

Board Office Use: Legislative File Info.	
File ID Number	24-2581
Introduction Date	11-20-2025
Enactment Number	
Enactment Date	



Board Cover Memorandum

To Facilities Committee

From Denise Gail Saddler, Ed.D., Interim Superintendent
Preston Thomas, Chief Systems & Services Officer
Pranita Ranbhise, Executive Director, Facilities Planning & Management

Meeting Date November 20, 2025

Subject 2025 Facilities Internship Program Review

Ask of the Committee This item provides an update for discussion. No action is needed at this time.

Background After a three-year hiatus caused by the COVID-19 pandemic, the Facilities Planning and Management Department (Facilities) relaunched its Facilities Internship Program in 2022. Beginning in the fall of 2021, Facilities worked closely with the OUSD Coordinator of CTE Trade and Apprenticeships, OUSD Linked Learning Office, to pilot a paid (\$15/hr) summer internship program that exposes rising and graduating OUSD high school seniors to a broad range of opportunities within architecture, engineering, program management, construction management, and general contracting fields. In 2022, the program served three students, and in 2023, the program served four students.

In 2024, the program partnered with Exploring College, Career and Community Options (ECCCO) to extend its student outreach efforts and improve its mentoring curriculum. Additionally, the internship opportunities expanded to OUSD's Building & Grounds (B&G), Nutritional Services, and Custodial Services departments. As a result of extending outreach and expanding available intern opportunities, the 2024 program served 13 students from six OUSD high schools. The 2025 program facilitated two internships with external firms.

The presentation will be led by Kristin Eaves, the Communications Manager from the Facilities Planning and Management Department, to provide an overview of the 2025 program, student learnings, and areas of opportunity to continue to expand and build the program.

Discussion This item is presented as an update for information purposes. Questions, observations, and specific feedback are welcome.

Fiscal Impact Funds from 3rd Party, in conjunction with OUSD's Education Foundation.

Attachment(s) Presentation on OUSD Facilities Internship Program Summer 2025.



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Facilities Department Summer Internship Program 2025

FACILITIES PLANNING & MANAGEMENT

THURSDAY, NOVEMBER 20, 2025



PRESENTERS AND PRESENTATION OUTLINE



Pranita Ranbhise
Executive Director,
Facilities Planning



Kristin Eaves
Communications Manager,
Facilities Planning

- Summer Internship Program Overview
- Summer Internship Evolution
- Summer 2025 Interns
- Goals & Next Steps

SUMMER 2025 OVERVIEW

Facilities Planning & Management remains committed to providing impactful summer internship opportunities that foster skill development for students pursuing interests in planning, design, and construction.

