

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 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 \$11,261.94 Strategic Carryover for Fiscal Year 2024-2025 by \$1,200.00 to \$10,061.94, and establishing a new strategic action for \$1,200.00 Meeting Refreshments: purchase meals for the LSJ students attending the overnight field trip to Los Angeles, 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 \$11,261.94 Strategic Carryover for Fiscal Year 2024-2025 by \$1,200.00 to \$10,061.94, and use that money to create a new strategic action for \$1,200.00 Meeting Refreshments: purchase meals for the LSJ students attending the overnight field trip to Los Angeles where students visit law schools and other colleges, and also relevant museum exhibits. Per Measures N and H guidelines, meals are only allowed for students (not chaperones) on the second day and beyond and not to exceed \$20 per student per day. The trip is scheduled to be for 2 nights/3 days. Meals will be required for days 2 & 3. Budget Calculation: 30 students x 2 days = 60 meals at \$20.00 = \$1,200.00.

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

Fiscal Impact Funding resource(s): Measure N

Attachments 25-0050 - Oakland High 304 BMF-12 (LJS) Meeting Refreshments \$1,200.00



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)	Law & Social Justice (LSJ)	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 \$16,711.94. The new total amount after approval of prior BMFs is \$11,261.94.	Strategic Carryover for Fiscal Year 2024-2025: 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.	\$1,200.00

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)

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	9	3800	1000	4391	304	3040	1690	9999	99999

d. Total amount being transferred: \$ 1,200.00

- 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 align="center">New or Revised Measure 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></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 document 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>Meeting Refreshments: purchase meals for the LSJ students attending the overnight field trip to Los Angeles.</p> <p>The LSJ pathway does an annual overnight trip to Los Angeles where students visit law schools and other colleges, and also relevant museum exhibits. This impacts about 30 students in 12th grade.</p> <p>The assigned teacher(s) will purchase the meal for the students on the second day of the trip so that the whole group can have a meal together while on the trip. The teacher(s) will submit an itemized receipt to the school admin for reimbursement by OUSD. Per OUSD Policy, tips are not reimbursable.</p> <p>Per Measures N and H guidelines, meals are only allowed for students (not chaperones) on the second day and beyond and not to exceed \$20 per student per day. The trip is scheduled to be for 2 nights/3 days. Meals will be required for days 2 & 3.</p> <p>Budget Calculation: 30 students x 2 days = 60 meals at \$20.00 = \$1,200.00.</p>	\$1,200.00

b. Enter the New or Revised Account String:

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	9	3800	1000	4311	304	3040	3923	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 15:23 PST)

Date: 12/26/2024