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Introduction Date	9/14/2022
Enactment Number	22-1606
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**OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education**

September 14, 2022

To: Board of Education

From: Sondra Aguilera, Acting Superintendent
Rebecca Lacocque, Director, Linked Learning
Michelle Oppen, Wellness Coordinator

Subject: Grant Award- California Department of Education- Specialized Secondary Programs: Cohort 7
Year 1 Implementation

ACTION REQUESTED:

Approval by the Board of Education of a Specialized Secondary Programs: Cohort 7 Year 1 Implementation Grant Award from the California Department of Education, for Oakland High Engineering at Oakland High School, to students in the Project Lead the Way Engineering pathway to become college and career ready through integrated supports, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences at Oakland High School. Grant Number 2021-23112-61259-70, in the amount of \$100,000.00, for purpose described in the attachment, for the period of June 1, 2022 through June 30, 2023, pursuant to the terms and conditions thereof.

BACKGROUND:

Grant award for OUSD schools for the 2022-2023 fiscal year was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
22-1983	Yes	Grant	Oakland Unified School District, Oakland High School, Oakland High Engineer	To support students in the Oakland High Engineer at Oakland High School to become college and career ready through integrated supports, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences.	June 1, 2022 - June 30, 2023	California Department of Education, College and Career Transition Division	\$100,000.00

DISCUSSION:

The district created a Grant Face sheet process to:

- Review proposed grant projects at OUSD sites and assess their contribution to sustained student achievement
- Identify OUSD resources required for program success

OUSD received a Grant Face Sheet and a completed grant application for the program listed in the chart by the school.

FISCAL IMPACT:

The total amount of grants will be provided to OUSD schools from the funders.

- Grants valued at: \$100,000.00

RECOMMENDATION:

Approval by the Board of Education of a grant award for OUSD schools for fiscal year 2022-2023, pursuant to the terms and conditions thereof, if any.

ATTACHMENTS:

- Grant Face Sheet
- Grant Award Notifications

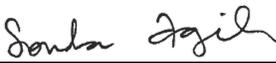
OUSD Grants Management Face Sheet

Title of Grant: Specialty Secondary Programs: Cohort 7 Year 1 Implementation	Funding Cycle Dates: 6/01/2022-6/30/2023
Grant's Fiscal Agent: (contact's name, address, phone number, email address) Rebecca Lacocque, Director of Linked Learning Oakland Unified School District 1000 Broadway, Suite 440, Oakland, CA 94607	Grant Amount for Full Funding Cycle: \$100,000.00
Funding Agency: Cindy Rose, Associate Governmental Program Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901	Grant Focus: To support Oakland High School, Oakland High Engineering
List all School(s) or Department(s) to be Served: Oakland High School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant will provide funding for the students in Oakland High Engineering at Oakland High School to become college and career ready through integrated supports, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences.
How will this grant be evaluated for impact upon student achievement? (Customized data design and technical support are provided at 1% of the grant award or at a negotiated fee for a community-based fiscal agent who is not including OUSD's indirect rate of 3.98% in the budget. The 1% or negotiated data fee will be charged according to an Agreement for Grant Administration Related Services payment schedule. This fee should be included in the grant's budget for evaluation.)	The High School Linked Learning Office reviews program data annually and supports reporting to CDE through the Perkins Grant Management System.
Does the grant require any resources from the school(s) or district? If so, describe.	One-to-one matching funds are required and will be provided by the High Network Office and the funded school site.
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU? (If yes, include the district's indirect rate of 3.98% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	Yes
Will the proposed program take students out of the classroom for any portion of the school day? (OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)	Outside learning experiences (work-based learning) are a component of California Partnership Academies.

Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Rebecca Lacocque Director of Linked Learning 1000 Broadway, Ste. 440 Oakland, CA 94607 (510) 879-4616 rebecca.lacocque@ousd.org
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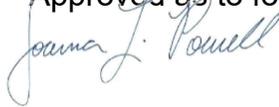
Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Rebecca Lacocque		07/20/22
Chief Academic Officer	Sondra Aguilera		8/10/2022

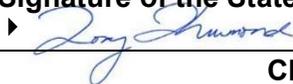
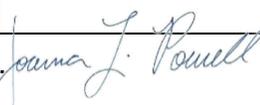
Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Lisa Grant Dawson		
Acting Superintendent	Sondra Aguilera		

Approved as to form by OUSD Staff Attorney Joanna Powell on 7/25/2022.



