

MEASURE N COMMISSION

1000 Broadway, Suite 680
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**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Measure N - College & Career Readiness - Commission

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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: Life Academy

Action Requested and Recommendation Adoption by Board of Education, upon recommendation of the Measure N Commission, of a 2021-2022 budget modification request from Life Academy transferring \$2,000.00, from Travel Expenses (no impact – no longer need the full amount) to Travel & Conferences, for a new total amount of \$2,000.00, 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?)

Life Academy would like to modify their Measure N Educational Improvement Plan to decrease the approved strategic action, Travel Expenses, by \$2,000.00, and use that money to create a new strategic action, Travel & Conferences.

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:	3/2/22	Principal:	Aryn Bowman
School Name:	Life Academy	Site #:	335
Pathway(s): (required for multiple use of programs)	Health & Bioscience	Requested By:	Aryn Bowman

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
Carryover Plan	30	\$9,200.00 (was \$24,200, but reduced via BMF approved on 2/16/22)	Travel Expenses: Travel expenses for a group of 20 Life Academy students to attend a week long out of state public health field trip including engaging in a 2 week public health pathway "post session" from May 9-23 through which they will be exposed to a variety of public health experiences. Cost of travel \$600 per student x 20 students and 2 adults, \$13,000. Cost of housing for 20 students/2 adults for 5 nights (\$200/night 5 nights/2 people per room, \$11,000).	\$2,000.00

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. The strategic action (out-of-state field trip) is no longer happening. In its place we will be doing an in-state trip that will require one night of lodging.

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	100	5200	335	3350	1690	0202	99999

d. Total amount being transferred: \$2,000.00

➤ 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	New or Revised Measure N Strategic Action <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
Carryover Plan	N/A	N/A	Travel & Conferences: Lodging costs for a group of 20 Life Academy students to attend a public health field trip in the Monterey Area, including engaging in a public health pathway "post session" on May 16-17, 2022.. Through this experience students will be exposed to a variety of public health experiences. Cost of one night lodging for students on this trip.	\$2,000.00

b. Enter the New or Revised Account String:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	100	5200	335	3350	1690	0202	99999

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



3/7/22

Name:
Teacher Leader/Pathway Director
Signature

Date



3/7/22

Name:
Principal Signature Required

Date

FOR MEASURE N STAFF USE ONLY

Date BMF Received:

3/7/22

Escape Budget Transfer or Journal Entry Link No.: _____

Program Manager, Approval Signature: *Dancy Gomez* Date: *3/7/2022*

H.S. Network Superintendent, Approval Signature: *Victor Arch...* Date: *3/14/22*