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File ID Number	25-1468
Introduction Date	2/26/2025
Enactment Number	
Enactment Date	

Board Cover Memorandum

To Board of Education

From Control Over Outsourcing Taskforce

Meeting Date May 28, 2025

Subject Control Over Outsourcing Taskforce Workplan, including the Scope and Sequence and the Goals and Objectives, in alignment with Resolution No. 2425-0083.

Ask of the Board Receive the Control Over Outsourcing Taskforce Workplan, including the Scope and Sequence and the Goals and Objectives, in alignment with Resolution No. 2425-0083.

Background On March 18, 2025, the Board introduced Resolution No. 2425-0083, establishing an ad hoc “Control Over Outsourcing Taskforce” (the “Taskforce”) in response to concerns about OUSD’s spending on “Services and Other Operating Expenses,” which has significantly increased since 2020. The resolution outlines the structure, membership, and reporting requirements of the Taskforce and directs that a Workplan be developed and submitted to the Board prior to initiating substantive work.

The Taskforce was charged with examining current contracting practices, identifying cost-saving measures, and making recommendations to improve contract approval and oversight processes. The resolution further requires that the Taskforce submit quarterly reports aligned with the Board’s interim fiscal reporting calendar and sets an October 31, 2026 deadline for presenting potential cost-saving measures for SY 2025-26.

Discussion

The attached Workplan Scope and Sequence outlines a meeting schedule from March 2025 through June 2027, identifying key tasks, milestones, and responsible parties. Early meetings will focus on reviewing existing practices, comparing policies with other districts and municipalities, and building shared understanding. Later stages prioritize the development of specific policy recommendations and the delivery of interim and final reports to the Board. The Goals and Objectives document outlines the core purpose of the Taskforce, emphasizing cost reduction, improved staffing stability, and better student outcomes. Objectives include:

- Reviewing current contracts and approval processes;
- Making recommendations for eliminating redundancy and improving efficiency;
- Engaging stakeholders and analyzing best practices;
- Developing policy recommendations with equity and transparency guardrails;
- Delivering findings and savings proposals in advance of each fiscal interim report.

Fiscal Impact

A full fiscal analysis will be conducted as part of the Taskforce's work. Adoption of this Workplan itself does not result in a direct fiscal impact. The total expenditures for the Taskforce's activities shall not exceed \$100,000, as specified in Resolution No. 2425-0083.

Attachment(s)

- Resolution No. 2425-0083 - Establishing a "Control Over Outsourcing" Taskforce
- Control Over Outsourcing Taskforce Workplan

Ask of the Board

Adopt the Control Over Outsourcing Taskforce Workplan, including the Scope and Sequence and the Goals and Objectives, in alignment with Resolution No. 2425-0083.

Background

On March 18, 2025, the Board introduced Resolution No. 2425-0083, establishing an ad hoc “Control Over Outsourcing Taskforce” (the “Taskforce”) in response to concerns about OUSD’s spending on “Services and Other Operating Expenses,” which has significantly increased since 2020. The resolution outlines the structure, membership, and reporting requirements of the Taskforce and directs that a Workplan be developed and submitted to the Board prior to initiating substantive work.

The Taskforce was charged with examining current contracting practices, identifying cost-saving measures, and making recommendations to improve contract approval and oversight processes. The resolution further requires that the Taskforce submit quarterly reports aligned with the Board’s interim fiscal reporting calendar and sets an October 31, 2026 deadline for presenting potential cost-saving measures for SY 2025-26.

Discussion

The attached Workplan Scope and Sequence outlines a meeting schedule from March 2025 through June 2027, identifying key tasks, milestones, and responsible parties. Early meetings will focus on reviewing existing practices, comparing policies with other districts and municipalities, and building shared understanding. Later stages prioritize the development of specific policy recommendations and the delivery of interim and final reports to the Board.

The Goals and Objectives document outlines the core purpose of the Taskforce, emphasizing cost reduction, improved staffing stability, and better student outcomes. Objectives include:

- Reviewing current contracts and approval processes;
- Making recommendations for eliminating redundancy and improving efficiency;
- Engaging stakeholders and analyzing best practices;
- Developing policy recommendations with equity and transparency guardrails;
- Delivering findings and savings proposals in advance of each fiscal interim report.

The Superintendent or designee will ensure the timely provision of data necessary for the Taskforce's analysis, including contracts, ledgers, and grant balances.

Fiscal Impact

A full fiscal analysis will be conducted as part of the Taskforce's work. Adoption of this Workplan itself does not result in a direct fiscal impact. The total expenditures for the Taskforce's activities shall not exceed \$100,000, as specified in Resolution No. 2425-0083.

