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Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer

Meeting Date April 27, 2022

Subject Services Agreement with Oakland Natives Give Back

Ask of the Board Approve Services Agreement
 Ratify Services Agreement

Services *Agency will partner with assigned school attendance team(s) to develop plans to support improved attendance including implementing a Tiered Attendance plan, providing case management / outreach and support, and implementing age appropriate incentives for identified students and families. Document and track activities implemented including which students receive additional support, the specific supports provided and changes in attendance.*

Term Start Date: 4/13/22 End Date: 8/31/22

Not-To-Exceed Amount \$359,223.00

Competitively Bid Yes

If the Service Agreement was not competitively bid and the not-to-exceed amount is more than \$96,700, list the exception(s) that applies (requires Legal review/approval and may require a resolution): [Exception]

In-Kind Contributions None

Funding Source(s) Expanded Learning Opp Prop 98

Background Attendance has decreased and schools need support to work with students and families to re-engage in school.

- Attachment(s)**
- Service Agreement with Oakland Natives Give Back
 - RFP/Bid materials

SERVICES AGREEMENT 2021-2022

This Services Agreement (“Agreement”) is a legally binding contract entered into between the Oakland Unified School District (“OUSD”) and the below named entity or individual (“VENDOR,” together with OUSD, “PARTIES”):

Oakland Natives Give Back

The PARTIES hereby agree as follows:

1. **Term.**

- a. This Agreement shall start on the below date (“Start Date”):

04/13/2022

If no Start Date is entered, then the Start Date shall be the latest of the dates on which each of the PARTIES signed this Agreement.

- b. The work shall be completed no later than the below date (“End Date”):

08/31/2022

If no End Date is entered, then the End Date shall be the first June 30 after the Start Date. If the term set forth above would cause the Agreement to exceed the term limits set forth in Education Code section 17596, the Agreement shall instead automatically terminate upon reaching said term limit.

2. **Services.** VENDOR shall provide the services (“Services”) as described in #1A and #1B of **Exhibit A**, attached hereto and incorporated herein by reference. To the extent that there may be a school closure (e.g., due to poor air quality, planned loss of power, COVID-19) or similar event in which school sites and/or District offices may be closed or otherwise inaccessible, VENDOR shall describe in #1B of **Exhibit A** whether and how its services would be able to continue.

3. **Alignment and Evaluation.**

- a. VENDOR agrees to work and communicate with OUSD staff, both formally and informally, to ensure that the Services are aligned with OUSD’s mission and are meeting the needs of

- students as determined by OUSD.
- b. OUSD may evaluate VENDOR in any manner which is permissible under the law. OUSD's evaluation may include, without limitation: (i) requesting that OUSD employee(s) evaluate the performance of VENDOR, each of VENDOR's employees, and each of VENDOR's subcontractors, and (ii) announced and unannounced observance of VENDOR, VENDOR's employee(s), and VENDOR's subcontractor(s).
4. **Inspection and Approval.** VENDOR agrees that OUSD has the right and agrees to provide OUSD with the opportunity to inspect any and all aspects of the Services performed including, but not limited to, any materials (physical or electronic) produced, created, edited, modified, reviewed, or otherwise used in the preparation, performance, or evaluation of the Services. In accordance with Paragraph 8 (Compensation), the Services performed by VENDOR must meet the approval of OUSD, and OUSD reserves the right to direct VENDOR to redo the Services, in whole or in part, if OUSD, in its sole discretion, determines that the Services were not performed in accordance with this Agreement.
 5. **Data and Information Requests.** VENDOR shall timely provide OUSD with any data and information OUSD reasonably requests regarding students to whom the Services are provided. VENDOR shall register with and maintain current information within OUSD's Community Partner database unless OUSD communicates to VENDOR in writing otherwise, based on OUSD's determination that the Services are not related to community school outcomes. If and when VENDOR's programs and school site(s) change (either midyear or in subsequent years), VENDOR shall promptly update the information in the database.
 6. **Confidentiality and Data Privacy.**
 - a. OUSD may share information with VENDOR pursuant to this Agreement in order to further the purposes thereof. VENDOR and all VENDOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services, provided such information is (i) marked or identified as "confidential" or "privileged," or (ii) reasonably understood to

- be confidential or privileged.
- b. VENDOR understands that student data is confidential. If VENDOR will access or receive identifiable student data, other than directory information, in connection with this Agreement, VENDOR agrees to do so only after VENDOR and OUSD execute a separate data sharing agreement.
- (i) If VENDOR is a software vendor, it agrees to access or receive identifiable student data, other than directory information, only after executing a California Student Data Privacy Agreement (“CSDPA”) or CSDPA Exhibit E (available here).
 - (ii) If VENDOR is not a software vendor, it agrees to access or receive identifiable student data, other than directory information, only after executing the OUSD Data Sharing Agreement (available here).
 - (iii) Notwithstanding Paragraph 28 (Indemnification), should VENDOR access or receive identifiable student data, other than directory information, without first executing a separate data sharing agreement, VENDOR shall be solely liable for any and all claims or losses resulting from its access or receipt of such data.
- c. All confidentiality requirements, including those set forth in the separate data sharing agreement, extend beyond the termination of this Agreement.
7. **Copyright/Trademark/Patent/Ownership.** VENDOR understands and agrees that all matters produced under this Agreement, excluding any intellectual property that existed prior to execution of this Agreement, shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by VENDOR, its employees, or its subcontractors in connection with the Services performed under this Agreement. VENDOR cannot use, reproduce, distribute, publicly display, perform, alter, remix, or build upon matters produced under this Agreement

without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to register the copyright, trademark, and/or patent of said matter in the name of OUSD. OUSD may, with VENDOR's prior written consent, use VENDOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.

