

Board Office Use: Legislative File Info.	
File ID Number:	14-0194
Introduction Date:	02/26/2014
Enactment Number:	
Enactment Date:	



Memo

To: Board of Education
From: GARY YEE, EdD, ACTING SUPERINTENDENT
Board Meeting Date: 02/26/2014
Subject: Professional Service Contract
Contractor: Learning for Life/S.F. Bay Area Council of San Leandro, CA
Services for: 168-CARL MUNCK

Board Action Requested and Recommendation: Approval by the Board of Education of a Professional Services Contract between the District and Learning for Life/S.F. Bay Area Council, San Leandro, CA, for the latter to provide: a media library technology center assistant to deliver project based learning, which centers around technology; introduce teachers and their students to different programs and tools on MAC computers; lessons will be grade specific and focus on allowing students to learn how to utilize the computers resources to their greatest potential; the computer class will serve Kindergarten through 5th grade students for the period of 10/25/2013 through 06/12/2014 in an amount not to exceed \$14,272.00.

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

Provide trained provider to deliver project based learning, which centers around technology.

Discussion:
 (QUANTIFY what is being purchased.)

a media library technology center assistant to deliver project based learning, which centers around technology; introduce teachers and their students to different programs and tools on MAC computers; lessons will be grade specific and focus on allowing students to learn how to utilize the computers resources to their greatest potential; the computer class will serve Kindergarten through 5th grade students

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Fiscal Impact: Funding resources below not to exceed \$14,272.00

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 Learning for Life/S.F. Bay Area Council (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:

1. **Services:** CONTRACTOR shall provide the ("Services" or "Work") as described in **Exhibit "A,"** attached hereto and incorporated herein by reference.
2. **Terms:** CONTRACTOR shall commence work on 10/25/2013, or the day immediately following approval by the Superintendent if the aggregate amount CONTRACTOR has contracted with the District is below \$83,400.00 in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$83,400.00, whichever is later. The work shall be completed no later than 06/12/2014.
3. **Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed Fourteen Thousand Two Hundred Seventy Two - 100 Dollars (\$14,272.00) [per fiscal year], at an hourly billing rate not to exceed \$32.00 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.

4. **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.
5. **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.
6. **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.
7. **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: DENISE BURROUGHS
Site /Dept.: 168-CARL MUNCK
Address: 11900 Campus Drive
Oakland, CA 94619
Phone: 510-531-4900

CONTRACTOR:

Name: Sharon Rhone
Title: Officer (Executive)
Address: 1001 Davis Street
San Leandro, CA 94577
Phone: 510-577-9225

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/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

CONTRACTOR

President, Board of Education _____ Date _____
 Superintendent or Designee _____

Secretary, Board of Education _____ Date _____

Sharon Rhone _____ 01/23/2014
Contractor eSignature _____ Date _____

Sharon Rhone, Officer (Executive)
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.

Learning for Life will provide one Media-Library Technology Center Assistant to deliver project based learning, which centers around technology. The Assistant will introduce teachers and their students to different programs and tools on MAC computers. The lessons will be grade specific and will focus on allowing students to learn how to utilize the computer's resources to their greatest potential. The Computer class will serve all K-5 students and will be funded through library funds.

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.

Media-Library Technology Center Assistant will work with classroom teachers to intergrate 21st century digital technology aligned to the common core standards for students of all grade levels. More students will graduate after experiencing an engaging instructional technology curriculum. A large majority of students will attend school and improve the attendance rate because of the engaging curriculum that will be offered. The curriculum will include meaningful lesson plans that connect to life, through digital media, which is a part of many of their lives now. This will encourage students to attend school, be engaged in class and stay on task.

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: 168-CARL MUNCK

Principal / Department Head: DENISE BURROUGHS

Contractor Name: Sharon Rhone

Business Name: Learning for Life/S.F. Bay Area Council

Contract Type: Standard

Anticipated Start Date: 10/25/2013

Contract End Date: 06/12/2014

Rate Type: HOURLY

Contract Amount: \$14,272.00

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: NA

Approval Date:

Fingerprint Waiver Status: NA

Approval Date:

TB Test Waiver Status: NA

Approval Date:



The San Francisco Bay Area Council, Learning for Life offers programs designed to support schools and community-based organizations in their efforts to prepare youth to successfully handle the complexities of contemporary society and to enhance their self-confidence, motivation, and self-esteem. The programs focus on character development and career education. Learning for Life programs help youth develop social and life skills, assist in character and career development, and help youth formulate positive personal values. It prepares youth to make ethical decisions that will help them achieve their full potential.