Attachment(s)

- Resolution No. 2425-0083 - Establishing a "Control Over Outsourcing" Taskforce
- Control Over Outsourcing Taskforce Workplan



Board Office Use: Legislative File Info.	
File ID Number	25-0493
Introduction Date	2/26/2025
Enactment Number	25-0352
Enactment Date	3/18/2025 os

Board Cover Memorandum

To Board of Education

From President Jennifer Brouhard
Director Rachel Latta

Meeting Date March 18, 2025

Subject Establishing a “Control Over Outsourcing” Taskforce

Ask of the Board Introduction of Resolution #2425-0083 establishing a “Control Over Outsourcing” Taskforce

Background The Board recommends that the Superintendent or designee establish an ad hoc “Control Over Outsourcing Task Force” (“Task Force”). The Task Force will be established and hold its first meeting no later than April 1, 2025, and will meet every other month through June 30, 2027.

Fiscal Impact A fiscal impact analysis will be conducted prior to Board action.

Attachment(s) Resolution No. 2425-0083 -Establishing a “Control Over Outsourcing” Taskforce

RESOLUTION OF THE
BOARD OF EDUCATION OF THE
OAKLAND UNIFIED SCHOOL DISTRICT

RESOLUTION No. 2425-0083

Establishing the “Control Over Outsourcing” Task Force
Introduced by Jennifer Brouhard and Rachel Latta

WHEREAS, Oakland Unified School District spends a higher percentage of its budget on “Services and Other Operating Expenses” than other districts of a similar size (as well as many larger districts) throughout California.

WHEREAS, spending in the budget area “Services and Other Operating Expenses” has more than doubled since 2020, with the 2024-25 budget having grown significantly since 2020 as the result of new federal and state one-time resources.

NOW THEREFORE BE IT RESOLVED, the Board recommends that the Superintendent or designee establish an ad hoc “Control Over Outsourcing Task Force” (“Task Force”). The Task Force will be established and hold its first meeting no later than April 1, 2025, and will meet every other month through June 30, 2027; and

BE IT FURTHER RESOLVED, the Task Force will consist of: one member from each OUSD bargaining unit, designated by that unit, (OEA, BCTC , SEIU 1021, AFSCME, Teamsters, and UAOS), one representative from each of the PSAC committees (CAC, DELLS, PSAC), ACC and the two student board directors, one Board member and two District staff appointees and one additional member appointed by the Superintendent or designee; and

BE IT FURTHER RESOLVED, the Task Force will submit quarterly reports to the Board and the Superintendent. Task Force reports will be submitted before the Board’s fiscal interim reports each year. The Superintendent will provide timely and complete information requested by the Task Force including but not limited to: contracts, ledgers, grant balances, measures and parcel tax balances, and position control to the Task Force as requested; and

BE IT FURTHER RESOLVED, The Task Force may take one or more of the following steps to develop and recommend an Outsourcing Control and Reduction Plan: to reduce total expenditures for consulting services.

(1) The Task Force may examine the District's current contracts with outside vendors and may make recommendations on how to save costs through consolidating overlapping contracts, eliminating redundant or unnecessary contracts, renegotiating contract terms, and other measures.

(2) The Task Force may examine the District's current processes for initiating, bidding, and approving contracts with outside vendors, and make recommendations on improving these processes.

(3) As soon as feasible and not later than October 31, 2026, the Task Force will present its findings on potential savings for SY 25-26.

(4) The Taskforce shall develop a workplan and present it to the Board of Education prior to engaging in its work and making recommendations to the Board.

BE IT FURTHER RESOLVED, that expenditures pursuant to this resolution shall in no event exceed \$100,000.

PASSED AND ADOPTED by the Board of Education of the Oakland Unified School District this 18th day of March, 2025, by the following vote:

PREFERENTIAL AYE: None

PREFERENTIAL NOE: None

PREFERENTIAL ABSTENTION: None

PREFERENTIAL RECUSE: None

AYES: Rachel Latta, VanCedric Williams, Patrice Berry, Vice President Valarie Bachelor,
President Jennifer Brouhard

NOES: Mike Hutchinson

ABSTAINED: Clifford Thompson

RECUSE: None

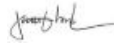
ABSENT: Maximus Simmons (Student Director), Michele Vasquez (Student Director)

CERTIFICATION

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Special Meeting of the Board of Education of the Oakland Unified School District held on March 18, 2025.

