



LINKED LEARNING HIGH SCHOOL OFFICE

To: Measures N and H Commission
From: Vanessa Sifuentes, High School Network Superintendent
Subject: Measures N and H Recommendations for 2023-2024 Carryover Funds
Date: November 5, 2024

OVERVIEW & OBJECTIVE,

Sixteen OUSD district schools, ten charter schools, and the Measures N and H Administrative 10% have yet to spend Measures N and H funds from the 2023-2024 fiscal year. Of these 27 sites, 9 submitted their 2023-2024 Measures N and H Carryover Plans at the November 5, 2024 Measures N and H Commission meeting. These plans articulate the context that contributed to the carryover amount, the percentage of Measures N and H funds being carried over, and a clear budget for the carryover funds.

Per Measures N and H Commission policy, approval from the Measures N and H Commission is required for all Carryover Plans. Measures N and H staff have reviewed the submitted 2023-2024 Measures N and H Carryover Plans and provided feedback to the school sites, which was addressed before submission to the Measures N and H Commission.

SUMMARY

Staff recommendations are as follows:



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Legislative File ID No.	School/Site Number	Staff Recommendation for 2023- 2024 Measures N and H Carryover Plan	Percentage of Carryover to Total Measures N Funds Received	2023-2024 Measures N Carryover Total Amount	Percentage of Carryover to Total Measures H Funds Received	2023-2024 Measures H Carryover Total Amount	Total 2023- 2024 Measures N and H carryover
24-2632	Ralph J. Bunche Academy/309	Approved	47.91%	\$46,442.69	33.27%	\$8,496.29	\$54,938.98
24-2633	Dewey Academy/310	Approved	56.98%	\$133,058.72	65.98%	\$18,952.88	\$152,011.60
24-2634	OEZ Street Academy/313	Approved	29.21%	\$46,170.04	67.89%	\$20,655.74	\$66,825.78
24-2635	Rudsdale Continuation and Rudsdale Newcomer/352	Approved	32.30%	\$74,825.01	7.41%	\$7,256.46	\$82,081.47
24-2636	Madison Park Academy (Upper)/215	Approved	63.54%	\$197,622.38	40.29%	\$69,860.04	\$267,482.42
24-2637	Coliseum College Preparatory Academy/ 232	Approved	7.41%	\$9,987.71	49.45%	\$169,916.52	\$179,904.23



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24-2638	Oakland High School/304	Approved	18.85%	\$164,193.30	10.12%	\$65,645.34	\$229,838.64
24-2639	Life Academy of Health and BioScience /335	Approved	38.12%	\$172,601.02	5.88%	\$6,147.47	\$178,748.49
24-2640	Leadership Public Schools Oakland R&D/9126	Approved	36.91%	\$196,217.51	100.00%	\$143,225.00	\$339,442.51

