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

# Board Cover Memorandum

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent  
Sondra Aguilera, Chief Academic Officer  
Jeannie Bruland, Middle School Literacy Coordinator and District Library Liaison

**Meeting Date** June 26, 2024

**Subject** MOU to Receive Library Book donation from Simons Laufer Mathematical Sciences Institute

**Ask of the Board** Approval by the Board of Education of a Memorandum of Understanding by and between Simons Laufer (SL) Mathematical Sciences Institute, Berkeley, CA, to provide and distribute math-related library books for 60 OUSD school libraries, valued at approximately \$350/school, for the period of June 1, 2024 through May 31, 2025, at no cost to the District.

**Background** SL Math has a program that provides Mathematical books, library books related to math concepts for K-12 students, for school libraries in Title I schools.

**Discussion** SL Math agrees to donate books to OUSD libraries, with the understanding that we will distribute to Title I schools within 6 weeks, and will provide photos of the books being used (with nothing identifiable to students or specific schools).

**Fiscal Impact** The books are being provided to OUSD at no cost, so there is no fiscal impact.

**Attachment(s)** • MOU - Simons Laufer Mathematical Sciences Institute



SIMONS LAUFER  
MATHEMATICAL  
SCIENCES INSTITUTE

## Memorandum of Understanding (MOU)

Oakland Unified School District (OUSD)  
and  
Simons Laufer Mathematical Sciences Institute (SLMath)

### Summary of Responsibilities:

#### SLMath agrees to provide:

- New Mathical books (shipped directly to OUSD), to be distributed to each of the staffed Title I school libraries in the district (see list below)
- A single payment for book purchases will be sent directly in fulfillment of an invoice from Mackin, the book distributor used by OUSD. OUSD will receive a substantial discount. In addition, the distributor handles the logistics of preparing the books for library shelving. The district receives free shipping.
- The check for book purchases will be approximately \$20,000 (dependent on the exact titles available, out of stock issues, etc.). SLMath reserves the right to confirm the exact amount to approach \$20,000.
- Books may be distributed equitably at the discretion of OUSD and/or the district librarian, in order to best serve the greatest number of children in each school library
- Order to be placed in mid-July with Mackin, shared in preliminary form with SLMath for approval
- OUSD will seek to fill gaps in the Mathical book collections of each school, as well as adding new titles recently named as award winners. Five additional schools have been classified as Title I schools in 2024-25, so they too will benefit from the distribution.
- SLMath will provide a digital “welcome packet” introducing the Mathical List, its scope & purpose, to librarians. This will include links to digital assets including printable PDF bookmarks & grade-level flyers. (Use of the materials is purely optional, but will be made available at the outset to all libraries receiving books.)

#### OUSD agrees to provide:

- Distribution of titles to all OUSD staffed Title I school libraries in a timely & equitable manner, maximizing the number of children served by the books
- A list of Title I schools with staffed libraries (60 in all), the breakdown by grade level (below), and confirmation regarding the total # of books received
- Digital “welcome packet” to be shared with librarians in a timely manner, to support their awareness & uptake (if desired) of the materials
- A few photographs of the books provided to the school libraries in the district. Photos will not include any students or children in any manner. Books to be received, unboxed, re-boxed, and distributed within 6 weeks of receipt (target date: October 1, 2024)

- Photos to be sent by October 1, 2024, unless otherwise mutually agreed

Here is the breakdown of Title 1 libraries by grades, 60 in total:

38 TK-5

2 TK-8

10 6-8

3 6-12

7 9-12

The term of this MOU will be June 1, 2024 and terminates May 31, 2025.

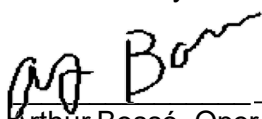
Main point of contact for OUSD:

Jeannie Bruland

Secondary Literacy Coordinator

Email: [jeanne.bruland@ousd.org](mailto:jeanne.bruland@ousd.org)

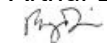
Authorized by:



Arthur Bossé, Operations Manager, SLMath

May 17, 2024

Date signed



Benjamin Davis, President, Board of Education 6/27/2024



Kyla Johnson-Trammell, Superintendent  
OUSD

6/27/2024

Date signed

*Approved as to form by OUSD Legal Department*

Name: Roxanne De La Rocha

Signature:



Date 5/29/24