

File ID Number	13-1540
Introduction Date	6/26/13
Enactment Number	13-1355
Enactment Date	6-26-13
By	



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Board of Education

To: Board of Education

From: Tony Smith, Superintendent

Subject: Acceptance of Donations by the District

ACTION REQUESTED:

Acceptance of donations over \$5,000 by the District pursuant to the terms and conditions thereof, if any.

BACKGROUND:

The District received donations for the 2013-14 school year as indicated in the chart below. The donation documentation is available on the board's legislative Web Site.

File LD #	Backup Document	Type	Recipient	Donation's Purpose	Time Period	Funding Source	Donation Amount
13-1540	YES	Donation	Manzanita Community School	For increasing Senior Library Clerk's time one extra day per week (.2FTE)	SY 2013-2014	Bernard E. and Alba Witkin Foundation	\$10,000.00

FISCAL IMPACT:

The total grant value will be provided to OSUD school from the funders

* Donations valued at: \$10,000.00

RECOMMENDATION:

Acceptance of the donation by the District pursuant to the terms and conditions thereof, if any.

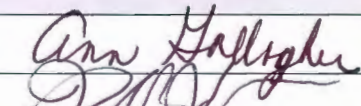
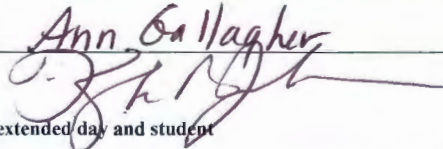

Attachments

OUSD Grants Management Face Sheet 2012-13


Title of Grant: Manzanita Community School Library	Funding Cycle Dates: 2013-2014
Grant's Fiscal Agent: Oakland Unified School District	Grant Amount for Full Funding Cycle: \$10,000.00
Funding Agency: Bernard E and Alba Witkin Foundation	Grant Focus: Salary for additional .2FTE for Senior Library clerk and balance for books or technology
List all School(s) or Department(s) to be Served: All Schools	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	Students will receive more instructional time in the Library; teachers will receive more collaborative support time
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 5.17% 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.)	Circulation statistics will be compared; API scores for reading will be compared; anecdotal evidence from the library clerk will be collected
Does the grant require any resources from the school(s) or district? If so, describe.	none
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 5.17% 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.)	Only scheduled class visits to the library
Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Ann Gallagher, District Librarian 336-7501 ann.gallagher@ousd.k12.ca.us ; Eyana Spencer, Principal 535-2822 Eyana.spencer@ousd.k12.ca.us

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal	Ann Gallagher		6/13/2013
Department Head (e.g. for school day programs or for extended day and student support activities)			6/18/2013

Grant Office Obtained Approval Signatures:

Entity	Name	Signature	Date
Fiscal Officer	Vernon Hal		
Superintendent	 Tony Smith		



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

OUSD Donation Form

Please complete the information requested on this form. Attach your donation checks made payable to Oakland Unified School District with the name of the school referenced on the check's memo note. For school sites receiving donations: deliver/mail check & form to the Office of your Regional Executive Officer/Network Executive Officer for processing and board review/preparation. For central office departments receiving donations: deliver/mail check & form to your department Office Manager for processing and board review/preparation.

Questions? Contact Betty Guerin at 879-8369 or by email at Betty.Guerin@ousd.k12.ca.us for further information.

Table with 9 columns: Site No., School Name, Donation's Purpose, Start Date, End Date, Donor, Donation Value*, Check Date, Check No. Row 1: 179, Manzanita Community School, .2FTE salary for Senior Library clerk; books, 7/1/2013, 6/30/2014, Bernard E. and Alba Witkin Foundation, \$10,000.00, 5/28/13, 7740

Print Your Name: Ann Gallagher

Signature: [Handwritten signature of Ann Gallagher]

Job Title: District Librarian

Date: June 14, 2013

Approval Signature by Regional Executive Officer/Network Executive Officer/Executive Officer:

(*Donations or grants over \$5,000 require separate board review Registrar File ID Numbers.)

Certified: [Handwritten signature of Edgar Rakestraw, Jr.] 6/27/13 Edgar Rakestraw, Jr., Secretary Board of Education



District Library Services

4551 Steele Street, Oakland, CA 94619

Phone (510) 336-7501

Fax: (510) 482-6780



Ann Gallagher, District Librarian

Ann.Gallagher@ousd.k12.ca.us

Laifong Tang, Program Assistant

Laifong.tang@ousd.k12.ca.us

**Ken Kuchman
Bernard E. and Alba Witkin
Charitable Foundation
Berkeley, Ca.**

May 20, 2013

Dear Ken,

Thank you for the nice conversation on the phone last week. I truly look forward to meeting you soon. I am so pleased that you enjoyed the time at the Library opening for PLACE at Prescott.

I am writing today to tell you a story of another school library in OUSD that is struggling to keep their library open with a quality staff person. We have only recently employed Ms. Renae Wilbur to be the Senior clerk at Manzanita Community School which is a shared library. She is currently working .5FTE but her hours will need to be cut for next year to .4FTE. The amount of Measure G funds are not sufficient at her pay grade to squeeze in any more hours. She currently sees 17 classes of students and is extremely busy putting in extra hours to keep up. The children have been very excited to have library again after a four year hiatus when the library was closed. They truly love Ms. Wilbur and she loves them! I am convinced, because of all of the stories from the library and the principal's office that these children are being turned on to reading

and their test scores will prove it in time. It seems an unfortunate development that she is being bumped to another school for next year because of seniority rights within her classification.

In checking today with Stephanie Joseph, the HR generalist for this site it would be possible to retain Ms. Wilbur for this year if the principal from the school where the seniority clerk is bumping were to be given more time. After some back and forth we determined that, in fact, that school will be able to increase the bumping clerk's hours and she will remain at her current site. That brings us back to Manzanita Community. Ms. Wilbur's hours here have been reduced due to a considerable strain on the budget and not enough Measure G funding to increase it this year. She was subsequently bumped to yet another school to retain her hours. If her hours at MC were increased from 15 hours to we would be able to have Ms. Wilbur stay and the other school to release her resulting in Ms. Wilbur an opportunity to remain at the school she loves. If we could increase Ms. Wilbur's hours to 22.5 hours at approximately \$6,179.75 (which includes benefits) we could maintain her in this position and give her enough cushion to do library maintenance work for a few hours a week.

Thank you for your consideration. We look forward to hearing from you.

Sincerely,

Ann Gallagher
District Librarian



Eyana Spencer,
Principal Manzanita Community School

ALBA WITKIN
2740 Shasta Rd
Berkeley, CA 94708-1924

7740

11-4288/1210 4075
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DATE 5/28/13


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ORDER OF


Oakland Unified School District

\$ 10,000.00

Ten thousand

DOLLARS

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FARGO
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California
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Alba Witkin

FOR Manzanita Community School Library

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