February 4, 2015

TO: Santa Clara County Board of Education

FROM: Mary Ann Dewan, Ph.D., Chief Schools Officer
Student Services Branch

Lisa Kaufman, Ph.D., Director
Early Learning Services Department

Janice Battaglia, Manager
Inclusion Collaborative

 VIA: Jon R. Gundry
County Superintendent of Schools

SUBJECT: Approve the Receipt of a Non-Competitive Grant Award from the California Department of Education-Early Education and Support Division in the Amount of $669,603 to the Local Planning Council

Associated Goal
Goal 1: Improve student equity and reduce access discrepancies to high quality education
Goal 2: Provide support to districts, communities, schools and students

Background
The attached grant award notification, California Transitional Kindergarten Stipend (CTKS) Incentive Program, with the California Department of Education (CDE) and the Santa Clara County Office of Education (SCCOE), Local Planning Council, must be signed and returned within ten (10) days of receipt to the CDE for the funds to be released from the CDE to the SCCOE. With the CTKS grant award notification having been received on January 13, 2015, the notification was to be sent back to the CDE prior to January 27, 2015.

Fiscal Implications
The SCCOE will receive $669,603. This grant is effective from July 1, 2014, through June 30, 2017.

Requested Action
Approve the receipt of a non-competitive grant award from the California Department of Education-Early Education and Support Division in the amount of $669,603 to the Local Planning Council

County Board of Education: Leon F. Beauchman, Michael Chang, Joseph Di Salvo, Darcie Green, Grace H. Mah, Claudia Rossi, Anna Song
1290 Ridder Park Drive, San Jose, CA 95131-2304 (408) 453-6500 www.sccoe.org

Committed to serving, inspiring and promoting student and public school success
December 19, 2014

Dear Local Child Care and Development Planning Council Members:

FUNDING FOR THE EARLY EDUCATION AND SUPPORT DIVISION’S CALIFORNIA TRANSITIONAL KINDERGARTEN STIPEND INITIATIVE PROJECT

Senate Bill 876 (Chapter 687, Statutes of 2014) was signed by the Governor on September 27, 2014. This bill allocates $15,000,000 for purposes of professional development and educational stipends to be administered by the Local Planning Councils (LPCs) for teachers in Transitional Kindergarten (TK) and teachers in the California State Preschool Program (CSPP).

I am pleased to announce the release of funding for the California Transitional Kindergarten Stipend (CTKS) Initiative project beginning January 1, 2015, through June 30, 2017. This letter serves as notification that your legal entity has been awarded a portion of $15,000,000 in one-time-only funding. It is intended to provide professional development stipends for TK teachers and shall include, but not be limited to, stipends for credentialed teachers to complete at least 24 units in early childhood education or childhood development or a combination of both. The second priority shall be for professional development stipends for teachers in the CSPP for education expenses related to professional development, including the costs of credit bearing coursework in early childhood education, child development, or both. Funding is available to all eligible LPC contractors for the provision of services outlined in the Program Requirements for the CTKS activities.

If you have any questions regarding this subject, please contact Linda M. Parfitt, Education Consultant, Quality Improvement Office, by phone at 916-323-2133 or by e-mail at lparfitt@cde.ca.gov.

Sincerely,

Tom Torlakson

TT:lp
2014-09504
Grant Award Notification

GRANTEE NAME AND ADDRESS
Santa Clara County Office of Education
1290 Ridder Park Drive, MC 271
San Jose, CA 95131-2304

Attention
Mary Ann Dewan, Manager

Program Office
Santa Clara County Office of Education

Telephone

Name of Grant Program
California Transitional Kindergarten Stipend (CTKS) Incentive Program

GRANT DETAILS

<table>
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<tr>
<th>Original/Prior Amendments</th>
<th>Amendment Amount</th>
<th>Total</th>
<th>Amend. No.</th>
<th>Award Starting Date</th>
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CFDA Number
Federal Grant Number
Federal Grant Name
Child Care and Development Block Grant

I am pleased to inform you that you have been funded for the California Transitional Kindergarten Stipend Incentive Program.

