

Board Office Use: Legislative File Info.	
File ID Number:	14-1248
Introduction Date:	06/25/2014
Enactment Number:	
Enactment Date:	



Memo

To: Board of Education

From: GARY YEE, EdD, ACTING SUPERINTENDENT; By: MARIA SANTOS, Deputy Superintendent

Board Meeting Date: 06/25/2014

Subject: Professional Service Contract

Contractor: Jamie Almanzan of Berkeley, CA

Services for: 106-CHABOT

Board Action Requested and Recommendation: Ratification by the Board of Education of a Professional Services Contract between the District and Jamie Almanzan, Berkeley, CA, for the latter to provide: Contractor will facilitate conversations and lead discussions on articles and books regarding issues around equity; He will support teachers to identify three goals around equity work, including helping teachers look at their own biases and observe themselves and their teaching practices. for the period of 02/10/2014 through 06/30/2014 in an amount not to exceed \$2,500.00.

Background:
(A one paragraph explanation of why the consultant's services are needed.)

When Chabot had an SQR done in 2012, it was determined that our biggest challenge was around equity and serving/supporting all students and families; especially A.A. boys.

Discussion:
(QUANTIFY what is being purchased.)

Contractor will facilitate conversations and lead discussions on articles and books regarding issues around equity; He will support teachers to identify three goals around equity work, including helping teachers look at their own biases and observe themselves and their teaching practices.

Board Office Use: Legislative File Info.	
File ID Number:	14-1248
Introduction Date:	06/25/2014
Enactment Number:	
Enactment Date:	



Fiscal Impact: Funding resources below not to exceed \$2,500.00
\$2,500.00 General Purpose-Unrestricted

Attachments: Professional Services Contract including Scope of Work
Waiver Summary
Resume / Statement of Qualifications
EPLS Search Results Page
Insurance Certification (if no Waiver was granted)

Board Office Use: Legislative File Info.	
File ID Number	14-1248
Introduction Date	06/25/2014
Enactment Number	
Enactment Date	



OAKLAND UNIFIED SCHOOL DISTRICT

PROFESSIONAL SERVICES CONTRACT 2013-2014

This Agreement is entered into between Jamie Almanzan (CONTRACTOR) and Oakland Unified School District (OUSD). OUSD is authorized by Government Code Section 53060 to contract for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons specially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and competent to provide such services. The parties agree as follows:

- Services:** CONTRACTOR shall provide the ("Services" or "Work") as described in **Exhibit "A,"** attached hereto and incorporated herein by reference.
- Terms:** CONTRACTOR shall commence work on 02/10/2014, or the day immediately following approval by the Superintendent if the aggregate amount CONTRACTOR has contracted with the District is below \$84,100.00 in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$84,100.00, whichever is later. The work shall be completed no later than 06/30/2014.
- Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed Two thousand, five hundred Dollars (\$2,500.00) [per fiscal year], at an hourly billing rate not to exceed \$50.00 per hour. This sum shall be for full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to, labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.

If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.

OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for OUSD, except as follows: No Reimbursements.

Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made.

The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by the District and in that case must be replaced by CONTRACTOR without delay.

- Equipment and Materials:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this Agreement *except:* NONE, which shall not exceed a total cost of \$0.00.
- CONTRACTOR Qualifications / Performance of Services:**

CONTRACTOR Qualifications: CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by 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.

Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.
- Invoicing:** Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.
- Notices:** All notices and invoices provided for under this Agreement shall be in writing and either personally delivered during normal business hours or sent by U.S. Mail (certified, return receipt requested) with postage prepaid to the other party at the address set forth below:

OUSD Representative:

Name: JONATHAN MAYER
Site /Dept.: 106-CHABOT
Address: 6686 Chabot Rd
Oakland, CA 94618
Phone: 510-654-4884

CONTRACTOR:

Name: Jamie Almanzan
Title: Owner
Address: 2806 Derby St
Berkeley, CA 94705
Phone: 510-967-4705

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

8. **Status of Contractor:** This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture 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. CONTRACTOR 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 CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

9. **Insurance:**

- 1. Unless specifically waived by OUSD, the following insurance is required:
 - i. If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR 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 and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.

CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. 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 CONTRACTOR. The policy shall protect CONTRACTOR 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.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.

