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By	



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

To: Board of Education
From: Tony Smith, Superintendent

Subject: **District Submitting Grant Proposal**

ACTION REQUESTED:

Approval and support by the Board of Education of District applicant submitting grant proposal for OUSD to First Five, for fiscal years 2013 and 2014 and to accept same, if granted, in whole or in part, pursuant to the terms and conditions thereof and to submit amendments thereto, for the grant year, if any.

BACKGROUND:

Grant proposal for OUSD schools for the 2013 and 2014 fiscal years was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant proposal packets are attached.

File I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
13-1409	Yes	Grant	Oakland Unified School District	To support the Summer PreK Program	5/1/13 - 6/30/14	First 5 Alameda County	\$126,000.00

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 proposal 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: \$126,000.00

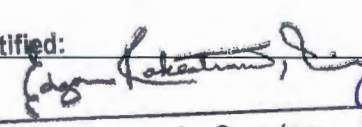
RECOMMENDATION:

Approval and support by the Board of Education of District applicant submitting a grant proposal for OUSD schools for fiscal years 2013 and 2014 to accept same, if granted, in whole or in part, pursuant to the terms and conditions thereof and to submit amendments thereto, for the grant year, if any.

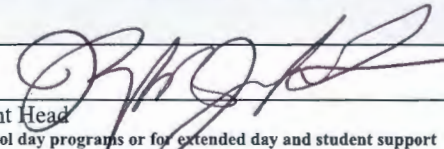
ATTACHMENTS: Grants face sheet, grant proposal

OUSD Grants Management Face Sheet 2013-14

Title of Grant: Summer PreK Program	Funding Cycle Dates: May 1, 2013 – June 30, 2014
Grant's Fiscal Agent: Oakland Unified School District	Grant Amount for Full Funding Cycle: \$120,000
Funding Agency: First Five Alameda County	Grant Focus: Summer PreK Program
List all School(s) or Department(s) to be Served: Individual school sites selected to offer K-5 summer schools or at available state preschool sites, with fully equipped classrooms.	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant would support the Summer PreK program, which provides a 5 – 6 week summer camp experience for incoming kindergartners who have never experienced formal preschool or licensed childcare. After attending camp, students and their families have greater levels of Kindergarten Readiness at the start of the school year. The SPK program is designed to provide children with an opportunity to learn in a developmentally appropriate classroom environment and expose them to social experiences and develop various skills necessary for success in kindergarten. Parent workshops are also offered through this program, as are child developmental screenings.
How will this grant be evaluated for impact upon student achievement?	The Kindergarten Readiness Survey will measure the impact on student achievement. We are already collecting this information for all students, so this will not be an additional cost.
Does the grant require any resources from the school(s) or district? If so, describe.	No
Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU?	Yes. A fee of 4.57% indirect has been included in the budget
Will the proposed program take students out of the classroom for any portion of the school day?	No. <div style="text-align: right;"> <p>Certified:  Edgar Rakestraw, Jr., Secretary Board of Education 6/27/13</p> </div>
Who is the contact managing and assuring grant compliance?	Kyla Johnson, Associate Superintendent 4551 Steele St Oakland, CA 94606 (510) 336-7591 kyla.johnson@ousd.k12.ca.us

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal			6/6/13
Department Head (e.g. for school day programs or for extended day and student support activities)			

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Vernon Hal		
Superintendent	Tony Smith		

SECTION 1: APPLICATION INFORMATION

Please complete the information below, including contact information for staff with authority to negotiate contract scope of work and terms and conditions on behalf of their agency.

Agency Name Oakland Unified School District				
Agency Tax ID 94-6000385				
CONTACT INFORMATION				
First Name Michelle		Last Name Grant		
Position/Title Coordinator				
Street # 4551	Street Name Steele St.	Unit # Leadership, Curriculum, and Instruction	City Oakland	Zip 94619
Phone # 415-307-7555 (cell)		Fax		
Email Address michelle.grant@ousd.k12.ca.us				
CONTRACT SIGNATORY (IF DIFFERENT FROM CONTRACT CONTACT)				
First Name MARIA		Last Name SANTOS		
Position/Title Deputy Superintendent of Leadership, Instruction & Equity-in-Action				

SECTION 2: NARRATIVE RESPONSE

Describe your staffing plan and the SPK staff responsible for supporting the structure and implementation the SPK program (as well as for year around activities if applicable). Describe the recruitment and hiring process.