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) within 10 days to:

Linda M. Parfitt, Education Programs Consultant
Quality Improvement Office
California Department of Education
1430 N Street, Suite 3410
Sacramento, CA 95814-5901

California Department of Education Contact
Linda Parfitt

E-mail Address
lparfitt@cde.ca.gov

Telephone
916-323-2133

Signature of the State Superintendent of Public Instruction or Designee

CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS

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.

Printed Name of Authorized Agent
Jon R. Gundry

Title
County Superintendent of Schools

E-mail Address
Michael Garcia@sccoe.org

Telephone (408) 453-6649

Signature

Date 1/22/15
Grant Award Notification (Continued)

1) The grantee must use California Transitional Kindergarten Stipend (CTKS) funds for educational and professional development expenses related to early childhood education. Transitional Kindergarten (TK) teachers are the first priority, and California State Preschool Program teachers are the second priority. The misuse of funds could result in discontinued possible future funding. In addition, the misuse of funds could result in repayment of funds and termination of the grant award.

2) Seventy-five percent of funds will be released upon approval. The remaining 25 percent will be subject to review of expenditures. Should there be the likelihood the grantee will not expend the full amount, based on the expenditure report at the end of fiscal year 2015–16, the California Department of Education (CDE) may invoice the grantee for said funds and reallocate to an area in greater need, based on revised demographic information on TK enrollment. All funding is to be expended by June 30, 2017, as stated on the front page of this Grant Award Notification.

3) Grantees shall notify the CDE Early Education and Support Division (EESD) in writing of any changes in mailing address for communication regarding the grant within 10 calendar days of the address change. For non-public agencies, the notification must be accompanied by:
   a. Board minutes verifying the change in address; and
   b. A copy of the notification to the Internal Revenue Service of the address change.

4) Grantees shall notify the EESD in writing of any proposed change in operating facility address(es) at least 30 calendar days in advance of the change unless such change is required by an emergency such as fire, flood, or earthquake.

5) Each grantee should seek legal counsel to determine what safeguards need to be established to protect the public interest and address potential conflict of interest issues.

6) This funding is to supplement, not supplant, existing efforts and investments to qualified CCR Title 5 State Preschool teachers and TK teachers. The stipends are for actual educational, professional development expenses to include 1) stipends for credentialed teachers to complete at least 24 units in early childhood education or child development or both; 2) registration costs; 3) tuition; 4) Continuing Education Units in early childhood education, official transcripts that prove the required accredited college units in early childhood education or child development, or a combination of both; and 5) books.

7) Grantees may claim no more than 15 percent of actual costs incurred for administration. The remaining 85 percent shall be used for direct services; i.e., educational stipends.

8) Reimbursable costs must be incurred during the grant period. Grantees shall not use current year grant funds to pay prior or future year obligations.

9) Administrative travel and per diem expenses shall be reimbursed at rates not exceeding those amounts paid to the CDE’s represented employees computed in accordance with CCR Title 2, Subchapter 1 (State Department of Personnel Administration).

10) Non-reimbursable costs will be determined in accordance with the 2014–15 Resource and Referral Funding Terms and Conditions, Section V.F., “Non-Reimbursable Costs.”

11) Each grantee must submit semi-annual expenditure reports. The reporting months and due dates will be as follows:
   - January 1, 2015, through June 30, 2015, due to the CDE by July 31, 2015.
   - July 1, 2015, through December 31, 2015, due to the CDE by January 31, 2016.
   - January 1, 2016, through June 30, 2016, due to the CDE by July 31, 2016. If by this time 80 percent of the funding has not been used, the CDE may invoice the fiscal agent for all funds advanced.
   - July 1, 2016, through December 31, 2016, due to the CDE by January 31, 2017.

12) The grantee must mail the expenditure reports to Linda M. Parfitt at the address on Page 1 of this Grant Award Notification.