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| File ID Number    | 24-1919 |
| Introduction Date | 8/28/24 |
| Enactment Number  |         |
| Enactment Date    |         |
| By                |         |



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

August 28, 2024

To: Board of Education

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

Subject: Grant Award - California Department of Education- California Partnership Academies (CPA) Program Grant- Innovative Design & Engineering Academy (IDEA) - Oakland High School (3003)

**ACTION REQUESTED:**

Acceptance by the Board of Education of a Grant Award from the California Department of Education, for the California Partnership Academies (CPA) Program, for Oakland High School, Innovative Design & Engineering Academy, ID #3003, in the amount of \$15,000.00, to support the Career Technical Education Initiative, as described in the attachment, for the period of June 1, 2023 to June 30, 2024, pursuant to the terms and conditions thereof, if any.

**BACKGROUND:**

Grant Award for OUSD schools for the 2023-2024 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 |
|------------|--------------------------|-------|--|--|-----------------------------|--|--------------|
| 24-1919    | Yes                      | Grant | Oakland Unified School District, Oakland High School | To support students in the Renewable Sustained Engineering Academy at Oakland High School to become college and career ready through integrated projects, Career Technical Education (CTE), CTE-integrated academics, and work-based learning experiences. | June 1, 2023- June 30, 2024 | California Department of Education, College and Career Transition Division | \$15,000.00  |

**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 \$15,000.00

**RECOMMENDATION:**

Approval by the Board of Education of a Grant Award for Oakland High School, for fiscal year 2023-2024, pursuant to the terms and conditions thereof, if any.

**ATTACHMENTS:**

Grant Award Notifications  
Grant Face Sheet

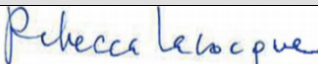
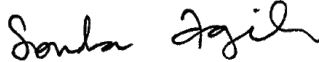
OUSD Grants Management Face Sheet

|  |  |
|--|--|
| <b>Title of Grant:</b><br>College and Career Access Pathways Grants  | <b>Funding Cycle Dates:</b><br>June 1,2023- June 30,2024                                     |
| <b>Grant's Fiscal Agent:</b><br>(contact's name, address, phone number, email address)<br>Rebecca Lacocque, Director of Linked Learning<br>Oakland Unified School District<br>1011 Union Street<br>Oakland, CA 94607-2236  | <b>Grant Amount for Full Funding Cycle:</b><br>\$15,000.00                                   |
| <b>Funding Agency:</b><br>Michelle Upton, Associate Governmental Program Analyst<br>Career and College Transition Division<br>California Department of Education<br>1430 N Street, Suite 4202<br>Sacramento, CA 95814-5901 | <b>Grant Focus:</b><br>To support College and Career Access Pathways at Oakland High School. |
| <b>List all School(s) or Department(s) to be:</b><br>Oakland 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 College and Career Access Pathways at Oakland 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?<br>(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?<br>(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?<br>(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.  |

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

**Applicant Obtained Approval Signatures:**

| Entity                  | Name/s           | Signature/s   | Date       |
|-------------------------|------------------|---|------------|
| Principal/Administrator | Rebecca Lacocque |  | 11/01/2023 |
| Chief Academic Officer  | Sondra Aguilera  |  | 8/1/2024   |

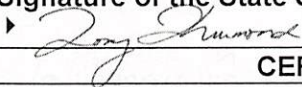
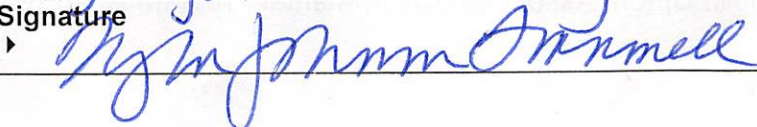
**Grant Office Obtained Approval Signatures:**

