

File ID Number	19-1289
Introduction Date	6/26/29
Enactment Number	19-1138
Enactment Date	6/26/19
By	er



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

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

May 31, 2019

To: Board of Education
 From: Kyla Johnson-Trammell, Superintendent
 Subject: **Grant Award Acceptance – Stuart Foundation – Oakland International High School**

ACTION REQUESTED:

Acceptance by the Board of Grant Award from Stuart Foundation, in the amount of \$200,000.00, to support the Oakland International Learning Lab to launch a principal preparation program at Oakland International High School for fiscal years 2019-2020 and 2020-2021, pursuant to the terms and conditions thereof, if any.

BACKGROUND:

Grant proposals for OUSD schools for the 2019-2020 and 2020-2021 fiscal years were submitted for funding as indicated in the chart below. The Grant Face Sheet and Grant Award Notification attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
19-1289	x	Grant Award	Oakland Unified School District - Oakland International High School	To support the Oakland International Learning Lab to launch a principal preparation program	5/01/2019 thru 10/31/2020	Stuart Foundation	\$200,000.00

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 completed grant application for the program listed in the chart by the school.

FISCAL IMPACT:

The total amount of grant will be provided to OUSD schools from the funder.

- Grants valued at: \$200,000.00

RECOMMENDATION:

Acceptance by the Board of Education of the Stuart Foundation Grant Award for Oakland International High School for fiscal years 2019-2020 and 2020-2021.

Attachments:

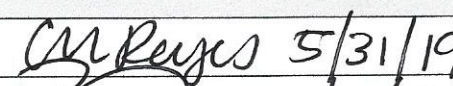

Grant Award Notification
 Grant Face Sheet
 Copy of Check, #4954

OUSD Grants Management Face Sheet

Title of Grant: Principal Pipeline at OIHS Learning Lab	Funding Cycle Dates: 5/1/2019 - 10/31/2020
Grant's Fiscal Agent: (contact's name, address, phone number, email) Shane Safir 500 Washington Street, 8 th Floor San Francisco, CA 94111 Tel : 415.393.1551 ssafir@stuartfoundation.org	Grant Amount for Full Funding Cycle: \$200,000.00
Funding Agency: Stuart Foundation	Grant Focus: Teacher to Admin Principal Pipeline
List all School(s) or Department(s) to be Served: Oakland International High School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant provides funds to support the Oakland International Learning Lab to launch a principal preparation program
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 4.75% 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.)	Teacher retention
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 4.25% 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.)	Carmelita Reyes, Principal Carmelita.Reyes@ousd.org Cell#510-435-3271

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal	Carmelita Reyes		5/31/19
Department Head	Preston Thomas		5/31/19

Grant Office Obtained Approval Signatures:

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

Stuart Foundation GRANT AGREEMENT

This Grant from the Stuart Foundation (Foundation) is for the purposes described below and is subject to acceptance by Oakland Unified School District (Grantee) of the conditions specified below. This Agreement will take effect when signed by the Grantee's authorized representative and a signed agreement is received by the Foundation.

I. GRANTEE IDENTIFICATION

Grantee: Oakland Unified School District
Grant Number: 2019-3036

II. GRANT TERMS

Total Grant Amount: \$200,000
Grant Period: 5/1/2019 - 10/31/2020
Grant Purpose: To support the Oakland International Learning Lab to launch a principal preparation program

III. GRANTEE REPORTING REQUIREMENTS

Schedule of Reporting Requirements:

Due Date	Report Type	Notes
October 31, 2019	Interim Narrative	N/A
November 30, 2020	Final Narrative & Financial	N/A
April 30, 2020	Interim Narrative & Financial	N/A

All forms and instructions can be downloaded at www.stuartfoundation.org from the Partner Resources page. The report requirements are incorporated by reference into this Agreement. The Foundation reserves the right, in its reasonable discretion, to amend the requirements from time to time; all such changes will be reflected in the posted version of such requirements found on the Foundation's website. Grantee is responsible for following the report requirements in effect at the time any required report is made. *The Foundation in its sole discretion may postpone or decline to make payments under this Agreement if Grantee fails to meet reporting requirements.*

The schedule of reporting requirements above may be modified, or the grant period listed above extended (refer to Section II), by written (including emailed) correspondence between the Foundation and Grantee that evidences their mutual agreement to the modification or extension.

IV. OBJECTIVES

Oakland International Learning Lab will partner with OUSD, SFUSD, and WCCUSD to host an administrator credentialing pipeline that emphasizes supporting English Language Learners in the urban high school context. Scholarships will be awarded to teacher leaders in the region who will come together to form a cohort of future administrators. The cohort will enter a tier 1 administrative credentialing program that meets on the campus of Oakland International High School and participate in specialized learning experiences designed to address the needs of the growing ELL population in the Bay Area.

