

File ID Number	23-0008
Introduction Date	1/25/23
Enactment Number	23-0169
Enactment Date	1/25/2023 CJH
By	



**OAKLAND UNIFIED SCHOOL DISTRICT**

**Office of the Board of Education**

January 25, 2023

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer  
Edgar Roriguez-Ramirez, Principal, Garfield Elementary School

Subject: Grant Agreement - Eat. Learn. Play., Grant Reference #21-2023 - Library and Mindfulness Corners Build-Out - Garfield Elementary School

**ACTION REQUESTED:**

Approval by the Board of Education of a Grant Agreement, Grant #21-2023, by and between Eat. Learn. Play. Foundation, Oakland, CA, and the District, on behalf of Garfield Elementary School, with the latter accepting \$90,000.00, for Library and Mindfulness Corners Build-Out at Garfield Elementary School, for the period of November 9, 2022 through June 30, 2023, pursuant to the terms and conditions thereof, if any.

**BACKGROUND:**

Grant Agreement 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 I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
23-0008	Yes	Grant	Oakland Unified School District, Garfield Elementary School	To support from Rakuten's Back to School Campaign with Stephen will contribute to the library's reopening with technology and a collection of diverse, high interest books for students of multiple backgrounds, as well as PD for teachers. Funds would also support the building of mindfulness corners in every classroom as the school works to continue deepening their practice of mindfulness and trauma-informed practices to support students in being present and focused on learning.	11/9/22-6/30/23	Eat. Learn. Play Foundation Grant	\$90,000.00

**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: \$90,000.00

**RECOMMENDATION:**

Approval by the Board of Education of a Grant Agreement for Garfield Elementary School for fiscal year 2023-2023, pursuant to the terms and conditions thereof, if any.

**ATTACHMENTS:**

Grant Face Sheet

Grant Award Letter with Terms and Conditions

**OUSD Grants Management Face Sheet**

<b>Title of Grant:</b> <b>Garfield Elementary's Library and Mindfulness Corners Build-Out - Grant Reference #21-2022</b>	<b>Funding Cycle Dates:</b> <b>11-9-22 to 06-30-23</b>
<b>Grant's Fiscal Agent:</b> (contact's name, address, phone number, email address)  <b>Christopher Helfrich, CEO</b>  <b>985 Third Street, NO C, Oakland, CA 94607</b>  <b>510-775-2003</b>  <b>info@eatlearnplay.org</b>	<b>Grant Amount for Full Funding Cycle:</b>  <b>\$ 90,000.00</b>
<b>Funding Agency:</b>  <b>Eat.Learn.Play</b>	<b>Grant Focus:</b>  <b>Support from Rakuten's Back to School Campaign with Stephen will contribute to the library's reopening with technology and a collection of diverse, high interest books for students of multiple backgrounds, as well as PD for teachers. Funds would also support the building of mindfulness corners in every classroom as the school works to continue deepening their practice of mindfulness and trauma-informed practices to support students in being present and focused on learning.</b>
<b>List all School(s) or Department(s) to be Served:</b>  <b>Garfield Elementary</b>	

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Information Needed	School or Department Response
<p>How will this grant contribute to sustained student achievement or academic standards?</p>	<p>The grant will support the reopening of the school library with technology and a collection of diverse, high interest books for students of multiple backgrounds, as well as PD for teachers.</p> <p>Funds would also support the building of mindfulness corners in every classroom as the school works to continue deepening their practice of mindfulness and trauma-informed practices to support students in being present and focused on learning.</p>
<p>How will this grant be evaluated for impact upon student achievement?</p> <p><b>(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 4.22% 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.)</b></p>	<p>N/A</p>
<p>Does the grant require any resources from the school(s) or district? If so, describe.</p>	<p>N/A</p>
<p>Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU?</p> <p><b>(If yes, include the district's indirect rate of 4.22% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)</b></p>	<p>N/A</p>
<p>Will the proposed program take students out of the classroom for any portion of the school day? <b>(OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)</b></p>	<p>No</p>
<p>Who is the contact managing and assuring grant compliance? <b>(Include contact's name, address, phone number, email address.)</b></p>	<p>Name/Title: Edgar Rodriguez-Ramirez, Coordinator</p> <p>Site: 118</p> <p>Address: 1640 – 22<sup>nd</sup> Avenue, Oakland 94606</p> <p>Phone: 818-280-7549</p> <p>Email: edgar.ramirez@ousd.org</p>

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**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal/Administrator	Edgar Rodriguez-Ramirez	<i>Edgar Rodriguez-Ramirez</i>	12/22/22
Chief Academic Officer	Sondra Aguilera	<i>Sondra Aguilera</i>	12/22/2022

