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Introduction Date	10/25/23
Enactment Number	23-1891
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**OAKLAND UNIFIED SCHOOL DISTRICT**  
**Office of the Board of Education**

October 25, 2023

To: Board of Education

From: Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer  
Rebecca Lacocoque, Director, Linked Learning

Subject: Grant Award - California Department of Education - California Partnership Academies (CPA)  
Program Grant - Skyline Education Academy - Skyline High School (0456)

**ACTION REQUESTED:**

Acceptance by the Board of Education of a California Partnership Academies (CPA) Program: Career Technical Education Initiative Supplemental Grant Award from the California Department of Education, for the Skyline High School Skyline Education Academy (0456) Grant Number: 2022-23181-61259-16, in the amount of \$1,549.00, for the purpose described in the attachment, for the period of September 1, 2022, through October 31, 2023, pursuant to the terms and conditions thereof, if any.

**BACKGROUND:**

Grant award for OUSD Skyline High School for the 2022-24 fiscal years 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
23-2282	Yes	Grant	Oakland Unified School District, Skyline High School	To support students in the Education Academy at Skyline High School to become college and career ready through integrated projects, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences.	September 1, 2022 - October 31, 2023	California Department of Education, College and Career Transition Division	\$1,549.00

**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: \$1,549.00

**RECOMMENDATION:**

Approval by the Board of Education of a Grant Award for Skyline High School, for fiscal years 2022-2024, pursuant to the terms and conditions thereof, if any.

**ATTACHMENTS:**

- Grant Face Sheet
- Grant Award Notification

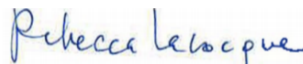
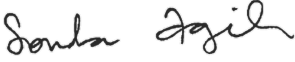
OUSD Grants Management Face Sheet

<b>Title of Grant:</b> California Partnership Academies (CPA) Program: Career Technical Education Initiative	<b>Funding Cycle Dates:</b> September 1, 2022-October 31, 2023
<b>Grant's Fiscal Agent:</b> (contact's name, address, phone number, email address) Rebecca Lacocque, Director of Linked Learning Oakland Unified School District 1011 Union St Oakland, CA 94607-2236	<b>Grant Amount for Full Funding Cycle:</b> \$1,549.00
<b>Funding Agency:</b> Michelle Upton, Staff Service Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901	<b>Grant Focus:</b> To support Educational Academy(0456) at Skyline High School.
<b>List all School(s) or Department(s) to be Served:</b> Skyline High School	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	This grant will provide funding for the students in the Education Academy at Skyline High School to become college and career ready through integrated supports, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences.
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 3.98% 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 High School Linked Learning Office reviews program data annually and supports with reporting to CDE through the Perkins Grant Management System.
Does the grant require any resources from the school(s) or district? If so, describe.	One-to-one matching funds are required and will be provided by the High Network Office and the funded school site.
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 3.98% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	Yes
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.)	Outside learning experiences (work-based learning) are a component of California Partnership Academies.

Who is the contact managing and assuring grant compliance? (Include contact's name, address, phone number, email address.)	Rebecca Lacocque Director of Linked Learning 1011 Union St. Oakland, CA 94607 (510) 879-4616 rebecca.lacocque@ousd.org
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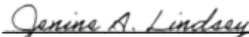
**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Principal/Administrator	Rebecca Lacocque		6/10/2023
Chief Academic Officer	Sondra Aguilera		9/29/2023

**Grant Office Obtained Approval Signatures:**

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

Approve As To Form:

  
 \_\_\_\_\_ Date: 09/06/23  
 Jenine Lindsey, Asst. General Counsel  
 Interim General Counsel

