

MEASURE N COMMISSION

1016 Union Street, #940
Oakland, CA 94607-



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Measure N - College & Career Readiness - Commission

David Kakishiba, Chairperson
kakishiba@gmail.com

Marc Tafolla, Vice Chair
marctafolla@gmail.com

Katy Nuñez-Adler, Secretary
katynunez.adler@gmail.com

James Harris, Member
james@educateoakland.com

Gary Yee, Member
Yeega125@gmail.com

Board Office Use: Legislative File Info.	
File ID Number	24-2913
Introduction Date	12/10/2024
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 December 10, 2024

Subject Services For: High School Linked Learning Office

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 to reduce the following two line items: (1) \$10,000.00 Consultant Contract with Alcian Lindo by \$10,000.00 to \$0.00 (2) \$177,500 Consultant Contract: Hire a Full Time Coach by \$5,000.00 to \$172,500.00, and establishing a new strategic action for \$15,000.00 Consultant Contract: Hire Amy Crudo, 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 \$10,000.00 Consultant Contract with Alcian Lindo by \$10,000.00 to \$0.00, and \$177,500 Consultant Contract: Hire a Full Time Coach by \$5,000.00 to \$172,500.00, to establish a new strategic action for \$15,000.00 Consultant Contract: Hire Amy Crudo to process Charter schools and Street academy quarterly reimbursements, at an hourly rate of \$125/hr. from October 28,2024 to June 30,2025

Competitively Bid

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

Fiscal Impact

Funding resource(s): Measure H

Attachments

24-2913 - High School Linked Learning Office - 912 - Consultant Contracts- Amy Crudo - \$15,000.00



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



Date:	10/31/2024	Principal:	Rebecca Lacocque
School Name:	HSLLO	Site #:	912
Pathway Name: <small>(required for multiple use of programs)</small>	2024-25 Measure H Administrative 10% Budget	Requested By:	Rebecca Lacocque

Step 1:

a. Enter the Original Approved Strategic Action from the Measures 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!*

Measures N/H Plan or Pathway/Tab Name	Budget Action - Line Item #	Original Amount Approved	Measures N and H Budget Original Strategic Action (proper & full justification)	Total Amount being Transferred
2024-25 Measure H Administrative 10% Budget	23	\$10,000.00	Consultant Contracts: Contract with Alcian Lindo to provide ongoing support to the Measures N and H team on the Charter Schools Reimbursement processing for Quarters 1-4, commission meeting logistics, and other technical projects to be determined. Additional support to be provided as a means to provide additional support to Measures N&H staff as Measure N sunsets in 24-25 and Measure H is fully implemented.	\$10,000.00
2024-25 Measure H Administrative 10% Budget	4	Was \$180,000.00. New total after approval of prior BMFs is \$177,500.00	Consultant Contract: Hire a full time Pathway Coach to work across the ten Charter Schools that receive Measure N/H funding. The Pathway Coach will support the alignment of the Charter High School pathways to the 2023-26 College and Career for All and Linked Learning Quality Standards. Additional duties include: increasing the instructional capacity of pathway teams to build quality collaboration that focuses on the instructional core and 3 domains of Linked Learning; and addressing systemic solutions on site and across the network of Measures N and H charters to support continued pathway development.	\$5,000.00
The total amount being transferred from the 2 different actions above is \$15,000.00.				

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

No impact. The salary and benefits were over budgeted for this position. Line 23 identified a different consultant to do the contracted work; changing consultants will not have a substantial impact on the plan or objectives.

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	5825	912	9120	1690	0101	99999
010	9339	0	3800	1000	5825	912	9120	1690	0101	99999

d. Total amount being transferred: \$ 15,000.00

- Please check this box if this is a **NEW** expenditure and it's not in the approved Measures 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 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	New or Revised Measures N and H Strategic Action <i>Enter one to two sentences to create a Proper Justification using the questions below. No acronyms or hyperlinks.</i>	New or Amended Amount
2024-25 Measure H Administrative 10% Budget	N/A	N/A	<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 2024-25 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>	\$15,000.00
			<p>Consultant Contract: Hire Amy Crudo to process Charter and Street Academy quarterly reimbursements.</p> <p>Scope of work: Ms. Crudo will communicate with Measures N and H funded Charters and Street Academy to ensure timely and comprehensive document submission for reimbursement every quarter. Ms. Crudo will review submitted documents to ensure compliance with all requirements stipulated in the</p>	

			<p>Measures N and H Permissible Guidelines and Memorandum of Understanding. Ms. Crudo will communicate with schools that have missing or incorrect documents and will submit expense reports and required documentation, once complete, to the Manager of Charter School Accounting in the Charter School Office in OUSD.</p> <p>Specific Outcomes: Schools funded through Measures N and H via a Memorandum of Understanding (Charters and Street Academy) will make timely and comprehensive submissions of required documents to Amy Crudo, and Ms. Crudo will submit these to the Charter Office in Fiscal for processing of invoices.</p> <p>Why are the services needed: With the transition to Measure H and the hire of two new staff members, the opportunity for efficiency is significant. Ms. Crudo will bring expertise to this technical project, thus enabling improved systems development for Measure H staff.</p> <p>How does this service benefit the students' needs: Measures N and H significantly benefit students with special needs via Dual Enrollment, Work-Based Learning, and other college and career readiness activities.</p> <p>Budget Calculation: The contract total is a "not to exceed," and the consultant will continue to bill, at the hourly rate of \$125 for hours and work completed only. The term for this agreement is not to exceed 120 hours at \$125 per hour from October 28, 2024 through June 30, 2025.</p>	
--	--	--	--	--

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	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 Lacocque

Name:
Principal Signature Required

11/1/2024

Date

FOR MEASURES N and H STAFF USE ONLY

Date BMF Received: 11/1/24

Escape Budget Transfer or Journal Entry Link No.: _____

Program Manager, Approval Signature: Nancy Gomez

Date: 11/1/24

H.S. Network Superintendent, Approval Signature: VS

Date: 11/01/2024