From: The Montera Middle School Community

Montera Middle School 5555 Ascot Drive Oakland, CA 94611

Dear Interim Superintendant Roberta Mayer, Ed. D.:

We are teachers and parents and students of the Montera Middle School community in Oakland.

- In February 2007, with only days to complete our grant application for the State Block Grant for the Arts and Physical Education, a group of concerned parents worked with teachers and the Principal of the School, Ms. Cheryl Rodby, and a School Site Council representative to complete a comprehensive grant proposal for Montera Middle School, and to forward it to Mr. Filmore Rhydeen's office in time to meet the deadline. Due to various issues at the school, a group of concerned parents took the lead to complete this task. We asked for \$60,000 in temporary and \$13,500 in permanent funding.
- In spring of that same year, 2007, the school, again led by parents and then NEXO Harriet MacLean, applied for \$3,500 Perkins Funds, which were to be used for the school woodshop program for tools and equipment.
- We have recently learned that through a series of oversights, Montera returned \$30,642.55 to the district in 2007-8, which was the unspent balance of the State Block Grant Arts Funding. This money was to be spent on Music, Art, PE and Woodshop.
- Additionally, the site returned \$771.83 in funds intended for Woodshop (Perkins funding) in 2007-8.
- The site did not ask that these funds be re-appropriated in 2008-9 again through an oversight.

### Therefore we request the following:

- 1. That these funds, totaling \$33,797.55 be returned to Montera Middle School in FY 2009-10 for use for Music, Art, PE and Woodshop.
- 2. That the State Block Grant for Arts and PE permanent funding of \$13,500 be restored to Montera for FY 2009-10 and continuing.
- 3. That there be an accounting of the \$29,867.04 that was spent, to determine if it was in accordance with the criteria guideline of the grants received.
- 4. That there be an accounting of where the \$33,797.55 went at the end of FY 2007-8.

Montera badly needs these funds to support the electives at Montera, to replace broken and stolen instruments and music stands, rekey the music room storage cabinets, replace broken amplification equipment, replace broken and stolen tools, finish the campus exercise stations, provide supplies and equipment for music, art, PE and woodshop.

Thank you for your attention to this very important matter.

Sincerely,

Ms. Joyce Baker, Music Director,

Montera Middle School

Mr. Peters

Mr. Williams M. llec-

Montera PE Department

Ms. Ruth Siegmund, President Montera

PTO (Parent Teacher Organization)

Duth Dergmun

Mr. Angus McGrath, President, Friends

Of Montera Woodshop

Mike Row

Mr. Mike Rose, Vice President

who My-Rule

Ms. Nishiyama, Art Department

Montera PTO

Ms. Jocelyn Wong-Rolle,

Parent Volunteer, Montera

Mr. Marc Witt, Parent Volunteer,

Montera

MARC WITT
Attached Letters of support from parents and students at Montera

Cc: Vincent Matthews, State Administrator, Trustee

Vernon Hal, Chief Financial Officer

Laura Moran, Chief Services Officer

Brad Stam, Chief Academic Officer

Jamie Marantz, NEXO for Montera Middle School

Board of Education, Oakland Unified School District

Acting President Noel Gallo, Director Christopher Dobbins, Director Jumoke Hodge. Director David Kakishiba, Director Jody London, Director Alice Spearman Director Gary Yee



# State Block Grant Arts Funding OUSD Planning & Budget Application



Site Name:		
Principal: Cheryl Rodby	Phone 879-2110	Email
Lead Arts Teacher: Angela Archie	Phone 879-2110	Email
# Students Involved: 900	# Teacher	s Involved: 44

### Site Arts Learning Goals

Students at each grade level to demonstrate an appreciation and understanding of music, and visual arts through grade appropriate participation in and experiencing performances, classroom, before, during and after school activities, discussion, research and projects.

What are we	currently offering in	•	
Dance	Music	Theater	Visual Arts
PROGRAMS			
None	Beginning string Orchestra Choir Beginning Band	After school GATE programs	Art Wood Shop
	Advanced Band		
PROFESSIONAL DE	VELORMENT		
PROFESSIONAL DE	District wide teacher meetings	GATE funded grants to teachers	
AFTERSCHOOL			
	Jazz Club	Afterschool GATE programs MAASU - Montera African/American Student union - theatre/drama presentations	Mural club Reel Kids- film club
OTHER	Paraticipation in Cazadero Music Camp		Photography, yearbook staff, before school Film/video Club, lunch club

# What are the gaps between my school's arts learning goals and current offerings?

We would like to see Intermediate Band and Jazz Band added to the Music Program. Our current offerings do not include these two subjects, and a more complete program would allow more customization of the program to student needs and abilities. Beginning band students are currently in class with students who have taken 1 - 2 years of instruction and this gap is difficult to bridge successfully.