OUTCOME	ACTIVITY and TIME-FRAME	INDICATOR and DATA SOURCE	BASELINE and DATA SOURCE	TARGET
Outcome 1: Significantly increase the number of administrators in the 3 partner districts who have expertise to lead on ELL issues.	Activity 1: Recruitment of Cohort (Spring 2019) Activity 2: Create rubric to assess candidates knowledge and ability to lead on ELL issues (summer 2019) Activity 3: Credentialing Classes (Sept 2019 - Summer 2020) Activity 4: 4 day Convenings in August, October, February, and June	The respective heads of district level ELL and high school programs provided baseline data for OUSD, WCCUSD, and SFUSD with respect to the current level of administrative expertise regarding ELL issues Professors will assess the cohorts' work product to determine individual cohort member's ability to analyze data, raise equity issues, and propose best practice strategic solutions for ELLs. Students will also self-assess prior to beginning and at the end of the program.	Percent of current high school principals with strong ELL expertise 40% (ranges from 30% - 47%) Percent of high schools with a high quality leader in waiting with strong ELL expertise 24% (ranges from 10% - 41%) Use rubric to assess cohort members expertise in August (baseline) and upon completion; both self-assessment and professor assessment.	By adding 18 new administrators with ELL expertise into the 3 Bay Area partner districts, we plan to at least double the percentage of high schools with a high quality leader in waiting with strong ELL expertise. At least 85% of cohort members will have gained sufficient expertise in ELL issues to lead in their respective districts.
Outcome 2: Create, assess and codify curriculum to prepare teacher leaders and new administrators to address ELL issues in their schools.	Activity 1: Adapt existing Reach administrative credential curriculum; create curriculum for 4 day convenings based upon Learning Lab workshops to support newcomers and ELLMA curriculum to support LTEL leadership	After each convening or major unit related to ELL issues, cohort members will be asked to complete an evaluation of the activity and its efficacy in improving their content knowledge or growing their practice as it relates to ELLs.	Baseline data for curriculum quality specifically measuring efficacy to lead on ELL issues does not exist.	By the end of the grant cycle, the Learning Lab will have identified the most high impact workshops, readings, activities and assignments that contributed to cohort members knowledge and increased their ability to lead on ELL issues. Where

	development (Summer 2019) Activity 2: Ongoing assessment of curriculum efficacy and student growth			necessary, curriculum will be re-tooled to benefit future cohorts.
Outcome 3: Document our work and learnings in order to share and benefit the wider educational community.	Activity 1: Policy Fellow assists Learning Lab Director in gathering data, articulating our findings, and identifying venues for sharing our learning. This work will begin in 2019 and continue through 2020.	Articles published Conference presentations Shared learning with district leadership and other credentialing programs	Baseline data does not exist.	The Learning Lab will publish for public consumption an overview of our project, its outcomes and our learning. We will also share this information at relevant venues such as CAFE and BIRE. We will share learning with partner districts and Reach in an effort to strengthen on-going collaboration. Where possible we hope to also share learnings with other administrative pipeline programs.

V. IRS DETERMINATION

This Grant is specifically conditioned upon the Grantee's status as an eligible grantee of the Stuart Foundation. The Foundation has obtained a copy of the Grantee's IRS determination letter evidencing the status of the Grantee as eligible. The Grantee confirms that its IRS classification is current and the organization is unaware of any action or ruling that would cause its determination ruling to be revoked. The Grantee will notify the Foundation immediately of any change in tax status.

VI. GRANTEE'S FINANCIAL RESPONSIBILITIES

The Foundation expects the Grantee to maintain complete and accurate records of revenues and expenditures relating to the Grant. We request that financial records be kept for at least four (4) years after completion of the Grant. In the event that the Foundation is audited by any government agency, it could be necessary, in rare instances, for the Foundation to examine, audit, or have audited the records of the Grantee insofar as they relate to activities supported by this Grant. Any audit expenses incurred in such a case will be borne by the Foundation.

VII. EXPENDITURE OF GRANT FUNDS

The Grant is to be used for the purpose(s) stated in this Grant Agreement and attached budget. Grant funds may be spent only in accordance with the terms set forth herein. Grant funds may

not be expended for any other purpose without prior approval by the Foundation. The Grantee agrees to contact the Foundation to request permission to make any significant changes in the approved attached budget. If the funds have not been completely expended at the end of the Grant period, the Grantee agrees to provide a statement on the balance and a plan for using the remaining funds.

Any references in Grantee's proposed budget to specific named third parties who are projected to receive grants, service fees, or other payments from Grant funds, are understood by the Foundation to be statements of Grantee's current intent, and the final selection of such third parties and the terms of their agreements with or engagements by Grantee (including the amounts of grants or fees) is within Grantee's discretion and control.

