

Oakland Unified School District

Board of Education
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DRAFT

AMERICANS WITH DISABILITIES ACT COMPLIANCE

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Minutes (Long)

Wednesday, January 30, 2008

4:00 PM

Board Room, 1025 2nd Avenue, Oakland, CA 94606

State Administrator and/or Board of Education

Vincent C. Matthews
Interim State Administrator/Trustee
and/or

President David Kakishiba and Vice President Alice Spearman
Directors: Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins
Student Directors: ShaCora Cowart and Markeshia James
Staff: Edgar Rakestraw, Jr., Secretary, Board of Education

A. Call To Order

President David Kakishiba called the meeting to order at 4:22 P.M.

B. Roll Call

Roll Call: Present: Markeshia James, Gregory Hodge, Gary Yee, Christopher Dobbins, David Kakishiba and Vincent Matthews

Absent: ShaCora Cowart, Kerry Hamill, Noel Gallo and Alice Spearman

C. President's or State Administrator's Statement Disclosing Item(s) To Be Discussed In Closed Session Today

President Kakishiba stated the items to be discussed in Closed Session as printed on the Agenda.

D. Closed Session Item(s)**Labor Matter(s)****08-0122 Conference With Labor Negotiators**

United Administrators of Oakland Schools (UAOS), Service Employees International Union - Local 1021 (SEIU), Oakland Education Association (OEA), Oakland Child Development Paraprofessional Association (OCDPA), American Federation of State, County and Municipal Employees-Local 257 (AFSCME), Brotherhood of Teamsters, Auto Truck Drivers-Local 70 of Alameda County, Brotherhood of Teamsters, Warehouse, Mail Order, Retail Employees- Local 853 of Alameda County, American Federation of Teachers/CFT-Local 771 (AFT), Building and Construction Trades Council of Alameda County.

Principal District Representative: Deborah Cooksey, Interim General Counsel

Public Employee Matter(s)**08-0120 Public Employee Dismissal/Discipline/Release**

Public Employee Dismissal/Discipline/Release

08-0131 Public Employee Appointment

Internal Auditor

Pupil Matter(s)**Admission****08-0059 Admission Hearing - Student F****08-0060 Admission Hearing - Student G****Expulsion****08-0058 Expulsion Appeal Hearing - Student D****Readmission****06-0403 Readmission Hearing - Student V****E. Recess To Closed Session***President Kakishiba recessed the meeting to Closed Session at approximately 4:28 P.M.***Roll Call (Secretary's Observation)***Vice President Alice Spearman and Director Kerry Hamill present at 4:32 P.M.*

Roll Call: Present: Kerry Hamill, Gregory Hodge, Gary Yee, Christopher Dobbins, Alice Spearman,
David Kakishiba and Vincent Matthews
Excused: ShaCora Cowart and Markeshia James
Absent: Noel Gallo

Roll Call (Secretary's Observation)*Director Noel Gallo present at 4:34 P.M.*

Roll Call: Present: Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Excused: ShaCora Cowart and Markeshia James

F. Reconvene To Public Session

President Kakishiba reconvened the meeting to Public Session at 5:40 P.M.

G. Second Roll Call

Roll Call: Present: Markeshia James, Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Absent: ShaCora Cowart

H. President's and/or State Administrator's Statement of Reportable Action Taken In Closed Session and the Vote of Members or State Administrator, If Any

State Administrator Matthews and President Kakishiba, in separate statements each, stated that there is no reportable action from the Closed Session for either body.

I. Speaker Request Cards/Modifications To the Agenda

Vice President Spearman pulled Item No. 07-1734, Page 22, AdvancePath Academies, for discussion. She also pulled 08-0109, Establishment of Charter Term, for questions.

Director Dobbins pulled Item No. 08-0098 on page 20 for questions.

Director Gallo pulled Item 08-0086 Amendment No. 1, Gelfand/RNP, Cox Elementary School Modernization and 08-0085 Amendment No. 1, Gelfand/RNP, Cox Elementary School New Classroom Building Project, for discussion.

J. Adoption of the Pupil Discipline Consent Report

Admission

08-0059 Admission Hearing - Student F

08-0060 Admission Hearing - Student G

Expulsion

08-0058 **Expulsion Appeal Hearing - Student D**

Readmission

06-0403 **Readmission Hearing - Student V**

Passed The Pupil Discipline Consent Report

A motion was made by Vincent Matthews, seconded by Vincent Matthews, including all the preceding items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 1 - Vincent Matthews
Nay: 0
Recused: 0
Absent: 1 - ShaCora Cowart
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

K. Special Recognitions and/or Presentations

None

L. Report of Student Board Members

 08-0114 **Student Directors' Report - January 30, 2008**

Presentation of Student Directors' Report by ShaCora Cowart and/or Markeshia James - January 30, 2008.

Attachments: [Document\(s\)](#)

Student Director Markeshia James made the report (attached hereto).

Student Director Markeshia James reported on the January 17 All City Council meeting

held at Oakland High School. Representatives from eight high schools attended the meeting. Members of the Oakland High School Facilities Committee reported on their Clean Schools Campaign and proposals on Safety and Quality Teaching were discussed. The group reported on improvements at various school sites since the last All City Council meeting, including cafeteria food at Oakland High School; cleaner bathrooms and less graffiti at Oakland High School. Students at Paul Robeson raised money during "Spirit Week" and had activities with other schools. Skyline students are working on their basketball homecoming, junior and senior prom. The next All City Council meeting is February 21, 2008, at Rudsdale High School starting at 1:00 P.M.

Presentation/Acknowledgment Made

M. Coherent Governance



08-0105

Monitoring Report - Policy Type: Results (R) 2 - Academic Achievement -Reading/3rd Grade (30 Minutes)

Adoption by Board of Education of Monitoring Report - Policy Type: Results (R) 2 - Academic Achievement - Reading/3rd Grade.

Attachments: [Document\(s\)](#)
[R-2 Monitoring Report 1 08.ppt](#)

Interim State Administrator Matthews stated this report will be used by the Board to monitor reforms based upon provisions of Board Policy for academic achievement relating to reading at third grade or above grade level. He is recommending Board approval as evidence of reasonable interpretation. Brad Stam, Chief Academic Officer, said this is the first in a series of reports that staff will present to the Board to inform on progress toward student achievement targets. He said the Results Policy states that all students will meet or exceed rigorous standards in all academic disciplines. We are focusing today on the milestone assessment that all students will read and write at or above grade level by the end of third grade which corresponds to our goals under Expect Success. In addition to the reading and writing goal, we also will be reporting on progress of students exploring their own creativity, appreciating art forms and transferring their value of the arts to academic social and cultural experiences. The purpose of this report is to share data demonstrating progress or lack thereof in achievement of the results policies from the 2006-07 school year and to establish targets for the 2007-08 school year. Progress against those targets will be reviewed in the fall. Regarding academic achievement on reading, staff concludes that the District has failed to achieve reasonable progress in the area of reading.

Key Findings: Third Grade Student Achievement was flat. While we did show a significant increase of five percent of second graders in English/Language Arts and met the target, because of the flat performance at 28 percent in third grade, we did not meet the target. In addition, while we did show a significant increase of six percent growth in our African American students in second grade, we did not make the 7.5 percent growth, so we did not meet the target. We made one out of the eight targets.

Action Requested: The Board is requested to adopt similar targets for the 2007-08 school year---a five percent increase in overall proficiency to be considered reasonable---and a 7.5 percent growth target for accelerated growth overall. For our lowest performing subgroups, we are requesting a 7.5 percent increase in overall proficiency to be considered reasonable and a 10 percent growth to be considered accelerated. The staff recommends defining reasonable district-wide progress to be the following: Meeting a minimum of five

of the eight targets. We are requesting a three-year growth target and requesting the same eight targets but averaged over three years.

Jim Mordecai said this is the standards-test dance and they sometimes multiply numbers and they talk about targets. To the public it does not mean anything. What does "at grade level" mean? What does "standardization" mean? He doesn't think the public knows or is interested in that. He said there has always been a third grade "dip" in his 30 years of teaching experience and it has to do with the construction of tests and a change in emphasis from decoding to comprehension.

Vice President Spearman stated when we talk about Far Below Basic/Below Basic Proficiency/African American students, are there going to be specific strategies to move them from 7.5 to 10 percent? Mr. Stam spoke of scheduling a work session for an in-depth discussion on strategies in March or early April. Mr. Stam stated we are engaged in the strategies over multiple years.

Director Hodge spoke of the achievement gap between African American, Latino students and the rest of the student population in the District. Our kids are not reading. The discussion in March needs to be about the interventions that are different than what we have been doing. If children in this community cannot read, then all of the other social problems are not going to get solved. If kids in our community cannot read or compute, then we are not doing the job we were elected to do, nor are the people in the classrooms doing the job they were hired to do.

Director Yee said the big challenge for us will be looking at the Expect Success goals with the data. He appreciates realistic goals.

Director Gallo said we should not accept the figure that was presented tonight for second and third grade reading. He would like to see ways that we can improve along with any associated costs. It is going to take an effort from the whole community to put some resources behind it, whether that means decreasing class size to provide attention. He is going to vote "No" accepting this report until we are able to identify how we are able to improve the situation. Along with the academic goals, he needs to see the financial goals that it will take to ensure we correct the elementary years.

Director Hamill said there is a direct correlation between the investment we make in training and the results for teachers and students. The issue of professional development is not a function of money. We carry forward millions and millions of dollars every year of discretionary money that we could use for professional development and there is no excuse for us not to be very strategic and aggressive in ensuring that we do that. She would like to see something much broader when this item comes back at the work session and more specific about what we are going to do to that end. We need to be talking about how we are doing. We are doing assessments K-8. How are we reading those assessments? How are they informing us? What are they telling us about students? How are we doing at that point in the year? Staff needs to provide information on the breakthroughs and best practices so this is always framed in the context of what is working. We have plenty of good examples to point to.

Director Dobbins said many elementary school teachers in the pivotal grades of 1 through 3 happen to be the new teachers. How do we support them to become great teachers?

President Kakishiba asked the State Administrator to schedule the discussion on strategies for Reading by Third Grade for the March 26th Board Meeting. He also was requested to

move up the discussion on ninth grade and twelfth grade reports to late February or early March.

A motion was made by Alice Spearman, seconded by Gary Yee, that this matter be Adopted as Amended. The motion carried by the following vote:

Votes: Adv Aye: 0
 Adv Nay: 0
 Adv Abstain: 0
 Aye: 6 - Kerry Hamill, Gregory Hodge, Gary Yee, Christopher Dobbins, Alice Spearman and David Kakishiba
 Nay: 1 - Noel Gallo
 Recused: 0
 Absent: 1 - ShaCora Cowart
 Preferential Aye: 1 - Markeshia James
 Preferential Abstention: 0
 Preferential Nay: 0



08-0123

Interpretation Discussion - Policy Type: Operational Expectations (OE) 9 - Asset Protection (15 Minutes)

Interpretation Discussion Between Board of Education and Administration of Monitoring Report Requirements - Policy Type: Operational Expectations (OE) 9 - Asset Protection.