Total 2023-24 23 Measures N and H Carryover Funds for November 5, 2024 submission:	\$1,551,274.12
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MEASURE N 2023-2024 CARRYOVER PLAN								
Effective: Approximately December 15, 2024 - June 30, 2025								
(This is the last year you will receive Measure N funds. All unspent Measure N funds will be swept at end of the fiscal year)								
School Name	Ralph J. Bunche Academy					Site Number	309	
Why were you unable to expand all your Measure N funds in the 2023-2024 school year?	School site leadership was transitioning out of the school mid year so there was a lack of vision and direction to hold focus on instructional program, including the academy.							
Total Measure N Funds Received in Fiscal Year 2023-2024 <small>(including accumulated carryover from previous years)</small>		\$96,945.08		Projected Carryover Amount from Fiscal Year 2023-2024		\$46,442.69		
Projected Carryover Amount from Fiscal Year 2023-2024		\$46,442.69		Total Budgeted Amount		\$46,442.69		
Percentage of 2023-2024 Carryover to Measure N Funds		47.91%		Remaining Amount		\$0.00		
NOTE: Measure N funds are to be expended during the fiscal year for which the Measure N Education Improvement Plan was approved. Expenses from previous fiscal years cannot be paid for from Carryover funds.								
Directions: 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 how it supports and aligns to specific parts of your Measure N Education Improvement Plan (EIP) to support students and pathway development. **Proper justification is required below and should be used when creating an Escape Purchase Order request, Budget Transfer, Journal Entry request, HRA request, Consultant Contracts online, etc. Examples that can be used are available in the Measures N and H Justification Examples - A Resource for EIP Development document linked below.								
Resources: 2024-2025 Measures N and H Permissible Expenses Measures N and H Justification Examples - A Resource for EIP Development								
BUDGET JUSTIFICATION For All Budget Line Items , enter 3-5 sentences to create a Proper Justification that answers the below questions. For Object Codes 1120, 5825 and all FTE , please also make sure to respond to the additional Budget Justification questions outlined in the Instructions for a Proper Budget Justification								
- What is the specific expenditure or service type? Please provide a brief description (no vague language or hyperlinks) and quantify if applicable. - How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals/strategic actions? We encourage you to refer to this list of OUSD's Object Codes if you have questions about which object codes to use. <i>Please note that this is a comprehensive list of all OUSD's object codes and expenditure types. Not all of them are permissible uses of Measures N or H funds. Please refer to the Measures N and H Permissible Expenses document to confirm permissibility.</i>	COST	OBJECT CODE	OBJECT CODE DESCRIPTION	POSITION TITLE & NUMBER	FTE %	WHOLE SCHOOL OR PATHWAY NAME	Fully Approved (no additional Justification Form required) <i>(protected cells below to be completed by MN/H staff only)</i>	Conditionally Approved (Justification Form is required) <i>(protected cells below to be completed by MN/H staff only)</i>
Consultant Contract with Grow Together to provide Garden Education for the Hospitality, Tourism and Recreation (HTR) pathway during elective classes, through June 30, 2025. Grow Together will partner with the HTR pathway elective teachers to provide project based learning opportunities centered in Garden education. Students will work in the Garden weekly to accomplish various tasks aligned with academic standards. Students will explore the science of plants, the intersection of Art and plants and explore careers aligned with HTR. Each week 20 - 30 students will participate in the garden program. This expenditure supports Strategic Action #1 to increase HTR centered community based organization partnerships. This expenditure will support 80 - 90 total students enrolled in the HTR elective classes, through June 30, 2025. (Admin Fees Included)	\$10,000.00	5825	Consultant Contracts			Whole School	Approved	

<p>Consultant Contract: contract with Leticia Rivera to serve as the Internship Coordinator to supervise on-campus interns participating in the HTR internship program, through May 2025.</p> <p>This individual will provide mentorship and case management of assigned interns, facilitate orientation for internship program and perform administrative tasks such as distributing participating students' stipends. This individual will run a full-scale on-campus Work Based Learning internship program to include check-ins and regular workplace support. Leticia will serve as the contracted internship coordinator. Bunche does not have a full-time WBLL so the work will be shared between this position and the Case Manager. The internship program will run from January 2025 - May 2025. Each student will perform 3 hours per week over a 12-week marking period. 7-10 students will be impacted as this is the size of the intended intern cohort in its inaugural year. This total includes admin fees.</p>	\$5,000.00	5825	Consultant Contracts			HTR Pathway	Approved	
<p>Consultant Contract with Oakland Public Ed Fund to payout stipends for guest speakers in the industry of HTR+Culinary, through June 30, 2025.</p> <p>Our HTR hospitality course will partner with local HTR centered businesses to host guest speakers for students to learn from industry experts. This expenditure supports Strategic Goals 1 & 2 to build strong HTR centred partnership that can lead to an strong advisory board. Budget formula is \$500 total for 4 hours of their time. 50 total students will benefit from this expenditure (estimated 25 per remaining timesters between January 2025 - May 2025).</p> <p><i>OPEF can only invoice schools for student stipends with 100% participation and completion and the admin fees for those funds. OPEF can not invoice for the full contract amount prior to the program ending. Under no circumstances can OPEF hold unspent Measures N or H funds for the schools.</i></p>	\$2,000.00	5825	Consultant Contracts			Whole School	Approved	
<p>Materials & Supplies: to purchase Hospitality, Tourism and Recreation (HTR) culinary Lab (culinary classroom) materials for HTR electives courses.</p> <p>The culinary supplies will be used to prepare and serve food to the Bunche community during the HTR elective course. The HTR lab will be on site culinary classroom/facility where food preparation/restaurant management can occur. It is also where we will keep our supplies. In addition, the HTR lab will be the center of several project based learning opportunities for academic core classes which will promote pathway integration in academic core standards. 20 - 30 students will be impacted as they will gain direct culinary experience to benefit the entire school. We plan to purchase supplies from East Bay Restaurant supply which is an OUSD vendor. Supplies include: Knife Sharpener, Immersion Blender, 24 pack Tupperware, Container, Container cover, Drainage, Heat insulation, x2 Rigged Knife, x2 Basic Knife, Paring knife, x2 Tongs, Tweezers, Zester, Juicer, Salad Spinner, Grater, x2 Mixing bowls 16 qt, x2 Mixing bowls 8 qt, x2Pot Holder, Mortar and pestle, Drying Rack, Colander, Cookware set, Electric Griddle, 4.5 qt saucepan, 8.5 qt saucepan, x2 12 inch frying pan, x2 8 inch frying pan. No single supply will exceed \$499.</p>	\$3,099.03	4310	Materials & Supplies			Whole School		Conditionally Approved

