

Board Office Use: Legislative File Info.	
File ID Number:	14-0105
Introduction Date:	02/26/2014
Enactment Number:	
Enactment Date:	



Memo

To: Board of Education

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

Board Meeting Date: 02/26/2014

Subject: Professional Service Contract

Contractor: S&S Math Services, LLC of Oakland, CA

Services for: 157-THORNHILL

Board Action Requested and Recommendation: Ratification by the Board of Education of a Professional Services Contract between the District and S&S Math Services, LLC, Oakland, CA, for the latter to provide: S&S Math Services will guide and facilitate the continuing development of a rigorous mathematics program at Thornhill Elementary School. Elements of this program will include: 1)deepening teacher content knowledge through ongoing professional development and grade level meetings, 2) professional development specific to the shift to common core standards, including both content shifts and math practice standards, 3)creating school systems to support mathematics, including grade level academic accountability conferences, student work protocols, and articulated fact mastery program, and 4)developing standards-based strategies for monitoring student progress and providing appropriate student intervention. for the period of 10/09/2013 through 06/30/2014 in an amount not to exceed \$6,982.50.

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

S&S Math Services will provide individualized professional development to all Thornhill teachers on a periodic basis providing whole staff PD. Specifically, as a result of this work: all Thornhill teachers, grades K-5, will be able to consistently plan standards-based math lessons, will be more able to use best practices in math instruction, including math journals, Number Talks, number sense development, and formative assessment, all Thornhill teachers, grades K-5, will be able to review math data, in the form of benchmark tests, grade level assessments, and student work, to inform their teaching, all Thornhill teachers will receive a grounding in the common core standards and standards of mathematical practice, as a result of improved capacity for mathematics instruction, the students of Thornhill will improve their understanding of mathematics, as measured by site, district and state assessments.

Discussion:
(QUANTIFY what is being purchased.)

S&S Math Services will guide and facilitate the continuing development of a rigorous mathematics program at Thornhill Elementary School. Elements of this program will include: 1)deepening teacher content knowledge through ongoing professional development and grade level meetings, 2) professional development specific to the shift to common core standards, including both content shifts and math practice standards, 3)creating school systems to support mathematics, including grade level academic accountability conferences, student work protocols, and articulated fact mastery program, and 4)developing standards-based strategies for monitoring student progress and providing appropriate student intervention.

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Fiscal Impact: Funding resources below not to exceed \$6,982.50
\$7,000.00 General Purpose-Unrestricted

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

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OAKLAND UNIFIED SCHOOL DISTRICT

PROFESSIONAL SERVICES CONTRACT 2013-2014

This Agreement is entered into between S&S Math Services, 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:

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 10/09/2013, 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 06/30/2014.
3. **Compensation:** OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed six thousand nine hundred and eighty two dollar and fifty cents Dollars (\$6,982.50) [per fiscal year], at an hourly billing rate not to exceed \$95.00 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: STEVEN DAUBENSPECK
Site /Dept.: 157-THORNHILL
Address: 5880 Thornhill Drive
Oakland, CA 94611
Phone: 510-339-6800

CONTRACTOR:

Name: Andrew Schipper
Title: Owner
Address: 1764 Excelsior Ave
Oakland, CA 94602
Phone: 510-530-5737

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

MARIA SANTOS
[] President, Board of Education
[X] Superintendent or Designee

01/10/2014
Date

Secretary, Board of Education

Date

CONTRACTOR

Andrew Schipper
Contractor eSignature
01/13/2014
Date

Andrew Schipper, 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.

S&S Math Services will provide individualized professional development to all Thornhill teachers on a periodic basis providing whole staff PD. Specifically, as a result of this work: all Thornhill teachers, grades K-5, will be able to consistently plan standards-based math lessons, will be more able to use best practices in math instruction, including math journals, Number Talks, number sense development, and formative assessment; all Thornhill teachers, grades K-5, will be better able to review math data, in the form of benchmark tests, grade level assessments, and student work, to inform their teaching; all Thornhill teachers will receive a grounding in common core standards and standards of mathematical practice; as a result of improved capacity for mathematics instruction, the students of Thornhill will improve their understanding of mathematics, as measured by site, district and state assessments.

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: 157-THORNHILL

Principal / Department Head: STEVEN DAUBENSPECK

Contractor Name: Andrew Schipper

Business Name: S&S Math Services, LLC

Contract Type: Standard

Anticipated Start Date: 10/09/2013

Contract End Date: 06/30/2014

Rate Type: HOURLY

Contract Amount: \$6,982.50

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:

Statement of Qualifications

Recent Client Projects

Lafayette School District, Lafayette. CA

Provided district-wide professional development for all teachers, K-6. Professional development focused on best practices for teaching elementary mathematics. In addition, S&S Math Services developed and facilitated the implementation of trimester mathematics benchmark assessments in all grades K-5, and provide mathematics training for all district principals.

Community United Elementary School, Oakland, CA

Provided schoolwide professional development for all grades, and classroom consultation on math instruction for all teachers. Professional development centered on planning for gradual release, systematic assessment, number sense warm-ups, and protocols for examining student work.

