

Board Office Use: Legislative File Info.	
File ID Number	26-1475
Introduction Date	6/24/26
Enactment Number	
Enactment Date	



Board Cover Memorandum

To Board of Education

From Denise Saddler, Interim Superintendent
Sondra Aguilera, Chief Academic Officer
Alicia Arenas, Executive Director of Elementary Instruction

Meeting Date June 24, 2026

Subject Grant Award - Eat. Learn. Play. Foundation – Academics and Instruction Department

Ask of the Board Acceptance by the Board of Education of a Grant Award (Reference #4-2026) by and between the Eat.Learn.Play Foundation (ELPF), Oakland, CA, and the District, with the latter accepting \$630,000.00 from ELPF for the Tiered Literacy Supports Administrative Assistant position, as described in Annex A, incorporated herein by reference as though fully set forth, pursuant to the terms and conditions thereof, via the Academics and Instruction Department, for the period July 1, 2026 through June 30, 2027.

Background As part of Initiative 1 of the Superintendent’s Strategic Plan, Ensuring Strong Readers by Third Grade, OUSD is receiving financial support from Eat. Learn. Play. to fund three Early Literacy coaches focused on foundational skill instructional development and an administrative assistant to support the logistics coordination of high dosage tutoring across all of our elementary schools. The OUSD Academics Department and Literacy Team supports teachers and leaders with implementing our current Foundational Skills curriculum (UFLI and Benchmark for Dual Language Schools). Our administrative assistant has been instrumental in supporting sites set up their Tier 3 tutoring systems, progress monitoring attendance for tutoring, and supporting students with the log-in process.

Discussion We ask that the Board approve the Grant Award so that we can maintain and enhance the curriculum implementation that we have been focused on for the past few years and improve our students’ literacy achievement. The Eat. Learn. Play. Foundation has approved a grant of \$630,000.00.00 to Oakland Unified School District (“Grantee”) for the “Support for the Literacy Coaches and Tiered Literacy Supports Administrative Assistant.

Fiscal Impact Eat.Learn.Play. Foundation will be funding these positions in an amount not to exceed \$630,000.00.

Attachments

- Grant Face Sheet
- Grant Award Letter

OUSD Grants Management Face Sheet

<p>Title of Grant: Literacy Coaches and Tiered Literacy Supports Administrative Assistant Grant</p>	<p>Funding Cycle Dates: June 1, 2026 - June 30, 2027</p>
<p>Grant's Fiscal Agent: (contact's name, address, phone number, email address)</p> <p>Courtney Harvey Eat. Learn. Play Foundation 647 4th St, Oakland, CA 94607 510-775-2003</p>	<p>Grant Amount for Full Funding Cycle:</p> <p>\$630,000.00</p>
<p>Funding Agency:</p> <p>Eat. Learn. Play Foundation 647 4th St, Oakland, CA 94607 510-775-2003</p>	<p>Grant Focus: To support Early Literacy implementation in OUSD via the Central Literacy Coaches Program and Tiered Literacy Supports Administrative Assistant to strengthen literacy supports for students across all elementary schools.</p>
<p>List all School(s) or Department(s) to be Served: All Elementary Schools Academics & Instruction</p>	

Information Needed	School or Department Response
<p>How will this grant contribute to sustained student achievement or academic standards?</p>	<p>Our district data shows a distinct need for bolstering literacy achievement in the early grades, especially when we disaggregate the data by subgroup. Our literacy achievement data shows concerning disproportionality. This highlights the need for our district to focus on improving our early literacy instruction and providing students with tiered layers of support to ensure our students become accurate and fluent readers.</p> <p>Eat. Learn. Play Foundation has made a significant investment in strengthening the quality of OUSD Tier 2 small group literacy supports and Tier 3 high-dosage literacy tutoring for students who are furthest from grade level as part of a comprehensive, multi-year strategy to shift our student literacy achievement. Sites need administrative support to implement and support the quality of Tier 2 and Tier 3 while ensuring that early literacy coaches can focus on supporting teachers to strengthen Tier 1 instruction.</p> <p>Therefore, this grant serves to provide essential early literacy support to our schools by funding:</p> <ul style="list-style-type: none"> ● Tiered Literacy Supports Administrative Assistant position.

