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**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
Community Schools, Thriving Students

### Board Cover Memorandum

**To** Measure G1 Districtwide Teacher Retention and Middle School Improvement Act Oversight Commission

**From** Middle School Network

**Meeting Date** December 10, 2024

**Subject** United for Success Academy 2023-24 G1 Carryover Application

**Ask of the Commission** Approve the United for Success Academy 2023-24 G1 Carryover Application

**Discussion** Middle School Network is open to questions from the commission regarding the United for Success Academy 2023-24 G1 Carryover Application.

**Fiscal Impact** The recommended amount is **\$149,241.16**. It's coming from resource 9332 - Measure G1.

**Attachment(s)** Carryover Application Attached.





**2023-24 Measure G1 Carryover Justification Long Form**  
(Complete if carryover is more than \$5000)

**Due Date: September 25, 2024**

School:	United for Success Academy	Contact/Principal	Sara Allen
School Address:	2101 35th Avenue Oakland, CA 94601	Principal Email	sara.allen@ousd.org
		School Phone:	510-535-3880

Please fill out the information below for school-wide carryover.

2023-24 Measure G1 Allocation (previous carryover included)	\$377,674.06
2023-24 Measure G1 Dollars Spent	\$228,432.90
<b>Carryover Amount</b>	<b>\$149,241.16</b>

Approved 2024-25 Measure G1 Application [Link](#)

Summary of Proposed Use of Carryover for 2023-24 (listed in order of priority)

2023-24 Proposed Carryover Expenditures		Budget
1	Case Manager 0.75	\$78,000
2	New Furniture and fixtures for Art, Music and CS Class	\$25,000
3	Supplies for Art, Music and CS class	\$26,241.16
4	Field Trips admission	\$5,000
5	Field Trips Transportation	\$10,000
6	Contracts for the Arts	\$5,000
<b>Budget Total (must add up to Anticipated Amount)</b>		<b>149,241.16</b>

**Narrative: Please provide the reasoning as to why the full Measure G1 allocation was not spent.**

UFSA was unable to fill all positions that G1 funding was meant to fund. We also were unable to spend all the money set aside for upgrades and supplies due to the fact that it took half of the year for buildings and grounds to upgrade the building for our kiln.

**REQUIRED: Please provide all meeting agendas, minutes, and sign-in sheets of the engagement meetings which addressed carryover funds with this application. The application will NOT be considered without this documentation of engagements.**

Community Engagement Meeting(s) to Address Carryover Funds	
Community Group	Date

SSC <a href="https://docs.google.com/document/d/1ksKNB9vW0tq4AZ3_ZF7D1Q66uiOxL9A8jEzSdkAewQ/edit?tab=t.0">https://docs.google.com/document/d/1ksKNB9vW0tq4AZ3_ZF7D1Q66uiOxL9A8jEzSdkAewQ/edit?tab=t.0</a>	9/17/24
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Staff Engagement Meeting(s) to Address Carryover Funds	
Staff Group	Date
G1 Committee <a href="https://docs.google.com/document/d/1XIFWFnbrL7qGibX8S8AFMkSnmxFtRRkzB9Pqd9UQzz0/edit?tab=t.0">https://docs.google.com/document/d/1XIFWFnbrL7qGibX8S8AFMkSnmxFtRRkzB9Pqd9UQzz0/edit?tab=t.0</a>	9/16/24

**Budget Justification and Narrative**

In the following sections, please review the self-assessment and discuss your team’s plan to address the following:

**The Goals of the Measure**

- Increase access to courses in arts, music, and world languages in grades 6-8
- Improve student retention during the transition from elementary to middle school
- Create a more positive and safe middle school learning environment

You **MUST** describe the current programmatic narrative for **EACH** section of the budget narrative based on the Measure G1 Initial Self-assessment and data analysis. Please highlight what G1 specifically supported in the 2023-24 school year.

1. Please explain how you plan to use the Measure G1 carryover funds to develop strategic changes that meet the goals of the measure and that will lead to improved student outcomes.
2. Add additional lines if you would like to add additional budget items.
3. All budget items should total up to the total carryover amount.

