

Board Office Use: Legislative File Info.	
File ID Number:	14-1051
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: Be the Change Consulting, LLC of Oakland , CA

Services for: 148-REDWOOD HEIGHTS

Board Action Requested and Recommendation: Ratification by the Board of Education of a Professional Services Contract between the District and Be the Change Consulting, LLC, Oakland , CA, for the latter to provide: To provide support for our staff in examining current behavior policies and replace punitive practices with restorative ones. They will receive support in integrating social and emotional learning into teaching practices that blend relational learning with common core development. for the period of 04/23/2014 through 06/13/2014 in an amount not to exceed \$6,500.00.

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

While we have made growth in eliminating suspensions for our African American males, we still have a high number of African American students being referred to the office on a daily basis. We have incorporated Caring School Community Practices into our classrooms. We now need to be more intentional in the classrooms with creating restorative justice practices and building intentional communities that are equitable for all students.

Discussion:
(QUANTIFY what is being purchased.)

To provide support for our staff in examining current behavior policies and replace punitive practices with restorative ones. They will receive support in integrating social and emotional learning into teaching practices that blend relational learning with common core development.

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Fiscal Impact: Funding resources below not to exceed \$6,500.00

\$1,000.00 General Purpose-Unrestricted

\$5,500.00 DONATIONS

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)

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OAKLAND UNIFIED
SCHOOL DISTRICT

PROFESSIONAL SERVICES CONTRACT 2013-2014

This Agreement is entered into between Be the Change Consulting, LLC
(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 04/23/2014, 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 06/13/2014.
- Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed six thousand five hundred Dollars (\$6,500.00) [per fiscal year], at an hourly billing rate not to exceed _____ 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:

Professional Services Contract

OUSD Representative:

Name: SARA STONE
Site /Dept.: 148-REDWOOD HEIGHTS
Address: 4401 39th Ave.
Oakland, CA 94619
Phone: 510-531-6644

CONTRACTOR:

Name: Tanya Mayo
Title: Owner
Address: 3237 Monterey Blvd
Oakland, CA 94602
Phone: 415-722-0508

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.

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/eplis/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

CONTRACTOR

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

Secretary, Board of Education Date

Tanya Mayo 05/16/2014
Contractor eSignature Date

Tanya Mayo, Owner
Print Name, Title

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.

We will eliminate suspensions for African American students. We will see a decrease in office referrals of African American students. We will have restorative practices and build intentional communities in all classrooms.

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.



BE THE CHANGE CONSULTING

Building Intentional Communities at Redwood Heights Elementary Schools

*"Once social change begins it can not be reversed.
You cannot un-educate the person that has learned to read.
You can not humiliate the person who feels pride.
You cannot oppress the people who are not afraid anymore."
-Cesar Chavez*

February 2014

Be the Change Consulting:

Investing in our children, our families, and our future.

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Our Philosophy:

Be the Change Consulting specializes in connecting youth development theory and community organizing models to education reform. We create unique and tailored learning experiences for practitioners in both school day and after school settings through experiential learning, hands-on coaching, dynamic facilitation, and reflective action research.

Our Building Intentional Communities Initiative is a field-tested and research validated approach to creating strong learning environments, where every young person is provided the conditions they need to learn, and each instructor is provided with the tools to create such a learning environment. As our communities experience dynamic changes in population, socio-economic levels of families, and diminishing funding for youth development and the arts, our schools are left with less resources to meet higher needs for a more diverse population. We ask ourselves the question- how can we provide teachers with the conditions to go deeper for a broader population? Without smart answers, our schools are left asking the wrong questions: which students cause the most trouble? Which teachers are worth investing in? Which families are most useful to this community?

The Building Intentional Communities model takes a restorative approach to framing the questions, and a holistic, systems-design approach to crafting intentional solutions. We believe our educational environments have been bombarded with too many new ideas, leaving leadership teams feeling overwhelmed, teaching teams feeling disempowered, and families feeling unheard. In our process we return to simple foundational principles- naming collective values, finding strategies to co-create learning spaces with teachers and students, and identifying restorative practices to address harm and impact when someone makes a choice that goes against community values. This process requires a re-framing for educators to establish a restorative analysis, and an opportunity for instructors to practice becoming facilitators of learning rather than teachers of content.