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**Grant Office Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Senior Business Officer	Lisa Grant-Dawson		
Superintendent	Kyla Johnson-Trammell	<i>Kyla Johnson-Trammell</i>	1/26/2023

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November 9, 2022

Edgar Rodriguez-Ramirez  
Principal, Garfield Elementary  
Oakland Unified School District  
1000 Broadway, Ste. 440  
Oakland, CA 94607-4099

**Grant Reference # 21 – 2022**

Dear Edgar Rodriguez-Ramirez,

I am pleased to inform you that the Eat. Learn. Play. Foundation has approved a grant of \$90,000 to the Oakland Unified School District (OUSD).

The grant is restricted for Garfield Elementary’s Library and Mindfulness Corners Build-Out as described in Annex A.

Payment of your grant will occur on the following schedule:

Payment #	Payment Date	Payment Amount	Payment Method	Payment Note
1 of 1	14 days from receipt of agreement	\$90,000	Check	The check should go to "Oakland Unified School District" and in the memo: Garfield Elementary Donation/Grant

Please review the Grant Award Letter and sign and return it to the Eat. Learn. Play. Foundation.

By accepting payment, you agree to all the terms and conditions set forth in this letter and the attached Annex. Once the signed Grant Award Letter is received in our office, the grant monies will be disbursed in accordance with the schedule above.

As the Grant Award Letter indicates, your organization agrees to submit a report to the Eat. Learn. Play. Foundation thirty (30) days after the end of your fiscal year for each year in which you hold or spend grant funds.

The Eat. Learn. Play. Foundation is proud to support your mission.

Sincerely,

Christopher Helfrich  
CEO



## GRANT AWARD LETTER

The grant to your organization from the Eat. Learn. Play. Foundation is for the purpose(s) described below and is subject to your organization's acceptance of the terms and conditions herein.

**Grantee:** Oakland Unified School District

**Grant Award Date:** 11/9/2022

**Amount of Grant:** \$90,000

**Fiscal Year Ends:** June 30, 2023

**Grant Purpose:** Garfield Elementary's Library and Mindfulness Corners Build-Out

### Grantee agrees that:

1. Your organization certifies that it is legally authorized to receive this grant under its own policies, as well as any other applicable laws and regulations. Your organization certifies that the person accepting payment has the authority and has obtained all necessary approvals to accept the grant award.
2. Any portion of the grant not used for the stated purpose must be repaid to the Eat. Learn. Play. Foundation by your organization.
3. Your organization agrees to notify the Eat. Learn. Play. Foundation immediately, in writing, of any change in its tax-exempt status (if currently a tax-exempt organization), its executive staff or key staff responsible for achieving the grant purposes, or any other change in its program that would affect its ability to achieve the grant purposes.
4. Unless specifically provided in this Grant Award Letter, your organization certifies that this grant is not earmarked for any third-party organizations or individuals.
5. You certify that your organization does not discriminate on any unlawful basis with regard to hiring or employment practices or in the administration or provision of programs and services and does not discriminate on the basis of sexual orientation or gender identity.
6. Your organization will provide a report on or before sixty (60) days after the end of your fiscal year, for each year in which you hold or spend grant funds, and such report will include all of the information requested in the reporting form at Annex B.
7. Your organization agrees it will not use the grant funds in a manner inconsistent with Internal Revenue Code Section 501(c)(3), including: (a) influencing the outcome of any specific election for candidates to public office, (b) inducing or encouraging violations of



law or public policy, or (c) causing any private inurement or improper private benefit to occur.