**1. Music Program**

Programmatic Narrative Based on Rubric		
<p>Previously to receiving the G1 Grant we did not have a music program. A quality Music program takes time, money and supplies to build. As we continue with our program, we continue to grow it with new furniture that is conducive to a music room, instruments, new partnerships and the supplies needed for musical performances. In order to maintain and grow student interest, students have expressed the need for more choice around instruments and exposure to vocal training. Students in music class can have experts at particular instruments if we have money for contracts, and would like to be able to take field trips that pertain to music.</p>		
Budget	Description of 2023-24 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>

\$8,333	Furniture and Fixtures for Music Class	360 total students that are enrolled in our music, art and computer/maker space classes will have furniture and fixtures in the classroom that create an environment that is what each space should have and should look like to be the most productive learning environment for ART, music, and CS/Maker space
\$5,413	Supplies for Music Class	360 total students that are enrolled in our music, art and computer/maker space classes will have access to the supplies they need to have a fully functional program.
\$5,000	Contracts for Music/Arts	360 total students that are enrolled in our music program will have specific exposure from expert instructors.  360 total students will have exposure to expert performers for assemblies throughout the year.

## 2. Art Program

Programmatic Narrative Based on Rubric		
<p>UFSA has a fairly robust Art program. This year and coming years we would like to continue to grow our program by using the skills of our ART students to beautify the school, and create partnerships and ties to their community. Last year we were able to purchase and upgrade our building for a Kiln, we would like to continue our upgrades to the Art space with furniture and fixtures that are more conducive to an ART studio. Students in art class need materials to do various different kinds of art and would like to be able to take field trips pertaining to art as well.</p>		
Budget	Description of 2023-24 Proposed Expenditures of Carryover Funds	Anticipated Student Outcome <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>
\$8,333	Furniture and Fixtures for Art Class	360 total students that are enrolled in our music, art and computer/maker space classes will have furniture and fixtures in the classroom that create an environment that is what each space should have and should look like to be the most productive learning environment for ART, music, and CS/Maker space
\$10,413	Supplies for Art Class	360 total students that are enrolled in our music, art and computer/maker space classes will have access to the supplies they need to have a fully functional program.

## 5. Safe and Positive School Culture

Programmatic Narrative Based on Data Analysis
<p>UFSA is a historically hard to staff school, we have added case managers/RJ that are assigned to each grade level. These case managers are able to get to know the students well, and therefore are more successful in assisting them with their social emotional needs and academic needs. UFSA currently has a high needs student population in terms of academics and behaviors.</p> <p>We also have a 3rd elective of CS/Maker space. We have historically funded part of that position via G1, this</p>

year the position is funded elsewhere but the space still needs furniture and fixture upgrades and supplies to remain engaging for students and to create a classroom space conducive for CS/maker space.

<b>Budget</b>	<b>Description of 2023-24 Proposed Expenditures of Carryover Funds</b>	<b>Anticipated Student Outcome</b> <i>(Include measurable student outcomes for each proposed activity. For example, number of students served, or achievement for specific student groups.)</i>
\$8,333	Furniture and Fixtures for CS/Maker Space	360 total students that are enrolled in our music, art and computer/maker space classes will have furniture and fixtures in the classroom that create an environment that is what each space should have and should look like to be the most productive learning environment for ART, music, and CS/Maker space
\$10,413	Supplies for CS/Maker Space	360 total students that are enrolled in our music, art and computer/maker space classes will have access to the supplies they need to have a fully functional program.
\$78,000	Case Manager 0.75 (6th Grade Dean)	120 students and families in the 6th grade will have a point person for case management in academics and SEL. Case managers will sit on on COST and will attend grade level meetings.
\$5,000	Field Trips admission (Shared art, music, and CS)	360 total students that are enrolled in our music, art, computer science/maker space. Field Trips contribute to positive school culture as it provides experiential learning. Admissions is a different line item in the budget so must be separated out
\$10,000	Field Trips Transportation (Shared art, music, and CS)	360 total students that are enrolled in our music, art, computer science/maker space. Field Trips contribute to positive school culture as it provides experiential learning. Transportation is a different line item in the budget so must be separated out

**Please submit your 2023-24 Measure G1 Carryover Justification Form to Cliff Hong ([clifford.hong@ousd.org](mailto:clifford.hong@ousd.org)) and Karen Lozano ([karen.lozano@ousd.org](mailto:karen.lozano@ousd.org)).**

