

**MEASURE N AND H – COLLEGE AND CAREER READINESS 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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Enactment Date	

# Memo

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

**From** Vanessa Sifuentes  
High School Network Superintendent

**Board Meeting Date**

**Subject** Services For: Life Academy

**Action Requested and Recommendation**

"Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for Life Academy of Health & BioScience to the following three line items: (1)reduce \$29,385.00 Clerical Salaries: Funds to increase the FTE for a pathway-specific Case Manager by \$17,631.00 to \$11,754.00 (2) reduce \$9,362.85 Strategic Carryover for Fiscal Year 2024-2025 by \$9,362.85 to \$0.00 (3) reduce \$12,500.00 Hire a CTE Teacher at .1 FTE for a total 0.2 FTE to teach CTE Introduction to Mental and Behavioral Health by \$12,006.15 to \$493.85, and establish a new strategic action \$39,000.00 Computers: Funds are to purchase a MacBook or Microsoft Surface computer cart, 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?)*

"Life Academy of Health & BioScience would like to modify the following three line items: (1)reduce \$29,385.00 Clerical Salaries: Funds to increase the FTE for a pathway-specific Case Manager by \$17,631.00 to \$11,754.00 (2) reduce \$9,362.85 Strategic Carryover for Fiscal Year 2024-2025 by \$9,362.85 to \$0.00 (3) reduce \$12,500.00 Hire a CTE Teacher at .1 FTE for a total 0.2 FTE to teach CTE Introduction to Mental and Behavioral Health by \$12,006.15 to \$493.85, and establish a new strategic action \$39,000.00 Computers: Funds are to purchase a MacBook or a Microsoft Surface computer cart. A single-class cart with 30 specialized laptops is required to support software for biotechnology-specific projects and the curriculum to increase students' real-world experiences within the biotech industry sector."

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

**Fiscal Impact** Funding resource(s): Measure N

**Attachments** 25-1191-Life Academy 335 BMF Computers \$39,000.00



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



Date:	2/28/25	Principal:	Aryn Bowman
School Name:	Life Academy	Site #:	335
Pathway Name: (required for multiple use of programs)	Health & Bioscience	Requested By:	Aryn Bowman

### Step 1:

#### a. Enter the Original Approved Strategic Action from the Measures N/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.*

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

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	Measures N and H Budget Original Strategic Action (proper & complete justification)	Total Amount being Transferred
2023-24 Measure N Carryover Plan	Line 20	\$29,385.00	<b>Clerical Salaries:</b> <b>Funds to increase the FTE for a pathway specific Case Manager (12 months position) from .20 FTE by an additional.20 FTE for a total FTE of .40.</b> The Case Manager will provide student support to students in our pathway including conflict mediation, RJ processes and social and emotional supports to help students fully and properly engage in their learning as much as possible. This position will help to create the positive and productive pathway environment needed to successfully grow the pathway. PCN 104333 (Salary and Benefit cost included)	\$17,631.00
2023-24 Measure N Strategic Carryover	Line 19	\$9,362.85	<b>Strategic Carryover for Fiscal Year 2024-2025:</b> Funds will be strategically carried over and used in fiscal year 2024-25, via the budget development and Education Improvement Plan approval process, to support expenditures identified as needs at the beginning of the school year.	\$9,362.85
2023-24 Measure N Strategic Carryover	Line 18	\$12,500.00	<b>Hire a CTE Teacher at .1 FTE for a total 0.2 FTE to teach CTE Introduction to Mental and Behavioral Health (course 7960).</b> This introductory course is designed to provide students the necessary foundational technical skills of Health Sciences. Students will be introduced to the requirements of working in mental and behavioral health occupations, understanding, diagnosis and treatment of an individual's emotional, psychological, and social aspect of maintaining and or achieving wellness. This position will impact 30 of our Pathway students in grades 11-12. The remaining 0.1 FTE is funded in	12,006.15

			row 136 of the 24-25 Whole School tab. New Hire, PCN TBD (Salary and benefit cost included)	
The total amount being transferred from the 3 different actions above is \$39,000.00.				

**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. \*If taking from multiple actions, respond to each of the overall impacts*)

No impact.  
- Position Control has yet to approve the increase in FTE for the intended position detailed above. Accordingly, we will not be able to use at least three months of increased FTE, and therefore, we'd like to move these funds and allocate them to another Measure N-aligned purpose.  
- Strategic Carryover for Fiscal Year 2024-2025 was never repurposed or used.  
- The money remains unspent because we could not recruit and hire a CTE teacher for this position.

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	9	3800	1000	2405	335	3350	1690	0202	99999
010	9333	9	3800	1000	4390	335	3350	1690	0202	99999
010	9333	9	3800	1000	1105	335	3350	1690	0202	99999

**d. Total amount being transferred: \$39,000.00**

- ☒ Please check this box if this is a **NEW** expenditure and it's not in the approved Measures N/H 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 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	<b>New or Revised Measures N and H Strategic Action</b> Enter one to two sentences to create a Proper Justification using the questions below: no acronyms or hyperlinks.  -What is the specific expenditure or service type? Please briefly describe (no vague language) and quantify it when applicable.  -How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals and strategic actions?	New or Amended Amount
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			Please also answer the additional questions using the Object Code linked in this <a href="#">document</a> to justify your new or revised strategic action adequately.	
2023-24 Measure N Carryover Plan	N/A	N/A	<b>Computers:</b> <b>Funds are to purchase a MacBook or Microsoft Surface computer cart.</b> A single-class cart with 30 specialized laptops is required to support software for biotechnology-specific projects and the curriculum to increase students' real-world experiences within the biotech industry sector. Specifically, bioinformatics software, enterprise resource planning (ERP) systems, electronic laboratory notebooks, laboratory information management systems (LIMS), and biotechnology simulations. This technology is supplemental to our basic ChromeBooks for word processing and email. These specialized laptops have more RAM and, therefore, can run the programs needed for Biotech software. We made a similar purchase over 3 years ago using Measure N funds, and we now need to make a replacement purchase due to normal wear and tear and aging of the technology.	\$39,000.00

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	9	3800	1000	4420	335	3350	1690	0202	99999

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

William Juang  
Name:  
Teacher Leader/Pathway Director  
Signature


2/26/25  
Date

Aryn Bowman  
Name:  
Principal Signature Required

3/25/25  
Date

**FOR MEASURES N and H STAFF USE ONLY**

Date the BMF was accurately completed & received: 3/27/2025

Program Manager, Approval Signature: 

Date: 3/27/2025

H.S. Network Superintendent, Approval Signature:   
Vanessa Sifuentes (Apr 1, 2025 13:14 PDT)

Date: 04/01/2025