Attachments: [Document\(s\)](#)

Chief Financial Officer Leon Glaster introduced the Interpretation Report on the Board's Operational Expectation Policy on Asset Protection (OE9). This report is presented as documentation of our reasonable interpretation of the provisions of this policy. Reginald Crowell, Director of Risk Management, gave an overview of our Risk Protection program. Mr. Crowell said we have a broad interpretation of this policy which protects the District's assets and operations. The District purchases insurance from large commercial insurance carriers and the District has been a member of joint powers associations with voting rights. We have broad and comprehensive coverage under our insurance policy which includes fire, casualty, theft and dishonesty insurance, boilers and machinery, errors and omissions, electronic data processing, worker's compensation and student accident insurance. In protecting our operations and assets we are required to have inspections to insure our facilities are compliant and that we have safe practices. Premiums are assessed according to the value of the assets, buildings, and based upon the number of employees on payroll. We are required to inventory all of our assets.

Director Yee said this operational expectation talks about protecting assets. He would like the policy to contain a proactive stance for asset protection.

State Administrator Matthews said the Board is being asked if they believe that the interpretation meets the intent of the policy, and if it does, then we would present a report to the Board saying whether we are correctively meeting these policies or not.

Director Dobbins asked if we decided on a percentage for replacement value loss for OE9? Mr. Glaster said it would be 100 percent full replacement. There is a deductible. For large items, such as the Peralta fire, it would be \$250,000 which is standard in the industry.

Vice President Spearman said she read in the policies that the CEO may not lease or sell estate including land and buildings. Why is the term "lease" not included?

Jim Mordecai said he was unable to find the information on the computers available to the public. He is unable to download the documents.

Director Yee asked if this operational expectation had to do with asset protection in a positive way or is it covered somewhere else? He requests an annual report as to the amount of computers lost through theft or burglary and other acts of vandalism. The current document does not detail what the CEO will do or not do. State Administrator Matthews said Area 4 would be amended to include information about asset losses and detail our efforts in protecting the losses.

A motion was made by Christopher Dobbins, seconded by Gary Yee, that this matter be Adopted as Amended. The motion carried by the following vote:

Votes: Adv Aye: 0
 Adv Nay: 0
 Adv Abstain: 0
 Aye: 7 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman and David Kakishiba
 Nay: 0
 Recused: 0
 Absent: 1 - ShaCora Cowart
 Preferential Aye: 1 - Markeshia James
 Preferential Abstention: 0
 Preferential Nay: 0



08-0124

Interpretation Discussion - Policy Type: Operational Expectations (OE) 10 - Facilities (15 Minutes)

Interpretation Discussion Between Board of Education and Administration of Monitoring Report Requirements - Policy Type: Operational Expectations (OE) 10 - Facilities.

Attachments: [Document\(s\)](#)

State Administrator Matthews read the Operational Expectations OE-10 FACILITIES and included staff's interpretation of the policy.

THE CEO WILL:

1. Develop longn-term plans that establish priorities for construction, renovtion and maintenance projects that. . .

Interpretation:

I interpret this statement to mean ". . . gives the highest priority to those schools and school facility systems that are in the greatest need of disrepair. . . ."

Vice President Spearman asked if staff could use a term other than "greatest" need, i.e., emergency or immediate needs. She said we have different problems that comes up - roofs - which need immediate attention.

CEO 9: Under the interpretation, it says "approval by state administrator board policy.." Vice President Spearman asked that we need to take out "State Administrator" and put in "board policy." Or "and/or" board policy.

She requested staff to add language about hiring local when we do our bids. President Kakishiba said that is a policy statement that should be taken up at an upcoming board meeting.

Director Hodge said the Board may have adopted a policy similar to the City of Oakland's policy. Vice President Spearman said if there is a policy, then we need to insert the language. If language were included in the Coherent Governance Policies, we would have a system to monitor it. Mr. Glaster said we do have a labor agreement that addresses local hires. As part of our monitoring, we will bring that policy back.

Director Dobbins commented on the importance of state funding for capital needs and projects. and that facilities are clean, sanitary and safe. He asked if language could be included for a check and balance system. He asked if language could be added regarding our collaboration with the Mayor for use of our facilities for outside groups.

Director Gallo said there is a Facilities handbook for anyone who wishes to use a classroom, gymnasium or field. Regarding the bidding process, Proposition 201 and 209 are in place which provides guidelines on what we can or cannot do. Our Legal Department can define that for us. We do have a Project Labor Agreement and we should redefine it in the policies. Regarding facilities being clean, sanitary and safe, Director Gallo said he would like to devote more time to this item. There are some challenges at some of our schools. There are school personnel who are not performing at the level they should be. He asked the State Administrator to address that at the next go around. Who has the direct authority to ensure a school is clean? Who has the direct authority to deal with security officers to ensure that the school is safe and that youngsters are where they should be? It needs to be redefined if the principal has direct authority to tell the custodial people and support staff about the expectations for the school. It needs to be in writing. State Administrator Matthews said staff would be preparing a report that says that the facilities are clean, sanitary and safe or they are not. President Kakishiba said it might be helpful to include indicators on some of the big ticket items.

Director Hamill said she will be looking forward to reviewing indicators and evidence of compliance. She is looking for more specificity as we move on.

President Kakishiba disagreed with the interpretation by the State Administrator for "The CEO may not Build, Renovate or Close Buildings." " He would add the language "independent of approval by the Board." He said this is about bid limits and contracts. That assumes that building is taking place.

Jim Mordecai commented on the State Administrator's Interpretation of Item #4 of what the CEO may not do, relating to Unreasonably Deny the public's use of facilities as long as student safety, student functions, and the instructional program are not compromised." All users must show proof of insurance coverage of up to \$1,000,000 for property damage as well as \$1,000,000 for bodily injury. His interpretation is that the District does not want the community in the public schools.

President Kakishiba said Coherence Governance will be a regular item at every Board of Education/State Administrator meeting.

A motion was made by Alice Spearman, seconded by Gary Yee, that this matter be Adopted as Amended. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0

Aye: 7 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman and David Kakishiba

Nay: 0

Recused: 0

Absent: 1 - ShaCora Cowart

Preferential Aye: 1 - Markeshia James

Preferential Abstention: 0

Preferential Nay: 0

N. Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the District - Up to 30 Minutes

08-0134 Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the District - State Administrator/Board of Education - January 30, 2008

Public Comments on All Non-Agenda Items Within the Subject Matter Jurisdiction of the District - State Administrator/Board of Education - January 30, 2008.

Oscar Wright commented on the staff report which reports that Black and Latino students cannot read. We cannot read if the District does not teach us.

Larene Pare' - Special Education Community Advisory Committee- said a letter was sent to the District in March regarding the lack of disaster preparedness plans for Special needs students. There are none for the 4500 students served by the Department for Exceptional Children. There has been a plan developed for Special Education, but it has not been distributed to any schools and there has been no training. Principals need to have monthly drills. Is the District providing financial support to purchase adequate supplies and who is supervising the principals to ensure the appropriate plans are in place to include students with Special Education and special needs?

Ed Allen, teacher, said staff who are in the classroom with the kids, are not being respected.

Veronica & Anthony McRae, parents, spoke of an incident in October regarding their son being placed in handcuffs at Montera Middle School. He was sent out of class for talking in class. The year before, his son was knocked down by a security officer at Montera, and was taken to the hospital. He said he would continue to appear at Board Meetings until he is told why his son was placed in handcuffs for a nonviolent incident. State Administrator Matthews said he would follow up.

Jorge Flores spoke about his seven year old son who was suspended from an Aspire Public Charter School. The school was unable to provide IEP services to his son.

Vice President Spearman said the parent has visited the Charter Schools Office several times and that staff has refused to talk with the parent. Vice President Spearman asked the State Administrator to follow up with Mr. Flores.

Raquel Jimenez, Student Engagement Specialist, provided an update on resolving the student concerns that have come up over the weekend at McClymonds Educational complex and to provide context to what a student is going to say. She said that Network Officer

Alison McDonald met with student leaders and yesterday mediation was held between student representatives from both schools and the principals along with Alison McDonald. We have reached agreement to establish a clear protocol for communication between principals and students. We agreed to create a protocol for organizing student activities. Both principals agreed to have open communication with students and made a commitment to organize events that would benefit students in both schools. We have agreed to restructure the youth leadership council to reflect youth leadership of both schools. Alison McDonald agreed to have ongoing meetings and direct access for the students.

Arwa Omar, tenth grade student at BEST High School, reported on issues at McClymonds, asking for the Board's support and involvement in helping the students deal with internal issues. They lost a staff person as a result of her support for the campus teen summit held in December. For the past week, she has been verbally attacked by McClymonds administration. The adults have shut her down and dismissed her concerns by calling her disrespectful. She said there are many problems at McClymonds, including laptops being stolen, unlawful grade changing, bribes of IPODS and trips, intimidation, inappropriate suspension, favoritism, and administrative threats. She asked for a new investigation at the complex.

Director Hodge said he met with the students before the holidays and he will continue to do work between adults and young people to ensure we are being respectful of each other.

Oscar Yildiz submitted a renewal petition for BayTech Charter School.

Presentation/Acknowledgment Made

Roll Call (Secretary's Observation)

Student Director Markeisha James absent at approximately 7:46 P.M.

Roll Call: Present: Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Absent: ShaCora Cowart and Markeshia James

Secretary's Note

Item U, New Business, Legislative File 08-0126 - Governor's Proposed 2008-9 was proposed to be taken up after Item N; cancelled; and later taken up following Item Q.

O. Public Hearing(s)

Labor Relations



[08-0097](#)

Public Hearing - "Sunshining" - Oakland Education Association (OEA) Initial Proposals to the Oakland Unified School District (15 Minutes Presentation; 20 Minutes Public Comment)

Public Hearing - "Sunshining" of Oakland Education Association (OEA) initial proposals in negotiations with the District for a successor Agreement effective July 1, 2008.

Attachments: [Document\(s\)](#)

Betty Olson Jones, President OEA, said their current contract expires in June. They are presenting bold proposals. They have looked at what it takes to educate children. They are tired of doing more with less. The right to a quality education is a civil right. They do not have sufficient support personnel. They do not have time for teachers to collaborate and plan because they are so busy getting data. They do not have enough social workers for children who have had tragedies in their family. They do not have time to spend getting kids educated about reading because teachers are not supposed to read aloud. Class sizes need to be lowered. Unless they are, they cannot continue to do their jobs. They need a reduction in caseloads for counselors, teachers and nurses working with students with special needs and compensation that is adequate to recruit support and keep good teachers. They are requesting academic freedom for teachers. There are 107 schools in the District. Since the State takeover when there were 98 schools, 42 of those schools have been turned into small schools, charters, closed or otherwise destabilized. We cannot teach in a system where we are constantly seeing upheaval and teachers being transferred around, students leaving to charter schools. We need to eliminate tax loopholes, reinstitute the 11 percent income tax on incomes over \$500,000; reverse some of the damages of Prop 13; implement a split roll tax in commercial property; tax the Port of Oakland and local corporations.