We are not able to support the arts—traditional arts and woodshop at the level needed due to lack of funds.

Our goal is to insure that all students enrolled in music, art and woodshop receive a quality education, through the provision of instruments, a secure place to store the instruments, and adequate supplies such as music, stands, art supplies, and woodshop supplies.

<b>Arts Learning Profes</b>	sional Development Plan
Coaching	Peer Coaching, peer networking
Summer Institutes	As needed and as requested by teachers, summer institutes and other classes and seminars are funded by GATE and the PFSC
Curriculum Planning	
Collaboration Time	Music teacher attends monthly peer meeting convened by district personnel.
Side by side in classroom	All students attend music performance assemblies several times a year developing an appreciation of music.

# **Equipment Needed** See Recommendations List By Discipline

Band Instruments, music stands, security systems for instruments, av equipment for Music room and Multi use room \$29,500

Provide PE equipment such as balls, gloves, nets etc. \$500

# Supplies Needed See Recommendations List By Discipline

Music scores, cleaning supplies such as swabs, pad savers, mouthpiece sterilizer \$2,000

Art supplies, brushes, paper, multi-media supplies \$3,000

Wood Shop - Wood, stains, finishes, hand tools \$5,000

# State Block Grant Arts Funding OUSD School Budget Plan

# SITE NAME: Montera - budget data to be supplied next week

Current School Site Arts Allocation							
Program Type/Budget Source	Site	Central	Grant	Other	Total		
Dance (List Programs, After school, Certificated, etc.)	\$	\$0	\$	\$	\$		
Music (List Programs, After school, Certificated, etc.)	\$	\$	\$	Parent raised funds- Jazz Club \$4,500	\$		
Theater (List Programs, After school, Certificated, etc.)	\$	\$	GATE funds \$2,000	MAASU - parent raised funds	\$		
Visual Arts (List Programs, After school, Certificated, etc.)	\$	\$	\$	Mural club – PFSC	\$		

			funded	
	\$ \$	\$1,000	\$5,000	\$
Total				

i

<b>GRANT TYPE</b>	School Site Funding Alloo \$105 M: ONGOING	\$500M: ONE TIME	Total (¢)
ADA AMOUNT	\$15/student \$15 x 900 students = \$13,500	\$66/student = \$60,000	Total (\$) \$73,500
Certificated Staff \$11,500 Two additional periods of music per day \$19,500 - Provide PE program during lunch and before school	\$11,500 Music – 2 additional periods of music per day, Intermediate Band and Jazz Band	S19,500 PE – Provide active sports and fitness related program during lunch hour and before school	\$31,000
Professional			
Development			
Amount (\$) Provide Description	-		
Equipment  Amount \$29,500  Provide Description		\$20,000 Band and Orchestra Instruments \$5,000 Make storage of musical instruments secure \$4,500 AV equipment for Music room and MUR including sound system and recording systems, computer software and hardware for transposition of music, etc. \$500 Music Stands \$500 PE Equipment such as balls, gloves, nets, etc.	\$30,000
Supplies Amount (\$)\$2,000 Provide Description	\$1,000 Art supplies \$1,000 Wood Shop Supplies	\$2,000 Music performance and instructional materials \$3,000 Art supplies including brushes, paints, paper, etc. \$5,000 Wood shop including various woods, stains, finishes, sandpaper, etc.	\$10,000

	\$13,500	\$60,000	•	\$73,500
Total				

SIGNATURES	
PRINCIPAL/SCHOOL SITE:	Cheryl Rodby
ARTS SPECIALIST/LEAD TEACHER:	Angela Archie
PARENT REPRESENTATIVE Sally	Van Etten, School site council