	<ul style="list-style-type: none"> • Three central literacy coaches who will support with our Foundational Skill curriculum adoption <p>Our central Literacy Coaches work directly with principals, site based TSAs, and teachers to improve literacy instruction and monitor the progress of students.</p>
<p>How will this grant be evaluated for impact upon student achievement?</p> <p>(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.)</p>	<p>OUSD Academics team will monitor the implementation of the K-5 Foundational Literacy Curriculum across our elementary schools to understand the impact and efficacy of the central literacy coaches' work. We will collect teacher practice data to understand the progress of curriculum implementation as well as student data in foundational literacy skills such as DIBELS.</p> <p>We intend to track metrics of student achievement for all students participating in Tier 3 tutoring, as well as implementation data for both Tier 2 and Tier 3. Additionally, we intend to track improvement data by a subgroup of students as well. These metrics will include measures such as DIBELS metrics, SIPPS mastery test progress and i-Ready.</p>
<p>Does the grant require any resources from the school(s) or district? If so, describe.</p>	<p>No.</p>
<p>Are services being supported by an OUSD funded grant or by a contractor paid through an OUSD contract or MOU?</p> <p>(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.)</p>	<p>Services are supported by an OUSD funded grant.</p>
<p>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.)</p>	<p>No.</p>
<p>Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)</p>	<p>Name/Title: Jamilah Sanchez Site: Academics and Instruction Address: Oakland Unified School District 1000 Broadway, Suite 440 Oakland, CA 94607</p> <p>Email: jamilah.sanchez@ousd.org</p>

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Alicia Arenas	<i>Alicia Arenas</i>	
Chief Academic Officer	Sondra Aguilera	<i>Sondra Aguilera</i>	

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Senior Business Officer			
Interim Superintendent	Denise Saddler		



May 28, 2026

Dr. Denise Saddler
 Oakland Unified School District
 1000 Broadway, Ste. 300
 Oakland, CA 94607-4099

Grant Reference # 4 - 2026

Dear Dr. Saddler,

I am pleased to inform you that the Eat. Learn. Play. Foundation has approved a grant of \$630,000 to Oakland Unified School District.

The grant is restricted to the Literacy Coaches described in Annex A and a Tiered Literacy Supports Administrative Assistant described in Annex B.

Payment of your grant will occur on the following schedule:

Payment #	Payment Dates	Payment Amount	Payment Method	Payment Note
1 of 3	July 2, 2026	\$510,000	Wire	For Literacy Coaches
2 of 3	July 17, 2026	\$60,000	Wire	For Tiered Literacy Supports Administrative Assistant
3 of 3	December 15, 2026	\$60,000	Wire	For Tiered Literacy Supports Administrative Assistant

Please review the Grant Agreement thoroughly and sign and return it to the Eat. Learn. Play. Foundation.

By accepting payment, you agree to all the terms and conditions set forth in this letter and the attached Annexes A and B. Once the signed Grant Agreement is received in our office, the grant monies will be disbursed in accordance with the schedule above.

As the Grant Agreement Letter indicates, your organization agrees to submit a report to the Eat. Learn. Play. Foundation on the following schedule:



Date: July 30, 2027	Type: Final Report	Notes: Annex C
---------------------	--------------------	----------------

The Eat. Learn. Play. Foundation is proud to support your mission.

Sincerely,

A handwritten signature in black ink, appearing to read "Ch Helfrich".

Christopher Helfrich
CEO



Grant Reference # 4 - 2026

GRANT AGREEMENT LETTER

The grant to your organization from the Eat. Learn. Play. Foundation is for the purpose(s) described below and is subject to your organization’s acceptance of the terms and conditions herein. By signing the agreement and accepting payment, you agree to all the terms and conditions set forth in the grant agreement. Once the signed agreement is received in our office, the grant monies will be disbursed in accordance with the schedule laid out in the agreement.

Grantee: Oakland Unified School District

Grant Award Date: May 28, 2026

Amount of Grant: \$630,000

Project Period: July 1, 2026 – June 30, 2027

Grant Purpose: Support for the Literacy Coaches and Tiered Literacy Supports Administrative Assistant as described in Annexes A & B

Payment Schedule:

Payment #	Payment Dates	Payment Amount	Payment Method	Payment Note
1 of 3	July 2, 2026	\$510,000	Wire	For Literacy Coaches
2 of 3	July 17, 2026	\$60,000	Wire	For Tiered Literacy Supports Administrative Assistant
3 of 3	December 15, 2026	\$60,000	Wire	For Tiered Literacy Supports Administrative Assistant

Grantee agrees that:

1. This grant must be used for the purpose identified above, as described in the Grantee’s application and attachments, and may not be expended for any other use.
2. Your organization certifies that it is legally authorized to receive this grant under its own policies, as well as any other applicable laws and regulations. Your organization certifies that the person accepting payment has the authority and has obtained all necessary approvals to accept the grant award.
3. Any portion of the grant not used for the stated purpose must be repaid to the Eat. Learn. Play. Foundation by your organization.
4. The Eat. Learn. Play. Foundation may request that your organization return any unexpended grant funds remaining at the end of the Project Period. Should funds remain at such time, your organization will contact the Eat. Learn. Play Foundation to discuss options including extending the Project Period, returning grant funds, and/or other options.



