

Board Office Use: Legislative File Info.	
File ID Number	13-0909
Introduction Date	5/22/13
Enactment Number	13-0928
Enactment Date	5/22/13 02



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Memo

To Board of Education *[Signature]*
 Tony Smith, Ph.D., Superintendent

From By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action
 Vernon Hal, Deputy Superintendent, Business & Operations

Board Meeting Date _____
(To be completed by Procurement)

Subject Individual Service Agreement Amendment - 1
East Bay Asian Youth Cen Oakland CA (Contractor, City/State) -
Dewey Academy (site/department)

Action Requested Approval by the Governing Board of the amendment to the Individual Service Agreement between the District and East Bay Asian Youth Center. Services to be primarily provided to Dewey Academy for the period of 07/01/2012 through 06/30/2013, in an amount not to exceed \$ 36,161.99.

Background
A one paragraph explanation of why an amendment is needed.

The Dewey 21CCLC after school program consists of academic, enrichment, and recreational/physical activity components. Services are delivered by qualified, trained individuals and community providers with subject matter expertise and youth development experience. After School program will serve up to 150 at the high school site. Services will be offered daily, Monday through Friday, during the entire school year.

Discussion
One paragraph summary of the amended scope of work.

Approval by the Board of Education of Amendment No. 1 of the Individual Service Agreement to the Master Memorandum of Understanding (MMOU) between the District and East Bay Asian Youth Center, Oakland, CA, for the latter to provide additional services for Menu Option F-Lead Agency Unit for Arts, Recreation, Leadership and Family Literary activities in its capacity as a Comprehensive After School Program Lead Agency at Dewey Academy for the period of July 1, 2012 through June 30, 2013, in the amount of \$36,161.99, increasing the MOU from \$239,933.00, to a not to exceed \$276,094.99. All terms of the MMOU remain in full force and effect.

Recommendation Approval by the Governing Board of the amendment to the Individual Service Agreement between the District and East Bay Asian Youth Center. Services to be primarily provided to Dewey Academy for the period of 07/01/2012 through 06/30/2013, in an amount not to exceed \$ 36,161.99.

Fiscal Impact Funding resource name (please spell out) 21st CCLC ASSETS
 not to exceed \$ 36,161.99.

Attachments

- Individual Service Agreement Amendment
- Copy of original Individual Service Agreement



Board Office Use: Legislative File Info.	
File ID Number	13-0909
Introduction Date	5/22/13
Enactment Number	130909
Enactment Date	5/22/13

INDIVIDUAL SERVICE AGREEMENT (ISA) AMENDMENT No. 1

AGREEMENT TO PURCHASE ADDITIONAL SERVICES UNDER A MASTER MEMORANDUM OF UNDERSTANDING

This Amendment is entered into between the Oakland Unified School District (OUSD) and East Bay Asian Youth Center (CONTRACTOR). OUSD entered into an Agreement with CONTRACTOR for services on July 1, 2012, and the parties agree to amend that Agreement as follows:

MASTER MOU – ORIGINAL ISA INFORMATION			
VENDOR NAME	East Bay Asian Youth Center	LEGISTAR FILE ENACTMENT #	12-1876
SITE NUMBER / NAME	310 Dewey Academy	AMOUNT OF ORIGINAL ISA	\$ 239,933.00
Original ISA Contract, or most recent ISA Contract Amendment period: 04/30/2013 (from date) to 06/30/2013 (end date).			

ORDER OF ADDITIONAL SERVICES – SELECT APPROPRIATE BOX

Increase in the amount of services (days, hours, etc) of same type of service purchased in the original ISA.

Service	Menu Option F: Lead Agency	Fee	\$ 264,462.00	UNITS OF SERVICE		\$ 36,161.99
Service		Fee	\$	UNITS OF SERVICE		\$
Service		Fee	\$	UNITS OF SERVICE		\$
Subtotal						\$ 36,161.99

IF FEE DOES NOT EQUAL RATE PER UNIT MULTIPLIED BY DESIRED UNITS, EXPLAIN REASON FOR ALTERED RATE:
School requires additional services to augment current programming.

Purchase New Type of Service.

Service		Fee	\$	UNITS OF SERVICE		\$
Service		Fee	\$	UNITS OF SERVICE		\$
Service		Fee	\$	UNITS OF SERVICE		\$
Subtotal						\$

IF FEE DOES NOT EQUAL RATE PER UNIT MULTIPLIED BY DESIRED UNITS, EXPLAIN REASON FOR ALTERED RATE:

Increasing the ISA Not to Exceed Amount to: \$ 276,094.99

The Term (Duration) of the Individual Service Agreement remains unchanged.
 The Term (Duration) has changed: The contract term is extended by an additional _____ (days/weeks/months), and the amended expiration date is _____.