## G1 Meeting Agenda and Minutes 9/16/24

Ms. Allen's Office 3:30 PM

<p><b>AGENDA</b>            3:30-3:35 Check in            3:35-4:00 Review of G1 Carryover funds and discussion around allocation of funds            4:00-4:05 Closing and date of Next meeting</p> <p>Attendance:            Sara Allen, Alfredo Aguayo, Maura McMichael,            Absent: Amy Castillo</p>		
time	topic	notes
3:30	Welcome and Check in	Welcome: What is one word to describe how you are coming into our meeting today?
3:35-4:00	Review of Carry over funds and discussion of allocation of funds	<p><b>Discussion: Carry Over funding</b>  <b>Carry over amount \$149,241</b></p> <p><b>What caused the carry over funding?</b>  <b>Inability to hire the positions and spend down all allocations that were set forth last year.</b></p> <ul style="list-style-type: none"> <li>● <b>Music teacher has asked for</b> <ul style="list-style-type: none"> <li>○ Furniture</li> <li>○ Supplies</li> </ul> </li> <li>● <b>Art Teacher has asked for</b> <ul style="list-style-type: none"> <li>○ Furniture</li> <li>○ Supplies</li> </ul> </li> <li>● <b>Maker Space CS Teacher has asked for</b> <ul style="list-style-type: none"> <li>○ Furniture</li> <li>○ Supplies</li> </ul> </li> <li>● <b>All G1 Committee members agreed that students would enjoy, benefit from, and be more engaged if performances at the school and field trips around the Arts were offered</b></li> <li>●</li> </ul> <p style="background-color: #e1f5fe;">Allocation of funds can be found on the G1 carryover worksheet</p>
4:00-4:05	Closing and Next meeting	1. 2/6/2023
	Next steps:	

	next steps	who	by when	done? <input checked="" type="checkbox"/>
	Spend down Supply money	all	February 2025	
	Spend Down Furniture Money	all	Feb 2025	
	Contact Buildings and grounds to begin work for the kiln	Sara	January 2024	
	<a href="#">Meeting Feedback</a>			
		-		

## UFSA

### SSC ESTABLISHMENT MEETING 2024-25

**Format (Check all that apply)**

- Zoom
- ~~In-Person Main office~~
  
- Date: 9/17/24**

**Meeting Time Start:** 3:45

**SSC Members Present** (*Complete after election results; make sure that all members have signed in*):

List members who were present here: Sara Allen, Ronald McSwain, Shartresa Nixon, Noam Margalit, Malinda Morales, Monica Barrita, Oliver Sanchez, Sophia Rivera, Jesus Maciel

<p>1. <a href="#">SSC Training Overview Presentation</a></p>	<p>Facilitated by: Sara Allen Notes: English Video was presented Spanish video was not needed this year</p>
<p>2. Peer Elections of Members</p>	<p>The Following Members returned to complete the 2nd year of their two-year term:</p> <ul style="list-style-type: none"> <li>• Parents/Community members: [Insert the name of returning parent members present, if any] - 2nd year</li> <li>• Teachers: Shartresa Nixon Ronald McSwain and Noam Margalit- 2nd year</li> <li>• Other staff: Edwin Solis - 2nd year</li> </ul> <hr/> <p>Peer elections took place, and the following members were elected by their respective peers.- Call for nominations for each member group at a time.</p> <p><i>NOTE: Candidates must be elected; use of ballots preferred (Election required even if there is only a single candidate). Individuals can self-nominate or be nominated by others. Please include information that reflects an election process for auditors (i.e., number of votes, how the process occurred, etc.). Submit samples of election materials (ballots, tallies) to SRP specialist.</i></p> <p><i>Example of how to record a Peer Election:</i></p> <ul style="list-style-type: none"> <li>• Parent/community member <ul style="list-style-type: none"> <li>○ Sarah Johnson - 3 votes received by ballot</li> </ul> </li> </ul>



- Thomas Teel - Unanimously elected by raise of hand (4)

- Parents/Community member peer election:
  - Angela Mafi, Monica Barrita, and Sofia Rivera


- Teachers member peer election:
  - Noam Margalit, received - votes by peers via a google form/ballot
  - Ronald McSwain received -votes by peers via a google form/ballot
  - Shartresa - received -votes by peers via google form/ballot
  - Malinda Morales received -
- Other staff member peer election:
  - Edwin Solis lopez - received -votes by peers via paper ballot
- Student peer election
  - Jesus Maciel and Oliver Sancehz were nominated by peers and adults in the after school program LC