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

Approved as to form by OUSD Legal Department

Name: Roxanne De La Rocha Signature:  Date: 6/4/24

### Grant Award Notification

|   |                                  |                           |              |   |                            |                          |
|---|----------------------------------|---------------------------|--------------|---|----------------------------|--------------------------|
| <b>GRANTEE NAME AND ADDRESS</b><br>Kyla Johnson-Trammell, Superintendent<br>Oakland Unified School District<br>1000 Broadway, Suite 330 <del>1011 UNION STREET</del><br>Oakland, CA 94607-4099  |                                  |                           |              | <b>CDE GRANT NUMBER</b>                           |                            |                          |
|   |                                  | <b>FY</b>                 | <b>PCA</b>   | <b>Vendor Number</b>                              | <b>Suffix</b>              |                          |
|   |                                  | 2022                      | 23181        | 61259   | P1                         |                          |
| <b>Attention</b><br>Kyla Johnson-Trammell, Superintendent   |                                  |                           |              | <b>STANDARDIZED ACCOUNT CODE STRUCTURE</b>        |                            | <b>COUNTY</b>            |
| <b>Program Office</b><br>Accounting Office, Categorical Programs  |                                  |                           |              | <b>Resource Code</b>                              | <b>Revenue Object Code</b> | 01                       |
| <b>Telephone</b><br>510-879-8000  |                                  |                           |              | 7220  | 8590                       | <b>INDEX</b>             |
| <b>Name of Grant Program</b><br>California Partnership Academies (CPA) Program  |                                  |                           |              |   |                            | 0615                     |
| <b>GRANT DETAILS</b>  | <b>Original/Prior Amendments</b> | <b>Amendment Amount</b>   | <b>Total</b> | <b>Amend. No.</b>                                 | <b>Award Starting Date</b> | <b>Award Ending Date</b> |
|   | \$15,000                         |                           | \$15,000     |   | 06/01/2023                 | 6/30/2024                |
| <b>CFDA Number</b>  | <b>Federal Grant Number</b>      | <b>Federal Grant Name</b> |              |   | <b>Federal Agency</b>      |                          |
|   |                                  |                           |              |   |                            |                          |
| <p>I am pleased to inform you that you have been funded for the Innovative Design &amp; Engineering Academy (IDEA) (3003) at Oakland High School.</p> <p>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, this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Michelle Upton, Associate Governmental Program Analyst<br/>                 Career and College Transition Division<br/>                 California Department of Education<br/>                 1430 N Street, Suite 4202<br/>                 Sacramento, CA 95814-5901</p> |                                  |                           |              |   |                            |                          |
| <b>California Department of Education Contact</b><br>Eliese Rulifson  |                                  |                           |              | <b>Job Title</b><br>Education Programs Consultant |                            |                          |
| <b>E-mail Address</b><br>ERulifson@cde.ca.gov   |                                  |                           |              | <b>Telephone</b><br>916-319-0457                  |                            |                          |
| <b>Signature of the State Superintendent of Public Instruction or Designee</b><br>▶    |                                  |                           |              | <b>Date</b><br>June 28, 2023                      |                            |                          |
| <b>CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS</b>  |                                  |                           |              |   |                            |                          |
| <p><i>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.</i></p>  |                                  |                           |              |   |                            |                          |
| <b>Printed Name of Authorized Agent</b><br>Dr. Kyla Johnson-Trammell  |                                  |                           |              | <b>Title</b><br>Superintendent                    |                            |                          |
| <b>E-mail Address</b><br>Kyla.Johnson@ousd.org  |                                  |                           |              | <b>Telephone</b><br>510-879-8000                  |                            |                          |
| <b>Signature</b><br>▶    |                                  |                           |              | <b>Date</b><br>10/17/2023                         |                            |                          |



### 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.**
1. 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.**

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2. The grantee is required to use these funds only for the operation and maintenance of the California Partnership Academy (CPA) at the high school noted in the AO-400 in accordance with the provisions of California *Education Code (EC)* sections 54690 through 54697. 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, including but not limited to the *EC*. These funds are instructional in nature. These funds may not be used for out-of-state travel expenses.
3. 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.
4. Upon receipt of the required certifications, scheduled payments of grant funds will be as follows:
  - The first payment of 90 percent of the funds will be released upon completion and return of the AO-400. Please allow approximately four weeks for processing.
  - The End-of-Project (EOP) Expenditure Report is due after all funds have been expended but no later than 60 days after the end of the grant period. The EOP should include a narrative of expenditures. Failure to submit a final EOP Expenditure Report with a detailed narrative within 90 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.

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5. At least three key staff members from each CPA are required to attend the **Educating for Careers Conference** to be held **March 3-5, 2024**, 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 Eliese Rulifson, Education Programs Consultant in the Academy, Apprenticeship, and Internship Office (AAIO), at 916-319-0457 or [erulifson@cde.ca.gov](mailto:erulifson@cde.ca.gov). If you have questions regarding the fiscal requirements of the grant, please contact Michelle Upton, Associate Governmental Program Analyst, AAIO, at [CPAFISCAL@cde.ca.gov](mailto:CPAFISCAL@cde.ca.gov).