David Lelaub, teacher, Oakland Technical High School and Chairperson of the OEA Bargaining Committee, said their proposals are based ... that they have to ask for what it would take to get their jobs done right and what it would take to do the larger job of educating their students to their full potential. They are constantly asked to do more with less. They need to lower class size to 20:1 in all classrooms and more in the schools of greatest need. The students who are already doing all right academically can do well in the larger classes. The most powerful predictors are class size and teacher experience. We need to reduce caseloads for support staff so that they can do their jobs. Some of them have had reasonable caseloads. Other people have had thrown on them jobs no one could possibly do. We have people who have to do reports with no office and no computer. We have to increase compensation in the District. The District has received substantial increases in its state funding since 2001-02 and we are 1.75% ahead of where we were then. We are behind inflation. We are losing teachers constantly to districts that can pay more. We are proposing that the District pay the benefits premium for teachers. We need academic freedom. We are losing good teachers because they are not allowed to do a good job teaching. They are told to be on page 155. They are told what their semester curriculum is and told there is no time for projects. The best teachers leave. We need transfer rights. There are almost no voluntary transfers that occur. We need teachers to transfer into the lowest performing schools. We need experienced teachers there. In order to do that, we need to take teachers' salaries out of the RBB formula. Right now, if a senior teacher were to decide to teach at a particular school, the principal may not be able to afford a teacher. We need libraries and a librarian in every school. It is in the Education Code. We need counselors.

Mr. LeLaub said they will be told that the money is not there for their proposals. They do not intend to accept that answer. A quality education is a civil right for every student. When the State took over our District, they also took over that obligation. We intend to hold both the State Administrator and the State Superintendent of Public Instruction to that obligation to our students. From this perspective, only dramatic proposals can be reasonable proposals. When they got the proposal from the District today, it says at the

bottom that the District reserves the right to add, delete, amend these proposals. It is only fair to add to their proposal that they reserve the right to do the same.

Oscar Wright said he understands the need for teachers to have more money. The cost of everything has increased. The only thing that is going to make a difference is equity, in content, the state framework specifically outlines all concepts that children should be taught from Kindergarten through twelfth grade in every subject area. We need teachers who believe that kids can learn. We need more money to attract qualified teachers.

Ben Visnick, teacher, Oakland High, and parent of a third grader at Redwood Heights Elementary School, said the class size ratio in fourth grade will move fifty percent higher. We have categorical funds which are not being used in the District. We have \$2.5 million in categorical funds at Oakland High and we are not using that money. Categorical money could help resolve the contract. We need to stop subcontracting OEA work. Some of that money could go on the bargaining table to help resolve the contract. We need to chop from the top.

Mark Airgood, Special Education teacher, Edna Brewer Middle School, and OEA Bargaining Team Member, spoke of OEA's demands regarding Special Education. The OEA is committed to maintaining and bettering their health care and not having any premiums from their paycheck and no deprivation from their health care coverage. Special Education is a civil rights program. We have very little protection currently in their contract for Special Education programs, students, and support staff. They wish to strengthen it with caseload limits for Special Education programs, teachers' caseloads and for the support staff of nurses, speech therapists, who are all overextended and unable to provide services. We have a rise in medically fragile students in our classrooms over the last few years. We need to have the nurses staffing in the classes to address the students' needs. In some classes we don't have the staff to serve the needs of students in wheelchairs. The OEA is going to stand for the community of Oakland for Special Education students and all students.

Christine Nelson, 11th student at Oakland Technical High School, said the students deserve the best education possible. There should be more bilingual classes. More Art and music classes should be added for after school programs. Schools should have more resources. Schools should be cleaner.

Jim Mordecai spoke of the ten percent across-the-board-cut in the Governor's proposed budget. It makes no sense. The state has room to close that gap without cutting into public education. He asked the District to consider the OEA demands to meet the needs of the students.

Hearing Held and Closed



08-0101

Public Hearing - "Sunshining" - Oakland Unified School District Initial Proposals to the Oakland Education Association (OEA) (15 Minutes Presentation; 20 Minutes Public Comment)

Public Hearing - "Sunshining" of District initial proposals in negotiations with the Oakland Education Association (OEA) for a successor Agreement effective July 1, 2008.

Attachments: [Document\(s\)](#)
[Summary of OUSD to OEA Initial Proposals wo NOTES v013008.ppt](#)

Troy Christmas, Director of Labor Management and Employee Relations, responsible for negotiating with all of our bargaining units, presented for District. Mr. Christmas used a

PowerPoint Presentation to present the District proposals. He said the District proposals are a reflection of a balance of considerations in academic and financial designed to help us use public and private funds in the best possible manner to serve Oakland students. This year, we used a survey of all principals and Network Executive Officers for their input. We received over 100 responses. Mr. Christmas talked about the collective challenge in that we need to create working conditions that encourage top talent to come to Oakland and stay. We need to ensure that there is collaboration among teachers, principals and staff focused on effective teaching and learning. We need to develop the capacity to better serve every student, all students, in every classroom and every day. The challenges indicated here are shared challenges. He summarized a few of the key proposals. Improve the effectiveness of evaluations. The culture in the District regarding evaluations is broken. There is distrust on both sides of this process. Some overwhelmed principals resort to triage which leads them to problem staff. Many staff regard the evaluation process as a "gotcha" process where administrators seek to tear down and not to build up. Our instructors need timely constructive feedback. We want to simplify the process to make it more effective and reduce the time commitment. We want to build a rubric. We want to provide flexibility in the method and opportunity for evaluation. We want to develop evaluation procedures and documents that account for the different types of work done by OEA members. We have provisions to allow certain teachers who have been displaced due to lack of enrollment at their site to choose which site they will move to based on seniority and with no regard to the input from the site or site faculty. These same provisions limit our ability to hire new teachers until the process is completed. We must find a way to balance our respect and concern for our existing teachers with our need to best match teachers with schools and hire the best possible teachers for the future. Our counseling services are not reaching all the students in terms of academic interventions. We are focusing on students who are in preparation for college and not readying those who need more interventions academically to meet that same level. We need to deal with adequate resources to deal with challenge as well as changing the scope of the counseling services that we have to work with. We are going to have to be creative in addressing the challenge. We need to ensure expenses do not exceed income. As we look at the issues of compensation for negotiation, that is where our focus will be. If we have additional private or public funds entrusted to us, then we will look at that as well. He reviewed the salary for teachers from 2003 and the medical benefits. Adding medical benefits and salary together - if you subtract the amount of medical benefits that the District pays and the six year salary from the First Year salary, there has been an increase in expenditure by the District of 23.0 percent. Mr. Christmas said the cost of medical insurance paid during that period of time was 62.6 percent increase in the cost of medical care. And including vision, dental, retirement, unemployment and disability increases in compensation expenses are close to exceeding increases in income. The District has remained committed to create the working environment for success for our students and we look forward to engaging with OEA and its representatives in order to do that.

Ward Rountree, Executive Director, OEA, said we all want better teaching and learning conditions; and we all want our children to achieve. He said the Board of Education showed the OEA disrespect by taking Board issues first. We are discussing the whole budget proposal in the context of the fiscal realities of the school district and the state administration. He had hoped the Board would not insert itself in the fiscal discussions of this community-the State has not given it back to you.

Susan Scott, teacher, Joaquin Miller Elementary School, said she was in professional development yesterday and they spent hours looking at data which showed which students passed certain sections of math assessment. She would have rather have spoken to her colleagues about creative ways to help students they know are struggling. The data is not

important to her. She asked how much Edusoft has cost the District. How much money has the District spent in training her to open a computer screen and look at the reds, yellows and greens? She is happy that OEA has a pedagogy change. She does not want to teach to a scripted program anymore.

Steve Miller, teacher and parent, said the parents and children have lost their civil rights since the State takeover. Most of the loans have doubled since the takeover. The last \$30 million in loans did not stipulate what they were for. At the same time the downtown administration got \$40 million to improve the downtown administration but has the highest rate of turnover of any school district in California. We have seen charter schools proliferate and charter schools ADA no longer goes to the District. Oakland can no longer provide quality education to its students. Parents and students are denied the right to make decisions about that problem. He didn't hear anything in the District proposal about quality of education.

Jack Gerson, member of the State Council of Teachers Association, said we have seen what the Governor plans for education and we have seen the report from EdSource. We know what the status quo budget means for Oakland. What is the new budget going to mean? Will the District cut below the status quo? It will be horrendous conditions. Board Members should demand that the Federal stimulus package from the Federal Government is distributed to the States. We could identify sources of money. We need to be providing quality education for our students and we know there is not enough money now to do so, so what are we going to do when the cuts come through? Take a stand on this and do not accept this as a pass through.

Craig Gordon, teacher, Fremont Federation and member of the OEA Executive Board, said teachers are demanding what it will take to give their students a chance-class sizes of 20 and schools that need them the most, 15-manageable caseloads for nurses and special education teachers-libraries at every school-adequate prep time-improved conditions for psychologists and early childhood educators, and more. They are demanding fully paid health premiums and compensation that is comparable with teachers in other Bay Area communities and compensation that could reasonably reduce turnover that we have seen. In a City which has a Port that generates \$34 billion a year and corporations making millions of dollars more in profits that pay no taxes to support public education, is it reasonable to believe that Oakland is too poor to support what we need? They are going to need the active participation of thousands of teachers and the community.

Tania Kappner, teacher at Oakland Tech and member of OEA Executive Board, said they are not going to let Oakland be treated as second class. It is outrageous that schools have been handed over to charter schools that are denying special education services and abuse students and trying to kick out students that do not have high test scores. We do not believe in separate education. We see what is happening in the flatlands. We are not going to accept a tax on the unions or overcrowded classrooms. We need smaller class sizes so that we can give our students individualized attention. We have not received our cost-of-living allowance. Our salaries are so far behind in the Bay Area and other school districts, that when we ask for twenty percent over several years, it is just to get to where most of the other school districts are. We are not going to allow our health benefits to get attacked.

Bob Mandel, Adult Education teacher and member of OEA Executive Board, commented on the presentation by Troy Christmas which is Broad Foundation speaking. Jack O'Connell has worked with the Broad Foundation, the State Administrator works with Broad and for the Board Members to have any idea of where to go in the next year as we fight this out, they are going to have to choose sides. He said Broad shut down New Orleans and there

are no public schools left. That there are no libraries is intentional. That teachers have to pay on their health care is intentional and it drives people out. That the focus is not on team teaching but on professional development is intentional; that there are no librarians and not enough counselors is intentional; that special education teachers teach in closets and bathrooms is intentional. He said they will be fighting for the money in this city that the children deserve.

Oscar Wright said his neighborhood school did not provide the curriculum for his kids and he had to take them to schools outside of his attendance area. He wants teachers to have more money, but he also wants them to teach our kids. They are the only profession that is not accountable and are not evaluated on the basis of their performance. He said the kids in Joaquin Miller and other hill schools are passing the tests while his kids are not being prepared to pass the tests. We have to do better.

Hearing Held and Closed

P. State Administrator's Report

None

Q. President's Report

None

R. Adoption of General Consent Report

Student Achievement



08-0034 Amendment No. 1 - Professional Services Contract - John Hall - MAAP

Approval by the State Administrator of Amendment No. 1 to Professional Services Contract between District and John Hall, for the latter to provide project management for Multi-Year Academic Acceleration Plan (MAAP), in an additional amount of \$50,000.00, increasing the original contract from \$64,000.00 to \$114,000.00, for the period January 1, 2008 through June 30, 2008. All other terms and conditions of Contract remain in full force and effect.

