

MEASURE N COMMISSION

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**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Measure N - College & Career Readiness - Commission

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Memo

To Board of Education

From Measure N Commission
Jason Gumataotao, Chairperson
Louise Waters, Vice Chair
James Harris, Member
Marc Tafolla, Member
Katy Nuñez-Adler, Member

Board Meeting Date January 3, 2023

Subject Budget Modification Form, 1 of 2
Services For: East Bay Innovation Academy

Action Requested and Recommendation Adoption by the Board of Education, upon recommendation of the Measure N Commission, of a 2022-2023 Education Improvement Plan/Budget Modification for East Bay Innovation Academy transferring \$74,000.00 from 3 different strategic actions; reducing from \$21,000.00 to \$0.00 Certificated Teacher Salaries, reducing from \$21,000.00 to \$0.00 Certificated Teacher Salaries, and reducing from \$101,029.00 to \$69,029 2023-24 Strategic Carryover, and increasing from \$30,000.00 to \$104,000.00 Certificated Teacher Salaries, as stated in the justification section of the New or Revised Strategic Action Section of the Budget Modification Form.

Background

(Why do we need these services? Why have you selected this vendor?)

East Bay Innovation Academy would like to modify their Measure N Educational Improvement Plan/Budget to decrease 3 approved strategic actions; Certificated Teacher Salaries, Certificated Teacher Salaries and 2023-24 Strategic Carryover, by \$74,000.00, and use that money to increase an existing strategic action, Certificated Teacher Salaries.

Competitively Bid

Was this contract competitively bid? No
If no, exception: N/A

Fiscal Impact

Funding resource(s): Measure N

Attachments

- Budget Modification Form
- Duty Statement



2022-23 Measure N Budget Modification Form Charter Schools



Date:	11/28/22	School Name:	East Bay Innovation Academy
Requested By:	Rodolfo Ornelas		
Pathway(s): <small>(required for multiple use of programs)</small>	Information and Computer Technologies Pathway	Principal Name:	Rodolfo Ornelas

Step 1:

a. Enter the Original Approved Strategic Action from the Measure N EIP:

Directions: Copy & paste the original strategic action below. The original strategic action is where you plan to take money from and use it for a new purpose.

**You can enter up to 3 different actions below, as long as the New or Revised Strategic Action in Step 2 is the same!*

Measure N Plan & Pathway	Budget Action Item #	Original Amount Approved	Measure N Budget Original Strategic Action <i>(proper & full justification)</i>	Total Amount Transferred
Whole School	128	\$21,000.00	Hire a Work Based Learning Coordinator, at .30 FTE (Salary): Will support the equitable expansion of the Work Based Learning portion of our program and development of industry partnerships. He/she will be a part of East Bay Innovation Academy industry advisory board. He/she will collaborate with staff members and industry partners to integrate Work Based Learning into our year long Linked Learning program in Career Tech Ed courses, core courses, Personalized Learning Plan (PLP) conferences, and a dedicated weekly Work Based Learning time block. All students (est 280) will be served by the Work Based Learning continuum.	\$21,000.00
Whole School	131	\$21,000.00	Hire an Internship Coordinator at .3 FTE: Planning to hire a part time consultant or stipend an existing staff member who will work closely with partners and students to support the expansion of equitable access to internships. His/her services will be available first to 12th graders (est 70), as an extension of the Work Based Learning continuum, and will focus on alleviating the access inequity for students without a personal network in the relevant field, and support with logistic challenges related to internships, such as transportation. The Internship Coordinator's efforts will build and support the WBL continuum which will reach all students 9-12 (est 280).	\$21,000.00
Whole School	155	\$101,029.00	2023-24 Strategic Carryover: We would like to carryover a portion of the funds awarded to us from our probationary years. These funds will be used in fiscal year 2023-24 to support the purchase of needs identified at that time.	\$32,000.00
The total amount being transferred from the 3 different actions above is \$74,000.00.				

b. What will be the impact on your Measure N plan, pathway development, and students for not doing your original strategic action? (**Do not insert links or use Acronyms. *If taking from multiple actions - provide a response for each action or the overall impact*)

No Impact. We are eliminating the funding from two individual part time roles (Work Based Learning Coordinator and Internship Coordinator) and adding the funding to our Linked Learning Pathway Coordinator position to create a 0.8 FTE Pathway Coordinator that will also do work-based learning and internship coordination..

c. Enter the Object Codes and Expenditure Types for the Original Approved Strategic Actions:

1100 Certificated Teacher
 1100 Certificated Teacher
 4391 Carryover - Prior Year

d. Total amount being transferred: \$74,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measure N Budget.
- Please check this box if this is an **EXISTING** expenditure and you're only amending the approved amount.
- Please check this box if this request is to create a new position or change the FTE of an existing position. If so, please attach a Measure N Duty Statement form to the Budget Modification form.

