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Introduction Date	10/23/13
Enactment Number	13-2225
Enactment Date	10-23-13 <i>lf</i>



Memo

To Board of Education

From Gary Yee, Ph.D., Interim Superintendent
Vernon Hal, Deputy Superintendent, Business & Operations
Jennifer Le Barre, Director of Nutrition Services *JEH*

Board Meeting Date October 23 , 2013

Subject Request for Approval of Memo of Affiliation between Oakland Unified School District Nutrition Services and San Francisco State University

Action Requested Approval by the Board of Education of Memo of Affiliation between Oakland Unified School District Nutrition Services and San Francisco State University effective through August 14, 2016.

Background Oakland Unified School District Nutrition Services Executive Director, Jennifer LeBarre and Registered Dietician, Joyce Peters will act as preceptors for San Francisco State University Dietetics Interns.

Discussion Oakland Unified School District Nutrition Services has partnered with other educational institutions in the past for internships. The intern will work on projects that will benefit Nutrition Services as well as OUSD students.

Recommendation Approval by the Board of Education of Memo of Affiliation between Oakland Unified School District Nutrition Services and San Francisco State University

Fiscal Impact None

Attachments Memo of Affiliation

MEMORANDUM OF AFFILIATION
SAN FRANCISCO STATE UNIVERSITY
And
OAKLAND UNIFIED SCHOOL DISTRICT

1. San Francisco State University (University) has an approved and accredited Dietetics Internship program, which requires clinical experience and the use of clinical facilities. Oakland Unified School District has suitable clinical facilities for furnishing these experiences. It is for the mutual benefit of the parties that the student(s) of the Dietetics Program use the facilities of the Agency for clinical learning experiences. Such learning experiences will be where the University provides the students, and the Agency provides the facilities and preceptors.

2. There will be coordinated planning by Agency and University of the educational experience. While at the Agency facility, the student(s) will be subject to the Agency's rules, regulations, and confidentiality standards. Student(s) will not be considered as employees of Agency. This Memorandum shall be constructed in accordance with the laws of the State of California.

3. Agency will provide an environment that is appropriate to the learning needs of the student(s) and meets the written objectives of the program of study. Agency staff will be of adequate number and quality so as to ensure the safe and continuous health care services of the patients/clients. Agency shall have ultimate responsibility for client care and services. Agency will provide an orientation to the students which includes expectations of the Agency regarding student affiliation, policy and procedures which impact patient/client care, and general information which assists in the socialization of the student to the Agency.

4. The University's Dietetics Faculty and the Facility's preceptors, will evaluate the performance of the student(s) according to guidelines outlined in the approved curriculum. University or Agency may remove student(s) from an Agency Practicum experience either at the request of the University or Agency following mutual review. Such removal will not be in violation of the law or the University's non-discrimination policy.

4a. Dietetics Intern Eligibility

- a. Intern must be interviewed and screened by District staff, including a background check, paper screening, and Department of Justice fingerprint clearance.
- b. Evidence of a negative tuberculosis test performed within six months of the start date
- c. Intern shall be considered only a student of the University and not a District employee for any purposes

5. The University will monitor and coordinate with Agency all instruction provided at Agency to assigned student(s). The Director for the Dietetics Program and/or the responsible faculty member will be available for conference or assistance as might be required by the Agency during the educational experience. The University will be responsible for the professional activities of the student(s) and conduct, including any disciplinary action that might be required, while student(s) is (are) at Agency.

6. Schedules and student assignments will be developed so as to enhance the goals of the Dietetics program and compliment the primary mission of the Agency.

7. Agency and University each shall maintain in full force Commercial Liability Insurance and Professional Liability Insurance with limits no less than \$1,000,000/\$3,000,000agg. Evidence of such coverage shall be furnished upon request by Agency and University.

8. University and Agency agree to defend, indemnify and hold one another, their respective officers, employees, and agents harmless from and against all liability, loss, or claims for injury or damages caused by or resulting from negligent or intentional acts or omissions of the indemnifying party, its officers, employees, or agents.

9. This is an Agreement by and between independent contractors, these being the University and Agency.

10. This Agreement shall commence on Aug 15, 2013 and shall be terminated Aug 14, 2016.

IN WITNESS THEREOF, this Agreement has been executed in duplicate by and on behalf of the parties hereto, the day and year above written.

San Francisco State University

By 

Stephen Smith

Director of Procurement

1600 Holloway Avenue, Corp Yard 140

Oakland Unified School District

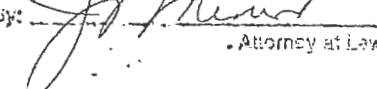
By 

Jennifer LaBarre

Director, Nutrition Services

900 High St

OAKLAND UNIFIED SCHOOL DISTRICT
Office of General Counsel
APPROVED FOR FORM & SUBSTANCE

By: 
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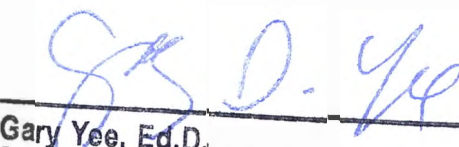
(510) 434-2250

OUSD certifies that OUSD nor the
Contractor appears on the Excluded Parties
List at:

<https://www.sam.gov/portal/public/SAM>



David Kakishiba
President, Board of Education



Gary Yee, Ed.D.
Secretary, Board of Education

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