

Los Angeles Unified School District
Tarzana Elementary School
5726 Topeka Drive, Tarzana, CA 91356
Telephone: (818) 881-1424 Fax: (818) 343-4418

MICHELLE KING
Superintendent of Schools
VIVIAN EKCHIAN
Superintendent
Local District Northwest
DR. VICKI QUAN LEE
Principal

March 2016

Mr. Harvey Goldberg
Tarzana Neighborhood Council
P.O. Box 571016
Tarzana, CA 91357

Dear Mr. Goldberg:

Tarzana Elementary is a Title I School located in the San Fernando Valley near Los Angeles, CA. As a Title I school, our student population is mainly made-up of low income families. Due to this fact, school plays an integral role in the life of each of our students.

As a result of the recent LAUSD budget cuts, Tarzana Elementary is in danger of losing its Accelerated Reader (AR) software program. Currently, the school can only fund the Accelerated Reader Program through the end of the current school year in June 2016. Accelerated Reader is a reading software program that includes a variety of differentiated fiction and non-fiction text that teaches students how to read, cite textual evidence, write, and take comprehension quizzes to measure progress to identify student independent reading levels. In order to fund the Accelerated Reader Program for the 2016-2017 school year, the school must raise \$4,116.50. Our school motto is "Tarzana Elementary: A Bridge to the Future". Your generous support will help to lead our students on the path towards a brighter future.

For your records as well, our tax identification number is 95-6206-581-w.

If you have any questions or concerns, please feel free to contact the individual below.

Mr. Mohamed Tantawi
Tarzana Elementary School
5726 Topeka Drive
Tarzana, CA 91356
(818) 881-1424

Thank you very much for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Dr. Vicki Quan Lee".

Dr. Vicki Quan Lee,
Principal

Neighborhood Council Funding Program
APPLICATION for Neighborhood Purposes Grant (NPG)



This form is to be completed by the applicant seeking the Neighborhood Purposes Grant and submitted to the Neighborhood Council from whom the grant is being sought. All applications for grants must be reviewed and approved in a public meeting. The Neighborhood Council (NC), upon approval of the application, shall submit the approved application along with all required documentation to the Department of Neighborhood Empowerment.

Name of NC from which you are seeking this grant: Tarzana Elementary School

SECTION I - APPLICANT INFORMATION

- 1a) Tarzana Elementary School 95-6001-908-W CA
Organization Name **Federal I.D. # (EIN#)** **State of Incorporation** **Date of 501(c)(3) Status (if applicable)**
- 1b) 5726 Topeka Drive Tarzana CA 91356
Organization Mailing Address **City** **State** **Zip Code**
- 1c) _____
Business Address (If different) **City** **State** **Zip Code**
- 1d) **PRIMARY CONTACT INFORMATION:**
Dr. Vicki Quan Lee (818) 881-1424 vql7939@lausd.net
Name **Phone** **Email**
- 2) **Type of Organization- Please select one:**
 Public School *(not to include private schools)* **or** **501(c)(3) Non-Profit** *(other than religious institutions)*
Attach Grant Request on School Letterhead **Attach IRS Determination Letter**
- 3) _____
Name / Address of Affiliated Organization **City** **State** **Zip Code**
(If applicable)

SECTION II - PROJECT DESCRIPTION

- 4) **Please describe the purpose and intent of the grant.**
 Accelerated Reader is a reading software program that includes a variety of differentiated fiction and non-fiction text that teaches students how to read, cite textual evidence, write, and take comprehension quizzes to measure progress and identify student independent reading levels. The program is used as a supplement to CA Treasures District adapted reading program and the CA English Language Arts Standards, because it enhances student reading fluency and comprehension. In prior years this program was funded by Title I Categorical funds, but because of cutbacks, sufficient funds are not available to fund the program for the 2016-2017 school year.
- 5) **How will this grant be used to primarily support or serve a public purpose and benefit the public at-large. (Grants cannot be used as rewards or prizes for individuals)**
 Tarzana Elementary School is a diverse community of students with many cultures being served. The public at large always benefits from educated students who will be valuable, productive citizens in the future.

