

Board Office Use: Legislative File Info.	
File ID Number	14-2364
Introduction Date	1-14-15
Enactment Number	15-0010
Enactment Date	1/14/15 o.d.



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Memo

To Board of Education
From Antwan Wilson, Superintendent

Board Meeting Date
(To be completed by
Procurement) 1/14/15

Subject Professional Services Contract - Alameda County Office of Education
- State & Federal Programs 950 for Northern Light School 719 (site/department)

Action Requested Ratification of professional services contract between Oakland Unified School District and Alameda County Office of Education. Services to be primarily provided to State & Federal Programs 950 for Northern Light School 719 for the period of 11/04/2014 through 06/30/2015.

Background
A one paragraph explanation of why the consultant's services are needed.
OUSD is required by federal law to allow private non-profit schools to participate in the OUSD Title II Part A Program. Schools that choose to participate are provided with "fair and equitable" Title II Part A services after they have complied with program requirements. After consultation with the private school to reach agreement on the type of professional development services to be provided, the OUSD Private Schools Program administers the agreed upon professional development services.

Discussion
One paragraph summary of the scope of work.
The Alameda County Office of Education will provide professional development services for the Northern Light school site instructional staff. ACOE will provide ongoing professional development services that will enable teachers to provide a more effective instructional program and improve the student academic achievement in curriculum subjects Reading, Social Studies and English. The ongoing consulting with ELA expert Sasha Kirkman will include the general topics of Literacy, curriculum development, team capacity building, and other pertinent considerations as decided by the Northern Light School staff. This will help the teachers gain a better understanding of an effective instructional program.

Recommendation Ratification of professional services contract between Oakland Unified School District and Alameda County Office of Education. Services to be primarily provided to State & Federal Programs 950 for Northern Light School 719 for the period of 11/04/2014 through 06/30/2015.

Fiscal Impact Funding resource name (please spell out) Title IIA
not to exceed 5,400.00

Attachments

- Professional Services Contract including scope of work
- Fingerprint/Background Check Certification
- Insurance Certification
- TB screening documentation
- Statement of qualifications

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**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

PROFESSIONAL SERVICES CONTRACT 2014-2015

This Agreement is entered into between Alameda County Office of Education

(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 11/04/2014, or the day immediately following approval by the Superintendent if the aggregate amount CONTRACTOR has contracted with the District is below \$ 84,100 in the current fiscal year; or, approval by the Board of Education if the total contract(s) exceed \$ 84,100, whichever is later. The work shall be completed no later than 06/30/2015.
3. **Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed Five Thousand, Four Hundred Dollars (5,400.00) [per fiscal year], at an hourly billing rate not to exceed \$ 200.00 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: _____

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:* _____, which shall not exceed a total cost of _____.
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: Maria Beltran
Site /Dept.: State & Federal Programs 950 for Northern Light School 7
Address: 1000 Broadway Suite 450
Oakland, Ca 94607
Phone: 510-879-1027
Email: danielle.patterson@ousd.k12.ca.us

CONTRACTOR:

Name: Jamie Marantz
Title: Literacy Coordinator Supervisor
Address: 313 West Winton Avenue
Hayward CA 94544
Phone: 510-670-4124
Email: skirkman@acoe.org

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 from OUSD's Risk Management.) 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 30 days prior 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:** By signing this Agreement, CONTRACTOR certifies compliance with the following requirements and will 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

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, 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 without the prior approval of OUSD Human Resources.

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.sam.gov/>).

- 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.

- 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.

- 31. **W-9 Form:** If CONTRACTOR is doing business with OUSD for the first time, complete and return with the signed Contract the W-9 form.

OAKLAND UNIFIED SCHOOL DISTRICT

President, Board of Education

Superintendent

Chief or Deputy Chief

Secretary, Board of Education

CONTRACTOR

Contractor Signature

Jamie Marantz

Literacy Coordinator Supervisor

Print Name, Title

Form approved by OUSD General Counsel for 2014-15 FY

File ID Number: 14-2364
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 By: O.A.

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.

Please see attached scope of work.

Scope of Work

2014 - 2015

Contractor Name: Alameda County Office of Education

School Name: Northern Light School

Consultant will provide a maximum of 27 hours of service at the rate of \$200 per hour for a total not to exceed \$5,400.00

Nature of Work:

Alameda County Office of Education will provide professional development services for the Northern Light school site instructional staff. ACOE will provide ongoing professional development services that will enable teachers to provide a more effective instructional program and improve the student academic achievement in curriculum subjects Reading, Social Studies and English. The ongoing consulting with ELA expert Sasha Kirkman will include the general topics of Literacy, curriculum development, team capacity building, and other pertinent considerations as decided by the Northern Light School staff. This will help the teachers gain a better understanding of an effective instructional program.

