

MEASURE N AND H – COLLEGE AND CAREER READINESS COMMISSION

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Oakland, CA 94607



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

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

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Memo

To Board of Education

From Measures N and H – College and Career Readiness Commission

Board Meeting Date

Subject October 3, 2023
Budget Modification Form
Services For: ARISE High School

Action Requested and Recommendation Adoption by the Board of Education, upon recommendation of the Measures N and H Commission, of a 2023-2024 Education Improvement Plan/Budget Modification and Duty Statement for ARISE High School reducing from \$75,000.00 to \$50,000.00, Non-Certified Staff, and establishing Certified Staff – Dean of Education Pathway at 25%, for \$25,000.00, 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?)

ARISE High School would like to modify their Measure N/H Educational Improvement Plan to decrease the approved strategic action, Non-Certified Staff – Dean of Linked Learning & Development, by \$25,000.00, and use that money to establish a new strategic action, Certified Staff – Dean of Education Pathway at 25%, for \$25,000.00.

Competitively Bid

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

Fiscal Impact

Funding resource(s): Measure N
Measure H

Attachments

- Budget Modification Form
- Measure N/H Duty Statement



2023-24 Measures N & H Budget Modification Form Charter Schools



Date:	8/17/23	School Name:	ARISE High School
Requested By:	Kei'sha Pearson		
Pathway(s): (required for multiple use of programs)	Public and Community Health/Education	Principal Name:	Karla Gandiaga

Step 1:

a. Enter the Original Approved Strategic Action from the Measure N & H 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/H Plan & Pathway	Budget Action Item #	Original Amount Approved	Measure N/H Budget Original Strategic Action (proper & full justification)	Total Amount Transferred
2023-24 Whole School	9121-7	Was \$50,000.00; now \$25,000.00 after approval of prior Budget Modification	Dean of Linked Learning and Development (75% FTE) - The Dean of Linked Learning (Pathway Coordinator) works to ensure that all students at ARISE successfully achieve the pathway outcomes of college and career readiness for ARISE's Public Health and newly created Education Pathways. The Pathway Coordinator supports all students and teachers, especially CTE teachers, with implementation of CTE , academic, and Linked Learning standards in their classroom. In coordination with school administration, this position oversees all pathway strategic planning related to the Linked Learning 4 Pillars and leads/co-leads all Measure N and Linked Learning initiatives. Cultivates and builds partnerships with industry professionals. Manages the Work Based Learning Liaison to support students to complete the work based learning continuum. Designs and implements professional learning around linked learning and our pathway, works directly with the Pathway Advisory Board, and manages the Measure N grant, quarterly expenditures and reconciliations, site visits, and reports. Other duties include: Co-produce monthly Linked Learning newsletter, Execute MOU's and partnership agreements with partnership organizations, manage and oversee Linked Learning certifications. (Pathway Strategic Goals: Going for Gold Certification, Education Pathway Development, Expanded WBL and Dual Enrollment). [Salary only].	\$25,000.00

b. What will be the impact on your Measure N/H plan, pathway development, and students for not doing your original strategic action? (*Do not insert links or use Acronyms)

There will be no impact to students. Our Dean of Linked Learning and Development has transitioned to a new role and we are distributing their job duties among 3 pathway staff members who will provide linked learning support and pathway development.

c. Enter the Object Code and Expenditure Type for the Original Approved Strategic Action:

2100 Non-Certified Staff

d. Total amount being transferred: \$ 25,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measure N/H Budget.
- 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 a Measure N/H 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/H Plan & Pathway	Budget Action Item #	Original Amount Approved	<p align="center">New or Revised Measure N/H Strategic Action <i>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.</i></p> <p>-What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable.</p> <p>-How does the specific expenditure impact students in the pathway and support your 2023-24 pathway goals and strategic actions?</p> <p>-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.</p>	New or Amended Amount
2023-24 Education for the People Tab	N/A	N/A	<p>Dean of Education Pathway at 25% - This individual teaches 11th grade CTE concentrator course for the newly created Education for the People Pathway. Works to ensure that all students at ARISE successfully achieve the pathway outcomes of college and career readiness for ARISE's Education. The Dean of Education Pathway supports all students and teachers, especially CTE teachers, with implementation of CTE , academic, and Linked Learning standards in their classroom. In coordination with school administration, this position oversees all pathway strategic planning related to the Linked Learning 4 Pillars and leads/co-leads all Measure N and Linked Learning initiatives. Cultivates and builds partnerships with industry professionals in the education industry. Manages the</p>	\$25,000

