

**MEASURES N AND H – COLLEGE AND CAREER READINESS COMMISSION**

1016 Union Street, #940  
Oakland, CA 94607



**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
Community Schools, Thriving Students

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**Measures N and H –  
College & Career Readiness  
Commission**

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Enactment Number	
Enactment Date	

# Memo

**To** Measures N and H – College and Career Readiness Commission

**From** Vanessa Sifuentes, Deputy Chief of Post-Secondary Readiness

**Board Meeting Date**

**Subject** Services For: Oakland High School

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**Action Requested and Recommendation**

Adoption by the Measures N and H Commission of a 2025-2026 Education Improvement Plan/Budget modification for Oakland High School to reduce \$7,961.24 Materials & supplies for the Graduate Capstone Action Project by \$1,000.00 to \$6,961.24, and establish a new strategic action \$1,000.00 Conference Expense, 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?)*

Oakland High School would like to reduce \$7,961.24 Materials & supplies for the Graduate Capstone Action Project by \$1,000.00 to \$6,961.24, and establish a new strategic action \$1,000.00 Conference Expense to pay for conference expenses to the San Francisco Zine Fest.

**Competitively Bid**

Was this contract competitively bid? No

If no, exception: N/A

**Fiscal Impact**

Funding resource(s): Measure H

**Attachments**

**25-2855- Oakland High School Conference Expenses \$1,000**

# 2025-26 Measure H Budget Modification Form for OUSD Schools

(Single Modification only)

Date:	12/15/2025	Principal Name:	Pamela Moy
School Name:	Oakland High School	Site #:	304
Pathway Name: (Required for multiple pathway schools)	Environmental Science Academy	Requested By:	Tiffany Jordan

## Step 1:

### a. Enter the Original Approved Strategic Action from the Measure H EIP, SCO, or C/O Plan:

*Directions: Copy & paste the original strategic action below. The original strategic action is the justification you want to take money from to create a new or revised purpose. Whatever plan you enter in Step 1 must also be entered in Step 2.*

Name of the Measure H Plan or Pathway	Plan or Pathway Tab, Line Item #	Original Amount Approved	Measure H Approved Strategic Action (Budget complete justification)	Total Amount being Transferred
Environmental Science	162	\$7,961.24	<b>Materials &amp; supplies for Graduate Capstone Action Project.</b> All 12th-grade students complete an action project as part of the required Graduate Capstone project. Specific items will be shared for approval at the time of processing the orders.	\$1,000.00

### b. What will be the impact on your Measure H Plan, pathway development, and students for not completing the original strategic action in Step 1? (Do not insert hyperlinks or use acronyms.)

None. It will still be completed. We won't need the full amount allocated to that action initially.

### c. Enter the Account String for the Original Approved Strategic Action: (Ensure it matches Escape)

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	1110	1000	4310	304	3040	3867	9999	99999

### d. Total amount requesting to transfer: \$1,000.00

- Check this box if this is a **NEW expenditure** that was not pre-approved in a Measure H Plan.
- Check this box if this is an **EXISTING expenditure** and you're only amending the original amount approved or the term. (The purpose remains the same.)
- Check this box if this modification is to create a new position or change the FTE percentage of an existing position. If so, please attach a Measure H Duty Statement form with the BMF request.

## Step 2.

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

The description entered will become the new or revised justification for review and approval. **Only one justification is allowed in Step 2.** You'll use this new or revised justification for all future applicable requests connected to this modification.

Name of the Measure H Plan or Pathway Tab	Plan or Pathway Tab Line Item #	Original Amount Approved	<b>New or Revised Measure H Strategic Action</b> <i>Enter one to two sentences using the questions below to create a Justification.</i> <i>(Do not insert hyperlinks or use acronyms.)</i> <ul style="list-style-type: none"> <li>-What is the specific expenditure or service type? (Please briefly describe (no vague language) and quantify it when applicable.)</li> <li>-How does the specific expenditure impact students in the pathway and support your 2025-26 pathway goals and strategic actions?</li> <li>-Please also answer the additional questions using the Object Codes linked in this <a href="#">document</a> to create a proper &amp; complete budget justification.</li> <li>-If the new or revised justification is <b>incomplete</b>, it will be “Conditionally Approved”, and a Justification Form will be required at the time of purchasing.</li> </ul>	New or Amended Total Amount
Environmental Science	N/A	N/A	<b>Conference Expense:</b> Funds to pay for conference expenses to the San Francisco Zine Fest, to offer workshops for two Environmental Science Pathway teachers, during which the organization will consult with the teachers on the 12th-grade Eco Zine PBL project for the English 4 and Gov/Econ classes. The workshops will include reviewing sample zines and models; learning best practices and techniques for zine construction; reviewing appropriate materials for zine creation; and providing slides for teachers to incorporate into project lesson plans for classroom use. This supports Goal #1 on this pathway's EIP.	\$1,000.00

Justification Status: Conditionally Approved = Incomplete, Justification Form required

### b. Enter the Account String for the New Approved Strategic Action: (Ensure it matches Escape)

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	1110	1000	5220	304	3040	3867	9999	99999

**Signatures of Approval:** (Please enter the team member's full name below the signature line.)

Tiffany Jordan  
Name: Tiffany Jordan  
Pathway Coach or Director  
Signature

12/15/25  
Date

Pamela Moy  
Name: Pamela Moy  
Principal Signature Required

12/15/25  
Date

**FOR MEASURE H STAFF USE ONLY**

Date the BMF was accurately completed & received: 12/17/2025

Program Manager, Approval Signature:  Date: 12/17/2025

Deputy Chief of Post-Secondary Readiness, Approval Signature:  Vanessa Sifuentes (Dec 17, 2025 14:21:07 PST) Date: 12/17/2025