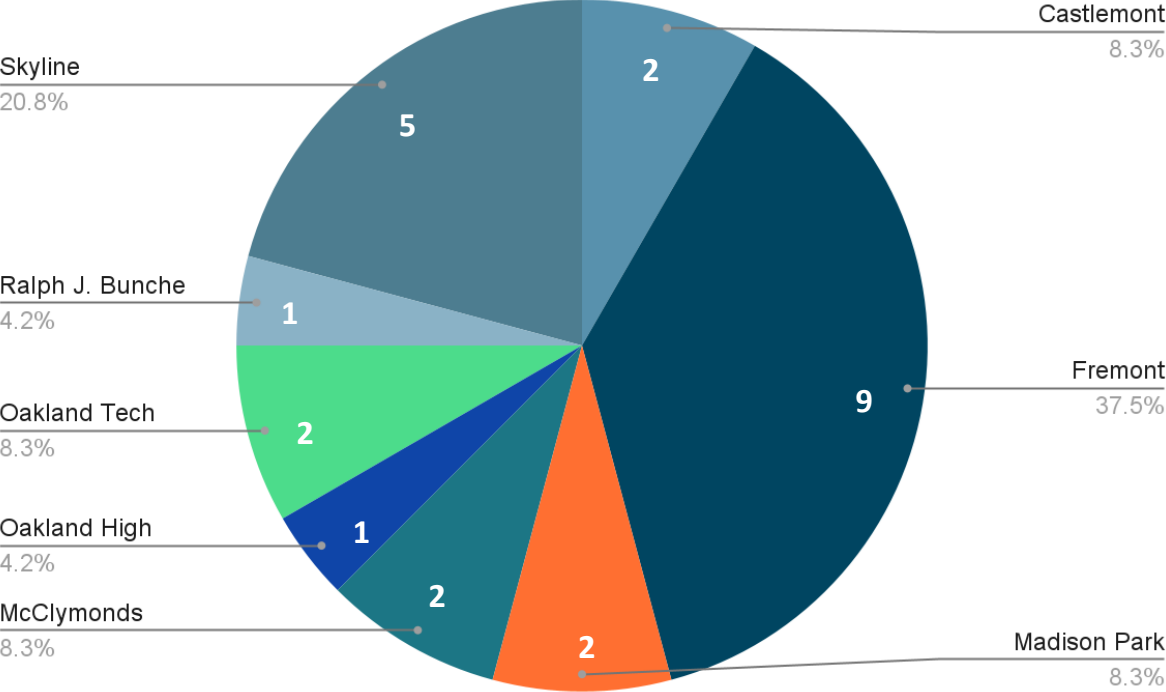


2024 Facilities Internship Presentation

Participating Firms and Organizations



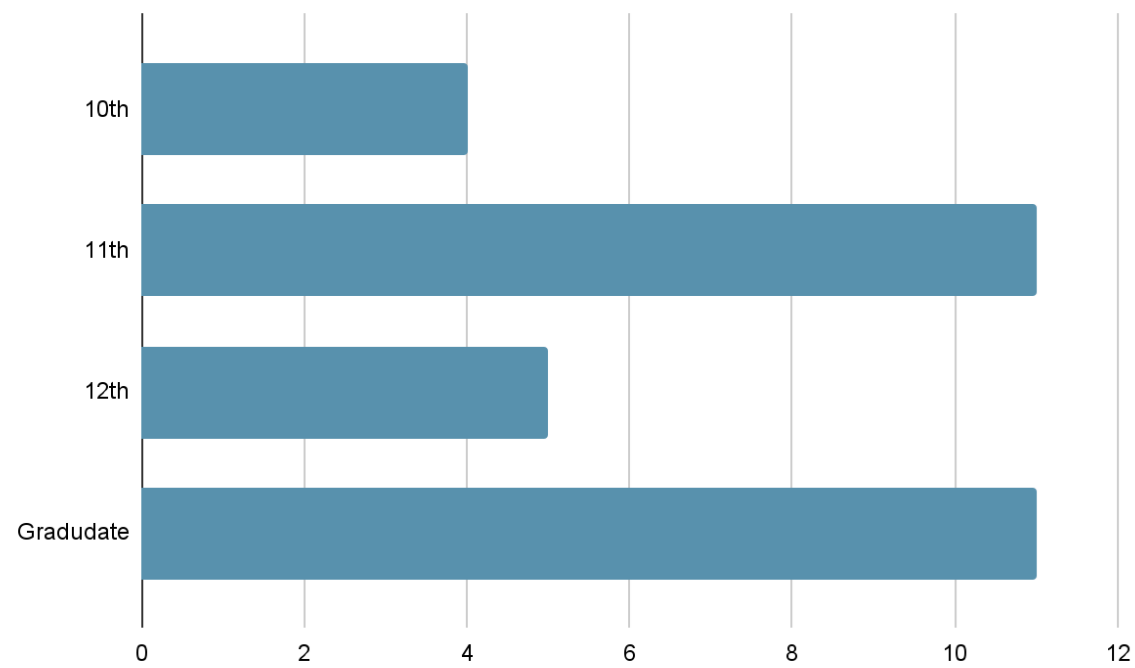
Participating High Schools



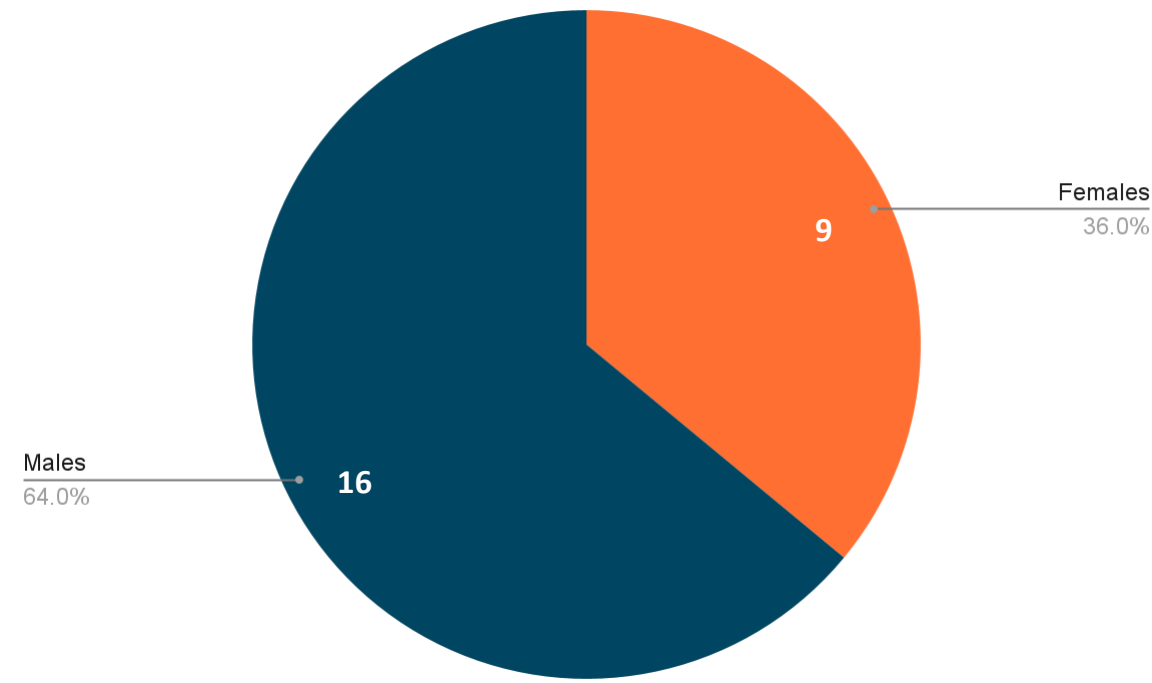
CTE Pathways

- Architecture
- Community Health Equity
- Computer Science
- Construction
- Engineering/ Physics
- Entrepreneurship
- Green Architecture
- Hospitality, Tourism, and Recreation
- Law and Social Justice
- Media Academy
- Race, Policy, and Law
- Sustainable Urban Design Academy
- Visual and Performing Arts

Grade Levels



Gender



SUMMER INTERNSHIP PROGRAM EVOLUTION

2022

Facilities relaunched its summer internship program.

3 external firms offered positions.

3 students were awarded positions.

\$15 per hour base rate of pay

2023

Professional development and mentorship were added to the program.

3 external firms offered positions.

4 students were awarded positions.

\$15 per hour base rate of pay

2024

Facilities partnered w/ ECCCO*. B&G and Custodial positions were funded.

3 external firms offered positions.

13 internal positions were offered through Buildings & Grounds and Custodial Services.

16 students were awarded positions.

\$16 per hour base rate of pay

2025

Created a student advisor role to support interns throughout their internship experience.

2 external firms offered positions.

2 students were awarded positions.

\$18 per hour base rate of pay

*ECCCO = Exploring College, Career, and Community Options

SUMMER 2025 OVERVIEW: MEET THE INTERNS



During Summer 2025, Facilities Planning & Management partnered with Brailsford & Dunlavey and Quattrocchi Kwok Architects (QKA) to coordinate two student internship opportunities for the *Exploring College, Career, and Community Options* (ECCCO) program.



America J.

GRAPHIC DESIGN INTERN

Employer: Brailsford & Dunlavey

Position: Facilities Graphic Design Intern

Rate of Pay: \$18/ hr

Work Format: Virtual

School: Fremont Academy

Pathway: Media Academy

Current Grade: 11

Training: Professional development and graphic design skill building.