Futures Elementary School, Oakland, CA

Provided schoolwide professional development and classroom consultation on mathematics instruction for all school teachers. Professional development centered on creating student dialogue in math through use of open questions and dialogical strategies such as think-pair-share and improving teacher content knowledge. Also included data review and regular review with school principal to monitor school math progress.

Glenview Elementary School, Oakland, CA

Provided schoolwide professional development and classroom consultation on mathematics instruction specifically for grade 3 and grade 4 teachers. Consulting focused on bringing rigor to mathematics program though more emphasis on problem solving and critical thinking.

Parker Elementary School, Oakland, CA

Provided schoolwide professional development and classroom consultation on mathematics instruction for all school teachers. Professional development centered on use of open questions and tasks for assessment, and standards-based lesson-design with gradual release and daily assessment. Also included data review and periodic review with school principal to monitor school math progress.

Santa Fe Elementary School, Oakland, CA

Provided professional development and classroom consultation on mathematics instruction for K-1 teachers. Classroom consultations structured in observation/demonstration cycles. Professional development centered on deepening teacher understanding of fundamental mathematics and mathematical routines for young students.

Lighthouse Community Charter School, Oakland, CA

Provided grade level planning support and classroom consultation for K-3 teachers. Classroom consultations centered on observation and feedback in addition to periodic demonstration lessons.



North Oakland Community Charter School, Oakland, CA

Provided placement, training an ongoing monitoring support for after school math intervention program. Placement involved interviewing students to place them in intervention groups. Training was provided for the teaching assistants implementing the program as well as for the tutoring coordinator to continue implementation of the program.

Mallika Scott

Prior to forming S&S Math Services, Mallika Scott has worked as an independent contractor on the following projects:

Marilyn Burns Education Associates, Assessment Project (2007 - 2008)

Oversaw writing of one-on-one interviews to assess K-5 students' understanding of arithmetic, and collaborated with math educators to design one-on-one interviews.

Marilyn Burns Education Associates, Professional Development Courses (2005 - 2007)

Taught five-day courses to help K-8 teachers deepen their understanding of math and improve their teaching practices and developed and lead math professional development activities for middle school teachers.

Scholastic, Inc. (2005 – 2007)

Collaborated with other math educators to design intervention materials to help students struggling with fractions and provided feedback and support to educators designing intervention materials to address multiplication and division

Lockwood Elementary School, Oakland, CA (2007-2008)

Provided schoolwide professional development for grade 4 and grade 5 teachers, and classroom consultation on math instruction for same teachers.

Mallika Scott also served as a Science and Mathematics teacher from 2000-2006 at Carver Middle School in Los Angeles (2000-2002) and Lighthouse Community Charter School in Oakland (2003-2006). Mallika holds a B.S. in Chemistry from UCLA.

Andrew Schipper

Prior to forming S&S Math Services, Andrew Schipper has provided math consulting services through two organizations, Gibson & Associates and Project SEED

Projects with Gibson & Associates (2005-2008)

Provided professional development and whole staff classroom consultation on mathematics instruction to the following Oakland elementary schools:

Glenview Elementary
Horace Mann Elementary



S&S Math Services,

Lockwood Elementary
Martin Luther King, Jr. Elementary
Prescott Elementary
Parker Elementary
Santa Fe Elementary

Projects with Project SEED (1995-2000)

Provided professional development and classroom modeling in mathematics for K-12 teachers at schools in West Contra Costa, Oakland, and Alameda Unified School Districts through modeling effective teaching practices in their classrooms, observing and coaching, and facilitating whole staff workshops. Also developed and led district-wide seminars in topics of mathematical instruction.

WCCUSD:

Cesar Chavez Elementary
Downer Elementary
Lake Elementary
Martin Luther King, Jr. Elementary
Nystrom Elementary
Montalvin Manor Elementary
Peres Elementary
Riverside Elementary
Seaview Elementary
Verde Elementary
Washington Elementary

OUSD:

Franklin Elementary
Garfield Elementary
Longfellow Elementary
Santa Fe Elementary
Washington Elementary

AUSD:

Haight Elementary
Miller Elementary
Franklin Elementary
Longfellow Elementary

Andrew Schipper also founded and directed KIPP OAK College Preparatory (now called KIPP Bridge College Preparatory Charter School). Andrew holds a B.A. in Mathematics and a B.A. in Economics from Claremont McKenna College and a M.A. in Public Policy from the Woodrow Wilson School, Princeton University.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/09/2013

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 CS&S/ABD INS & FINANCIAL SERVICE INC PO BOX 946580 MAITLAND, FL 32794-6580 Phone - 877-724-2669 Fax - 877-763-5122	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: American Casualty Company of Reading, Pennsylvania	20427	
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E: American Casualty Company of Reading, Pennsylvania	20427	
INSURER F:		

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	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	Y	N	4012236128	09/01/2013	09/01/2014	EACH OCCURRENCE	\$1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence)						\$300,000	
	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						
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	N	N	4012236128	09/01/2013	09/01/2014	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	
							AGGREGATE	
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N	N	4012473489	09/01/2013	09/01/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
	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 added as an additional insured as provided in the blanket additional insured endorsement.

CERTIFICATE HOLDER

Oakland Unified School District
 1025 2ND Street
 Oakland, CA 94606

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