ISA Amendment History:

There are no previous amendments to this ISA. This ISA has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase (Decrease)
			\$
			\$
			\$

This is an Individual Services Agreement between a vendor and a school site or department to purchase services under a Master MOU. This is a contract for services, its execution by an authorized OUSD agent commits OUSD to pay for services provided by CONTRACTOR under the terms and conditions of the Master MOU attached and incorporated herewith, subject to this ISA Amendment being approved by the Board of Education.

VENDOR	NAME	Gianna Tran	TITLE	Deputy Executive Director
SIGNATURE		<i>Gianna Tran</i>	DATE	4/22/13
OUSD SITE ADMINISTRATOR	NAME	Robin Glover	TITLE	Principal
SIGNATURE		<i>Robin Glover</i>	DATE	4/22/13

APPROVAL BY THE BOARD OF EDUCATION				
PRESIDENT OF THE BOARD OF EDUCATION			DATE	5/23/13
EDGAR RAKESTRAW, JR SECRETARY, BOARD OF EDUCATION			DATE	5/23/13

Individual Service Agreement (ISA) Amendment Routing Form

Basic Directions

Services beyond the Individual Service Agreement cannot be provided until the amendment has been fully approved and the Purchase Order amount has been increased by Procurement.

1. Contractor and OUSD contract originator reach agreement to increase services provided under the Master MOU.
2. Contractor and OUSD contract originator complete ISA amendment together. Please insert the amendment number (i.e. if this is the first ISA amendment enter "1," second enter "2," etc.) at the top of the ISA amendment.
3. OUSD contract originator **creates new requisition with the original PO number referenced in the item description.**
4. OUSD contract originator submits ISA amendment packet for approval within 10 days of creating the requisition.

When the contract amendment is approved Procurement will add additional funds to the original Purchase Order.

Attachment Checklist ISA amendment packet including Board Memo, ISA amendment form, Menu of Services
 Copy of original Individual Service Agreement
 Copy of Prior Amendments, If Any.

OUSD Staff Contact Emails about this ISA amendment should be sent to: michell.mcknight@ousd.k12.ca.us

VENDOR INFORMATION

CONTRACTOR NAME	EAST BAY ASIAN YOUTH CENTER	CITY	Oakland	STATE	CA
SITE /DEPT NAME	Dewey Academy	SITE #	310		

BUDGET INFORMATION

IF USING FUNDS REVIEWED BY STATE AND FEDERAL PROGRAMS OR SCHOOL PORTFOLIO MANAGEMENT:

SPSA ACTION ITEM NUMBER: _____ OR SPSA MODIFICATION DOCUMENTATION ATTACHED

RESOURCE #	RESOURCE NAME	ORG KEY	REQ. NUMBER	AMOUNT
4124	21st Century Core	3101862401	R0316606	\$22,301.99
4124	21st Century Family Lit	3101863401	R0316612	\$5,922.00
4124	21st Century Equitable Access	3101864401	R0316615	\$7,938.00

Amount and Reason for Amendment

Original PO Number(s)	P1303090	Reason for Amendment to ISA (check appropriate box): <input checked="" type="checkbox"/> Increase in number of units (days, hours, etc) of service. I would like to purchase additional days or hours of the same type of service purchased with the original ISA. <input type="checkbox"/> Purchase additional type of service. In addition to the services contracted for in the original ISA, I would like to purchase another type of service from this vendor.
	P1303091	
	P1303092	
Original ISA Amount	\$239,933.00	
Amended ISA Amount	\$36,161.99	
New Total Contract Amount	\$276,094.99	

Approval and Routing (in order of approval steps)

Additional services above original contract amount cannot be provided before the amendment is fully approved and the Purchase Order amount has been increased by Procurement.

	Site Administrator or Manager	Name	Robin Glover	Phone	(510) 874-3660	Fax	(510) 874-3661
1.	Site / Department	Dewey Academy					
	Signature	<i>Robin Glover</i>		Date Approved	4/22/13		
2.	Resource Manager , if using funds managed by: <input type="checkbox"/> State and Federal <input type="checkbox"/> Quality, Community, School Development <input type="checkbox"/> Complementary Learning / After School Programs						
	Signature	<i>Anna Ma</i>		Date Approved	4/23/13		
	Signature			Date Approved			
3.	Regional or Executive Officer						
	Signature	<i>Christina A. McDonald</i>		Date Approved	4-24-13		
4.	Deputy Superintendent Instructional Leadership / Deputy Superintendent Business Operations						
	Signature	<i>Maria V. Santos</i>		Date Approved	5-1-13		
5.	Superintendent or Board of Education Signature on the legal contract						
	Legal Required if not using standard contract	Approved		Denied - Reason		Date	
	Procurement	Date Received		PO Number			

