



**College &  
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All Fund**

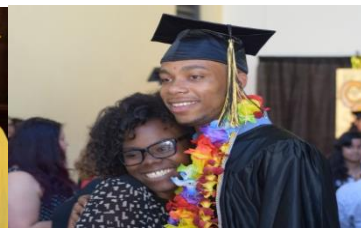
Established by Measure N



**OAKLAND UNIFIED  
SCHOOL DISTRICT**

*Community Schools, Thriving Students*

# Administrative Challenges with Spending Measures N and H Funds: Feedback from HS Principals



**February 4, 2025**

**Presented by the High School Principal Advisory Committee  
Representatives to the Measures N and H Commission**



# Objectives

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- To share high school principal experiences with processes and protocols related to the allocation and spending of Measures N and H funds.
- To share proposed solutions to alleviate the administrative burdens associated with Measures N and H procedures, specifically around spending.



# Challenges Raised by High School Principals

- Measure N/H procedures are multi-step and lengthy, such that they take school site staff extensive amounts of time to comply with all procedures.
- Current budget transfer process after EIPs are approved has many repetitive steps
- Requirements for explanations on budget modifications and justifications feels unclear or shifting
- Measure N/H forms are different from other forms required by OUSD; sometimes Measure N/H expenditures require more documentation than other expenditures in OUSD
- Approval process in Escape is delayed when only one person is approving

***Long processes lead to challenges in spending funds, and taxpayer funds are going unspent.***



# Proposed Solutions

1. Review Measure N/H practices and procedures with an eye toward simplifying and aligning them to requirements implemented by the Department of Strategic Resource Planning (SRP).
  - a. Universal budget justification, duty statement form and HRA forms similar to the rest of OUSD across year and fund
  - b. Use the approved Measure N/H EIP to reference justifications for Escape approvals and not require additional forms
  - c. *If the Measures N and H Commission is asking sites to follow processes above and beyond SRP, justification for the additional documentation should be grounded in the language in the parcel tax.*
2. Provide regular and direct support to schoolsites to enable completion of tasks and spending down of site funds compliantly.
3. Establish a more streamlined approval process for modifications and expenditure approvals
4. Create a Measures N and H Handbook to house all materials and resources related to Measures N and H expenditures.



## Questions for the Commission

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- Is the Commission amenable to the proposed solutions?
- Does the Commission have additional questions for high school principals regarding their experience allocating and spending Measures N and H funds?