5. Your organization agrees to notify the Eat. Learn. Play. Foundation immediately, in writing, of any change in its tax-exempt status (if currently a tax-exempt organization), its executive staff or key staff responsible for achieving the grant purposes, or any other change in its program that would affect its ability to achieve the grant purposes.
6. Unless specifically provided in this Grant Agreement Letter, your organization certifies that this grant is not earmarked for any third-party organizations or individuals.
7. You certify that your organization does not discriminate on any unlawful basis with regard to hiring or employment practices or in the administration or provision of programs and services and does not discriminate on the basis of sexual orientation or gender identity.
8. Your organization will provide a final report on or before thirty (30) days after the end of your project period as well as participate in six-month interim check in as requested. Additional interim reports will be required for project periods over a year. Please follow the questions and format of our Grant Reporting Form attached to Annex C. You will receive a reminder before your report is due and submit through our grant portal. Your reports are due on the following schedule:

Date: July 30, 2027	Type: Final Report	Notes: Annex C
---------------------	--------------------	----------------

9. Your organization agrees it will not use the grant funds in a manner inconsistent with Internal Revenue Code Section 501(c)(3), including: (a) influencing the outcome of any specific election for candidates to public office, (b) inducing or encouraging violations of law or public policy, or (c) causing any private inurement or improper private benefit to occur.
10. The Eat. Learn. Play. Foundation reserves the right to modify or discontinue funding associated with this grant at any time if the Eat. Learn. Play Foundation determines, in its sole discretion, that (a) your organization is no longer able for any reason to carry out any purpose of the grant in a manner that is consistent with the mission of the Eat. Learn. Play Foundation; (b) your organization has failed to comply with the terms of this Grant Award Letter; or (c) any statement, representation or document provided by your organization, including in any grant reports, is false or materially misleading. In any such an event, all obligations of the Eat. Learn. Play Foundation under this grant and Grant Award Letter will cease and your organization agrees that your organization will, at the Eat. Learn. Play. Foundation's request, repay the grant funds and/or redirect them to another organization selected by the Eat. Learn. Play. Foundation to carry out the purposes of this grant. Your organization will indemnify, defend and hold harmless the Eat. Learn. Play. Foundation from any costs or damages incurred by the Eat. Learn. Play. Foundation related to any misrepresentation in or failure to comply with this Grant Award Letter.



11. Your organization agrees that (a) any public acknowledgment of this grant shall include that the support was provided by Eat. Learn. Play. Foundation, and (b) nothing in this Grant Award Letter authorizes or permits you, your organization or any other person or organization, to use any intellectual property, including but not limited to rights of publicity or to use of imagery, associated with Stephen Curry, Ayesha Curry, or any other individual or company affiliated with such persons. To ensure compliance with the foregoing provisions, your organization agrees to submit in advance to Eat. Learn. Play. Foundation, for review and revision at its reasonable discretion, any announcements your organization intends to make regarding this grant, and any publications referring to this grant your organization intends to publish, other than in its annual reports or tax returns.

Furthermore, your organization will need to secure our approval before using the Eat. Learn. Play. Foundation name and logo in external communications about this grant. Our logo can be found [here](#). Please note that our name is “Eat. Learn. Play.”, spelled with a period and space between each word.

12. Your organization will maintain accurate accounting records and retain records of receipts and disbursements related to the expenditure of grant funds and will keep such accounting records for at least two years after the end of the grant period. Your organization must account for grant funds separately— either in a separate bank account or a separate bookkeeping account that is dedicated to this grant’s stated purpose and maintained as part of your financial records. Eat. Learn. Play. Foundation may, at its expense and on reasonable notice to your organization, inspect, audit, or copy your organization’s records pertaining to this grant.
13. This Grant Award Letter supersedes any prior or contemporaneous oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to its subject matter. This Grant Award Letter may not be amended or modified, except in writing signed by both parties.
14. This Grant Award Letter shall be governed by the laws of the State of California applicable to contracts to be performed entirely within the State. For the purpose of any action or proceeding arising out of or relating to this Grant Award Letter, each of the parties hereto irrevocably (a) submits to the exclusive jurisdiction of the state courts of California and to the jurisdiction of the United States District Court for the Northern District of California and (b) agrees that all claims in respect of such action or proceeding shall be heard and determined exclusively in any California state or U.S. federal court sitting in the City and County of Alameda, California.

