



LINKED LEARNING HIGH SCHOOL OFFICE

To: Measure N Commission
 From: Matin Abdel-Qawi, High School Network Superintendent
 Subject: **Measure N Recommendations for 2020-2021 Carryover Funds, Part II**
 Date: November 19, 2021

OVERVIEW & OBJECTIVE

Seventeen OUSD district schools, nine charter schools and the District Administrative 10% have unspent Measure N funds from the 2020-2021 fiscal year. For the December 7, 2021 Measure N Commission meeting, 15 sites have submitted their 2020-2021 Measure N Carryover Justification Form that articulates the context that contributed to the carryover, the amount of carryover, the percentage of Measure N funds that are being carried over, and a clear budget for the carryover funds. The Measure N Commission approved the Measure N Carryover Justification Forms of eight sites at their November 16, 2021 meeting, and the remaining schools will submit their 2020-2021 Measure N Carryover Justification Forms to the January 2022 Measure N Commission meeting.

Per Measure N Commission policy, Measure N commission approval is required for all carryover justification forms. Measure N staff have reviewed the submitted 2020-2021 Measure N Carryover Justification Forms and provided feedback to school sites that were addressed before submission to the Measure N Commission.

SUMMARY

Staff recommendations are as follows:

Legislative File ID No.	School	Staff Recommendation for 2020-2021 Measure N Carryover Justification Form	Percentage of Carryover to Total Measure N Funds Received	2020-2021 Measure N Carryover Total Amount
21-2771	Ralph J. Bunche Academy	Approve	72.47%	\$153,119.37
21-2772	Dewey Academy	Approve	50.60%	\$132,012.66
21-2773	Street Academy	Approve	58.08%	\$108,494.45
21-2775	Community Day School	Approve	53.73%	\$20,873.71
21-2776	Rudsdale Continuation & Rudsdale Newcomer	Approve	36.42%	\$189,042.91
21-2777	Madison Park Academy	Approve	20.34%	\$106,090.19
21-2778	Coliseum College Preparatory Academy	Approve	48.06%	\$183,989.80
21-2779	Life Academy	Approve	67.88%	\$204,525.28
21-2780	MetWest Academy	Approve	16.03%	\$35,070.76
21-2781	Oakland International High School	Approve	38.89%	\$156,416.79



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21-2782	Oakland High School	Approve	17.74%	\$307,885.10
21-2784	Castlemont High School	Approve	14.54%	\$114,811.87
21-2786	McClymonds High School	Approve	5.18%	\$16,317.37
21-2789	Aspire Lionel Wilson College Preparatory Academy	Approve	22.62%	\$34,907.92
21-2792	Leadership Public Schools Oakland R&D	Approve	16.33%	\$67,328.96

2020-2021 Measure N Carryover Funds	\$1,830,887.14
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Ralph J. Bunche Academy	Site Number: 309
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MEASURE N 2020-2021 CARRYOVER JUSTIFICATION FORM

Why were you unable to expend all of your funds during the 2020-2021 school year?	Due to the pandemic and the impacts it had on students being able to engage fully we decided to strategically carry over funds once students returned to in-person academics.
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Total Measure N Funds Received in Fiscal Year 2020-2021 <small>(approved allocation including accumulated carryover from previous years)</small>	\$211,282.18	Fiscal Year 2020-2021 <small>(unspent 2020-21 Funds)</small>	\$153,119.37
Projected Carryover Amount from Fiscal Year 2020-2021 <small>(unspent 2020-21 funds)</small>	\$153,119.37	Total Budgeted Amount	\$153,119.37
Percentage of 2020-2021 Measure N Funds to Carryover	72.47%	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 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 Proper Justification Form linked below.

Resources: [Measure N 2021-2022 Permissible Expenses](#)
[Measure N Strategic Action Proper Justification](#)
[Measure N Guide 2021-2022 v4](#)

Budget Justification: <small>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. - 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?</small>	COST	OBJECT CODE	OBJECT CODE DESCRIPTION	POSITION TITLE & NUMBER	FTE %	WHOLE SCHOOL OR PATHWAY NAME	Which Linked Learning pillar does this support?
Meeting Refreshments for Food for Culinary Program: The Chef will purchase food (protein, fruits, vegetables, dairy products, etc.) for the culinary program and get reimbursed. The culinary program needs these ingredients in order to teach students how to cook and skills necessary to intern in a professional kitchen and connect to career opportunities in the culinary fields. Culinary students will practice those skills with the ingredients. Up to 50 Students will be served and engaged by using real food and tools to create restaurant quality dishes. This addresses our need and ability to meet pathway goals and standards described in our Pathway Framework and Program of Study.	\$5,000.00	4311	Meeting Refreshments			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
Supplies and Materials for the Culinary Program: non-food culinary supplies like knives, serving spoons, gas tank, pots, pans, chafing dishes, food storage containers, to support the culinary program. The culinary program needs these supplies in order to teach students how to cook and skills necessary to intern in a professional kitchen and connect to career opportunities in the culinary fields. Culinary students will practice those skills with the assistance of those supplies. Up to 50 Students will be served and engaged by using these supplies to create and serve restaurant quality dishes. This addresses our need and ability to meet pathway goals and standards described in our Pathway Framework and Program of Study.	\$2,500.00	4310	Supplies & Materials			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning

