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

August 24, 2022

To: Board of Education

From: Kyla Johnson-Trammell Superintendent
Sondra Aguilera, Chief Academic Officer
Christie Herrera, Executive Director, Early Childhood Education Department

Subject: Grant Award - California Department of Education – CPKS 2001 FY 2022-23 – Pre-Kindergarten and Family Literacy Program - Early Childhood Education

ACTION REQUESTED:

Adoption by the Board of Education of a Resolution No. 2122-0238 Grant Contract No. CPKS 2001 from the California Department of Education, to provide funding for Pre- Kindergarten and Family Literacy Program for the Early Childhood Education Department, by funding \$7,500.00 for the period July 1, 2022 to June 30, 2023, to accept the same, in whole or in part, pursuant to the terms and conditions there of and to submit amendments thereto, for the grant year, if any.

BACKGROUND:

Grant award for OUSD schools for the 2022-2023 fiscal year was submitted for funding as indicated in the chart below. The Grant Face Sheet and grant application packets are attached. Grant award packets are available for review through the Board Secretary's Office and will be electronically available within one week of the board meeting through the Board of Education Legislative Information Center under the File I.D. number stated at the top of this page.

File I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Contract Amount
22-1670	Yes	CPKS Grant	Oakland Unified School District for Early Childhood Education Department	To provide funding for the Pre- Kindergarten and Family Literacy Programs for the Early Childhood Education Department	7/1/2022–6/30/2023	California Department of Education	\$7,500.00

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 from the funders

- Grant Valued: \$ 7,500.00

RECOMMENDATION:

Acceptance by the Board of Education of a Grant Award for the Early Childhood Education Department for fiscal year 2021-2022, to accept the same, in whole or in part, pursuant to the terms and conditions thereof and to submit amendments thereof, for the grant year if any.

ATTACHMENTS:

Grant Face sheet

Resolution No: 2122-0239

CPKS - 2001 FY 2022-2023

CDE Prekindergarten and Family Literacy CT&C FY22-23

OUSD Grants Management Face Sheet

Title of Grant: CPKS – 2001 Pre-Kindergarten and Family Literacy Program	Funding Cycle Dates: July 1, 2022 through June 30, 2023
Grant’s Fiscal Agent: (contact’s name, address, phone number, email address) Oakland Unified School District Early Childhood Education 1025 4 th Avenue Oakland, CA 94606 510.273.8277	Grant Amount for Full Funding Cycle: \$7,500.00
Funding Agency: California Department of Education	Grant Focus: Pre- Kindergarten and Family Literacy Program
List all School(s) or Department(s) to be Served: All Child care and Development programs	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	The grant will support the school age and state Pre-Kindergarten program
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 5.59% 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 Annual Agency plan will determine the effectiveness of the Program
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 5.59% for all OUSD site services in the grant’s budget for administrative support, evaluation data, or indirect services.)	Indirect cost is a part of the budget for this grant.
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.)	Christie Herrera Executive Director of Early Learning Oakland Unified School District 1025 4 th Ave, Oakland CA 94606 510-273-8277 Christie.Herrera@ousd.org
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Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Executive Director of Early Learning	Christie Herrera		
Department Head (e.g. for school day programs or for extended day and student support activities)	Sondra Aguilera		6/23/2022

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Fiscal Officer	Lisa Grant Dawson		
Superintendent	Kyla Johnson-Trammell		

RESOLUTION
OAKLAND UNIFIED SCHOOL DISTRICT
No. 2122-0238

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2022/2023.

RESOLUTION

BE IT RESOLVED that the Governing Board of Oakland Unified School District

authorizes entering into local agreement number/s CPKS-2001 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

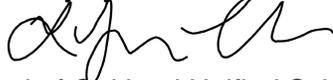
<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Gary Yee</u>	<u>President, Board of Education</u>	_____
<u>Kyla Johnson-Trammell</u>	<u>Secretary, Board of Education</u>	_____

PASSED AND ADOPTED THIS _____ day of _____, _____, by the

Governing Board of Oakland Unified School District

of Alameda County, California.

Approved as to form by OUSD Staff
Attorney Lynn Wu on 6/20/22



I, Kyla Johnson-Trammell, Clerk of the Governing Board of Oakland Unified School District of

Alameda County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)



LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

DATE: July 01, 2022

CONTRACT NUMBER: CPKS-2001

PROGRAM TYPE: PREKINDERGARTEN AND FAMILY LITERACY PROG

PROJECT NUMBER: 01-6125-00-2

STATE AGENCY: CALIFORNIA DEPARTMENT OF EDUCATION

CONTRACTOR'S NAME: OAKLAND UNIFIED SCHOOL DISTRICT

This Agreement is entered into between the State Agency and the Contractor named above. The Contractor agrees to comply with the terms and conditions of the CURRENT APPLICATION*; the GENERAL TERMS AND CONDITIONS (GTC 04/2017)*; the PREKINDERGARTEN AND FAMILY LITERACY PROGRAM CONTRACT TERMS AND CONDITIONS (CT&C)* and any subsequent changes to the CT&C*, which are by this reference made a part of this Agreement. Where the GTC 04/2017 conflicts with the CT&C, the CT&C will prevail.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2022 through June 30, 2023.

The total amount payable pursuant to this Agreement shall not exceed \$7,500.00.

During the term of this contract, the MRA may be adjusted through an Allocation Letter issued to the Contractor by State Agency.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Items shown with an asterisk (*), are hereby incorporated by this reference and made part of this Agreement as if attached hereto. Amendments to any of these asterisked documents during the term of this contract shall be incorporated by reference as of the date issued by State Agency without need for formal amendment. These documents can be viewed at http://www.cde.ca.gov/fg/aa/cd/ctc2022.asp.

