

**MEASURE N COMMISSION**

1000 Broadway, Suite 680  
Oakland, CA 94607-4099



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

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**Measure N - College & Career Readiness - Commission**

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File ID Number	22-0823
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Enactment Number	22-0993
Enactment Date	5/25/2022 er

# Memo

**To** Board of Education

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

**Board Meeting Date** April 13, 2022

**Subject** Budget Modification Form  
Services for: Measure N Administrative 10%

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**Action Requested and Recommendation** Adoption by Board of Education, upon recommendation of the Measure N Commission, of a 2021-2022 budget modification request from Measure N Administrative 10% transferring \$2,000.00, from Meeting Refreshments (no impact – no longer need the full amount) to Professional Contracted Services, for a new total amount of \$3,000.00, 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?)*

Measure N Administrative 10% would like to modify their Measure N Educational Improvement Plan to decrease the approved strategic action, Meeting Refreshments, by \$2,000.00, and use that money to increase an existing strategic action, Professional Contracted Services.

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure N

**Attachments**

- Budget Modification Form

## Measure N Budget Modification Form OUSD Schools

Date:	3/18/2022	Principal:	
School Name:	Measure N, 2021-22 Administrative 10%	Site #:	912
Pathway(s): <small>(required for multiple use of programs)</small>		Requested By:	Stacey Blankenbaker

### Step 1:

#### a. Add 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.*

Measure N Plan & Pathway	Budget Action - Line Item #	Original Amount Approved	Measure N Budget Original Strategic Action <i>(proper &amp; full justification)</i>	Total Amount Transferred
Administrative 10%	11	\$3,000.00	<b>Meeting Refreshments:</b> for the Measure N Annual Summit event that will allow for school sites and pathways to share best practices across the city	\$2,000.00

#### 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)*

No Impact. We will not need the full amount originally allocated for this expenditure.

#### c. Enter the Account String for the Original Approved Strategic Action:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	4311	912	9120	1414	0101	99999

d. Total amount being transferred: \$ 2,000.00

- 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 attach a Measure N Duty Statement form if the Budget Modification is to create a new position or to change an FTE.

### 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 justification allowed. \*You'll use this new or revised justification for all future applicable requests connected to this modification.

Measure N Plan & Pathway	Budget Action - Line Item #	Original Amount Approved	<b>New or Revised Measure N Strategic Action</b> Enter one to two sentences to create a Proper Justification using the questions below. Explicitly describe the expenditure - no vague language, no acronyms, no hyperlinks and quantify when applicable. - What is the specific expenditure or service type? - How does the specific expenditure or service type support or is aligned to pathway development? - How does this expenditure improve student engagement and how many students will be served? - What need does this specific expenditure or service type address?	New or Amended Amount
Administrative 10%	13	\$1,000.00	<b>Professional Contracted Services:</b> the vendor will create the Annual Report for the Measure N Commission	\$3,000.00

**b. Enter the New or Revised Account String:**

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	5826	912	9120	1414	0101	99999

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

Stacey Blankenbaker\_  
Name:  
Measure N Coordinator Signature

3/18/22  
Date

\_\_\_\_\_  
Name:  
HSN Superintendent Signature Required

\_\_\_\_\_  
Date

FOR MEASURE N STAFF USE ONLY	
Date BMF Received:	<u>3/18/2022</u>
Escape Budget Transfer or Journal Entry Link No.:	_____
Program Manager, Approval Signature:	<u>Stacey Blankenbaker</u> Date: <u>3/21/2022</u>
H.S. Network Superintendent, Approval Signature:	<u>Walter H. ...</u> Date: <u>3/23/22</u>