

File ID Number	24-2492
Introduction Date	10/23/24
Enactment Number	24-1968
Enactment Date	10/23/2024 CJH
By	



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

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

October 23, 2024

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer
Alicia Arenas, Executive Director Elementary Instruction, Academics and Instruction Department

Subject: Grant Agreement - Structured Literacy Initiative - #20240082 - Kenneth Rainin Foundation - Academics and Instruction Department

ACTION REQUESTED:

Approval by the Board of Education of a Grant Agreement (Grant ID #20240082) by and between District and Kenneth Rainin Foundation, accepting a grant of \$860,000.00 to Oakland Unified School District ("Grantee") to support 24-25 Structured Literacy Initiative: K-2 Coaching/Training, for the grant period of July 1, 2024 - June 30, 2025, pursuant to the terms and conditions thereof.

BACKGROUND:

Grant award 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 I.D #	Backup Document Included	Type	Recipient	Grant's Purpose	Time Period	Funding Source	Grant Amount
24-2492	Yes	Grant	Oakland Unified School District High Schools	To support the Structured Literacy Initiative.	07/01/2024 - 06/30/2025	Kenneth Rainin Foundation Grant	\$860,000.00

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 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: \$860,000.00

RECOMMENDATION:

Approval by the Board of Education of a Grant Award for OUSD schools for fiscal year 2024-2025, pursuant to the terms and conditions thereof, for the grant year, if any.

ATTACHMENTS:

Grant Face Sheet
Grant Award Letter

OUSD Grants Management Face Sheet

Title of Grant: Rainin Early Literacy Grant	Funding Cycle Dates: July 1, 2024 – June 30, 2025
Grant's Fiscal Agent: <small>(contact's name, address, phone number, email address)</small> Miyesha Perry Director of Grants Management Kenneth Rainin Foundation 155 Grand Avenue Oakland, CA 94612 (510) 625-5214	Grant Amount for Full Funding Cycle: \$860,000.00
Funding Agency: Kenneth Rainin Foundation 155 Grand Avenue Oakland, CA 94612	Grant Focus: To support Structured Literacy Initiative - Early Literacy implementation in OUSD through capacity building by funding Central Early Literacy Coaches and a Language Coordinator.
List all School(s) or Department(s) to be Served: Academics and Instruction, ELLMA, and all elementary sites	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	<p>Our district data shows a distinct need for bolstering literacy achievement in the early years, especially when we disaggregate the data by subgroups. Our literacy achievement data shows concerning disproportionality. This highlights the need for our district to focus on improving our early literacy and language instruction in Tk-2nd grade to ensure our students are accurate and fluent readers by the end of 2nd grade.</p> <p>Therefore, this grant serves to provide essential Early Literacy support to our schools by funding:</p> <ul style="list-style-type: none"> ● Central Early Literacy Coaches ● Language Coordinator
<p>How will this grant be evaluated for impact upon student achievement?</p> <p><small>(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 4.22% 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.)</small></p>	<p>We intend to track metrics of student achievement for all students in Tk-2nd grade as well as implementation data for all schools as well. Additionally, we intend to track improvement data by a subgroup of students as well. These metrics will include measures such as IGDIs, Letter Identification metrics, DIBELS metrics, SIPPS mastery test progress and i-Ready.</p> <p>We will also complete feedback surveys to assess how our support impacts principals, literacy coaches and Leaders. We will collect input on surveys after Early Literacy Professional development and track the participation rate in our PD offerings.</p>
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?	No

(If yes, include the district's indirect rate of 4.22% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	
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.)	Alicia Arenas, Executive Director of Elementary Instruction Academics and Instruction Oakland Unified School District 1011 Union Street Oakland, CA 94607 Alicia.Arenas@ousd.org

Applicant Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Principal/Administrator	Alicia Arenas	<i>Alicia Arenas</i>	
Chief Academic Officer	Sondra Aguilera	<i>Sondra Aguilera</i>	9/27/2024

Grant Office Obtained Approval Signatures:

Entity	Name/s	Signature/s	Date
Senior Business Officer	Lisa Grant-Dawson		
Superintendent	Kyla Johnson-Trammell	<i>Kyla Johnson-Trammell</i>	10/24/2024



July 3, 2024

Sondra Aguilera
 Oakland Unified School District (OUSD)
 1000 Broadway, Suite 300
 Oakland, CA 94606
 USA

RE: Agreement for Education Grant 20240082

Dear Sondra,

It is my pleasure to inform you that the Kenneth Rainin Foundation (the “Foundation”) has approved a grant of **\$860,000.00** to Oakland Unified School District (“Grantee”) to support Structured Literacy Initiative, for the grant period of **07/01/2024 - 06/30/2025**, per the application submitted 05/14/2024.