			Academic Mentors to support students towards their path of college and career readiness. Designs and implements professional learning around linked learning and our pathway, works directly with the Pathway Advisory Board. (Pathway Strategic Goals: Going for Gold Certification, Education Pathway Development, Expanded WBL and Dual Enrollment) [Salary Only]	
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b. Enter the Object Code and Expenditure Type for the New or Revised Approved Strategic Action:

Dean of Education Pathway - 1100 - Certified Staff

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


 Name: John Warren
 Teacher Leader/Pathway Director
 Signature

8/25/23
 Date


 Name: Karla Gandiaga
 Principal Signature Required


8/25/23
 Date

FOR MEASURE N/H STAFF USE ONLY

Date BMF Received: 9-13-2023

Quarterly Expenditure: 1st Qtr.: 2nd Qtr.: 3rd Qtr.: 4th Qtr.:

Coordinator, Approval Signature:  _____ Date: 9-13-2023

H.S. Network Superintendent, Approval Signature:  _____ Date: 9/18/23



2023-24 MEASURES N & H DUTY STATEMENT

The Duty Statement is an essential legal document that justifies the use of Measure N/H funds. The Duty Statement must identify supplemental duties that strengthen the pathway program and the academic integration of the pathway in the school. Duty Statements are required for FTE positions that are **not** pre-approved¹ and for FTE that are partially funded. Please copy and complete the form for each FTE proposed in your EIP and return forms to Stacey.Blankenbaker@ousd.org.

School Name:	ARISE High School	Site #:	9121
Requestor's Name:	Keisha Pearson	Requestor's Title:	Dean of Operations & Development
Position Title and OUSD PCN#	Dean of Education Pathway	FTE % funded from Measure N/H:	25%
Employee to be hired:	Jennifer Gerosa	Term: (Start & End Dates):	July 1, 2023- June 30, 2024

Is this a new position? _____ Yes _____

If not a new position, please indicate how this position is currently funded:

Resource # 1: ___ Strong Workforce ___ FTE % __ 100 ___

Resource # 2: _____ FTE % _____ (if applicable)

Resource # 3: _____ FTE % _____ (if applicable)

DESCRIPTION OF RESPONSIBILITIES (Include duties specifically related to Pathways):

- Coordinate, facilitate, and develop ARISE's Education Pathway with Pathway Coordinator and Dean of Community Based Learning
- Incorporate CTE components into pathway sequences and integrate internships into classes
- Build educational partnerships with outside organizations
- Complete associated data collection, analysis, and evaluations
- Coordinate and manage after-school dual-enrollment courses
- Work with instructors to assist students in all Pathway related items (i.e. dual enrollment, work-based, internships)
- Manage all student Teaching Assistants
- Recruit and manage Student Teachers from credentialing programs

TARGET STUDENT POPULATION:

- All students in Education for the People Pathways

¹ Pre-Approved Measure N positions in OUSD include Work-Based Learning Liaison, Pathway Coach, College & Career Readiness Specialist, and Career Transitions Specialist.

FREQUENCY OF SERVICES: *(Include hours worked and/or periods specifically related to Pathways):*

- Ongoing, daily, throughout the school year (Mon-Friday from 8am-4pm)

ANTICIPATED OUTCOMES:

- Rigorous academics, aligned to admissions requirements for state colleges and universities
- Career technical education, delivering concrete knowledge and skills through a carefully structured sequence of courses.
- Work-based learning, providing students with exposure to real-world workplaces through job shadowing, apprenticeships, internships, and more.

I have reviewed this Duty Statement and have determined that it accurately reflects the position and demonstrates that the services provided are in alignment with Measure N/H and are supplemental.

Karla Gandiaga
Karla Gandiaga _____
Principal

9/14/23 _____
Date

FOR HIGH SCHOOL LINKED LEARNING OFFICE USE ONLY

Measure N/H Coordinator or Program Manager: _____*Stacy Black*_____ Date: 9-15-2023

HS Network Superintendent: _____*VS*_____ Date: 9/16/23