Board Office Use: Legislative File Info.	
File ID Number	12-2687
Introduction Date	10-24-12
Enactment Number	12-2674
Enactment Date	10/24/12



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

Memo

To Board of Education
 From Tary Smith, Ph.D., Superintendent
 By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action
 Vernon Hal, Deputy Superintendent, Business & Operations

Board Meeting Date
 (To be completed by Procurement) October 24, 2012

Subject Individual Service Agreement - Master Memorandum of Understanding - East Bay Asian Youth Center (contractor) - Dewey Academy (site)

Action Requested Approval of the Individual Service Agreement to the Master Memorandum of Understanding (MOU) between District and East Bay Asian Youth Center, for services to be provided primarily to 304/Dewey Academy.

Background
A one paragraph explanation of why the consultant's services are needed. The attached Individual Service Agreement is the contracting of services at the negotiated price, stated in the referenced Master MOU, approved by the Board of Education on June 27, 2012 (Enactment number 12-1876).

Discussion
One paragraph summary of the scope of work. Approval by the Board of Education of an Individual Service Agreement to the Master Memorandum of Understanding (MOU) between the District and East Bay Asian Youth Center, Oakland, CA, for the latter to provide their Menu Option F-Lead Agency Unit for Arts, Recreation, Leadership and Family Literary activities in its capacity as a Comprehensive After School Program Lead Agency at Dewey Academy for the period of July 1, 2012 through June 30, 2013, in an amount not to exceed \$239,933.00, pursuant to the terms and conditions as specified in the MOU.

Recommendation Approval by the Board of Education of an Individual Service Agreement to the Master Memorandum of Understanding (MOU) between the District and East Bay Asian Youth Center for Arts, Recreation, Leadership and Family Literary activities in its capacity as a Comprehensive After School Program Lead Agency at Dewey Academy for the period July 1, 2012 through June 30, 2013.

Fiscal Impact Funding resource name (please spell out) 4124/21st Century High School After School Safety and Enrichment for Teens (ASSETs) Grant:
 \$201,274.00 - Core, \$21,477.00 Equitable Access, and \$17,182.00 Family Literacy funding for a total amount not to exceed \$239,933.00.

Attachments

- Individual Service Agreement
- Menu of Service
- Certificate of Insurance
- Copy of Master Memorandum of Understanding



OAKLAND UNIFIED SCHOOL DISTRICT

Community Schools, Thriving Students

Board Office Use: Legislative File Info.	
File ID Number	12-2687
Introduction Date	10-24-12
Enactment Number	12-2674
Enactment Date	10/24/12

INDIVIDUAL SERVICE AGREEMENT (ISA) 2012-2013

MASTER MOU INFORMATION			
VENDOR NAME	East Bay Asian Youth Center		
VENDOR #	V012162	ENACTMENT #	12-1876
SITE / DEPT NAME	Dewey Academy	SITE #	310
OUSD STAFF CONTACT - EMAILS ABOUT THIS CONTRACT SHOULD BE SENT TO:		renee.mcmearn@ousd.k12.ca.us	

ORDER MENU OF SERVICES (EXHIBIT A OF MASTER MOU) - SELECT DESIRED SERVICE				
SERVICE AND UNIT OF SERVICE (SEE EXHIBIT A OF MASTER MOU FOR A FULL DESCRIPTION OF SCOPE OF WORK AND MENU OF SERVICES)	GRADE LEVEL(S) SERVED	RATE PER UNIT	DESIRED UNITS	AMOUNT (DESIRED UNITS TIMES RATE PER UNIT)
Lead Agency Unit of Service, Option F	9 - 12	\$ 239,933.00	1	\$ 239,933.00
		\$		\$
		\$		\$
TOTAL AMOUNT				\$ 239,933.00
IF FEE DOES NOT EQUAL RATE PER UNIT MULTIPLIED BY DESIRED UNITS, EXPLAIN REASON FOR ALTERED RATE:				
R0305768, R0305776, R0305773				

BUDGET INFORMATION					
REQUISITION NUMBER		START DATE	07/01/2012	END DATE	06/30/2013
RESOURCE #	RESOURCE NAME	ORG KEY		AMOUNT	
4124	21CCLC Core	3101862401-5825		\$201,274.00	
	21CCLC Equitable Access	3101864401-5825		\$21,477.00	
	21CCLC Family Literacy	3101863401-5825		\$17,182.00	

This Individual Services Agreement is a contract for services. Its execution by an authorized OUSD agent, commits OUSD to pay for services provided by this VENDOR under the terms and conditions of the Master MOU referenced and incorporated herewith.