8. **Compensation.** OUSD agrees to pay VENDOR for satisfactorily performing Services in accordance with this Paragraph, Paragraph 10 (Invoicing), and #1C in **Exhibit A**.

a. The compensation under this Agreement shall not exceed:

\$359,223

This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by VENDOR including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, permitted subcontractor costs, and other costs.

b. OUSD shall not pay and shall not be liable to VENDOR for any costs or expenses paid or incurred by VENDOR not described in **Exhibit A**.

c. Payment for Services shall be made for all undisputed amounts no more frequently than in monthly installment payments within sixty (60) days after VENDOR submits an invoice to OUSD, in accordance with Paragraph 10 (Invoicing), for Services actually performed and after OUSD's written approval that Services were actually performed. The granting of any payment by OUSD, or the receipt thereof by VENDOR, shall in no way lessen the liability of VENDOR to correct unsatisfactory performance of Services, even if the unsatisfactory character of the performance was not apparent or detected at the time a payment was made. If OUSD determines that VENDOR's performance does not conform to the requirements of this Agreement, VENDOR agrees to correct its performance without delay.

d. Compensation for any Services performed prior to the Start Date or after the End Date shall be at OUSD's sole discretion and in an amount solely determined by OUSD. VENDOR agrees that it shall not expect or demand payment for the

- performance of such services.
- e. VENDOR acknowledges and agrees not to expect or demand payment for any Services performed prior to the PARTIES, particularly OUSD, validly and properly executing this Agreement until this Agreement is validly and properly executed and shall not rely on verbal or written communication from any individual, other than the President of the OUSD Governing Board, the OUSD Superintendent, or the OUSD General Counsel, stating that OUSD has validly and properly executed this Agreement.
9. **Equipment and Materials.** VENDOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement.
 10. **Invoicing.** Invoices furnished by VENDOR under this Agreement must be in a form acceptable to OUSD.
 - a. All amounts paid by OUSD shall be subject to audit by OUSD. Invoices shall include, without limitation: VENDOR name, VENDOR address, invoice date, invoice number, purchase order number, name of school or department to which Services were provided, name(s) of the person(s) performing Services, date(s) Services were performed, brief description of Services provided on each date, the total invoice amount, and the basis for the total invoice amount (e.g., if hour rate, the number of hours on each date and the rate for those hours).
 - b. If OUSD, at its sole discretion, determines an invoice fails to include the required elements, OUSD will not pay the invoice and will inform VENDOR of the missing items; VENDOR shall resubmit an invoice that includes the required elements before OUSD will pay the invoice.
 - c. Invoices must be submitted monthly, and within 30 days of the conclusion of the applicable billing period, unless otherwise agreed. OUSD reserves the right to refuse to pay untimely invoices.
 - d. OUSD reserves the right to add or change invoicing requirements. If OUSD does add or change invoicing requirements, it shall notify VENDOR in writing and the new or modified requirements shall be mandatory upon receipt by VENDOR of such notice.

- e. To the extent that VENDOR has described how the Services may be provided both in-person and not in-person, VENDOR's invoices shall—in addition to any invoice requirement added or changed under subparagraph (c)—indicate whether the Services are provided in-person or not.
- f. All invoices furnished by VENDOR under this Agreement shall be delivered to OUSD via email unless OUSD requests, in writing, a different method of delivery.

11. Termination.

- a. For Convenience by OUSD. OUSD may at any time terminate this Agreement upon thirty (30) days prior written notice to VENDOR. OUSD shall compensate VENDOR for Services satisfactorily provided through the date of termination. Upon approval by OUSD legal counsel, the OUSD Superintendent or an OUSD Chief or Deputy may issue the termination notice without approval by the OUSD Governing Board, in which case this Agreement would terminate upon ratification of the termination by the OUSD Governing Board or thirty (30) days after the notice was provided, whichever is later.
- b. Due to COVID-19. Notwithstanding Paragraph 19 (Coronavirus/ COVID-19) or any other language of this Agreement, if a shelter-in-place (or similar) order due to COVID-19 is issued or is in effect during the term of this Agreement that would prohibit or limit, at the sole discretion of OUSD, the ability of VENDOR to perform the Services, OUSD may terminate this Agreement upon seven (7) days prior written notice to VENDOR. Upon approval by OUSD legal counsel, the OUSD Superintendent or an OUSD Chief or Deputy may issue the termination notice without approval by the OUSD Governing Board, in which case this Agreement would terminate upon ratification of the termination by the OUSD Governing Board or seven (7) days after the notice was provided, whichever is later.
- c. For Cause. Either PARTY may terminate this Agreement by giving written notice of its intention to terminate for cause to the other PARTY. Written notice shall contain the reasons for such intention to terminate. Cause shall include (i) material violation of this Agreement or (ii) if either PARTY is adjudged bankrupt, makes a general assignment for the benefit of creditors, or a receiver is appointed on account of its

insolvency. Upon approval by OUSD legal counsel, the OUSD Superintendent or an OUSD Chief or Deputy may issue the termination notice without approval by the OUSD Governing Board, in which case this Agreement would terminate upon ratification of the termination by the OUSD Governing Board or three (3) days after the notice was provided, whichever is later, unless the condition or violation ceases or satisfactory arrangements for the correction are made.

- d. Upon termination, VENDOR shall provide OUSD with all materials produced, maintained, or collected by VENDOR pursuant to this Agreement, whether or not such materials are complete or incomplete or are in final or draft form.

- 12. **Legal Notices.** All legal notices provided for under this Agreement shall be sent via email to the email address set forth below and shall be either (i) personally delivered during normal business hours or (ii) sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other PARTY at the address set forth below.

OUSD

Name: Joshua R. Daniels
Site/Dept: Office of General Counsel
Address: 1000 Broadway, Suite 300
City, ST Zip: Oakland, CA 94607
Phone: 510-879-8535
Email: ousdlegal@ousd.org

VENDOR

Name: Nyeisha DeWitt
Title: CEO/ Founder
Address: 1441 Franklin Street
City, ST Zip: Oakland, CA 94612
Phone: 510-917-7751
Email: nyeisha@oaklandnatives.org

Notice shall be effective when received if personally served or emailed or, if mailed, three days after mailing. Either PARTY must give written notice of a change of mailing address or email.

