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Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Tara Gard, Chief Talent Officer
Preston Thomas, Chief Systems & Services Officer

Meeting Date April 28, 2021

Subject Resolution No. 2021-0141 - Elimination and Creation of Positions for the Reorganization of the Nutrition Services Department

Ask of the Board Adoption by the Board of Education of Resolution No. 2021-0141 - Elimination and Creation of Positions for the Reorganization of the Nutrition Services Department

Background The District has invested significantly in building the Central Kitchen and writing a strategic business plan to improve the quality of food, grow programming, and build student participation. The Nutrition Services Department is reorganizing to better align the services provided to students with the operations of the new Central Kitchen and to ensure fiscal solvency. Under the reorganization, the primary focus of Nutrition Services will be on quality meals provided to all of District’s students while building the effective and efficient community Central Kitchen.

For many years, due to low rates of student participation, Nutrition Services has run a deficit that required a contribution from the General Fund. Starting in 2015, staffing costs rose to above 50% of total revenue, a sign of fiscal distress – well managed departments generally have staffing costs between 45-50% of revenue. Prior to COVID-19, staffing costs even rose to 63.65% of revenue. In order to operate solvently on an ongoing basis, the District must either significantly cut staffing or generate more revenue through increased student participation.

As the District returns to in person instruction, it will need to maintain current staffing levels to provide COVID-safe meal distribution in the 2021-22 school year and increased access to food. These staffing level will not only support safe distribution of food during full reopening in the fall but also the

long-term health of the child nutrition program with the launch of several key initiatives:

- Breakfast After The Bell and Grab-N-Go Breakfast
- Improve quality of food and menu to drive participation
- Increase “Super Snack” participation after school
- Increase access at lunches in secondary by providing additional service lines
- Invest in our people and spaces to make the dining experience enjoyable for students

To accomplish these goals, however, the Department must reconfigure and redeploy labor across schools to address specific student needs. Meals per labor hour is the industry standard for how departments measure lack of work at school sites. OUSD has 46 sites that are over staffed based on an analysis of meals per labor hour at the school sites.

The Education Code requires Board action in order to implement a reduction or elimination of positions on the basis of lack of funds or lack of work. Through the budget development process, and based on budget decreases and/or reduction in sites/departments and modification of work to align to the District’s priorities, sites and departments have indicated a need to reduce certain positions.

Under state law, particularly Education Code sections 45114, 45115, 45117, 45298, and 45308, school districts must provide not less than 60 days notice to classified employees of a reduction or layoff. Although employees affected by the reduction or elimination of positions will receive layoff notices, some may retain District employment by being reassigned as permitted by the Education Code.

Discussion

Exhibit A to the Resolution specifically identifies the positions that will be reduced, eliminated, or added. The total net effect of the Resolution would be to decrease the overall number of authorized positions in Nutrition Services by -4.94 FTE. The District will continue to try and identify alternative solutions for minimal impact on employees of the District.

Below is a table the summarizes the shifts in staffing for AFSCME members:

Staff FTE in ESCAPE	0.400	0.467	0.533	0.600	0.667	0.733	0.800	0.867	0.900	1.000
Staff Daily Hours	3 hours	3.5 hours	4 hours	4.5 hours	5 hours	5.5 hours	6 hours	6.5 hours	7.0 hours	7.5 hours
Central Kitchen Staffing										
Food Service Assistant I	0	0	0	0	0	0	0	0	0	-20
Production Assistant	0	0	0	0	0	0	0	0	0	18
Production Cooks	0	0	0	0	0	0	0	0	0	4
Food Service Assistant Tech	0	0	0	0	0	0	0	0	0	-1
School Site Management										
Food Service Manager III	0	0	0	0	0	0	0	0	0	-6
Food Service Manager IV	0	0	0	0	0	0	0	0	0	5
Food Service Manager V	0	0	0	0	0	0	0	0	0	-1
Food Service Manager VI	0	0	0	0	0	0	0	0	0	2
School Site Staffing										
Food Service Assistant I	30	-1	-10	-4	-14	-18	17	-2	-1	0
Food Service Assistant III	0	0	0	0	27	-12	19	-1	0	-4

For UAOS members, supervision and management is being adjusted to align to the new workflow that will be generated by the new Central Kitchen production at West Street. This staffing plan aligns the supervision structure for field operations to the District’s Network structure, with each of the 5 field supervisors aligning to one of the District’s networks (3 elementary networks, 1 middle school network, and 1 high school network). The 2 FTE eliminations in the management structure of the Central Kitchen will be addressed when the Nutrition Services Department brings forthcoming job descriptions to the Board that align to the management needs of the Central Kitchen.

As appropriate and necessary, District staff will meet with representatives of the appropriate collective bargaining units to discuss the impact of the layoffs and to identify and create a plan of action to utilize available resources for the affected employees.

Fiscal Impact

Budget changes needed to assist in addressing the District’s declining enrollment, the elimination of certain funds, the District’s fiscal health, and staffing needs. For the 2021-2022 fiscal year, there will be savings of salary and benefits for positions no longer funded.

Attachment(s)

- Resolution No. 2021-0141 - Elimination and Creation of Positions for the Reorganization of the Nutrition Services Department

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

Resolution No. 2021-0141

**Elimination and Creation of Positions for the Reorganization
of the Nutrition Services Department**

WHEREAS, the Oakland Unified School District (“District” or “OUSD”) has a deep commitment to providing access to quality fresh food for its students as a critical pillar of being a Community School district;

WHEREAS, the primary mission of the District is to provide nutritious meals for students using annual resources and revenues at its disposal;

WHEREAS, the District operations of food services have been impacted by COVID-19, are facing evolving staffing needs, and must align expenses to meet ongoing revenue projections in Fiscal Year 2021-2022 to ensure that expenditures are aligned with the needs of students and staff;

WHEREAS, for Fiscal Year 2021-2022, it is necessary for the District to streamline, reorganize, reduce and/or eliminate positions, in whole or in part; and

WHEREAS, Education Code sections 45101, 45114, 45117, 45298 and 45308 require action by the Board of Education if services for classified staff are, in good faith, to be reduced or eliminated in order to permit the layoff of classified employees due to lack of funds and/or program need.