VENDOR	NAME	EBAYC - Gianna Tran	TITLE	Deputy Executive Director
SIGNATURE		<i>Gianna Tran</i>	DATE	7/10/12
OUSD SITE ADMINISTRATOR	NAME	Robin Glover	TITLE	Principal
SIGNATURE		<i>Robin Glover</i>	DATE	7/16/12

APPROVAL	
IF USING FUNDS REVIEWED BY STATE AND FEDERAL PROGRAMS OR Quality Community School Development	
SPSA ACTION ITEM NUMBER: _____ OR, SPSA MODIFICATION DOCUMENTATION ATTACHED	
RESOURCE MANAGER, if using funds managed by:	
<input type="checkbox"/> State and Federal <input type="checkbox"/> Quality Community School Development <input checked="" type="checkbox"/> After School Programs	
SIGNATURE	<i>Julie Foglia</i>
DATE	7-13-12
SIGNATURE	
DATE	
NETWORK OR DEPARTMENT EXECUTIVE OFFICER	
SIGNATURE	<i>William K. McDonald</i>
DATE	7-16-12
PRESIDENT AND THE SECRETARY OF THE BOARD OF EDUCATION	
SIGNATURE	<i>Raymond...</i>
DATE	10/25/12
SIGNATURE	<i>...</i>
DATE	10/25/12

Units of Service for Lead Agency: East Bay Asian Youth Center

Lead Agency Unit of Service

After School Services include:

After school program set up at school site and coordination of comprehensive services to ensure ASES and 21st Century grant compliance, alignment with school day, program quality, fiscal oversight, and compliance with district policies, including contracting processes, fiscal timelines, and Legal requirements.

Delivery of high quality after school programming consisting of academic, enrichment, and recreational/physical activity components to meet grant compliance. Services will be delivered by qualified, trained individuals and community providers with subject matter expertise and youth development experience.

After School program will serve up to 90 students at each elementary school site, 180 at the middle school site, and 150 at the high school site. Services will be offered daily, Monday through Friday, from September – June. Program will begin immediately at the end of the regular school day and will stay open until 6pm daily.

The After School Services include homework assistance, math intervention, reading intervention, and visual and performing art instruction.

Program activities will be provided by qualified staff. Student to staff ratio will not exceed 20:1.

For High School Programs: services also include family literacy programming and equitable access services. The Family Literacy workshops engage parents in their children's academic and leadership development process, and college and career exploration.

Option A: services for up to 90 Elementary students: \$100,854

Option B: services for up to 110 Elementary students: \$142,002

Option C: services for up to 160 Elementary students: \$201,507

Option D: services for up to 140 Elementary students: \$181,000

Option E: services for up to 180 Middle School students: \$224,813

Option F: services for up to 150 High School students: \$264,462

Factors that may reduce or alter the school charge for above lead agency unit:

- a) School opting to utilize own teachers to provide academic services, reducing the academic programming charges to the cost above.
- b) School opting to directly contract with a different service provider for enrichment, reducing some of the enrichment charges to the cost above.
- c) School opting to provide supplies in support of after school programming, reducing supply costs from the total above.
- d) School opting to fund School Safety Officer, reducing above costs to provide safe

- and secure after school environment.
- e) Other specialty services from this menu have been selected to augment some of the basic lead agency services included in package above.
 - f) School opting to augment after school services or serve additional students utilizing additional grant funds.
 - g) Other: please describe

Title One Attendance Case Management Unit of Service

Attendance Case Management services incorporate a broad range of support services that aim to improve parent leadership, improve family health, improve school attendance and improve academic achievement. Services include: parent leadership workshops, parent literacy classes, truancy intervention services, and community education events.

Attendance Case Management programming will serve up to 200 families throughout the school year.

Cost: \$60,000

Title One Family Support Unit of Service

Family Support services incorporate a broad range of support services that aim to improve parent leadership, improve family health, improve school attendance and improve academic achievement. Services include: parent leadership workshops, parent literacy classes, truancy intervention services, and community education events.

Family Support services will serve up to 50 families throughout the school year.

Cost: \$25,000

Public Health Academy Unit of Service

Public Health Academy services incorporate a broad range of support services that aim to improve family health, improve school attendance and improve academic achievement. Services include: medical, mental health and youth development services

Public Health Academy services will serve up to 50 students throughout the school year.

Cost: \$18,000

Roosevelt Summer Bridge Unit of Service:

Roosevelt Summer Bridge is a comprehensive community/school partnership dedicated to helping all Roosevelt Middle School students succeed in school and in life. Roosevelt Summer Bridge directly supports over 200 students through summer & after-school learning; family support services; attendance case management; and parent leadership.