The Grantee agrees that, in carrying out the objectives supported by this Grant, it will not unlawfully discriminate in its employment practices, volunteer opportunities, or the delivery of programs or services, on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law.

The Grantee shall not use any portion of the Grant in a manner inconsistent with Section 501(c)(3) of the Internal Revenue Code, including a prohibition on using Grant funds to influence the outcome of any specific election of candidates to public office, induce or encourage violations of law or public policy, or cause any private inurement or improper private benefit to occur.

The Grant is not earmarked for use in any attempt to influence legislation within the meaning of Section 501(c)(3) of the Code, and neither the Foundation nor the Grantee has entered into any agreement, oral or written, to that effect.

The Grantee agrees that it will use the Grant funds in compliance with all applicable anti-terrorist financing and asset control laws and regulations.

VIII. PROCEEDS FROM GRANT-FUNDED ACTIVITIES

In the event all or a portion of the Grant is used to fund activities that generate income to the Grantee, or is used to create intellectual property that generates income to the Grantee, the Grantee hereby agrees to restrict the share of such income fairly allocable to the Grant funding for the same purposes as the Grant.

IX. CHANGES IN GRANTEE OPERATIONS

The Grantee agrees to promptly advise the Foundation about any of the following:

- Change in key personnel of the project or organization
- Change in address or phone number
- Change in the name of the organization
- Any development that significantly affects the operation of the project or the organization

X. USE OF SUBGRANTEES

If the Grantee finds it necessary to re-grant funds in order to carry out the purposes of the Grant, the Grantee retains full discretion and control over the selection process, acting completely independently of the Foundation. There is no agreement, written or oral, by which the Foundation may cause the Grantee to choose any particular subgrantee.

XI. PUBLICITY, PUBLICATIONS, AND COMMUNICATION WITH THE MEDIA

The Grantee shall acknowledge and include the Foundation's name on printed and visual materials that are produced with Foundation support. The Grantee agrees to discuss plans for such recognition, and provide copies of materials for the Foundation's records.

If the Grantee plans to issue a press release announcing this grant, the Grantee agrees to contact the Program Officer at least two weeks before the desired announcement date. The Foundation must provide advance approval of the press release and the date of release. The Foundation requests an opportunity to review and comment on subsequent press releases that are directly related to the Grant. The Foundation may make information about this Grant public at any time on its website and as part of press releases, public reports, speeches, newsletters, and other public documents.

XII. INTELLECTUAL PROPERTY

All right, title and interest in and to any materials, inventions or works and any patents, trademarks, copyrights or other intellectual property rights associated therewith created by the Grantee pursuant to this grant shall be owned by the Grantee. The Grantee, however, shall grant to the Foundation an irrevocable, nonexclusive, royalty free, worldwide license to copy, publish, reproduce, create derivative works, publicly perform, display, distribute directly or indirectly, or otherwise practice such inventions, works or materials pursuant to the Grantee's intellectual property rights for the Foundation's charitable, non-commercial purposes. The Grantee further shall grant to the Foundation the right to grant sublicenses under such intellectual property rights in furtherance of the Foundation's charitable, non-commercial purposes.

XIII. INDEMNIFICATION

To the fullest extent permitted by law, the Grantee shall defend, indemnify and hold the Foundation, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of Grantee's negligence or that of its agents, Grantee's breach of duties under the Grant Agreement, or Grantee's performance under this Grant Agreement.

The Foundation shall defend, indemnify and hold Grantee, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees) or claims for injury or damages arising out of the Foundation's negligence or that of its agents, Foundation's breach of duties under the Grant Agreement, or Foundation's performance under this Grant Agreement.

XIV. REMEDIES

In the event that the Grantee violates or fails to carry out any provision of this Agreement, including, without limitation, failure to submit reports when due, or if the Grantee dissolves or ceases to operate, the Foundation in its reasonable discretion may, in addition to any other legal remedies it may have, refuse to make any future grants or installment payments of this Grant to the Grantee, and the Foundation may demand the immediate return of all or any unexpended portion of the Grant, and any portion of the Grant expended not in compliance with this Agreement, and the Grantee shall immediately comply therewith.

XV. LIMITATION

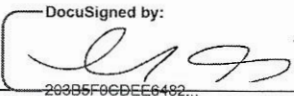
This Agreement contains the entire Agreement between the parties with respect to the Grant and supersedes any previous oral or written understandings or agreements. It is expressly understood that by making this Grant the Foundation has no obligation to provide other or additional support to the Grantee for the purposes of this Grant or any other purposes. Neither this Agreement, nor any other oral or written statement or action of the Foundation (other than a document executed on behalf of the Foundation specifically purporting to create a binding obligation of the Foundation) shall be interpreted to create any pledge or binding commitment by the Foundation to make any future grant to the Grantee.