Consultant Will Provide:

Nine (3) hour Professional Development Trainings that will include:

- Common Core State Standards (CCSS) Writing Across Content Areas

Participants will:

- Collaboratively analyze and summarize the K-8 Writing Standards as part of school-wide writing focus
- Apply Common Core Writing standards and expectations to create aligned units utilizing current curricular materials
- Use students' written work in a cycle of inquiry to reflect on practice, describe teacher development needs in order to adjust instruction.
- Collaboratively identify and implement CCSS common content area literacy strategies to address literacy across the curriculum.
- Explore ways to use technology to enhance literacy and learning

- 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.

Title II, Part A, Teacher and Principal Training and Recruiting is a federal categorical program. The purpose of Title II, Part A is to increase the academic achievement of all students by helping schools and districts improve teacher and principal quality through professional development and other supporting activities. As a result of receiving Title II Part A Program services, the principal and/or teachers on staff at this specific non-profit private school located in Oakland will improve their understanding and application of specific skills that support the implementation of effective instructional strategies and techniques and/or school administration and leadership. The activities and support provided to the teachers and/or principal will result in an improvement of the instructional program at the school. This improvement in the instructional program will enable students to be more fully engaged and successful in school. Students will have improved school attendance which supports gains in performance in core academic areas and successful ongoing completion of successive grade levels which results in graduation from high school.

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

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



Oakland Unified School District
Private Schools Program
Title IIA

Action Steps

How will we achieve our objectives?

UC San Diego Extension, SB 2042 Clear Credential Program - Diana Moberg and Lindsey Omick

The State of California mandates that all teachers must hold a valid California Teaching Credential, which authorizes them to provide classroom instruction. Credentials are offered on a preliminary basis. Each new teacher must complete the requirements based upon the preliminary to clear a teaching credential within a specified five year time period in order to remain a K-12 teacher within the California Public Education System. The SB 2042 Clear Credential program is designed for public, charter and private school teachers who are employed in a school or district that do not have an Induction program.

Total Cost, Including Orientation - \$1,735

Trainings

We have adopted the Common Core Language Arts Standards for the 2014-2015 school year. As part of our curriculum change, we have adopted the Making Meaning and Units of Study for Writing program in grades K-8. As part of curriculum implementation, K-8 teachers will participate in a one-day workshop for each of these curricula. In addition, we will collaborate with the Alameda County Office of Education Core Learning department to developing monthly whole-school professional development with a focus on writing.

REC'D OCT 20 2014

The Alameda County Office of Education's mission is to provide, promote and support leadership and service to ensure the success of every child, in every school, every day.

The Alameda County Office of Education promotes student achievement and development through leadership, innovation, and accountability in partnership with the public, educational community, and parents.

The ACOE serves as liaison between the California Department of Education and the eighteen Alameda County public school districts.

The ACOE was established in 1954. Its first five-member board was elected in 1956. The number of board member was increased to seven in 1960. In 1976, the ACOE became financially independent from the Alameda County Board of Supervisors.

Today, ACOE is located in Hayward, California in the heart of Alameda County for easier accessibility for all of the districts we serve.

The ACOE oversees seventeen K-12 school districts and one K-8 district in Alameda County. In all, there are approximately 10,000 teachers serving 225,000 students.

The ACOE also services three community college districts with a total enrollment of approximately 55,000 students.

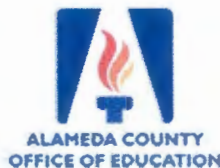
The Alameda County Office of Education:

- Advises and assists school districts in managing their budgets and in saving taxpayer money
- Supervises and supports school districts in complying with state and federal laws
- Provides numerous services to school districts—services that our districts would not be able to offer on their own
- Educates groups of students not served by local school districts through the Juvenile Court and Community Schools, School Age Mothers Program and the Infant Programs
- Assists teachers by providing training opportunities, curriculum development and technology resources

We provide these services through four main divisions: Educational Services; Student Programs and Services; Program Development; and Business Services.

An elected County Superintendent of Schools and a seven-member elected County Board of Education administer the Alameda County Office of Education.

The ACOE is the lead agency in the area of substance abuse education and prevention. Our multilingual and multicultural programs are lauded throughout the state. The ACOE is also an internet provider and is a leader in the area of education technology.



Testimonials from the Field

Students:

You probably don't remember me, I was one of those "troubled youths"...I just want to thank you because you were one of the few who I actually believed when they said they cared. You were a great teacher and a wonderful spirit and I have never forgotten you after all these years....thank you again.

Thanks 2 you High School felt like home...

