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Enactment Number	14-0027
Enactment Date	Jan 15, 2014 OA



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

Memo

To Board of Education

From Gary Yee, Ed.D., Superintendent
 By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action *M. Santos*
 Vernon Hal, Deputy Superintendent, Business & Operations

Board Meeting Date
(To be completed by Procurement) _____

Subject Memorandum of Understanding - Developmental Studies Center (contractor) - 922/Family, School, and Community Partnerships Department (site/department)

Action Requested Approval of a Memorandum of Understanding between Oakland Unified School District and Developmental Studies Center to be primarily provided to Family, School, and Community Partnerships Department for the period of July 1, 2013 through June 30, 2014.

Background
A one paragraph explanation of why the consultant's services are needed. Developmental Studies Center (DSC) is partnering with OUSD to implement the Caring School Community Initiative in twenty-nine elementary schools during the 2013-2014 school year. In order to fully implement the Caring School Community Initiative, DSC has agreed to pass through to OUSD a grant provided by the S.D. Bechtel, Jr. Foundation.

Discussion
One paragraph summary of the scope of work. Approval by the Board of Education of a Memorandum of Understanding between the District and the Development Studies Center, Oakland, CA, with the latter passing through to the District a grant from the S. D. Bechtel Jr. Foundation, for implementation of the Caring School Community Initiative at twenty-nine elementary schools, pursuant to the terms and conditions thereof, for the period July 1, 2013 through June 30, 2014, in the amount of \$166,500.00.

Recommendation Approval of a Memorandum of Understanding between Oakland Unified School District and Developmental Studies Center. Services to be primarily provided to 922/Family, School, and Community Partnerships Department for the period of July 1, 2013 through June 30, 2014.

Fiscal Impact Funding resource name (please spell out): Funds provided by the S.D. Bechtel, Jr. Foundation in an amount not to exceed \$166,500.00.

Attachments

- Memorandum of Understanding
- Certificate of Insurance

MEMORANDUM OF UNDERSTANDING
Between
Developmental Studies Center
and
Oakland Unified School District

Grant Amount: 166,500

Effective Dates: July 1, 2013 to June 30, 2014

The Oakland Unified School District ("OUSD") is partnering with Developmental Studies Center to implement the Caring School Community Initiative in twenty-nine elementary schools during the 2013-2014 school year. In order to fully implement the Caring School Community Initiative Developmental Studies Center has agreed to pass through to OUSD a grant in the amount of up to \$166,500 from the S.D. Bechtel Jr. Foundation. The pass through of the funds is subject to the following terms and conditions:

In accepting the pass-through grant, OUSD agrees to contribute to the Developmental Studies Center partnership by:

1. Appointing staff to coordinate the implementation of Caring School Community in twenty-nine elementary schools.
2. Meeting regularly with Developmental Studies Center to align services and resources to successfully implement the program in OUSD.
3. Accounting quarterly to Developmental Studies Center on amount of released funds used for site visits, professional development, and leadership team meetings prior to the next allocation of funds.
4. Creating an end of the year report on the Caring School Community Initiative in OUSD for the 2013-2014 school year.

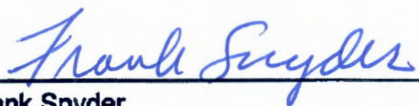
Developmental Studies Center agrees to support and contribute to the partnership by:

1. Providing on-site coaching, and professional development for participating schools.
2. Meeting regularly with OUSD leadership and CSC Initiative Coordinator.

Payment, Disbursement, and Management of Funds:

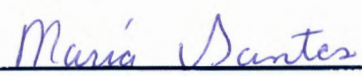
Pass through up to \$166,500 from the S.D. Bechtel Jr. Foundation grant to OUSD to support the administration of the Caring School Community Initiative in 2013-2014; \$50,000 to support coordination of the Initiative and up to \$116,500 to support teacher leader participation through professional development and substitute release time. This pass through will happen in three payments: an initial payment made in November, 2013 for the amount of \$50,000 plus \$34,520, half of the substitute funds for Leadership Team days and school-level Professional Development along with Teacher Leader Monthly Meeting payments based on OUSD projections for August – December; a second payment projected release funds for professional

development from January – March made by February 15, 2014 after a reporting of funds by OUSD to date; a final payment based on actual expenses from April – May, including teacher leader stipends, made by May 29, 2014.




Frank Snyder
President
Developmental Studies Center

Date: 11/18/13



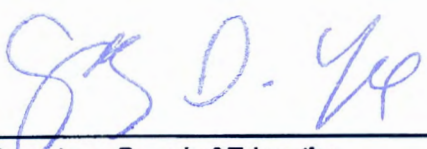
Maria Santos
Deputy Superintendent
Oakland Unified School District

Date: 11-5-13



President, Board of Education
Oakland Unified School District

Date: Jan 16, 2014



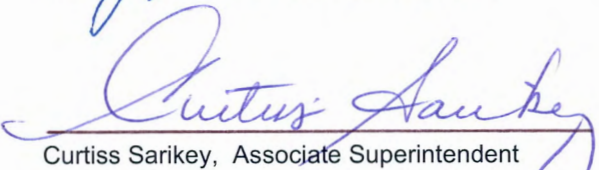
Secretary, Board of Education
Oakland Unified School District

Date: Jan 16, 2014

Approved as to form & content:

By: 

Jacqueline P. Minor, General Counsel



Curtiss Sarikey, Associate Superintendent
Family, School, and Community Partnerships Department

Date: 11/19/2013



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/26/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LIC #0E77964 Argo Insurance Brokers, Inc. 2300 Contra Costa Blvd Suite 375 Pleasant Hill, CA 94523	1-925-671-5110	CONTACT NAME: Lynette Dupree PHONE (A/C, No, Ext): 925-852-0413 E-MAIL ADDRESS: lynnetted@argoinsurance.com	FAX (A/C, No): 925-852-0463
INSURED Developmental Studies Center 1250 53rd St. #3 Emeryville, CA 94608		INSURER(S) AFFORDING COVERAGE	
		INSURER A: FEDERAL INS CO	NAIC # 20281
		INSURER B: REPUBLIC IND CO OF AMER	22179
		INSURER C: GREAT AMER ASSUR CO	26344
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 34923495

REVISION NUMBER:


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Employee Benefit Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			35904180	07/28/13	07/28/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			73553677	07/28/13	07/28/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			79871870	07/28/13	07/28/14	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	14528314	11/15/12	11/15/13	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Workers Compensation			617114212	11/15/12	11/15/13	Out of State 1,000,000ea

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Evidence of Insurance Coverage.

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Coverage	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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