8. The Eat. Learn. Play. Foundation reserves the right to modify or discontinue funding associated with this grant if your organization fails to comply with the terms of this Grant Award Letter, or if the Eat. Learn. Play. Foundation determines that any statements, representations or documents provided by your organization, including in any grant reports, is false or materially misleading. In such an event, your organization agrees, at the Eat. Learn. Play. Foundation' request, to repay grant funds and/or redirect them to another organization selected by the Eat. Learn. Play. Foundation to carry out the purposes of this grant. Your organization will indemnify, defend and hold the Eat. Learn. Play. Foundation harmless from any costs or damages incurred by the Eat. Learn. Play. Foundation related to any misrepresentation in or failure to comply with this Grant Award Letter. This Grant Award Letter may be executed in counterparts, each of which shall constitute an original, but both of which, when taken together, shall constitute only one agreement.
9. Your organization agrees that (a) any public acknowledgment of this grant shall include that the support was provided by Eat. Learn. Play. Foundation, and (b) nothing in this Grant Award Letter authorizes or permits you, your organization or any other person or organization, to use any intellectual property, including but not limited to rights of publicity or to use of imagery, associated with Stephen Curry, Ayesha Curry, or any other individual or company affiliated with such persons. To ensure compliance with the foregoing provisions, your organization agrees to submit in advance to Eat. Learn. Play. Foundation, for review and revision at its reasonable discretion, any announcements your organization intends to make regarding this grant, and any publications referring to this grant your organization intends to publish, other than in its annual reports or tax returns.
10. Your organization will maintain accurate accounting records and retain records of receipts and disbursements related to the expenditure of grant funds and will keep such accounting records for at least two years after the end of the grant period. Your organization must account for grant funds separately– either in a separate bank account or a separate bookkeeping account that is dedicated to this grant's stated purpose and maintained as part of your financial records. Eat. Learn. Play. Foundation may, at its expense and on reasonable notice to your organization, inspect, audit, or copy your organization's records pertaining to this grant.
11. This Grant Award Letter supersedes any prior or contemporaneous oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to its subject matter. This Grant Award Letter may not be amended or modified, except in writing signed by both parties.
12. This Grant Award Letter shall be governed by the laws of the State of California applicable to contracts to be performed entirely within the State. For the purpose of any





action or proceeding arising out of or relating to this Grant Award Letter, each of the parties hereto irrevocably (a) submits to the exclusive jurisdiction of the state courts of California and to the jurisdiction of the United States District Court for the Northern District of California and (b) agrees that all claims in respect of such action or proceeding shall be heard and determined exclusively in any California state or U.S. federal court sitting in the City and County of Alameda, California.

Sign below to acknowledge this Grant Award Letter, accept its terms and be eligible to receive payment of the grant:

DocuSigned by:  
Christopher Helfrich 11/10/2022  
B9ABA2EB796F469...  
Eat. Learn. Play. Foundation Dated  
By: Christopher Helfrich  
Its: Chief Executive Officer

DocuSigned by:  
ERD 11/14/2022  
2F5553A69E10486...  
Oakland Unified School District Dated  
By: Edgar Rodriguez-Ramirez

Its: Principal, Garfield Elementary

**Oakland Unified School District**

Name: Sondra Aguilera Signature: Sondra Aguilera

Position: Chief Academic Officer Date: 12/22/2022

- Board President
- Superintendent
- Chief/Deputy Chief/Executive Director

Name: Kyla Johnson-Trammell Signature: Kyla Johnson-Trammell

Position: Secretary, Board of Education Date: 1/26/2023

Approved as to form by OUSD Attorney Carrie Rasmussen on 12/22/22

Carrie M. Rasmussen



## **ANNEX A: Purpose and Budget**

### **Project Narrative:**

Garfield Elementary School is one of the largest and oldest Elementary Schools in Oakland, located in the San Antonio District. Currently, approximately 524 TK-5<sup>th</sup> grade scholars attend this school.

Garfield's library has not been in circulation since the 2012- 2013 school year. OUSD Measure G funding supports school libraries; however, this budget was significantly cut during the 2014 fiscal year.

For the school year 2014-2015, OUSD stopped earmarking Measure G funds for school libraries. The 1.7 million previously distributed to school sites for school libraries continued to be allocated at the same level but was moved to general/discretionary spending. Many schools ceased or reduced funding for their libraries at that time. Since then, Measure G funding has fluctuated. It continues to be the only dedicated source of funding for school libraries.

Support from Rakuten's Back to School Campaign with Stephen will contribute to the library's reopening with technology and a collection of diverse, high interest books for students of multiple backgrounds, as well as PD for teachers.

Funds would also support the building of mindfulness corners in every classroom as the school works to continue deepening their practice of mindfulness and trauma-informed practices to support students in being present and focused on learning.

### **Budget:**

<b>Library Books</b>	<b>\$50,000</b>
<b>Technology</b>	<b>\$20,000</b>
<b>Mindfulness Corners</b>	<b>\$10,000</b>
<b>Professional Development for Teachers</b>	<b>\$10,000</b>
<b>Total Cost</b>	<b>\$90,000</b>



**Annex B: Grant Reporting Form**

**Grant Report  
Due July 31, 2023**

1. **How were the funds spent? Please provide the major line items.**
2. **Was the grant used for the agreed upon purpose? Has anything changed?**
3. **How many students were served by the funds? (Please provide any data by any demographics you track such as age, race, location, and gender).**
4. **What did you learn from the project's successes and challenges that may be useful to your organization in the future?**