Grant Award Notification

GRANTEE NAME AND ADDRESS Dr. Kyla Johnson-Trammel, Superintendent Oakland Unified School District 1000 Broadway, Suite 300 Oakland, CA 94607-4099				CDE GRANT NUMBER			
				FY	PCA	Vendor Number	Suffix
				2021	23112	61259	70
Attention Dr. Kyla Johnson-Trammel, Superintendent				STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY	
Program Office Accounting Office, State Funds				Resource Code	Revenue Object Code	01	
Telephone 510-879-2551				7370	8590	INDEX	
Name of Grant Program Specialized Secondary Programs: Cohort 7 Year 1 Implementation						0615	
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date	
	\$100,000		\$100,000		06/01/2022	06/30/2023	
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency		
I am pleased to inform you that you have been funded for the Oakland High Engineering at Oakland High School. This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly. Please return the original, signed Grant Award Notification (AO-400) to: <div style="text-align: center;"> Cindy Rose, Associate Governmental Program Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901 </div>							
California Department of Education Contact Charlene Cowan				Job Title Education Programs Consultant			
E-mail Address ccowan@cde.ca.gov				Telephone 916-319-0388			
Signature of the State Superintendent of Public Instruction or Designee 				Date May 19, 2022			
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS							
<i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>							
Printed Name of Authorized Agent Sondra Aguilera				Title Acting Superintendent & Secretary, BOE			
E-mail Address sondra.aguilera@ousd.org				Telephone			
Signature 				Date 			

Approved as to form by OUSD Staff Attorney Joanna Powell on 7/5/2022.

Grant Award Notification (Continued)

The following conditions apply:

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official and returned within **10 working days**.
2. All approved program funds must be expended within the dates designated and for the maximum amount indicated on the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400. Expenditures for supplies and equipment must be completed by **June 30, 2023. No extensions to this grant will be allowed.**
3. The grantee is required to use these funds to plan and implement the Specialized Secondary Program (SSP) as described in the approved planning grant application with any required or requested changes. **Prior** written approval is required for any program or budget changes. Line item transfers in excess of 25 percent of each original line item budget amount may not be made without written approval from the High School Innovations and Initiatives Office (HSIIO). These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions of federal, state, and local rules, regulations, and policies relating to the administration and accounting of public school funds.
4. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
5. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
 - Seventy-five percent of the funds will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
 - The final 25 percent of the funds will be released after the End-of-Project (EOP) Financial Expenditure Report has been received and all reporting and submission requirements, including the posting of curriculum, have been met. All curriculum required for another teacher to implement the courses developed through this SSP grant must be posted and **accessible** on the California Educators Together SSP Group Page by **April 16, 2023**.
 - The complete curriculum for the **first** course in the approved sequence of courses must be developed, posted, and implemented during this first year of implementation funding. Acts of **plagiarism** or the failure to comply with all reporting, submission, and posting requirements may result in a billing from the CDE for the entire amount of any grant funds paid.
 - The EOP Financial Expenditure Report is due **July 31, 2023**, after all funds have been expended. The EOP includes a narrative of expenditures. Failure to submit a final EOP Financial Expenditure Report with a budget narrative within 60 days of the end of the grant period will result in billing from the CDE for the entire amount of any grant funds paid and possible reduction of any subsequent years' grant(s).
6. The End-of-Year Report is a requirement of this grant and is due **April 16, 2023**. Guidelines will be mailed separately.
7. Grant recipients are required to send at least one of the identified SSP teachers to the virtual annual statewide SSP Convening held in conjunction with the Educating for Careers Conference to be held February 26–28, 2023, at the SAFE Credit Union Convention Center in Sacramento. These funds can be used for that purpose.
8. Grantees are required to accommodate SSP mentors in the performance of their required duties, including scheduling site/virtual visits and responding to communications. Grantees are required to **initiate** communication with their assigned mentor at least once per month for assistance and to provide updates.
9. Grantees must adhere to all communicated due dates for the posting of the incremental development of the required curriculum and communication requirements with mentors.
10. If the grantee or the CDE terminates the grantee's participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other programs.

If you have any questions regarding the SSP requirements of the grant, please contact Charlene Cowan, Education Programs Consultant, HSIIO, by phone at 916-319-0388 or by email at ccowan@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Cindy Rose, Associate Governmental Program Analyst, HSIIO, by email at SSPrograms@cde.ca.gov.