

# Oakland Unified School District

Board of Education  
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## **Meeting Minutes Long - Final**

**Monday, August 14, 2017**

**6:30 PM**

## **Special Meeting**

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

## **Measures A, B, and J Independent Citizens' School Facilities**

### **Bond Oversight Committee**

*Andrea Dawson, Chairperson*

*Chanu Lee, Vice Chairperson*

*Saleem Shakir-Gilmore, Secretary*

*Members: Renee Swayne, (Vacancy),*

*Joyce Nilo, Shiree Teng, Brendan Havenar-Daughton, (Vacancy)*

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អ្នកណាដែលត្រូវការសេវាបកប្រែភាសាដោយផ្ទាល់មាត់ ឬជាលាយលក្ខណ៍អក្សរ ឬត្រូវការការជួយសម្រេចសម្រួលយ៉ាងសមរម្យមួយ ដើម្បីចូលរួមក្នុងកិច្ចប្រជុំសាធារណៈ ត្រូវផ្តល់ដំណឹងទៅកាន់ទីការិយាល័យនៃក្រុមប្រឹក្សាអប់រំ ឱ្យបានចិតសិចពី (72) ម៉ោងមុនកិច្ចប្រជុំ តាមរយៈទូរស័ព្ទលេខ [\(510\) 879-8199](tel:(510)879-8199) ឬតាមរយៈអ៊ីមែល [boe@ousd.org](mailto:boe@ousd.org) ឬទូរស័ព្ទ eTTY/TDD លេខ [\(510\) 879-2300](tel:(510)879-2300) ឬទូរសារលេខ [\(510\) 879-2299](tel:(510)879-2299)។

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**A. Call to Order**

*Chairperson Andrea Dawson called the meeting to order at 6:35 P.M.*

**B. Roll Call**

**C. Election of Officer(s)**

**17-1700**

**Nomination(s), Chairperson, Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee - 2017 Term**

Acceptance of Nomination(s) from the membership for the position of Chairperson of the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee for the 2017 term.

*Chairperson Dawson opened the nomination(s) for Committee Chairperson for the 2017 term.*

*Committee Member Renee Swayne nominated Andrea Dawson.*

*There were no other nomination(s).*

*Chairperson Dawson closed the nominations for Committee Chairperson.*

**17-1701**

**Election of Chairperson, Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee - 2017 Term**

Shall Andrea Dawson be elected Chairperson of the Measures A, B, and J Independent Citizens' School Facilities Bond Oversight Committee for the 2017 term?

**Andrea Dawson was Elected Committee Chairperson by her colleagues by the following vote.**

**Aye:** 6 - Member Joyce Nilo  
Member Renee Swayne  
Member Brendan Havenar-Daughton  
Member Saleem Shakir-Gilmore  
Vice Chairperson Chanu Lee  
Chairperson Andrea Dawson

**Absent:** 1 - Member Shiree Teng

**Non-voting:** 0

Enactment No: 17-1163

[17-1702](#)

**Nomination(s), Vice Chairperson, Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee - 2017 Term**

Acceptance of Nomination(s) from the membership for the position of Vice Chairperson of the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee for the 2017 term.

*Chairperson Dawson opened the nomination for Committee Vice Chairperson for the 2017 term.*

*Chairperson Dawson nominated Chanu Lee.*

*There were no other nomination(s).*

*Chairperson Dawson closed the nominations.*

[17-1703](#)

**Election of Vice Chairperson, Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee - 2017 Term**

Shall Chanu Lee be elected Vice Chairperson of the Measures A, B, and J Independent Citizens' School Facilities Bond Oversight Committee for the 2017 term?

**Chanu Lee was Elected Committee Vice Chairperson by her colleagues by the following vote.**

**Aye:** 6 - Member Joyce Nilo  
Member Renee Swayne  
Member Brendan Havenar-Daughton  
Member Saleem Shakir-Gilmore  
Vice Chairperson Chanu Lee  
Chairperson Andrea Dawson

**Absent:** 1 - Member Shiree Teng

**Non-voting:** 0

Enactment No: 17-1164

[17-1704](#)

**Nomination of Secretary, Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee - 2017 Term**

Acceptance of Nomination(s) from the membership for the position of Secretary of the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee for the 2017 term.

