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Introduction Date	10/14/15
Enactment Number	15-1846
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By	AW



**OAKLAND UNIFIED SCHOOL DISTRICT**

*Community Schools, Thriving Students*

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

October 14, 2015

To: Board of Education  
 From: Antwan Wilson, Superintendent  
 Subject: Grant Award - Oakland Public Education Fund - Library Clerk Grant

**ACTION REQUESTED:**

Approval and acceptance by the Board of Education of District applicant submitting grant award for OUSD Schools from the Oakland Public Education Fund Grant Award, to support the salary for the position of Library Clerk, for fiscal years 2015-2016 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 years, if any.

**BACKGROUND:**

Grant award for OUSD schools for the 2015-2016 fiscal years was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant award packets are attached.

File I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
15-1892	Yes	Grant	All Oakland Unified School District Schools	To support the salary for the position of Library Clerk.	August 17, 2015 through June 30, 2016	Oakland Public Education Fund	\$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 award 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 and acceptance by the Board of Education of District applicant submitting a grant award for OUSD schools for fiscal years 2015-2016 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:**

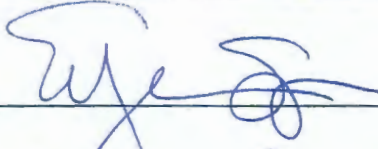
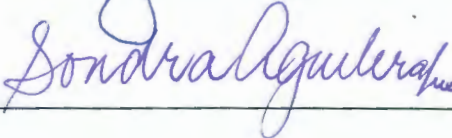
Grant Award Letter

OUSD Grants Management Face Sheet

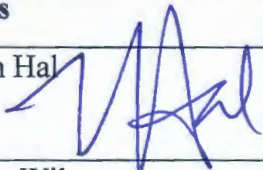
<b>Title of Grant:</b> Library Clerk Grant	<b>Funding Cycle Dates:</b> August 17, 2015 – June 30, 2016
<b>Grant's Fiscal Agent:</b> (contact's name, address, phone number, email address) Oakland Public Education Fund Brian Stanley, Ed.D., Executive Director P.O. Box 27148, Oakland, CA 94602 (510) 221-6968 x700, (510) 221.6053 Fax <a href="mailto:brian@oaklandedfund.org">brian@oaklandedfund.org</a>	<b>Grant Amount for Full Funding Cycle:</b>  \$10,000.00
<b>Funding Agency:</b> Bernard E. & Alba Witkin Charitable Foundation P.O. Box 7190 Berkeley, CA 94707-0190	<b>Grant Focus:</b> To support the salary for the position of Library Clerk.
<b>List all School(s) or Department(s) to be Served:</b> Manzanita Community School	

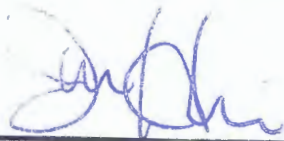
<b>Information Needed</b>	<b>School or Department Response</b>
How will this grant contribute to sustained student achievement or academic standards?	Manzanita Community School is a Balanced Literacy School, Year 3 and it is important that all students are reading regularly.
How will this grant be evaluated 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.)	The School will track the number of books being checked out along with the number of students reading during longer breaks through reading logs.
Does the grant require any resources from the school(s) or district? If so, describe.	The School will pay the remaining portion of the Library Clerks salary using Local Control and Accountability Plan (LCAP) funding.
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.)	Each class will go to the library once a week with their teacher for thirty (30) minutes. Library will also be open before school for families.
Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Eyana Spencer, Principal Manzanita Community School 2409 East 27 <sup>th</sup> Street, Oakland, CA 94601 (510) 535-2822 <a href="mailto:Eyana.Spencer@ousd.org">Eyana.Spencer@ousd.org</a>

**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal	Eyana Spencer		9/4/15
Department Head (e.g. for school day programs or for extended day and student support activities)	Sondra Aguilera		9/23/15

**Grant Office Obtained Approval Signatures:**

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



James Harris  
President, Board of Education



Antwan Wilson  
Secretary, Board of Education



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August 17, 2015

The Oakland Public Education Fund is pleased to provide a grant in the amount of: \$10,000.00.

The purpose, deliverables, intended impact, and reporting deadlines for this grant are detailed in the attached award letter. Below are some details related to this grant that will help you better load the funds into the appropriate district budget:

**Site Code:** 179

**Primary Program Contact:** Eyana Spencer

**Grant Start:** August 17, 2015

**Grant End:** June 30, 2016

**Special Requirements related to this allocation:**

This is a disbursement of the grant as described in the enclosed letter and is intended to support the library clerk at Manzanita Community School.

This grant is awarded by the Oakland Public Education Fund with funding from the Bernard and Alba Witkin Foundation.

If you need additional documentation or have any questions related to these funds, please do not hesitate to contact me via email at [brian@oaklandedfund.org](mailto:brian@oaklandedfund.org).

Congratulations on your award! We are immensely honored to partner with you in helping every Oakland public school student learn, grow and thrive.

Warmly,

Brian Stanley, Ed.D.  
Executive Director  
Oakland Public Education Fund