Roosevelt Summer S.T.E.M. is a four-week pilot program that engages incoming 7th and 8th graders in applied learning activities and projects that integrate content from science, technology, engineering, and mathematics.

Cost: \$35,035

OUSD After School Programs
funded by 21st Century Community Learning Center grant

21st CCLC After School Program Plan
High Schools
2012 - 2013

Information

Agency	Date: 5/22/12
Signature: 	Lead Agency Signature: 
Principal Name (if known at this time):	

Alignment with Community School Strategic Site Plan (CSSSP)
Priority areas of the school's CSSSP where this after school program is identified as a high leverage

- Literacy Across the Curriculum
- Engineering, and Mathematics (STEM)
- Arts Pre-K to 12
- Physical Education
- Language Learning Through Targeted Approaches
- Career and Technical Education
- Family and Community Engagement
- Attendance
- Leadership
- Management
- Practices

als of the After School Program and intended impacts for participating students.

y's ASP is to support our students in school and in life by offering a variety of diverse programs. At Dewey Academy life by providing the following opportunities for student, community and family engagement. Programs offered school day academic achievement, attendance homework completion
 er of students passing the CAHSEE
 er of students access to diverse enrichment and social activities
 internships and develop employment and career skills which will lead to furthering their education
 ticipation through their students educational process and through parent social activities

Strategic Questions
 at least two of the following four OUSD Strategic questions.

Desired efforts...	Strategic Activities: <i>What after school strategic activities will support the desired outcomes?</i>	Outcomes of Strategic Activities: What short-term outcomes will you expect from your efforts by the end of the school year?	Data used to assess the strategic activities: <i>What data will be collected to measure these outcomes?</i>
on: How children are school?	<u>120 students will participate in daily academic support and intervention classes</u>	<u>Students will participate in after school program complete assigned classroom work</u>	<u>School and program attendance</u>
ay ny more tending			
liness: nts have and/or	<u>60 students will complete the internship program</u>	<u>60 students will be placed in meaning internship opportunities</u>	<u>Program attendance</u>
is: How children			

e, the ed?			
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Model and Lead Agency Selection

will operate the following program model:

*Model: voluntary program open to all students, with enrollment priorities targeting certain students
additional class periods added to the bell schedule during after school hours for students of a particular
of the school*

Combination of some extended day and some traditional after school programming

Criteria for Selection of Lead Agency

The Lead Agency partner will support the school's plans for Full Service Community School development.
The program, site is considered to be the Lead Agency. In this case, describe how the hired After School
partner support school plans for FSCS development.)

EAST BAY ASIAN YOUTH CENTER

The Center's mission is to inspire young people to be life-long builders of a just and compassionate
EBAYC serves a racially and ethnically diverse membership of 1,000 children, youth, and their families who
Oakton neighborhood. We believe that if a neighborhood is a place that fosters the healthy development of
children, young people will grow to be safe, smart, and socially responsible. We work to make our
program for families to raise their children by providing young people a seamless continuum of support services
available to make positive change in their community.

EBAYC Service Strategies

Helping people who are on probation, parole, or are gang-involved move toward a healthy and productive life
through intensive mentoring, case management, and transitional employment services. Recidivism
reduced by over 50% when they participate in EBAYC.

Helping neighborhood schools to provide summer and after school education, work-based learning, attendance
and medical and mental health services. We help parents collaborate with their child's teachers, and to be leader
in supporting high school students to graduate and enter higher education. EBAYC consistently demonstrates
high quality and performance as indicated by city, county, and school district evaluation.

Member of the Oak-to-Ninth Community Benefits Coalition that successfully established a partnership

ners and the City of Oakland to build 465 new affordable family housing units, and to create new jobs opportunities for 300 residents. In partnership with the Oakland Unified School District – Nutrition AYC created “Oakland Fresh”, a network of produce market and wrap-around nutrition education services

ANCE, PROGRAM DATES, AND PROGRAM SCHEDULE

pliance and meet minimum funding requirements, the after school program must commence immediately on a regular day and operate at least until 6pm on every regular school day for elementary and middle school students. Programs are required to operate a minimum of 15 hours per week.

Days your program will operate during School Year 2012-2013: (Provide a sufficient number of program days offered weekly to fulfill the requirements of program)	<u>180</u>
Days your program will operate during School Year 2012-2013:	<u>130</u>

Program schedule must be submitted as an attachment, using the standard program schedule template.

Instructional Strategies
 Offer a range of academic supports and MUST include:
 1) Academic Intervention 2) Credit Recovery 3) Tutoring
 Other strategies may include computer lab, STEM Programs, Academic Intervention, project-based learning, and other strategies.
 All programs must be aligned with school goals and support specific student achievement needs defined by the school. Programs must be based on sound instructional strategies aligned with the regular school day program.

