

File ID Number	25-1345
Introduction Date	6/4/25
Enactment Number	
Enactment Date	
By	



**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

June 4, 2025

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Rebecca Huang, Principal, Skyline High School

Subject: Grant Agreement - Oakland Public Education Fund - Music in the Parks - Regrant #01765144 - Skyline High School

ACTION REQUESTED:

Approval by the Board of Education of a Grant Agreement by and between the Oakland Public Education Fund and the District, with the latter accepting \$11,506.00 from the Oakland Public Education Fund to support the Music in the Parks project transportation and attendance for Skyline music students, pursuant to terms and conditions of the Agreement, for the period of April 30, 2025 through June 30, 2025.

BACKGROUND:

Grant Agreement for OUSD schools for the 2024-2025 fiscal year was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached.

File ID #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
25-1345	Yes	Grant	Oakland Unified School District, Skyline High School	To support the Music in the Parks project transportation and attendance for Skyline music students.	4/30/25-6/30/25	Oakland Public Education Fund	\$11,506.00

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: \$11,506.00

RECOMMENDATION:

Approval by the Board of Education of a Grant Agreement for Skyline High School for fiscal year 2024-2025, pursuant to the terms and conditions thereof, if any.

ATTACHMENTS:

Grant Face Sheet
Grant Award Letter

OUSD Grants Management Face Sheet

Title of Grant:		Funding Cycle Dates:
Oakland Unified School District/Music in the Parks		4/30/2025 to 6/30/2025
Grant's Fiscal Agent: (contact's name, address, phone number, email address)		Grant Amount for Full Funding Cycle:
Oakland Public Education Fund		\$11,506.00
Oakland Public Education Fund, PO Box 71005 Oakland, CA 94612		
Funding Agency:		Grant Focus:
Oakland Public Education Fund		Transportation and attendance for Skyline music students for the Music in the Parks Competition
List all School(s) or Department(s) to be Served:		
Skyline High School		

Information Needed	School or Department Response	
How will this grant contribute to sustained student achievement or academic standards?	Students will perform for music industry professionals and Educators and receive feedback and adjudication.	
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 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.)	Students will have post performance survey	
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 3.89% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	Services are being paid through an OUSD contract or MOU	
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.)	Name/Title:	Adam Green
	Site:	306
	Address:	
	Phone:	510-393-7686
	Email:	

Applicant Obtained Approval Signatures:			
Name/s	Entity	Signature/s	Date
Rebecca Huang	Principal	<i>Rebecca Huang</i>	
Sondra Aguilera	Chief Academic Officer	<i>Sondra Aguilera</i>	5/6/2025
Grant Office Obtained Approval Signatures:			
Name/s	Entity	Signature/s	Date
Lisa Grant-Dawson	Senior Business Officer		
Kyla Johnson-Trammell	Superintendent		



May 1, 2025

Dear Sondra Aguilera,

On behalf of The Oakland Public Education Fund Board of Directors, I am pleased to inform you that a grant has been approved for the Oakland Unified School District in the amount of \$11,506.00 for Music in the Parks for Skyline High School.

This agreement forms a contract between the Oakland Public Education Fund and the Oakland Unified School District. Please read it carefully as it outlines the conditions of the grant as well as the payment and reporting schedules. If you can agree to the terms and conditions, please sign this agreement. No funds will be disbursed until this agreement has been signed and returned.

As a local education fund, our ability to fund important programs such as yours is contingent upon ongoing support from the Bay Area community. We look forward to partnering with you to let others know about the importance of philanthropy. Please include us in any communications connected with the grant, including press releases, programs, announcements, invitations, stories in the media, annual reports, and newsletters, and submit copies of any such publications with your reports. If your organization has a website, please link to www.oaklandedfund.org. Our logo is available upon request. Any statement about Oakland Public Education Fund policy should be cleared in advance through our Communications Department at communications@oaklandedfund.org

The Ed Fund is deeply honored to join you in the work of helping every Oakland public school student learn, grow, and thrive.

