

**MEASURE N AND H – COLLEGE AND CAREER READINESS COMMISSION**

1016 Union Street, #940  
Oakland, CA 94607-



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

Community Schools, Thriving Students

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

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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** January 14, 2025

**Subject** Services For: Oakland High School

**Action Requested and Recommendation**

Adoption by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for Oakland High School to reduce \$19,540.35 Strategic Carryover for Fiscal Year 2024-2025 by \$2,828.41 to \$16,711.94, and establishing a new strategic action for \$2,828.41 Teacher Substitutes: Hite substitutes for the ESA 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?*)

Oakland High School would like to reduce \$19,540.35 Strategic Carryover for Fiscal Year 2024-2025 by \$2,828.41 to \$16,711.94, and use that money to create a new strategic action \$2,828.41 Teacher Substitutes: Hite substitutes for the ESA Pathway when pathway teachers attend work-based learning or community-building trips and events. Substitute costs are about \$430/day per class, including benefits.

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

**Fiscal Impact** Funding resource(s): Measure N

**Attachments** 25-0049 - Oakland High 304 BMF-10 (ESA) Teacher Substitutes \$2,828.41



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



Date:	12/10/2024	Principal:	Pamela Moy
School Name:	Oakland High School	Site #:	304
Pathway Name: (required for multiple use of programs)	Environmental Science Academy (ESA)	Requested By:	Tiffany Jordan

### 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 (proper & full justification)	Total Amount being Transferred
2023-2024 Measure N Strategic Carryover Plan	13	Was \$20,568.75. The new total amount after approval of prior BMFs is \$19,540.35.	<b>Strategic Carryover for Fiscal Year 2024-2025:</b> Funds will be strategically carried over and used in fiscal year 2024-25 via the budget development and Education Improvement Plan approval process to support expenditures identified as needs at the beginning of the school year.	\$2,828.41

#### 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. There was no original strategic action as the funds were intended to carry over strategically and determine specific use at a later date.

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	4391	304	3040	1690	9999	99999

d. Total amount being transferred: \$ 2,828.41

- 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	<p><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></p> <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 <a href="#">document</a> to provide a proper justification for your new or revised strategic action.</p>	New or Amended Amount
2023-2024 Measure N Strategic Carryover Plan	N/A	N/A	<p><b>Teacher Substitutes: Hite substitutes for the ESA Pathway.</b>            Substitutes are required when pathway teachers are attending work-based learning or community-building trips and events and not all of their class sections are participating.            Substitute costs are about \$430/day per class, including benefits. We will utilize our STIP sub and collapse classes whenever possible to reduce the number of substitute teachers.            Budget Calculation: \$2,828 will be enough to hire about 6 full-day substitutes.</p>	\$2,828.41

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

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	0	3800	1000	1150	304	3040	3867	0101	99999

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

Tiffany Jordan  
 Name: Tiffany Jordan  
 Teacher Leader/Pathway Director  
 Signature

12/10/24  
 Date

Pamela Moy  
 Name: Pamela Moy  
 Principal Signature Required

12/19/24  
 Date

**FOR MEASURES N and H STAFF USE ONLY**

Date BMF was accurately completed & received: 12/23/24

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

Program Manager, Approval Signature: *Nancy Gomez*

Date: 12/23/2024

H.S. Network Superintendent, Approval Signature: *Vanessa Sifuentes*  
Vanessa Sifuentes (Dec 26, 2024 14:24 PST)

Date: 12/26/2024