Step 2.

a. Enter the New or Revised Strategic Action (Explicitly state the expenditure type and how it supports pathway development):

*This will become the new proper justification for this expenditure. *Only one justification is allowed. *You'll use this new or revised justification for all future applicable requests connected to this modification.*

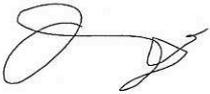
Measure N Plan & Pathway	Budget Action Item #	Original Amount Approved	New or Revised Measure N Strategic Action <i>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.</i> -What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable. -How does the specific expenditure impact students in the pathway and support your 2022-23 pathway goals and strategic actions? -Please also answer the additional questions by Object Code linked in this document to provide a proper justification for your new or revised strategic action.	New or Amended Amount
Whole School	129	\$30,000.00	Hire a Linked Learning Pathway Coordinator, at .8 FTE (Salary) (Increased funding for 22-23): Support the development of our Computer Science and Design Innovation themed pathway throughout all courses and school by raising awareness among all staff and students (est 280), collaborating with teachers to plan and implement pathway themed cross-curricular projects within	\$104,000.00

core classes and our annual Capstone project, managing the pathway ambassador team, managing the work toward Silver and Gold certification, and partnering with the principal to ensure fidelity to Measure N Education Improvement Plan. With the increased FTE, this position will also coordinate student internships and support the equitable expansion of the work-based learning portion of our program and development of industry partnerships.

b. Enter the Object Code and Expenditure Type for the New or Revised Approved Strategic Action:

1100 Certificated Teacher

Signature of Approvals: *(Please insert the team member's name below the signature line)*



12/7/22

Date

Name: Christine Mandilag
Teacher Leader/Pathway Director
Signature



12-5-2022

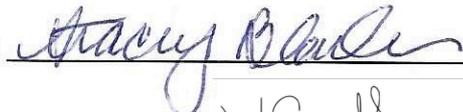
Date

Name: Rodolfo Ornelas
Principal Signature Required

FOR MEASURE N STAFF USE ONLY

Date BMF Received: 12-7-2022

Quarterly Expenditure: 1st Qtr.: 2nd Qtr.: 3rd Qtr.: 4th Qtr.:

Coordinator, Approval Signature: 

Date: 12-8-2022

H.S. Network Superintendent, Approval Signature: 

Date: 12/9/22

2022-23 MEASURE N DUTY STATEMENT

The Duty Statement is an essential legal document that justifies the use of Measure N funds. The Duty Statement must identify supplemental duties that strengthen the pathway program and the academic integration of the pathway in the school. Duty Statements are required for FTE positions that are **not** pre-approved¹ and for FTE that are partially funded. Please copy and complete the form for each FTE proposed in your EIP and return forms to Stacey.Blankenbaker@ousd.org.

School Name:	East Bay Innovation Academy		
Requestor's Name:	Rodolfo Ornelas	Requestor's Title:	Principal
Position Title and/or #:	Director of Linked Learning Pathway	FTE % funded from Measure N:	0.8 FTE
Employee to be hired:	Christine Mandilag	Term:	December 1, 2022 - June 30, 2023

DESCRIPTION OF RESPONSIBILITIES *(Include duties specifically related to Pathways):*

Responsibilities & Expectations

- Manage and develop student placement contracts
- Manage and lead advisory board meetings
- Co-manage Professional Development pertaining to school-wide linked learning development
- Co-manage school grants associated with Linked Learning in collaboration with the Principal, Senior Director of Operations, and Director of College and Career Readiness
- Co-manage the implementations and updating of the Measure N EIP in collaboration with the Principal
- Provide students with opportunities for experiential learning through internships and job shadowing
- Support in the development and implementation of Pathway curriculum
- Work with teachers to incorporate Linked Learning in their courses
- Co-manage MOUs with partner organizations in collaboration with Senior Director of Operations, Back Office Manager, and the Principal
- Coordinate logistics of internships and monitor internships
- Collaborate with partner organizations to develop expectations for student interns
- Collaborate with the Advisory Board to stay up to date on best industry practices
- Co-manage database of partnerships with student graduation requirements and career profile in collaboration with Director of College and Career Readiness
- Manage the planning of the pathway planning map
- Co-manage the reporting and data collection of Measure N commission and site plan tool, Board Meetings, and Advisory Board meeting in collaboration with the Principal
- Gather, aggregate, and review student experience data from internships, externships, and work based learning

¹ Pre-Approved Measure N positions include Work-Based Learning Liaison, Pathway Coach, College & Career Readiness Specialist, and Career Transitions Specialist.

- Collaborate with staff and industry partners to integrate Work Based Learning into the year long Linked Learning Program
- Support the development of the Computer Science and Design Innovation pathway
- Work closely with partners and students to support the expansion of equitable access to internships
- Support the equitable expansion of the Work Based Learning portion of our program and development of industry partnerships.
 - Lead East Bay Innovation Academy industry advisory board.
 - He/she will collaborate with staff members and industry partners to integrate Work Based Learning into our year long Linked Learning program in Career Tech Ed courses, core courses, Personalized Learning Plan (PLP) conferences, and a dedicated weekly Work Based Learning time block.

TARGET STUDENT POPULATION:

- EBIA Upper School students all participate in our “Computer Science and Design Innovation” Linked Learning Pathway, which is categorized within the ICT - Software and Systems Development theme. Expansion of our pathway program will support the growth and career readiness of all students, but the population most targeted for impact are students who do not yet see a clear connection between high school and the world after high school. These students are most often 9th and 10th graders who are historically underserved and often failing 2 or more classes. At EBIA this group has over-representation from students in the following subgroups: Latino, African American, SPED, and English Language Learning

FREQUENCY OF SERVICES:

- 80% of this employee’s role will be dedicated to the duties of this role.
- Staff member is on campus from 8am to 4:30pm Monday through Friday

ANTICIPATED OUTCOMES:

- Students will develop their Work Based Learning portfolio
- Development of aligned curriculum in the Computer Science and Design Innovation pathway
- Students will participate in at least 1 internship opportunity before graduating EBIA
- Pathway meets requirements for CTEIG and SWF Grants

I have reviewed this Duty Statement and have determined that it accurately reflects the position and demonstrates that the services provided are in alignment with Measure N and are supplemental.



Principal

12/5/2022

Date



FOR HIGH SCHOOL LINKED LEARNING OFFICE USE ONLY

Measure N Coordinator Signature: Stacey Blake

Date: 12-8-2022

HS Network Superintendent: VSuff

Date: 12/9/22