13. Status.

- a. This is not an employment contract. VENDOR, in the performance of this Agreement, shall be and act as an independent contractor. VENDOR understands and agrees that it and any and all of its employees shall not be considered employees of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. VENDOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to VENDOR's employees.
- b. If VENDOR is a natural person, VENDOR verifies all of the following:
 - (i) VENDOR is free from the control and direction of OUSD in connection with VENDOR's work;
 - (ii) VENDOR's work is outside the usual course of OUSD's business; and
 - (iii) VENDOR is customarily engaged in an independently established trade, occupation, or business of the same nature as that involved in the work performed for OUSD.
- c. If VENDOR is a business entity, VENDOR verifies all of the following:
 - (i) VENDOR is free from the control and direction of OUSD in connection with the performance of the work;
 - (ii) VENDOR is providing services directly to OUSD rather than to customers of OUSD;
 - (iii) the contract between OUSD and VENDOR is in writing;
 - (iv) VENDOR has the required business license or business tax registration, if the work is performed in a jurisdiction that requires VENDOR to have a business license or business tax registration;
 - (v) VENDOR maintains a business location that is separate from the business or work location of OUSD;

- (vi) VENDOR is customarily engaged in an independently established business of the same nature as that involved in the work performed;
- (vii) VENDOR actually contracts with other businesses to provide the same or similar services and maintains a clientele without restrictions from OUSD;
- (viii) VENDOR advertises and holds itself out to the public as available to provide the same or similar services;
- (ix) VENDOR provides its own tools, vehicles, and equipment to perform the services;
- (x) VENDOR can negotiate its own rates;
- (xi) VENDOR can set its own hours and location of work; and
- (xii) VENDOR is not performing the type of work for which a license from the Contractor's State License Board is required, pursuant to Chapter 9 (commencing with section 7000) of Division 3 of the Business and Professions Code.

14. Qualifications and Training.

- a. VENDOR represents and warrants that VENDOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of OUSD. VENDOR will performed the Services in accordance with generally and currently accepted principles and practices of its profession for services to California school districts and in accordance with applicable laws, codes, rules, regulations, and/or ordinances. All VENDOR employees and agents shall have sufficient skill and experience to perform the work assigned to them.
- b. VENDOR represents and warrants that its employees and agents are specially trained, experienced, competent and fully licensed to provide the Services identified in this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and/or regulations, as they may apply, if VENDOR was selected, at least in part, on such representations and warrants.

15. Certificates/Permits/Licenses/Registration. VENDOR's employees or agents shall secure and maintain in force such certificates,

permits, licenses and registration as are required by law in connection with the furnishing of Services pursuant to this Agreement.

16. **Insurance.**

- a. Commercial General Liability Insurance. Unless specifically waived by OUSD as noted in **Exhibit A**, VENDOR shall maintain Commercial General Liability Insurance, including automobile coverage, with limits of at least one million dollars (\$1,000,000) per occurrence for corporal punishment, sexual misconduct, harassment, bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured with the additional insured endorsement provided to OUSD within 15 days of effective date of this Agreement (and within 15 days of each new policy year thereafter during the term of this Agreement). Evidence of insurance shall be attached to this Agreement or otherwise provided to OUSD upon request. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against VENDOR. The policy shall protect VENDOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- b. Workers' Compensation Insurance. Unless specifically waived by OUSD as noted in **Exhibit A**, VENDOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California (including, but not limited to, Labor Code section 3700) and Federal laws when applicable. Employers' Liability Insurance shall not be less than one million dollars (\$1,000,000) per accident or disease.

17. **Testing and Screening.**

- a. Tuberculosis Screening. Unless specifically waived by OUSD as noted in **Exhibit A**, VENDOR is required to screen employees who will be working at OUSD sites for more than six hours. VENDOR agents who work with students must submit to

a tuberculosis risk assessment as required by Education Code section 49406 within the prior 60 days. If tuberculosis risk factors are identified, VENDOR agents must submit to an intradermal or other approved tuberculosis examination to determine that he/she is free of infectious tuberculosis. If the results of the examination are positive, VENDOR shall obtain an x-ray of the lungs. VENDOR, at its discretion, may choose to submit the agent to the examination instead of the risk assessment.

- b. Fingerprinting/Criminal Background Investigation. Unless specifically waived by OUSD as noted in **Exhibit A**, for all VENDOR employees, subcontractors, volunteers, and agents providing the Services, VENDOR shall ensure completion of fingerprinting and criminal background investigation, and shall request and regularly review subsequent arrest records. VENDOR confirms that no employee, subcontractor, volunteer, or agent providing the Services has been convicted of a felony, as that term is defined in Education Code section 45122.1. VENDOR shall provide the results of the investigations and subsequent arrest notifications to OUSD.

Waivers are not available for VENDORS whose employees, subcontractors, volunteers, and agents will have any contact with OUSD students.

- c. VENDOR shall use either California Department of Justice or Be A Mentor, Inc. (<http://beamentor.org/OUSDPartner>) finger-printing and subsequent arrest notification services.
 - d. VENDOR agrees to immediately remove or cause the removal of any employee, representative, agent, or person under VENDOR's control person from OUSD property upon receiving notice from OUSD of such desire. OUSD is not required to provide VENDOR with a basis or explanation for the removal request.
18. **Incident/Accident/Mandated Reporting.**
- a. VENDOR shall notify OUSD, via email pursuant to Paragraph 12 (Legal Notices), within twelve (12) hours of learning of any significant accident or incident. Examples of a significant accident or incident include, without limitation, an accident or

incident that involves law enforcement, possible or alleged criminal activity, or possible or actual exposure to a communicable disease such as COVID-19. VENDOR shall properly submit required accident or incident reports within one business day pursuant to the procedures specified by OUSD. VENDOR shall bear all costs of compliance with this Paragraph.

- b. To the extent that an employee, subcontractor, agent, or representative of VENDOR is included on the list of mandated reporters found in Penal Code section 11165.7, VENDOR agrees to inform the individual, in writing that they are a mandated reporter, and describing the associated obligations to report suspected cases of abuse and neglect pursuant to Penal Code section 11166.5.

19. Coronavirus/COVID-19.

- a. Through its execution of this Agreement, VENDOR declares that it is able to meet its obligations and perform the Services required pursuant to this Agreement in accordance with any shelter-in-place (or similar) order or curfew (or similar) order ("Orders") issued by local or state authorities and with any social distancing/hygiene (or similar) requirements.
- b. To the extent that VENDOR provides Services in person and consistent with the requirements of Paragraph 10 (Invoicing), VENDOR agrees to include additional information in its invoices as required by OUSD if any Orders are issued by local or state authorities that would prevent VENDOR from providing Services in person.
- c. Consistent with the requirements of Paragraph 18 (Incident/Accident/Mandated Reporting), VENDOR agrees to notify OUSD, via email pursuant to Paragraph 12 (Legal Notices), within twelve (12) hours if VENDOR or any employee, subcontractor, agent, or representative of VENDOR tests positive for COVID-19, shows or reports symptoms consistent with COVID-19, or reports to VENDOR possible COVID-19 exposure.
- d. VENDOR agrees to immediately adhere to and follow any OUSD directives regards health and safety protocols including, but not limited to, providing OUSD with information regarding possible exposure of OUSD employees to VENDOR or any

employee, subcontractor, agent, or representative of VENDOR and information necessary to perform contact tracing, as well as complying with any OUSD testing and vaccination requirements.

