PDAs used to wirelessly track students)
- Created Aeries Data Flip Cards (Job Aides for Clerical Support)

### **Administrative Information Systems**

- RBB / SPSA Software Enhancement
  - Allowed principals to align School Plans for Student Achievement to school budget
- RBB / Menu Enhancements
  - Provided menu enhancements requested by users the prior year



# Technology Services

## Applications Support (cont.)

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### Administrative Information Systems

- Developed a new substitute Teacher Dynamic Webpage which includes:
  - An overview of the website and welcome from the OUSD substitute office
  - Instructions on how to Apply to Be a Substitute Teacher
  - Information for Current Substitute Teachers
  - Resources for Substitute Teachers
  - A link to the Substitute System (SmartFindExpress)
- Developed Pay Resolution System (Form)

# Technology Services

## Customer Support

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### *Helpdesk Support*

- Provided workshops for Master Scheduling & individualized training sessions
- Continued to answer support calls
- 5,157 Closed Tickets as of Aug 24
  - Avg. Time (Closed Tickets) = 5 days (87%), 10 days (8%), Over 10 days (5%)

### *Computer Technician Support*

- Installed over 10% of 10,000 licenses of CompuTrace (Security Software – “LoJack” for computers)
- Began installation process of updated Citrix Client (IFAS Software)
- Continued to answer support calls
  - 4,833 Closed Tickets as of Aug 24
  - Avg. Time (Closed Tickets) = 5 days (43%), 10 days (21%), Over 10 days (36%)

# Technology Services Infrastructure

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- ERATE Project - The following schools will have completely new network wiring by Sep 30:
  - Oakland High
  - Claremont Middle
  - Sequoia
  - Maxwell Park
  - Street Academy
  - Piedmont
  - Marshall
  - East Oakland Arts
  - Bret Harte Middle
  - Lakeview
  - Howard
  - Santa Fe

This new wiring will make these schools network much more reliable and provides the school with a full wireless network access overlay.

- Started virtual server migration. Once completed we should realize at least a 30% power savings in our server room. The system will have greatly increased reliability, as it will be able to automatically recover from system crashes and hardware failures.
- Implementing new monitoring tools. We will be able to notify schools about system problems and when they will be fixed, even before they discover a problem.

# Facilities

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## Custodial Services

- Deep cleaning completed in 100% of classrooms

## Buildings & Grounds

- Repairs completed
- Special attention to graffiti removal

# Facilities Modernization

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## Summer Modernization Projects

- Bret Harte Modernization - \$5,815K 8/08
- Calvin Simmons Modernization - \$3,782K 8/08
- Carter Modernization - \$3,325K 7/08
- Havenscourt Modernization - \$3,452K 8/08
- Hoover Modernization - \$3,979K 8/08
- Laurel Modernization - \$2,108K 8/08
- Madison Modernization - \$8,798K 8/08
- Manzanita Modernization (phase 1) - \$3,825K 8/08
- Peralta Modernization - \$1,100K 8/08
- Bunche Modernization (phase 2) - \$1,500K 8/08
- Westlake Modernization (increment 2) - \$10,375K 8/08
- Whittier Modernization - \$3,369K 8/08

GRAND TOTAL: \$51,428,000

# Other Summer Construction

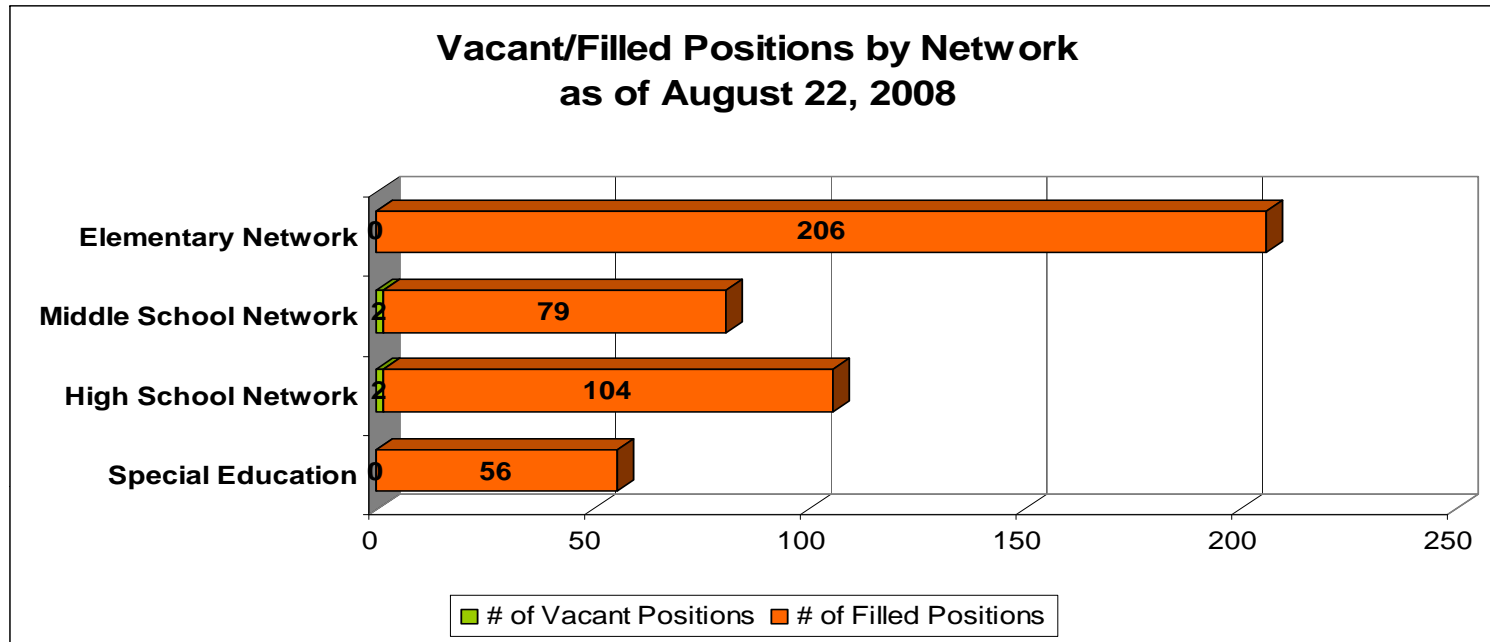
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## Other Summer Construction Projects