10. **Licenses and Permits:** CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.

11. **Assignment:** The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.

12. **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, CONTRACTOR 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, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR 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 or sexual orientation.

13. **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, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
14. **Indemnification:** CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
15. **Copyright/Trademark/Patent/Ownership:** CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. 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 CONTRACTOR or its Sub-CONTRACTORS in connection with the Services performed under this Agreement. All works 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.
16. **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 similar subsequent act from constituting a violation of the Agreement.
17. **Termination:** OUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
18. **Conduct of CONTRACTOR:** CONTRACTOR will adhere to the following staff requirements and provide OUSD with evidence of staff qualifications, which include:
 1. **Tuberculosis Screening:** CONTRACTOR is required to screen employees who will be working at OUSD sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB testing on file and TB results are monitored.
 2. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this Agreement and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. Contractor further certifies that it has received and reviewed fingerprint results for each of its Employees and Contractor has requested and reviews subsequent arrest records for all Employees who may come into contract with OUSD pupils in providing services to the District under this Agreement.

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONTRACTOR related persons, employee, representative or agent from an OUSD school site and, or property, CONTRACTOR shall immediately, upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

19. **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.
20. **OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors.** OUSD may evaluate CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 1. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
21. **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 provided in this Agreement. 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.
22. **Confidentiality:** CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted

Professional Services Contract

access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.

- 23. Conflict of Interest: CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any officer or employee of OUSD to perform any service by this Agreement.

CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR'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.

Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 et seq. and section 87100 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.

- 24. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: CONTRACTOR certifies to the best of his/her/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.epls.gov/epls/search.do)
25. Litigation: This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court shall have jurisdiction over any state court litigation initiated to enforce or interpret this Agreement. If litigation is initiated, the prevailing party shall be entitled to reasonable attorney's fees and costs.
26. Incorporation of Recitals and Exhibits: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
27. 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.
28. Counterparts: This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.
29. Signature Authority: Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
30. Contract Contingent on Governing Board Approval: OUSD shall not be bound by the terms of this Agreement until it has been formally approved by OUSD's Governing Board, and no payment shall be owed or made to CONTRACTOR absent formal approval. This Agreement shall be deemed to be approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.

OAKLAND UNIFIED SCHOOL DISTRICT

MARIA SANTOS 05/16/2014
President, Board of Education Date
Superintendent or Designee

Secretary, Board of Education Date

CONTRACTOR

Jamie Almanzan 05/16/2014
Contractor eSignature Date

Jamie Almanzan, Owner
Print Name, Title

EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED WITHOUT ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

- 1. Description of Services to be Provided:** Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what *this* Contractor will do.

Contractor will lead monthly meetings around Equity and help establish of an Equity Team of staff members. Contractor will facilitate this process and coach the principal and TSA on an ongoing basis to be able to provide the necessary support for Chabot to continue to address issues around equity that were named in the SQR.

2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a result of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Students will...) and measurable outcomes (Participants will be able to...). NOT THE GOALS OF THE SITE OR DEPARTMENT.

As a result of the work provided by the contractor, all teachers on the equity team (14) will observe themselves through video-taping; they will observe each other teaching, and they will meet monthly to focus on particular focal students and families at our site and discuss how we are supporting them. Participants will be able to discuss their biases around race and class; participants will be able to build stronger relationships with families. Forty people will attend an "Equity Evening" focusing on student and families experience Chabot and brainstorm solutions to better build relationships across race at Chabot. The ultimate goal is to close the achievement gap and increase engagement of our African American and Latino students and families

3. Alignment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: (Check all that apply.)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Ensure a high quality instructional core | <input checked="" type="checkbox"/> Prepare students for success in college and careers |
| <input checked="" type="checkbox"/> Develop social, emotional and physical health | <input checked="" type="checkbox"/> Safe, healthy and supportive schools |
| <input checked="" type="checkbox"/> Create equitable opportunities for learning | <input checked="" type="checkbox"/> Accountable for quality |
| <input checked="" type="checkbox"/> High quality and effective instruction | <input checked="" type="checkbox"/> Full service community district |

4. Alignment with Community School Strategic Site Plan – CSSSP (required if using State or Federal Funds):

Please select:

Action Item included in Board Approved CSSSP: (no additional documentation required)

– Item Number(s): Not Applicable
No Restricted Funds

Action Item added as modification to Board Approved CSSSP – Submit the following documents to the Resource Manager either electronically via email of scanned documents, fax or drop off.