Learning for Life was developed as a wholly owned subsidiary of the Boy Scouts of America. Nationally, our program is partnered with more than 20,000 schools, serving more than 1.4 million youth annually. On a local level, Learning for Life has been serving young people in the Bay Area since 1991. Currently, our programs are partnered with over 20 schools in San Francisco and Alameda counties.

Overview of Programs:

After-School and In-School Programs

Laurel Elementary

- Reading Partners September 2001 – present
♦ Tutors work one-on-one with students' grades 2-5, focusing on specific areas of need.
- Math Partners January 2007 – present
♦ Tutor works one-on-one with students' grades 2-5, focusing on specific areas of need.
- Spanish Program September 2007 – present
♦ Spanish Instructors work with small groups of 2-5 students to teach them the Spanish language and about different Spanish speaking cultures.

Maxwell Park Elementary:

- Learning for Life after-school September 2005 – 2012
♦ Comprehensive after-school program
♦ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
♦ Students receive an hour of academic tutoring covering reading and math.
♦ Students rotate through enrichment classes including art, Spanish, gardening, yoga and fitness.
♦ Students also receive homework help.

- Reading Intervention December 2008 – 2012
♦ Tutors work with small groups of teacher selected children using the Open Court Intervention guide.

Carl B. Munck Elementary

- Reading Intervention September 2006 – present
♦ Tutors work with small groups of teacher selected children using the Open Court Intervention guide.
- Computer Instruction September 2006 – present
♦ A Computer assistant works with students in grades K-5 to teach them about Mac computers and how to use their computers to the their full potential.

Learning for Life after-school

July 2013 – present

- ◆ Comprehensive after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students receive an hour of academic tutoring covering reading and math.
- ◆ Students rotate through enrichment classes including art, Spanish, gardening, yoga and fitness.
- ◆ Students also receive homework help.

Manzanita SEED Elementary

Reading and Math Partners

January 2007 – 2012

- ◆ Mentors work with small groups of students grades K-4, focusing on specific areas of need.

Learning for Life after-school

July 2013 – present

- ◆ Comprehensive after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students receive an hour of academic tutoring covering reading and math.
- ◆ Students rotate through enrichment classes including art, Spanish, gardening, yoga and fitness.
- ◆ Students also receive homework help.

Thurgood Marshall Elementary

Learning for Life after-school

September 2007 - 2010

- ◆ Comprehensive after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students receive an hour of academic tutoring covering reading and math.
- ◆ Students rotate through enrichment classes including art, computers, Spanish, fitness.
- ◆ Students also receive homework help.

Horace Mann Elementary

Learning for Life after-school

September 2007 - 2013

- ◆ Comprehensive after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students rotate through enrichment classes including art, martial arts, performing arts, and gardening/nutrition.
- ◆ Students receive homework help.

Burckhalter Elementary

Learning for Life after-school

Began September 2008

- ◆ Comprehensive after-school program
- ◆ Comprehensive after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students rotate through enrichment classes including art, computers, performing arts, and sports.
- ◆ Students receive homework help.

Fruitvale Elementary

Learning for Life after-school

September 2008 - present

- ◆ Collaborative after-school program
- ◆ Staff is hired and trained by Learning for Life and includes a site coordinator, program assistant, academic mentors and program instructors.
- ◆ Students rotate through enrichment classes including art, performing arts, and sports.
- ◆ Students receive homework help.

Reading Partners Volunteer Program: Volunteers are matched with students who struggle with reading and provide tutoring once a week during the school day.

Sites include:

Lafayette Elementary

Began September 2004

Horace Mann Elementary

Began September 2004

Manzanita Community Elementary

September 2004 – June 2008

Exploring: A worksite-based program providing career education for young men and women ages 14 to 20.

Speakers Bureau: Volunteers speak about their careers to students interested in a specific field. Career exploration helps students plan for the future.



BOYSCOU-01

NOURT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/4/2013

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).

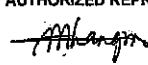
PRODUCER McDermott-Costa Co., Inc. 276 Dolores Ave San Leandro, CA 94577	CONTACT NAME: m	PHONE (A/C, No, Ext): (510) 351-7460 100	FAX (A/C, No): (510) 357-3230	
	E-MAIL ADDRESS:			
INSURED San Francisco Bay Area Council DBA: Boy Scouts of America 1001 Davis Street San Leandro, CA 94577	INSURER(S) AFFORDING COVERAGE		NAIC #	
	INSURER A : Companion Property & Casualty			
	INSURER B :			
	INSURER C :			
	INSURER D :			
	INSURER E :			

COVERAGES **CERTIFICATE NUMBER:** **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	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/>	N/A	PCPA17561	7/1/2013	7/1/2014	<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)
RE: Learning for Life Program
*30 day notice of cancellation

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 
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