IMPORTANT: Signature is not required. Pursuant to the submission of the Continued Funding Application, this agreement will automatically take effect July 01, 2022 unless rejected in writing by June 30, 2022.

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 7,500 <hr/> PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0 <hr/> TOTAL AMOUNT ENCUMBERED TO DATE \$ 7,500	PROGRAM/CATEGORY (CODE AND TITLE)		FUND TITLE	
	Child Development Programs		General	
	(OPTIONAL USE) 0656			
	24859-6125			
ITEM 30.10.010.	CHAPTER	STATUTE	FISCAL YEAR	
6100-196-0001	B/A	2022	2022-2023	
OBJECT OF EXPENDITURE (CODE AND TITLE)				
702 SACS: Res-6052 Rev-8590				

**CALIFORNIA DEPARTMENT OF EDUCATION
PREKINDERGARTEN AND FAMILY LITERACY
CONTRACT TERMS AND CONDITIONS
(CPKS CT&C)**

FISCAL YEAR 2022–23

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CALIFORNIA DEPARTMENT OF EDUCATION PREKINDERGARTEN AND FAMILY LITERACY CONTRACT TERMS AND CONDITIONS (CPKS CT&C) i

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I. PROGRAM REQUIREMENTS

The following program requirements are provided to assist the contractor in meeting the legislative intent. Applicable contract requirements are located in these Contract Terms and Conditions (CT&C), the California Department of Education (CDE) Audit Guide, the California Code of Regulations, Title 5, and the California Education Code.

The Prekindergarten and Family Literacy (CPKS) support contract funds are provided through the annual Budget Act and must be used to promote and support interactive literacy activities for children and families enrolled in the Prekindergarten and Family Literacy program. The CPKS support contract is an expenditure-only contract that supplements California State Preschool Program (CSPP) contracts. The CPKS contractor receives an initial advance apportionment of 25 percent of the CPKS contract amount. After the initial advance, the CPKS contractor may be reimbursed for reported allowable costs that exceed what has already been apportioned. Quarterly reports pursuant to Section II(d) below are required to be completed by the CPKS contractor so that CDE may determine if further reimbursements are necessary.

II. AGENCY RESPONSIBILITIES

(EC 8220-8221)

These Prekindergarten and Family Literacy school support contract funds must be used for the benefit of children and families enrolled in CPKS program.

A. Use of Funds

Funds may be used for the following:

1. Education for parents and legal guardians of children in participating classrooms to support the development of their child's literacy skills. Parenting education shall include, but not be limited to, instruction in all the following:
 - a. Providing support for the educational growth and success of their children.
 - b. Improving parent-school communications and parental understanding of school structures and expectations.
 - c. Becoming active partners with teachers in the education of their children.
 - d. Improving parental knowledge of local resources for the identification of and services for developmental disabilities, including, but not limited to, contact information for school district special education referral.
2. Staff development for teachers in participating classrooms that includes, but is not limited to, all the following:

- a. Development of a pedagogical knowledge including, but not limited to, improved instructional strategies.
 - b. Knowledge and application of developmentally appropriate assessments of the pre-reading skills of children in participating classrooms.
 - c. Information on working with families, including the use of on-site coaching, for guided practice in interactive literacy activities.
 - d. Providing targeted interventions for all young children to improve kindergarten readiness upon program completion.
3. Referrals, as necessary, to providers of instruction in adult education and English as a second language in order to improve the academic skills of parents and legal guardians of children in participating classrooms.

B. Non Allowable Uses of Funds

Contract funds may not be used to pay for:

1. The direct provision of child care services.
2. Construction of a facility to meet basic licensing requirements.
3. The purchase or improvement of land;
4. Lease or rent payments.
5. The purchase of equipment or
6. Any other use not in furtherance of promoting and supporting interactive literacy activities for children and families enrolled in the CPKS program.

C. Reimbursement Costs

1. Reimbursable costs must be incurred during the contract period. Contractors shall not use current year contract funds to pay prior or future year obligations.
2. Non-reimbursable costs will be determined in accordance with the CSPP CT&C Section "Non-reimbursable Costs," the CDE Audit Guide, and the procedures and standards set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200 and Title 45 CFR Part 75), Uniform Guidance (UG); Title 2.

D. Reporting Requirements

1. The contract period is July 1, 2022 through June 30, 2023.

The CPKS Contract Expenditure and Revenue Report Form must be submitted quarterly as directed by the CDE. The CPKS Contract Expenditure and Revenue Report is submitted electronically through the Child Development Provider Accounting Reporting Information System (CPARIS) at: <https://cparis.cde.ca.gov/cparis/logon.aspx>. The CPKS Contract Expenditure and Revenue Report Form is due quarterly: October 20, January 20, April 20 and July 20.

2. Contractors may report more frequently than quarterly if they need to be reimbursed sooner as reimbursement after the initial allocation is based on reported expenditures.

E. Other Agency Requirements

Any non-compliance with the contract may subject the contractor to termination of the contract and return of all CPKS funds for the fiscal year. Any variance from the Contract must be authorized in writing by the CDE and signed by the Director of the Early Education Division (EED) or the Director's authorized representative.

III. CDE CONTACT INFORMATION

Please direct questions regarding the appropriateness of activities or proposed uses of program funds to your assigned Early Education Division Consultant. Contact information for Consultants can be found on the CDE Web site at: <http://www.cde.ca.gov/sp/cd/ci/assignments.asp>.

Approved as to form by OUSD Staff Attorney
Lynn Wu on 6/20/22