*Chairperson Dawson opened the nomination for Committee Secretary for the 2017 term.*

*Chairperson Dawson nominated Saleem Shakir-Gilmore.*

*There were no other nomination(s).*

*Chairperson Dawson closed the nominations.*

[17-1705](#)

**Election of Secretary, Measures A, B, & J Independent Citizens' School  
Facilities Bond Oversight Committee - 2017 Term**

Shall Saleem Sshakir-Gilmore be elected Secretary of the Measures A, B, and J  
Independent Citizens' School Facilities Bond Oversight Committee for the unexpired 2017  
term?

**Saleem Shakir-Gilmore was Elected Committee Secretary by his colleagues by the  
following vote.**

**Aye:** 6 - Member Joyce Nilo  
Member Renee Swayne  
Member Brendan Havenar-Daughton  
Member Saleem Shakir-Gilmore  
Vice Chairperson Chanu Lee  
Chairperson Andrea Dawson

**Absent:** 1 - Member Shiree Teng

**Non-voting:** 0

Enactment No: 17-1165

**D. Speaker Request Cards/Modification(s) To Agenda**

*None.*

**E. Unfinished Business**



[17-0484](#)

**Measures A, B, & J Independent Citizens' School Facilities Bond Oversight  
Committee - 2015/2016 Annual Report**

Discussion and possible approval by the Measures A, B, & J Independent Citizens' School  
Facilities Bond Oversight Committee of its 2015/2016 Annual Report.

**Attachments:** [17-0484 Measures A, B, & J Independent Citizens' School Facilities  
Bond Oversight Committee - 2015/2016 Annual R](#)


*Cesar Monterosa made the staff presentation. Monterosa said staff will provide an updated  
Annual Report that include Committee Member edits made at the last Committee Meeting.*

*Committee Member Renee Swayne talked about the placement of pictures in the Annual  
Report. Swayne said she did not see the Audit Report in the Annual Report. She said the  
previous copy of the Audit Report was in draft and she wants to see the final Audit Report.*

*Committee Member Brandon Havenar-Daughton concurred with Committee Member  
Swayne's statement about the Audit Report submitted to the Committee in draft.*

*Monterosa said he would arrange for the Auditor to make a presentation at the next  
Committee Meeting.*

**Discussed**

 [17-0643](#)

**Report - Central Kitchen Project & Glenview Elementary School Project**

A Report to the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee by Facilities Staff regarding progress on the new Central Kitchen Project and the Glenview Elementary School Project.

**Attachments:** [17-0643 Report - Central Kitchen Project and the Glenview Elementary School Project](#)

*Chairperson Dawson said she attended a community meeting on July 7th and had some comments about the presentation.*

*Dawson reported:*

- *Neighbors felt they had some input on the contractor's hours of work*
- *The Glenview project has been delayed several times and still not out of the ground. She doesn't believe the community knows that the school is regulated by State ordinance and not by the City's ordinance for work hours*
- *Board approving the final contract at the 2nd meeting in August and the Notice to Proceed will be by the middle of September and construction will start*

*Dawson asked for an update on the project*

*Dominguez responded to Chairperson Dawson comments.*

- *The District is still in the negotiating process.*
- *The contractor currently is responsible for providing an estimated cost and the timeline. The department expects to receive the information by the end of the week from the contractor. Once that information is received from the contractor, the District looks at its own cost estimates to validate and review the timeline.*
- *In the negotiation process, the work schedule will be reviewed and the cost impact to the project budget; what an accelerated timeline looks like, and can the District afford an accelerated timeline.*

*Questions/Comments from Committee Members and Staff Responses*

*Committee Member Swayne*

*Swayne commented on the June 2nd Committee Facility Site Visit to Glenview. She said all the Committee saw was dirt and trucks. Swayne asked for future Site Visits in a similar state of construction, to meet the Project Manager at the Facility Department and review the plans.*

