



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

**AUSTIN BEUTNER**  
*Superintendent of Schools*  
**JOSEPH NACORDA**  
*Superintendent*  
*Local District Northwest*  
**DR. VICKI QUAN LEE**  
*Principal*

June 2020,

Mr. 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 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 IXL Math software program. Currently, the school can only fund the IXL Math Program through the end of the current school year in June 2019. IXL is a Math and Language Arts Software Program that supports Kindergarten through 5<sup>th</sup> grade curriculum. It helps to differentiate math and language skills so that students can work independently at their grade level either in class or at home. In order to fund the IXL Math software program for the 2020-2021 school years, the school must raise \$3825.00. 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. Michael DeMay, APEIS  
Tarzana Elementary School 5726 Topeka Drive  
Tarzana, CA 91356  
(818)881-1424

Thank you very much for your time and consideration.

Sincerely,

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. Upon approval of the application the Neighborhood Council (NC) shall submit the application along with all required documentation to the Office of the City Clerk, NC Funding Program.

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

**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 vq17939@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 Signed letter on School Letterhead** **Attach IRS Determination Letter**

- 3) \_\_\_\_\_  
*Name / Address of Affiliated Organization (if applicable) City State Zip Code*

**SECTION II - PROJECT DESCRIPTION**

- 4) **Please describe the purpose and intent of the grant.**  
IXL is a software program that includes Math and Language standards that measures student's progress and supports teachers ability to create differentiated groups in the classroom.

This program is used as a supplemental support for MyMath and Advanced Benchmark Curriculums in the classroom as well as a support for parents to use at home. IXL will enhance our school's Distant Online Learning for all our students.

Further this program was funded by Title 1 Categorical Funds, but due to budget cuts, sufficient funds are not available to fund the program for the 2020-2021 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**

You may also provide the Budget Outline on a separate sheet if necessary or requested.

6a)

	Requested of NC	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

6b)

Project/Program/Related Expense	Requested of NC	Total Projected Cost
Annual Renewel of IXL Math Software Program	\$ 3,825.00	\$ 3,825.00
	\$	\$
	\$	\$

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

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

Source of Funding	Requested of NC	Total Projected Cost
	\$	\$
	\$	\$
	\$	\$

9) What is the TOTAL amount of the grant funding requested with this application: \$ 3,825.00

10a) Start date: 08/18/20 10b) Date Funds Required: 07/15/20 10c) Expected Completion Date: 06/10/21  
 (After completion of the project, the applicant should submit a Project Completion Report to the Neighborhood Council)

**SECTION IV - POTENTIAL CONFLICTS OF INTEREST**

11a) Do you (applicant) have a current or former relationship with a Board Member of the NC?

No  Yes If 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 NC Funding Program 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 the documents "What is a Public Benefit," and "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 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 Dr. Vicki Quan Lee 6/10/20  
 PRINT Name Title Signature Date

12b) Secretary of Non-profit Corporation or Assistant School Principal - **REQUIRED\***  
Michael DeMay APEIS Michael DeMay 6/10/20  
 PRINT Name Title Signature Date

\* If a current Board Member holds the position of Executive Director or Secretary, please contact the NC Funding Program at (213) 978-1058 or [clerk.ncfunding@lacity.org](mailto:clerk.ncfunding@lacity.org) for instructions on completing this form



IXL Learning  
 777 Mariners Island Blvd., Suite 600  
 San Mateo, CA 94404

# RENEWAL QUOTE

QUOTE # 740848-0520-5  
 DATE: MAY 1, 2020

TO:  
 Sue Rizk  
 Tarzana Elementary School  
 5726 Topeka Dr.  
 Tarzana, CA 91356

**COMMENTS OR SPECIAL INSTRUCTIONS**

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Jared Mumley	A12-740848	May 4, 2020 – May 4, 2021	June 30, 2020

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades PK-5: 300 students) Subjects: Math and ELA  <i>Unlimited instructor accounts included</i>	\$3,825.00	\$3,825.00
SUBTOTAL			\$3,825.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$3,825.00

**Ordering instructions**

We accept payment by purchase order, check, or credit card. School POs should be faxed to 650-372-4301 or e-mailed to [orders@ixl.com](mailto:orders@ixl.com). Please be sure to list the quote number on your payment or purchase order. For international accounts, we can accept wire transfers for an additional fee.