

MEASURE N COMMISSION

1016 Union Street, #940
Oakland, CA 94607-



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Measure N - College & Career Readiness - Commission

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Board Office Use: Legislative File Info.	
File ID Number	24-2111
Introduction Date	9/3/2024
Enactment Number	
Enactment Date	

Memo

To Measures N and H – College and Career Readiness Commission

From Vanessa Sifuentes
High School Network Superintendent

Board Meeting Date September 3, 2024

Subject Services For: High School Linked Learning Office

Action Requested and Recommendation Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for High School Linked Learning Office reducing \$10,000.00, Measure N and H Administrative 10% Supplies and Materials by \$3,000 to \$7,000 and establishing a new strategic action of Meeting Refreshments for Measures N and H meetings or events for \$3,000 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?)

High School Linked Learning Office would like to reduce Supplies and Materials, by \$3,000, and use that money to create a new strategic action, \$3,000 Meeting Refreshments, to provide refreshments for the commissioners, staff, and public guests at the Measures N and H meetings and events for the 2024-2025 fiscal year.

Competitively Bid

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

Fiscal Impact

Funding resource(s): Measure H

Attachments

HSLLO 912, Measure H Admin 10%, BMF, Meeting Refreshments, \$3,000.00



2024-25 Measures N and H Budget Modification Form OUSD Schools



Date:	8/7/2024	Principal:	Rebecca Lacocque
School Name:	HSLLO	Site #:	912
Pathway Name: (required for multiple use of programs)	2024-25 Administrative 10% Budget	Requested By:	Rebecca Lacocque

Step 1:

a. Add the Original Approved Strategic Action from the Measures N and H 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.

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	Measures N and H Budget Original Strategic Action (proper & full justification)	Total Amount being Transferred
2024-25 Administrative 10% Budget	9	\$10,000.00	Supplies and Materials: Materials & Supplies for the Measures N and H staff to carry out specific tasks for commission meetings, pathway site visits, events, and office operations.	\$3,000.00

b. What will be the impact on your Measures N and H plan, pathway development, and students for not doing your original strategic action? (*Do not insert links or use Acronyms)

No impact.

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
01	9339	0	3800	1000	4310	912	9120	1690	0101	99999

d. Total amount being transferred: \$ 3,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measures N/H EIP.
- 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 the Measures N/H Duty Statement form to the Budget Modification Form request.

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.*

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	<p>New or Revised Measure N and H Strategic Action <i>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.</i></p> <p>-What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable.</p> <p>-How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals and strategic actions?</p> <p>-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.</p>	New or Amended Amount
2024-25 Administrative 10% Budget	N/A	N/A	<p>Meeting Refreshments: Meeting refreshments for the Measures N and H meetings or events for the 2024-2025 fiscal year. One of the meetings is the Measures N and H Annual Retreat on August 22, 2024. The retreat will include the 2024-25 Measures N and H Commission Work Plan, Network Supt. Report, and other Measures N and H processes. The refreshments will be for the Commissioners, Measures N and H staff, Board staff and public guests.</p>	\$3,000.00

b. Enter the New or Revised Account String:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
01	9339	0	3800	1000	4311	912	9120	1690	0101	99999

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

 Name:
 Teacher Leader/Pathway Director
 Signature

 Date

Rebecca Lacocque
 Rebecca Lacocque
 Director | Linked Learning
 High School Linked Learning

8/16/2024
 Date

FOR MEASURES N and H STAFF USE ONLY

Date BMF Received: 8/21/24

Escape Budget Transfer or Journal Entry Link No.: _____

Program Manager, Approval Signature: Nancy Gomez

Date: 8/21/24

H.S. Network Superintendent, Approval Signature: VS

Date: 8/21/24