*Dominguez said when there is a project similar to Glenview, staff will focus on design and the logistics rather than actually going to the site.*

*Committee Member Brendan Havenar-Daughton*

*Havenar-Daughton asked for a realistic timeline for the completion of Glenview.*

*Dominguez said the department will have more information in the next 2-3 weeks. The contractor has not updated the District on the timeline and the updated costs. Once staff receives this information, they can then analyze and determine the status of the project.*

*Committee Member Shiree Teng*

*Teng asked how long will the vetting process take?*

*Dominguez said he anticipates in 2-3 weeks with two construction firms reviewing the information. Dominguez said he does not want to rush the process, he wants to make sure to have the timeline and cost correct. Dominguez said he wants to do a thorough review in a timely manner.*

*Chairperson Dawson*

*Dawson asked if the school community still think the project can be completed by August 2019?*

*Dominguez said he will have more information regarding the timeline once negotiations start with the contractor. When new information is received, it will be released to the community and the school.*

*Central Kitchen Project*

*Joe Domindiguez made the staff presentation.*

- Dominguez reported that the project is in the beginning phases of negotiations, finalizing construction language, getting cost estimates, and two construction management firms reviewing the timeline and budget.*
- Staff is scheduling a meeting with the Communication staff to make sure there is a community forum to explain timeline and the current status of the project.*

*Committee Member Swayne*

*Swayne asked was there was a new contractor and if they are using the same plans or new plans?*

*Dominguez*

*There is a new contractor acquired through the RFP process. The new contractor and the JV team are in negotiations with the District. The same architectural plans are being used.*

*Havenaugh-Daughton*

*Havenaugh-Daughton asked about a potential date for the community forum?*

*Dominguez said his staff is working with the Communication staff to hold the forum within the next 30 days and provide the community with a status update.*

**Discussed**

 [16-0191](#)

**Discussion - Measures A, B, & J Independent Citizens' School Facilities Bond  
Oversight Committee - Channels of Communication**

A discussion by Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee of the development of channels of communication, including social media, with Oakland taxpayers that encourages transparency about the Committee's work.

**Attachments:** [16-0191 OUSD Facilities Department Website](#)  
[16-0191 OUSD Measures A, B, & J Independent Citizen Bond Oversight Committee \(CBOC\) Website](#)

*Chairperson Dawson had concerns about accessing all Committee Meeting Minutes in one location from the Committee's website.*

*Edgar Rakestraw, Board Executive Assistant, said staff can take into consideration the desires of the committee to provide what they want, if they can.*

*Committee Member Saleem Shakir-Gilmore  
Gilmore suggested listing the Meeting Minutes at the bottom of the Committee's webpage similar to the link to the Annual Report.*

*Questions/Comments from Committee Members*

*Havenar-Daughton*

*Havenar-Daughton said he wants the website to have easier to access minutes and progress reports on bond spending. Said he sees this as an opportunity to collaborate with the Communication Team.*

*Swayne*

*Swayne requested the Communication staff attend a Committee Meeting to talk about how the Committee can get the word out about the improvements the District is making and to let the public know the bond funds are being well spent.*

**Discussed**

## **F. New Business**



[17-1743](#)

**Measures A, B & J Committee - Regular Meeting Dates and Time For 2017**

Adoption by the Measures A, B & J Committee of its monthly regular meeting dates and time for 2017.

*Chairperson Dawson opened the discussion with Committee Members. The Committee decided it would meet the second Monday of each month at 6:30 P.M. with the exception of the month of September, when Committee will meet on Tuesday, September 12th.*

*Meeting dates for 2017/2018 school year*

*September 12, 2017*

*October 9, 2017*

*November 13, 2017*

*December 11, 2017*

*January 8, 2018*

*February 12, 2018*

*March 12, 2018*

*April 9, 2018*

*May 14, 2018*

*June 11, 2018*

**Discussed**



[17-1750](#)

**Report - 2017 Back to School Summer Projects - Facilities Department**

A Report to the Measures A, B & J Independent Citizens' School Facilities Bond Oversight Committee by the Deputy Chief for Facilities or designee on the 2017 Back to School Summer Projects.

