

## MEASURES N AND H – COLLEGE AND CAREER READINESS COMMISSION

1016 Union Street, #940  
Oakland, CA 94607



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

### Measures N and H – College & Career Readiness Commission

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File ID Number	25-2848
Introduction Date	Dec 16, 2025
Enactment Number	
Enactment Date	

# Memo

**To** Measures N and H – College and Career Readiness Commission

**From** Vanessa Sifuentes, Deputy Chief of Post-Secondary Readiness

**Board Meeting Date**

**Subject** Services For: Skyline High School

#### Action Requested and Recommendation

Adoption by the Measures N and H Commission of a 2025-2026 Education Improvement Plan/Budget modification for Skyline High School to reduce \$32,124.07 Classified Support Salaries: Hire a College and Career Readiness Specialist at .25 FTE by \$14,375.00 to \$17,749.07, and establish a new strategic action \$14,375.00 Consultant Contracts: Contract with Mentoring in Medicine and Science (MIMS), 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?)*

Skyline High School to reduce \$32,124.07  
Classified Support Salaries: Hire a College  
and Career Readiness Specialist at .25  
FTE by \$14,375.00 to \$17,749.07, and establish a  
new strategic action \$14,375.00 Consultant  
Contracts: Contract with Mentoring in Medicine  
and Science (MIMS) to provide CPR training to  
the Education & Community Health Academy  
(ChEd) students. Cost of training = \$12,500.00 +  
15% administrative fees (\$1,875.00) = Total  
\$14,375.00.

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure H

**Attachments**

**25-2848-Skyline-Consultant Contracts \$14,375**



## 2025-26 Measure H Budget Modification Form for OUSD Schools (Single Modification only)



Date:	9/18/25	Principal Name:	Rebecca Huang
School Name:	Skyline High School	Site #:	306
Pathway Name: (Required for multiple pathway schools)	Education & Community Health	Requested By:	Rebecca Huang

### Step 1:

#### a. Enter the Original Approved Strategic Action from the Measure H EIP, SCO, or C/O Plan:

*Directions: Copy & paste the original strategic action below. The original strategic action is the justification you want to **take money from** to create a new or revised purpose. Whatever plan you enter in Step 1 must also be entered in Step 2.*

Name of the Measure H Plan or Pathway Tab	Plan or Pathway Tab, Line Item #	Original Amount Approved	Measure H Approved Strategic Action (Budget complete justification)	Total Amount being Transferred
Whole School Tab	141	\$32,124.07	<b>Classified Support Salaries: Hire a College and Career Readiness Specialist at .25 FTE.</b> The College and Career Specialist oversees college and career planning in all pathways, including college fairs and visits, college applications, scholarship applications, and the transition process beyond graduation. The specialist coordinates all college access partners, such as DCAC, TRIO, uAspire, and EAOP. The specialist also provides drop-in support, workshops for classes and families, and targeted support for underrepresented focal groups. Guide students who need additional support in completing all the pathway requirements and transitioning successfully into post-secondary opportunities, including course completion, certificate completion, dual enrollment, graduation, and the transition process beyond graduation. Specific duties include creating a weekly newsletter highlighting events and opportunities hosted by the college and career center. Provide support and resources for all avenues of higher education for our pathway students. Support pathway students in understanding A-G eligibility requirements, different avenues of education after graduation, and other funding options.  <b>New PCN 10563 - Jazmine Cisneros-Pena</b> (Salary and Benefit costs included)	\$14,375.00

**b. What will be the impact on your Measure H Plan, pathway development, and students for not completing the original strategic action in Step 1?** *(Do not insert hyperlinks or use acronyms.)*

None. We have revised our hours to ensure that students are always supported in the college and career center.

**c. Enter the Account String for the Original Approved Strategic Action:** *(Ensure it matches Escape)*

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	1110	2490	2205	306	3060	1690	9999	99999

**d. Total amount requesting to transfer: \$14,375.00**

- Check this box if this is a **NEW expenditure** that was not pre-approved in a Measure H Plan.
- ☐ Check this box if this is an **EXISTING expenditure** and you're only amending the original amount approved or the term. *(The purpose remains the same.)*
- ☐ Check this box if this modification is to create a new position or change the FTE percentage of an existing position. If so, please attach a Measure H Duty Statement form with the BMF request.

**Step 2.**

**a. Enter the New or Revised Strategic Action: (Explicitly name the expenditure type and how it supports pathway development.)**

*The description entered will become the new or revised justification for review and approval. **Only one justification is allowed in Step 2.** You'll use this new or revised justification for all future applicable requests connected to this modification.*

Name of the Measure H Plan or Pathway Tab	Plan or Pathway Tab Line Item #	Original Amount Approved	<b>New or Revised Measure H Strategic Action</b> Enter one to two sentences using the questions below to create a Justification. <i>(Do not insert hyperlinks or use acronyms.)</i>  -What is the specific expenditure or service type? <i>(Please briefly describe (no vague language) and quantify it when applicable.)</i>  -How does the specific expenditure impact students in the pathway and support your 2025-26 pathway goals and strategic actions?  -Please also answer the additional questions using the Object Codes linked in this <a href="#">document</a> to create a proper & complete budget justification.  -If the new or revised justification is <b>incomplete</b> , it will be "Conditionally Approved", and a Justification Form will be required at the time of purchasing.	New or Amended Total Amount
Whole School Tab	N/A	N/A	<b>Consultant Contracts:</b> <b>Contract with Mentoring in Medicine and Science (MIMS) to provide CPR training to the Education &amp; Community Health Academy (ChEd) students.</b> The consultant will provide CPR and First Aid Training for all 10th-grade ChEd students (approximately 100 students),	\$14,375.00

			<p>with the potential to include more students. This course will take place over six weeks, with three classes per week. Upon completing the training, all participants will receive certification in CPR and first aid, valid for 2 years. This provides our students in the community health stream of the pathway with the opportunity to become certified, enticing them to continue in health fields after graduation. Students certified in CPR and first aid will have access to more internship opportunities and be able to engage with the medical community.</p> <p>Cost of training = \$12,500.00 + 15% administrative fees (\$1,875.00) = Total \$14,375.00</p>	
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Justification Status: Conditionally Approved = Incomplete, Justification Form required ▾

**b. Enter the Account String for the New Approved Strategic Action:** *(Ensure it matches Escape)*

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	1110	1000	5825	306	3060	1690	9999	99999

**Signatures of Approval:** *(Please enter the team member’s full name below the signature line.)*

Edward Hill  
Name: Edward Hill  
Pathway Coach or Director  
Signature

9/18/2025  
Date

Rebecca Huang  
Name: Rebecca Huang  
Principal Signature **Required**

9/18/2025  
Date

**FOR MEASURE H STAFF USE ONLY**

Date the BMF was accurately completed & received: 10/21/2025

Program Manager, Approval Signature:  Date: 10/21/2025

Deputy Chief of Post-Secondary Readiness, Approval Signature:   
Vanessa Sifuentes (Nov 5, 2025 15:48:51 PST) Date: 11/05/2025