

## MEASURE N COMMISSION

1000 Broadway, Suite 680  
Oakland, CA 94607-4099



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools. Thriving Students

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### Measure N - College & Career Readiness - Commission

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Introduction Date	4/13/2022
Enactment Number	22-0986
Enactment Date	5/25/2022 er

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# Memo

**To** Board of Education

**From** Measure N Commission  
Jason Gumataotao, Chairperson  
Louise Waters, Vice Chair  
Marc Tafolla, Member  
Katy Nuñez-Adler, Member  
James Harris, Member

**Board Meeting Date** April 13, 2022

**Subject** Budget Modification Form  
Services for: Oakland High School

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**Action Requested and  
Recommendation**

Adoption by Board of Education, upon recommendation of the Measure N Commission, of a 2021-2022 budget modification request from Oakland High School transferring \$18,000.00, from Consultant Contracts (no impact – no longer need the full amount) to Consultant Contracts, for a new total amount of \$18,000.00, 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?)*

Oakland High School would like to modify their Measure N Educational Improvement Plan to decrease the approved strategic action, Consultant Contracts, by \$18,000.00, and use that money to create a new strategic action, Consultant Contracts.

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure N

**Attachments**

- Budget Modification Form



## Measure N Budget Modification Form OUSD Schools

Date:	02/18/2022	Principal:	Pamela Moy
School Name:	Oakland High	Site #:	304
Pathway(s): (required for multiple use of programs)	Whole School	Requested By:	Pamela Moy

**Step 1:**

**a. Add the Original Approved Strategic Action from the Measure N 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.*

Measure N Plan & Pathway	Budget Action - Line Item #	Original Amount Approved	Measure N Budget Original Strategic Action (proper & full justification)	Total Amount Transferred
2020-21 Carryover Whole School	21	\$18,000.00	<b>Consultant Contract with Destination College Advising Corps to hire 1 employee to support our students in the college applications process.</b> This person will serve our 1635 student population (398 Freshmen, 433 Sophomores, 418 Juniors, 386 Seniors) in providing support in college awareness and for applying to colleges, financial aid, and scholarships. Specifically that might include, but not limited to, providing information and guidance for the college application process, teaching students of A - G requirements, helping them investigate colleges and career options, creating a plan for college readiness, help them in completing college applications, identifying scholarships and supporting the application process for those scholarships, completing financial aid forms, supporting students in applying for the college entrance tests. All of these services will be provided virtually and will include workshops offered via zoom to students, families, and classrooms.	\$18,000.00

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

No impact, but we want to highlight this modification is to back-pay a contract from FY 2020-21. Without these services, students will not be supported to apply for college, career programs or the financial aid paperwork.

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	5825	304	3040	1690	0101	99999

d. Total amount being transferred: \$ 18,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measure N Budget.
- Please check this box if this is an **EXISTING** expenditure and you're only amending the approved amount.
- Please attach a Measure N Duty Statement form if the Budget Modification is to create a new position or to change an FTE.

**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 justification allowed. \*You'll use this new or revised justification for all future applicable requests connected to this modification.*

Measure N Plan & Pathway	Budget Action - Line Item #	Original Amount Approved	<b>New or Revised Measure N Strategic Action</b> <i>Enter one to two sentences to create a Proper Justification using the questions below. Explicitly describe the expenditure - no vague language, no acronyms, no hyperlinks and quantify when applicable.</i> - What is the specific expenditure or service type? - How does the specific expenditure or service type support or is aligned to pathway development? - How does this expenditure improve student engagement and how many students will be served? - What need does this specific expenditure or service type address?	New or Amended Amount
2020-21 Carryover Plan	N/A	N/A	<b>Consultant Contract with UC Berkeley Center for Educational partnerships AKA Destination College Advising Corps to back-pay for services rendered in Fiscal Year 2020-2021.</b> Will be paying the Invoice for the 2020-21 Fiscal year. A Destination College Advising Corps personnel (1 employee) was hired to support our students in the college applications process. This person served our 1635 student population in providing support in college awareness and applying to colleges, financial aid, and scholarships. Included providing information and guidance for the college application process, taught students with A - G requirements, helped them investigate colleges and career options, created a plan for college readiness, helped in completing college applications, identified scholarships and supported the application process for the scholarships, completing financial aid forms, supported students in applying for the college entrance tests like the Scholastic Aptitude Test (SAT) and the American College Test (ACT). All of these services were provided virtually and included workshops offered via zoom to students, families, and classrooms.	\$18,000.00

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	5825	304	3040	1690	0101	99999

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

\_\_\_\_\_  
Name:  
Teacher Leader/Pathway Director  
Signature

\_\_\_\_\_  
Date

Pamela Moy  
Name:  
Principal Signature Required

2/17/22  
Date

**FOR MEASURE N STAFF USE ONLY**

Date BMF Received: 2/18/2022

Escape Budget Transfer or Journal Entry Link No.: \_\_\_\_\_

Program Manager, Approval Signature: Nancy Gomez

Date: 2/24/22

H.S. Network Superintendent, Approval Signature: Mark [Signature]

Date: 3/1/22