•

### Oakland Unified School District Instructional Services

### Physical Education Funding Proposal

SchoolMontera Middle School DateFebruary 15, 2007
PrincipalCheryl Rodby Phone510 879-2110
Department Chair S. Miller, R. Barron, M. Peters A. Maffeo Phone 510 879-2173_
1. Assessment of current Physical Education Program:
Strengths:
The Montera PE program serves all the students in the school with a daily PE period of approximately 50 minutes
Students dress for PE daily and participate in a vigorous, organized and structured program where they work to improve their muscular strength, stamina, flexibility and their cardiorespiratory endurance.
Challenges:
Antiquated facility
Lack of funds
Repairs needed for site
2. School Physical Education Instructional Program Goals: (Please refer to the binder of PE Standards distributed in September, 2006)
villuel of the Standards distributed in September, 2000)

Students will improve their physical fitness levels and develop better motor skills.

Students will achieve and maintain a health enhancing level of physical fitness.

Students will demonstrate the knowledge and physical skills necessary to perform a variety of physical activities.

3. Based upon the completed teacher professional development needs survey, please state the needed professional development that will serve to improve the PE program and support the school's proposal:

Differentiation of instruction in PE classes to improve all levels of fitness and motor skills through out the entire student population.

4. Based upon the equipment survey recently completed at your school, please attach the "Equipment Needs Form" to this proposal.

### Attached

### 5. Please complete and attach the Budget Proposal form.

Attached						
Signatures:						
Principal Cheryl Rodby Date February 15, 2007						
PE Dept. Chair: S. Miller, R. Barron, A. Maffeo, M. Peters Date: February 15, 2007						
Parent representative _Sally Van Etten Date _February 15, 2007						
The following required documents have been completed and attached:						
xPE Funding Proposal Document xProfessional Develop Survey Document						
xEquipment Needs Form						
xBudget Proposal Form						
Please return electronically to: <u>Yvonne.Allara@ousd.k12.ca.us</u>						

If you opt to send a hard copy: Yvonne Allara, Harper Building, Room 202



### Oakland Unified School District Instructional Services Physical Education Programs

# **Equipment for a Standards-Based Middle School Physical Education Program**

Sc	hool:Montera Mi	iddle	School		······································			
	Please check (✓) all equipment that you will need for your standards-based PE program:							
	asketballs	xH	Iula Hoops		ug –Of-War Ropes			
хP	xPortable Adjustable Goals		Hula Hoop Carts		Shuffleboard Set & Carry Bag			
хB	xBasketball nets		cooters/ Cart		Box Hockey			
	Back board Padding		Cones/Cart		Balance Boards			
	Post Padding	хF	risbee & Discs		Trampoline			
	Jump & Reach Boards		Disc Golf & Equipment Cart		Marble Game Mat			
	Snap –On – Rebounder		Junior Hurdles (Hi-Lo Training)		bstacles Courses: Connectors Balance Beams			
	Three Point Shooter		Toss & Catch Games: Fling socks, Foxtail, Fling It, Trapp Ball & Toss & Spell		Potato Sacks			
	Toss Back	ٔ ۵	Horseshoes		Tennis Equipment: Nets, Rackets ,Balls &Racket/Ball Caddy			
	Basketball Skillastics Game		Floor Tennis		Water Cooler			
хC	odge balls		Juggling Games: Cup stack, Mini Clubs, Bean Bags Cubes, Spinning Plates, & Ribbed Balls		Water Cooler Carrier			
хS	occer balls		Hockey Equipment: Field & Floor Hockey	хE	quipment Bags			
χV	olleybalis /Nets & Standards		Pillo Polo		Equipment Carts			
	ootballs	xFlag Football Belts			Ball Lockers			
	ledicine Balls	xParachutes			Ball Racks			
	mall Multi-/Color Half nes		Bowling Balls, Pins, Bowling Lane & Cart	хJı	ımp Ropes			
	Playground Balls		Croquet Set		Jump Rope Racks			
	Kickball		Bocce Set		Range Megaphone			
хL	arge Cageball	_ ]	Balance Beam	хF	olding Scorers Table			
	Basketball Shooter's Skill Balls		Adjustable Junior Swing Bar	□ Eq	Storage for PE uipment			
	Hacky Sacks balls		Parallel Bars (Beginner)		Balance Ropes			
	Tinkling Set		Mats		Spotting and Training Belts			
	Big Push Balls		Mobile Mat Mover	X	Badminton Equipment ckets Nets, Standards & Birdies			

