

File ID Number	25-2836
Introduction Date	1/14/26
Enactment Number	
Enactment Date	
By	



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

January 14, 2026

To: Board of Education

From: Denise Saddler, Interim Superintendent  
Sondra Aguilera, Chief Academic Officer  
Clifford Hong, Middle School Network Superintendent

Subject: Grant Award - Save the Redwoods League - Oakland Goes Outdoors - Middle School Network Office

**ACTION REQUESTED:**

Acceptance by the Board of Education of the Save the Redwoods League Grant Award to the District for \$10,000.00, to fund Oakland Goes Outdoors (OGO) activities via the Middle School Network Office, as described in the Grant Award Letter, for the period of September 15, 2025 through July 31, 2026, pursuant to terms and conditions thereof, if any.

**BACKGROUND:**

Grant award for OUSD schools for the 2025-2026 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
25-2836	Yes	Grant	Oakland Unified School District, Middle Schools	To support the costs related to field trips to the Redwoods for Oakland Goes Outdoors Program outings.	9/15/25-7/31/26	Save the Redwoods League	\$10,000.00

**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: \$10,000.00

**RECOMMENDATION:**

Approval by the Board of Education of a Grant Award for OUSD Middle Schools for fiscal year 2025-2026, pursuant to the terms and conditions thereof, for the grant year, if any.

**ATTACHMENTS:**

Grant Face Sheet  
Grant Award Letter

## OUSD Grants Management Face Sheet

<b>Title of Grant:</b>  Oakland Goes Outdoors Redwood Field Trips	<b>Funding Cycle Dates:</b>  9/15/2025 to 7/31/2026
<b>Grant's Fiscal Agent:</b> (contact's name, address, phone number, email address)  Save the Redwoods League  111 Sutter St, San Francisco, CA 94104  (415) 362-2352  dzierten@savetheredwoods.org	<b>Grant Amount for Full Funding Cycle:</b>  \$10,000.00
<b>Funding Agency:</b>  Save the Redwoods League	<b>Grant Focus:</b>  Coordinate, up to (8) outdoor redwood field trips, including bus transportation, if needed.
<b>List all School(s) or Department(s) to be Served:</b>	
<b>Middle School Network; participating schools here:</b> <a href="https://www.oaklandgoesoutdoors.org/participating-schools">https://www.oaklandgoesoutdoors.org/participating-schools</a>	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	Experiential based education opportunities in the redwoods, support from a Save the Redwoods League naturalist in order to make stronger academic connections, supports social emotional learning, science & observation skills, and health & wellness of students
<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 3.89% 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>	Surveys, staff debriefs, student interviews
Does the grant require any resources from the school(s) or district? If so, describe.	No
<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 3.89% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)</b></p>	Services are supported by an OUSD funded grant
<p>Will the proposed program take students out of the classroom for any portion of the school day?</p> <p><b>(OUSD reserves the right to limit service access to students during the school day to ensure academic attendance continuity.)</b></p>	Yes
<p>Who is the contact managing and assuring grant compliance?</p> <p><b>(Include contact's name, address, phone number, email address.)</b></p>	Name/Title: Kaitlin Levenstrong/ED, Oakland Goes Outdoors & Cliff Hong, Middle School Network Superintendent
	Site: 965
	Address:
	Phone: (510) 467-0648
	Email: kaitlin.levenstrong@ousd.org


**Applicant Obtained Approval Signatures:**

Name/s	Entity	Signature/s	Date
Clifford Hong	Network Superintendent	<i>Clifford Hong</i>	
Sondra Aguilera	Chief Academic Officer	<i>Sondra Aguilera</i>	

**Grant Office Obtained Approval Signatures:**

Name/s	Entity	Signature/s	Date
Lisa Grant-Dawson	Fiscal Officer		
Denise Saddler, EdD	Interim Superintendent		

September 22, 2025



Kaitlin Levenstrong / Cliff Hong  
Oakland Unified School District  
1011 Union Street  
Oakland, CA 94607  
(510) 467-0648  
kaitlin@oaklandgoesoutdoors.org

Dear Kaitlin and Cliff,

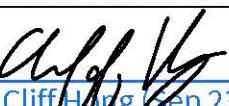
Congratulations! Save the Redwoods League (the "League") is pleased to award a grant fund not to exceed TEN THOUSAND (\$10,000.00) US dollars (the "Grant Funds") to Oakland Unified School District (the "Grantee") for support of its project, *Oakland Goes Outdoors Redwood Field Trips*. The grant period is from September 15, 2025 – July 31, 2026.

