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**OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education**

June 16, 2021

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Lucia Moritz, Executive Director, College & Career Readiness
Rebecca Lacocque, Director, Linked Learning

Subject: Grant Award - California Department of Education - Specialized Secondary Programs: Cohort 7
Planning Grant - Oakland High School

ACTION REQUESTED:

Acceptance by the Board of Education of a Specialized Secondary Programs: Cohort 7 Planning 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 2020-23112-61259-70, in the amount of \$35,000.00, for purpose described in the attachment, for the period of December 1, 2020 through June 30, 2022, pursuant to the terms and conditions thereof.

BACKGROUND:

Grant Award for OUSD schools for the 2020-22 fiscal years 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
21-1418	Yes	Grant	Oakland Unified School District, Oakland High School, Project Lead the Way Engineering Pathway	This grant will provide funding for the students in the Project Lead the Way Engineering pathway 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.	December 1, 2020 June 30, 2022	California Department of Education, College and Career Transition Division	\$35,000.00

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: \$35,000.00

RECOMMENDATION:

Approval by the Board of Education of a Grant Award for Oakland High School for fiscal years 2020-22 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:

- Grant Face Sheet
- Grant Award Notification

OUSD Grants Management Face Sheet

Title of Grant: Specialty Secondary Programs: Cohort 7 Planning	Funding Cycle Dates: 12/01/2020 - 06/30/2022
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 510-879-4611 Rebecca.Lacocque@ousd.org	Grant Amount for Full Funding Cycle: \$35,000.00
Funding Agency: Maria Burreight, Education Programs Consultant Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901	Grant Focus: To support the Project Lead the Way Engineering pathway at Oakland High School.
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 the Project Lead the Way Engineering pathway 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 5.56% 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.)	Annual Report
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? (If yes, include the district's indirect rate of 5.56% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	No
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.)	No

Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Rebecca Lacocque, Linked Learning Director High School Linked Learning Office Oakland Unified School District 1000 Broadway, Suite 440, Oakland, CA 94607 510-874-4611 Rebecca.Lacocque@ousd.org
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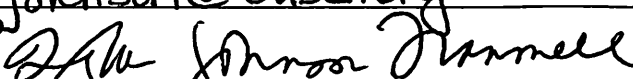
Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Linked Learning Director	Rebecca Lacocque	<i>Rebecca Lacocque</i>	5/20/21
Chief Academic Officer	Sondra Aguilera	<i>Sondra Aguilera</i>	5/21/2021

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Lisa Grant Dawson		
Superintendent	Kyla Johnson-Trammell		

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 2020	PCA 23112	Vendor Number 61259	Suffix 70
Attention Dr. Kyla Johnson-Trammel, Superintendent			STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY 01	
Program Office Accounting Office, State Funds			Resource Code 7370	Revenue Object Code 8590	INDEX	
Telephone 510-879-8200						
Name of Grant Program Specialized Secondary Programs: Cohort 7 Planning					0615	
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$35,000		\$35,000		12/01/2020	06/30/2022
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="display: flex; justify-content: space-between;"> <div style="width: 30%;">  _____ Shanthi Gonzales President, Board of Education </div> <div style="width: 65%;"> 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> </div>						
California Department of Education Contact Maria Burrigh			Job Title Education Programs Consultant			
E-mail Address mburright@cde.ca.gov			Telephone 916-319-0460			
Signature of the State Superintendent of Public Instruction or Designee 			Date February 12, 2021			
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
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.						
Printed Name of Authorized Agent Dr. Kyla Johnson-Trammel			Title Superintendent			
E-mail Address kyla.johnson@ousd.org			Telephone 510-879-8000			
Signature 			Date 3/9/21			

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, 2022**. **No extensions of 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 SSP Associate Governmental Program Analyst (AGPA) in the High School Innovations and Initiatives Office (HSIIO). These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions for federal, state, and local rules, regulations, and policies relating to the administration and accounting for 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:
 - The first 75 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. A comprehensive and detailed course outline for both courses developed through this SSP grant must be posted on the CTE Online SSP Group Page by **April 17, 2022**. Failure to comply with all reporting, submission, and posting requirements will 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, 2022**, 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 a 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 17, 2022**. 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 scheduled for February 28–March 2, 2021, in Sacramento.
8. If the grantee terminates its 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.
9. Grantees are required to accommodate SSP mentors in the performance of their required duties, including scheduling site visits during the regular school day and responding to communications.
10. Grantees must adhere to all communicated due dates for the posting of the incremental development of the required curriculum.

If you have any questions regarding the SSP program requirements of the grant, please contact Maria Burrignt, Education Programs Consultant, HSIIO, by phone at 916-319-0460 or by email at mburright@cde.ca.gov. If you have questions regarding the fiscal requirements of the grant, please contact Cindy Rose, AGPA, HSIIO, by phone at 916-319-0475 or by email at crose@cde.ca.gov.