

**MEASURE N AND H – COLLEGE AND CAREER READINESS COMMISSION**

1016 Union Street, #940  
Oakland, CA 94607-

**OAKLAND UNIFIED  
SCHOOL DISTRICT***Community Schools, Thriving Students*

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

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| Board Office Use: Legislative File Info. |          |
|--|----------|
| File ID Number                           | 25-0695  |
| Introduction Date                        | 5/6/2025 |
| Enactment Number                         |          |
| 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: Oakland High School

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**Action Requested and Recommendation**

Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for Oakland High School to reduce \$3,128.26 Professional Contracted Bus Services by \$3,128.26 to \$0.00, and establish a new strategic action to increase \$2,828.41 Teacher Substitutes: Hire substitutes for the ESA Pathway by \$3,128.26 to \$5,956.67, 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 reduce \$3,128.26 Professional Contracted Bus Services by \$3,128.26 to \$0.00, and establish a new strategic action to increase \$2,828.41 Teacher Substitutes: Hire substitutes for the ESA Pathway by \$3,128.26 to \$5,956.67. Budget Calculation: \$2,828 to hire about 6 full-day substitutes at 430/day.

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

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

**Attachments** 25-0695 - Oakland High 304 BMF Teacher Substitutes \$3,128.26.pdf



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



|   |  |               |                |
|---|--|---------------|----------------|
| Date:   | 2/27/25                                | Principal:    | Pamela Moy     |
| School Name:  | Oakland High School                    | Site #:       | 304            |
| Pathway Name:<br>(required for multiple use<br>of programs) | Environmental Science<br>Academy (ESA) | Requested By: | Tiffany Jordan |

### Step 1:

#### a. Add the Original Approved Strategic Action from the Measures N and 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.

| Measures N/H<br>Plan or<br>Pathway/Tab<br>Name | Budget<br>Action -<br>Line Item # | Original<br>Amount<br>Approved | Measures N and H Budget Original Strategic Action<br>(proper & full justification)   | Total<br>Amount<br>being<br>Transferred |
|--|-----------------------------------|--------------------------------|--|---|
| 2023-2024<br>Measure N<br>Carryover Plan       | 25                                | \$3,128.26                     | <b>Professional Contracted Bus Services: Charter Bus Rentals to transport students to the Environmental Studies Academy project exhibition and career/college exploration visits.</b><br>All grades in the pathway will participate in an Earth Day event at Chabot college, building off the pathway's own Earth Day event they host on campus. Students will attend college student and instructor panel presentations, campus tour, and participate in the Earth Day stations of activities at the college.<br>These funds will pay for charter bus rentals to the event, 2 buses at about \$1,500.00 each. | \$3,128.26                              |

#### 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)

No impact. There was enough money in another funding source to cover the cost of the bus from the original action. The events are still happening.

#### 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     | 5826   | 304  | 3040    | 3867    | 9999 | 99999    |

d. Total amount being transferred: \$ 3,128.26

☐ Please check this box if this is a **NEW** expenditure and it's not in the approved Measures N/H EIP.

- ☒ 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 the 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 Measure N and H Strategic Action</b><br>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.<br><br>-What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable.<br><br>-How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals and strategic actions?<br><br>-Please also answer the additional questions by Object Code linked in this <a href="#">document</a> to provide a proper justification for your new or revised strategic action. | New or Amended Amount |
|--|---|--------------------------|--|-----------------------|
| 2023-2024 Measure N Strategic Carryover Plan | Was approved on <a href="#">BMF #10</a> | \$2,828.41               | <b>Teacher Substitutes:</b><br><b>Hire substitutes for the ESA Pathway.</b><br>Substitutes are required when pathway teachers are attending work-based learning or community-building trips and events and not all of their class sections are participating.<br>Substitute costs are about \$430/day per class, including benefits. We will utilize our STIP sub and collapse classes whenever possible to reduce the number of substitute teachers.<br>Budget Calculation: \$2,828 will be enough to hire about 6 full-day substitutes.  | \$5,956.67            |

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

| Fund | Resource | Year | Goal | Function | Object | Site | Manager | Program | LCAP | Optional |
|------|----------|------|------|----------|--------|------|---------|---------|------|----------|
| 010  | 9333     | 0    | 3800 | 1000     | 1150   | 304  | 3040    | 3867    | 0101 | 99999    |

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

Tiffany Jordan  
Name: Tiffany Jordan  
Teacher Leader/Pathway Director

2/27/25  
Date

Pamela S. Moy  
Name: Pamela Moy  
Principal Signature Required

2/27/25  
Date

Signature

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

Date BMF was accurately completed & received: 3/10/2025

Program Manager, Approval Signature: hanya gomez

Date: 3/10/2025

H.S. Network Superintendent, Approval Signature: VS

Date: 03/12/2025