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**OAKLAND UNIFIED  
SCHOOL DISTRICT**

*Community Schools, Thriving Students*

# High School Network Superintendent's Report: Update on Measures N and H Administrative Procedures



**Presented by Vanessa Sifuentes**

**Presented to the Measures N and H Commission**

**June 3, 2025**



# Objectives

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## **Provide Updates to the Commission On:**

- Site Feedback:
  - Insights gathered from Measures N and H sites on their experiences with current administrative procedures.
- Proposed Improvements:
  - Recommended changes to administrative processes based on stakeholder feedback and guidance from OUSD Legal, Fiscal, and Strategic Resource Planning departments.



# Action Steps from March 2025

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- Analyze stakeholder survey data
- Continue gathering feedback from Fiscal, SRP, and Legal departments to confirm allowability of proposed shifts
- Provide the Commission with confirmed revisions and timeline in May 2025



# Measures N and H Stakeholder Survey

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## **Survey Timeline:**

- February – March 2025

## **Key Focus Areas:**

- Understanding of spending procedures and permissibility
- Strengths and successes
- Challenges with allocations and spending
- Requests for additional support
- Clarity of guidance and staff feedback



# Survey Data

Responses	Pathway/School Type	Respondent Role	<i>Are you clear on how to use Measures N and H funds?</i>  <i>Have you received sufficient and resources on how to use Measures N and H funds effectively?</i>
32	34% Multi-Pathway 66% Single Pathway  13% Charter 87% OUSD	Administrative Assistants Principals Pathway Coaches Pathway Teachers/Directors Central/CMO office staff	63% = Yes  31% = Somewhat  6% = No



# Clarity and Resources for Spending MNH

## Request for Centralized and Updated Resources

- Stakeholders expressed interest in a central location for up-to-date forms and guidance
- Noted that form versions and content can vary across resources
- Suggestions included incorporating all relevant information into one comprehensive reference, such as the budget handbook

## Need for Greater Clarity and Consistency

- Some reported that guidance can vary depending on context or who is providing it
- Requests for clearer criteria around allowable purchases, especially for technology and materials
- Feedback noted that expectations are sometimes perceived as unclear or shifting

## Communication Observations

- Stakeholders acknowledged receiving information via emails, meetings, and documents
- Some found communications to be lengthy or broad, without directly addressing specific questions
- Response times and follow-up were highlighted as areas where improvement could support planning

## Varied Levels of Understanding

- Individuals with longer experience reported a high level of understanding
- Others, especially newer participants or those not directly managing funds, indicated they are still becoming familiar with the processes
- Some described learning through informal channels or observation

## Value of Individual Support

- Specific individuals were acknowledged for providing helpful and timely guidance
- Personalized support was cited as beneficial in navigating procedures

## Feedback on Evolving Processes

- Some noted that annual updates or changes to procedures require time to adapt
- A few expressed a preference for greater continuity in processes and expectations



# Clarity and Resources for Spending MNH

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## Key Themes:

- Interest in centralized, streamlined resources
- Desire for greater clarity and consistency
- Importance of clear and timely communication
- Recognition of supportive guidance

## Suggestions:

- Develop a centralized **information hub** for Measure N/H materials
- Offer annual refreshers or **trainings** on updates
- Ensure **consistent messaging** and support across sites



# Challenges with Allocations and Spending

## Most Commonly Reported Challenges

- Communication with Measure N/H Staff: Cited most frequently; challenges include obtaining clear and timely funding information.
- Spending Restrictions or Limitations: Frequently mentioned concerns about allowable purchases and interpretation of guidelines.

## Key Takeaways

- **Communication** and clarity are top areas for improvement
- There is a need for more accessible and **consistent guidance** on spending and processes
- Some stakeholders are navigating **site-specific** or evolving issues
- **Charter reimbursement** process poses challenges for some sites pertaining to cash flow and access to funding\*

\*Feedback shared during March 2025 Charter Community of Practice meeting





# Support Needed

## Suggestions for Improvement:

- Create a centralized, consistently updated resource hub
- Offer clear process guides, templates, and examples
- Align timelines with the academic calendar
- Reduce form duplication and allow for more flexible budgeting
- Provide onboarding support and PD for new leaders

## Key Takeaways:

- Stakeholders are committed to using funds effectively, but **current systems feel overly complex**
- Clear **opportunities exist to improve efficiency, communication, and transparency**
- A focus on streamlining and **supporting implementation** can reduce burden and enhance impact



# Communication

## Suggestions for Improvement:

- Make emails shorter, clearer, and solution-oriented
- Offer more individualized support when needed
- Improve consistency and continuity of guidance across years and staff changes
- Continue to develop supportive relationships through coaches and direct communication

## Key Takeaways:

- Clear **feedback** is valued—but must be **concise**, relevant, and **solution-focused**
- **Modes** of communication (in-person, Zoom, email) greatly affect **perceptions of support**
- Simplifying and **standardizing processes** can help reduce frustration
- **Personalized, consistent support** is key to building trust and improving implementation



# General Feedback

## Key Takeaways:

- **Appreciation Exists:** Many respondents expressed gratitude for the support from individual staff and recognized the complexity of the work.
- **Processes Feel Overwhelming:** Administrative burden and lack of clarity detract from time and energy needed for direct student support.
- **Equity and Consistency Matter:** Disparities in treatment between district and charter schools surfaced repeatedly.
- **Relationships and Presence Are Key:** Better collaboration, face-to-face engagement, and empathy can bridge many of the current gaps.
- **Streamlining Is Critical:** There is a strong call for simplification, consolidation of systems, and clearer, earlier communication to reduce confusion and frustration.



# Adjustments for 2025-2026

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## **Develop a Digital Resource Hub**

- Create a centralized site (e.g., Google Site) with the Measures N & H Handbook, updated forms, procedures, and guidance on spending permissibility.

## **Offer Regular Training Sessions**

- Host ongoing trainings to build understanding and consistency across school sites.

## **Update Permissibility Guidelines**

- Reflect recent shifts in allowable expenditures—e.g., reconsider restrictions on items like printers and iPads.

## **Align Forms with OUSD Systems**

- Revise justification and modification forms to be consistent with broader OUSD templates and expectations.



# Proposed Charter Reimbursement Process Review

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## **Establish a Subcommittee**

- Include Measure N and H Charter leaders to review and improve the current reimbursement process.

## **Summer/Fall 2025**

- Collect data focused on the current reimbursement procedures
- Review existing steps to identify and eliminate redundancies
- Implement immediate improvements where feasible

## **Winter 2025–2026**

- Explore alternative reimbursement models
- Evaluate potential approaches for alignment with Fiscal and Legal requirements

## **Spring 2026**

- If alternatives are viable, prepare recommendations
- Present proposals to the Measures N and H Commission for review and potential adoption in the 2026–2027 school year



# Feasibility of Two Phases of EIP Development

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- Program reflection in early Fall seen as valuable; allows sites to reflect on timely, end-of year data gathered at the close of the previous fiscal year.
- Timing of budget submission for the following fiscal year should align with District budget development timelines.
- Staff recommendation, if such a change were to take place, would be to align with the 2026-2029 EIP Cycle.
  - Allow for stakeholder engagement in Fall 2025