1. Relevant page of CSSSP with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date.
2. Meeting announcement for meeting in which the CSSSP modification was approved.
3. Minutes for meeting in which the CSSSP modification was approved indicating approval of the modification.
4. Sign-in sheet for meeting in which the CSSSP modification was approved.

ContractsOnline: Contract Waiver Summary

Site Number-Name: 106-CHABOT

Principal / Department Head: JONATHAN MAYER

Contractor Name: Jamie Almanzan

Business Name: Jamie Almanzan

Contract Type: Standard

Anticipated Start Date: 02/10/2014

Contract End Date: 06/30/2014

Rate Type: HOURLY

Contract Amount: \$2,500.00

Applicable Waivers

Approved by Risk Management

Insurance-Reduction Waiver Status: WAIVED

Waiver-Reduction Type: WAIVED

Other Reduction Amount:

Approval Date: 04/11/2014

Approved by Deputy Superintendent

Billing Waiver Status: NA

Approval Date:

Fingerprint Waiver Status: Approved

Approval Date: 05/05/2014

TB Test Waiver Status: Approved

Approval Date: 05/05/2014

JAMIE ALMANZÁN

2806 Derby Street
Berkeley, CA 94705

(510) 967-4705

jalmanzan@theequitycollaborative.com

SUMMARY OF RELATED EXPERIENCE

Jamie Almanzán is a facilitator, teacher, curriculum developer and leadership coach. Jamie recently began his own independent consulting organization, The Equity Collaborative. Prior to leading The Equity Collaborative was a Senior Coach at the National Equity Project and the position of Director of Learning and Teaching at Pacific Educational Group. He has focused his career on working with school and district teams to create more equitable learning environments to best meet the needs of underserved populations, particularly African American and Latino students. Jamie is involved in systemic district and school reform initiatives and is responsible for the development and facilitation of leadership seminars for state, regional and district teams across the country. Jamie coaches and provides large scale professional development in a wide range of schools and districts in California and Nationally.

EDUCATION

M.A., Education with specialization in English language development instruction, *Leland Stanford Junior University*

B.A., English Literature with a religious studies minor, *California State University Chico*

PROFESSIONAL EXPERIENCE

2012 - *Founder, Design and Leadership Coach*

Present The Equity Collaborative

- Provide equity focused leadership coaching, group facilitation, and technical assistance to district and school leaders.
- Provide executive coaching and services coordination to school systems and their leaders.
- Conduct research and analyze data, to support coaching objectives with leaders and teams.
- Employ holistic meeting design to forward team development and effectively reach meeting and group development objectives.
- Design and facilitate systemic educational equity reform programming at the regional, district and school levels.

- 2008 - *Senior Coach*
2012 The National Equity Project, Oakland, California
- *Lead coach in districts, schools, and organizations.*
 - *Provide coaching and technical assistance to leaders.*
 - *Conduct research and analyze data, to support coaching objectives with leaders and teams.*
 - *Employ holistic meeting design to forward team development and effectively reach meeting and group development objectives.*
 - *Coordinate the Listening Campaign, an equity focused systems based qualitative data analysis.*
- 2000 - *Director of Learning and Teaching*
2008 Pacific Educational Group, San Francisco, California
- *Design and deliver systemic educational equity reform programming at the state, regional, district and school levels.*
 - *Work with teachers and administrators on educational equity reform efforts to better meet the needs of African American and Latino students.*
 - *Coordinator of the Collaborative Action Research for Equity (C.A.R.E.) program.*
 - *Lead schools and school districts through Equity Leadership Development seminars in order to have school systems sustain a focus on equity for traditionally underserved students.*
 - *Develop and provide schools with professional development/resource materials and technical support on standards-based, racially/culturally relevant teaching practices and implementation.*
 - *Collaborate with school reform support providers in developing a synthesized program for school change, including aspects of curriculum, instruction and equity.*
- 1996 - *Teacher*
2000 Jane Lathrop Stanford Middle School, Palo Alto, California
- *Taught and developed standards based curriculum, instruction and assessment for 7th and 8th grade English Language Learners from a wide range of ethnic backgrounds.*
 - *Taught and developed standards based curriculum, instruction and assessment for 7th grade general education Language Arts students.*
 - *Communicated with parents and community members in improving instruction for underserved students.*
 - *Advocated for and counseled African American and Latino students on campus.*
- 1997 - *Chair, Equity Committee*
2000 Jane Lathrop Stanford Middle School, Palo Alto, California