Funding Source: Expect Success

Attachments: [Document\(s\)](#)

A motion was made by Vincent Matthews, seconded by Vincent Matthews, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 1 - Vincent Matthews

Nay: 0
Recused: 0
Absent: 1 - ShaCora Cowart
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

[08-0040](#)

Professional Services Contract - Help Everyone Reach One (HERO), Inc. - Bella Vista Elementary School

Approval by State Administrator of a Professional Services Contract between District and Help Everyone Reach One, Inc., for the latter to provide twenty-three (23) weeks of weekly physical activity, mentoring, dance & drama classes, as specified in Scope of Work, at Bella Vista Elementary School for the period December 1, 2007 and ending June 12, 2008 in an amount not to exceed \$18,000.00.

Funding Source: Title 1

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

[08-0041](#)

Professional Services Contract - Sports4Kids - Piedmont Avenue Elementary School

Approval by State Administrator of a Professional Services Contract between District and Sports4Kids, for the latter to provide organized sports, games and recreation activities during recess, coordinate ClassroomGame Time for all grades, Junior Coach Leadership Training Program, and operate After School Program activities at Piedmont Avenue Elementary School for the period January 1, 2008 through June 12, 2008, in an amount not to exceed \$9,000.00.

Funding Source: School Library Improvement Block Grant

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

[08-0048](#)

Professional Services Contract - Sports4Kids - ACORN/Woodland Elementary School

Approval by State Administrator of a Professional Services Contract between District and Sports4Kids, for the latter to provide organized sports, games and recreation activities during recess, coordinate ClassroomGame Time for all grades, Junior Coach Leadership Training Program, and operate After School Program activities at ACORN/Woodland Elementary School for the period December 1, 2007 through June 30, 2008, in an amount not to exceed \$11,750.00.

Funding Source: School Improvement Library Block Grant

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

[08-0062](#)

Professional Services Contract - Sports4Kids - Westlake Middle School

Approval by State Administrator of a Professional Services Contract between District and Sports4Kids, for the latter to provide organized sports, games and recreation activities during recess, coordinate ClassroomGame Time for all grades, Junior Coach Leadership Training Program, and operate After School Program activities at Westlake Middle School for the period December 1, 2007 through June 12, 2008, in an amount not to exceed \$22,000.00.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0129

Professional Services Contract - OfficeTeam Professional Staffing - Elementary Executive Offices

Approval by State Administrator of a Professional Services Contract between District and OfficeTeam Professional Staffing Services, for the latter to provide temporary Administrative support staffing to daily administrative operations of the Elementary Executive Officers, as specified in the Scope of Work, for the period from February 1, 2008 through June 30, 2008, in an amount not to exceed \$20,000.00.

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0130

Amendment No. 1 - Professional Services Contract - Enidlee Consultants, Inc. - High Schools Network B

Approval by State Administrator of Amendment No. 1 of a Professional Services Contract between District and Enidlee Consultants, Inc., for the latter to provide additional 2nd-Semester on-site and on-line Coaching of Classroom Teachers with site principals in High School Network B Schools for the period of August 20, 2007 through June 30, 2008, in an additional amount of \$40,000.00, increasing the Agreement from \$40,000.00 to a not-to-exceed amount of \$80,000.00. All other terms and conditions of the agreement remain in full force and effect.

Funding Source: Measure E

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Human Resources



08-0044

Personnel Report No. 0007-0006

Approval by the State Administrator of Personnel Report No. 0007-0006.

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

**08-0045****Creation and Elimination of Certificated Non-Represented Positions - Special Education Department**

Approval by the State Administrator of Resolution No. 0708-0121 - Elimination and Creation of certain certificated non-represented positions in the Special Education Department as follows:

Create:

Position Title/FTE	Salary Schedule/Range
Executive Officer - Special Education (1.0 FTE)	Certificated Management Confidential Salary Schedule CFAD, Range 24 \$99,344 - \$126,804 227 days, 7.5 hours

Eliminate:

Position Title/FTE	Salary Schedule/Range
Executive Director - Special Education (1.0 FTE)	Certificated Management Confidential Salary Schedule CFAD, Range 22 \$90,101 - \$114,987 227 days, 7.5 hours

Creation of the above-stated position as specified herein authorizes the State Administrator to fill the newly created position subject to the District's employment procedures.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

**08-0046****Creation and Elimination of Non-Represented Classified Management Positions - Human Resources Services and Support**

Approval by the State Administrator of Resolution No. 0708-0122 - Creation and Elimination of a certain classified management non-represented position in the Human Resources Services and Support Department as follows:

Create:

Position Title/FTE	Salary Schedule/Range
Director - Human Resources (1.0 FTE)	Classified Management Confidential Salary Schedule, CFCA, Range 20 \$81,736 - \$104,305 12 months, 261 days, 7.5 hours

Eliminate:

Position Title/FTE	Salary Schedule/Range
Site Team Manager - Human Resources (1.0 FTE)	Classified Management Confidential Salary Schedule, CFCA, Range 20 \$81,736 - \$104,305 12 months, 261 days, 7.5 hours

Creation of the above-stated position as specified herein authorizes the State Administrator to fill the newly created position subject to the District's employment procedures.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0049

Creation of a Represented Classified Management Position - Complementary Learning Department

Approval by the State Administrator of Resolution No. 0708-0123 - Creation of a represented classified management position in the Complementary Learning Department as follows:

Create:

Position Title/FTE	Salary Schedule/Range
Program Manager -	UAOS
Coordinated School Health	Salary Schedule ADCL, Range 15
(1.0 FTE)	\$70,981 - \$90,601
	261 days, 7.5 hours

Creation of the above-stated position as specified herein authorizes the State Administrator to fill the newly created position subject to the District's employment procedures.

Funding Source: 50% Expect Success and 50% California Endowment Healthy Eating Grant (EHEG)

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Services



08-0029

Amendment No. 2 - Vikiwi - Technology Services

Approval by State Administrator of Amendment No. 2 to the Professional Services Contract between District and Vikiwi, for the latter to provide additional services in the day-to-day management of the Technology Services Department, including setting and monitoring weekly objectives with reporting managers, conducting departmental management staff meetings, strengthening day-to-day operations and support procedures, and budget management, for an additional amount not to exceed \$29,000.00, increasing the Agreement from \$64,000.00 to a not-to-exceed amount of \$93,000.00 and extending the contract period from December 19, 2007 to January 15, 2008 to February 28, 2008. All other terms and conditions of the Contract remain in full force and effect.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0036

Professional Services Contract - Action Learning Systems, Inc. - K-12 Language Arts Benchmarks

Approval by State Administrator of Professional Services Contract between District and Action Learning Systems, Inc., for the latter to create and build grade K-12 Language Art Benchmark Examinations and Answer Keys for the period November 28, 2007 and ending June 30, 2008 in an amount not to exceed \$12,200.00.

Funding Source: MAAP Grant

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0038

Professional Services Contract - Gibson & Associates - Adult and Career Education

Approval by State Administrator of the Professional Services Contract between District and Gibson & Associates, for the latter, among other duties, to design measures for non-instructional areas, conduct leadership meetings, meetings for reviewing and revising administrative performance measures, tool and protocol revisions, teacher training: developing effective survey questions, report design, data base design and selection, conference participation and report preparation, for the period December 1, 2007 through June 30, 2008, at a cost not to exceed \$57,768.00.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0051

Memorandum of Understanding - TutorWorks - Named Schools

Approval by State Administrator of a Memorandum of Understanding between District and TutorWorks, Inc, Redwood City, CA, for the latter to provide Supplemental Educational Services (SES) in the form of after-school tutorial services for students at Allendale, Garfield, Hoover, Horace Mann, Lafayette, Lazear, Lockwood, Maxwell Park, New Highland, Santa Fe, and Whittier, utilizing Title I funds under No Child Left Behind, section 116(e) for the period of February 14, 2008 through June 13, 2008, in an amount not to exceed \$40,800.00 (maximum reimbursable amount).

Funding Source: Title I

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0053

Memorandum of Understanding - Community College Foundation - Named Schools

Approval by State Administrator of a Memorandum of Understanding between District and Community College Foundation, Los Angeles, CA, for the latter to provide Supplemental Educational Services (SES) in the form of after-school tutorial services for students at Frick, Media, and Skyline, utilizing Title I funds under No Child Left Behind, section 116(e) for the period of January 31, 2008 through June 13, 2008, in an amount not to exceed \$6,000.00 (maximum reimbursable amount).

Funding Source: Title I

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0057

Memorandum of Understanding - Education 2020 Inc. - Named Schools

Approval by State Administrator of a Memorandum of Understanding between District and Education 2020, Inc., Scottsdale, AZ, for the latter to provide Supplemental Educational Services (SES) in the form of after-school tutorial services for students at EOSA and International Community, utilizing Title I funds under No Child Left Behind, section 116(e) for the period of February 14, 2008 through June 13, 2008, in an amount not to exceed \$2,400.00 (maximum reimbursable amount).

Funding Source: Title 1

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0080

Memorandum of Understanding - Education Station, LLC - Named Schools

Approval by State Administrator of a Memorandum of Understanding between District and Education Station, LLC, Littleton, CO, for the latter to provide Supplemental Educational Services (SES) in the form of after-school tutorial services for students at Allendale, Ascend, Brookfield, Esperanza, Horace Mann, International Community, and Webster, utilizing Title I funds under No Child Left Behind, section 116(e) for the period of January 31, 2008 through June 13, 2008, in an amount not to exceed \$34,800.00 (maximum reimbursable amount). Funded by Title I.

Funding Source: Title 1

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0088

Memorandum of Understanding - R.T. Fisher Educational Enterprises, Inc. dba The Quad - Oakland Technical High School

Approval by State Administrator of a Memorandum of Understanding between District and R.T. Fisher Educational Enterprises, Inc. dba The QUAD, Oakland, CA, for the latter to provide Supplemental Educational Services (SES) in the form of after-school tutorial services for students at Oakland Tech, utilizing Title I funds under No Child Left Behind, section 116(e) for the period of January 31, 2008 through June 13, 2008, in an amount not to exceed \$1,200.00 (maximum reimbursable amount). Funded by Title I.

Funding Source: Title 1

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0095

Professional Services Contract - Bay Area Community Resources - Laurel Elementary School

Approval by State Administrator of a Professional Services Contract between District and Bay Area Community Resources (BACR), for the latter to provide academic enrichment activities that develop and strengthen participants' skills in reading, language arts, and math during the school day and operate after-school Program activities at Laurel Elementary School for the period of September 2, 2007 through June 30, 2007, in an amount not to exceed \$11,000.00.

Funding Source: 21st Century Community Learning Center Core Fund and 21st Century Community Learning Center Equitable Access Fund

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0116

Application - E-Rate - Managed Internet Service - Bid and Award

Approval of and authorization by State Administrator to submit to the Federal Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) the District's Year 11 application for Managed Internet Service seeking approximately \$124,920.80 in E-Rate funds for Fiscal Year 2008-2009; further authorizing and appropriating a separate required District match of approximately \$31,230.20 for Fiscal Year 2008-2009 from non-General Purpose Funds; further authorizing Award of Bid and Agreement with AT&T in an amount not to exceed \$769,555.00 for 5 years, each year subject to approval of and award to District of all or a portion of the funding application by SLD and subject to appropriation of funds by the District, and a further determination that the service does not conflict with the interests of the District; and further authorizing acceptance of and execution of Grant Agreement and any amendments thereto with SLD for Fiscal Year 2008-2009; each and all documents referenced herein, subject to form and content approval by the General Counsel.

