



OFFICE OF CHARTER SCHOOLS

---

August 25, 2022

Jerry Brown  
Oakland Military Institute College Preparatory Academy  
3877 Lusk Street,  
Oakland, CA 94608

**Notice re: Annie Campbell Washington Approved by OUSD Board of Education to Serve as District Representative to Oakland Military Institute Charter School's Board**

Dear Jerry Brown,

This letter serves as official notice that the OUSD Board of Education has approved the Office of Charter Schools' recommendation to appoint Annie Campbell Washington to serve as the District representative to the Oakland Military Institute Charter School Board ("Board" or "Charter Board").

This recommendation was presented to the OUSD Charter Committee on August 18, 2022. It was considered and approved by the full OUSD Board of Education on August 24, 2022.

The appointee's term length is designated by the Charter Board's bylaws. The Charter Board can now begin to onboard Annie Campbell Washington as a board member and should take steps to confirm the appointment at its next board meeting.

The Office of Charter Schools will be following up with the appointee to ensure that they have completed all required trainings and have signed the expectations for their role (see attachment A). Board appointees will report to our office three times a year using an online form (see attachment B). The first report will be due on October 28, 2022.

Please be in touch with our office if you have any additional questions.

Sincerely,

Kelly Krag Arnold, Director, Office of Charter Schools  
Madison Thomas, Policy and Compliance Specialist, Office of Charter Schools

cc: Mary Streshling, Superintendent  
Annie Campbell Washington, Appointee



*Attachment A: Expectations*

**OUSD Charter School Board Appointments | Expectations for Appointees**

The Oakland Unified School District (OUSD) Board of Education, as permitted by Education Code §47604(c), is appointing a district-selected individual to the governing board of select charter schools. Once confirmed, appointments will continue according to the term length determined by each charter governing board's bylaws. The appointee will serve as a full, voting member of the charter school's board.

Board appointees are expected to:

- Attend the plurality of board meetings ( $\geq 80\%$ )
- Act in the best interests of public education, the community, the school, and students (fiduciary responsibility)
- Engage in ethical conduct and protect against any potential conflicts of interest
- Engage with school community as appropriate
- Ask questions and request any additional information to make informed decisions on Board votes
- Provide a written report to the Office of Charter Schools (OCS) three times a year, as described below (Appointees can also contact OCS in between reporting periods, if needed.)
- **Board appointees should not report to OCS or anyone outside the charter school's board on closed session items**

During their appointments, appointees are expected to report back to the Office of Charter Schools as follows:

- Three times a year (October 31, February 28, June 30)
- Submit through an online form
- Respond to questions on major strategic choices made by the board, board meeting schedule, and board documents on strategic planning and leadership evaluation

Board appointees who do not meet the expectations outlined above may be removed from their appointment.

Please sign below to confirm your understanding of and agreement with these expectations.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*Attachment B: Online Reporting Form*

Board Appointee Reporting

Board Appointees should prepare regular reports on the trends and developments from the meetings of their assigned Board.

These reports should be submitted three times per year, on the last day of October, February, and June. Each report will cover the following reporting period:

October 31 report: Covers July 1 through October 31

February 28 report: Covers November 1 through February 28

June 30 report: Covers March 1 through June 30

In addition to answering the questions below, appointees should also submit (through this form) the following specific documents according to this schedule:

October: A PDF of Board's strategic plan for the next school year

February: A major policy the board has worked on in the current school year (optional)

June: The tool/rubric used to evaluate the school leader and the evaluation schedule

Appointees should not report on information presented during closed session.

Reporting ID -- BoardYY/YY-MM

Ex. OMI19/20-05

Date of Report

Number of Meetings Scheduled this Reporting Period

Number of Meetings Cancelled this Reporting Period

Number of Meetings Attended this Reporting Period



### Areas of Discussion at Meetings

- Academic Reports
- Board Recruitment
- CMO/Charter Strategy
- Development
- Facilities
- Financial Reports
- Hiring
- Policies/Bylaws
- School Leader Evaluation
- Student Recruitment

Share any major strategic decisions made this reporting period


Share any major reportable concerns raised this reporting period

Share any questions for Office of Charter Schools staff

### Upload BoardOn Track Files and Other Documents

October: A PDF of Board's strategic plan for the next school year  
February: A major policy the board has worked on in the current school year (optional)

June: The tool/rubric used to evaluate the school leader and the evaluation schedule

 Drop files here

Submit