- Oversaw the development and implementation of educational equity training programs and staff development for J.L.S. Middle School and Palo Alto Unified School District.
- Developed equity focused curriculum and instructional materials for teachers.
- Coached and supported teaching staff in developing equity focused curriculum and instructional strategies.

1997 – *Member, Equity Action Committee*
 2000 Palo Alto Unified School District, Palo Alto, California

- Developed equity transformation plan for staff development in schools throughout Palo Alto Unified School District.
- Oversaw the design and implementation of educational equity training programs for schools throughout Palo Alto Unified School District.

1997 - *Co-Director, Palo Alto After School Outlet Program*
 1998 Jane Lathrop Stanford Middle School and City of Palo Alto Recreation Department, Palo Alto, California

- Oversaw an after school program focused on academic and social support for middle school students, particularly underserved African American and Latino students.
- Coordinated activities to promote academic and social connections for Latino and African American students and the school community.
- Managed a teacher academic mentor/tutor program for middle school students, particularly underserved African American and Latino students.

Summer *Intern Facilitator*
 1997 Stir Fry Productions, Oakland, California

- Developed facilitation skills in anti-racism and diversity trainings.
- Supported senior diversity trainers in anti-racism seminars.
- Coached and supported new trainees in anti-racism seminars.

- 1995 - *Intern Teacher*
 1996 Independence High School, East Side Union High School District, San Jose, California and Leland Stanford Junior University, Palo Alto, California
- Taught and developed standards based curriculum, instruction and assessments for 12th grade English Language Learners from a wide range of ethnic backgrounds.
 - Taught and developed standards based curriculum, instruction and assessments for 9th grade English Language Arts “at-risk” students.
- Summer *Teacher*
 1995 Summer Teaching School Program, Leland Stanford Junior University, Palo Alto, California
- Taught in a collaborative summer school with teachers and administrators.
 - Developed alternative curriculum and instruction for “at-risk” middle school students, particularly Latino and African American students.
- 1994 - *Special Education Instructional Aide and Substitute Teacher*
 1995 Ohlone Elementary School, Palo Alto Unified School District, Palo Alto, California
- Supported teacher in developing curriculum and instruction for K-5 special education students in a Special Day Class (S.D.C.).
 - Taught and developed curriculum for same K-5 special education students.

SELECTED PRESENTATIONS AND PUBLICATIONS

School Improvement Network, UT. School Innovation Summit (2012). Keynote Address, *Becoming a Listening Leader: Keys to Educational Change*. A keynote address highlighting the links between the neuroscience of learning, listening as a coaching strategy, and leading for equity.

School Improvement Network, UT. Linton Productions (2006). *No Excuses! How to Increase Minority Student Achievement – Elementary and Secondary Editions*. A professional development video series focused on building the cultural competency of educators to better meet the needs of historically underserved students. Key educators featured in the video series include, Jamie Almanzán, James Comer, Bonnie Davis, Kati Haycock, Gary Howard, Sonia Nieto, Beverly Daniel Tatum.

Almanzán, J. (2001-08). *Collaborative Action Research for Equity (C.A.R.E.)*, Systemic Equity/Anti-Racism Transformational Teaching: A Strategy for Addressing the Impacts of Systemic Racism on Students of Color in the Classroom. Designed a continuing series of six facilitated seminars for teams of teachers in an intra-district collaborative effort focusing on culturally relevant instruction in the classroom and equity transformation on the school site. Presented at districts and schools nationwide including, North Sacramento School District, Sacramento, CA, Lemon Grove School District, Lemon Grove, CA, Cherry Creek Schools, Greenwood Village, CO, Hopkins School District 270, Hopkins, MN, and Middletown City School District, Middletown, OH. (*Collaborative Action Research for Equity (C.A.R.E.)*, is the intellectual property Pacific Educational Group Inc.)