Furniture: funds to purchase industry aligned furniture to build the HTR Lab (Culinary classroom) to mirror real world experiences of the industry sector. The culinary furniture will be used to prepare and serve food to the Bunche community during the HTR elective course. The HTR lab will be on site culinary classroom/facility where food preparation/restaurant management can occur. It is also where we will keep our supplies. In addition, the HTR lab will be the center of several project based learning opportunities for academic core classes which will promote pathway integration in academic core standards. 20 - 30 students will be impacted as they will gain direct culinary experience to benefit the entire school. Furniture to include: x2 Culinary Industry Work Tables. No single supply will exceed \$499.	\$660.00	4310	Furniture			HTR Pathway	Conditionally Approved
Consultant Contract with the Oakland Ed Fund to facilitate and pay-out all of the Student Internship Stipends, through June 30, 2025. Issue student stipends as part of the HTR Internship program. On average, students will be receiving \$500 stipends, for the remaining 2 trimesters. As such, approximately 14 students, those engaged in internships for the 2024-25 year will benefit from this budget item. <i>OPEF can only invoice schools for student stipends with 100% participation and completion and the admin fees for those funds. OPEF can not invoice for the full contract amount prior to the program ending. Under no circumstances can OPEF hold unspent Measures N or H funds for the schools.</i>	\$7,500.00	5825	Consultant Contracts			HTR Pathway	Approved
Professional Contracted Bus Services: Charter Bus rentals to provide transportation for students to attend College & Career Exploration Visits. This expenditure will fund an exploratory trips within our pathway domain of Hospitality, Tourism, and Recreation for upwards of 25 students. These trips will occur post December 15th, through May 27, 2025. This expenditure supports our students within the pathway by showcasing college programs outside of Oakland that could further support their development as scholars that want careers in these industries. 20 - 30 students will be impacted by this expenditure as they prepare for graduation.	\$4,500.00	5826	Professional Contracted Bus Services			Whole School	Conditionally Approved
Uniforms: to purchase Chef Uniform Coats for the Culinary HTR pathway class. Beginning the second trimester we plan to have various guest speakers and academic units centered in culinary education to teach cooking-related skills. Thurs, to provide students with a real life restaurant experience, we want to ensure they are professionally prepared. This will benefit 15 - 25 students enrolled in the HTR courses in each Trimester.	\$1,000.00	4380	Uniforms			Whole School	Conditionally Approved
Consultant Contract with the Oakland Public Ed Fund (OPEF) for the Exploring College, Career, & Community Options Program (ECCCO) to facilitate and pay-out the 2025 Student Internship Stipends, through June 30, 2025. OPEF will process ECCCO Stipends for student participants in Summer 2025. The ECCCO summer internship program provides students exposure to real-world work experience and college courses. This funding will provide stipends to 4 additional high school students participating in various summer internships approximately \$500 per stipend. Summer Internship and Peralta Institute stipends, through June 30, 2025. <i>OPEF can only invoice schools for student stipends with 100% participation and completion and the admin fees for those funds. OPEF can not invoice for the full contract amount prior to the program ending. Under no circumstances can OPEF hold unspent Measures N or H funds for the schools.</i> (Includes 15% admin fees)	\$2,500.00	5825	Consultant Contract			Whole School	Approved