Funding Source: E- Rate Fund

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0118

Application - E-Rate - Wide Area Network (WAN) - Bid and Award

Approval of and authorization by State Administrator to submit to the Federal Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) the District's Year 11 application for Wide Area Network service (WAN) seeking up to \$1,578,163.55 in E-Rate funds for Fiscal Year 2008-2009; further authorizing and appropriating a separate required District match of up to \$197,270.44 for Fiscal Year 2008-2009 from non-General Purpose Funds; further authorizing Award of Bid and Agreement with AT&T in an amount not to exceed \$9,861,438.20 for 5 years, each year subject to approval of and award to District of all or a portion of the funding application by SLD and subject to appropriation of funds by the District, and a further determination that the service does not conflict with the interests of the District; and further authorizing acceptance of and execution of Grant Agreement and any amendments thereto with SLD for Fiscal Year 2008-2009; each and all documents referenced herein, subject to form and content approval by the General Counsel.

Funding Source: E-Rate Fund

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Fiscal



[07-1774](#)

Professional Service Agreement - Leon Glaster - Financial Services

Approval by State Administrator of Amendments Nos. 3 & 4 to Professional Services Agreement ("Agreement") between District and Leon Glaster, for the latter to serve in the position of Interim Chief Financial Officer, for an additional amount not to exceed \$14,713.75 for Amendment No. 3 and for an additional amount not to exceed \$44,141.25 for Amendment No. 4, increasing the total contract amount to \$124,068.75 and extending the contract period of July 16, 2007 through November 30, 2007 to March 31, 2008. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Facilities



[07-1761](#)

Professional Services Agreement - Baseline Engineering - Crocker Highlands Elementary School Paving Project

Approval by State Administrator of Professional Services Agreement between District and Baseline Engineering, Alameda, CA, for the latter to provide architectural and engineering services including topographic survey, planning, grading and drainage design and engineering services, in conjunction with the Crocker Highlands Elementary School Paving Project for the period commencing October 2, 2007 and concluding upon completion of the desired services described herein, but no later than January 31, 2008 in an amount not-to-exceed \$33,800.00.

Funding Source: Deferred Maintenance

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



[08-0064](#)

Professional Services Agreement - ACC Environmental Consultants - Calvin Simmons Middle School Modernization Project

Approval by State Administrator of Professional Services Agreement between District and ACC Environmental Consultants, Oakland, CA, for the latter to provide project planning, specifications, project management and monitoring services for the removal of asbestos containing materials in conjunction with the Calvin Simmons Middle School Modernization Project for the period commencing January 2, 2008 and concluding no later than August 19, 2008 in an amount not-to-exceed \$11,970.00.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0067

Professional Services Agreement - Consolidated Engineering Laboratories - Carter Middle School Modernization Project

Approval by State Administrator of Professional Services Agreement between District and Consolidated Engineering Laboratories, San Ramon, CA, for the latter to provide materials testing and construction inspection services for site concrete sampling, structural steel and epoxy /expansion anchors in conjunction with the Carter Middle School Modernization Project for the period commencing November 26, 2007 and concluding no later than August 8, 2008 in an amount not-to-exceed \$10,809.85.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0068

Professional Services Agreement - Jensen-Van Lienden Associates, Inc. - Cole Middle School Renovations Project

Approval by State Administrator of Professional Services Agreement between District and Jensen-Van Lienden Associates, Inc., Berkeley, CA, for the latter to provide a study of the soil conditions and provide boring testing that must take place during the design phase in conjunction with the Cole Middle School Renovations Project for the period commencing November 19, 2007 and concluding no later than August 1, 2008 in an amount not-to-exceed \$12,500.00.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0070

Professional Services Agreement - KDI Consultants - Westlake Middle School Modernization Project

Approval by State Administrator of Professional Services Agreement between District and KDI Consultants, Inc., Benicia, CA, for the latter to provide Division of State Architect (DSA) inspection in conjunction with the Westlake Middle School Modernization Project for the period commencing November 29, 2007 and concluding upon completion of the project, or permanent abandonment of the Project by the District, or November 1, 2008, whichever occurs first in an amount not-to-exceed \$153,750.00.

Funding Source: General Obligation Bond

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0071

Professional Services Agreement - Villarruel Architects, Inc. - Fremont Federation High School Modernization Project

Approval by State Administrator of Professional Services Agreement between District and Villarruel Architects, Inc., Van Nuys, CA, for the latter to provide architectural and engineering services for the modernization work in conjunction with the Fremont Federation High School Modernization Project for the period commencing January 3, 2008 and concluding upon completion of the desired services described herein, but no later than January 4, 2009 in an amount not to exceed \$850,000.00.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0081

Amendment No. 4 - Byrens Associates, Architects - Madison Middle School Modernization Project

Approval by State Administrator of Amendment #4 to Professional Services Agreement between District and Byrens Associates, Architects, Oakland, CA, for the latter to provide design services for the items left out of the original plans due to constraints in the budget now supplemented by the Williams Act Settlement and various other items as described herein in conjunction with the Madison Middle School Modernization Project in an additional amount not to exceed \$65,409.00, increasing the Agreement from \$693,750.00 to a not-to-exceed amount of \$705,159.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0084

Amendment No. 3 - Consolidated Engineering Labs - Hillcrest Two Story New Modular Building Project

Approval by State Administrator of Amendment #3 to Professional Services Agreement between District and Consolidated Engineering Labs, San Ramon, CA, for the latter to provide additional geotechnical testing in conjunction with the Hillcrest Two Story New Modular Building Project in an amount not to exceed \$150.75, increasing the Agreement from \$51,880.00 to a not-to-exceed amount of \$52,030.75, and extending the end date from October 31, 2004 to January 1, 2006. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure A

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0085

Amendment No. 1 - Gelfand/RNP - Cox Elementary School New Classroom Building Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and Gelfand/RNP, San Francisco, CA, with the latter to allow for additional budget to compensate for additional costs: scope of project will include new architectural design and scoping and programming for the contract, including fees required to complete additional architectural design services for the Cox Elementary School New Classroom Building Project, increasing the present fee of \$615,000.00, by an additional not to exceed amount of \$482,995.00, to a not-to-exceed amount of \$1,097,995.00, and extending the end date from September 1, 2007 to December 31, 2009 (Project No. 03049.4). All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0086

Amendment No. 1 - Gelfand/RNP - Cox Elementary School Modernization Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and Gelfand/RNP, San Francisco, CA, with the latter to allow for additional budget to compensate for additional costs: scope of project to include new architectural design and CHPS energy modeling, including fees required to complete additional architectural design services for the Cox Elementary School Modernization Project, increasing the present fee of \$140,000.00, by an additional not to exceed additional amount of \$248,066.00, to a not-to-exceed amount of \$388,066.00, and extending the end date from September 1, 2007 to December 31, 2008 (Project No. 03027). All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0089

Amendment No. 1 - GKK/McCarthy - Division of Facilities, Planning and Management

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and GKK/McCarthy, Newport Beach, CA, for the latter to provide additional time to complete Construction Management services for fiscal year 2007 in conjunction with the Division of Facilities, Planning and Management in an amount not-to-exceed \$0.00, and extending the end date from January 31, 2008 to April 30, 2008. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0090

Amendment No. 1 - HY Architects - Urban Promise Academy Multi-Purpose Room Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and HY Architects, Oakland, CA, for the latter to provide a separate fire alarm consultant and provide the District with a fee credit for removing the fire alarm engineering services portion for the work from the electrical consultant in conjunction with the Urban Promise Academy Multi-Purpose Room Project in an amount not-to-exceed \$18,638.00, increasing the Agreement from \$718,280.00 to a not-to-exceed amount of \$736,918.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0091

Amendment No. 1 - Jensen-Van Lienden - Oakland High School Modernization Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and Jensen-Van Lienden, Berkeley, CA, for the latter to provide the addition of study to locate existing utility pipes / lines as required to avoid impact to these pipes / lines, in order to accommodate conducting the geotechnical report of the soil conditions for the future two-story classroom building and various other items as described herein in conjunction with the Oakland High School Modernization Project, in an additional amount not to exceed \$700.00, increasing the Agreement from \$15,600.00 to a not-to-exceed amount of \$16,300.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0092

Amendment No. 3 - Keith Gilbert - Westlake Elementary School Modernization Project

Approval by State Administrator of Amendment #3 to Professional Services Agreement between District and Keith Gilbert, Salida, CA, for the latter to provide additional inspection services for a period of four hours per day for the term of the project until completion in conjunction with the Westlake Elementary School Modernization Project in an additional amount not to exceed \$5,000.00, increasing the Agreement from \$84,000.00 to a not-to-exceed amount of \$89,000.00, and extending the end date from April 2, 2007 to August 1, 2007. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0093

Amendment No 1 - Studio Perez - Elmhurst Small Schools Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and Studio Perez, San Francisco, CA, for the latter to provide a District requested revised scope of basic services: paint all stairway walls and handrails; replace cafeteria tables and benches; replace glazing in east cafeteria windows; obtain DSA approval for small project review; provide structural engineer site visitation and various other items as described herein in conjunction with the Elmhurst Small Schools Project in an additional amount not-to-exceed \$15,980.00, increasing the Agreement from \$500,000.00 to a not-to-exceed amount of \$515,980.00, and extending the end date from December 31, 2008 to December 31, 2009. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0094

Amendment No. 1 - ZG Planning and Design - Highland New Classroom Building Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and ZG Planning and Design, San Francisco, CA, for the latter to provide the District requested additional design services for the onsite relocation of four (4) classroom portables which includes preparation of drawings and specifications for submission to Division of State Architect (DSA) and various other items as described herein in conjunction with the Highland New Classroom Building Project in an additional amount not-to-exceed \$3,000.00, increasing the Agreement from \$402,000.00 to a not-to-exceed amount of \$405,000.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



08-0098

Award of Bid and Construction Contract - Cal Pacific - Melrose Elementary School Fire Alarm Upgrade Project

Approval of the State Administrator of Resolution No. 0708-0097 - Award of Bid and Construction Contract between District and Cal Pacific, Pacifica, CA, for the latter, as the lowest responsive, responsible bidder and rejecting all other bids, if any, to provide construction services pursuant to the contract drawings and specifications in conjunction with the Calvin Simmons Modernization Project for the period commencing January 14, 2008 and ending August 21, 2008 in the amount of \$3,067,000.00.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

Director Dobbins noted the supporting documents refer to a project at Calvin Simmons. Secretary Rakestraw said the online input from the Facilities Department was incorrect and the item is an award and bid for construction contract to Cal Pacific for the Calvin Simmons Modernization Project [not Melrose Elementary School Fire Alarm Upgrade Project, as originally published on Agenda] . The rest of the description is accurate for award of contract.

This Matter was Adopted on the Consent Agenda.



