

## MEASURE N COMMISSION

1016 Union Street, #940  
Oakland, CA 94607-



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

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### Measure N - College & Career Readiness - Commission

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Board Office Use: Legislative File Info.	
File ID Number	24-2112
Introduction Date	9/3/2024
Enactment Number	
Enactment Date	

# Memo

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

**From** Vanessa Sifuentes  
High School Network Superintendent

**Board Meeting Date** September 3, 2024

**Subject** Services For: High School Linked Learning Office

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**Action Requested and Recommendation** Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for High School Linked Learning Office reducing \$7,000.00, Measure N and H Administrative 10% Supplies and Materials by \$1,000 to \$6,000 and establishing a new strategic action for \$1,000 Printing for photocopies paid to an outside OUSD vendor for the Measures N and H Commission meeting agendas, 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?)*

High School Linked Learning Office would like to reduce, Supplies and Materials, by \$1,000.00, and use that money to create a new strategic action, \$1,000.00 Printing for photocopies paid to an outside OUSD vendor for the Measures N and H Commission meeting agendas.

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure H

**Attachments**

24-2112 - High School Linked Learning Office - 912 - BMF - Printing - \$1,000.00



## 2024-25 Measures N and H Budget Modification Form OUSD Schools



Date:	8/7/2024	Principal:	Rebecca Lacocque
School Name:	HSLLO	Site #:	912
Pathway Name: <small>(required for multiple use of programs)</small>	2024-25 Administrative 10% Budget	Requested By:	Rebecca Lacocque

### Step 1:

#### a. Add the Original Approved Strategic Action from the Measures N and 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.*

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	Measures N and H Budget Original Strategic Action <i>(proper &amp; full justification)</i>	Total Amount being Transferred
2024-25 Administrative 10% Budget	9	Was \$10,000.00. New total amount after approval of prior BMFs \$7,000.00.	<b>Supplies and Materials:</b> Materials & Supplies for the Measures N and H staff to carry out specific tasks for commission meetings, pathway site visits, events, and office operations.	\$1,000.00

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

No impact.

#### c. Enter the Account String for the Original Approved Strategic Action:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
01	9339	0	3800	1000	5870	912	9120	1690	0101	99999

d. Total amount being transferred: \$ 1,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measures N/H EIP.
- 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 the Measures N/H Duty Statement form to the Budget Modification Form request.

**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.*

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	<b>New or Revised Measure N and H Strategic Action</b> <i>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.</i>  -What is the specific expenditure or service type? Please provide a brief description - (no vague language) and quantify when applicable.  -How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals and strategic actions?  -Please also answer the additional questions by Object Code linked in this <a href="#">document</a> to provide a proper justification for your new or revised strategic action.	New or Amended Amount
2024-25 Administrative 10% Budget	N/A	N/A	<b>Printing:</b> Funds to pay for photocopies through an outside OUSD vendor for the Measures N and H commission meeting agendas. We must comply with the Brown Act, including provision of paper copies of materials the commission will review. • Goal Alignment: Supports administrative and operational functions needed for pathway programs. • Efficiency: Ensures staff can perform tasks efficiently, leading to better student support. • Engagement: Equips staff to create interactive and engaging programs, improving student participation and success.	\$1,000.00

**b. Enter the New or Revised Account String:**

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
01	9339	0	3800	1000	5870	912	9120	1690	0101	99999

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

\_\_\_\_\_  
Name:  
Teacher Leader/Pathway Director  
Signature

\_\_\_\_\_  
Date

Rebecca Lacoque  
Director | Linked  
Learning

8/16/2024  
Date

FOR MEASURES N and H STAFF USE ONLY

Date BMF Received: 8/21/24

Escape Budget Transfer or Journal Entry Link No.: \_\_\_\_\_

Program Manager, Approval Signature: *Dwain Gomez*

Date: 8/21/24

H.S. Network Superintendent, Approval Signature: *V. Siffo*

Date: 8/21/24