- e. VENDOR shall bear all costs of compliance with this Paragraph, including but not limited to those imposed by this Agreement.
20. **Assignment.** The obligations of VENDOR under this Agreement shall not be assigned by VENDOR without the express prior written consent of OUSD and any assignment without the express prior written consent of OUSD shall be null and void.
 21. **Non-Discrimination.** It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, VENDOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code section 12900 and Labor Code section 1735 and OUSD policy. In addition, VENDOR agrees to require like compliance by all its subcontractor (s). VENDOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, sexual orientation, or other legally protected class.
 22. **Drug-Free/Smoke Free Policy.** No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, VENDORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
 23. **Waiver.** No delay or omission by either PARTY in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a subsequent act from constituting a violation of this Agreement.
 24. **No Rights in Third Parties.** This Agreement does not create any

rights in, or inure to the benefit of, any third party except as expressly provided herein.

25. **Conflict of Interest.**

- a. VENDOR shall abide by and be subject to all applicable, regulations, statutes, or other laws regarding conflict of interest. VENDOR shall not hire any officer or employee of OUSD to perform any service by this Agreement without the prior approval of OUSD Human Resources.
- b. VENDOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between VENDOR's family, business or financial interest and the services provided under this Agreement, and in the event of change in either private interest or services under this Agreement, any question regarding possible conflict of interest which may arise as a result of such change will be brought to OUSD's attention in writing.
- c. Through its execution of this Agreement, VENDOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event VENDOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, VENDOR agrees it shall notify OUSD in writing.

26. **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion.** Through its execution of this Agreement, VENDOR certifies to the best of its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov/>).

27. **Limitation of OUSD Liability.** Other than as provided in this Agreement, OUSD's financial obligations under this Agreement shall be limited to the payment of the compensation described in Paragraph 8 (Compensation). Notwithstanding any other provision of

this Agreement, in no event shall OUSD be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of, or in connection with, this Agreement for the Services performed in connection with this Agreement.

28. Indemnification.

- a. To the furthest extent permitted by California law, VENDOR shall indemnify, defend and hold harmless OUSD, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (“OUSD Indemnified Parties”) from any and all claims or losses accruing or resulting from injury, damage, or death of any person or entity arising out of VENDOR’s performance of this Agreement. VENDOR also agrees to hold harmless, indemnify, and defend OUSD Indemnified Parties from any and all claims or losses incurred by any supplier, VENDOR, or subcontractor furnishing work, services, or materials to VENDOR arising out of the performance of this Agreement. VENDOR shall, to the fullest extent permitted by California law, defend OUSD Indemnified Parties at VENDOR’s own expense, including attorneys’ fees and costs, and OUSD shall have the right to accept or reject any legal representation that VENDOR proposes to defend OUSD Indemnified Parties.
- b. To the furthest extent permitted by California law, OUSD shall indemnify, defend, and hold harmless VENDOR, its Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (“VENDOR Indemnified Parties”) from any and all claims or losses accruing or resulting from injury, damage, or death of any person or entity arising out of OUSD’s performance of this Agreement. OUSD shall, to the fullest extent permitted by California law, defend VENDOR Indemnified Parties at OUSD’s own expense, including attorneys’ fees and costs.

- 29. Audit.** VENDOR shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of VENDOR transacted under this Agreement. VENDOR shall retain these books,

records, and systems of account during the term of this Agreement and for three (3) years after the End Date. VENDOR shall permit OUSD, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to Services covered by this Agreement. Audit(s) may be performed at any time, provided that OUSD shall give reasonable prior notice to VENDOR and shall conduct audit(s) during VENDOR'S normal business hours, unless VENDOR otherwise consents.

30. **Litigation.** This Agreement shall be deemed to be performed in Oakland, California and is governed by the laws of the State of California, but without resort to California's principles and laws regarding conflict of laws. The Alameda County Superior Court shall have jurisdiction over any litigation initiated to enforce or interpret this Agreement.
31. **Incorporation of Recitals and Exhibits.** Any recitals and exhibits attached to this Agreement are incorporated herein by reference. VENDOR agrees that to the extent any recital or document incorporated herein conflicts with any term or provision of this Agreement, the terms and provisions of this Agreement shall govern.
32. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the PARTIES and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both PARTIES.
33. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.
34. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

35. **Captions and Interpretations.** Section and paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a PARTY because that PARTY or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the PARTIES.
36. **Calculation of Time.** For the purposes of this Agreement, “days” refers to calendar days unless otherwise specified and “hours” refers to hours regardless of whether it is a work day, weekend, or holiday.
37. **Counterparts and Electronic Signature.** This Agreement, and all amendments, addenda, and supplements to this Agreement, may be executed in one or more counterparts, all of which shall constitute one and the same amendment. Any counterpart may be executed and delivered by facsimile or other electronic signature (including portable document format) by either PARTY and, notwithstanding any statute or regulations to the contrary (including, but not limited to, Government Code section 16.5 and the regulations promulgated therefrom), the counterpart shall legally bind the signing PARTY and the receiving PARTY may rely on the receipt of such document so executed and delivered electronically or by facsimile as if the original had been received. Through its execution of this Agreement, each PARTY waives the requirements and constraints on electronic signatures found in statute and regulations including, but not limited to, Government Code section 16.5 and the regulations promulgated therefrom.
38. **W-9 Form.** If VENDOR is doing business with OUSD for the first time, VENDOR acknowledges that it must complete and return a signed W-9 form to OUSD.
39. **Agreement Publicly Posted.** This Agreement, its contents, and all incorporated documents are public documents and will be made available by OUSD to the public online via the Internet.
40. **Signature Authority.**
 - a. Each PARTY has the full power and authority to enter into and perform this Agreement, and the person(s) signing this

Agreement on behalf of each PARTY has been given the proper authority and empowered to enter into this Agreement.

