

File ID Number	14-1877
Introduction Date	9/10/14
Enactment Number	14-1675
Enactment Date	9-10-14
By	



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

OAKLAND UNIFIED SCHOOL DISTRICT  
Office of the Board of Education

September 10, 2014

To: Board of Education

From: Antwan Wilson, Superintendent

Subject: **District Submitting Grant Agreement - CPKS-4001, Pre-Kindergarten and Family Literacy Program**

**ACTION REQUESTED:**

Acceptance by the Board of Education of grant agreement, Resolution No. 1415-0077, CPKS-4001-Pre-Kindergarten and Family Literacy Program for Early Childhood Education programming for fiscal year 2014-2015, pursuant to the terms and conditions thereof, if any.

**BACKGROUND:**

Grant agreements for OUSD schools for the 2014-2015 fiscal year that benefit the Early Childhood Education Department are submitted for Board acceptance and approval as indicated in the chart below. Grant agreement packets are available for review through Board Secretary's Office and will be electronically available within one week of the board meeting through Legislative information Center under the file I.D. stated at the top of this page. Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

File I.D.#	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
14-1877	Yes	CPKS Grant	Oakland Unified School District for Early Childhood Education Department	The grant will provide funding for the Early Childhood Education Acorn Woodland Child Development Center California Pre-Kindergarten Program.	07/01/2014-06/30/2015	California Department of Education	\$7,500.00

**DISCUSSION:**

The District received a grant agreement, CPKS-4001, for continued funding to the Early Childhood Education Department, to provide necessary instructional materials for the program listed in the chart.

- Review proposed contract project at OUSD site and assess its contribution to sustained student achievement.
- Identify OUSD resources required for program success.

OUSD received a completed grant agreement for each program listed in the chart by department.

**FISCAL IMPACT:**

The total amount of the grant agreement will be provided to OUSD's Early Childhood Education Department based on student enrollment.

- Contract valued at: \$7,500.00

**RECOMMENDATION:**

Acceptance by the Board of Education of District grant agreement for CPKS-4001, Pre-Kindergarten and Family Literacy Program for FY 2014-2015, 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, CPKS -4001 Fiscal Year 2014-2015  
Contact: Local Agreement for Child Development Services  
Contract Certification Clauses (CCC-307)

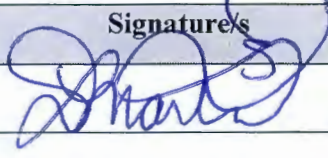
OUSD Grants Management Face Sheet

<b>Title of Grant:</b> CPKS-4001 Pre-Kindergarten and Family Literacy Program	<b>Funding Cycle Dates:</b> July 1, 2014 - June 30, 2015
<b>Grant's Fiscal Agent:</b> Oakland Unified School District Early Childhood Education 746 Grand Avenue Oakland CA, 94610 (510) 273-1616	<b>Grant Amount for Full Funding Cycle:</b>  \$7,500.00
<b>Funding Agency:</b> California Department of Education Child Development Division 1430 N Street, Suite 3410 Sacramento, CA 95814	<b>Grant Focus:</b> Child Development Services
<b>List all School(s) or Department(s) to be Served:</b> Acorn Woodland Child Development Center	

<b>Information Needed</b>	<b>School or Department Response</b>
How will this grant contribute to sustained student achievement or academic standards?	Grant Project Number: CPKS-4001 will provide necessary instructional materials for our child development center to improve the learning and development our preschool children.
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 5.94% 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.)	For purchasing instructional materials for our children at Acorn Woodland Child Development Center.
Does the grant require any resources from the school(s) or district? If so, describe.	Yes, assistance by the Department of Procurement & Distribution to process purchase requisitions.
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 5.94% 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.)	Lynne Martin, Director Early Childhood Education 746 Grand Avenue Oakland, CA 94610 510- 273-1616 <a href="mailto:Lynne.Martin@ousd.k12.ca.us">Lynne.Martin@ousd.k12.ca.us</a>

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**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal	Lynne Martin		8/22/14
Department Head	Allen Smith		

**Grant Office Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Fiscal Officer			
Superintendent	Antwan Wilson		

**ATTACHMENTS:**

Grant Face Sheet, CPKS -4001 Fiscal Year 2014-2015  
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**RESOLUTION**  
**No. 1415-0077**

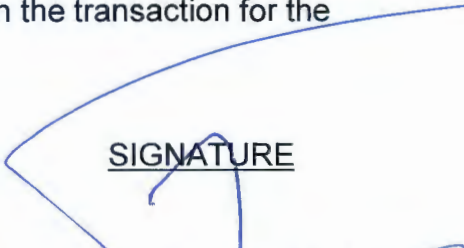
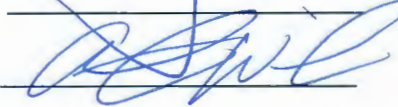
This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2014-2015.

