



## LINKED LEARNING HIGH SCHOOL OFFICE

To: Measure N Commission  
From: Matin Abdel-Qawi, High School Network Superintendent  
Subject: **Measure N Recommendations for 2019-2020 Carryover Funds, Part II**  
Date: November 18, 2020

### OVERVIEW & OBJECTIVE

Twenty-two OUSD district schools and charter schools have unspent Measure N funds from the 2019-2020 fiscal year. During the November Measure N Commission meeting, the 2019-2020 Measure N Carryover Justification Form for six schools were approved.

Of the remaining sixteen schools seeking approval, eight have submitted their 2019-2020 Measure N Carryover Justification Form that articulate 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. Schools also indicated if their budgets reflected already approved expenditures and the rationale for seeking additional funds. The remaining eight schools with carryover funds have requested for additional time to develop their budgets and will submit their 2019-2020 Measure N Carryover Justification Form to the January Measure N Commission meeting.

Seven of the eight schools who have submitted their 2019-2020 Measure N Carryover Justification Form for approval have carryover funds that are ten percent or more than the Measure N funds received. Per Measure N Commission policy, these nine schools require direct Measure N commission approval of the carryover justification form.

Measure N staff have reviewed the 2019-2020 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 2019-2020 Measure N Carryover Justification Form	Percentage of Total Measure N Funds Received to Carryover	2019-2020 Measure N Carryover Total Amount
20-2347	Coliseum College Preparatory Academy	Approve	62%	\$149,905.96
20-2348	Madison Park Academy	Approve	26%	\$152,596.41
20-2351	Oakland Technical High School	Approve	34%	\$725,394.47
20-2352	Skyline High School	Approve	39%	\$671,895.92
20-2355	ARISE	Approve	75%	\$374,361.95
20-2356	Aspire Lionel Wilson College Preparatory Academy	Approve	8%	\$10,439.83
20-2360	Fremont High School	Approve	13%	\$128,686.86



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20-2361	Community Day School	Approve	29%	\$14,109.61
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2019-2020 Measure N Carryover Funds	<b>\$2,227,391.01</b>
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**School Name:** SKYLINE HIGH SCHOOL**Site Number:** 306**MEASURE N 2019-2020 CARRYOVER JUSTIFICATION FORM****Why were you unable to expend all your funds in 2019-2020 school year?**

Covid 19 put a halt to many of our planned expenditures--busses for field trips, student stipends for internships, exhibition, conference, etc. We pretty much stopped spending in March.

**Total Measure N Funds Received in Fiscal Year 2019-2020**  
(including accumulated carryover from previous years)

\$1,720,034.58

**Final Carryover Amount from Fiscal Year 2019-2020**

\$671,895.92

**Percentage of 2019-2020 Measure N Funds to Carryover**

39.06%

**Commission Approval Required**

(Required if percentage of funds to carry over is 10% or more)

Yes

**Final Carryover Amount from Fiscal Year 2019-2020**

\$671,895.92

**Total Budgetted Amount**

\$671,895.92

**Remaining Amount**

\$0.00

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 SPSA to support students and pathway development.

**\*\*Proper justification is required below and should be used when creating Escape purchase order requests, budget transfer or journal entry requests, HRA's requests, consultant contracts online, etc. Examples that can be used are available in the Proper Justification Form linked below.**

[Measure N Permissible Expenses](#)[Proper Justification](#)**Directions:** [Measure N Guide v2](#)**Budget Justification:**

One to two sentences that provides the following information:

- What the specific expenditure, vendor, or service is?
- How the specific expenditure, vendor, or service provided is aligned to pathway development?
- What need this specific expenditure or service addresses?

**COST****OBJECT CODE****OBJECT CODE DESCRIPTION****POSITION TITLE****FTE****WHOLE SCHOOL / PATHWAY NAME****Which Linked Learning pillar does this support?**

**Teacher Salaries Stipends: Extended contracts for credit recovery opportunities during spring 2021 and summer 2021** for off track students so that students can remain on track toward high school graduation provided by sitte. This is in addition to summer school provided centrally - so that students can complete additional credits over the summer. These funds would pay for an additional 3 teachers plus benefits. The goal is to be able to serve an additional 100 current 9th and 10th graders. (Services will be provided within the 2020-21 Fiscal year)

The key goal of this is to increase student engagement, by intentionally providing extended opportunities for students to work with teachers they know, and who know them, to get the support and opportunity to recover credits that more of our students will need to stay on track to graduate because of the challenges currently presented to students from the extended distance learning situation.

Is this expenditure already approved in your 20-21 MN Plan? - Yes.

This is a smaller, additional allotment of funds for summer credit recovery - based on the current distance learning situation, we anticipate more students needing additional support to remain and get on track towards graduating. We hope to do out reach and serve an additional 100 current 9th and 10th graders.