Clerical Salaries Overtime: to pay the Case Manager for additional duties as the Work Based Learning Liaison, through June 30, 2025. This individual will attend regular OUSD-run Work Based Learning (WBL) collaboration meetings, and communicate all WBL opportunities to staff and students which will include supporting the recruitment and application process of the summer ECCCO internship program and off-site internships during the school year. This individual will be paid via ETOT not to exceed \$3,000.	\$3,000.00	2425	Clerical Salaries Overtime			Whole School	Approved	
Teacher Substitutes: Hire teacher substitutes to cover the class while they attend career exploration visits. This expenditure will support planned career exploration visits to various HTR related industry partners that will occur post December 15, 2024 through May 27, 2025. Students will gain exposure to a variety of careers while developing relevant college and career readiness skills. This will benefit 15 - 25 students enrolled in the HTR courses in each Trimester.	\$900.00	1150	Teacher Substitutes			Whole School		Conditionally Approved
Meeting Refreshments: to purchase ingredients for the Pathway Community events for students, families and staff. Our Pathway will host morning community breakfast engagement events beginning January 2025. These events will promote various HTR career opportunities while fostering community and belonging. We will need various ingredients to prepare snacks for our attendees. There will be 8 events in total, and we will spend approximately \$250 per event to serve 75 people.	\$6,283.66	4313	Meeting Refreshments			Whole School		Conditionally Approved

MEASURE H 2023-2024 CARRYOVER PLAN										
Effective: Approximately December 15, 2024 - June 30, 2025										
School Name	Ralph J. Bunche Academy					Site Number	309			
Why were you unable to expand all your Measure H funds in the 2023-2024 school year?	School site leadership was transitioning out of the school mid year so there was a lack of vision and direction to hold focus on instructional program, including the academy.									
Total Measure H Funds Received in Fiscal Year 2023-2024 <i>(including accumulated carryover from previous years)</i>		\$25,534.70		Projected Carryover Amount from Fiscal Year 2023-2024		\$8,496.29				
Projected Carryover Amount from Fiscal Year 2023-2024		\$8,496.29		Total Budgeted Amount		\$8,496.29				
Percentage of 2023-2024 Carryover to Measure H Funds		33.27%		Remaining Amount		\$0.00				
NOTE: Measure H funds are to be expended during the fiscal year for which the Measure H Education Improvement Plan was approved. Expenses from previous fiscal years cannot be paid for from Carryover funds.										
Directions: 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 how it supports and aligns to specific parts of your Measure H Education Improvement Plan (EIP) to support students and pathway development. **Proper justification is required below and should be used when creating an Escape Purchase Order request, Budget Transfer, Journal Entry request, HRA request, Consultant Contracts online, etc. Examples that can be used are available in the Measures N and H Justification Examples - A Resource for EIP Development document linked below.										
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Teacher Salaries Stipend: Extended Contract for Jonathan Zuehlke the HTR Co-Pathway Lead to support Ralph J. Bunche Academy with on-site pathway leadership, through May 27, 2025. The support will focus on Pathway integration into core classes, career exploratory excursions for student learning, and provide specific culinary expertise. All students will be impacted by the continued Pathway integration, teacher development, academic rigor and Work Based Learning opportunities. Budget: \$47.50 per hour x 42 hours + 25% benefits cost = \$2,493.75			\$2,493.75	1120	Teacher Salaries Stipends			HTR Pathway	Approved	

Teacher Salaries Stipends: Extended Contracts for 7 Teachers to attend the Hospitality, Tourism & Recreation Pathway retreat for extra planning time to collaborate and integrate the HTR pathway theme in core classes. 100% of students will benefit from the time taken to develop HTR centered projects using a project based learning (PBL) framework. This action supports the HTR pathway since we are requiring that each teacher have an HTR integrated project in their course (ie; garden projects, food science projects). Students benefit by utilizing the PBL tools across curriculum to develop a deep understanding of the HTR career sector. There will be seven teachers that will participate to serve the average of 60 students enrolled. Budget Calculation: \$47.50 hourly rate x 8 hours + 25% benefit costs x 7 teachers = \$3,325.00 (Salary & Benefits included)	\$3,325.00	1120	Teacher Salaries Stipends			Whole School	Approved	
Strategic Carryover for Fiscal Year 2025-2026: Funds will be strategically carried over and used in fiscal year 2025-26, via the Strategic Carryover Plan approval process to support expenditures identified as needs at the beginning of the school year.	\$2,677.54	4390	Carryover - Future					Conditionally Approved