Exhibit A is attached hereto and outlines the project specifications and deliverables.

**By signing this award letter, the Grantee agrees to the following:**

1. Grantee confirms that it is a governmental agency that supports local schools in Oakland and that no changes in its support or activities are expected that could lead to a modification of said governmental agency status.
2. Grantee shall show the Grant Funds on its books in accordance with applicable accounting requirements. Grantee shall keep records to substantiate such expenditures. Grantee shall make such books and records available to the League within fourteen (14) calendar days of written request by the League. Grantee shall keep copies of all books, records and reports to the League for at least seven (7) years after completion of the use of the Grant Funds.
3. Grantee shall use the Grant Funds only for educational activities consistent with its governmental agency status and as outlined in Exhibit A. Without limiting the generality of the preceding sentence, Grantee shall not intervene in any election or support or oppose any political party or candidate for public office.
4. Grantee shall not send a tax receipt to the League.
5. If Grantee chooses to acknowledge donors in its annual report, organizational material and/or on its website, Grantee shall list the League as: "Save the Redwoods League".

The League looks forward to strengthening our partnership and invites our partners to reach out in exploration of additional collaboration opportunities. We welcome and encourage feedback about the League's work and grant process.

Grantee – Oakland Unified School District	Save the Redwoods League
 Cliff Hong Sep 23, 2025 08:01:06 PDT	Deborah Zierten 2025.09.22 14:01-07'00'
Name: Cliff Hong	Name: Deborah Zierten

Title: Middle School Network Superintendent	Title: Senior Manager of Education and Interpretation
Date: 09/23/2025	Date:

**Grantee - Oakland Unified School District**

Sondra Aguilera

**Name:** Sondra Aguilera

**Title:** Chief Academic Officer

**Date:** 11/17/2025

Approved As To Form by OUSD Legal Dept:

R

10/28/25

Roxanne De La Rocha, Staff Attorney

## EXHIBIT A

### 1. Payment Schedule.

- A. Total Grant Funds Amount: not to exceed \$10,000.00
- B. Payment Schedule: Grant Funds will be distributed to Grantee upon execution of this award letter.
- C. Grant Funds are to be distributed according to the following:

Task	Amount
Field Trip Bus Transportation	\$7,800.00
Program Administration	\$2,200.00
<b>Total Not to Exceed Grant Funds:</b>	<b>\$10,000.00</b>

### 2. Scope of Work. Grantee shall perform the following:

- A. Work with the League on teacher trainings throughout the year to build relationships with Oakland teachers and further promote the League's redwood curriculum.
- B. Promote League website and staff as a resource for teachers in planning their outdoor programming.
- C. Co-develop promotional material announcing the grant and partnership, which may include blogs and social media posts.
- D. Coordinate, up to eight (8) outdoor redwood field trips, including bus transportation, if needed.

3. Deliverables. Grantee shall submit to League a final report on or before July 31, 2026. The final report shall include the following:

- A. Program participation information, including the name and number of schools and number of students who attended field trips, location of field trips, teacher and student quotes, photos and sample work, and number of teachers reached through trainings.

# Grant - Redwood Field Trips, Oakland Unified School District 2025-26

Final Audit Report

2025-09-23

Created:	2025-09-22
By:	Kaitlin Levenstrong (kaitlin.levenstrong@ousd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhnPTxyFtwwtmZFr1f75bP2euLUk6prKU

## "Grant - Redwood Field Trips, Oakland Unified School District 2025-26" History

-  Document digitally presigned by Deborah Zierten (dzierten@savetheredwoods.org)  
2025-09-22 - 9:14:01 PM GMT
-  Document created by Kaitlin Levenstrong (kaitlin.levenstrong@ousd.org)  
2025-09-22 - 9:23:11 PM GMT
-  Document emailed to Cliff Hong (clifford.hong@ousd.org) for signature  
2025-09-22 - 9:23:47 PM GMT
-  Email viewed by Cliff Hong (clifford.hong@ousd.org)  
2025-09-23 - 3:00:57 PM GMT
-  Document e-signed by Cliff Hong (clifford.hong@ousd.org)  
Signature Date: 2025-09-23 - 3:01:06 PM GMT - Time Source: server
-  Agreement completed.  
2025-09-23 - 3:01:06 PM GMT



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