3. Election of Officers

Call for Nominations for each officer position at a time.  
*Can be elected by ballot vote if multiple SSC candidates OR simply make a motion (single candidate) - Individuals can self-nominate or be nominated by others.*

**SSC Chair Election:**

1. Jesus Maciel **Motion:** I move that Monica Barrita be elected as Chair of the School Site Council for UFSA
2. Oliver Sanchez: I **Second** the motion
3. *The motion has been moved and seconded; take the vote by asking through a show of hands "All in favor, All opposed, any abstentions"*
4. **Vote** Outcome: \_\_\_\_\_9/9 in favor\_\_\_\_\_

**SSC Vice Chair Election:**

1. Jesus Maciel **Motion:** I move that Sophia Rivera be elected as Vice Chair of the School Site Council for UFSA
2. Monica Barrita: I **Second** the motion
3. *The motion has been moved and seconded; take the vote by asking through a show of hands, "All in favor, All opposed, any abstentions"*

4. **Vote Outcome:** \_\_\_\_\_ 9/9 in favor \_\_\_\_\_

**SSC Secretary Election:**

1. Sara Allen **Motion:** I move that Sara Allen be elected as Secretary of the School Site Council for **UFSA**
2. **Shartresa** : I **Second** the motion
3. *The motion has been moved and seconded; take the vote by asking through a show of hands, "All in favor, All opposed, any abstentions"*
4. **Vote Outcome:** \_\_\_\_\_ 9/9 in favor \_\_\_\_\_

4. Approval of Bylaws

Bylaws are shared with attendees, and the floor is open for any suggested changes to Bylaws:

1. Change from 2nd Tuesday of every month to 3rd Tuesday of every month
2. Change to take off communication of SSC meetings from the UFSA Website as it is not routinely updated or used by our community. Communication will be in the family newsletter and parent square and signs posted at the school entrance.

**Vote to Approve Bylaws**

1. **Noam Margalit Motion:** I move the **USFSA bylaws** to be approved with the suggested changes incorporated above. *(If no changes to the bylaws were made - SAY, "I move to Approve bylaws with no additions or changes")*
2. **Jesus Maciel:** I **Second** the motion
3. *The motion has been moved and seconded; take the vote by asking through a show of hands, "All in favor, All opposed, any abstentions"*
4. **Vote Outcome:** \_\_\_\_\_ 9/9 in favor \_\_\_\_\_

5. Public input

**Notes: Discussion around changing from Tuesday to Monday ended in keeping the SSC Meetings on Tuesdays so that holidays do not interfere. Third Tuesdays were less likely to interfere with schedules.**

6. Add Agenda Item Discuss G1 Carryover

**Vote to Add Agenda Item: G1 Carryover 2024-25 and no vote necessary**

**Discussion/Proposal to add agenda Item after the agenda had been released:**

Sara Allen proposed that an agenda item be added to the agenda to discuss a G1 Carryover of 149,251.16

**Reasoning:** Recently received information around carry over funding for G1. UFSA received \$149,251.16 in carry over funding for G1. SSC does not actually vote on G1 funding but I would like to get feedback from this committee around how this money will be spent.

	<ol style="list-style-type: none"> <li>1. <b>Sara Allen Motion:</b> I move the <b>UFSA</b> agenda be changed today 9/17/14 discuss G1 carryover</li> <li>2. <b>Malinda Morales:</b> I <b>Second</b> the motion</li> <li>3. <i>The motion has been moved and seconded; take the vote by asking through a show of hands, "All in favor, All opposed, any abstentions"</i></li> <li>4. <b>Vote Outcome:</b> ___9/9 in favor_____</li> </ol>
<p>7. Discussion of G1 Carryover 2024-25</p>	<p>Proposal made by Sara Allen: Based on meeting with G1 committee we would like to</p> <ol style="list-style-type: none"> <li>1. \$78,000 of a Case Manager 0.75 position that was previously covered in CCSPP</li> <li>2. \$25,000 New Furniture and fixtures for Art, Music and CS Class</li> <li>3. 31,241.16 Supplies for Art, Music and CS</li> <li>4. 5,000 Field trip admissions</li> <li>5. 10,000 Field Trips Transportation</li> </ol> <p>No vote necessary</p>
<p>8. Establish the Date of the Next Meeting &amp; Adjourn</p>	<p>Next Meeting Date: 10/15/24</p> <p>Time of Adjournment: 4:45</p>