NOW, THEREFORE, BE IT RESOLVED, the Board of Education (“Board”) hereby determines that the following particular kinds of services or positions, detailed in Exhibit A (attached and incorporated herein by reference), shall be and hereby are eliminated, reduced, and added due to lack of funds and/or lack of work and/or the reorganization;

BE IT FURTHER RESOLVED, the Board authorizes the Superintendent or her designee to: (1) send appropriate notices to all employees whose positions are lost, reduced, or otherwise impacted by the foregoing elimination of positions, and (2) take all proper steps, including any steps necessary pursuant to Education Code sections 45117 and 45308, to reduce and/or eliminate said positions; and

BE IT FURTHER RESOLVED, the Board, in approving this Resolution, intends that the position results labeled in the column “FTE Change” be achieved.

Passed by the following vote:

PREFERENTIAL AYE: None

PREFERENTIAL NOE: None

PREFERENTIAL ABSTENTION: None

PREFERENTIAL RECUSE: None

AYES: Aimee Eng, VanCedric Williams, Gary Yee, Mike Hutchinson, Clifford Thompson,
Vice President Benjamin "Sam" Davis and President Shanthi Gonzales

NOES: None

ABSTAINED: None

RECUSE: None

ABSENT: Samantha Pal (Student Director) and Jessica Ramos (Student Director)

CERTIFICATION

We hereby certify that the foregoing is a full, true and correct copy of a Resolution passed at a Regular Meeting of the Board of Education of the Oakland Unified School District held on April 28, 2021.

Legislative File	
File ID Number:	21-1088
Introduction Date:	04/28/2021
Enactment Number:	21-0689
Enactment Date:	4/28/2021 If
By:	

OAKLAND UNIFIED SCHOOL DISTRICT



Shanthi Gonzales
President, Board of Education



Kyla Johnson-Trammell
Superintendent and Secretary, Board of Education

Position Funding Site Code Name	Union	Position Title	2020-21 FTE	2021-22 FTE	FTE Change	Position #	Action	Funding Source	Employee Status
991 - Food Services	UAOS	Coordinator, Nutrition Svcs	1.00	0.00	(1.00)	7328	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	UAOS	Executive Chef/Production Mgr	1.00	0.00	(1.00)	7944	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	1431	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	1752	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.87	0.00	(0.87)	2886	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.90	0.00	(0.90)	2938	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	5304	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	2133	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2582	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	371	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	1429	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	607	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	221	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2885	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	3694	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	6383	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2064	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2469	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	1175	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.60	0.00	(0.60)	2321	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	1013	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	634	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	438	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	533	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	777	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	993	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1028	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1212	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1270	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1378	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1390	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1459	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1461	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1750	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1883	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	2348	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	2485	Eliminate	Child Nutrition School Program	Filled

Position Funding Site Code Name	Union	Position Title	2020-21 FTE	2021-22 FTE	FTE Change	Position #	Action	Funding Source	Employee Status
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	2903	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.47	0.00	(0.47)	3276	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2561	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	2838	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	2471	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	3486	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	1953	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	2308	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	280	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	536	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	571	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	1101	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.87	0.00	(0.87)	1138	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	2868	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	6391	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	1356	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.60	0.00	(0.60)	1618	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.60	0.00	(0.60)	6381	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	3090	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	2841	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	745	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	3163	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	3176	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	1926	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	1403	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	3880	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	3810	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	1202	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	2631	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.60	0.00	(0.60)	855	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.53	0.00	(0.53)	1204	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.67	0.00	(0.67)	3898	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	1.00	0.00	(1.00)	1955	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	3260	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.73	0.00	(0.73)	3260	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Assistant I	0.00	0.40	0.40	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Assistant I	0.00	0.40	0.40	New	Add FTE	Child Nutrition School Program	Vacancy

Position Funding Site Code Name	Union	Position Title	2020-21 FTE	2021-22 FTE	FTE Change	Position #	Action	Funding Source	Employee Status
991 - Food Services	AFSCME	Food Service Manager III	1.00	0.00	(1.00)	751	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager III	1.00	0.00	(1.00)	1183	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Manager III	1.00	0.00	(1.00)	704	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Manager III	1.00	0.00	(1.00)	933	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Manager IV	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager IV	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager IV	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager IV	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager IV	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager V	1.00	0.00	(1.00)	2581	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Food Service Manager VI	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	AFSCME	Food Service Manager VI	0.00	1.00	1.00	New	Add FTE	Child Nutrition School Program	Vacancy
991 - Food Services	UAOS	Nutrition Svc Field Supervisor	1.00	0.00	(1.00)	7952	Eliminate	Child Nutrition School Program	Filled
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	AFSCME	Production Assistant	0.00	1.00	1.00	New	Add FTE	ESSER	Vacancy
991 - Food Services	TEAMSTERS	Stock Clerk	1.00	0.00	(1.00)	1466	Eliminate	Child Nutrition School Program	Vacancy
991 - Food Services	TEAMSTERS	Stock Clerk	0.20	0.00	(0.20)	362	Eliminate	Child Nutrition School Program	Filled
TOTALS			78.43	73.49	(4.94)				