[08-0099](#)

Lease Agreement Contract - Mobile Modular - Lincoln Elementary School Portable Classroom Replacement Project

Approval of the State Administrator of Resolution No. 0708-0096 - Lease Agreement Contract between District and Mobile Modular, Livermore, CA, for the latter to provide an 18 month lease of four (24'x60') portable classroom buildings to be occupied as interim classrooms during the construction of a new two (2) story classroom building in conjunction with the Lincoln Elementary School Portable Classroom Replacement Project for the period commencing March 4, 2008 and concluding September 10, 2009 in the amount of \$143,076.11.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



[08-0100](#)

Purchase and Delivery Contract - Lloyd McKinney Associates, Inc. - Emerson Elementary School Modernization Project

Approval by State Administrator of Purchase and Delivery Contract between District and Lloyd McKinney Associates, Inc., Hayward, CA, for the latter to provide forty (40) CAT 6 Network Cables, one 20" Dell LCD Monitor and one Power Supply for a Cisco 1600 Series Router for replacement of lost or stolen items in conjunction with the Emerson Elementary School Modernization Project for the period commencing November 26, 2007 and terminating December 31, 2007 in an amount not to exceed \$2,044.00.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



[08-0119](#)

Amendment #1 - Testing Engineers - Westlake Middle School Modernization Project

Approval by State Administrator of Amendment #1 to Professional Services Agreement between District and Testing Engineers, San Leandro, CA, for the latter to provide additional testing of soil, rebar and concrete in conjunction with the Westlake Middle School Modernization Project in an additional amount not-to-exceed \$2,500.00, increasing the Agreement from \$5,000.00 to a not-to-exceed amount of \$7,500.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.



[08-0132](#)

Change Order No. 2 - Kudsk Construction - Highland Phase 2 Administrative Office Remodel Project

Approval by State Administrator of Change Order No. 2 to Construction Contract between District and Kudsk Construction, Berkeley, CA, for the latter to provide and install new OSA damper, economizer motor (original motor is obsolete), interface module, enthalpy control, crank arm, linkage and miscellaneous parts and various other items described herein in conjunction with the Highland Phase 2 Administrative Office Remodel Project, in the additional amount of \$43,527.00, increasing the Agreement from \$334,928.00 to \$378,465.00. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Obligation Bond - Measure B

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Community Accountability



07-1734

Agreement - AdvancePath Academics, Inc. - Creation of A Reentry Program for School Dropouts

Approval by State Administrator of an Agreement between District and AdvancePath Academics, Inc., for the latter to Deploy Curriculum, Procure Curriculum Materials, Administer Professional Development, Implement Student Performance Assessments, Implement Categorical Programmatic Requirements, Provide Accommodations required for Special Education, Provide Guidance to District on Site Requirements and Specifications; Upgrade Site Facilities, Define Operational Workflow, Provision Site, Define Standards for Student Conduct, Create and Post In-Academy Job Descriptions, Hire and Manage In-Academy Staff, and Implement drop-out Acquisition/Retention Initiatives, for the period of five years commencing February 1, 2008; and for Fiscal Year July 1, 2007 through June 30, 2008, the 220 student ADA (minimum of 180 school days) fee per day maximum shall be \$38.14; with subsequent fiscal year student ADA fee per day to be negotiated and incorporated into this Agreement as an annual Addendum for the life of the Agreement.

Funding Source: General Purpose - ADA

Attachments: [Document\(s\)](#)

Vice President Spearman questioned the placement of a program on a school site that is having difficulties dealing with the current student population? She had requested staff to place the program at a different site. This campus not only has three small schools, but a charter school. The campus has no library. They have Title I carryover. Their CST scores are all in the bottom. No one is doing well. She has concerns about a program that will serve youth who have dropped out of school and placing them on the campus with at-risk youth. We are trying to graduate those still in school. She had suggested that staff talk to Youth Uprising which is next door to the school. She said her students are having tremendous difficulties going to school and they do not need any extra distractions. She is against the program being placed on the same campus as Castlemont. We are talking about adult youth for the Advance Path program.

Motion by Vice President Spearman, Director Gallo seconded the motion, that the Advance Path program not be placed on the Castlemont campus.

Wendy Gudalewicz, Executive Director, and Denise Jeffrey, Principal of the Castlemont

Community of Small Schools, spoke on this item. Ms. Gudalewicz said we have a dilemma in how do we keep the kids we have? When we talk about dropouts, we are not talking about kids who have been placed in jail and just released. We are not talking about kids who are 18 or 19. We are talking about students who are 15, 16, 17 who come to a school with minimal credits and the question is how do we serve those kids? How do we keep them with us? How do we provide programs to help the students to be successful in our system so that they stay in school? The population of kids we are talking about are the kids who are already there.

Vice President Spearman said the kids have different needs. The needs of that population of students does not need to be integrated with the population of students that are there now. The needs of the students on campus now are not being met. She said put them somewhere else. She disagrees with the placement of the program. She wants to bring the students back to the school. She wants the school to produce good students.

Ms. Jeffrey invited Board Members to visit the campus and speak to the students. She takes pride in the Castlemont Community of Small Schools. We have a lot of students who are on our campuses every day who are not causing havoc. By circumstance they have problems. She is talking about an individualized program that is geared for each student's pace. We are talking about students who are already on our campus who are not tearing our campus apart, but by virtue of their circumstances, need an alternative program that can work for them. It is a necessary program.

Director Hodge said this is a good idea of how Board micro manages staff. It is okay for the Board to question the placement of a school, but to have a judgment about it is not okay. If we are going to have coherent governance, we should be operating at the policy level, asking about the policy behind placing schools on campus. We need to be respectful of our staff and to the children they serve.

Director Yee said the wording makes it look like a school and not a program. He requested clarification as to why it is called a school within a school? State Administrator Matthews said it is a program. Director Yee asked who gets the ADA? Who is paying for the program? Mr. Glaster said we have done a financial analysis and it is a cost neutral program. He is not sure how the program differs from Dewey or a continuation school. Director Yee asked if the students would have contact with the rest of the student population? Ms. Gudalewicz said the students would not have interaction with the rest of the Castlemont campus. The program is structured so that no student is forced in. Students are identified by the principal for enrollment. A student could graduate all the way through Advance Path. The students all love the program. Director Yee said we heard the same thing from students at East Oakland Community High School. Director Hamill asked where we are in terms of a decision on the program? President Kakishiba said there is an advisory board motion and it is the State Administrator's call. State Administrator Matthews said one of the places we have been looking at is Castlemont and we have also been in discussions with Youth Uprising. We clearly hear the concerns. The final decision has not been made as to placement. Director Yee said his vote is to accept the contract as written with the understanding that the State Administrator heard the concerns of Vice President Spearman.

On the motion to not place the Advance Path program on the Castlemont campus, the advisory vote failed on a vote of 3-4.

President Kakishiba requested clarification as to Advance Path being a contract school or part of an existing high school. Can it legally be placed off campus? Ms. Gudalewicz said

our only investigation was to find space on the Castlemont campus. Our goal is to bring this item back by mid February with all of the facilities utilization pieces, including Prop 39 information. Director Gallo asked if the charter school is paying rent? Mr. Glaster said the facility amount is one dollar per square foot. We are in the process of researching the actual square footage charge for charter schools. Are we allowed to use bond funds for a charter school? Director Yee asked where did Cox fit on our modernization priority listing? He knows of several other schools that could use modernization work; are we following our own Facilities Master Plan in prioritizing our projects?

Tadashi Nakedegawa, Interim Director Facilities, said there are two projects at Cox Elementary. We started a project and the budget was presented to Board before the charter moved in. The original project was to replace the portables on campus with a single story permanent construction. By the time we started the design on the project, the charter was already there and there was a contract in place for the charter. We had to change the scope of the project to a two-story structure to make up for the space because the charter is not going to move out of all the portables. We had to regain some yard space by making the District project a two-story project.

It was also agreed, after Vice President Spearman's objection to the Program, in part, being characterized as the "Creation of "School Within A School - At Risk Youth", upon suggestion of Secretary Rakestraw, the file title will be renamed "Agreement - Advance Path Academics, Inc. - Reentry Program for School Dropouts."

This Matter was Adopted on the Consent Agenda.



[08-0109](#)

Establishment of Charter Term - Youth Employment Partnership Charter

Approval by the State Administrator establishing the term of the Youth Employment Partnership Charter, approved February 26, 2003 to open September, 2004, for a five year term beginning July 1, 2003 and expiring June 30, 2008.

Attachments: [Document\(s\)](#)

Vice President Spearman asked for clarification. David Montes de la Oca from the Office of Charter Schools said the item provides for the specific establishment for the charter petition from July 1, 2003 to June 2008.

This Matter was Adopted on the Consent Agenda.



[08-0121](#)

Adoption - Commission on Peace Officer Standards and Training (POST) - District Police Officers

Adoption by State Administrator of Resolution No. 0708-0142 - Adopting California Commission on Peace Officer Standards and Training, Authorizing and Appropriating Resources for District Police Officer Compliance with Said Standards.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Labor Relations

**08-0113 Side Letter of Agreement - District and Oakland Education Association (OEA)**

Approval by State Administrator of Side Letter of Agreement Between District and Oakland Education Association (OEA) regarding the Substitute Teacher Incentive Plan (STIP), piloting pilot a program, as delineated in Side Letter, providing additional monetary incentive, effective October 1, 2007, for substitutes willing to serve at sites wherever needed.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

This Matter was Adopted on the Consent Agenda.

Passed the General Consent Report

A motion was made by Vincent Matthews, seconded by Vincent Matthews, including all the preceding items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 1 - Vincent Matthews
Nay: 0
Recused: 0
Absent: 1 - ShaCora Cowart
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

R1 Adoption of General Consent Report Item**Board of Education****08-0321 Advance Path - Location**

The Advance Path Program, Legislative File 07-1734, shall be located other than on the Castlemont High School Campus?

A motion was made by Alice Spearman, seconded by Noel Gallo, that this matter be Adopted. The motion failed by the following vote:

Votes: Adv Aye: 3 - Kerry Hamill, Noel Gallo and Alice Spearman
Adv Nay: 5 - Gregory Hodge, Gary Yee, Christopher Dobbins, David Kakishiba and Vincent Matthews
Adv Abstain: 0
Aye: 0

Nay: 0
Recused: 0
Absent: 2 - ShaCora Cowart and Markeshia James
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

S. State Administrator and/or Board of Education

Board and State Administrator



[08-0127](#) Minutes - State Administrator and/or Board of Education - January 9, 2008

Ratification by State Administrator exclusively of sections O, Q, and R and by Board of Education of sections T and V, of the joint State Administrator and Board of Education Regular Meeting Minutes of January 9, 2008 and joint ratification by Board of Education and State Administrator of all other sections, prepared by Secretary and staff shortly after said joint meeting.

Attachments: [Document\(s\)](#)
[Minutes - State Administrator and/or Board of Education - January 9, 2008](#)

The State Administrator and a majority of the Board Members approved their respective sections of the Minutes as represented herein.

A motion was made by Noel Gallo, seconded by Gregory Hodge, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 8 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Nay: 0
Recused: 0
Absent: 2 - ShaCora Cowart and Markeshia James
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

T. Unfinished Business

State Administrator and/or Board of Education



[07-1775](#) Minutes - State Administrator and/or Board of Education - December 8, 2007

Ratification by State Administrator and Board of Education of joint Special Meeting Minutes of December 8, 2007, prepared by Secretary and staff shortly after said joint meeting.

Attachments: [Document\(s\)](#)
[07-1775 - Minutes - State Administrator and/or Board of Education - December 8, 2007](#)

The State Administrator and a majority of the Board Members approved their respective sections of the Minutes as represented herein. [Although the file votes are recorded separately, Legislative Files 07-1775, 07-1779, 07-1800 were considered concurrently.]