Academic Support (provide one)	CSSSP goal(s) or school need supported by	Measurable Outcomes	Description of program/activity	Instructional Strategies
--------------------------------	---	---------------------	---------------------------------	--------------------------

Support Intervention very rep	activity <u>Dewey Academy</u> <u>Students graduate</u> <u>and prepared to go</u> <u>on to higher</u> <u>education</u>	<u>Students receive a</u> <u>passing grade in</u> <u>module exams after</u> <u>participating in</u> <u>intervention.</u>	<u>Credit recovery via</u> <u>OUSD approved</u> <u>Cyber High program</u>	<u>Computer-based</u> <u>Curriculum Program</u>
Support Intervention very rep	<u>Dewey Academy</u> <u>Students graduate</u> <u>and prepared to go</u> <u>on to higher</u> <u>education</u>	<u>Students receive a</u> <u>passing grade in all</u> <u>their core classes.</u> <u>Students behavior</u> <u>change (i.e. more</u> <u>aware of the actions</u> <u>needed to graduate</u> <u>from high school and</u> <u>pursue higher</u> <u>education)</u>	<u>Support students with</u> <u>homework</u> <u>completion and</u> <u>general academic</u> <u>skills development.</u>	<u>Subject-based</u> <u>Certificated Teacher</u> <u>or College Student</u> <u>Intern</u>
Support Intervention very rep	<u>Dewey Academy</u> <u>Students graduate</u> <u>and prepared to go</u> <u>on to higher</u> <u>education</u>	<u>Students re-take and</u> <u>pass the CAHSEE</u> <u>exam necessary to</u> <u>graduate from High</u> <u>School.</u>	<u>Before the last</u> <u>CAHSEE test date in</u> <u>March, Juniors ad</u> <u>Seniors will be given</u> <u>opportunities to</u> <u>attend CAHSEE</u> <u>preparation sessions.</u>	<u>Intensive and</u> <u>interactive CAHSEE</u> <u>preparation using</u> <u>Revolution Prep</u> <u>Program.</u>
Support Intervention very rep				
Support Intervention very rep				

Board Office Use: Legislative File Info.	
File ID Number	12-2745
Introduction Date	11-14-12
Enactment Number	12-2863
Enactment Date	11-14-12



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

OAKLAND UNIFIED SCHOOL DISTRICT
Office of the Superintendent of Schools
November 14, 2012

TO: Board of Education

FROM: Dr. Anthony Smith, Ph.D., Superintendent
By: Maria Santos, Deputy Superintendent, Instruction, Leadership & Equity-in-Action
Vernon Hal, Deputy Superintendent, Business & Operations

SUBJECT: Amendment to the Master Memorandum of Understanding between OUSD and East Bay Asian Youth Center

ACTION REQUESTED

Approval by the Board of Education of Amendment No. 1 to the Master Memorandum of Understanding (MMOU) between District and East Bay Asian Youth Center, Oakland, CA, for the latter to provide additional services as specified as lead agency for program coordination, math intervention, homework support, student supervision, and a variety of enrichment services for a Comprehensive After School Program, in an additional amount not to exceed \$95,000.00, increasing the not to exceed amount of the Master Memorandum of Understanding from \$1,849,967.00 to \$1,944,697.00, and extending the contract period of July 1, 2012 to June 30, 2013 to August 31, 2013, pursuant to the terms and conditions as specified in the MMOU.

BACKGROUND

The Oakland Unified School District enters into contracts each year to provide professional services that support the District's academic mission. The Master MOU establishes all terms and conditions, a defined menu of services with negotiated rates, and allows for the gathering of necessary supporting documentation to further streamline the process of receiving necessary services, while keeping the integrity of checks and balances, as well as maintaining oversight by the Governing Board.

A Menu of Services was established that would allow a principal to "Order" from the Menu using the Individual Service Agreement (ISA). This is essential to promoting transparency of services, and the costs of those services, between like schools. Each Individual Service Agreement is submitted to the board for Approval. This vendor has received more orders for service than anticipated, and therefore, an amendment to this MOU requests an amended not-to-exceed amount.



DISCUSSION

Vendor: East Bay Asian Youth Center

Overview of Services: East Bay Asian Youth Center contracts with schools to be a lead agency to provide high quality after school programming consisting of academic enrichment and recreational physical activities, family literacy and targeted Equitable Access services to students that are high risk.

Not-To-Exceed Amount: \$1,944,697.00

Determination of the Not-to-Exceed Amount is based on the actual number of sites served and the service to be provided at the price set forth in the Menu of Services.

