

OAKLAND UNIFIED SCHOOL DISTRICT Board Policy

Business and Noninstructional Operations

BP: TBD

Protocol for Fiscal Emergencies

Sound financial stewardship of the District's resources is of critical importance to the OUSD Board of Directors. However, occasions arise periodically when the school district faces fiscal emergencies.

This policy provides direction to staff on how to approach such situations in a manner consistent with the mission of the school district.

As a general rule, changes to the board-authorized budget must be approved by the Board of Directors.

The Oakland Unified School District exists in order to educate students. Therefore, the impact on students must remain top of mind in everything we do, including how we address fiscal emergencies. Minimizing the impact of fiscal emergencies on students shall be the first priority of any plan to address a fiscal emergency.

A commitment to minimizing disruption to students requires that any efforts to trim budgets mid-year shall first (and primarily) look for cost savings that do not directly impact students, for example in the central office.

I. Impacted Schools

Reasonable efforts shall be made to engage with school sites to explain the fiscal emergency and reduction targets, and seek alternatives to identified strategies prior to implementation of any strategy that would result in cuts to school site budgets. The Board of Directors acknowledges that the definition of 'reasonable' shall vary according to circumstances.

II. Obtaining Prior Board Approval

The Board shall approve all cost-saving measures necessary to achieve mid-year budget savings prior to implementation, for example imposing a spending limitations protocol or a hiring freeze on school sites.

If at any time during the school year, up and through the closing of the books, it appears that interfund transfers exceeding 1% of the unrestricted general fund are necessary in order to address budget shortfalls, staff shall immediately report such findings to the Board of Directors and obtain permission prior to making such transfers.

III. Avoiding Mid-Year Budget Cuts

The Board of Directors recognizes that mid-year budget cuts are disruptive, and should be avoided unless necessary to avoid state receivership.