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RESOLUTION

BE IT RESOLVED that the Governing Board of Oakland Unified School District

authorizes entering into local agreement number/s CPKS-4001 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>David Kakishiba</u>	<u>President, Board of Education</u>	
<u>Antwan Wilson</u>	<u>Secretary, Board of Education</u>	

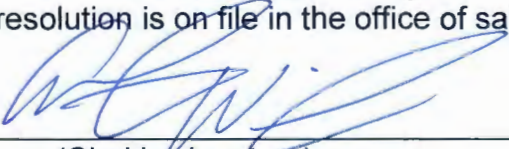
PASSED AND ADOPTED THIS 10th day of September, 2014, by the

Governing Board of Oakland Unified School District

of Alameda County, California.

I, Antwan Wilson, Clerk of the Governing Board of  
Secretary  
Oakland Unified School District, of Alameda, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

  
\_\_\_\_\_  
(Clerk's signature)  
Secretary's

9/12/14  
\_\_\_\_\_  
(Date)



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 14 - 15

DATE: July 01, 2014

CONTRACT NUMBER: CPKS-4001

PROGRAM TYPE: PREKINDERGARTEN AND FAMILY LITERACY PROG

PROJECT NUMBER: 01-6125-00-4

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: OAKLAND UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, the contractor is agreeing to use the funds identified below for support and to promote the interactive literacy activities for children and families enrolled in the Prekindergarten and Family Literacy Program, in accordance with the PROGRAM REQUIREMENTS FOR PREKINDERGARTEN AND FAMILY LITERACY PROGRAM and the GENERAL TERMS AND CONDITIONS (GTC-610), both available online at http://www.cde.ca.gov/fg/aa/cdl/, which by this reference are incorporated into this contract. The Contractor's signature also certifies compliance with the Program Requirements for Prekindergarten and Family Literacy Program and the General Terms and Conditions.

Funding of this contract is contingent upon appropriation and availability of funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2014 through June 30, 2015. The total amount payable pursuant to this agreement shall not exceed \$7,500.00.

Expenditure of these funds shall be reported quarterly to the Child Development Fiscal Services (CDFS) on form CDFS-9529. Reporting must be submitted for reimbursement of expenditures. For non-local educational agencies, expenditures made for the period July 1, 2014 through June 30, 2015 shall be included in their fiscal year 2014-15 audit due by the 15th day of the fifth month following the end of the contractor's fiscal year or earlier if specified by CDE. The audits for School Districts and County Offices shall be submitted in accordance with Education Code Section 41020.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

David Kakishiba
President, CONTRACTOR

Table with 2 columns: STATE OF CALIFORNIA (BY AUTHORIZED SIGNATURE, PRINTED NAME OF PERSON SIGNING: Sueshil Chandra, Manager, TITLE: Contracts, Purchasing and Conference Services) and CONTRACTOR (BY AUTHORIZED SIGNATURE, PRINTED NAME AND TITLE OF PERSON SIGNING: Antwan Wilson, Secretary, Board of Education, ADDRESS)

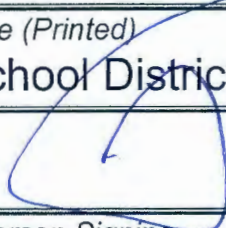
Table with financial and program details: AMOUNT ENCUMBERED BY THIS DOCUMENT (\$7,500), PROGRAM/CATEGORY (Child Development Programs), FUND TITLE (General), ITEM 30.10.010, CHAPTER B/A, STATUTE 2014, FISCAL YEAR 2014-2015, OBJECT OF EXPENDITURE (702, SACS: Res-6052 Rev-8590), SIGNATURE OF ACCOUNTING OFFICER, DATE



CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> <b>Oakland Unified School District</b>		<i>Federal ID Number</i> <b>94-6000385</b>
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> <b>David Kakishiba, President, Board of Education</b>		
<i>Date Executed</i> <b>9-10-14</b>	<i>Executed in the County of</i> <b>Alameda</b>	

**CONTRACTOR CERTIFICATION CLAUSES**

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs;
- and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department



determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

### **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)



Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued



pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.