The District contracts with agencies to provide various activities and after-school programs. Chosen by the number of sites served with District and the long standing relationship with the agencies, the Master Memorandum of Understanding establishes a relationship with East Bay Asian Youth Center, defining terms and conditions as well as setting a maximum not-to-exceed ceiling amount. This ceiling is derived from historical cost data, and known changes in sites to be served, as well as expected grant funding.

In addition, the District has been working with agencies to provide a Menu of Service, which delivers a clear and measurable scope of work. Each product is described and the price is clearly quoted, establishing and promoting a more perfect competition where the consumer, here the principal, is informed of the services offered, and the price for those services. This allows the principal to easily compare services and prices, and plan for programmatic needs.

FISCAL IMPACT

There is no funding associated with the Master Memorandum of Understanding or the Amendment to the Master Memorandum of Understanding herewith. The Master Memorandum of Understanding establishes a relationship, as well as setting the terms and conditions with East Bay Asian Youth Center. The funding source for each Individual Service Agreement will be determined separately and individually. Funding for the Individual Service Agreement is verified through a review of the RBB Budget, and a review of State and Federal compliance funding when applicable.

RECOMMENDATION

Approval by the Board of Education of Amendment No. 1 to the Master Memorandum of Understanding (MMOU) between District and East Bay Asian Youth Center, Oakland, CA, for the latter to provide additional services as specified as lead agency for program coordination, math intervention, homework support, student supervision, and a variety of enrichment services for a Comprehensive After School Program, in an additional amount not to exceed \$95,000.00, increasing the not to exceed amount of the Master Memorandum of Understanding from



\$1,849,967.00 to \$1,944,697.00, and extending the contract period of July 1, 2012 to June 30, 2013 to August 31, 2013, pursuant to the terms and conditions as specified in the MMOU.

ATTACHMENTS:

- Master MOU
- Amendment to the Master MOU

Units of Service for Lead Agency: East Bay Asian Youth Center

Lead Agency Unit of Service

After School Services include:

After school program set up at school site and coordination of comprehensive services to ensure ASES and 21st Century grant compliance, alignment with school day, program quality, fiscal oversight, and compliance with district policies, including contracting processes, fiscal timelines, and Legal requirements.

Delivery of high quality after school programming consisting of academic, enrichment, and recreational/physical activity components to meet grant compliance. Services will be delivered by qualified, trained individuals and community providers with subject matter expertise and youth development experience.

After School program will serve up to 90 students at each elementary school site, 180 at the middle school site, and 150 at the high school site. Services will be offered daily, Monday through Friday, from September – June. Program will begin immediately at the end of the regular school day and will stay open until 6pm daily.

The After School Services include homework assistance, math intervention, reading intervention, and visual and performing art instruction.

Program activities will be provided by qualified staff. Student to staff ratio will not exceed 20:1.

For High School Programs: services also include family literacy programming and equitable access services. The Family Literacy workshops engage parents in their children's academic and leadership development process, and college and career exploration.

Option A: services for up to 90 Elementary students: \$100,854

Option B: services for up to 110 Elementary students: \$142,002

Option C: services for up to 160 Elementary students: \$201,507

Option D: services for up to 140 Elementary students: \$181,000

Option E: services for up to 180 Middle School students: \$224,813

Option F: services for up to 150 High School students: \$264,462

Factors that may reduce or alter the school charge for above lead agency unit:

- a) School opting to utilize own teachers to provide academic services, reducing the academic programming charges to the cost above.
- b) School opting to directly contract with a different service provider for enrichment, reducing some of the enrichment charges to the cost above.
- c) School opting to provide supplies in support of after school programming, reducing supply costs from the total above.
- d) School opting to fund School Safety Officer, reducing above costs to provide safe

and secure after school environment.

- e) Other specialty services from this menu have been selected to augment some of the basic lead agency services included in package above.
- f) School opting to augment after school services or serve additional students utilizing additional grant funds.
- g) Other: please describe

Title I and EIA-SCE Family Advocacy Unit of Service

Attendance Case Management services incorporate a broad range of support services that aim to improve parent leadership, improve family health, improve school attendance and improve academic achievement. Services include: parent leadership workshops, parent literacy classes, truancy intervention services, and community education events.

Attendance Case Management programming will serve up to 200 families throughout the school year.

Cost: \$19,000 Title 1
\$41,000 EIA-SCE

Family Support Unit of Service:

Family Support services incorporate a broad range of support services that aim to improve parent leadership, improve family health, improve school attendance and improve academic achievement. Services include: parent leadership workshops, parent literacy classes, truancy intervention services, and community education events.

Family Support services will serve up to 50 families throughout the school year.

Cost: \$21,000 EIA-INSTR
\$4,000 Title 1 Parent ED

Public Health Academy Unit of Service:

Public Health Academy services incorporate a broad range of support services that aim to improve family health, improve school attendance and improve academic achievement. Services include: medical, mental health and youth development services

Public Health Academy services will serve up to 50 students throughout the school year.