Sign below to acknowledge this Grant Award Letter, accept its terms and be eligible to receive payment of the grant:



DocuSigned by:

Chris Helfrich

Eat. Learn. Play. Foundation
By: Christopher Helfrich
Its: Chief Executive Officer

5/28/2026

Dated

Oakland Unified School District
By: Dr. Denise Saddler
Its: Interim Superintendent

Dated



ANNEX A: Early Literacy Coaches Summary and Budget

The primary goals of the Early Literacy Central Coach are to:

- Accelerate language and literacy outcomes of TK-2nd grade readers
- Build teachers' and tutors' capacities to ensure that diverse learners meet the demands of the Common Core. The Early Literacy Central Tutor Coach and Early Literacy Central Coaches will work in collaboration with site administrators, TSA/Coach, ILT, teachers, and external partners (e.g. REACH/Collaborative Classroom) to improve student outcomes at the site and support Early Literacy Tutors with implementing SIPPS and teachers with implementing Tier 1 Foundational Skill curriculum.
- Facilitate District-wide Early Literacy Professional development for TK-2nd grade tutors and teachers aligned to our Language and Literacy Framework
- Collaborate across central departments (Networks, ELLMA, SPED, Office of Equity, ECE) to ensure alignment and coherence with implementing our literacy vision and TK-5th Language and Literacy Framework

This grant supports 3 early literacy Central Coaches focused on Tier 1 Foundational Skills support for schools.

Early Literacy Central Coach Job Description Essentials

1. Observe, co-plan, coach and model early literacy best practices aligned to the Science of Reading (Word Recognition strand of Scarborough's rope) for Early Literacy Tutors using SIPPS (Systematic Instruction in Phonological Awareness, Phonics, and Sight Words)/Bookshop Fonetica and for Teachers using Tier 1 Foundational Skill curriculum
2. Facilitate professional learning focused on best language and literacy practices to support research-based instruction and SIPPS implementation for tutors and Tier 1 Foundational Skill curriculum for teachers
3. Co-develop expectations for tutors and teachers and support site-based TSAs with regards to weekly schedules, content and structure of PL, planning, data collection/analysis
4. Support site based PLCs by modeling, co-facilitating, or collaborating in planning
5. Use a coaching and feedback cycle grounded in data (includes students' progress, and video/recording of classroom instruction and coaching conversations) to support tutor and teacher growth and development.
6. Support screening, diagnostic, and progress-monitoring data collection and assessment administration
7. Meet regularly with the Early Literacy team to collaborate around Focal school needs, PD and other Early Literacy strategies
8. Visit tutor and teacher classrooms with site TSA/Principal to support improved instruction

Budget:

\$510,000 for 3 Early Literacy Central Coaches



ANNEX B: Tiered Literacy Supports Administrative Assistant Summary and Budget

Project Narrative:

Funds will be used for OUSD to employ a Tiered Literacy Supports Administrative Assistant. This position will be responsible for the following:

- Conduct administrative tasks for Tier 2, such as but not limited to:
 - o Ordering food for professional development
 - o Ordering and distributing incentives for tutors
 - o Supporting attendance taking system
 - o Executing payment and invoice processes
 - o Setting up spaces for tutoring and professional development
 - o Tracking retention and attrition of OUSD Core K-2 Literacy Tutors
 - o Conduct administrative tasks for Tier 3, such as but not limited to:
 - o Printing such as DIBELS, QR codes, etc.
 - o Inventorying Chromebooks and headphones and ordering necessary materials
 - o Supporting sites with setting up spaces for Tier 3 tutoring
 - o Creating and distributing posters with tutoring expectations, family communications, tutoring certificates, etc.
- Report to OUSD Tiered Literacy Supports Coordinator and Director of Early Literacy

Budget:

\$120,000



Annex C: Grant Reporting Form

Grant Report July 30, 2027

For Project Support

1. How were the funds spent? Please provide the major line items.
2. Was the grant used for the agreed upon purpose. Has anything changed?
3. How many students, kids or families were served by the funds? (Please provide any data by any demographics you track such as age, race, location, and gender).
4. What did you learn from the project's successes and challenges that may be useful to your organization in the future?
5. What should we know about your work next year, including any major changes to your leadership and programs.
6. If applicable, please include any specifically requested Impact Measures at Annex A of the Grant Award Letter.
7. Submit the following documents: if applicable
 - a. Project Budget vs Actuals
 - b. Current year organizational budget
 - c. Project photographs; if available
 - d. Other supporting documents (i.e. evaluation, impact reports, press coverage, videos, etc.)