### Grant Award Notification

<b>GRANTEE NAME AND ADDRESS</b> Dr. Kyla Johnson-Trammell, Superintendent Oakland Unified School District <del>1000 Broadway, Suite 300</del> <i>1011 Union St</i> Oakland, CA <del>94607-4099</del> <i>2236</i>				<b>CDE GRANT NUMBER</b>			
				FY	PCA	Vendor Number	Suffix
				2022	23181	61259	16
<b>Attention</b> Dr. Kyla Johnson-Trammell, Superintendent				<b>STANDARDIZED ACCOUNT CODE STRUCTURE</b>			<b>COUNTY</b>
<b>Program Office</b> Accounting Office, Categorical Programs				Resource Code	Revenue Object Code		01
<b>Telephone</b> 510-434-7790				7220	8590		<b>INDEX</b>
<b>Name of Grant Program</b> California Partnership Academies Program— <b>SUPPLEMENTAL</b>							0615
<b>GRANT DETAILS</b>	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date	
	\$ 1,549		\$ 1,549		09/01/2022	10/31/2023	
<b>CFDA Number</b>	<b>Federal Grant Number</b>	<b>Federal Grant Name</b>			<b>Federal Agency</b>		
I am pleased to inform you that you have been funded for the Skyline Education Academy (0456) at Skyline High School.							
This award is made contingent upon the availability of funds. If the Legislature takes action to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.							
Please return the original, signed Grant Award Notification (AO-400) to:							
Michelle Upton, Staff Services Analyst Career and College Transition Division California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901							
<b>California Department of Education Contact</b> Maria Burrigh				<b>Job Title</b> Education Programs Consultant			
<b>E-mail Address</b> mburrigh@cde.ca.gov					<b>Telephone</b> 916-319-0460		
<b>Signature of the State Superintendent of Public Instruction or Designee</b> 					<b>Date</b> November 22, 2022		
<b>CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS</b>							
On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.							
<b>Printed Name of Authorized Agent</b> Dr. Kyla Johnson-Trammell				<b>Title</b> Superintendent			
<b>E-mail Address</b> kyla.johnson@ouisd.					<b>Telephone</b> 510-879-8000		
<b>Signature</b> 					<b>Date</b> 4/5/2023		

**Grant Award Notification (continued)**

The following conditions apply:

1. The grant award will be processed upon receipt of the signed Grant Award Notification (AO-400). This AO-400 must be signed by the superintendent or an authorized official and **returned within 10 working days**.
2. All approved program funds must be expended within the dates designated and for the maximum amount indicated on the AO-400. Encumbrances may be made at any time after the beginning date of the grant stated on the AO-400. **No extensions of this grant will be allowed.**
3. The California Partnership Academies (CPAs) **supplemental grantee** is required to only use these funds to support attendance at the 2023 CPA Educating for Careers Conference, professional development activities, Moving the Needle 2.0 Professional Development, information technology items, and equipment for the operation and maintenance of the CPA at the high school noted in the AO-400 in accordance with the provisions of California *Education Code (EC)* sections 54690-54699. These funds are instructional in nature. These funds may not be used for out-of-state travel expenses.
4. These funds may not supplant current fixed costs. Expenditures shall comply with all applicable provisions for federal, state, and local rules, regulations, and policies relating to the administration and accounting for public school funds but not limited to the *EC*.
5. The grantee must limit administrative indirect costs to the rate approved by the California Department of Education (CDE) for the applicable fiscal year in which the funds are spent.
6. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
  - The first payment, 90 percent of the funds, will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
  - The final payment will be processed after receipt and approval of the End-of-Project (EOP) Expenditure Report. The EOP report should include a narrative of expenditures. The EOP report is due after all funds have been expended but no later than 30 days after the end of the grant period. Failure to submit a final EOP Expenditure Report with a detailed narrative within 45 days from the end of the grant period will result in a billing from the CDE for the entire amount of any grant funds paid and possible reduction of any subsequent years' grants.
7. At least three key staff members from each CPA are required to attend the Educating for Careers Conference to be held **February 26-28, 2023**, at the SAFE Credit Union Convention Center in Sacramento. These funds can be used for that purpose.

If the grantee terminates its participation in the program, the grantee shall submit a final expenditure report within 30 days and return the unexpended funds upon receipt of a billing from the CDE. Supplies and equipment purchased with these funds will be redirected to other CPA sites.

If you have any questions regarding the CPA program requirements of the grant, please contact Maria Burrignt, Education Programs Consultant, High School Innovations and Initiatives Office (HSIIIO), at [mburrignt@cde.ca.gov](mailto:mburrignt@cde.ca.gov). If you have questions regarding the fiscal requirements of the grant, please contact Michelle Upton, Staff Services Analyst, HSIIIO, at [CPAFISCAL@cde.ca.gov](mailto:CPAFISCAL@cde.ca.gov).