

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

1016 Union Street, #940  
Oakland, CA 94607-

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

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**Board Office Use: Legislative File Info.**

File ID Number	25-1192
Introduction Date	5/20/2025
Enactment Number	
Enactment Date	

# Memo

**To** Board of Education

**From** Measure N and H – College and Career Readiness Commission

**Board Meeting Date:** June 11, 2025

**Subject** Services For:Metwest High School

**Action Requested and Recommendation**

Adoption by the Board of Education, upon recommendation by the Board of Education, upon recommendation by the Measures N and H Commission of a 2024-2025 Education Improvement Plan/Budget modification for Metwest High School to the following two line items: (1)reduce \$21,375.00 Teacher Salaries Stipends: Extended contracts to pay teachers who assist with learning through interest, internship work, and pathway integration by \$21,221.86 to \$153.14 (2) reduce \$11,367.79 Conference Expenses:Conference expenses for MetWest staff to attend approved professional development conferences by \$3,778.14 to \$7,589.65, and establish a new strategic action \$25,000.00 Consultant Contracts: Contract with Big Picture Learning (BPL), 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?)*

Metwest High School would like to the following two line items: (1)reduce \$21,375.00 Teacher Salaries Stipends: Extended contracts to pay teachers who assist with learning through interest, internship work, and pathway integration by \$21,221.86 to \$153.14 (2) reduce \$11,367.79 Conference Expenses:Conference expenses for MetWest staff to attend approved professional development conferences by \$3,778.14 to \$7,589.65, and establish a new strategic action \$25,000.00 Consultant Contracts: Contract with Big Picture Learning (BPL) to provide coaching, onsite training, and a visit to Highline Big Picture. Budget Calculation:Coaching professional Services: \$4,000.00 Onsite Coaching (3 days): \$18,000.00 Site Visit (2 days): \$3,000.00 Total Contract Amount: \$25,000.00

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

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

**Attachments** 2nd - Memo-25-1192-MetWest 338 BMF Consultant Contracts \$25,000.00



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



College &  
Career for  
All Fund  
Established by Measure N

Date:	3/19/2025	Principal:	Dr. Shalonda Gregory
School Name:	MetWest HS	Site #:	338
Pathway Name: (required for multiple use of programs)	Social Entrepreneurship	Requested By:	Sandra Backer

### 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 & complete justification)	Total Amount being Transferred
2023-24 Measure N Carryover Plan	14	\$21,375.00	<b>Teacher Salaries Stipends:</b> <b>Extended contracts to pay teachers who assist with learning through interest, internship work, and pathway integration.</b> The teachers will work outside their contractual hours to plan for pathway integration in advisory and other courses, support expanding our mentorship network, and prepare for college and career. These opportunities enable students to access experiential learning, learn about careers, college programs, and financial aid admission, and meet and interact with industry partners in organizations aligned with our entrepreneurship theme. This expenditure will benefit all students (197 students), specifically our African-American and ELL students, equating to 108 students. Budget: \$47.50 per hour x 72 hours + 25% Benefit Costs = \$4,275.00 x 5 teachers = \$21,375.00.	\$21,221.86
2023-24 Measure N Carryover Plan	15	\$11,367.79	<b>Conference Expenses:</b> <b>Conference expenses for MetWest staff to attend approved professional development conferences to continue their expansion of knowledge around Pathway Development &amp; Linked Learning implementation.</b> This expenditure supports students in the Pathway by ensuring all staff can support students as they explore the pathway, internships, and be college and career ready. It also supports the strategic action to reduce academic disparities based on race or ELL status and support exposure to post-secondary experiences.	\$3,778.14

The total amount being transferred from the 2 different actions above is \$25,000.00.

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*)

There will be no impact on students since the funds will continue to support teachers in implementing our pathway.

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	1120	338	3380	1690	9999	99999
010	9333	9	3800	1000	5220	338	3380	1690	9999	99999

d. Total amount being transferred: \$25,000.00

- 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	<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>  -What is the specific expenditure or service type? Please briefly describe (no vague language) and quantify it when applicable.  -How does the specific expenditure impact students in the pathway and support your 2024-25 pathway goals and strategic actions?  Please also answer the additional questions using the Object Code linked in this <a href="#">document</a> to adequately justify your new or revised strategic action.	New or Amended Amount
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2023-24 Measure N Carryover Plan	N/A	N/A	<b>Consultant Contracts:</b> <b>Contract with Big Picture Learning (BPL) to provide coaching, onsite training, and a visit to Highline Big Picture.</b> We are expanding our coaching and professional development from Big Picture Learning to ensure teachers and students feel supported in their real-world learning experiences through our internship program. For the remainder of the school year, we do not have an internship coordinator and need extra support to ensure we maintain the progress being made. Teachers will continue to have access to coaching and support both onsite and virtual from our BPL coach. The coach will also work with the teachers and leadership team through June to assist with integrating CTE standards into our advisory curriculum. This supports our strategic goals 1, 2, and 3 (using the individual learning plans to drive student progress monitoring and reflection on growth and Advisors' active tracking of student progress). The continued support and coaching will allow us to leverage real-world experiences to increase student engagement, attendance, A-G rates, and college and career readiness. Additionally, this expenditure supports our ability to improve the quality of real-world experiences and build better alignment to Linked Learning standards and expected student outcomes. <b>Budget Calculation:</b> Coaching professional Services: \$4,000.00 Onsite Coaching (3 days): \$18,000.00 Site Visit (2 days): \$3,000.00 Total Contract Amount: \$25,000.00	\$25,000.00
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**b. Enter the New or Revised Account String:**

Fund	Resource	Year	Goal	Function	Object	Site	Manager	Program	LCAP	Optional
010	9333	9	3800	1000	5825	338	3380	1690	9999	99999

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

\_\_\_\_\_  
Name:  
Teacher Leader/Pathway Director  
Signature

\_\_\_\_\_  
Date

Shalonda Gregory  
Name: Shalonda Gregory  
Principal Signature Required

3/19/25  
Date

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

Date BMF was accurately completed & received: 3/27/2025

Program Manager, Approval Signature: *Henry Gomez*

Date: 3/27/2025

H.S. Network Superintendent, Approval Signature: *Vanessa Sifuentes*  
Vanessa Sifuentes (Mar 27, 2025 22:45 PDT)

Date: 03/27/2025