

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

1016 Union Street, #940  
Oakland, CA 94607



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

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

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File ID Number	25-2847
Introduction Date	Dec 16, 2025
Enactment Number	
Enactment Date	

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# 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: Skyline High School

#### Action Requested and Recommendation

Adoption by the Measures N and H Commission of a 2025-2026 Education Improvement Plan/Budget modification for Skyline High School to reduce \$77,981.62 Supervisor, Administrator, Instructional Coaches Salaries by \$5,000.00 to \$72,981.62, and establish a new strategic action \$5,000.00 Meeting Refreshments: Funds to purchase meeting refreshments for Pathway Specific School Events, 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?)*

Skyline High School would like to reduce \$77,981.62 Supervisor, Administrator, Instructional Coaches Salaries by \$5,000.00 to \$72,981.62, and establish a new strategic action \$5,000.00 Meeting Refreshments: Funds to purchase meeting refreshments for Pathway Specific School Events. Events include Career Day, Mock Interviews, Partner Panels, and College and Career Family Engagements (such as the Community College & CTE Fair and Peralta College Enrollment Day).

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure H

**Attachments**

**25-2847 Skyline- Meeting Refreshments \$5,000**



## 2025-26 Measure H Budget Modification Form for OUSD Schools (Single Modification only)



<b>Date:</b>	9/11/25	<b>Principal Name:</b>	Rebecca Huang
<b>School Name:</b>	Skyline High School	<b>Site #:</b>	306
<b>Pathway Name:</b> (Required for multiple pathway schools)	Whole School	<b>Requested By:</b>	Rebecca Huang

### 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 Tab	Plan or Pathway Tab, Line Item #	Original Amount Approved	Measure H Approved Strategic Action (Budget complete justification)	Total Amount being Transferred
Whole School Tab	136	Was \$147,981.62 The new total amount after approval of prior BMFs or purchases is \$77,981.62.	<p><b>Supervisor, Administrator, Instructional Coaches Salaries:</b>  <b>We will hire an additional Assistant Principal (AP) at 1.0 FTE to increase our total allocation to 4 Assistant Principals, allowing us to provide 1 AP per pathway.</b>  The AP will support students and staff within the (newly merged) Design, Arts, and Production Pathway. Assist students who need additional support in completing all the pathway requirements and transitioning successfully into post-secondary opportunities, including course completion, certificate completion, dual enrollment, graduation, and the transition process beyond graduation. Specific duties include:  Connect with pathway case managers, counselors, and students and provide support or connections to enhance academic success. Provide social-emotional counseling by having one-on-one conversations or connecting students to resources supporting mental health. Support in pathway climate and culture. Pull and provide data for pathway staff to help students. Meet with families to create support plans for students.  The funding for this position will bring our total allocation up to 4 Assistant Principals at Skyline so that we can provide 1 AP per Pathway. The 1:1 AP to Pathway ratio of admin services will ensure pathway integrity and a continuum of supports to ensure all students are on track to graduate (4 Assistant Principals --&gt; one for each pathway (3) and one for Atlas—9th Grade = 4 APs total).  PCN 2815 - James Ortega  (Salary and Benefit costs included)</p>	\$5,000.00

**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.)**

No impact.

Due to lower enrollment this year, we are reducing the FTE for Assistant Principals and repurposing the funds.

**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	2710	1305	306	3060	1690	9999	99999

**d. Total amount requesting to transfer: \$5,000.00**

- 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> Enter one to two sentences using the questions below to create a Justification. <i>(Do not insert hyperlinks or use acronyms.)</i>  -What is the specific expenditure or service type? <i>(Please briefly describe (no vague language) and quantify it when applicable.)</i>  -How does the specific expenditure impact students in the pathway and support your 2025-26 pathway goals and strategic actions?  -Please also answer the additional questions using the Object Codes linked in this <a href="#">document</a> to create a proper & complete budget justification.  -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.	New or Amended Total Amount
Whole School Tab	N/A	N/A	<b>Meeting Refreshments:</b> Funds to purchase meeting refreshments for Pathway Specific School Events that involve students, families, community members, or Industry Partners.	\$5,000.00

			<p>Events include Career Day, Mock Interviews, Partner Panels, and College and Career Family Engagements (such as the Community College &amp; CTE Fair and Peralta College Enrollment Day).</p> <p>Being able to offer refreshments will help us secure more industry partners, community members, families, etc, to be part of our events that impact our whole student body (~1220 students).</p> <p>We aim to increase involvement from industry partners and community members, ultimately leading to students making more connections in their pathway industries.</p> <p>These events provide our students with several opportunities, including internship experiences, real-world experiences through mock interviews and career days, and allow us to present these opportunities to families during evening events.</p>	
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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	4311	306	3060	1690	9999	99999

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

\_\_\_\_\_  
Name:  
Pathway Coach or Director  
Signature

\_\_\_\_\_  
Date

*Rebecca Huang*  
Name: Rebecca Huang  
Principal Signature **Required**

9/11/2025  
Date

**FOR MEASURE H STAFF USE ONLY**

Date the BMF was accurately completed & received: 10/21/2025

Program Manager, Approval Signature: \_\_\_\_\_

*Nancy Gomez*

Date: 10/21/2025

Deputy Chief of Post-Secondary Readiness, Approval Signature: \_\_\_\_\_

*Vanessa Sifuentes*  
Vanessa Sifuentes (Nov 13, 2025 14:53:19 PST)

Date: 11/13/2025