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### Board Cover Memorandum

**To** Board of Education

**From** Denise G. Saddler, EdD, Superintendent  
Tara Gard, Deputy Superintendent of Business and Operations  
Jeff Dillon, Sr., Chief Talent Officer

**Meeting Date** June 24, 2026

**Subject** Grant Award – Oakland Children’s Initiative for Early Educator Apprenticeship Pathways Staffing Support - Talent/Human Resources

**Ask of the Board** Approval by the Board of Education of a Grant Award from the Oakland Children’s Initiative to Oakland Unified School District, in the amount of \$542,876, to support staffing for the Early Educator Apprenticeship Pathways Program, including 3.0 Full-Time Equivalent (“FTE”) positions, for the period July 1, 2026 through June 30, 2027.

**Background** The Oakland Children’s Initiative (OCI) has provided Oakland Unified School District with a Letter of Intent to fund the District’s Early Educator Apprenticeship Pathways Program during the 2026–2027 program year. Subject to final approval and completion of all contracting and funding requirements, OCI intends to provide funding in the amount of \$542,876 to support critical staffing necessary for the continued implementation and sustainability of the District’s apprenticeship pathways.

Funding will support three (3) Full-Time Equivalent positions, including two Recruitment Assistants and one Coordinator of Diversity and Inclusion. These positions provide essential capacity to recruit, retain, and support apprenticeship participants while strengthening the infrastructure required to successfully implement and sustain the pathways program.

The Early Educator Apprenticeship Pathways Program creates a workforce development pipeline designed to address the growing need for qualified and diverse early childhood educators serving Oakland children and families. The program includes three interconnected pathways:

- OakTown Leaders Youth Pre-Apprenticeship Program for high school students;
- Early Educator Apprenticeship Program for classified staff serving as paraeducators, instructional assistants, and early literacy tutors; and
- Lead Teacher Apprenticeship Program, implemented in partnership with

EDvance, supporting classified staff in earning a Bachelor’s Degree in Childhood Studies and obtaining a California Master Teacher Permit.

For the 2026–2027 program year, the District projects serving approximately 177 active participants across all apprenticeship pathways, including 118 youth pre-apprentices and 59 adult and lead teacher apprentices. The program also anticipates 114 new registrants and approximately 44 program completers.

The grant aligns with the Oakland Children’s Initiative’s commitment to expanding access to high-quality early childhood education and strengthening the early educator workforce pipeline serving Oakland children and families

**Discussion**

Acceptance of this grant award will allow the District to maintain critical staffing necessary to sustain and expand the Early Educator Apprenticeship Pathways Program. Funding will support apprentice recruitment and engagement, participant support services, partnership coordination, program administration, data collection and reporting, grant compliance, stipend and payroll coordination, and workforce diversity initiatives.

The program supports OUSD’s efforts to develop a diverse, culturally responsive, and highly qualified early childhood workforce by providing students and employees with opportunities to earn college credits, educational permits, paid on-the-job training, professional credentials, and academic degrees.

The grant-funded positions will support pathway participants across the District, including students at Castlemont High School, Coliseum College Prep Academy, Madison Park Academy, Skyline High School, and adult apprentices serving children in OUSD Early Childhood Education programs districtwide.

Program effectiveness will be measured through participant enrollment, retention, completion, permit attainment, college unit completion, on-the-job training milestones, transitions into OUSD employment opportunities, and educator workforce development outcomes

**Fiscal Impact**

Grant Award not to exceed \$542,876 for the period July 1, 2026 through June 30, 2027.

**Attachments**

- Oakland Children’s Initiative Letter of Intent to Fund OUSD Early Educator Apprenticeship Pathways Staffing for FY 2026–2027
- OUSD Grants Management Face Sheet



May 29, 2026

Oakland Unified School District  
1011 Union Street  
Oakland, CA 94607

**RE: Letter of Intent to Fund OUSD Early Educator Apprenticeship Pathways Staffing for FY26-27**

Dear Oakland Unified School District,

The City of Oakland, through the Oakland Children's Initiative (OCI), is providing this letter of intent to support Oakland Unified School District's Early Educator Apprenticeship Pathways for the 2026–27 program year.

Subject to final approval and completion of all required contracting and funding processes, OCI intends to provide funding in the amount of **\$542,876** to support **3.0 FTE positions** critical to the continued implementation and sustainability of the Early Educator Apprenticeship Pathways during the 2026–27 program year:

- Recruitment Assistant, 1.0 FTE – \$125,000
- Recruitment Assistant, 1.0 FTE – \$125,000
- Coordinator of Diversity and Inclusion, 1.0 FTE – \$292,876

These positions provide essential capacity to support the recruitment, retention, and success of apprentices while strengthening the infrastructure necessary to implement the pathway. Funding will support key functions including apprentice outreach and engagement, participant support services, partnership coordination, program administration, data collection and reporting, compliance and grant management, and efforts to advance a diverse and representative early educator workforce.

This investment aligns with OCI's commitment to expanding access to high-quality early childhood education and strengthening the early educator workforce pipeline that serves Oakland's children and families.