I just wanted to let you know that I am happy to have found you on Facebook. I have thought about you often over the years and was sorry that we had not been able to keep in touch. I hope all has been well. I thought you might like to know that I still keep a journal presently. I always loved writing prior to meeting you but I don't think that journaling is something I would have been as consistent about had it not been for your influence. I have always wanted to tell you that you had a profound impact on my life. I still think about the things we would talk about while I was in high school and they stood with me as I transitioned into adulthood. You helped me and supported me more than you will ever know. It has been a long time but I am happy that I finally have a chance to say thank you.

Teachers:

"Just a note to say thank you for the wonderful pd that you put on today. I personally appreciate the wonderful information that you distributed to the entire staff. You are a wonderful, kind presenter. Peace."

"Just a note to say thank you for the productive meeting with you this morning. You're an awesome coach and I just wanted to let you know how much I appreciate taking your time to meet with me."

"You are such a wonderful person. I just reviewed those resources. They are excellent. I am adding them to the materials that you have already distributed. Thanks again."

"You were such a support to me at Castlemont. I think you helped me stay in teaching => Thanks for your friendship and encouragement."

"Thanks for the strategies. It's always nice to get reminded of different structures. You're welcome to stop by anytime."

"Again, thank you for the talk the other day - I really needed it and you are a good at it! You offer advice that isn't intrusive or unheard."

"Oh, thank you so much for your kind words and wonderful ability to relate!"

"You are a dynamite teacher leader!"

"Thank you very much for the work with Ashley; she has indeed improved her paper considerably under your instruction, and I know she also appreciates the extra attention, as who wouldn't."

"You have been such a great mentor!"

"Thanks so much for your presentation last week! Your process is very systematic and will help us a lot in refining our intervention tools and structures."

"Thank you so much for your presentation on Friday. It was informative and very helpful. I learned a lot, and was really inspired with the diagnostic tools. I shared the information with my principal, and my staff at the staff meeting yesterday. I think quite a few of them will be coming to the next training. Yeah!!

Thanks for the electronic materials you sent. You are awesome!"

"I just really want you to know how cared for and supported I always feel at your trainings. You are a gem and I wish I had the opportunity to sit in on your classes."

SAM Search Results
List of records matching your search for :

Search Term : Jamie* Marantz*
Record Status: Active

No Search Results

SAM Search Results
List of records matching your search for :

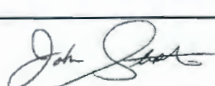
Search Term : alameda* county* office* of education*
Record Status: Active

ENTITY	ALAMEDA COUNTY OFFICE OF EDUCATION	Status:Active
DUNS: 056874225	+4:	CAGE Code: 48DF5 DoDAAC:
Expiration Date: Feb 24, 2015	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 313 W WINTON AVE		
City: HAYWARD	State/Province: CALIFORNIA	
ZIP Code: 94544-1136	Country: UNITED STATES	

SAM Search Results
List of records matching your search for :

Search Term : Alixandra* Kirkman*
Record Status: Active

No Search Results

Northern California ReLIEF Protected Insurance Program for Schools		CERTIFICATE OF COVERAGE			Issue Date 10/3/2014
ADMINISTRATOR: Keenan & Associates 1111 Broadway, Suite 2000 Oakland, CA 94607 510-986-6750 www.keenan.com		LICENSE # 0451271		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE DOCUMENTS BELOW.	
COVERED PARTY: Alameda County Office of Education Alameda County Schools Insurance Group 313 West Winton Avenue Hayward CA 94544		ENTITIES AFFORDING COVERAGE: ENTITY A: Northern California ReLIEF ENTITY B: Protected Insurance Program for Schools ENTITY C: ENTITY D: ENTITY E:			
THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED PARTY NAMED ABOVE FOR THE 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 COVERAGE AFFORDED HEREIN IS SUBJECT TO ALL THE TERMS AND CONDITIONS OF SUCH COVERAGE DOCUMENTS.					
ENT LTR	TYPE OF COVERAGE	COVERAGE DOCUMENTS	EFFECTIVE/ EXPIRATION DATE	MEMBER RETAINED LIMIT / DEDUCTIBLE	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> GOVERNMENT CODES <input checked="" type="checkbox"/> ERRORS & OMISSIONS <input type="checkbox"/>	NCR 01710-06	7/1/2014 7/1/2015	\$ 25,000	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 1,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTO <input checked="" type="checkbox"/> GARAGE LIABILITY <input checked="" type="checkbox"/> AUTO PHYSICAL DAMAGE	NCR 01710-06	7/1/2014 7/1/2015	\$ 25,000	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 1,000,000
A	PROPERTY <input checked="" type="checkbox"/> ALL RISK <input checked="" type="checkbox"/> EXCLUDES EARTHQUAKE & FLOOD <input type="checkbox"/> BUILDER'S RISK	NCR 01710-06	7/1/2014 7/1/2015	\$ 25,000	\$ 250,000,000 EACH OCCURRENCE
A	STUDENT PROFESSIONAL LIABILITY	NCR 01710-06	7/1/2014 7/1/2015	\$ 25,000	\$ Included EACH OCCURRENCE
B	WORKERS COMPENSATION <input checked="" type="checkbox"/> EMPLOYERS' LIABILITY	PIPS 00217-10	7/1/2014 7/1/2015	\$	<input type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER \$ 1,000,000 E.L. EACH ACCIDENT
	EXCESS WORKERS COMPENSATION <input type="checkbox"/> EMPLOYERS' LIABILITY			\$	\$ 1,000,000 E.L. DISEASE - EACH EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMITS
	OTHER			\$	
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL PROVISIONS: As respects to the agreement between Oakland Unified School District and Alameda County Office of Education for Providing Professional Development Training for Roots Middle School from 11/1/2014 through 6/15/2015 and for Northern Light School from 11/25/2014 through 6/15/2015.					
CERTIFICATE HOLDER: Oakland Unified School District Attn: Dani Patterson, Special Programs Division 900 High Street Oakland CA 94606			CANCELLATION..... SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING ENTITY/JPA WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE ENTITY/JPA, ITS AGENTS OR REPRESENTATIVES.		
			 John Stephens AUTHORIZED REPRESENTATIVE		