\$40,000.00

1120

Certificated Teachers' Salaries: Stipends

<p><b>Teacher Salaries Stipends: Extended Contracts for the Summer Bridge Program - teachers:</b> Funding for Summer Bridge Program to support student transition into Skyline as incoming 9th graders and to ensure they are on track to meeting all basic requirements and beginning on track to graduate. Funding will be used for extended contracts to pay for teachers working during summer hours.</p> <p>The key goal of this is to increase student engagement, by intentionally providing opportunities for students to get acquainted with high school and the teachers they will be working with, as well as to get them caught up and ready to be successful as they transition into high school. All signs point to more of our students needing more focused attention to make this adjustment and start high school on track to graduate because of the challenges currently presented to students from the extended distance learning situation.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - Yes.</p> <p>This is a smaller, additional allotment of funds for summer bridge program - based on the current distance learning situation, we anticipate more students needing additional support adjust to high school and to remain and get on track towards graduating. We hope to do extra support and outreach for our transitioning 9th graders.</p>	\$40,000.00	1120	Certificated Teachers' Salaries: Stipends				
<p><b>Teacher Salaries Stipends for ECCCO (Exploring College and Career Opportunities) Extended Contracts.</b> Summer Stipends for teachers to support students in summer internships by providing work based curriculum to students, assisting them to find internships and work site visits.</p> <p>The key goal of this is to increase student engagement, by intentionally providing opportunities for students to get acquainted with high school and the teachers they will be working with, as well as to get them caught up and ready to be successful as they transition into high school. All signs point to more of our students needing more focused attention to make this adjustment and start high school on track to graduate after the extended disruption to their education these past two years.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - Yes.</p> <p>This is a smaller, additional allotment of funds for to support student summer internships - based on the current distance learning situation, we anticipate more students needing additional support and opportunities for summer internships - these funds will be used to support and coordinate the influx of requests we have already been receiving from students for these opportunities.</p>	\$15,000.00	1120	Certificated Teachers' Salaries: Stipends				

<p><b>Consultant Contract: Student Internships for ECCCO (Exploring College and Career Opportunities)</b> Student Internships to pay for the Summer ECCCO student stipends for Skyline students participating in summer internships . This money will be distributed through the <b>Oakland EdFund</b> and the money will be used to issue student stipends for the summer internships.</p> <p>The key goal of this is to increase student engagement, by intentionally providing opportunities for students to work in real-life work situations within their areas of study. The goal with these funds is to be prepared to offer this opportunity for more students during the summer, as many of the opportunities for internships during the fall semester were not available due to distance learning.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - Yes.</p> <p>This is an additional allotment of funds for to support student summer internships - based on the current distance learning situation, we anticipate more students needing additional support and opportunities for summer internships - these funds will be used to support the influx of requests we have already been receiving from students for these opportunities.</p>	\$20,000.00	5825	Consultants				
<p><b>Teacher Salaries Stipends: Extended Contracts</b> - coordination support for <b>work based learning</b> opportunities &amp; internships in the form of extended pay for pathway directors/teachers.</p> <p>The key goal of this is to increase student engagement, by intentionally providing opportunities for students to work in real-life work situations within their areas of study. The goal with these funds is to prepare and facilitate opportunities for students to engage in internships and work based learning opportunities. The increase in funds is in response to coordinate these efforts is in direct reponse to the influx of requests we have received from students for these opportunities, and the increased need for thoughtful oversight and preparation due to the current distance learning situation.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p>	\$15,000.00	1120	Certificated Teachers' Salaries: Stipends				

<p><b>Classified Support Salaries Overtime (Clerical ET/OT)</b> - coordination support for <b>work based learning</b> opportunities &amp; internships in the form of extended pay for clerical support.</p> <p>The key goal of this is to increase student engagement, by intentionally providing opportunities for students to work in real-life work situations within their areas of study. The goal with these funds is to prepare and facilitate opportunities for students to engage in internships and work based learning opportunities. The increase in funds is in response to coordinate these efforts is in direct response to the influx of requests we have received from students for these opportunities, and the increased need for thoughtful oversight and preparation due to the current distance learning situation. Staff be spending additional hours outside of their normal work hours helping identify work-based learning opportunities, monitoring and supporting students with finding and completing a variety of internship opportunities while providing academic and social emotional support. Staff will work as a liaison between school and mentor and will focus on supporting students.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p>	\$10,000.00	2225	Classified Support Salaries: Overtime				
<p><b>Teacher Salaries Stipends: Extended Contracts for Intensive Student Supports: Counselors</b> will provide after-school support for students falling below our 2. GPA, students identified as chronically absent, and students identified as needing additional emotional support during distance learning. Staff will conduct in-depth community work to connect with families of these students and provide support to family based on need to support student in getting on-track to graduate. Other services will include translation services, as well as holding family meetings or home visits during non-school hours regarding emotional support, practical support &amp; resources, student attendance, behavior, discipline, and/or academic supports.</p> <p>Providing additional funds for intensive student supports through additional counseling services will increase student engagement by facilitating more one-on-one contact and support for our most at risk students so that they can be better equipped and supported during this time of distance learning.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p>	\$20,000.00	1120	Certificated Teachers' Salaries: Stipends				