In Community,

  
**Jennifer Cabán**

Accountability Officer

Oakland Children's Initiative, City of Oakland

## OUSD Grants Management Face Sheet

<b>Title of Grant:</b> Oakland Children’s Initiative - OUSD Early Educator Apprenticeship Pathways Staffing Support / Intent to Award	<b>Funding Cycle Dates:</b> 7/1/2026 - 6/30/2027
<b>Grant’s Fiscal Agent:</b> Oakland Children’s Initiative Contact: Jenna Murakami Address: 1115 Atlantic Avenue, Alameda, CA 94501 Phone:(510) 279-6294 Email: Jenna.Murakami@first5alameda.org	<b>Grant Amount for Full Funding Cycle:</b> \$542,876 3.0 FTE
<b>Funding Agency:</b> Oakland Children’s Initiative	<b>Grant Focus:</b> The purpose of this award is to sustain and stabilize OUSD’s Early Educator Apprenticeship Pathways for the 2026-27 program year by funding 3.0 FTE critical staffing positions. These positions are necessary to maintain program leadership, administrative coordination, apprentice support, partner coordination, data and grant reporting, stipend/payroll coordination, and day-to-day implementation.  The pathways include: (1) OakTown Leaders Youth Pre-Apprenticeship for high school students, (2) Early Educator Apprenticeship for classified staff serving young children as paraeducators, instructional assistants, and early literacy tutors, and (3) the new Lead Teacher Apprenticeship in partnership with EDvance, beginning with 5 classified staff apprentices who will complete a BA in Childhood Studies and earn the California Master Teacher Permit.  For 2026-27, OUSD projects 177 active participants across OUSD apprenticeship pathways, including 118 youth pre-apprentices and 59 adult/lead teacher apprentices; 114 estimated new registrants; and 44 estimated completers.
<b>List all School(s) or Department(s) to be Served:</b> Districtwide - OUSD Early Childhood Education Department, Talent Division, participating OUSD high schools, and ECE sites. Current youth pathway sites include Castlemont, Coliseum College Prep Academy, Madison Park Academy, and Skyline High School. Adult and Lead Teacher apprentices serve children in OUSD ECE settings across the district.	

Information Needed	School or Department Response
How will this grant contribute to sustained student achievement or academic standards?	OUSD’s Early Educator Apprenticeship Pathways contribute to sustained student achievement by strengthening the early learning workforce that serves Oakland children before and during their earliest years of school. The program creates a coherent local pipeline from high school students to classified staff to degree-holding lead teachers. By supporting Oakland students and classified staff to earn college units, permits, paid on-the-job training, and degrees, OUSD increases the number of qualified, culturally responsive early educators prepared to serve children and families in Oakland.  The 2026-27 funding will help preserve three connected pathways: youth pre-apprenticeship, adult Early Educator Apprenticeship, and the Lead Teacher Apprenticeship. The pathways support school readiness, continuity of care, educator retention, and a more diverse and stable workforce aligned to OUSD’s student population.
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 4.22% in the budget. The 1% or negotiated data fee will be charged according to an Agreement for Grant	OUSD will evaluate impact through participant enrollment, retention, completion, permit attainment, college unit completion, on-the-job training progress, transition into OUSD roles, and estimated children served. Key 2026-27 projections include: <ul style="list-style-type: none"> <li>- 177 projected active participants across OUSD pathways.</li> <li>- 118 projected youth pre-apprentices active in 2026-27.</li> <li>- 55 projected adult and Lead Teacher apprentices active in 2026-27.</li> </ul>

Administration Related Services payment schedule. This fee should be included in the grant's budget for evaluation.)	<ul style="list-style-type: none"> <li>- 114 estimated new registrants.</li> <li>- 44 estimated completers.</li> <li>- 5 Lead Teacher Apprentices enrolled through EDvance to pursue a BA in Childhood Studies and the California Master Teacher Permit.</li> </ul> <p>OUSD will also track program outcomes such as Instructional Assistant Permit eligibility/attainment, Associate Teacher Permit eligibility/attainment, Master Teacher Permit progress, transferable college units earned, OJT hours completed, and apprentice persistence.</p>
Does the grant require any resources from the school(s) or district? If so, describe.	Yes. The grant requires continued OUSD staff time, partnership coordination, HR/Talent support, fiscal and grant compliance support, and collaboration with the Early Childhood Education Department, high school sites, Berkeley City College/Peralta partners, EDvance, ECEPTS, mentors, and participating school sites.
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 4.22% for all OUSD site services in the grant's budget for administrative support, evaluation data, or indirect services.)	Yes. Services will be supported by Oakland Children's Initiative grant funds administered through OUSD to fund 3.0 FTE staffing positions. No external service contractor is anticipated for these staffing positions. OUSD will apply indirect costs and administrative requirements in accordance with the final grant agreement and district grant procedures.
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.)	The proposed program is not designed to pull students out of classroom instruction. Youth pre-apprentices participate through scheduled dual enrollment coursework and work-based learning aligned to their pathway. Adult and Lead Teacher apprentices complete coursework outside of their regular work schedule when possible and complete on-the-job training within their existing OUSD roles serving young children.
Who is the contact managing and assuring grant compliance?  (Include contact's name, address, phone number, email address.)	<p>Name: Cecilia Terrazas  Title: Coordinator, Diversity and Inclusion  Site: 944  Address: 1011 Union Street, Oakland CA, 94607  Phone: 310-308-9924  Email: cecilia.terrazas@ousd.org</p>

**Applicant Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Chief Talent Officer	Jeff Dillion	<i>Jeff Dillion, Sr.</i>	5/29/26

**Grant Office Obtained Approval Signatures:**

Entity	Name/s	Signature/s	Date
Deputy Superintendent of Business and Operations	Tara Gard	<i>Tara Gard</i>	5/29/26
Superintendent	Denise Saddler		