

MEASURES N AND H – COLLEGE AND CAREER READINESS COMMISSION

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**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

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: Young Adult Program

Action Requested and Recommendation

Adoption by the Measures N and H Commission of a 2025-2026 Education Improvement Plan/Budget modification for Young Adult Program to reduce \$5,065.50 Meeting Refreshments by \$4,536.12 to \$529.38 and establishing a new strategic action to increase \$81,209.50 Teacher on Special Assignment, School: Hire a Teacher on Special Assignment (TSA) at .50 FTE by \$4,536.12 to \$85,745.62, 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?)

Young Adult Program would like to reduce \$5,065.50 Meeting Refreshments by \$4,536.12 to \$529.38 and establishing a new strategic action to increase \$81,209.50 Teacher on Special Assignment, School: Hire a Teacher on Special Assignment (TSA) at .50 FTE by \$4,536.12 to \$85,745.62 in order to cover the negative balances due to the benefit costs that were not budgeted enough in the EIP.

Competitively Bid

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

Fiscal Impact

Funding resource(s): Measure H

Attachments

25-2132 - Young Adult Program- 308- BMF - TSA - \$4,536.12



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



Date:	8/13/2025	Principal Name:	James Hall
School Name:	Young Adult Program	Site #:	308
Pathway Name: (Required for multiple pathway schools)	Entrepreneurship	Requested By:	James Hall

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 Plan	99	\$5,065.50	Meeting Refreshments: Funds to provide meeting refreshments at the YAP's College, Career, and Community Readiness Retreats (2 retreats) at the start of the school year and second semester to provide an opportunity for team members to engage in and plan for the implementation of our Single-Pathway school design, best to support young learners with Intellectual and Developmental Disabilities.	\$4,536.12

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.)

There is no anticipated impact. These shifts are being done to cover the negative balances due to the benefit costs. We did not budget enough funds for the benefits.

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	3800	1000	4311	308	3080	1690	9999	99999

d. Total amount requesting to transfer: \$4,536.12

- ☐ 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	New or Revised Measure H Strategic Action 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 document to create a proper & complete budget justification. -If the new or revised justification is incomplete, 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	98	\$81,209.50	Teacher on Special Assignment, School: Hire a Teacher on Special Assignment (TSA) at .50 FTE. The TSA is responsible for supporting the development of community work experiences and internships aligned to students' needs and interests, integrating pathway development across programs and support providers, deepening connections between the Peralta Community College offerings, and developing student outcomes/capstone projects. This position benefits all students by increasing pathway development and connections among their classes, bolstering pathway integration into all offerings, and creating instructional experiences that better prepare YAP students for their offerings and opportunities after exiting the District/ school. All services provided and the focus for student support align with the goals and strategic missions defined in the EIP document. PCN 10843 Bridget Moriarty, at .50 FTE, \$81,209.50. This is a 1.0 FTE position being partially funded through Measure H funding. (Salary and Benefit costs included) The original budget amount was insufficient, so we have to increase the amount to cover the benefit costs.	\$85,745.62

Justification Status: Fully Approved = Complete Justification, BMF suffice ▾

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	1119	308	3080	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

James Hall
Name:
Principal Signature **Required**

8/14/25
Date

FOR MEASURE H STAFF USE ONLY

Date the BMF was accurately completed & received: 8/19/2025

Program Manager, Approval Signature: 

Date: 8/19/2025

Deputy Chief of Post-Secondary Readiness, Approval Signature: 

Date: 08/19/2025