- b. Notwithstanding subparagraph (a), only the Superintendent, Chiefs, Deputy Chiefs, and the General Counsel have been delegated the authority to sign contracts for OUSD, and only under limited circumstances, which require ratification by the OUSD Governing Board. VENDOR agrees not to accept the signature of another other OUSD employee as having the proper authority and empowered to enter into this Agreement or as legally binding in any way.
 - a. Notwithstanding Paragraph 11, if this Agreement is executed by the signature of the Superintendent, Chiefs, Deputy Chiefs, or General Counsel under their delegated authority, and the Board thereafter declines to ratify the Agreement, the Agreement shall automatically terminate on the date that the Board declines to ratify it. OUSD shall compensate VENDOR for Services satisfactorily provided through the date of termination. Upon termination, VENDOR shall provide OUSD with all materials produced, maintained, or collected by VENDOR pursuant to this Agreement, whether or not such materials are complete or incomplete or are in final or draft form.
41. **Contract Contingent on Governing Board Approval.** OUSD shall not be bound by the terms of this Agreement unless and until it has been (i) formally approved by OUSD's Governing Board or (ii) validly and properly executed by the OUSD Superintendent, the General Counsel, or a Chief or Deputy Chief authorized by the Education Code or Board Policy, and no payment shall be owed or made to VENDOR absent such formal approval or valid and proper execution.

REST OF PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the PARTIES hereto agree and execute this Agreement and to be bound by its terms and conditions:

VENDOR

Name: Dr. Nyeisha DeWitt

Signature: _____



Position: CEO/ Founder

Date: March 31, 2022

One of the terms and conditions to which VENDOR agrees by its signature is subparagraph (e) of Paragraph 8 (Compensation), which states that VENDOR acknowledges and agrees not to expect or demand payment for any Services performed prior to the PARTIES, particularly OUSD, validly and properly executing this Agreement until this Agreement is validly and properly executed and shall not rely on verbal or written communication from any individual, other than the President of the OUSD Governing Board, the OUSD Superintendent, or the OUSD General Counsel, stating that OUSD has validly and properly executed this Agreement. VENDOR specifically acknowledges and agrees to this term/condition on the above date.

OUSD

Name: Sondra Aguilera

Signature: _____

DocuSigned by:
Sondra Aguilera
00222966222222

Position: Chief Academic Officer

Date:

3/31/2022

Board President

Superintendent

Chief/Deputy Chief/Executive Director

Name: Kyla Johnson-Trammell

Signature: _____



Position: Secretary, Board of Education

Date: 4-28-2022

Template approved as to form by OUSD Office of the General Counsel.

EXHIBIT A

1A. **General Description of Services to be Provided:** *Provide a description of the service(s) VENDOR will provide.*

Agency will partner with assigned school attendance team(s) to develop plans to support improved attendance including implementing a Tiered Attendance plan, providing case management / outreach and support, and implementing age appropriate incentives for identified students and families.

Document and track activities implemented including which students receive additional support, the specific supports provided and changes in attendance.

1B. **Description of Services to be Provided During School Closure or Similar Event:** *If there is a school closure (e.g., due to poor air quality, planned loss of power, COVID-19) or similar event in which school sites and/or District offices may be closed or otherwise inaccessible, would services be able to continue?*

No, services would not be able to continue.

Yes, services would be able to continue as described in 1A.

Yes, but services would be different than described in 1A. Please briefly describe how the services would be different.

Services will be provided via zoom or phone as needed.

1C. **Rate of Compensation:** *Please describe the basis by which compensation will be paid to VENDOR:*

Hourly Rate: \$Click or tap here to enter text. per hour

Daily Rate: \$Click or tap here to enter text. per day

Weekly Rate: \$Click or tap here to enter text. per week

Monthly Rate: **\$71,844.60.** per month

Per Student Served Rate: \$Click or tap here to enter text. per student served

Performance/Deliverable Payments: Describe the performance and/or deliverable(s) as well as the associated rate(s) below:

Click or tap here to enter text.

2. **Specific Outcomes:** (A) *What are the expected outcomes from the services of this Agreement? Please be specific. For example, as a result of the service(s): How many more OUSD students will graduate from high school? How many more OUSD students will attend school 95% or more? How many more OUSD students will have meaningful internships and/or paying jobs? How many more OUSD students will have access to, and use, the health services they need?* (B) *Please describe the measurable outcomes specific to the services. Please complete the sentence prompt: "Participants will be able to..."* C. *If applicable, please provide details of program participation. Please complete the sentence prompt: "Students will..."*
Work with selected high schools to increase attendance at schools.

3. **Alignment with School Plan for Student Achievement – SPSA (required if using State or Federal Funds):** *Please select the appropriate option below:*

Action Item included in Board Approved SPSA (no additional documentation required) – Item Number:

Click or tap here to enter text.

Action Item added as modification to Board Approved SPSA – School site must submit the following documents to the Strategic Resource Planning for approval through the Escape workflow process:

- Meeting announcement for meeting in which the SPSA modification was approved.
- Minutes for meeting in which the SPSA modification was approved indicating approval of the modification.
- Sign-in sheet for meeting in which the SPSA modification was approved.

4. **Waivers:** *OUSD has waived the following. Confirmation of the waiver is attached herewith:*

Commercial General Liability Insurance (Waiver only available, at OUSD's sole discretion, if VENDOR's employees, subcontractors, volunteers, and agents will have no contact (in-person **or virtual**) with OUSD students, and the compensation not-to-exceed amount is

\$25,000 or less.)

- Workers' Compensation Insurance (Waiver only available, at OUSD's sole discretion, if VENDOR has no employees.)
- Tuberculosis Screening (Waiver only available, at OUSD's sole discretion, if VENDOR's employees, subcontractors, volunteers, and agents will have no in-person contact with OUSD students.)
- Fingerprinting/Criminal Background Investigation (Waiver only available, at OUSD's sole discretion, if VENDOR's employees, subcontractors, volunteers, and agents will have no contact (in-person **or virtual**) with OUSD students.)

Oakland Natives Give Back (ONGB) Modification Request to
OUSD RFP (No. 21-111CSSS) for High School

Oakland Natives Give Back

Modification Request to OUSD RFP #21-111CSSS

Oakland Natives Give Back is requesting modifications to the Budget, Scope of Services, Program Accountability, Data Sharing, and Experience & Performance sections of our original submission for our High School application for OUSD RFP# 21-111CSSS.

Modified Program Budget: Annual Cost to the District

The total proposed cost for the Back On Track Program is \$359,223.00. ONGB will partner with 7 high schools with the objective of building each school's capacity to finalize attendance plans for the Fall 2022-23 school year. The schools ONGB will partner with are

McClymonds HS, Castlemont HS, Skyline HS, Fremont HS, Rudsdale Continuation, Ralph Bunche, Dewey Academy.

