



**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 III**  
 Date: January 14, 2021

**OVERVIEW & OBJECTIVE**

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

Of the remaining eight schools seeking approval, all eight schools and the High School Linked Learning Office 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.

Four 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 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
21-0069	Street Academy	Approve	100%	\$96,550.47
21-0070	Sojourner Truth Independent Study	Approve	81%	\$322,628.70
21-0071	McClymonds High School	Approve	7%	\$24,599.65
21-0072	ASPIRE Golden State College Preparatory Academy	Approve	0.35%	\$987.00
21-0073	East Bay Innovation Academy	Approve	5%	\$3,571.43
21-0074	Oakland School for the Arts	Approve	2%	\$5,206.42
21-0075	Rudsdale Continuation & Newcomer	Approve	52%	\$267,512.24



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20-2376	Oakland High School	Approve	22%	\$354,990.11
21-0079	Measure N Administrative 10%	Approve	50%	\$1,022,882.45

2019-2020 Measure N Carryover Funds	<b>\$2,098,928.47</b>
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**MEASURE N ADMINISTRATIVE TEN PERCENT**

**MEASURE N 2019-2020 CARRYOVER JUSTIFICATION FORM**

<b>Why were you unable to expend all your funds in 2019-2020 school year?</b>	Due to COVID-19, several of our anticipated strategic actions were not able to take place in the 19-20 school year once we were shelter-in-place, such as an in-person Measure N Summit, conferences, etc, along with the pause of all purchasing.			
<b>Total Measure N Funds Received in Fiscal Year 2019-2020</b> <i>(including accumulated carryover from previous years)</i>	\$2,048,574.76		<b>Projected Carryover Amount from Fiscal Year 2019-2020</b>	\$1,022,882.45
<b>Projected Carryover Amount from Fiscal Year 2019-2020</b>	\$1,022,882.45		<b>Total Budgeted Amount</b>	\$1,022,882.45
<b>Percentage of 2019-2020 Measure N Funds to Carryover</b>	50%		<b>Remaining Amount</b>	\$0.00
<b>Commission Approval Required</b> <i>(Required if percentage of funds to carry over is 10% or more)</i>	Yes			

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

<b>Budget Justification:</b> 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?	<b>COST</b>	<b>OBJECT CODE</b>	<b>OBJECT CODE DESCRIPTION</b>	<b>POSITION TITLE</b>	<b>FTE</b>	<b>WHOLE SCHOOL / PATHWAY NAME</b>	<b>Which Linked Learning pillar does this support?</b>
<b>Manager of Dual Enrollment Salary and Benefits Adjustment:</b> Costs due to the Salary and Benefits Mid-Year Adjustments for Fiscal Year 2020-2021 of the Manager of Dual Enrollment. The Manager of Dual Enrollment is currently in the 2020-21 Admin 10% Budget and the position support systems, supports and articulation between Peralta Community College and OUSD.	\$10,839.96	3000	Benefit Costs				
<b>Program Manager of High School Operations and Measure N Salary and Benefits Adjustment:</b> Costs due to the Salary and Benefits Mid-Year Adjustments for Fiscal Year 2020-2021 of the Program Manager of High School Operations and Measure N. This position is currently in the 2020-21 Admin 10% Budget and the position ensures compliance and implementation of all Measure N expenditures.	\$8,543.68	3000	Benefit Costs				

<p><b>8 Pathway Coaches Salary and Benefits Adjustments:</b>  Costs due to the Salary and Benefits Mid-Year Adjustments for Fiscal Year 2020-2021 for 8 pathway coaches funded at .4 FTE. The 8 Pathway Coaches are currently in the 2020-21 Admin 10% budget and these positions are to coach pathway and school leadership teams in pathway development and implementation, pathway coaches are located at school sites.</p>	\$136,527.64	3000	Benefit Costs				
<p><b>Expand pathway coaching support to an additional school:</b> 8 Pathway coaches are currently in the 20-21 Admin 10% budget and this will expand pathway coaching support to one additional high school, Oakland International High School, through an additional 0.4 FTE. Oakland International High School serves approximately 400 newcomers, grades 9th - 12th, and this additional pathway coaching will allow for additional pathway development and support, especially during the time of COVID.</p>	\$50,000.00	2305	Classified Supervisors and Administrators Salaries				
<p><b>Strategic Carryover for Fiscal Year 2021-2022:</b> Due to COVID-19, several of our anticipated strategic actions were not able to take place in the 2020-21 school year, such as an in-person Measure N Summit, Linked Learning conference attendance, etc. Therefore, we would like to strategically hold funds to carry over to the 2021-22 school year to cover expenditures as continued pathway coaching support, an in-person Measure N Summit (if it is permissible to do so), etc.</p>	\$816,971.17	4391	Carryover Prior Year				