Warmly,

A handwritten signature in black ink, appearing to read 'Alex Medina'.

Alexandria Medina
Executive Director
Oakland Public Education Fund



SECTION 1: PROJECT FUNDING OVERVIEW

Name of Project	Oakland Unified School District/Music in the Parks
Date Approved	May 1, 2025
Funding Source	
Amount of Grant	\$11,506.00
Grant Period	Grant Start: April 30, 2025 Grant End: June 30, 2025
Grant Writer	Name: Jefferson Seidl Email: seidl.jefferson@gmail.com
Conditional/Restricted	Yes

SECTION 2: GRANT PURPOSE AND EXPECTED OUTCOMES

It is mutually understood that this grant is awarded with the expectation that you will expend the entire amount to address the following agreed-upon purpose and objectives. This grant is restricted and can only be used for the stated purpose and outcomes in this agreement. ***While minor changes in plan are expected, if you or the team responsible for this grant wishes to modify these fundamental intentions of the project, you must seek prior approval of the Oakland Public Education Fund by contacting our Development Team at grants@oaklandedfund.org.***

PURPOSE OF THIS GRANT

Music in the Parks

STEPS YOU WILL TAKE TO ACHIEVE YOUR RESULTS

WHAT WILL CHANGE AS A RESULT OF YOUR PROJECT

transportation and attendance for Skyline music students

SECTION 3: REPORTING REQUIREMENTS

The report(s) required to be submitted by Grantee to the Ed Fund pursuant to this section shall contain sufficient information to establish that all grant funds were used for the Grant Purposes in furtherance of the Ed Fund's exempt purposes. Grantee shall keep a record of all receipts and expenditures relating to the Grant for four years and make records available to the Ed Fund, if the Ed Fund so requests, at reasonable times for review and audit. Receipts and expenditures include, but are not limited to, bills, invoices, and cancelled checks.

SECTION 4: DISBURSEMENT

Grant funds shall be disbursed via: Check.

The Oakland Unified School District Board of Education must approve receipt of grants by Oakland the District above a certain limit. You should plan on the board approval process taking at least thirty days from submission. Please work closely with the appropriate OUSD staff to ensure this process moves quickly and the work can begin on time.



Your disbursement check will be available according to the following Ed Fund disbursement schedule: Disbursements approved before Monday at 12pm will be available for pick up by 3pm on Friday. Checks approved after 12pm on Monday will be available by 3pm on Friday of the following week.

All payments are subject to satisfactory compliance with any pre-funding conditions or reporting requirements. For grants with multiple disbursements, the amount of any payment subsequent to the initial payment may be modified to reflect restrictions and conditions met in the grant purpose and expected outcomes section of this agreement. Conditional grants are paid only after a condition has been met.

SECTION 5: GRANT AGREEMENT

These grant funds were originally given to the Oakland Public Education Fund as a Section 501(c)(3) charity (the Ed Fund) and as a fiscal sponsor for the project. As the owner of the funds, the Ed Fund must take reasonable steps to ensure they are expended consistent with applicable state and federal laws, the Internal Revenue Code, and funder intent.

The Ed Fund previously decided that financial support of the project described in the cover letter accompanying this agreement would further the Ed Fund's tax-exempt purposes. Therefore, the Ed Fund created a restricted fund restricted for the purposes of the project and has decided to grant all amounts that it may deposit to that fund, less any administrative charge as set forth below, to The Oakland Unified School District (Grantee), subject to the following terms and conditions:

1. If not already on file, grantee shall provide the Ed Fund with an IRS Tax Determination Letter or other proof of grantee's 170(c)(1) status.
2. Grantee shall use the grant solely for the project described in this agreement, and Grantee shall repay to the Ed Fund any portion of the amount granted which is not used for that project. Any changes in the purpose for which grant funds are spent must be approved in writing to the Ed Fund before implementation. The Ed Fund retains the right, if Grantee breaches this Agreement, or if Grantee's conduct of the project jeopardizes the Ed Fund's legal or tax status, to withhold, withdraw, or demand immediate return of grant funds, and to spend such funds so as to accomplish the purposes of the project as nearly as possible within the Ed Fund's sole judgment. Any tangible or intangible property, including copyrights, obtained or created by Grantee as part of this project shall remain the property of Grantee.
3. An administrative charge has been deducted from the originating grant. Such fees, interest, and charges compensate the Ed Fund for its services administering the funds, and become unrestricted rather than restricted assets when deducted.
4. Nothing in this Agreement shall constitute the naming of Grantee as an agent or legal representative of the Ed Fund for any purpose whatsoever except as specifically and to the extent set forth herein. This Agreement shall not be deemed to create any relationship of agency, partnership, or joint venture between the parties hereto, and Grantee shall make no such representation to anyone.
5. Grantee shall submit full and complete reports to the Ed Fund in compliance with Section 3 of this agreement. The report shall describe the charitable programs conducted by the Grantee with the aid of this grant.
6. Grantee shall ensure that the Ed Fund is included in any communications connected with the grant including press releases, programs, announcements, invitations, stories in the media, annual reports, and newsletters. Grantee will submit copies of any such publication with project report(s). Finally, Grantee will ensure that any mention of the Ed Fund on all printed material shall read: 'Project Name' has been made possible (in part) by the



sponsorship of the Oakland Public Education Fund, with funding provided by (funders)" or an alternate credit to be agreed upon between you and the Ed Fund.

7. This grant is not to be used in any attempt to influence legislation within the meaning of Internal Revenue Code (IRC) Section 501(c)(3). No agreement, oral or written, to that effect has been made between the Ed Fund and Grantee.
8. Grantee shall not use any portion of the funds granted herein to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, nor to take any other action inconsistent with IRC Section 501(c)(3).
9. Grantee shall notify the Ed Fund immediately of any change in (a) Grantee's legal or tax status, and (b) Grantee's executive or key staff responsible for achieving the grant purposes.
10. Any controversy, claim, or dispute between the parties arising out of or related to this Agreement, or the alleged breach thereof, shall be determined by arbitration in Alameda County, CA, before one arbitrator. The arbitration shall be administered by Judicial Arbitration and Mediation Services (JAMS) pursuant to its Streamlined Arbitration Rules and Procedures. Judgment on the award may be entered in any court having jurisdiction. This clause shall not preclude parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction. The prevailing party shall, in addition to any other relief, be entitled to recover its reasonable attorneys' fees and costs of sustaining its position. Each provision of this Agreement shall be separately enforceable, and the invalidity of one provision shall not affect the validity or enforceability of any other provision. This Agreement shall be interpreted and construed in accordance with the laws of the State of California applicable to contracts to be performed entirely within such State. Time is of the essence of this Agreement and of each and every provision hereof. The failure of the Ed Fund to exercise any of its rights under this Agreement shall not be deemed a waiver of such rights.
11. This Agreement shall be governed by and construed in accordance with the laws of the State of California applicable to agreements made and to be performed entirely within such State.

Except for the Fiscal Sponsorship Agreement between Ed Fund and Grantee, which shall control over any inconsistent provisions of this Agreement, this Agreement constitutes the only agreement, and supersedes all prior agreements and understandings, both written and oral, among the parties with respect to the subject matter hereof. All Exhibits hereto are a material part of this Agreement and are incorporated by reference. This Agreement, including any Exhibits hereto, may not be amended or modified, except in a writing signed by all parties to this Agreement.

Understood and agreed to,

Grantee Signature

Signature: 

Title: Chief Academic Officer

Date: 5/1/2025

Oakland Ed Fund Authorized Signature

Signature: 

Title: CFO

Date: 5/5/2025



Oakland Public Education Fund
PO Box 71005
Oakland, CA
94612