Kara Woo is the School Readiness Coordinator, and provides day-to-day oversight of the SPK program, supervising and supporting both the certificated teachers and the preschool instructors. The School Readiness Coordinator has been actively recruiting PreK, TK, K, and 1st grade teachers to participate in the First 5 Summer PreK (SPK) program since January 2013. We currently have over 25 P-1 teachers requesting more information re: teaching in one of our OUSD SPK classrooms in 2013. The School Readiness Coordinator is also working with OUSD Human Resources and the Summer School Office to coordinate all hiring procedures for the SPK program. On the sites where summer school is in session, the Principal of the summer school provides support regarding the facility and is available to assist in an emergency.

The School Readiness Coordinator reports to Michelle Grant-Groves, the 0-8 Early Education Coordinating Officer, who reports to Kyla Johnson, Associate Superintendent of Leadership, Curriculum, and Instruction. Ms. Johnson reports to Maria Santos, the Deputy Superintendent of Leadership, Curriculum, and Equity-in-Action, who reports to the Superintendent Tony Smith.

Describe the SPK and SR year-round activities outreach strategies. If you do not intend to provide SR year-round activities, discuss your recruitment and outreach strategies for the SPK Program, only.

SPK OUTREACH:

SPK outreach strategies include working closely with both internal and external partners. The School Readiness Coordinator, with support from the 0-8 Coordinating Officer will work with the Summer School Office to coordinate all school-site fliers and school-site based family outreach and communication. In addition, the School Readiness Coordinator will work with the Oakland Housing Authority, Oakland Head Start, Oakland Education Cabinet, Oakland Literacy Coalition, Raising a Reader, and Fairyland to identify and partner outreach events for the OUSD SPK program.

SR YEAR ROUND OUTREACH:

SR Year round outreach strategies also include working closely with both internal and external partners. The School Readiness Coordinator, with support from both the 0-8 Coordinating Officer and the Family Engagement Office, through the OUSD Full Service Community School Department, will work directly with PreK - 1st grade teachers, school site principals, Regional Executive Officers, and content curriculum specialists in an

effort to collaborate and coordinate school-based and centrally held School Readiness (SR) events and professional development throughout the school year. In addition, the School Readiness Coordinator will work in direct partnership with key community partners also focused on supporting School Readiness efforts throughout the city of Oakland: Oakland Housing Authority, Oakland Headstart, Oakland Education Cabinet, Oakland Education Cabinet, Oakland Literacy Collaborative, Raising a Reader, Oakland Zoo, Friends of the Public Library, and Fairyland - encouraging them to participate in joint SR events and professional development for teachers.

Describe the SPK enrollment process. How will children be identified and enrolled?

In an effort to serve all of Oakland's students, the focal target population for the OUSD SPK program are children with no prior preschool or licensed childcare experience who will enter Kindergarten in the fall. This camp is intended to be a four-six-week "booster" to provide, low-income, at-risk students opportunities similar to their peers who have had previous PreK experience. Over the past year, the current School Readiness Coordinator, has made a coordinated effort to locate these students at family events, school readiness events, through the Oakland Education cabinet committee, as well as working with Headstart staff, the Oakland Housing Community, and other 0-5 organizations.

How will your SR activities/SPK program promote SR and engage parents about the importance of school readiness within the required 5 hours? In addition to the required topics of school readiness, health and literacy, what other topics will be included for parents in the community?

Families will be provided with on-going, year-round, school-site embedded and centrally held SR opportunities to learn how best to support their children through Kindergarten Transition workshops as well as through participation in the four key district-wide Family Engagement conferences, where - thanks in large part the the current School Readiness Coordinators leadership, now include SR as a key platform agenda item. Families also receive written materials about age-appropriate skill levels and activities at all OUSD SR and SPK events and classrooms. In addition, the School Readiness

What community partners, district programs, services and departments will you collaborate with to support the SPK program and/or school readiness year-round activities? Briefly describe and define the roles and responsibilities of each partner?

The SPK program collaborates with the Oakland Literacy Collaborative, Oakland Education Cabinet, Oakland Head Start, Oakland Unity Council, OUSD, First 5 Alameda, and Attendance Works to align joint school readiness efforts. Oakland Head Start and Oakland Unity Council. Partnership roles include, thought partners, policy and program development collaborators, engaged and informed stakeholders.

