OAKLAND UNIFIED SCHOOL DISTRICT
Administrative Regulations

AR 3625

Business and Noninstructional Operations

School Governance

I.   Introduction

These School Governance Administrative Regulations (SGAR) provide our schools with the flexibility and authority to determine how to achieve the District's and sites' core priorities. The SGAR establish common standards and practices for which all schools, District staff, the Superintendent, and the Board of Education are accountable. These regulations are guided by the District's School Quality Standards:
1. Quality learning experiences for all students
2. Safe, supportive and healthy learning environments
3. Learning communities focused on continuous improvement
4. Meaningful student, family and community engagement/partnerships
5. Effective school leadership and resource management
6. High quality central office that is in service of quality schools

The SGAR have a companion document that explains in more detail the establishment, roles and responsibilities of SSCs as well as the framework of resources necessary to develp and sustain their effective operation. This document is referenced throughout the SGAR as the School Site Council Procedures and Resource Guide (Guide).

II.   Establishment and Operation of a School Governance Team

A.   Establishment of School Site Councils

Every Oakland public school shall establish a School Site Council (SSC) and the governance team for the school shall be the School Site Council. See Guide, Section V.

The central purpose of school governance is to provide leadership and decision making to support student achievement, with the ultimate goal of students successfully engaging in college, career and community. The SSC's goal is continuous improvement that will close achievement gaps and accelerate student achievement at the school site. See Guide, Section III.

All SSC decisions and actions must comply with all applicable Federal laws, California Education Code provisions, and other applicable state laws. They must also comply with all Board policies, and regulations, and provisions of any collective bargaining agreement between OUSD and its various bargaining units. See Guide, Section IV.

Each SSC is required to adopt written bylaws in accordance with the California Education Code, OUSD policies, and these regulations. See Guide, Sections V.B and VIII.A.

B. Composition of School Site Councils

Each school is required to elect and regularly convene an SCC that meets the size, composition and parity requirements set forth in the Guide. See Guide, Section VI.

C. Roles and Responsiblities of School Site Councils

The primary responsibility of the School Site Council is to advise the school principal, aligning strictly to OUSD strategic priorities, performance standards, and collective bargaining agreements, on the content of the school's Community School Strategic Site Plan (CSSSP) to improve student academic and social outcomes. Specifically, the School Site Council is responsible for working with the school principal to inform and engage the school's stakeholders – employees, parents, students, and community members – to:

1. Review and analyze student outcome data;
2. Identify critical questions related to the efficacy of the school's program strategies;
3. Research effective-practices;
4. Establish student outcome goals and benchmarks;
5. Establish a data-informed theory-of-action that leads to the achievement of goals; and
6. Establish a resource allocation plan that is aligned with the theory-of-action.

See Guide, Sections II, III, VII, and IX.

D. Roles and Responsibilities of the Principal and School Network Superintendents

The Principal shall be responsible for ensuring the formation and operations of the school's SSC consistent with District policies and regulations, and for building capacity for shared leadership and decision-making. The principal shall also provide data and information to the SSC that is necessary for it to carry out its duties, and implement and administer school-level activities detailed in the approved CSSSP and categorical budget. See Guide, Section X.

School Network Superintendents will support principal learning, understanding, and implementation of the SGAR through active engagement and discussion with the principals. See Guide, Section XI.

E. Roles and Responsibilities of the Superintendent and Central Office

The Superintendent and Central Office staff shall be responsible for providing resources, staffing, tools and supports to principals and School Site Councils necessary for the effective operations of the SSCs. See Guide, Section XII.

F. Roles and Responsibilities of the Board

The Board shall allocate adequate funding to support the schools and Central Office in implementing the SGAR. The Board shall also review and approve school CSSSPs, review school site budgets, and evaluate the performance of the Superintendent and Central Office in the implementation of the SGAR. See Guide, XIII.

G. Dispute Resolution

If disputes emerge at the school site level or between school sites and the Central Office regarding the development and implementation of CSSSPs and school site budgets, SSCs and the Central Office shall follow protocols to guide dispute resolution in tandem with the District's Uniform Complaint Procedure. See Guide, Section XIV.

H. Training, Capacity Building and Technical Assistance

To support the process of continuous improvement and to achieve equitable outcomes across all schools and students, the Central Office shall allocate resources and staffing to ensure ongoing training, capacity building and technical assistance are obtained by SSC members and principals. This work shall be based on a structure that builds expertise over the course of each school year and is aligned with current district standards for supporting, tracking and assessing student achievement. See Guide, Section XV.

I. Accountability

All SSCs shall be subject to an annual evaluation of their performance through a combination of self-assessments and an external assessment through the School Quality Review (SQR) Process. The Central Office shall also annually conduct a review of the data and information submitted by school sites to the Central Office, and issue a report to the Board and Superintendent detailing its assessment of the performance of the SSCs and its recommendations for improving the operations and performance of SSCs. The Central Office will also provide SSCs with an assessment tool to evaluate the District's provision of support to SSCs and to identify SSCs' needs. See Guide, Section XVI.