A motion was made by Gregory Hodge, seconded by Noel Gallo, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 8 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Nay: 0
Recused: 0
Absent: 2 - ShaCora Cowart and Markeshia James
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0



[07-1779](#)

Minutes - State Administrator and/or Board of Education - December 12, 2007

Ratification by State Administrator exclusively of sections I and J of the joint State Administrator and Board of Education Special Meeting Minutes of December 12, 2007 and joint ratification by Board of Education and State Administrator of all other sections, prepared by Secretary and staff shortly after said joint meeting.

Attachments: [Document\(s\)](#)
[07-1779 - Minutes - State Administrator and/or Board of Education - December 12, 2007](#)

The State Administrator and a majority of the Board Members approved their respective sections of the Minutes as represented herein. [Although the file votes are recorded separately, Legislative Files 07-1775, 07-1779, 07-1800 were considered concurrently.]

A motion was made by Gregory Hodge, seconded by Noel Gallo, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 8 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Nay: 0
Recused: 0
Absent: 2 - ShaCora Cowart and Markeshia James
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

**07-1800****Minutes - State Administrator and/or Board of Education - December 19, 2007**

Ratification by State Administrator of sections J, O, Q, R-07-1530, S of the joint State Administrator and Board of Education Regular Meeting Minutes of December 19, 2007 and ratification by Board of Education of said Minutes sections L1, P, R - 07-1476; 07-1561; 07-1730 and joint ratification by both of all other sections, prepared by Secretary and staff shortly after said joint meeting.

Attachments: [Document\(s\)](#)

[07-1779 - Minutes - State Administrator and/or Board of Education - December 19, 2007](#)

The State Administrator and a majority of the Board Members approved their respective sections of the Minutes as represented herein. [Although the file votes are recorded separately, Legislative Files 07-1775, 07-1779, 07-1800 were considered concurrently.]

A motion was made by Gregory Hodge, seconded by Noel Gallo, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0

Adv Nay: 0

Adv Abstain: 0

Aye: 8 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews

Nay: 0

Recused: 0

Absent: 2 - ShaCora Cowart and Markeshia James

Preferential Aye: 0

Preferential Abstention: 0

Preferential Nay: 0

Board of Education

Fiscal

**08-0125****Five-Year Sustainable Financial Recovery Plan for the District (First Reading)
(40 Minutes)**

Adoption by State Administrator and Board of Education of Resolution No. - 0708 - 0143 -An Additional Five-Year Sustainable Financial Recovery Plan for the District.

Attachments: [Document\(s\)](#)

[08-0125 - Five Year Sustainable Financial Recovery Plan for the District v2.ppt](#)

Tabled to a Date Certain

U. New Business

Fiscal

[08-0126](#)

Governor's Proposed 2008-09 State Budget (15 Minutes)

Report on the Governor's Proposed 2008-09 State Budget, As Currently Proposed, and its projected Financial and Other Impacts on the District.

Attachments: [Document\(s\)](#)
[Governors State Budget Proposal FY09](#)

Leon Glaster, Chief Financial Officer, used a PowerPoint Presentation on the impact of the Governor's budget proposal to the District. The Governor's proposal rolls back revenues of all 1000 school districts in California. The Governor could reduce Proposition 98 by \$1.4 billion this year. The Governor chose to reduce it by \$400 million this year. And to get to the \$400 million, he is going to take all of the State categorical funds that are unexpended this year. If the money is not there, it will be taken from the revenue limit. All school districts are required to plan for a current year revenue limit decrease of one-half of one percent. For the District, that one half percent amounts to \$1.067 million to be set aside to address the 2007-08 shortfall. This is the Governor's initial proposal and it could change up to the May Revise. However, we are required to utilize the current budget proposal for all of our financial reports and conditions at this time. The Governor's proposal would reduce the percentage to a 2.4% deficit in the revenue limit. The current projected \$6,307 per ADA would be reduced to \$5,612 per ADA under the Governor's proposal for a \$15,000,000 reduction in our General Purpose fund.

Mr. Glaster said we had projected for 2008-09 that we would receive \$103 million. The State has told us that categorical programs will be reduced by 6.5 percent. Oakland will lose approximately \$7,000,000 next year in categorical funds. We will have zero carry over. The Governor is talking about reducing the Special Education funding from the Federal Government. Adult Education is projected to have a net decrease of 3.46 percent or one-half million dollars. The ROP Program is projected to have a net reduction of 5.41 percent. Child Development programs are getting cut. Child nutrition programs will be reduced by 2 cents per meal for state reimbursement. Instructional materials will be reduced by 6.5 percent below the 2007-08 budget. There is a new state facility bond on the November 2008 ballot which earmarks \$6.4 for K-12 facilities. The Governor is proposing to give us our June apportionment on September 30th, instead of on July 1st. Mr. Glaster said we are exploring a Tax and Revenue Anticipation Loan (TRANS) in order to continue revenues. In December the District presented a budget which showed a \$18,276,299 fund balance for this year, \$18,154,326 for 2008-09 and approximately \$19,000,000 for the year after. We now have to take one million dollars and reduce the fund to \$17,000,000 and take out \$15,000,000 in expenditure reductions based on the Governor's proposal. We will need funds to cover our two percent reserve, \$9,000,000, to cover audit expenses and potential declining enrollment. We are going to need a minimum of \$11,000,000-\$13,000,000 to balance the budget based on the Governor's budget.

President Kakishiba asked about ending fund balance and beginning fund balance shown on page 11 of the PowerPoint. Mr. Glaster said the \$17,000,000 now is \$18,000,000; we are putting \$1,000,000 into reserve that the Governor says we have to reserve. We kept the 18,000,000 figure in to show what it should be. The information for 2008-09 takes into consideration of having \$17,000,000 ending fund balance, reducing that by \$15,000,000 to \$2,000,000; then increasing that by additional enrollment of \$3,000,000.

President Kakishiba said the total loss is \$22,000,000, including the categorical reduction of \$6.7 million. What programs will be impacted? Mr. Glaster said the key figures are EIA

and TIGG. We get close to \$13,000,000 for TIGG which are the most flexible funds.

In response to Vice President Spearman, Mr. Glaster said the information for this report was taken from the First Interim Report. On March 12th we will do a detailed analysis of the impact of the Governor's proposal on the District. Our June money that we are supposed to get for our July payroll will be received at the end of September. If we go into our reserves to pay our bills, then we will take and reduce our interest income which reduces the funds we have to operate the school district. The State is using our money to balance the state budget. President Kakishiba noted the Board, before the State takeover, had a \$40,000,000 TRAN that the District failed to pay and it got so bad that there was no cash in the account and it was due in full which was how we discovered our bankruptcy situation.

Director Gallo said he supports the needs of teachers and he is also aware of the need for resources to address the needs. Oakland Public Schools is a people organization. He asked staff to engage Board Members and the community in any discussion on another loan for the District. State Administrator Matthews said the Board would be engaged on any worse-case or best-case scenario plan. Mr. Glaster said we have until March 12th to provide Oakland with a sound financial situation.

Director Yee asked if there was a projection on the amount of categorical money we will be leaving on the table. Do the sites have money that they want to spend? Is Central Office blocking the spending? Do we have a strategy and are people going to aggressively spend their money? Mr. Glaster said we have operational coaches and fiscal analysts working with sites on the level of expenditures and what needs to happen to get the funds expended. State Administrator Matthews said we are meeting with every principal to ensure they have access to budget information. Director Yee said we have gone through the cut cycles before. The public has a right to know about limits and opportunities for direct board involvement in strategies for budget reductions. Director Yee spoke of the ambitious reforms over the past five years and when the District says we are going to cut as far away from the core as possible, what are we talking about? How do we know the cuts are being made as far away from the classroom as possible? He says the most important cuts need to be strategic cuts that lead to fiscal solvency and care and responsible stewardship of the resources. He hopes we have concrete proposals that are clearly measured against the standards that we have set for ourselves.

Director Dobbins spoke of the need to get more students into the District. There are a lot of people in Oakland who choose not to attend Oakland Public Schools. We can look for ways to bring in more money and to get more parents to come back in.

Jim Mordecai said charter schools have been very successful in recent bond measures that provided money for charter schools. One of the ways to save money is to utilize that money. He is against charter schools and wished they did not exist. We need to keep the cuts away from OPS and utilize money that may be available.

Director Hamill suggested that we create a task force on the categorical funds issue. The issue of carrying forward categorical funds has been an issue since she has been on the Board. Every year it is a big problem and the problem never changes. She does not believe the District will be able to cut to the depths that will be required. She would like to see a working group of principals, teachers and downtown staff who can give us a report on ways that we can fix this problem. There is a big issue on restrictions. Director Hamill asked about the cost factor for a TRANS loan versus taking the funds out of the bank. Mr. Glaster said the cost of using the money we have in the bank is about \$1.3 million. The

cost of the TRAN would be cost neutral and we may make \$10,000-\$20,000 on it. If we wanted to be very conservative, then we would recommend not doing it. In terms of revenue, that strategy would have given the District additional dollars. We do make more money with a TRANS as opposed to using our own money and losing interest.

Director Hodge talked of the importance of getting timely information. He is hoping we can get more fact based and that we get a best-case and worst-case scenario. We go through this process every few years and he hopes we can all be more patient with each other and be more circumspect about making harsh comments.

Ward Rountree, Executive Director of OEA, said it was an independent fact-finder's report that said there was a thirty percent teacher turnover in Oakland. It was not an OEA document. The OEA is saying that we can't expect staff to do more with less. OEA members are leaving Oakland to work for nearby school districts that offer more pay. He has been to school sites with no working copy machines. He supports Measure G. He said the teachers were disrespected tonight because of the order of business. Teachers had to go home because they had to be in classrooms the next morning. They do not have the time or energy to stay because we already overburden them. Mr. Rountree referred to the PowerPoint Presentation portion on the 2% Reserve for Economic Uncertainty in the amount of \$8,711,731. We could ask Jack O'Connell to relieve us of one percent of that money to use for the General Fund. The employees of the school district are sick and tired of trying to do more with less. It is unacceptable. We have cut to the bone. Quality education is a civil right.

President Kakishiba responded to the speaker comment who said the Board should not be involved in fiscal decisions. He said he has been a strong advocate for this Board to be deeply engaged in the financial management of the District. What is embarrassing is that we fell into receivership because all levels of this organization failed to count money which has brought tremendous havoc and pain to a lot of people in the schools. It is ludicrous that we would abdicate that responsibility even though we do not have a legal authority for it. The Board has a role to play--to ask, to pry, to get upset, and to offer ideas and solutions.

Presented

V. Board of Education

Community Accountability



08-0083

January 2008 Quarterly Report - Williams Uniform Complaints (10 Minutes)

Approval of the January 2008 Quarterly Report on Williams Uniform Complaints.

Attachments: [Document\(s\)](#)

Gabriel Valenzuela, Ombudsman, said we had approximately 133 Williams complaints filed this past quarter. Of that amount, 127 complaints have been resolved and there are six unresolved/pending complaints. We have three facilities complaints from Sobrante Park that the issue has been resolved, but he has not received a written response yet. We have three vacancy concerns, two from Skyline and one about English teacher that has

been resolved. He does not have the written response for that yet. He has another teacher vacancy complaint for a science teacher at Skyline and that has not been resolved. The third teacher vacancy issue was at Martin Luther King, Jr., School. He was informed yesterday that the issue was resolved.