What new or enhanced SPK/ school readiness programs and/or services will be offered? How will these services:

1. **Build, increase and/or improve relationships between schools and families?**
Conduct 13 SR Family Workshops, across the district, throughout the 2013-14 SY, regarding both evidence-based SR strategies and options for families and TK/K

enrollment at OUSD sites, including individual breakout sessions for Latino, African American, and Asian families to address Attendance and Literacy, Health, Wellness, & Nutrition. In addition, the School Readiness Coordinator will work closely with both OUSD ECE and Oakland Headstart Family Advocates to coordinate efforts, align, and build relationships with families and children entering into the OUSD K-12 system through the development and delivery of year-long Professional Learning Communities specifically geared towards School Readiness: PreK - 1st Grade, including encouraging family engagement and leadership opportunities within the instructional design process.

2. Build or improve transition to kindergarten services for children and families?

Relationships with families and community partners will be strengthened through the on-going year-round SR activities. The School Readiness Coordinator will continue to work with Oakland Headstart and OUSD ECE/K-12 leaders to further develop and institute the "School Readiness Snap Shot" common template that can accompany all incoming OUSD TK/K students after being promoted from OUSD PreK and Oakland Headstart, as well as develop and support the P-1 School Readiness PLCs with the 0-8 Coordinating Officer. In addition, families will be provided with pamphlets/ brochures at all SR events about how to support their child's readiness for TK/K as well as how to become an active leader and participant within their child's school and classroom. Families will also be supported through the SPK program and participation in the SPK parent education workshops. For example, families will receive "information tote bags" including materials and brochures regarding SPK, TK, and School Readiness activities after participating in the SPK program.

3. Increase/enhance school readiness alignment, coordination and linkages between ECE providers and kindergarten teachers?

The SPK Coordinator will continue to meet with elementary school Principals, Regional Executive Officers, LCI Managers, CDC directors, ECE teachers as well as Oakland Headstart leaders and staff, and the Alameda Local Planning Council.

a. If you are also applying for new and/or enhanced year-round school readiness funding, please describe the year-round activities that will be implemented.

1. Please describe how you anticipate using the required sustainability training and learning community to support your efforts to fully integrate SPK?

In an effort to synthesize much of the early year and early grade alignment work happening both inside and outside of OUSD, the School Readiness Coordinator will work daily with the 0-8 Coordinating Officer, Family Engagement Office, Title I Funding Team, the Student Assignment Office, Early Childhood Department, and the Regional Executive Officers to ensure the entire district system understands and can articulate the importance of protecting seamless pathways for our youngest students and their families. Without a dedicated, full-time early childhood and early grade content expert coordinating the School Readiness efforts - children's transitions into TK/K will continue to be inequitable and inconsistent as they have been in the past.

2. Please identify a 2-3 member team from your district that will attend and participate in School Readiness Sustainability Trainings. This team must include a senior district representative and a fiscal representative.)

School Readiness Sustainability team will include:

- Michelle Grant-Groves, 0-8 Coordinating Officer (senior)
- Kara Woo, School Readiness Coordinator
- LaTanya Hill, 0-8 Administrative Assistant (fiscal)

ATTACHMENT B

PROPOSED BUDGET

Complete the budget worksheet and provide a brief justification for each proposed expense. Please limit your budget justification to two (2) pages at 11 point font.

PERSONNEL EXPENSES (list positions separately, FTE % on project and salary)	7/1/2013 - 6/30/2014 Proposed Budget	7/1/2014 – 6/30/2015 Proposed Budget
50% of Summer PreK Program Coordinator	32,307	32,307
Personnel Benefits:	9,693	9,693
PERSONNEL SUBTOTAL:	\$42,000	\$42,000
GENERAL EXPENSES	7/1/2013 - 6/30/2014 Proposed Budget	7/1/2014 – 6/30/2015 Proposed Budget
Training	10,647	10,647
Program Materials	6000	6000
Printing	500	500
Office Supplies	500	500

Staff Travel	600	600
Consulting Services		
Evaluation		
GENERAL EXPENSES SUBTOTAL	\$	\$
SUBCONTRACTORS (list separately)		
SUBCONTRACTORS SUBTOTAL	\$	\$
OTHER (Additional items that cost more than \$5,000)	7/1/2013 - 6/ 30/2014 Proposed Budget	7/1/2014 - 6/ 30/2015 Proposed Budget
Indirect to OUSD is 4.57%	2,753	2,753
OTHER SUBTOTAL	\$2,753	\$2,753
TOTALS	7/1/2013 - 6/ 30/2014 Proposed Budget	7/1/2014 - 6/ 30/2015 Proposed Budget
SUBTOTAL OF DIRECT EXPENSES (Add subtotals for Personnel, General, Subcontractors and Other)	\$60,247	\$60,247
TOTAL PROPOSED PROJECT EXPENSE	\$63,000	\$63,000