

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
Louise Waters, Chairperson
David Kakishiba, Vice Chair
Marc Tafolla, Secretary
James Harris, Member
Katy Nuñez-Adler, Member

Board Meeting Date April 19, 2023

Subject Budget Modification Form
Services For: Oakland High School

Action Requested and Recommendation Adoption by the Board of Education, upon recommendation of the Measure N Commission, of a 2022-2023 Education Improvement Plan/Budget modification for Oakland High School reducing from \$4,130.16 to \$1,130.16, Facility Rental, and establishing Meeting Refreshments, for \$3,000.00, 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?)

Oakland High School would like to modify their Measure N Educational Improvement Plan/Budget to decrease the approved strategic action, Facility Rental by \$3,000.00, and use that money to create a new strategic action, Meeting Refreshments.

Competitively Bid

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

Fiscal Impact

Funding resource(s): Measure N

Attachments

- Budget Modification Form



2022-23 Measure N Budget Modification Form OUSD Schools



Date:	3/9/23	Principal:	Pamela Moy
School Name:	Oakland High	Site #:	304
Pathway(s): (required for multiple use of programs)	Public Health Academy	Requested By:	Tiffany Jordan

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
2021-2022 Carryover Plan	29	Was \$6,630.16, New total after approval of prior BMF is \$4,130.16	Facility Rental for Public Health Academy (PHA) Teacher team retreat. Facility rental for retreat for the teacher team to work on curriculum development, develop shared practices, and plan interventions and support for students of concern in the PHA pathway. This expenditure supports pathway development by allowing the teacher team to spend a significant amount of time together to collaborate and plan. Given all the new and updated programs and initiatives the pathway is working on (Graduate Capstone action planning and authentic student research, No D grading policy, PBL and integrated units, planning student interventions, etc.), it is important to have time to work together in a deep and sustained way with minimal distractions. This retreat will improve student engagement because as a result of this, teachers will have more shared practices and a greater understanding of students, therefore creating greater alignment of and connections across classes for students. The retreat addresses the need for the teacher team to have a long period of uninterrupted time to plan and work on implementing Measure N goals and strategic actions (as opposed to weekly 1 hour meetings).	\$3,000.00

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 - we've decided to postpone this team retreat to the fall.

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	5624	304	3040	3912	0101	99999

d. Total amount being transferred: \$ 3,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measure N 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 Measure N Duty Statement form to the Budget Modification Form.

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.*

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. No acronyms or hyperlinks.</i> -What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable. -How does the specific expenditure impact students in the pathway and support your 2022-23 pathway goals and strategic actions? -Please also answer the additional questions by Object Code linked in this document to provide a proper justification for your new or revised strategic action.	New or Amended Amount
2021-2022 Carryover Plan	N/A	N/A	Meeting Refreshments for the Graduate Capstone Project Poster Session event. This year the Public Health Academy is implementing several more authentic components to the graduate capstone project. Students are doing more authentic and personal research through surveys and expert interviews, there is more integration from the CTE class, and students will be presenting their final scientific posters to families and industry/community partners in a public evening event in May. The event will run like a poster session at a traditional academic or professional conference. Developing this new version of the project was a goal for this year so implementing the poster session event is a part of the strategic actions for that goal. Due to the event being in the evening, we will offer light refreshments to those attending. This will include several small bites/appetizers, cookies, and beverages. The cost will be under \$20/person, for about 125 people.	\$3,000.00

b. Enter the New or Revised Account String:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	4311	304	3040	3912	0101	99999

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

Tiffany Jordan 3/9/23
 Name: Tiffany Jordan Date
 Teacher Leader/Pathway Director
 Signature

Pamela Moy 3/28/23
 Name: Pamela Moy Date
 Principal Signature Required

FOR MEASURE N STAFF USE ONLY

Date BMF Received: 3/9/2023

Escape Budget Transfer or Journal Entry Link No.: _____

Program Manager, Approval Signature: Dency Gomez

Date: 3/29/2023

H.S. Network Superintendent, Approval Signature: VS

Date: 3/29/23