<p><b>Classified Support Salaries Overtime (Clerical ET/OT) Intensive Student Supports:</b> Case Managers, Attendance Clerk, Clerical Staff, will provide after-school support for students falling below our 2. GPA or students identified as chronically absent. Staff will conduct in-depth community work to connect with families of these students and provide support to family based on need to support student in getting on-track to graduate. Other services will include translation services, SPed classified staff, and attendance clerk to hold meetings with families of off-track students in the pathway during non-school hours regarding attendance, behavior, discipline, and/or academic supports</p> <p>Providing additional funds for intensive student supports through additional support and case management services will increase student engagement by facilitating more one-on-one contact and support for our most at risk students so that they can be better equipped and supported during this time of distance learning.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p> <p>This is an allotment of funds similar to a previously funded request, but more tailored to the current increased need to support student and family outreach. We have had an influx of requests for more individualized support of families and students and will use these funds to pay for staff to work with families outside of the regular school day and support students getting back on track with attendance, academic and logistical needs.</p>	\$20,000.00	2225	Classified Support Salaries: Overtime				
<p><b>Consultant Contract to hire an Intensive Pathway Case Management (Newcomer focused)</b> - Provide case management to students who need additional support in completing all of the pathway requirements and transitioning successfully into post-secondary opportunities: including course completion, certificate completion, dual-enrollment, graduation, and the transition process beyond graduation. This money will be distributed through the <b>Oakland EdFund</b>. This position will also begin to focus in on supporting the transition of Newcomer students into the Skyline community and onto the track toward successful graduation.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p>	\$30,000.00	5825	Consultants				
<p><b>Consultant Contract to hire an Intensive Case Management Support: African American Female</b> support in partnership with the <b>Oakland EdFund</b> to provide wraparound and targeted intensive support in all pathways to ensure social emotional and academic success for all students.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - Yes.</p> <p>This is a smaller, additional allotment of funds to continue this work of Intensive Case Management focused on our African American Female students through the summer and to increase work as needed due to the substantial increase in needed individualized support for students because of the extended nature of distance learning.</p>	\$30,000.00	5825	Consultants				

<p><b>Consultant Contract to hire an Intensive Case Management Support: African American Male</b> support in partnership with the <b>Oakland EdFund</b> to provide wraparound and targeted intensive support in all pathways to ensure social emotional and academic success for all students.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p> <p>This is an additional allotment of funds to support Intensive Case Management focused on our African American Male students. We are finding that during this extended distance learning situation, many of our high risk students are becoming more isolated and vulnerable. These funds would be focused on targeted support to these most vulnerable students to increase their attendance, sense of community, and ultimately get them back on track to graduate.</p>	\$30,000.00	5825	Consultants				
<p><b>Licensing Agreement:</b> Purchase Software Licenses, such as fueled and Edgenuity, funds will be used to support pathways with the opportunity to cutting edge programs to enhance virtual student engagement and pathway aligned virtual learning opportunities.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? - No.</p>	\$10,000.00	5846	Licensing Agreements				
<p><b>Y-PLAN Youth Action Research Project:</b> Y-Plan (Youth – Plan, Learn, Act, Now) yields measurable outcomes for students, cities, and adults. Y-PLAN, an educational strategy from the UC Berkeley Center for Cities + Schools, has measured outcomes for students in communication, critical thinking, collaboration, and creativity, as well as a marked increase in community contribution or civic agency. For cities, the work students do through their Y-PLAN project has the potential to directly impact the city policy and the broader school community around them. Adult outcomes include the professional development for teachers to implement civic work-based learning that reaches entire classrooms of students, as well as training for city leaders to be better prepared to work effectively with young people and schools. The \$10,000 will support a dedicated Y-PLAN coach that supports teachers with the curriculum; coordinates with a real world client like BART, Oakland Housing Authority, City of Oakland; and organizes virtual community showcase events and supports 2-4 classrooms of students per project. We will be implementing Y-PLAN projects across all pathways.</p> <p>Is this expenditure already approved in your 20-21 MN Plan? No, this is a new expense.</p>	\$10,000.00	5825					
<p><b>Carryover 2021-2022:</b> Due to COVID-19, many of the strategic actions we anticipated and would like to prepare for, we will not be able to facilitate in the 2020-21 school year. Therefore, we would like to strategically hold funds to carryover into the 2021-22 school year for expenditures such as conferences, field trips, etc.</p>	\$381,895.92	4391	Carryover, Prior Year				