America was instrumental in developing collateral material templates using graphic design skills acquired during the internship in support of Bond Measure-related activities.



"Overall my internship experience was pretty good. I was able to learn even more things and build a relationship with others."

- America



BRAILSFORD
& DUNLAVEY

Taj'Nea J.

ARCHITECTURE & ENGINEERING INTERN

Employer: Quattrocchi Kwok Architects

Position: Architecture & Engineering Intern

Rate of Pay: \$18/ hour

Work Format: In-person, part time

School: McClymonds High School

Pathway: Entrepreneurship Pathway

Grade: 12

Training: Exposure to design meetings and opportunities to develop her own designs for her focus project.

Taj'Nea assisted in the development of design, production, and project documentation under the supervision of a Studio Lead for OUSD's Garfield Elementary School project.



QUATTROCCHI KWOK
ARCHITECTS



Aireanna M.

FACILITIES INTERNSHIP COORDINATOR

Employer: Brailsford & Dunlavey

Position: Facilities Internship Coordinator

Funding: OUSD Facilities

Work Format: Full Time, Contractor

Education: Graduated from Oakland High School and attends University of California, Riverside

Training: Data entry, survey development, and presentation design.

Aireanna assisted with intern professional development opportunities, coordination of intern information, and providing ongoing support to interns navigating the ECCCO* program.

**ECCCO = Exploring College, Career, and Community Options*




BRAILSFORD
& DUNLAVEY



GOAL & NEXT STEP

GOAL

Develop a sustainable, partnership-driven internship framework that aligns with institutional goals, supports program growth, and ensures meaningful outcomes for student participants.

NEXT STEP

Conduct outreach to external firms and identify internship opportunities.

THANK YOU!

FOR MORE INFORMATION:

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Kristin Eaves | Manager | Facilities Communications | kristin.eaves@ousd.org



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