Almanzán J. (2001-08) *Beyond Diversity*, Day Three; A Latino Perspective; Developing Equity/Anti-Racist Educators: Deepening the Foundation for Deinstitutionalizing Racism and Eliminating The Racial Achievement Gap. Presentation designed and delivered for regions, districts and schools nationwide including West Metro Education Program (WMEP), Minneapolis, MN, San Diego County Office of Education, San Diego, CA, and Montgomery County Schools, and Rockville, MD. (*Beyond Diversity, Day One and Two*, is the intellectual property Pacific Educational Group Inc.)

Almanzán, J. (2001-08). *Courageous Conversation and Courageous Leadership (Equity Leadership Teams, E-Teams)*, Developing Systemic Equity/Anti-Racism Professional Learning Communities: Strategies for Addressing Racial Disparities in Achievement. Designed a continuing series of six facilitated seminars for site based teams of teacher-leaders in an intra-district collaborative effort focusing on the development of equity focused professional learning communities and equity transformation on the school site. Presented in regions, districts and schools nationwide including North Sacramento School District, Sacramento, CA, Lodi Unified School District, Lodi, CA, West Metro Education Program (WMEP), Minneapolis, MN and Ann Arbor Public Schools, Ann Arbor, MI. (*Equity Leadership Teams (E-Teams)*, is the intellectual property of Glenn Singleton, President, Pacific Educational Group Inc.)

Almanzán, J. (2006-08). *Courageous Conversation and Courageous Leadership, Focused Principal Leadership (Learning and Leading Equity/Anti-Racism Development in Schools, LEADS)*, Developing Systemic Equity/Anti-Racism Leadership: Strategies for Addressing Racial Disparities in Achievement. A continuing series of six facilitated seminars for district leaders, including principals and cabinet leadership, in an intra-district collaborative effort focusing on the development of equity/anti-racist leadership and equity transformation in the district. Presented in regions, districts and schools nationwide including Lodi Unified School District, Lodi, CA, West Metro Education Program (WMEP), Minneapolis, MN and West Chester Area School District, West Chester, PA. (*Learning and Leading Equity/Anti-Racist Development in Schools (LEADS)*, is the intellectual property of Glenn Singleton, President, Pacific Educational Group Inc.)

- Almanzán, J. (2004). *Courageous Conversation: Ushering In Anti-Racist Leadership to Promote Educational Equity and Eliminate the Racial Achievement Gap*. National Staff Development Conference (NSDC), Vancouver, Canada. A two-day pre-conference session facilitated for educators from both Canada and the United States.
- Almanzán, J. (2004). *The Shared Struggle Of African Americans And Latinos: Our Challenge of Working Together for Social Justice*. Minority Student Achievement Network (MSAN), 5th Annual National Student Conference, Princeton, NJ. A keynote presentation co-facilitated with Carlotta LaNier of the “Little Rock Nine” for educators and student teams from MSAN member school districts.
- Almanzán, J. (2005). *The Shared Struggle Of African Americans And Latinos: Our Challenge of Working Together for Social Justice*. Minority Student Achievement Network (MSAN), 6th Annual National Student Conference, Cambridge, MA. A keynote presentation co-facilitated with Dr. Charles Ogletree, Professor the Harvard Law School, for educators and student teams from MSAN member school districts.
- Almanzán, J. (2006). *Courageous Conversations, Systemic Equity/Anti-Racism Transformational Leadership: Culturally Relevant Teaching, A Strategy for Addressing Racial Disparities and Improving Learning for All Students*. National Staff Development Conference (NSDC), Nashville, TN. A two-day pre-conference session facilitated for educators from throughout the United States.
- Almanzán, J. (2006). *Courageous Conversation and Courageous Leadership, Systemic Equity Transformational Leadership: Developing A Student Led Leadership Learning Community That Guides School-Wide Equity Transformation*. Minority Student Achievement Network (MSAN), 7th Annual National Student Conference, Green Bay, WI. A keynote presentation for educators and student teams from MSAN member school districts.
- Almanzán, J. (2007). *Courageous Conversation: A Strategy for De-Institutionalizing Racism and Improving Student Achievement*. California State Department of Education, P-16 Council, Long Beach, CA. A keynote presentation for the members of the P-16 Council, a special committee of advisors to the California State Department of Education.