<p>Bus Tickets -- Purchase AC transit bus tickets for the 2021-2022 pathway centered field trips, summer internships, college and career field trips, and work based learning opportunities for 65 students. These excursions into the field will help our students engage in opportunities to learn outside of the classroom environment. In addition, students can gain experiences in professional kitchens and working with different ingredients and people by leaving the classroom. Up to 65 students will served and gain knowledge and experiences that improve continuous engagement which has been shown to be a difficulty that we are trying to address for our program over the last 2 years.</p>	\$1,000.00	4310	Supplies & Materials			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>BART Passes -- Purchase BART passes for the 2021-2022 pathway centered field trips, summer internships, college and career field trips, and work based learning opportunities for 65 students. These excursions into the field will help our students engage in opportunities to learn outside of the classroom environment. In addition, students can gain experiences in professional kitchens and working with different ingredients and people by leaving the classroom. Up to 65 students will be served and gain knowledge and experiences that improve continuous engagement which has been shown to be a difficulty that we are trying to address for our program over the last 2 years.</p>	\$1,000.00	4310	Supplies & Materials			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Culinary Uniforms -- Chef Coats, Chef Pants, and Chef Hats (only) for the students enrolled in the culinary program. The Chef uniforms are needed for presentation when attending events where students gain opportunities to learn about the culinary industry. These uniforms are used for on-site and off-site student expositions, catering, and other career and college opportunities to gain the skills necessary to intern at advisory board restaurants and district events. The uniform promotes concurrent professional expectations as part of a well rounded curriculum to prepare our students for careers in the culinary, hospitality, tourism, and recreation pathway. The uniforms will be purchased for 20 students over the course of the year. This expenditure also addresses our need to promote the program for future culinary student engagement and exposure to the pathway.</p>	\$3,000.00	4380	Uniforms			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Independent Consultant Contract to hire as a Culinary Internship Coordinator - Directly hire independent consultant to develop a structure, organization, action plan, and monitoring of student progress during internships, caterings, and pathway promotion for 20 students in the pathway. - This supports students to first engage in the pathway internships offered, support students to complete internships (ECCCO included), and support students through difficult process of accumulating skills in the field of culinary. - Students have shown the inability to complete internships within the pathway without adult support and guidance with communication. The 20 students involved in internships over the course of the year (summer included) have shown difficulty completing their internships and this role can help analyze and strategize stability and support around doing this work and supporting the site long term with ensuring student success. - This expenditure address our schools inability to have students complete internships, ECCCO assignments, and advisory board externships that are at our disposal long term.</p>	\$6,000.00	5825	Consultant Contract			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning

<p>Teachers Salaries Stipends: Extended Contract for 1 teacher to support as the College & Career Liaison</p> <ul style="list-style-type: none"> - This expenditure would pay a teacher for additional duties outside of normal work parameters. The extended contract is for 1 teacher to support up to 20 graduating students and their families who are interested in college through the Free Application For Federal Student Aid and college through the Peralta Colleges online application. This position would support in the trades through various applications/paperwork in regard to Culinary Institute of America, Laney Culinary, New Door Ventures, Cypress Mandala, ECCCO, ITech Automotive, and Safe Serve certification. - This expenditure supports pathway development by supporting students through the difficult barrier of access that hinders many of our grads to go to college, enter the trades, or go to higher level culinary schools. Several students and families surveyed have expressed frustration around the application systems that are currently in place because of their confusing language, requests, and next steps. This expenditure provides individual support that will in turn increase our number of students engaging in the pathway now and into their futures. - This expenditure improves student engagement by providing support through the difficult application processes to programs that our pathway uses to expose students to increased rigor, culinary experiences, college, and trade opportunities. Several students and families surveyed by the school have expressed frustration around the application systems that are currently in place because of their confusing language, requests, and next steps. - This expenditure addresses student's access to the HTR Pathway internships, culinary arts enrollment, culinary arts career steps, increasing graduation rates, declining dropout rates, student concerns about next steps post-graduation, and builds a school community where alumni can keep connected to the school program and support future classes in their matriculation. (Salary & Benefit Costs) 	\$7,500.00	1120	Teacher Salaries Stipends			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Teachers Salaries Stipends: Extended Contract to hire 1 Teacher as the Culinary School Lead.</p> <ul style="list-style-type: none"> - Create a larger presence which would attract more students interested in the culinary program amongst rigorous academics, personalized support, work-based learning, and technical skills through our culinary courses, academic classes, work based learning programming, and post-graduation supports. - This expenditure supports pathway development by communicating and promoting culinary pathway events and opportunities for students. The Culinary Lead will share information with students on pathway progress, college and career access and participation, where to go for support, and increasing the culinary brand so that we can address our enrollment and get more students into our HTR pathway. - This expenditure improves student engagement by providing an explicit way to organize information to the people who need to engage and increase the culinary program participation beyond 20 students. - This expenditure addresses student's access to the HTR Pathway, Culinary Arts enrollment, increasing graduation rates, declining dropout rates, student concerns about next steps post-graduation, and builds a school community where alumni can keep connected to the school program and support future classes in their matriculation. (Salary & Benefit Costs) 	\$8,500.00	1120	Teacher Salaries Stipends			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning

<p>Teacher Salaries Stipends: Extended Contracts 2 HTR Co-Lead Teachers. Extended contracts for two Work Based Learning facilitators to support 50, 10th, 11th, and 12th grade students off-track to graduate to access internship opportunities in the Hospitality, Recreation, and Tourism Pathway through our industry advisory board. Our students off-track to graduate need a work based learning person to organize their internship efforts in and off campus. This person facilitates industry professional relationships and communication between district and professional personnel. The outcome that this person is trying to maintain relationships with industry advisory board members with internship opportunities, coordinate supported interning opportunities, and monitor/support students interning in the field. This service is aligned to our pathway because many of our students in the pathway will benefit from internship opportunities to access and be successful in the HTR pathway. (Salary & Benefit Costs)</p>	\$12,500.00	1120	Teacher Salaries Stipends			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Consultant Contract with Oakland Public Ed Fund to manage the stipend process and students pay-outs for Bunche. Up to 10, 10th, 11th, and 12th grade Bunche student will participate in the pathway-based spring & summer internship program. This includes setting up the intern stipend process and administrative costs, issuing stipend payments as directed by Bunche Academy staff, resolving stipend issues in a professional manner, and issuing year end tax documents to stipend recipients. The contractor will serve as the payer of stipends for the increasing number of high school student interns engaging in extended on-site work based learning experiences in a variety of industries.</p>	\$6,000.00	5825	Consultant Contract			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Consultant Contract with New Door Ventures will be provided services with pre-employment training, job placement, case management and work skills for 50, 10th, 11th, and 12th students. New Door Ventures will place students in paid internships once the training is completed, as part of our Culinary program and the Hospitality, Tourism and Recreation pathway. (Includes Admin Fees)</p>	\$20,000.00	5825	Consultant Contract			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Consultant Contract with BACR to hire 1 Student Support Specialist. The Student Support Specialist will provide intensive literacy and math support to 55 students for an additional 3 days a week, especially African American and Latino students, homeless and foster youth, students with disabilities, ELL students and Newcomers. The Student Support Specialist will help our students gain better literacy skills through our Capstone work. Through this work, we should see better results towards graduation, literacy increases and increased mental health. *Previously approved in our 2021-22 Measure N EIP. This allocation is to amend and increase the contracted amount. (Includes Admin Fees)</p>	\$15,000.00	5825	Consultant Contract			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning

<p>Clerical Salaries Overtime: Extra Time/Overtime Compensation for Clerical Staff working outside their contracted hours to ensure all 80, 10th, 11th, and 12th grade students in the Pathway are engaging in college/career opportunities on and off campus. The Attendance Clerk will call all 80, of the 10th, 11th, and 12th grade students and families to inform and reminded them of work-based learning opportunities including career exploration visits off site, career technical education courses on campus, job shadowing off campus, internships on and off site, and job certifications off site. In addition, calls to families of students in danger of dropping out with the goal to bring them back to school and inform them of counseling, tutoring, mentoring and other intensive support services afforded to our students in danger of not graduating high school. The Attendance clerk is also calling families to set up home visits that will be completed by case managers. This work is being done outside of her 8-4 work schedule. We've been successful in getting parents to answer the phone calls when we do it after school and on weekends.</p>	\$10,000.00	2425	Clerical Salaries Overtime			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning
<p>Strategic Carryover for Fiscal Year 2022-2023: Funds will be strategically carried over and used in fiscal year 2022-23, via the carryover approval process to support expenditures identified as needs at that time.</p>	\$55,119.37	4391	Carryover - Prior Year			Hospitality Tourism and Recreation	Rigorous Academics & Work Based Learning