XVI. WARRANTY

The Grantee expressly warrants that the execution, delivery or performance of this Grant Agreement shall not violate or result in the breach of any prior agreements entered into by the Grantee with any third parties. The Grantee further warrants that the Grantee shall not enter into any future agreements that would be in violation of any of the terms of this Grant Agreement.

XVII. ACCEPTANCE OF TERMS AND CONDITIONS

On behalf of the Stuart Foundation, I extend every good wish for the success of this work.

By: 
20385F06DDE6482...
Sophie Fanelli
President, Stuart Foundation

Date: 5/9/2019

I acknowledge that the Grantee has received and retained a copy of this Agreement. The attached terms and conditions have been carefully reviewed and understood, and are hereby accepted and agreed to as of the date specified.

Accepted on behalf of Oakland Unified School District


By: 
Signature of Authorized Officer, Director or Trustee


Name: Carmelita Reyes

Title: Principal

Date: 5/9/2019

Legislative File Id. No. 19-1289
Introduction Date: 6/26/19
Enactment No.: 19-1138
Enactment Date: 6/26/19
By: er


Aimee Eng, President, Board of Education 6/27/19


Kyla Johnson Trammell, Secretary, Board of Education 6/27/19

Teacher to Admin Pipeline Budget		
Organization Name	OUSD: Oakland International Learning Lab	
Request #	3036	
Request Grant Period:	04/01/2019 - 10/1/2020	
OUSD Budget 2018-19	\$566,526,417	
Oakland International HS Budget (excluding lab)	\$4,073,000	
Oakland International Learning Lab Budget	\$573,500	
Total Project Budget	\$262,700	
Stuart Foundation Grant Request	\$200,000	
Stuart Grant as % of Total Project Budget	76%	
EXPENSES	Total Project Budget	Stuart Foundation Request
PERSONNEL:		
.5 FTE for 18 months Learning Lab Director of Partnerships	\$132,000	\$105,000
.3 UC Policy Fellow: Document and Publish Findings	\$2,700	\$ -
6 OUSD, WCC, and SFUSD ELL and HS Admin Staff @ 3 days	\$15,000	\$ -
Total Personnel Expenses	\$149,700	\$105,000
PROGRAM/ORGANIZATIONAL EXPENSES:		
18 admin credential scholarships @ \$5,000 each	\$90,000	\$90,000
4 Meetings and Convenings: Substitutes, Food, Stipends	\$20,000	\$2,000
Stipend to Reach professor to retool ELL assignments	\$3,000	\$3,000
Total Program/Organizational Expenses	\$113,000	\$95,000
GRAND TOTAL EXPENSES	\$262,700	\$200,000
INCOME SOURCES	INCOME	
SECURED INCOME :		
OUSD, WCC, SFUSD ELL and HS Admin In Kind	\$15,000	
OIHS Learning Lab Dir Salary - Silvergiving	\$6,600	
Policy Fellow - Sobrato	\$2,700	
Total Secured Income	\$24,300	

PENDING INCOME: List sources that have already been requested but not awarded, as well as planned fundraising efforts. For unidentified sources, include a line item for funds "To be raised."		
Silvergiving	\$20,000	
Sobrato	\$2,000	
To be raised (funder identified)	\$16,400	
Total Pending Income	\$38,400	
Stuart Foundation Request	\$200,000	
TOTAL INCOME	\$262,700	

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STUART FOUNDATION
GRANTS ACCOUNT
500 WASHINGTON STREET, 8TH FLOOR
SAN FRANCISCO, CA 94111
(415) 393-1551

NORTHERN TRUST CORPORATION
SAN FRANCISCO, CA 94104
11-4222/1210

4954

5/15/2019

PAY TO THE ORDER OF Oakland Unified School District

\$ **200,000.00

Two Hundred Thousand and 00/100***** DOLLARS

TWO SIGNATURES REQUIRED IF OVER \$10,000

Oakland Unified School District
attn: Carmelita Reyes
4521 Webster St
Oakland, CA 94609

Sharon E. Little
John B. Little

MEMO: 2019-3036 Int'l Learning Lab: Teacher to Admin

⑈004954⑈ ⑆12104222⑆ ⑈40906728⑈

STUART FOUNDATION / GRANTS ACCOUNT

4954

Oakland Unified School District
2020 · Grants Payable:2021-21 · Grants 2019-3036 Oakland International Learning Lab: Teac

5/15/2019

200,000.00

NT Grants Account 2019-3036 Int'l Learning Lab: Teacher to Admin 200,000.00