

Measure N - College & Career Readiness - Commission

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Memo

To

Measures N and H – College and Career Readiness Commission

From

Vanessa Sifuentes  
High School Network Superintendent

Board Meeting Date

November 5,2024

Subject

Services For: - Skyline High School

Action Requested and Recommendation

Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for Skyline High School to reduce the following two line items from their Education and Community Health Plan: (1) \$3,000.00 Teacher Substitutes by \$1,000.00 to \$2,000.00, (2) \$5,500.00 Materials and Supplies by \$4,000.00 to \$1,500.00, and establishing a new strategic action for \$5,000.00 Contract with Youth Together to process and pay out internship stipends for students in the Education and Community Health Plan pathway, 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 \$1,000 from \$3,000.00 Teacher Substitutes, and \$4,000.00 \$5,500.00 Materials and Supplies, all from their Education and Community Health Plan to create a new strategic action \$5,000.00 Contract with Youth Together to pay 5-10 student internship stipends plus 15% administrative fee to Youth Together. This provides students with real world experience and increase access to industry partners.

**Competitively Bid**

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

**Fiscal Impact**

Funding resource(s): Measure H

**Attachments**

24-2117 - Skyline High School - 306 - BMF - CHED Consultant Contracts - \$5,000.00



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



Date:	8/13/24	Principal:	Huang
School Name:	Skyline	Site #:	306
Pathway(s): (required for multiple use of programs)	Education & Community Health Academy (CHED)	Requested By:	Eric Espinosa

### 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.*

*\*You can enter up to 3 different actions below, as long as the New or Revised Strategic Action in Step 2 is the same!*

Measure N/H Plan & Pathway	Budget Action - Line Item #	Original Amount Approved	Measure N/H Budget Original Strategic Action (proper & full justification)	Total Amount Transferred
Education & Community Health Academy	79	\$3,000.00	<b>Teacher Substitutes:</b> Substitute coverage for the Education & Comm Health Teachers to visit other teachers' classrooms, attend field trips, communities of practice, conferences and other Ed & Comm Health-specific activities to learn about the best pathway practices in order to integrate them back into their own classrooms and pathways. (Salary & Benefit Costs Included)"	\$1,000.00
Education & Community Health Academy	81	\$5,500.00	<b>Materials and Supplies:</b> materials & supplies for the Education & Comm Health Pathway teachers to support the design and implementation of student projects and project-based learning aligned with Education & Comm Health Pathway and introduce students to pathway-aligned careers and interests. Materials will include CTE-aligned supplies specifically required for pathway integration."	\$4,000.00

**The total amount being transferred from the 2 different actions above is \$5,000.00**

#### 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. \*If taking from multiple actions - provide a response for each or the overall impact)

Reducing the amount allocated for teacher stipends and teacher substitutes means the CHED pathway will need to plan strategically for which professional development will be immediately prioritized, and which to postpone for a time when sufficient funds become available. By the same token, teachers will determine which materials need to be prioritized for purchasing at the beginning of the year.



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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	3800	1000	1150	306	3060	3850	9999	99999
010	9339	0	3800	1000	4310	306	3060	3850	9999	99999

**d. Total amount being transferred: \$ 5,000.00**

- ☒ 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 - Line Item #	Original Amount Approved	<b>New or Revised Measure N/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 2023-24 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
Education & Community Health Academy	N/A	N/A	<b>Consultant Contracts: Contract with Youth Together as Fiscal Agent to process and pay-out the Student Internship Stipends for Education &amp; Community Health Academy (CHED) Pathway students (2024-2025 school year) through June 30, 2025.</b> This funding directly benefits Pathway students by providing them with real world experience directly related to their pathway and increasing their access to industry partners. With these funds we hope to serve approximately 5 -10 students and steadily increase this. We hope to excite and engage students to begin finding their passion and this is a strategy to continue our work-based learning work during the school year and not exclusively during the summer. Students have pursued opportunities based on their summer internship experiences and we would like to	\$5,000.00

			contribute and enrich the academic learning during the school year. Budget: This will serve 5 - 10 students (stipend amount depends on participation) +15% for admin fees. (Administrative Fees Included)	
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**b. Enter the New or Revised Account String:**

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9339	0	3800	1000	5825	306	3060	3850	9999	99999

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

Eric Espinosa  
 Name: Eric Espinosa  
 Teacher Leader/Pathway Director  
 Signature

8/13/24  
 Date

Rebecca Huang  
 Name: Rebecca Huang  
 Principal Signature Required

8/13/24  
 Date

**FOR MEASURE N/H STAFF USE ONLY**

Date BMF Received: 9/19/24

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

Program Manager, Approval Signature: Nancy Gomez

Date: 9/19/24

H.S. Network Superintendent, Approval Signature: VSifto

Date: 9/20/2024