**Attachments:** [17-1750 Report - 2017 Back to School Summer Projects - Facilities Department](#)

*Cesar Monterosa made the staff presentation.*

*Monterosa reported the department's 23 summer and summer plus projects included:*

*Fire alarms*

*Play matting*

*Improvements to Fremont High School*

*Glenview Elementary*

*Kaiser Elementary*

*Skyline High School*

*Castlemont High School*

*All projects are on schedule to be completed for the start of school except Skyline and Castlemont.*

**Discussed**

 [17-1751](#)

**Report - 1025 2nd Avenue/Dr. Marcus Foster Education Leadership Complex Project**

A Report to the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee by Deputy Chief for Facilities or designee regarding progress on the 1025 2nd Avenue/Dr. Marcus Foster Education Leadership Complex Project.

**Attachments:** [17-1751 Report - 1025 2nd Avenue/Dr. Marcus Foster Education Leadership Complex.pdf](#)

*Dominguez reported Kawasaki Architecture Firm was selected. for the project.*

*Strengths of the company - A ba0ckground in historical renovations and a City of Oakland preferred architectural firm.*

*Both buildings have been cleaned out, fenced off for protection, security guard on duty, and windows boarded up.*


*Dominguez said he is In the process of meeting with all department heads at 1000 Broadway to perform a staffing analysis for space and needs. It has been determined that everyone currently housed at 1000 Broadway will fit into the Marcus Foster Education Leadership Complex. Both buildings will have an open floor plan concept. Both buildings are historical buildings.*

*Dominguez said he will have the Kawasaki Firm to provide an update on the project at a future Committee Meeting.*

*Currently in the preliminary design and scheduling an update with the Superintendent to share some preliminary renderings.*

*Network Superintendents - Planning Process  
Network Superintendents are currently housed at 1000 Broadway  
New plan will house them in the communities they serve*

**Discussed**

 [17-1752](#)

**Measures A, B, & J – Budget to Actual Expenditures, Cash Flow Projections Through August 31, 2017**

Presentation to the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee of the Measures A, B & J Budget to Actual Expenditures, and Cash Flow Projections through August 31, 2017.

**Attachments:** [17-1752 Measures A, B, and J – Budget to Actual Expenditures, Cash Flow Projections Through August 31, 2017](#)

*Dominguez requested the item be Tabled until the next Committee Meeting.*

*Chairperson Dawson requested next month's report include the following:*

- *Bond fund expenditures to date*
- *Remaining balance in the bond fund*
- *How much is in the reserve*
- *List the stage of projects, particularly Fremont and Roosevelt projects*

*Gilmore requested the Expenditure Report is attached to the Meeting Agenda when sent to Committee Members.*

**Discussed**

[17-1753](#)

**Report - Fremont High School Project**

A Report to the Measures A, B, & J Independent Citizens' School Facilities Bond Oversight Committee by Deputy Chief for Facilities or designee regarding progress on the Fremont High School Project.

*Cesar Monterosa made the staff presentation.*

*Monterosa said the District has begun negotiations with the General Venture Partner, Kahill, on the lease portion of the contract. A meeting is scheduled for August 21st to create a timeline for the different phases of the Fremont project.*

*Phase 1 – Parking lot*

*Phase 2 – Modular two-story building, expedite the removal of the portables currently housing some students*

**Discussed**

**G. Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the Committee**

[17-1744](#)

**Public Comments on All Non-Agenda Items Within the Subject Matter  
Jurisdiction of the Measures A, B, and J Independent Citizens' School Facilities  
Bond Oversight Committee - August 14, 2017**

Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the  
Measures A, B, and J Independent Citizens' School Facilities Bond Oversight Committee -  
August 14, 2017.

*None.*

**H. Introduction of New Legislative Matter**

*None.*

**I. Adjournment**

*Chairperson Dawson adjourned the meeting at 7:52 P.M.*

*Next Committee Meeting is September 12, 2017 at 6:30 P.M.*

Prepared By: \_\_\_\_\_

Approved By: \_\_\_\_\_