Legislative File	
File ID Number:	25-0493
Introduction Date:	3/18/2025
Enactment Number:	25-0352
Enactment Date:	3/18/2025
By:	os

OAKLAND UNIFIED SCHOOL DISTRICT



Jennifer Brouhard
President, Board of Education



Kyla Johnson-Trammell
Superintendent and Secretary, Board of Education

Meeting date	Topic/Item	Owner	Expected outcome	Notes
March 2025	Review meeting times, norms, how we make decisions	Rachel	Confirm next meeting time	
	Discuss draft workplan	Rachel	Review the draft workplan - needs to be presented to board prior to May 2025 meeting	
	Post-work: where do we want to end? Guiding principals	Group	Let's all move in the same direction	
	Post-work: review consultant dashboard and bring questions to next meeting	Group	Build a shared understanding of the scope	
May 2025	Review final workplan	Rachel		
	Review guiding principals and adopt	Group		
	Discuss consultant dashboards	Group	Discuss site- or department-based contracts versus master contracts including process (timeliness to bring to board, evaluation), % of contracts, inc benchmarking	
	Post-work: review other school district and municipality contracting policies and practices	Group		
August 2025 (IN PERSON TBD)	Review other contracting policies and discuss if there are any places we could replicate	Group	Consider meeting or report from 1-2 school districts OR municipalities to discuss learnings	Answers
	Team building	Group		
	Prepare board report for October 2025 prior to 1st interim	Group		
	Post-work: final contract spending SY 2024-2025 and budget 2025-2026	Group		
October 2025	Discuss SY 2024-2025 contracting spent and SY 2025-2026 budget	Rachel/district staff		
	Review contracting policies from identified districts	Group		
	Identify possible changes and small group to discuss	Group		
December 2025	Review options from small group re: changes to our policy	Group		
	Decision: should we bring any policy changes to next board report?	Group		
February 2026	Prepare board report for March 2026 prior to 2nd interim	Group		
	Post-work: review updated spending from 2nd interim	Group		
April 2026	Discuss current contracting	Group		
	Identify volunteers to develop draft plan to present to group at next meeting	Rachel		
June 2026	Review 3rd interim report and contract dashboard to guide October 2026 deadline	Group		
	Identify volunteers to develop draft plan to present to group at next meeting	Rachel		
	Post-work: each board member reviews with their constituency final recommendations	Group		
August 2026	Review presentation due to board October 2026 with recommendations for potential savings 2025-2026 (no budget impact) and 2026-2027 and proposals for cost-savings for SY 2027-2028	Group		
	Decision: finalize recommendations to board	Group		
October 2026	Debrief board presentation	Group		
	Identify next priority areas	Group		
December 2026	Update work plan through July 2027 final meeting	Group		
February 2027	Plan for board report due by 2nd interim Fiscal Report	Group		
April 2027	Plan for board report due by 3rd interim Fiscal Report (if needed)	Group		
	Plan final meeting			
June 2027	FINAL MEETING!			

June 2021				

Task Force Goals and Objectives	
Core purpose <i>What is the central purpose of this committee within the broader Board of Education structure?</i>	<p>The Task Force may take one or more of the following steps to develop and recommend an Outsourcing Control and Reduction Plan: to reduce total expenditures for consulting services.</p> <p>(1) The Task Force may examine the District's current contracts with outside vendors and may make recommendations on how to save costs through consolidating overlapping contracts, eliminating redundant or unnecessary contracts, renegotiating contract terms, and other measures.</p> <p>(2) The Task Force may examine the District's current processes for initiating, bidding, and approving contracts with outside vendors, and make recommendations on improving these processes.</p> <p>(3) As soon as feasible and not later than October 31, 2026, the Task Force will present its findings on potential savings for SY 25-26.</p>
Scope <i>What falls within the committee's scope? What falls outside of it?</i>	<p>All district contracts are subject to the review of the committee, identify ways to save money, reduce temporary work in favor of stable, school-based staff and serve students better.</p> <p>The Task Force is not a decision making body, but can bring recommendations for policy changes to the board for adoption.</p>
Objectives <i>Considerations while developing objectives may include:</i> - What resources are required? - Which of the Board's strategic priorities does this align with? - What decisions are operational (staff-led) vs governance (board oversight)? - Who are the key stakeholders to engage? - How does the timeline for this objective line up with legal or other deadlines?	<p>Quarterly reports to the board, specifically prior to interim fiscal reports. October 26th - deadline to present potential savings for SY 25-26 and propose savings for 2026-2027</p>
	<p>Review OUSD policies and compare to other districts and municipalities for ways to save costs and evaluate effectiveness of contracts. Information requests may include contracts, ledgers, grant balances, measures and parcel tax balances, and position control. Superintendent or delegate is responsible for provision of requested information in a timely fashion.</p>
	<p>Discuss recommendations and decide as a group. Board Director is responsible for engaging other Board Directors and staff around how to operationalize recommendations. Task Force members are responsible for engaging their constituent groups and identifying areas of improvement in our current AND proposed processes. Task Force will decide as a whole how we will recommend improving the system, improving the outcomes (reducing costs, stable staffing and better student outcomes) and what are the guardrails (how do we ensure an equitable, transparent process, is there a dollar amount that contracts must be reviewed by Superintendent/Board/LCAP committee/Bargaining Unit, how do we monitor and who should approve contracts).</p>