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

David Kakishiba, Chair
kakishiba@gmail.com

Marc Tafolla, Vice Chair
marctafolla@gmail.com

Katy Nuñez-Adler, Secretary
katynunez.adler@gmail com

James. Harris, Member
james@educateoakland.com

Gary Yee, Member
Yeega125@gmail.com

Board Office Use: **Legislative File Info.**	
File ID Number	25-2608
Introduction Date	Nov 4, 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 $147,981.62 Supervisor, Administrator, Instructional Coaches Salaries by $70,000.00 to $77,981.62, and establish a new strategic action to increase $19,695.67 Teacher Substitutes by $70,000.00 to $89,695.67, 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 would like to reduce $147,981.62 Supervisor, Administrator, Instructional Coaches Salaries by $70,000.00 to $77,981.62, and establish a new strategic action to increase $19,695.67 Teacher Substitutes by $70,000.00 to $89,695.67 to hire teacher substitutes to cover the class so that Measure H Pathway Teachers can visit other Pathway teachers' classrooms or attend Pathway field trips, communities of practice events, conferences, and other specific Pathway activities, permissible under Measure H.

Competitively Bid

Was this contract competitively bid? No

If no, exception: N/A

Fiscal Impact

Funding resource(s): Measure H

Attachments

Skyline Teacher Substitutes $70,000

OAKLAND UNIFIED SCHOOL DISTRICT
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2025-26 Measure H Budget Modification Form for OUSD Schools

(Single Modification only)

College & Career for All Fund
Established by Measure N

Date:	9/11/25	Principal Name:	Rebecca Huang
School Name:	Skyline High School	Site #:	306
Pathway Name: (Required for multiple pathway schools)	Whole School	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	136	Was $183,606.62. The new total amount after approval of prior BMFs or purchases is $147,981.62.	**Supervisor, Administrator, Instructional Coaches Salaries:** **We will hire an additional Assistant Principal (AP) at 1.0 FTE to increase our total allocation to 4 Assistant Principals, allowing us to provide 1 AP per pathway.** The AP will support students and staff within the (newly merged) Design, Arts, and Production Pathway. Assist 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: Connect with pathway case managers, counselors, and students and provide support or connections to enhance academic success. Provide social-emotional counseling by having one-on-one conversations or connecting students to resources supporting mental health. Support in pathway climate and culture. Pull and provide data for pathway staff to help students. Meet with families to create support plans for students. The funding for this position will bring our total allocation up to 4 Assistant Principals at Skyline so that we can provide 1 AP per Pathway. The 1:1 AP to Pathway ratio of admin services will ensure pathway integrity and a continuum of supports to ensure all students are on track to graduate (4 Assistant Principals --> one for each pathway (3) and one for Atlas—9th Grade = 4 APs total). PCN 2815 - James Ortega (Salary and Benefit costs included)	$70,000.00

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.)*

No impact. Due to lower enrollment this year, we are reducing the FTE for Assistant Principals and repurposing the funds.

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	2710	1305	306	3060	1690	9999	99999

d. Total amount requesting to transfer: $70,000.00

- ➢ **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	***New or Revised Measure H Strategic Action*** ***Enter one to two sentences using the questions below to create a Justification.*** *(Do not insert hyperlinks or use acronyms.)* **-What is the specific expenditure or service type?** *(Please briefly describe (no vague language) and quantify it when applicable.)* **-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 document to create a proper & complete budget justification.** **-If the new or revised justification is incomplete, 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	151	$19,695.67	**Teacher Substitutes:** **Hire teacher substitutes to cover the class so that Measure H Pathway Teachers can visit other Pathway teachers' classrooms or attend Pathway field trips, communities of practice events, conferences, and other specific Pathway activities, permissible under Measure H.** During these visits, teachers will learn about best practices for strengthening, aligning, and integrating them back into their classrooms and pathways. This will have a positive impact on students by enabling them to engage in cohesive learning at school, while also allowing teachers to participate in these activities. Subs will also allow teachers to release time for professional growth, enabling them to observe what is happening in other classrooms, try new strategies, and use data to continue improving. It also allows teachers to provide field trips for students to colleges and for career exploration. This would benefit all our pathway students (apprx 900 students). Substitute costs are about $430/day per class, including benefits. (Salary & Benefit Costs Included) ***All sub requests require supporting documents and approval from the Measure H Program Manager before being processed with Payroll.***	$89,695.67

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**	**1150**	**306**	**3060**	**1690**	**9999**	**99999**

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

_____ _____

Name:
Pathway Coach or Director Signature

Date

Rebecca Huang

Name: Rebecca Huang
Principal Signature **Required**

10/6/2025
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
Vanessa Sifuentes (Oct 23, 2025 18:57:53 PDT) Date: 10/23/2025