

Date: February 24, 2016

To: Measure N Commission

From: David Kakishiba

Re: Approval of Measure N Commission policies on the allowable uses of Measure N funds.

Legislative Action Requested

1. All 2015-2016 Measure N revenue not allocated to schools (a.k.a. 90%) and administration (a.k.a. 10%) shall be held in reserve and maintained as a "Contingency Fund". The Measure N Commission will allocate money from this Contingency Fund to address any negative financial impact to high schools due to rising overall high school student enrollment, or due to the expiration of Measure N's ten-year term.
2. Enable every high school and Measure N administration to rollover all unexpended Measure N budget allocations from one fiscal year to the next fiscal year, and for a period not to exceed three consecutive fiscal years.
3. An eligible high school that submits a 2016-2019 Education Improvement Plan, but chose not to receive a 2015-2016 school planning budget allocation, must demonstrate evidence that their Education Improvement Plan was informed and designed by the ongoing participation of major stakeholders, including school administrators, teachers, students, parents, service-provider partners, career industry partners, and classified employees in order to be eligible for 2016-2019 funding.
4. An eligible high school that receives Measure N Commission approval for an annual budget allocation in an amount less than the school's total per pupil Measure N allocation for that fiscal year shall have access to those unallocated funds (Eligible Allocation minus Approved Budget Request) in the following fiscal year, as per the school's approved three-year Single-Plan for Student Achievement (a.k.a. Education Improvement Plan). This policy applies to a school that submits a budget request that reflects a phased-in implementation plan, as well as to a school whose Single Plan for Student Achievement was conditionally approved by the Measure N Commission.
5. Every high school shall submit to the Measure N Commission each year:
 - a. Annual Report on Single Plan for Student Achievement Implementation
(by March)
 - b. Annual Update to the Single Plan for Student Achievement
(by May)