This letter is a legally binding agreement (“Agreement”). It will be effective when we receive an original copy signed by an authorized representative of your organization. We will arrange for payment of the grant within 30 days of when we receive the signed Agreement and ACH payment form from you. This grant will be paid based on the payment and reporting schedule below in item 2, contingent on satisfactory progress toward the achievement of the milestones outlined, per the schedule below. Please review the terms and conditions of this Agreement very carefully, including the reporting requirements. Please keep a copy of the signed Agreement for your files.

Please read the terms and conditions of this Agreement very carefully, including the reporting requirements below.

Requirement Due Date	Requirement (s)	Milestone (Condition)	Payment Schedule Date	Payment Amount	Notes
07/15/2024	Signed Grant Agreement (GAL)		7/31/2024	\$60,000.00	
07/15/2024	Budget to Actuals from Previous Grant				Payment will be released upon receipt of previous budget report
04/01/2025	Renewal Report				
08/31/2025	Final Report				

TERMS AND CONDITIONS

- 1. Use of Funds.** Grantee shall use the grant funds only for the purposes of the specific project described above. Grantee may not make any significant changes in the purposes for which grant funds are spent without the Foundation's prior approval. Alternatively, the Foundation may require the Grantee to repay to the Foundation any portion of the grant funds that is not spent or committed for the specific purposes described above.
- 2. Reporting.** To enable the Foundation to evaluate the effectiveness of this grant, Grantee shall submit to the Foundation requested reports, on the activities funded with this grant for any annual accounting period of Grantee during which Grantee receives, holds, or spends any of the grant funds. Grantee should refer to the Foundation's online system to view the requirements for the grant report. Grant requirements must be submitted via the Foundation's online system, on the following due dates:

Requirement Due Date	Requirement (s)	Milestone (Condition)	Payment Schedule Date	Payment Amount	Notes
07/15/2024	Signed Grant Agreement (GAL)		7/31/2024	\$60,000.00	
07/15/2024	Budget to Actuals from Previous Grant				Payment will released upon receipt of previous budget report
04/01/2025	Renewal Report				
08/31/2025	Final Report				

- 3. Recordkeeping.** Grantee shall treat grant funds as restricted assets and shall maintain books to show the grant funds, together with other project funds, separately. All expenditures made in furtherance of the purposes of the grant shall be charged off against the project funds and shall appear on Grantee's books. Grantee shall keep adequate records to substantiate its expenditures of project funds. Grantee shall make these books and records available to the Foundation at reasonable times for review and audit, and shall comply with all reasonable requests of the Foundation for information and interviews regarding use of project funds. Grantee shall keep copies of all relevant books and records and all reports to the Foundation for at least four years after completion of the use of the project funds.
- 4. Prohibited Uses.** Grantee shall not use any portion of the funds granted in a manner inconsistent with Internal Revenue Code ("IRC") Section 501(c)(3), including:

- a. Influencing the outcome of any specific election for candidates to public office, or
 - b. Inducing or encouraging violations of law or public policy, or causing any private inurement or improper private benefit to occur, or taking any other action inconsistent with IRC Section 501(c)(3).
5. **Lobbying; Reliance on Project Budget.** The Foundation is relying on Grantee's representations, made in Grantee's grant request and proposed budget, as to the amount budgeted by Grantee for project activities that are **not** attempts to influence legislation. This grant is not earmarked for influencing legislation within the meaning of IRC Section 4945(e), and the Foundation and Grantee have made no agreement, oral or written, to that effect. Thus, any use of grant funds by Grantee for such activities constitutes a decision of Grantee that is wholly independent of the Foundation.¹
6. **No Pledge.** Neither this Agreement nor any other statement, oral or written, nor the making of any contribution or grant to Grantee, shall be interpreted to create any pledge or any commitment by the Foundation or by any related person or entity to make any other grant or contribution to Grantee or any other entity for this or any other project. The Grant contemplated by this Agreement shall be a separate and independent transaction from any other transaction between the Foundation and Grantee or any other entity.
7. **Representation and Warranty Regarding Tax Status.** By entering into this Agreement, Grantee represents and warrants that Grantee is exempt from federal income tax under IRC Section 501(c)(3) and that it is not a private foundation as defined in IRC Section 509(a). Such representation and warranty shall continue through the last date that Grantee spends grant funds.
8. **Notice.** Grantee shall give the Foundation immediate written notice of any change in the Internal Revenue Service's recognition of Grantee's tax-exempt or public charity status. Grantee shall also give the Foundation immediate written notice of any change in Grantee's executive staff, key staff responsible for achieving the grant purposes, or the members of its governing body.
9. **Publications; License.** Any information contained in any publications, studies, or scientific research funded by this grant shall be made available to the public following such reasonable requirements or procedures as the Foundation may establish from time to time. Grantee grants to the Foundation an irrevocable, nonexclusive license to

¹ Note that the Grantee must submit a total project budget (not just a budget for use of the Foundation grant) showing that more will be spent for non-lobbying purposes than the amount of the Foundation's grant.

publish any publications, studies, or research funded by this grant at its sole discretion.