PROFESSIONAL SERVICES CONTRACT ROUTING FORM 2014-2015



Basic Directions

Additional directions and related documents are in the Knowledge Center on the Intranet and Contracts Online 2.0 Tool

Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.

- Contractor and OUSD contract originator (principal or manager) reach agreement about scope of work and compensation.
- Ensure contractor meets the consultant requirements (including the Excluded Party List, Insurance and HRSS Consultant Verification)
- Contractor and OUSD contract originator complete the contract packet together and attach required attachments.
- Within 2 weeks of creating the requisition the OUSD contract originator submits **complete** contract packet for approval to Procurement.

Attachment Checklist	<input checked="" type="checkbox"/> For All Consultants: Authorization to Work, which indicates vendor has cleared the registration and background check
	<input checked="" type="checkbox"/> For All Consultants: Results page of the Excluded Party List (https://www.sam.gov/)
	<input checked="" type="checkbox"/> For All Consultants: Statement of qualifications (organization); or resume (individual consultant).

OUSD Staff Contact Emails about this contract should be sent to: (required) danielle.patterson@ousd.k12.ca.us

Contractor Information

Contractor Name	Alameda County Office of Education	Agency's Contact	Jamie Marantz
OUSD Vendor ID #	v018780	Title	Literacy Coordinator Supervisor
Street Address	313 West Winton Avenue	City	Hayward
Telephone	510-670-4124	State	CA
		Zip	94544
		Email (required)	skirkman@acoe.org
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Worked as an OUSD employee?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Compensation and Terms – Must be within the OUSD Billing Guidelines

Anticipated start date	11/04/2014	Date work will end	06/30/2015	Other Expenses	
Pay Rate Per Hour (required)	\$ 200.00	Number of Hours (required)	27		

Budget Information

If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.

Resource #	Resource Name	Org Key	Object Code	Amount
4035	Title IIA	7194851204	5825	\$ 5,400.00
			5825	
			5825	
Requisition No. (required)	R0152098	Total Contract Amount	\$ 5,400.00	

Approval and Routing (in order of approval steps)

Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your knowledge services were not provided before a PO was issued.

OUSD Administrator verifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov/>)

1.	Administrator / Manager (Originator)	Name	Maria Beltran	Phone	510-879-1027	
	Site/Department (Name & #)	State & Federal Programs 950 for Northern Light School 719			Fax	
	Signature	<i>Maria Beltran</i>			Date Approved	11/3/2014
2.	Resource Manager , if using funds managed by:	<input checked="" type="checkbox"/> State and Federal <input type="checkbox"/> Quality, Community, School Development <input type="checkbox"/> Family, Schools, and Community Partnerships <input type="checkbox"/> Risk				
	<input type="checkbox"/> Scope of work indicates compliant use of restricted resource and is in alignment with school site plan (CSSSP)					
	Signature	<i>Susan</i>			Date Approved	11/10/14
3.	Network Superintendent/Deputy Network Superintendent					
	Signature				Date Approved	
4.	Chiefs / Deputy Chiefs	Consultant Aggregate <input type="checkbox"/> Under <input type="checkbox"/> Over \$84,100				
	<input type="checkbox"/> Services described in the scope of work align with needs of department or school site					
	<input type="checkbox"/> Consultant is qualified to provide services described in the scope of work					
	Signature	<i>[Signature]</i>			Date Approved	11/10/14
5.	Superintendent, Board of Education Signature on the legal contract					
Legal	Required if not using standard contract	Approved		Denied - Reason		
Procurement	Date Received			PO Number	P1503695	