Oakland Native Give Back - High School Application (RFP #21-111CSS) Modified Budget		
BUDGET ITEM	Proposed Expenditures	NARRATIVE - Detailed explanation of proposed expenditures
Staff Salaries		
Director of Programs & Services	\$25,000.00	The Director of Program & Services will oversee and provide day-to-day administration and operation for the Back on Track Program (BOTP). This role is responsible for creating, organizing, staffing, leading, and controlling program activities. The PD will also provide active support and input with strategic planning efforts for all programming and budgeting-related areas.

Program Effectiveness Evaluator	\$10,000.00	The Program Effectiveness Evaluator will evaluate the effectiveness of ONGB interventions by developing feedback methods, conducting participant interviews, and establishing initial baselines. The program evaluator will train program staff members on data collection, data management, and provide ongoing supervision related to socio-emotional aspects of working with disconnected students and families. Throughout program duration, the program effectiveness evaluator will create plans to increase programming quality and expand program reach. The program evaluator will also provide supervision of the Achievement Liaison.
Achievement Coordinator (4)	\$130,000.00	The Achievement Coordinator will also work with the assigned school to support attendance-related activities on campus by outreaching to disengaged students with severe attendance, monitoring weekly school attendance records, coordinating student and school site engagement activities, and participating in school attendance and/or COST meetings. The Achievement Coordinator will conduct home visits, as well as other school site re-engagement duties including academic mentoring activities and will submit weekly attendance reports with updates of each student's return status and is expected to engage students each week.
Achievement Liaison (1)	\$9,000.00	The Achievement Liaisons will develop and execute weekly outreach efforts to disengaged students/families with the highest level of need. The supports include home visits with students and families as determined by program needs. Achievement Liaisons may also attend school site meetings, attend SARB meetings, and in collaboration with OUSD's student attendance teams - support family plans for increasing student attendance. The Attendance Liaisons will include student interns from a variety of university programs (Social Work, Marriage & Family, & Counseling).
Achievement Coach (4)	\$36,000.00	The Achievement Coach will support by observing school attendance practices and assisting with attendance awareness strategies for students with moderate attendance. Coaches will participate in school site attendance meetings, assisting with school-wide attendance activities as well as school culture and climate activities as directed by the assigned school staff for academic mentoring and tutoring to support needed. The Achievement Coach will outreach to students on a weekly basis and refer students with the greatest need to the Achievement Liaison if there is a need to intervene to address attendance barriers.
Administrative Assistant	\$9,000.00	This role will provide general administrative support to the employees. Administrative duties and responsibilities include scheduling meetings and appointments, program compliance, monitoring receipt of attendance reports, and organizing project documents.
Total Salaries	\$219,000.00	
Employee Benefits		
FICO	\$12,546.00	Social Security @.0765 of total wages
SDI	\$197.00	California Unemployment Insurance @.05 of first \$7,000 of wages
Workers Compensation	\$1,476.00	Workers' Compensation @.009 of total wages

Health	\$20,149.00	Kaiser Health Plan for 5 staff @ \$800 per month for 5 months
Travel	\$9,000.00	Staff mileage reimbursement for 9 staff @ \$200 per person for 5 months
Total Employee Benefits	\$43,368.00	
Books and Supplies		
Supplies & Materials	\$3,000.00	Supplies and materials include costs for printing, designed outreach handouts, paper products, translation services, and presentation materials.
Total Supply & Materials	\$3,000.00	
Services and Other Operating Expenditures		
Consultants	\$5,000.00	Professional capacity building training for school site administrator and teaching staff.
Student and Family Engagement Activities and Events	\$15,000.00	These funds will cover costs for student & parent engagement each month. Each school will receive an allowance of up to \$530 to host monthly student & parent engagement events and activities for their school. All strategies and activities will be approved by the school site attendance team prior to implementation.
Every Day Counts Attendance Challenge Awards		ONGB Funded activity - 7 students will win \$500 each month for having 95% attendance. There is also an opportunity for students to win \$100 on select Bonus Days throughout the month of February and May 2022.
Youth Summer Internship	\$7,500.00	Up to 10 rising 9th graders will have the opportunity to earn a weekly stipend of \$125 each week for 6 weeks (\$750 per student) in summer Achievement Ambassador Internship
Youth Summer Internship	\$7,500.00	Up to 10 rising 12th graders will have the opportunity to earn a weekly stipend of \$125 each week for 6 weeks (\$750 per student) in summer Achievement Ambassador Internship
Food	\$1,000.00	Meals and/or snacks will be provided at scheduled school staff meetings, student, parent, and school workshops during the course of the Spring semester and 6 week summer season for the rising 12th and 9th-grade students.
Emergency Family Needs	\$11,000.00	Emergency support for parent students & families (as needed). \$5,000 for approximately 20 families per month will have access to a laundry allowance, food, and transportation.
Total Services and Other Operating Expenditures	\$47,000.00	
TOTAL DIRECT COSTS:	\$312,368.00	
Other Indirect Costs at rate of 15%	\$46,855.00	
TOTAL HIGH SCHOOL PROGRAM BUDGET	\$359,223.00	

Value Category 2: Scope of Services

1) School Relationships

This contract opportunity will allow ONGB to further establish a collaborative working relationship with the select high schools. During the Spring 2022 semester, ONGB staff will be working with school leadership, attendance team staff, and community service providers to build the capacity of the attendance team to identify the key indicators for improving attendance. The Achievement Coordinator, Coaches and Liaisons will participate in all scheduled attendance and/or COST meetings to understand the current and projected challenges to improve student attendance. ONGB support will also include professional development training led by the ONGB team and partners, to inform our school plans with successful national strategies.