хL	ightweight Fun Balls	х	Mat Cleaner		Stabi	lity Balls
хB	all Pump	□ Ma	6' & 12"Viny! Floor Beam	Q	Adjus	stable Step
	Miniature Golf	Eq	Lacrosse Protective uipment: Helmet, Eye Mask &		Step S	Storage Cart
Х	Pinnies & Vest	Х	First Aid Kit	Х	Electri	ic Ball Pump/Pins
X	Portable Scoreboard		Table Tennis & Accessories: ddles & Balls		Pedor	<u>-</u>
	Standing Long Jump Mat		☐ Jump and Reach Board			Sit and Reach Tester
xΓ	igital Scale (Detecto)		☐ Adjustable Chinning B			Weight Bars
	Resistance Bands		☐ Power Ladder		хM	Ini Training Hurdles
	Elementary High Jump Pit	t	xSoftball Bases			Batting Helmets
	Catcher's Equipment		x Bats: Beginner/Advance	d	xS	oftballs
χA	djustable Tee		xYouth Gloves (Softball)		xSc	occer Goals & Mini Target Goals
Ψ,	6 1 Oct 1		- C FI			O - 1'- G'-1-
	lockey Sticks		☐ Corner Flags			Coaching Sticks
	Shin Guards		xCargo Climbing Nets			Pickle- Ball Sets
	Buddy Walkers(Team Building	)				Team -Builder Puzzles
	Board Games		☐ Cup Stack Game(Hand& Ey Games)	ye		Bucket Stack Game
	Mega 4-In-Line Game		xClimbing Wall			Dare To Dance Kits
	Pole Vault Standards		□ Starting Block			Relay Batons
	Shot Put (Soft)		□ Discus (Rubber)			Foosball Soccer Tables
	Table Hockey		☐ Bumper Pool Table			Scaler (Climbing inside and
	Volleyball Caddy		□ Bat Cart			Outside) Dumbbells/ Rack
					لــا	Dumbochs/ Rack

Signature: R. Barron (person completing this form)

# **Sports Catalog Ordering Information**

#### **GOPHER**

PHONE: 1-800-533-0446 FAX: 1-800-451-4855

MAIL: 220 24<sup>TH</sup> Ave. N.W.P.O.////box 998

Owatonna, MN 55060

ONLINE: www.gophersport.com

#### US - GAMES

PHONE: 1-800-327-0484

CUSTORMER CARE TEAM: 1-800-327-0484

FAX: 1-800-899-0149

MAIL: P.O. Box 7726

Dallas, TX75209

ONLINE: www.US-Games.com

#### **GLSports**

PHONE: 1-800-950-3320 FAX: 1-800-950-3901

MAIL: P.O. Box 567

Brainerd, MN 56401

ONLINE: www.glsports.com

#### Wolverine

PHONE: 1-800-521-2832 FAX: 1-800-654-4321

MAIL: 745 State Circle P.O. Box 1941

Ann Arbor, MI 48106

ONLINE: www.wolverinesports.com



# Oakland Unified School District Instructional Services

# Proposition 98: Physical Education Budget Proposal

PURPOSE	DESCRIPTION	AMOUNT ALLOCATED	
Standards-based Professional Development			
Equipment to support a standards-based PE instructional program	Standard PE Equipment and Timberform Fitness equipment – see attached form at end of PE proposal	\$20,000	
Supplies to support a standards-based PE instructional program		\$	
TOTAL		\$20,000*	

\$20,000 as 1/3 of total requested of \$60,000



### Oakland Unified School District Instructional Services K-12 Physical Education Programs

School	Montera	ı

# Professional Development Survey

Please check all professional development topics that are essential to supporting your school's Physical Education Program.

YES	NO	TOPIC
	X	Standards-based PE instruction: what is it?
	X	Implementation of standards-based PE curriculum
	X	Development of standards-based lesson plans for PE
X		Differentiation of instruction in PE classes
	X	Classroom Management in the standards-based PE classroom
	X	Teacher Skills Development for standards-based activities
	X	Student Standards-based Skill Development: how to
X		Cooperative games as a tool for classroom management
X.		PE Assessments
	x	Incorporating assessments into the PE instructional program
	X	PE Instructional Program Preparation for the Physical Fitness
		Test
X		Using Physical Fitness Test data to Inform PE instruction
X		Promoting Healthy Lifestyles
X		Nutrition
	x	Utilizing technology to enhance standards-based curriculum

Recommendations for other Physical Education professional development topics:



1975 S.W. Fifth Avenue Portland, OR 97201-5293 U.S.A. Telephone 503/223-4157 Facsimile 503/223-4536 e-mail hq@timberform.com

#### Columbia Cascade Company

#### TimberForm® & PipeLine® Fitness Equipment Price List 801-F

Prices effective August 1, 2001. This price list supersedes and cancels previously published Timberform & PipeLine Fitness Equipment price lists. Applies to catalog PC-966.