- 10. Indemnification.** Grantee irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify, and hold harmless the Foundation, its officers, directors, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly, or partially arising from or in connection with any act or omission of Grantee, its employees, or agents, in applying for or accepting the grant, in expending or applying the grant funds, or in carrying out any project or program to be supported by the grant, except to the extent that such claims, liabilities, losses, or expenses arise from or in connection with any act or omission of the Foundation, its officers, directors, employees, or agents.
- 11. No Agency.** Grantee is solely responsible for all activities supported by the grant funds, the content of any product created with the grant funds, and the manner in which any such product may be disseminated. This Agreement shall not create any agency relationship, partnership, or joint venture between the parties, and Grantee shall make no such representation to anyone.
- 12. Grant Announcements.** Grantee shall acknowledge this Grant in its written materials or on Grantee's website. Any such acknowledgements shall list the Foundation's full legal name: Kenneth Rainin Foundation. If Grantee wishes to describe the Foundation further, it shall describe the Foundation as: "Kenneth Rainin Foundation is a private family foundation dedicated to enhancing quality of life by championing and sustaining the arts, promoting early childhood literacy and supporting research to cure chronic disease. Collaboration and innovation are at the heart of all its programs. Its vision is guided by the belief that change is possible through inquiry, creativity and compassion." Grantees are permitted to use the Foundation's logo in promotional materials for the Project. Logo files and usage guidelines can be downloaded from <http://krfoundation.org/about/grantee-communications/core-program-grants/>.
- 13. Further Assurances.** Grantee acknowledges that it understands its obligations imposed by this Agreement, including but not limited to those obligations imposed by reference to the IRC. Grantee agrees that if Grantee has any doubts about its obligations under this Agreement, including those incorporated by reference to the IRC, Grantee will promptly contact the Foundation or legal counsel.
- 14. No Waivers.** The failure of the Foundation to exercise any of its rights under this Agreement shall not be deemed to be a waiver of such rights.

15. **Remedies.** If the Foundation determines, in its sole discretion, that Grantee has substantially violated or failed to carry out any provision of this Agreement, including but not limited to failure to submit reports when due, the Foundation may demand the return of all or part of any disbursed grant funds not properly spent, including any funds spent or committed to third parties, and/or refuse to make any further grant payments to Grantee under this or any other grant agreement. If funds have been disbursed and the Foundation determines adequate progress has not been made, then the Grantee shall immediately repay funds to the Foundation. The Foundation may also avail itself of any other remedies available by law.
16. **Captions.** All captions and headings in this Agreement are for the purposes of reference and convenience only. They shall not limit or expand the provisions of this Agreement.
17. **Entire Agreement.** This Agreement supersedes any prior or contemporaneous oral or written understandings or communications between the parties and constitutes the entire agreement of the parties with respect to its subject matter. This Agreement may not be amended or modified, except in a writing signed by both parties.
18. **Governing Law.** This Agreement shall be governed by the laws of the State of California applicable to contracts to be performed entirely within the State.

(Signatory Page Below)

Please state your organization’s fiscal year below as indicated, and have an authorized officer of your organization sign this Agreement and return it to the Foundation. Please keep a copy of the signed Agreement for your files.

Please direct all future communications concerning this grant agreement to the Grants Management Team at grants@krfoundation.org. We wish you every success.

In witness whereof, the parties have entered into this Agreement as of the last date set forth below.

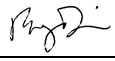
Foundation:

Signature:  Date: 07/05/2024

Printed Name: Miyesha Perry

Title: Director of Grants Management

Grantee:

Signature:  Date: 10/24/2024

Printed Name: Benjamin Davis

Title: President, Board of Education

Fiscal year ends: June / 30
Month Day

Approved as to form by:


Roxanne De La Rocha
OUSD Staff Counsel

09/20/24
Date

Name: Kyla Johnson-Trammell
Title: Superintendent & Secretary, Board of Education

Sign:  Date: 10/24/2024