What we Do

We understand the Redwood Heights teaching team has established a peaceful climate using the Caring Schools Communities approach. We propose to build on this foundation now to create a climate of justice. In the next three years we propose to:

- Examine current behavior policies and replace punitive practices with restorative ones.
- Support teachers to integrate social-emotional-learning into teaching practices to blend relational learning with common core development. This is a strategy to mitigate the effects of large classroom sizes, as strong relationships will create micro-communities of learners, instead of a teacher-driven environment.
- Develop a more inclusive community by reducing incidents of bullying, increasing positive interactions amongst students, and empower students to ally for their own beliefs through the use of sociometric charts and inclusion activities.
- Integrating youth leadership opportunities into core classes with project-based learning.

What Changes as a Result of this Process

We see building an intentional community as a combination of creating the right environment, facilitating meaningful skill-building, and offering intentional experiences that empower youth to see themselves as leaders of character today. We believe that given the right social conditions and held to high expectations every young person has the opportunity to flourish.

As we began to study various approaches to engage young people in conversations about morals, values and ethics, we realized that the first teacher for character is experience. Young people develop a “feel” for good character by what is modeled and embodied in the adults and institutions that house them.

Since 2010, Be the Change Consulting has field tested several approaches to character education in public education settings, and developed a unique program design and education reform model for practitioners to understand the connections between students’ character, their attitude towards school, and the learning climate.

Our evaluation data clearly shows that:

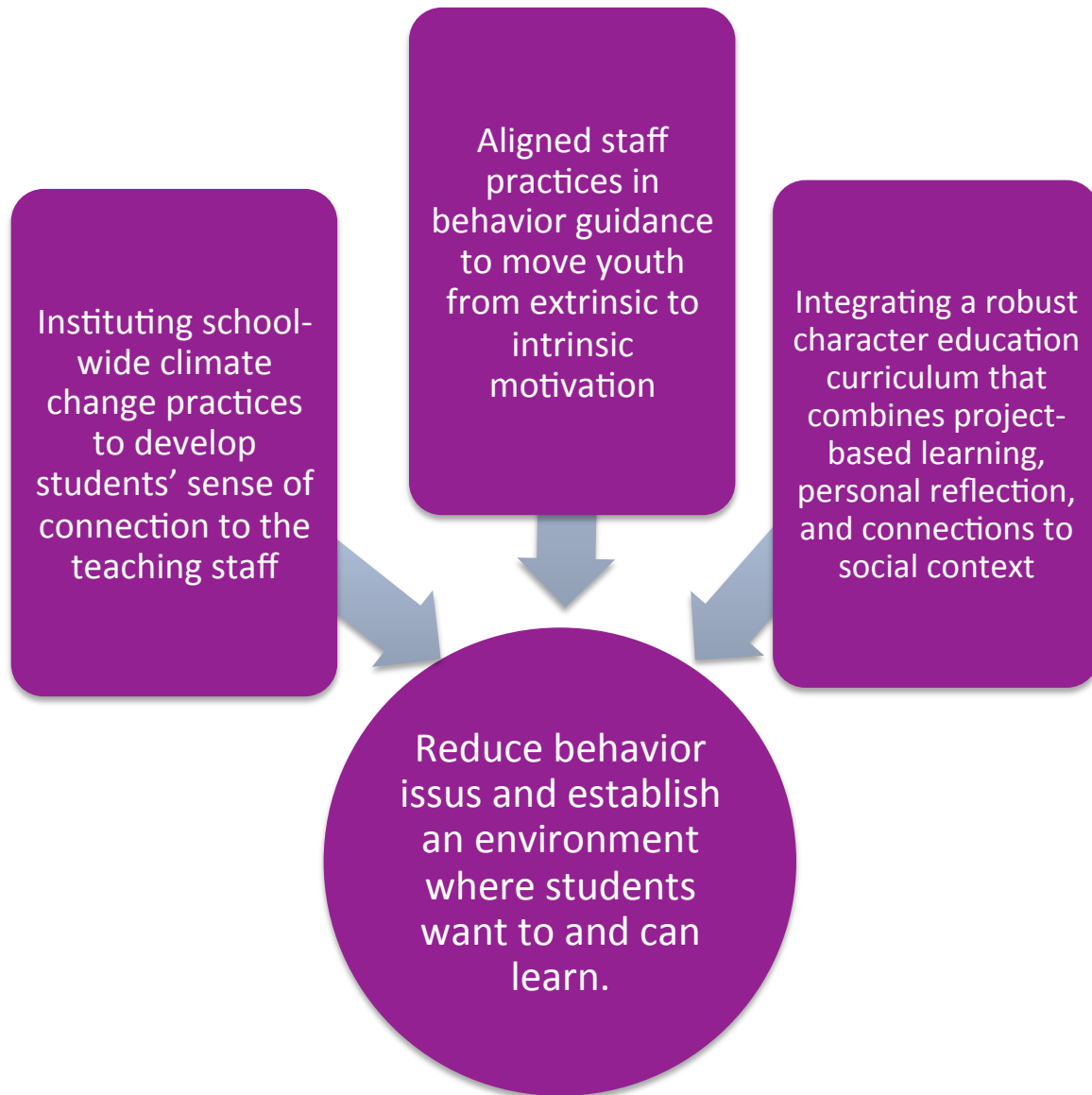
Staff participating in BIC trainings:

- Are able to facilitate engaging, experiential lessons on values, ethics, inclusion and justice with minimum prep time
- Create a learning climate in their classrooms where youth feel emotionally safe to take risks
- Activate the metaphor that learning is a process, not a set of outcomes
- Understand that the right answer is less important than the right question

Youth participating in BIC activities and classes:

- Increase their awareness that they are members of a classroom community, and learn to negotiate, take turns, compromise, and argue respectfully
- Develop logical thinking, debate skills, reasoning and make abstract connections between the classroom and the real world
- Decrease instances of violence, fighting, bullying and name calling
- Feel empowered to stand up for their own beliefs and the rights of others

Our field experience indicates the strongest formula to combat common barriers to youth learning and create a holistic center for academic achievement is to create a seamless relationship between classrooms in the school through:



Through a combination of training, coaching and on-going support this model provides a concrete strategy to establish a school community where youth can activate curiosity, explore their world in community with peers, and achieve rigorous educational outcomes. Our ultimate goal is to enable schools to produce students empowered to pursue any dream they choose and become co-architects of a more equitable world.

Pilot-Year Projects

We envision a three-year process with the Redwood Heights Elementary School to establish the Building Intentional Communities model.

In the pilot year we propose to introduce this content at the close of the 2014 school year with the following activities:

A 150 minute **Introduction to Building Intentional Communities Training** which includes:

- An interactive simulation of how learning environments impact learners, with a disproportionate impact on students from lower-income or minority backgrounds
- A facilitated discussion of the components of high-quality learning environments
- An analysis of problematic behaviors that impact learning at Redwood Heights
- A values card sort exercise to co-create values, beliefs and practices that can shift problematic behaviors into learning and connecting opportunities

A Climate Blaster Toolkit for teachers to kick-off the 2015-2016 school year with a Climate Blaster which includes:

- A Building Intentional Communities Implementation Guide for twenty teachers
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A follow up Consultation with the leadership team to design the 2014-2015 school year capacity building activities, which may include but is not limited to classroom observations, teacher inquiry group facilitation, establishing a Leaders of Today class, supporting advanced teachers to integrate Social-Emotional-Learning and Restorative Practices into their teaching. Based on the priorities identified we will support the development of a budget and fundraising plan for the 2014-2016 school years.

As the 2014-2015 year kicks off, we will support the start of the year through classroom observations using our school-climate observation tools, select teacher training, and additional curriculum tools.

Total Investment: \$10,000

ContractsOnline: Contract Waiver Summary

Site Number-Name: 148-REDWOOD HEIGHTS

Principal / Department Head: SARA STONE

Contractor Name: Tanya Mayo

Business Name: Be the Change Consulting, LLC

Contract Type: Standard

Anticipated Start Date: 04/23/2014

Contract End Date: 06/13/2014

Rate Type: FLAT

Contract Amount: \$6,500.00

Applicable Waivers

Approved by Risk Management

Insurance-Reduction Waiver Status: NA

Waiver-Reduction Type: \$1,000,000 Required

Other Reduction Amount: NA

Approval Date:

Approved by Deputy Superintendent

Billing Waiver Status: Approved

Approval Date: 05/15/2014

Fingerprint Waiver Status: Approved

Approval Date: 05/15/2014

TB Test Waiver Status: Approved

Approval Date: 05/15/2014



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Building Intentional Communities at Redwood Heights Elementary Schools