SECTION III - PROJECT BUDGET OUTLINE

6a)	Personnel Related Expenses	Requested of NC	Total Projected Cost

6b)	Non-Personnel Related Expenses	Requested of NC	Total Projected Cost
	Annual Renewal of Accelerated Reading Program	\$ 4,116.50	\$ 4,116.50

7) Have you (applicant) applied to any other Neighborhood Councils requesting funds for this project?
 No Yes, please list names of NCs: _____

8) Is the implementation of this specific program or purpose described in box 4 above contingent on any other factors or sources or funding? (Including NPG applications to other NCs) No Yes, please describe:

Source of Funding	Amount	Total Projected Cost

9) What is the TOTAL amount of the grant funding requested with this application: \$ 4,116.50

10a) Start date: 03/07/16 10b) Date Funds Required: 04/01/16

10c) Expected completion date: 05/01/16 (After completion of the project, the applicant must submit a follow-up form to the Neighborhood Council and the Department of Neighborhood Empowerment)

SECTION IV - POTENTIAL CONFLICTS OF INTEREST


11a) Do you (applicant) have a former or existing relationship with a Board Member of the NC?
 No Yes - Please describe below:


Name of NC Board Member	Relationship to Applicant
Esther Wieder	Office Employee

11b) If yes, did you request that the board member consult the Office of the City Attorney before filing this application? Yes No *(Please note that if a Board Member of the NC has a conflict of interest and completes this form, or participates in the discussion and voting of this NPG, the Department will deny the payment of this grant in its entirety.)

SECTION V - DECLARATION AND SIGNATURE

I hereby affirm that, to the best of my knowledge, the information provided herein and communicated otherwise is truly and accurately stated. I further affirm that I have read Appendix A, "What is a Public Benefit," and Appendix B "Conflicts of Interest" of this application and affirm that the proposed project(s) and/or program(s) fall within the criteria of a public benefit project/program and that no conflict of interest exist that would prevent the awarding of the Neighborhood Purposes Grant. I affirm that I am not a current Board Member of the Neighborhood Council to whom I am submitting this application. I further affirm that if the grant received is not used in accordance with the the terms of the application stated here, said funds shall be returned immediately to the Neighborhood Council.

12a) Executive Director of Non-Profit Corporation or School Principal - REQUIRED*
 Dr. Vicki Quan Lee Principal  3-9-16
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - REQUIRED*
 Mohamed Tantawi Coordinator  3-9-16
 PRINT Name Title Signature Date

* If a current Board Member holds the position of Executive Director or Secretary, please contact the Department at (213) 978-1551 for instructions on completing this form

RENAISSANCE LEARNING™

Accelerating learning for all

Quote #: 1528638

PO Box 8036, Wis. Rapids, WI 54495-8036 - Phone:(800) 338-4204 Fax:(877) 280-7642 Federal I.D. 39-1559474

Tarzana Elementary School - 266389
5726 Topeka Dr
Tarzana, CA 91356-1316
Contact: Marlene Nelson - (818) 881-1424
Email: mhn8527@lausd.net

Reference ID: 117917
Created: 03/02/2016

Quote Summary	School Count : 1
Product & Services Total	\$4,116.50
Shipping and Processing	\$0.00
Sales Tax	\$0.00
Grand Total	\$4,116.50

To place an order, please submit your organization's required purchase order with reference to quote number 1528638. An invoice will be sent upon receipt of your purchase order. Payment is due net 30 days from the invoice date. If your organization does not require a purchase order, please contact our order services team at 877-444-3172 for assistance with placing your order.

Mail: PO Box 8036, Wis. Rapids, WI 54495-8036
Fax: (877)280-7642
Email: electronicorders@renaissance.com

If changes are necessary, or additional information is required, please contact your account executive (s) Jeff Korte at (866)391-5329, Thank You.

To expedite your order, please return the signed hosting agreement along with your purchase order.

Use your Prop 98 funding to lock in multi-year discounts on the programs you need.

This quote is valid for 30 days. All quotes and orders are subject to availability of merchandise. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance Learning approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance Learning with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

Renaissance Place is an advanced, web-based, software system. Renaissance Learning personnel are available to assist with each step of the detailed implementation to help you realize the multiple benefits that Renaissance Place provides. To ensure a successful implementation, please allow 30 to 90 days for the remote installation and setup.

RENAISSANCE LEARNING™

Quote #: 1528638

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Tarzana Elementary School - 266389					
Products & Services		Quantity	Unit Price	Discount	Total
AR Enterprise Real Time Subscription Renewal	07/01/2016 - 06/30/2017	402	\$6.20	\$0.00	\$2,492.40
SR Service Real Time Subscription Renewal	07/01/2016 - 06/30/2017	402	\$2.55	\$0.00	\$1,025.10
Annual All Product RP Hosting Fee Renewal	07/01/2016 - 06/30/2017	1	\$599.00	\$0.00	\$599.00
Tarzana Elementary School Total				\$0.00	\$4,116.50