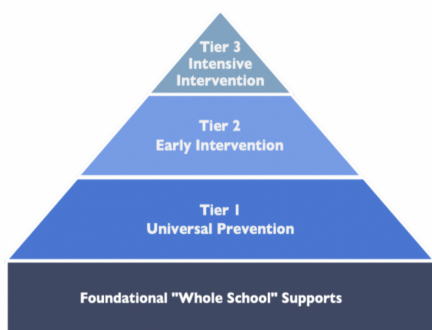
The following schools will be invited to participate:

- McClymonds HS
- Fremont HS
- Skyline HS
- Castlemont HS
- Dewey
- Ralph Bunche
- Rudsdale

2) Program Quality

The Back and on Track (BOT) Program provides a multi-phased and tiered approach to mitigate “Learning Loss” resulting from the COVID-19 Pandemic and its drastic impact on consistent student attendance. There are two (2) phases involved with the BOT program. *However, for this proposal, the focus will be pre-phase relationship building which includes, planning, student & parent outreach and engagement, and whole school capacity building.*

Pre-phase: Tiered School Partnership and Relationship Building & Planning



ONGB’s tiered approach to reducing chronic absenteeism is dynamic and in alignment with the model created by Attendance Works (AW). AW provides recommendations on how agencies, school districts, and community members ought to work to support attendance improvement. Their recommendations support the rationale for each intervention set forth in the description below.

Tier 1: Universal Prevention

During pre-phase relationship building, ONGB will outreach to all **3871 high school students** attending the seven identified OUSD high schools through whole-school activities. These students will be encouraged to register for the Every Day Counts Attendance Challenge for a chance to win the monthly and bonus day cash grants (which are funded by ONGB). Each high school will host monthly attendance-related events and activities to encourage students to continue practicing good attendance habits.

Tier 2: Early Intervention

ONGB staff will work with **high school students grades 9-12 with moderate chronic absenteeism** (10-31 days missed), who register for EDCAC, will receive weekly contact from the Achievement Coach on their respective campus. For this intervention, ONGB staff will extend a special invitation for the EDCAC challenge to all families to raise awareness around the importance of daily attendance. They will be encouraged to continue coming to school and they will track their team's progress to satisfactory attendance.

The **high school students grades 9-12 on the lower end of severe chronic absenteeism** (32-40 days missed) will receive a slightly different level of engagement. Due to the fact that their barriers and needs are oftentimes more complex, Achievement Coordinators will work with these students. Achievement Coordinators will outreach to families of students with severe attendance and will also conduct home visits to offer continued support as needed. They will assess student and family barriers to daily attendance and refer families in need to school services to re-engage with school teams for resources. They will also conduct similar weekly monitoring and progress tracking that occurs with the students in the moderate category. Families with the greatest barriers preventing on-time daily attendance will be referred to the Achievement Liaison for further support.

Tier 3: Intensive Intervention - This strategy will be part of the full implementation starting July 2022.

Foundational “Whole School” Intervention

For this intervention, our focus will be on building relationships with the schools by immersing ourselves in the school community to learn about its culture, its assets, and resources, and its needs. The ONGB team will be at the school site and/or available via

Zoom, to provide academic mentorship, thought partnership, and collaboration on projects as needed. The main objective is to use this time (prior to full program implementation) to build social capital and to become a trusted partner to the school community.

Depending on the specific needs and staff availability, the ONGB team will provide capacity-building support to the seven schools (identified by OUSD as high priority schools) to aid their creation of/enhancement of their attendance teams. ONGB will also help schools design their 18-month attendance plans for the Fall 2022-2023 school year.

Members of the ONGB team will participate in the attendance team and COST meetings at their assigned school site to ensure they understand the unique challenges and opportunities at the school. ONGB staff will also coordinate time each week to assist with school climate and attendance-related activities such as academic mentoring and attendance acknowledgments.

ONGB staff will reach out to all disconnected students based on priority defined by OUSD to gather return to school updates to the assigned school lead. The information gathered will be returned to the school in the format indicated. This support will be offered to any OUSD high school in need, as directed by the OUSD district.

ONGB staff will be available to perform the following types of activities for each site:

1. Host in-person and virtual parent, community, and stakeholder workshops to raise awareness around the root causes and harmful effects of chronic absenteeism with the goal of connecting students and families to resources to return to school. The workshops will be facilitated by experts in the fight to promote daily attendance.
2. ONGB's evaluation/data team will conduct focus groups and surveys to gain a deeper understanding of root causes and sentiments around chronic absenteeism. To gain insight from as many perspectives as possible, the team will engage various constituencies.
3. All ONGB staff will participate in school attendance and COST team meetings to share out updates of all students referred for disengagement and follow-up.

Again, activities may vary based on school need.

3) Student Engagement

All students attending the seven high schools will have the opportunity to participate in the Every Day Counts School Challenge (EDCAC). EDCAC is essentially an awareness campaign whereby students enrolled in the program are entered into a lottery for a chance to win \$500 cash grants. Historically, twenty (20) students would win every year. Now, up to twenty (20) students can win every month. Every round, students are presented with “mega” checks at school assemblies or in their classroom, which inspires other students to enroll for a chance to win, which inspires a culture of daily attendance.

Students with moderate to severe attendance will receive a special registration invitation from ONGB staff each week, to register for EDCAC. Students who register for ONGB programming will be eligible to receive additional incentives to maintain progress toward their attendance goals each month. ONGB staff will lead the coordination of specially curated attendance events each month. These events are designed to expose people to unique experiences that take them outside of their community or allow them to see their community in an entirely different way. A few such events include curated lunch on-campus with local food vendors, taking students who have returned to school and are progressing on attendance goals to a Warriors game.

Value Category 3: Program Accountability, Program Plans and Results, Staffing, Experience and Performance

1) Agency Capacity

As stated in the “School Relationships” section, ONGB has 13 years of experience working with schools promoting attendance incentives in Oakland. This contract opportunity will allow ONGB to increase its capacity to serve seven high schools to improve attendance rates for the Fall 2022-2023 school year. The following schools will be invited to participate:

- McClymonds HS
- Fremont HS
- Ralph Bunche
- Rudsdale
- Dewey
- Castlemont HS
- Skyline HS

2) Program Accountability

Director of Program & Services (1) - The Director of Program & Services will oversee and provide day-to-day administration and operation for the Back on Track Program (BOTP). This role is responsible for creating, organizing, staffing, leading, and controlling program activities. The PD will also provide active support and input with strategic planning efforts for all programming and budgeting-related areas.

Program Effectiveness Evaluator (1) - The Program Effectiveness Evaluator will evaluate the effectiveness of ONGB interventions by developing feedback methods, conducting participant interviews, and establishing initial baselines. The program evaluator will train program staff members on data collection, data management, and provide ongoing supervision related to socio-emotional aspects of working with disconnected students and families. Throughout program duration, the program effectiveness evaluator will create plans to increase programming quality and expand program reach. The program evaluator will also provide supervision of the Achievement Liaison.