- Paving - \$1,500K 8/08
  - Crocker, Grass Valley, Jefferson, Sequoia
- Intercom/ PA Upgrade - \$635K 8/08
  - Cole, Far West, Lafayette, McClymonds
- Interim Housing - \$12,791K 8/08
  - Chabot, Cox, Highland, Lincoln (+ new classroom bldg)
- New Portables - \$775K 8/08
  - Cox CDC, Cox REACH office, Jefferson
- Portable Fire Replacement - \$175K 8/08
  - Hawthorne, Sobrante Park
- Elmhurst Roofing - \$917K 8/08
- Oakland High HVAC (Williams) - \$16,400K 8/08
- Stonehurst Small Schools - \$610K 9/08

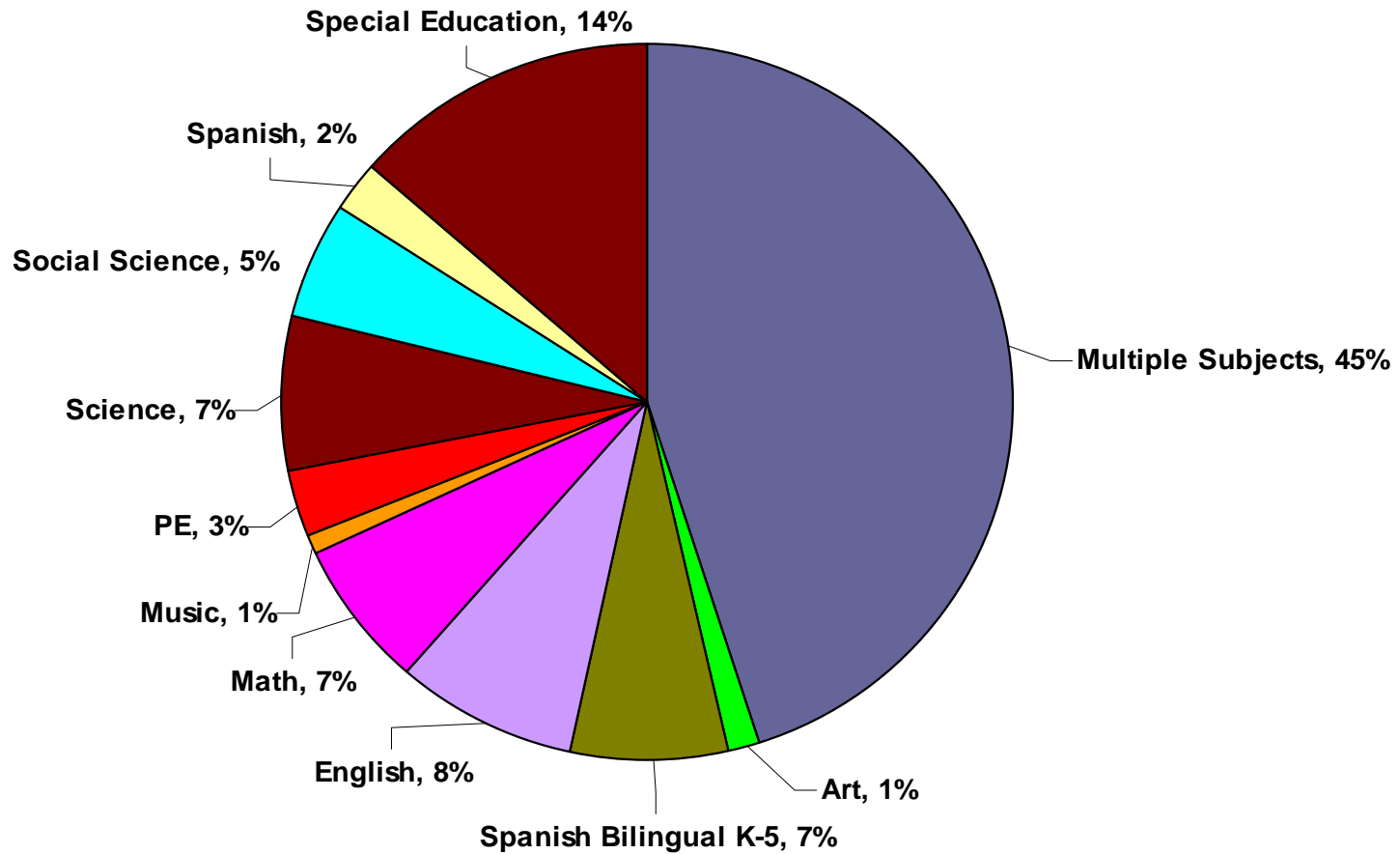
GRAND TOTAL: \$33,803,000

# Vacant / Filled Classroom Teacher Positions



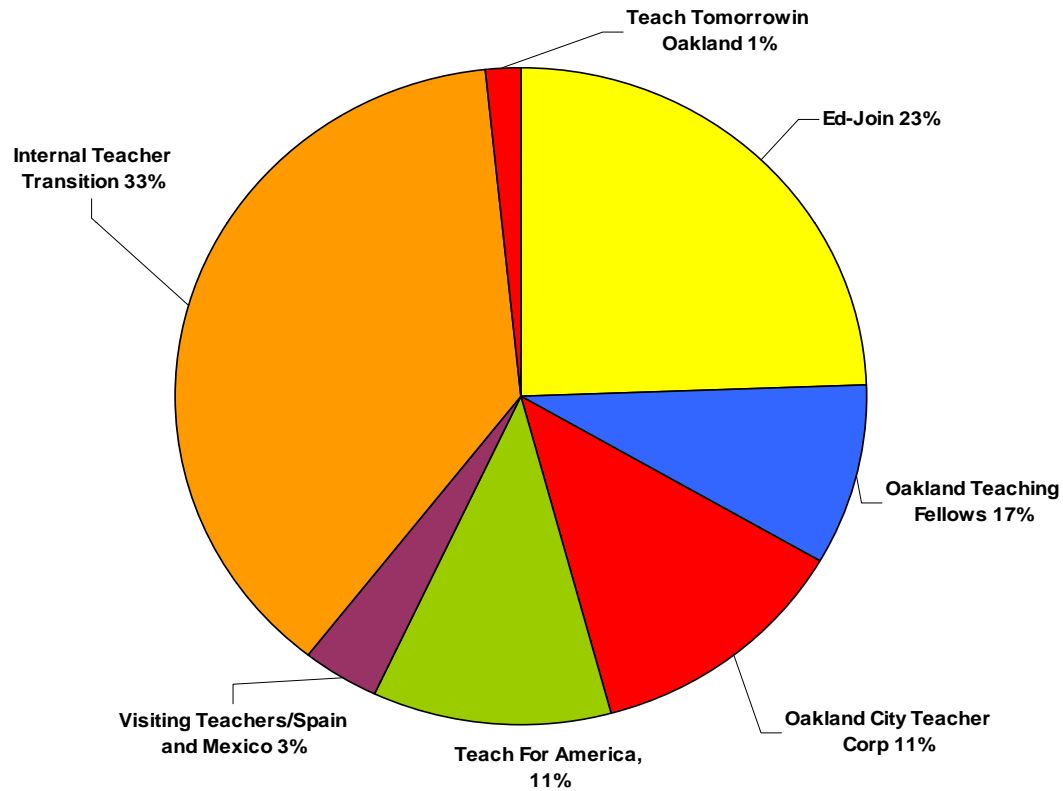
Network	# of Vacant Positions	# of Filled Positions	Total # of Positions	Percent Filled
<b>Elementary Schools</b> (not including EEIP)	0	206	206	100%
<b>Middle Schools</b>	2	79	81	97.5%
<b>High Schools</b>	2	104	106	95.3%
<b>Special Education</b>	0	56	56	100%
<b>Grand Total</b>	4	445	449	99.1%

# 2008 positions filled by subject





# Percent of Positions Filled by Source



Source of Selected Teacher	# Positions	% Filled
Ed-Join	102	23%
Oakland Teaching Fellows	74	17%
Oakland City Teacher Corp	48	11%
Teach For America	56	12%
Spain & Mexico	14	3%
Internal Teacher Transition	145	33%
Teach Tomorrow in Oakland	6	1%
<b>Total # of Filled Positions</b>	<b>445</b>	<b>100%</b>

# Summer Programs for Students

Program Type	Quantity	08 Students Served	Employees	07 Students Served
<b>Title I Intervention Programs</b>	<b>79</b>	<b>approx. 6,300</b>	<b>533</b>	<b>approx. 900</b>
Other Intervention Programs	10	approx. 560	42	approx. 100
Summer School Programs	2	approx. 660	51	approx. 600
Special Education Extended Year	1	approx. 575	284	approx. 400
Custodial and Nutrition Services	n/a	ALL	103	unknown
<b>Total</b>	<b>92</b>	<b>approx. 8,095</b>	<b>1,013</b>	<b>approx. 2,900</b>