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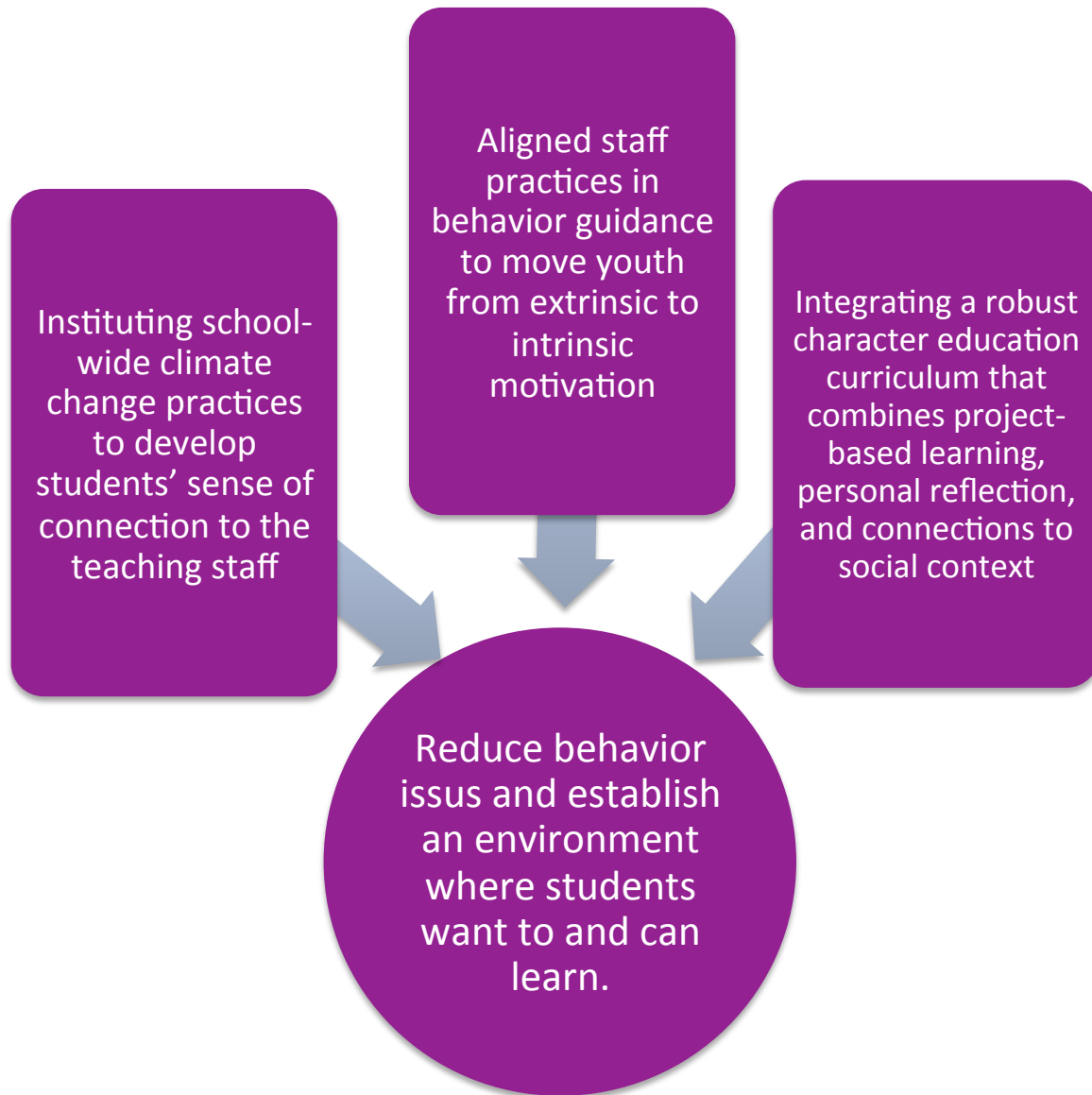
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Total Investment: \$10,000



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/11/2014

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 ISU SF SD Int'l - Consolidated 201 California St., Suite 200 License # 0778092 San Francisco CA 94111-5098	CONTACT NAME: Jason Cheung PHONE (A/C, No. Ext): (415) 788-9810 FAX (A/C, No): (415) 248-3534 E-MAIL ADDRESS: jcheung@isugroup.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED BE THE CHANGE CONSULTING LLC 3237 MONTEREY BLVD OAKLAND CA 94602	INSURER A: Sentinel Ins Co LTD NAIC # 11000	
	INSURER B: Hartford Underwriters Ins Co NAIC # 30104	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:14-15** **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			57SBABD5124	8/21/2013	8/21/2014	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 \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
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			57SBABD5124	8/21/2013	8/21/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
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	57WECGD6878	3/1/2014	3/1/2015	<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

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate Holder is named as Additional Insured as respects to Liability as required by written contract only as pertains to the Insured's operations.

CERTIFICATE HOLDER Oakland Unified School District Attn: Risk Management 900 High Street Oakland, CA 94601	CANCELLATION 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 Jason Cheung/JASONC