Cost: \$20,000

Safe and Supportive School (S3) Unit of Service:

S3 services incorporate a broad range of support services that aim to improve school attendance and academic achievement. Services include: case management, mental health and youth development services

S3 services will serve up to 60 students.

Cost: \$20,000

School Based Health Center Site Coordination Unit of Service:

SBHC Site Coordination services incorporate a broad range of support services for students and families that aim to improve health, school attendance and academic achievement. Services include the oversight and integration of Shop 55's medical, mental health and youth development services.

SBHC Site Coordination services will serve up to 500 students throughout the school year.

Cost: \$35,000

Roosevelt Summer Bridge Unit of Service:

Roosevelt Summer Bridge is a comprehensive community/school partnership dedicated to helping all Roosevelt Middle School students succeed in school and in life. Roosevelt Summer Bridge directly supports over 200 students through summer & after-school learning; family support services; attendance case management; and parent leadership.

Roosevelt Summer S.T.E.M. is a four-week pilot program that engages incoming 7th and 8th graders in applied learning activities and projects that integrate content from science, technology, engineering, and mathematics.

Cost: \$35,035

SIP Family Support Unit of Service:

SIP Family Support services incorporate a broad range of support services that aim to improve parent leadership, improve school attendance and improve academic achievement. Services include: outreach to parents of English learners, parent leadership workshops, family field trips, and community education events.

Family Support services will serve up to 100 families throughout the school year.

Cost: \$8,000

EIA/LEP Family Support Unit of Service:

EIA/LEP Family Support services incorporate a broad range of support services that aim to improve parent leadership, improve school attendance and improve academic achievement. Services include: outreach to parents of English learners, parent leadership workshops, family field trips, and community education events.

Family Support services will serve up to 100 families throughout the school year.

Cost: \$36,500

EAST BAY ASIAN YOUTH CENTER

The East Bay Asian Youth Center's mission is to inspire young people to be life-long builders of a just and compassionate multicultural society. EBAYC serves a racially and ethnically diverse membership of 1,000 children, youth, and their families who live in Oakland's San Antonio neighborhood. We believe that if a neighborhood is a place that fosters the healthy development of children, youth and families, young people will grow to be safe, smart, and socially responsible. We work to make our neighborhood a great place for families to raise their children by providing young people a seamless continuum of support services and engaging their families to make positive change in their community.

EBAYC Service Strategies

Violence Prevention

EBAYC helps young people who are on probation, parole, or are gang-involved move toward a healthy and productive life pathway. We provide young people intensive mentoring, case management, and transitional employment services. Recidivism among young people is reduced by over 50% when they participate in EBAYC.

High Quality Schools

EBAYC partners with eight neighborhood schools to provide summer and after school education, work-based learning, attendance case management, and medical and mental health services. We help parents collaborate with their child's teachers, and to be leader in school governance. We support high school students to graduate and enter higher education. EBAYC consistently demonstrates high standards of program quality and performance as indicated by city, county, and school district evaluation.

Economic Opportunities

EBAYC is the founding member of the Oak-to-Ninth Community Benefits Coalition that successfully established a partnership with Oakland Harbor Partners and the City of Oakland to build 465 new affordable family housing units, and to create new construction apprenticeships opportunities for 300 residents. In partnership with the Oakland Unified School District – Nutrition Services Department, EBAYC created "Oakland Fresh", a network of produce market and wrap-around nutrition education services at 25 schools.



CERTIFICATE OF LIABILITY INSURANCE

EASTBAA

OP ID: AU

DATE (MM/DD/YYYY)

05/31/12

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 CCI Financial & Ins. Solutions License #0381524 P. O. Box 5076 San Ramon, CA 94583-1328 George Yin	925-866-7050	CONTACT NAME: _____ PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____
	925-866-8275	E-MAIL ADDRESS: _____	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Great American Insurance	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

INSURED
 East Bay Asian Youth Center
 2025 E 12th St
 Oakland, CA 94606

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			PAC2153134	06/01/12	06/01/13	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Professional 1mil						PERSONAL & ADV INJURY \$ Excluded
GENL AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 2,000,000
POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>							PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY			PAC2153134	06/01/12	06/01/13	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS		<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS		<input checked="" type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			UMB3070366	06/01/12	06/01/13	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB		<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$ 1,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			N/A			WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Crime/Employee Dishonesty			PAC2153134	06/01/12	06/01/13	Limit 5,000
							Ded 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate holder is named as additional insured.

CERTIFICATE HOLDER**CANCELLATION**

OAKLUN1

Oakland Unified School Dist
 1025 Second Avenue
 Oakland, CA 94606

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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