

MEASURE N COMMISSION

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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 Nunez-Adler, Member
James Harris, Member

Board Meeting Date March 1, 2022

Subject Budget Modification Form
Services for: Leadership Public Schools

Action Requested and Recommendation

Adoption by Board of Education, upon recommendation of the Measure N Commission, of a 2021-2022 budget modification request from Leadership Public Schools transferring \$5,000.00, from Transportation Costs (no impact – event is happening virtually) to Supplies & Materials, for a new total amount of \$5,000.00, 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?)

Leadership Public Schools would like to modify their Measure N Educational Improvement Plan to decrease the approved strategic action, Transportation Costs, by \$5,000.00, and use that money to create a new strategic action, Supplies & Materials.

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 Charter Schools

Date:	1/19/2022	School Name:	Leadership Public Schools
Requested By:	Sheree West		
Pathway(s): (required for multiple use of programs)	Business and Communications	Principal Name:	Toniesha Webb

Step 1:

a. Enter 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 Item #	Original Amount Approved	Measure N Budget Original Strategic Action (proper & full justification)	Total Amount Transferred
Carryover Plan	17	\$5,000.00	Transportation Costs - Career Fairs and Professionalism Summit: Bus transportation to career fairs for students in the Business and Communications Pathways. The career fairs are an opportunity for students to develop their networking abilities and potentially apply to summer jobs and internships in the pathway industries. Additionally, we will fund bus transportation for our 10th-12th grade students to attend our Professionalism Summit. Participation in the Professionalism Summit improves student engagement in our pathway because it is an active event where students have the opportunity to engage with industry professionals through things like seminars, mock interviews, roles playing etc, which will further prepare them for potential summer internships. 375 students will participate in the career fairs and Professionalism Summit.	\$5,000.00

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, with the increase of positive COVID cases, the event is happening virtually rather than in person.

c. Enter the Account String or Object Code(s) for the Original Approved Strategic Action:

5812 - Transportation Costs

d. Total amount being transferred: \$ 5,000.00

- 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 one 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 Item #	Original Amount Approved	<p align="center">New or Revised Measure N Strategic Action</p> <p align="center"><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></p> <ul style="list-style-type: none"> - 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	<p>Supplies and Materials for 2 virtual events; a resource fair for 220 Seniors and Juniors and a career fair for all 375 students grades 9-12.</p> <p>The upperclassman resource fair provides an opportunity for students to practice and further develop their networking abilities with local trade schools, community colleges, CTE programs, and career recruiters as well as apply to jobs, internships and explore post secondary options. Additionally, all students will participate in 2 afternoon workshops facilitated by industry partners around professionalism in communication and business as well as financial literacy.</p> <p>The virtual career fair will provide access to over 50 professionals spanning across 19 different industries to all of our 375 students. Materials and supplies for this event include paper folders, name tags, pens</p> <p>Both expenditures will allow access to programs and employers that may not have been easily accessible to our students.</p>	\$5,000.00

b. Enter the Account String or Object Code(s) for the New or Revised Approved Strategic Action:

4320 - Supplies & Materials

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

[Signature]
Name
Teacher/Leader/Pathway Director
Signature

2/17/22
Date

[Signature]
Name
Principal Signature Required

2/17/22
Date

FOR MEASURE N STAFF USE ONLY

Date BMF Received: 2/17/2022

Quarterly Expenditure: 1st Qtr: 2nd Qtr: 3rd Qtr: 4th Qtr:

Program Manager, Approval Signature: [Signature] Date 2/17/22

H.S. Network Superintendent, Approval Signature: [Signature] Date 2/19/22