TimberForm, Pipeuine, interPlay, Fitnese Route and Fitness Cluster are transemarks of Columbia Cascade Company.

Prices listed are not, f.o.b. factory. All prices and product specifications are stidject to change without notice.

Copyright 2001 by Columbia Cascade Company,

Model Number	Description	Shipping Violetif	Ongin Price	Model Number	Description	Shippinu Weletit	, Origin Price
TimberForm Fitness Route 5100 Fages 10-12			PipeLine Fitness Route 9700 Pages 13-15				
5101 5102 5103 5104 5105	Heal-Flex Apparatus and Sign Toe-Reach Apparatus and Sign The-Touch Sign Knee-Grip Gign Straddle-Jump Sign	316#1 1,115 95 95	\$ 620 1,970 475 475 475	9701 9702 9703 9704 8705	Heel-Flex Apparatus and Sign Toe-Reach Apparatus and Sign Toe-Touch Sign Knee-Grip Sign Straddle-Jump Sign	190# 1,305 60 50 50	\$ 505 2,620 225 225 225
5106 5107 5108 5109 5110	Hop-Over Appendius and Sign Leg-Flex Appendius and Sign Arm-Stretch Apparatus and Sign Body-Tuck Apparatus and Sign Body-Pull Apparatus and Sign	395 220 615 1,190 860	1,040 690 1,495 2,360 1,735	9706 9707 9708 9709 9710	Hop-Over Apparatus and Sign Leg-Flex Apparatus and Sign Arm-Stretch Apparatus and Sign Body-Tuck Apparatus and Sign Body-Puli Apparatus and Sign	105 210 610 1,365 620	490 520 1,230 2,710 1,295
5111 5112 5113 5114 5115	Leg-Kirk Sign Vault-Over Apparatus and Sign Sit-Up Apparatus and Sign Push-Off Apparatus and Sign Leg-Over Apparatus and Sign	95 130 615 305 355	475 610 1,220 885 970	9711 9712 9713 9714 9715	Leg-Kick Sign Vault-Over Apparatus and Sign Sit-Up Apparatus and Sign Push-Off Apparatus and Sign Leg-Over Apparatus and Sign	50 85 355 340 355	225 355 1,005 685 000
5116 5117 5118 5119 5120	Arm-Walk Apparatus and Sign Hip-Flex Apparatus and Sign Beam-Walk Apparatus and Sign Introduction Sign Post with Directional Arrow	425 315 175 95 45	1.115 895 805 475 136	9716 9717 9718 9719 9720	Arm-Walk Apparatus and Sign Hip-Flex Apparatus and Sign Beam-Walk Apparatus and Sign Introduction Sign Post with Directional Arrow.	450 360 205 50 65	916 693 640 225 195
5100-FR	Complete Fitness Route	7,730	\$19,560	9700-FR	Complete Fitness Route	7,130	\$16,565

A complete fitness route consists of 18 stations, each with its own instruction sign, one route introduction, sign, plus five posts with directional arrow.

TimberForm Fitness Cluster 5100-A, B, C, and D Page 8				PipeLine Fitness Cluster 9700-A, B, C, and D Page 9				
5100-A 5100-B 5100-C	Group-A Apparatus and Sign Group-B Apparatus and Sign Group-C Apparatus and Sign	1,325# 615 1,360	\$ 3.025 1,790 2,760 2,255	9700-A 9700-B 9700-C 9700-D	Group-A Apparatus and Sign Group-B Apparatus and Sign Group-C Apparatus and Sign Group-D Apparatus and Sign	1,445# 510 1,365 810	\$ 3,020 1,600 2,885 1,875	
5100-D 5100-IH 5120	Group-D Apparatus and Sign Introduction / Heart Rate Sign Post with Directional Arrow	150 45	630 135	9700-IH 9720	Introduction / Heart Rate Sign Post with Directional Arrow	65 65	480 195	
	Complete Fitness Cluster	4,410	\$10,460	9700-FC	Complete Fitness Cluster	4,295	\$9,860	
	The standard filness cluster configuration contains four apparatus groups, each with its own instruction sign and an introduction and beart rate sign. Posts with directional arrow are optional.							

