



To: Measure N and H – College and Career Readiness Commission
From: Vanessa Sifuentes, High School Network Superintendent
Subject: Measures N and H Recommendations for 2023–2024 Carryover Funds
Date: Jan 14, 2025

OVERVIEW & OBJECTIVE,

Sixteen OUSD district schools, ten charter schools, and the Measures N and H Administrative 10% have unspent Measures N and H funds from the 2023-2024 fiscal year. MetWest High School submitted their 2023-2024 Measures N and H Carryover Plans at the January 14, 2025 Measures N and H Commission meeting. These plans articulate the context that contributed to the carryover, the amount and percentage of Measures N and H funds being carried over, and a clear budget for the carryover funds.

Per Measures N and H Commission policy, approval from the Measures N and H Commission is required for all Carryover Plans. Measures N and H staff have reviewed the submitted 2023-2024 Measures N and H Carryover Plans and provided feedback to the school sites, which was addressed before submission to the Measures N and H Commission.

SUMMARY

Staff recommendations are as follows:



Legislative File ID No.	School/Site Number	Staff Recommendation for 2023-2024 Measures N and H Carryover Plan	Percentage of Carryover to Total Measures N Funds Received	2023-2024 Measures N Carryover Total Amount	Percentage of Carryover to Total Measures H Funds Received	2023-2024 Measures H Carryover Total Amount	Total 2023-2024 Measures N and H carryover
24-2641	338 Metwest High School	Approved	15.79%	\$32,742.79	26.07%	\$20,830.25	\$53,573.04

MEASURE N 2023-2024 CARRYOVER PLAN

Effective: Approximately December 15, 2024 - June 30, 2025

(This is the last year you will receive Measure N funds. All unspent Measure N funds will be swept at end of the fiscal year)

School Name	MetWest High School	Site Number	338
Why were you unable to expand all your Measure N funds in the 2023-2024 school year?	We did not spend all of our Measure N funds due to reduced extended contract fulfillment, more students obtaining Clipper cards, and conferences costing less than we anticipated.		
Total Measure N Funds Received in Fiscal Year 2023-2024 <small>(including accumulated carryover from previous years)</small>	\$207,415.47	Projected Carryover Amount from Fiscal Year 2023-2024	\$32,742.79
Projected Carryover Amount from Fiscal Year 2023-2024	\$32,742.79	Total Budgeted Amount	\$32,742.79
Percentage of 2023-2024 Carryover to Measure N Funds	15.79%	Remaining Amount	\$0.00

NOTE:	Measure N funds are to be expended during the fiscal year for which the Measure N Education Improvement Plan was approved. Expenses from previous fiscal years cannot be paid for from Carryover funds.
Directions:	Please provide a detailed explanation as to how the carryover amount will be used to help you achieve your theory of action, address your root cause analysis, and how it supports and aligns to specific parts of your Measure N Education Improvement Plan (EIP) to support students and pathway development. **Proper justification is required below and should be used when creating an Escape Purchase Order request, Budget Transfer, Journal Entry request, HRA request, Consultant Contracts online, etc. Examples that can be used are available in the Measures N and H Justification Examples - A Resource for EIP Development document linked below.
Resources:	2024-2025 Measures N and H Permissible Expenses Measures N and H Justification Examples - A Resource for EIP Development