Administrative Support (1) - This role will provide general administrative support to the employees. Administrative duties and responsibilities include scheduling meetings and appointments, program compliance, monitoring receipt of attendance reports, and organizing project documents.

Achievement Coordinator (4) - The Achievement Coordinator will also work with the assigned school partner to support attendance-related activities on campus. Their efforts are to reconnect disengaged students with severe attendance and their families to the appropriate school staff for reintegration back into their assigned school. This support includes monitoring weekly school attendance records, coordinating student and school site engagement activities, and participating in school attendance and COST meetings. Record of all tasks will be submitted in the weekly attendance reports for their caseload.

The Achievement Coordinator will outreach to at-risk students to ensure they maintain their attendance status. These maintenance efforts include monitoring weekly school attendance, weekly communications, and housing monthly lunch-time attendance events. The Achievement Coordinator will regularly assess barriers to daily attendance and is expected to provide service referrals to community resources as needed (Department of Social Services, therapy, tutoring, and other support services as needed). The Achievement Coordinator will conduct home visits to support the completion of support services applications as well as other school site re-engagement duties including academic mentoring activities. The Achievement Coordinator will submit weekly attendance reports with updates of each student's return status and is expected to engage students on a regular basis.

Achievement Liaison (1) - The Achievement Liaisons will only develop and execute weekly outreach efforts to disengaged students/families with the highest level of need. The number of families supported by this resource will be limited to families open to ONGB support with the goal of reconnection to OUSD systems. The supports include home visits with students and families as determined by program needs. Achievement Liaisons may also attend school site meetings, attend SARB meetings, and in collaboration with OUSD's student attendance teams - support family plans for increasing student attendance. The Attendance Liaisons will include student interns from a variety of university programs (Social Work, Marriage & Family, & Counseling).

Achievement Coach (4) - The Achievement Coach will support by observing school attendance practices and assisting with attendance awareness strategies for students with moderate attendance. Coaches will participate in school site attendance meetings, assisting with school-wide attendance activities as well as school culture and climate activities as directed by the assigned school staff for academic mentoring and tutoring to support needed. The Achievement Coach will outreach to students on a weekly basis and refer students with the greatest need to the Achievement Liaison if there is a need to intervene to address attendance barriers.

3) Data Sharing and Monitoring

Our ability to monitor progress to building student & family re-engagement strategies will depend on school site referrals and access to student and parent contact data from participating schools and the Research and Development (RAD) team. The pre-phase activities will be monitored in following three areas:

- 1) ONGB survey reports with students' return to school plans, resources needed, and expected date of return to school.
- 2) ONGB staff will work with the attendance team to review attendance data for increases in daily attendance for progress at a frequency defined by each participating school.
- 3) ONGB will monitor attendance rates of students registered for the Every Day Counts Attendance Challenge on a monthly basis to report updates with the school sites.

As part of the ONGB integration into the school culture, ONGB staff will participate in all scheduled attendance and COST meetings to observe the attendance meetings and support the implementation of school attendance strategies on the campus. The ONGB team will also track individual student data of any disengaged youth referred to ONGB

to ensure updates are maintained for the duration of the grant. Each time a student misses a day of school, the student will be flagged in the attendance monitoring system. As a result, ONGB will (1) alert the school attendance team lead, (2) contact the student's family by phone or e-mail, (3) deploy an ONGB representative to their home or neighborhood, (4) assess for barriers, and (5) establish a plan to remove barriers for the student to maintain regular attendance. Attendance reports will be shared with school staff on a weekly basis or as data is accessible.

4) Experience and Performance

Since 2015, ONGB has worked in partnership with schools to refine the way we address the individual needs of campuses, school teams, and leadership to improve daily student attendance habits. Through these partnerships, we are able to strengthen community ties to our local high schools to form better working relationships to create opportunities to meet the needs of students returning to school this Spring 2022. To achieve this, ONGB will monitor success through the measures listed below:

1. ONGB will participate in all scheduled attendance and/or COST team meetings
2. Partner with all 7 schools to increase the effectiveness of school site attendance teams to utilize evidence-based practices
3. Parents and students referred for support will show an increase in their awareness of the importance of daily attendance.
4. Outreach to 100% of all disconnected students based on priority defined by OUSD to gather return to school updates to the assigned school lead.
5. Host monthly attendance activities at school partner sites

As the result of the services:

The seven identified school partners will design an 18-month attendance improvement plan to improve school attendance rates for implementation for the Fall 2022-23 school year. In addition to the plan:

- School staff, parents, and students will be more aware of the causes and effects of chronic absenteeism at all participating schools
- Participating schools will have increased efficacy around their ability to affect attendance outcomes at their school
- Parents of students enrolled in the program will be more aware of their child's attendance status

5) Family Engagement

The BOTP will inform students and families by providing regular updates on their student's attendance offering information virtual workshops on various attendance-related topics, and connection to emergency resources for basic needs (as needed). Services will be provided to student/families in three target groups:

Group 1 - 9-12th grade students with moderate attendance

Group 2 - 9-12th grade students with lower-end severe attendance

Group 3 - All 9-12th grade students who are disconnected and those with unverified absences

ONGB coaching staff will contact families of students with moderate attendance (Group 1) via phone, text, and email regarding their student's progress toward improving attendance goals. Coordinator staff will outreach to families of students with lower-end severe attendance (Group 2) in addition to phone, text and email outreach, Coordinators will also conduct home visits and offer continued support as needed. The ONGB staff will reach out to ALL high school families who have disconnected students. Lastly, the Achievement Liaison will connect with the parent or guardian with higher-level needs to make referrals to school and community resources for barrier removal.

6) Student & Family Support

The BOTP planning model focuses on identifying the strategies that work best for each school to retain students and outreach to address challenges in connecting with non-responsive families. The ONGB staff reach out to all students with moderate to severe attendance to interview and assess interested student applicants for the program. The assessment will include a student and parent survey to collect student and family demographic information as well as baseline attendance and academic data for the school year.

Some of the survey questions asked during phone calls with parents of students in Groups 3 will include the following:

Are you currently enrolled in an OUSD school?

Are you attending now?

Are you experiencing any challenges coming to school? If so, are they related to Housing, food, transportation, health, administrative - enrollment, other

What support resources would you need to return to school?

Do you plan on returning to an OUSD school?

What is your expected date of return?

Incentives for participating in ONGB assessments and workshops will be determined in partnership with the school attendance team.