Makers of TimberForm\* & Pipet Inte\* Playground Equipment and Outdoor Fitness Systems, TimberForm Site Furniture and Cycloops\* & CycLoops\*

From: Garlin Cephas

Sent: Wednesday, April 30, 2008 12:56 PM

To: Harriet MacLean

Cc: Fred Brill; Garlin Cephas

Woodshopgran Subject: RE: CITEAList posting: [perkins] Important Reminder - Perkins Application Deadline

Hello,

Yes. I will submit both the adult and k12 plans today. CDE grants awards to programs based on a sequence of Career Tech Ed. Courses. For a middle school to qualify, that school must offer a course that would be considered an intro course at the high school level. For example wood shop would align with the Construction Management Academy, the Engineering Academy and the Architecture Academy.

In 07/08, CDE had a one time only program for CTE funds. This program allow 5 of our middle schools to participate. I would be happy to meet with you to discuss the current academy programs and how your middle school courses might align.

I hope this helps.

Garlin

From: Harriet MacLean

Sent: Wednesday, April 30, 2008 10:03 AM

To: Garlin Cephas

Subject: FW: CITEAList posting: [perkins] Important Reminder - Perkins Application Deadline

Hi, Garlin,

Is this something you are already applying for? I appreciate your time!

HRM

Harriet R. MacLean, Ed.D.

Executive Officer, Middle Schools Network 2

Oakland Unified School District

1025 Second Avenue, Suite 320

Oakland, CA 94606

Dear Board of Education, Oakland Unified School District:

I am a parent at Montera Middle School in Oakland. I have recently learned that through a series of administrative oversights, Montera returned \$30,642.55 to the district in 2007-8, the unspent balance of the State Block Grant Arts Funding. This money was to be spent on Music, Art, PE and Woodshop.

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Sincerely,

Alex P. Gold
Blex P. Gold
6th grade Parent

Dear Board of Education, Oakland Unified School District:

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Faye-lynn Wu parent of 6th Grade Montern Sustent

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Sincerely,

( Ohmad

Comme Adrica & dudy kings 8945 Hombord Drive Cakland CA 1464 3124

May 7, 2009

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In Wn-Polle

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earn long dall

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Soora UC

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Havin Hosefeld, parent

Sincerely,

Ms. Karen Hossfeld 5833 McAndrew Dr. Oakland, CA 94611

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Mance AMur

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Jouth de Juf-510.717.4337

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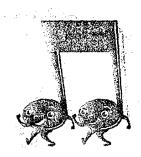
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Parent 6th Grader at Montera

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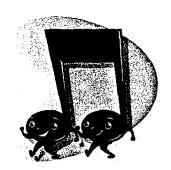
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Father of Carolanne Link 8th brade Monten

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Sugan H. Link

(Susan Link --- mother of Montera Student: Carolanne Link)

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I am a parent at Montera Middle School in Oakland. I have recently learned that through a series of administrative oversights, Montera returned \$30,642.55 to the district in 2007-8, the unspent balance of the State Block Grant Arts Funding. This money was to be spent on Music, Art, PE and Woodshop.

Additionally, the site returned \$771.83 in funds intended for Woodshop (Perkins funding) in 2007-8.

The site did not ask that these funds be re-appropriated in 2008-9 again through an administrative oversight.

I am asking that these funds, totaling \$33,797.55 be returned to Montera Middle School in FY 2009-10 for use for Music, Art, PE and Woodshop.

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Sincerely,

Lorraine Otsuka

Junaine Houte

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Charlotte Boyl Charlotte Bagby Zin/Mad Tim Underwood

Dear Board of Education, Oakland Unified School District:

I am a student at Montera Middle School in Oakland. I have recently learned that through a series of administrative oversights, Montera returned \$30,642.55 to the district in 2007-8, the unspent balance of the State Block Grant Arts Funding. This money was to be spent on Music, Art, PE and Woodshop.

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Sincerely,

Theresa Bagly Underwood

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Sincerely,

Maria Kee, parent

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