BUDGET JUSTIFICATION For All Budget Line Items, enter 3-5 sentences to create a Proper Justification that answers the below questions. For Object Codes 1120, 5825 and all FTE, please also make sure to respond to the additional Budget Justification questions outlined in the Instructions for a Proper Budget Justification - What is the specific expenditure or service type? Please provide a brief description (no vague language or hyperlinks) and quantify if applicable. - How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals/strategic actions? We encourage you to refer to this list of OUSD's Object Codes if you have questions about which object codes to use. <i>Please note that this is a comprehensive list of all OUSD's object codes and expenditure types. Not all of them are permissible uses of Measures N or H funds. Please refer to the Measures N and H Permissible Expenses document to confirm permissibility.</i>	COST	OBJECT CODE	OBJECT CODE DESCRIPTION	POSITION TITLE & NUMBER	FTE %	WHOLE SCHOOL OR PATHWAY NAME	Fully Approved (no additional Justification Form required) <i>(protected cells below to be completed by MN/H staff only)</i>	Conditionally Approved (Justification Form is required) <i>(protected cells below to be completed by MN/H staff only)</i>
Teacher Salaries Stipends: Extended contracts to pay teachers who assist with learning through interest, internship work, and pathway integration. The teachers will work outside their contractual hours to plan for pathway integration in advisory and other courses, support expanding our mentorship network, and prepare for college and career. These opportunities enable students to access experiential learning, learn about careers, college programs, and financial aid admission, and meet and interact with industry partners in organizations aligned with our entrepreneurship theme. This expenditure will benefit all students (197 students), specifically our African-American and ELL students, equating to 108 students. Budget: \$47.50 per hour x 72 hours + 25% Benefit Costs = \$4,275.00 x 5 teachers = \$21,375.00.	\$21,375.00	1120	Teacher Salaries Stipends			Entrepreneurship	Approved	

<p>Conference Expenses: Conference expenses for MetWest staff to attend approved professional development conferences to continue their expansion of knowledge around Pathway Development & Linked Learning implementation.</p> <p>This expenditure supports students in the Pathway by ensuring all staff can support students as they explore the pathway, internships, and be college and career ready. It also supports the strategic action to reduce academic disparities based on race or ELL status and support exposure to post-secondary experiences.</p>	\$11,367.79	5220	Conference Expenses			Entrepreneurship		Conditionally Approved
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MEASURE H 2023-2024 CARRYOVER PLAN

Effective: Approximately December 15, 2024 - June 30, 2025

School Name	MetWest High School	Site Number	338
Why were you unable to expand all your Measure H funds in the 2023-2024 school year?	Due to the increase of students receiving Clipper Cards, reduction on college visits or field trips requiring charter buses, a slight over estimation for extended contracts, students not submitting request for college text and/or other materials, and not allocating remaining funds we had carrying over funds.		
Total Measure H Funds Received in Fiscal Year 2023-2024 <i>(including accumulated carryover from previous years)</i>	\$79,900.00	Projected Carryover Amount from Fiscal Year 2023-2024	\$20,830.25
Projected Carryover Amount from Fiscal Year 2023-2024	\$20,830.25	Total Budgeted Amount	\$20,830.25
Percentage of 2023-2024 Carryover to Measure H Funds	26.07%	Remaining Amount	\$0.00

NOTE: Measure H funds are to be expended during the fiscal year for which the Measure H Education Improvement Plan was approved. Expenses from previous fiscal years cannot be paid for from Carryover funds.

Directions: Please provide a detailed explanation as to how the carryover amount will be used to help you achieve your theory of action, address your root cause analysis, and how it supports and aligns to specific parts of your Measure H Education Improvement Plan (EIP) to support students and pathway development.

Resources: [2024-2025 Measures N and H Permissible Expenses](#)
[Measures N and H Justification Examples - A Resource for EIP Development](#)

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	COST	OBJECT CODE	OBJECT CODE DESCRIPTION	POSITION TITLE & NUMBER	FTE %	WHOLE SCHOOL OR PATHWAY NAME	Fully Approved (no additional Justification Form required) <i>(protected cells below to be completed by MN/H staff only)</i>	Conditionally Approved (Justification Form is required) <i>(protected cells below to be completed by MN/H staff only)</i>
Professional Contracted Bus Services: Charter Bus rentals for students to attend college visits, career exploration visits, field trips and integrated learning opportunities. The opportunities enable students to access experiential learning; learn about careers, college programs, financial aid and organizations aligned with our social entrepreneurship pathway theme. This expenditure increases scholar's exposure to pathway-specific post secondary opportunities.	\$20,830.25	5826	Professional Contracted Bus Services			Entrepreneurship		Conditionally Approved