A motion was made by Kerry Hamill, seconded by Noel Gallo, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
 Adv Nay: 0
 Adv Abstain: 0
 Aye: 7 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins, Alice Spearman and David Kakishiba
 Nay: 0
 Recused: 0
 Absent: 2 - ShaCora Cowart and Markeshia James
 Preferential Aye: 0
 Preferential Abstention: 0
 Preferential Nay: 0

Board of Education



08-0107 **Amendment No. 1 - 360 Total Concept LLC - Communications Team**

Approval by Board of Education of Amendment No. 1 to Professional Services Contract ("Agreement") between District and 360 Total Concept LLC, for the latter to provide an additional four months and two weeks of service to the communications team - attend weekly communications team meetings, assist with development and implementation of OUSD's communications plan, coordinate briefings and written communications to organizations, elected officials and community leaders, coordinate community outreach events for District; provide public relations support for District - act as an extension to State Administrator's team, develop and coordinate partnership programs to maintain/develop relations with local community, assist with media coordination; act as liaison for District - attend regular communications strategy meetings, interface with District's communications related projects, provide advisory support to State Administrator as it relates to the local community and public relations issues, for an additional amount not to exceed \$50,000.00 for Amendment No. 1, increasing the total contract amount from \$72,000.00 to \$122,000.00 and extending the contract period of August 17, 2007 through February 18, 2008 to June 30, 2008. All other terms and conditions of the Agreement remain in full force and effect.

Funding Source: General Purpose

Attachments: [Document\(s\)](#)

Director Gallo said considering the discussion that we just had about not being sure where our budget may lie in the near future, from a business practice, he would have to vote "no" on this item. He said public relations is something you or I can do.

A motion was made by Gregory Hodge, seconded by Noel Gallo, that this matter be Tabled to a Date Certain. The motion carried by the following vote:

Votes: Adv Aye: 0
 Adv Nay: 0

Adv Abstain: 0
Aye: 6 - Kerry Hamill, Gregory Hodge, Gary Yee, Noel Gallo, Christopher Dobbins and David Kakishiba
Nay: 1 - Alice Spearman
Recused: 0
Absent: 2 - ShaCora Cowart and Markeshia James
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

State Administrator

It was noted, following staff consultation with General Counsel, that the following item presently is under authority of the State Administrator rather than Board.



[08-0133](#)

Appointments - Membership Vacancies - Measure B Independent Citizens' Schools Facilities Bond Oversight Committee

Adoption by State Administrator of Resolution No. 0708-0143 - Filling Certain Vacancies on the Oakland Unified School District Measure B Independent Citizens' Schools Facilities Bond Oversight Committee.

Attachments: [Document\(s\)](#)

A motion was made by Vincent Matthews, seconded by Vincent Matthews, that this matter be Adopted. The motion carried by the following vote:

Votes: Adv Aye: 0
Adv Nay: 0
Adv Abstain: 0
Aye: 1 - Vincent Matthews
Nay: 0
Recused: 0
Preferential Aye: 0
Preferential Abstention: 0
Preferential Nay: 0

W. Introduction of New Matter



[08-0076](#)

Bay Area Technology School (BayTech) - Petition and Proposed Charter (Renewal)

Presentation of the Bay Area Technology School (BayTech) - Petition and Proposed Charter (Renewal).

Attachments: [BayTech.pdf](#)

Oscar Yildiz submitted Petition and Charter during Item N.

Received and Referred for Handling

X. Report of Regular Board Members

Director Dobbins attended the Title I Awards Schools at Carl Munck Elementary School. Burckhalter is doing a number of events. They are trying to make themselves a successful school. Skyline is having a number of music events. On Sunday, a jazz concert is scheduled.

Vice President Spearman said she is an alumnus of Castlemont and she has grandchildren who will be in high school soon. If we feel that we need to say things are not right, then as a Board Member we need to say those things. We are going to advocate on what is best for our children.

Roll Call (Secretary's Observation)

Director Noel Gallo absent from meeting at approximately 11:46 P.M.

Roll Call: Present: Kerry Hamill, Gregory Hodge, Gary Yee, Christopher Dobbins, Alice Spearman, David Kakishiba and Vincent Matthews
Absent: ShaCora Cowart, Markeshia James and Noel Gallo

Y. Meeting Debriefing (Up to 30 Minutes)

Randy Quinn said the highlight of the meeting was the Results Monitoring item. The Board was a cohesive group of people who enjoyed discussing an important item and did it in a meaningful way and it was a productive use of time. He hopes the Board never again has a 31-page agenda to guide the Board's meeting. The collegiality among the Board and between Board and staff degenerated the longer the meeting went. When the Board got tired, the conversation changed dramatically. He recommended when the Board is dealing with something as important as bargaining proposals, the Board might consider the item in a stand-alone meeting. The public hearing could have encompassed a meaningful exchange of ideas on the contract proposals as well as the related financial concerns that the Board considered to be a part of the conversation. When the Board is faced with something that big and that important, the Board would do themselves well to make it a stand-alone hearing.

Mr. Quinn said the Results Monitoring Report was handled extremely well. Whoever makes the motion needs to do it in a precise way so that the Board knows exactly what they are dealing with. A suggestion was made to staff to include a motion at the end of the report for adoption as to the response they would like from the Board. The Board doesn't have to accept it.

Mr. Quinn said it was clear the Board wished to discuss strategies dealing with result shortfalls. The Board needs to separate the two. When the Board is dealing with a results report, the Board needs to judge the results and they should not try to judge the strategies that produced the results. Given the Board's tendency to know now what are we going to do to fix those problems, it might serve them well, rather than waiting for March to follow with a separate agenda item dealing with program decisions and strategies that the staff believes are important to fix the problems.

Mr. Quinn commented on the OE Monitoring discussion. The conversation tended to gravitate, not only to interpretation, but to compliance and whether or not the District is

compliant. From the Board standpoint, he would caution them to refocus when they receive the interpretation reports and limit the focus of the Board to is the interpretation reasonable. He asked the Board to look at BCR5 which establishes the standard against which the board will judge the staff's performance. The standard that you set for judging an OE report is the interpretation reasonable. It's not "Is it perfect?" or "Is it the way I would like to see it as an individual member?" Tonight a couple of instances happened when the Board did staff work for the staff. When the Board got the report, there were some preferences requested to be blended in with the staff's interpretation and that is not where the Board needs to go. The Board simply needs to judge these reports on the basis of whether, as a body, they believe they are reasonable or whether they are not. He said there were comments by individual board members which ended up being blended in with the final motion. The motion was not cleanly "I move to accept this report as presented." It was "I moved to accept this report along with the other differences of interpretation." If the absence of certain features are so outrageous that the Board would consider that interpretation to be unreasonable if they were not in there, then send it back and let the staff deal with it. To impose the Board's preferences with the staff's choices--that is not where the Board said it wanted to go. That's not what they have told the staff they should expect when they present the report.

Vice President Spearman asked where in the process should the Board interject their suggestions or should they wait and see if it is presented to them as they want it to come?

Mr. Quinn said if the Board collectively does not believe the staff work reflects a reasonable interpretation of its policy, send it back. Don't do the staff's work for it. They are accountable for it. When the Board was dealing with the program "school within a school", there may be some legal issues at work, but if they are not a factor, he would wonder why that item was even presented to the Board for approval, even on a Consent Agenda. The Board has a policy on the instructional program. The Board has delegated program decisions to its staff as long as they comply with the Board's stated values and the instructional program policy. Secretary Edgar Rakestraw said it was statutorily required.

Director Hamill asked what is the appropriate way to handle a situation when the Board President moves an item up on the agenda and there is a roomful of people who disagree, are standing up and shouting at the Board? Mr. Quinn said the Chair or the Board should never lose control of the Board's meeting. To a degree, that happened tonight. If control of a meeting is lost, he said the Board should adjourn the meeting or have the room cleared. The ruling of the chairperson should be consistently honored.

Mr. Quinn said the Board would receive in writing reinforcement of the importance of following the rule book which would apply to the Board and to the audience. The Board is imposing a great responsibility on the Chairperson to maintain consistency. If the rules do not mean anything, then maybe we don't need the rule.

Director Hodge said the beginning of the meeting started out okay. We got in trouble when the item on the Governor's Budget was moved up on the agenda. In hindsight, it would have made more sense to take the third grade reading piece, the Governor's budget piece, then sunshine OEA piece. The Coherence Governance items should have followed the other items. President Kakishiba said the public hearing should have been scheduled separately. The policy meeting and monitoring are the Board's core work to get results and hold people accountable and to see progress from the system. It is important that we are not facilitating town hall meetings.

Director Hodge said the Board agreed to ask questions off line before they got here

regarding items on the Consent Calendar: That would have raised the question about AdvancePath at Castlemont. We need to be more cognizant that staff is tired, too, and they have been working a long day, and if we ask them questions, we should give them a chance to answer.

Director Yee said the Board did agree to the change regarding the Consent Agenda. That does not excuse the disrespect of the audience. He is totally embarrassed for professionals doing that to people who have served as well as President Kakishiba has as president. He wants the staff of OEA to know how insulted he was about the insult to the Board President. The public and the audience have a right to demonstrate, but it is embarrassing.

Director Hamill said the Board meets constantly. They have had several meetings in the last few weeks. She suggested that time-consuming items could be scheduled at a particular time on the agenda.

Linda Dawson said there is room for improvement on a couple levels: (1) We have to get the agenda timed and tied to policy. (2) Meeting protocol (3) Demonstration of stability and professionalism between yourselves and with the Board. The whole thing got out of control. Launching or using inflammatory words or using anecdotal stories got out of control.

Mr. Quinn said he hopes there is a time when each member of the Board and staff can look at each others as partners in this venture. Progress has been made to some extent. Success depends on support, not beating each other up.

Ward Rountree, Executive Director, OEA, said the Board agenda is advertised as starting at 4:00 P.M. Those of us who know process and procedure know the Board is going to be in Closed Session for awhile. Nobody comes down and gives an update. That would help the public at large. The audience sat through the Closed Session, several presentations, public comments, public hearings and the State Administrator's response on a monitoring report, which prolonged already a very long wait for the discussion for an item that most of the people came for this evening. He suggested that the Board at least adhere to the agenda. The people who are doing the real work of education work in the classrooms and at the school sites.

Betty Olson-Jones, President of OEA, spoke of the disrespect from the Board and it is very hurtful. People waited two hours and the agenda was changed. She understands why people did what they did and it is another example of being disrespected by a District that disrespects them everyday. She goes out to school sites every day and she hears from people that the District does not respect them or their expertise. She didn't hear anything about the OEA proposals or the fact that they are trying to present a context.

Jim Mordecai said it was unfair that one of his remarks was taken out of context to mean that he does not care about students achieving. He commented that we are talking about board relationships with each other and to the public. The Board has a process going on here and he likes the idea about feedback. Underlining that feedback is the values of the people here that are working with the Board.

Mr. Christmas said we have to have more things on the agenda that are not focused on complaining about how the District is doing something wrong. A lot of times we disagree and he tries not to ridicule anyone that he disagrees with. Some of the behavior he has seen over the past few years in the Board Room by staff, Board Members, and people in the audience, appears to be ridicule.

President Kakishiba asked if the timers could be operable and installed for each board member.

Z. Adjournment

President David Kakishiba adjourned the meeting at approximately 11:58 P.M.

Prepared By: _____

Approved By: _____