Board Office Use: Le	
File ID Number	12-1888
Introduction Date	8/22/12
Enactment Number	12-2302
Enactment Date	8-22-12/



Memo

To Board of Education

From Jacqueline Minor, General Counsel

Board Meeting Date August 22, 2012

Subject AMENDMENT NO. 1 TO AGREEMENT WITH JOHNNY LORIGO, DHP

PANEL CONSULTANT

Action Requested Ratification of Amendment No. 1 to Professional Services Agreement

between Oakland Unified School District and JOHNNY LORIGO OF OAKLAND to serve on the DHP hearing panel for the term from July 1,

2012 to June 30 2014.

By Enactment Number 11-1717 on September 14, 2011, the Board of

Education approved a professional services agreement between JOHNNY LORIGO and the District for the former to serve on the DHP hearing panel for the year ending June 30, 2012 as provided in Board

Resolution 1011-1137 at a rate not to exceed \$100 per case.

Discussion The purpose of the amendment is to extend the term of the agreement

from July 1, 2012 to June 30 2014. All other terms of the agreement

remain the same.

Recommendation Ratification of the Amendment.

Fiscal Impact Funding resource name: General Purpose

• Amendment to Professional Service Agreement

Professional Service Agreement

Board Office Use: Le	
File ID Number	12-1888
Introduction Date	08/22/2012
Enactment Number	
Enactment Date	

AMENDMENT No. 1 TO THE AGREEMENT Between OAKLAND UNIFIED SCHOOL DISTRICT And JOHNNY LORIGO

By Enactment Number 11-1717 on September 14, 2011, the Board of Education approved a professional services agreement between JOHNNY LORIGO (hereinafter "CONSULTANT" or "CONTRACTOR") and the Oakland Unified School District (hereinafter "the District" or "OUSD") for the former to serve on the DHP hearing panel for the year ending June 30, 2012 as provided in Board Resolution 1011-1137 at a rate not to exceed \$100 per case.

1. The Parties hereby agree to amend said Agreement as follows:

TERM. The term shall be July 1, 2012 to June 30, 2014 and may be extended by written agreement of both parties.

2. Except as expressly provided above, the Agreement is unchanged.

This Amendment to the Agreement between the CONSULTANT and the District constitutes the entire understanding and agreement between the Parties. All understandings, agreements, covenants, representations and warranties, express or implied, oral or written between are contained and merged herein. No other agreements, covenants, representations or warranties, express or implied, oral or written, have been made by or between the Parties concerning the subject matter hereof. This is an integrated agreement. It may not be altered, modified or otherwise changed in any respect except in a writing signed by each party.

IN WITNESS WHEREOF, the parties hereto agreed to be bound and have executed this Amendment Agreement to the Agreement originally approved by the Oakland Unified School District Board of Education on September 14, 2011.

President, Board of Education Oakland Unified School District

Secretary, Board of Education Oakland Unified School District

Approved as to Form

Jacqueline Minor, General Counsel

OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at www.epls.gov/epls/search.do.

File ID Number: 12-1888

Introduction Date: 8-22-/ Enactment Number: 12-2302

Enactment Date: 8-22-/2

Board Office Use: Le	gislative File Info.
File ID Number	11-2269
Introduction Date	Sept. 14, 2011
Enactment Number	11-1717
Enactment Date	9-14-11



Community Schools, Thriving Students

AGREEMENT

Between

Oakland Unified School District

And

Johnny Lorigo for Professional Services

This Agreement, effective as of September 15, 2011, is by and between the Oakland Unified School District ("OUSD), and **Johnny Lorigo**, a retired certificated administrator ("Consultant").

SCOPE OF SERVICES

As provided in Board of Education Resolution No. 1011-1137, enacted on August 10, 2011, Consultant is being appointed by the Board of Education to serve, on a rotating basis, on the pupil discipline panel, and pursuant to Education Code Sections 48900-48927 for the term of this Agreement. Consultant agrees that he/she has a current, valid-administrative certificate as required by Section 48918(d) of the Education Code.

2. TERMS AND CONDITIONS

- 2.1 **Term of Agreement.** The term of this agreement shall be September 15, 2011 to June 30, 2012 and may be extended for an additional fiscal year (2012-13) by written agreement of both parties.
- 2.2 **Fees.** Consultant fees are payable as follows:

A per case fee of \$100. The per case fee is inclusive of all fees, expenses and costs, and OUSD shall have no obligation to pay any additional fees or costs to Consultant.

- 2.3 Notice of Termination. OUSD may at any time terminate this Agreement upon not less thirty (30) days written notice to CONSULTANT. OUSD shall compensate CONSULTANT for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this agreement for cause should CONSULTANT fail to perform any part of this Agreement. Upon any termination of this Agreement, CONSULTANT shall immediately provide OUSD with complete and accurate copies or originals where appropriate of all documents in its possession belonging to OUSD. CONSULTANT further agrees to do all other things reasonably necessary to cause an orderly transition of services without detriment to the rights of OUSD.
- 2.4 Choice of Laws. This Agreement is governed by the laws of the State of California.
- 2.5 **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.
- 2.6 Conflict of Interest. CONSULTANT affirms to the best of her knowledge, there exists no actual or potential conflict of interest between CONSULTANT'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.

- 2.7 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, CONSULTANTS, or subcontractors are to use drugs on these sites.
- 2.8 Anti-Discrimination. Consistent with the policy of OUSD in connection with all work performed under this AGREEMENT, CONSULTANT 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. CONSULTANT 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.
- 2.9 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.

3. AREAS OF AUTHORITY

- 3.1 Independent Contractor. This is not an employment contract. CONSULTANT is an independent contractor. CONSULTANT understands and agrees that he/she is not an officer, employee, agent, partner, or joint venture of OUSD, and is not entitled to benefits of any kind or nature normally provided or entitled to employees of OUSD, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT shall assume full responsibility for payment of all Federal, State, and local taxes or contributions necessary to do business in the State of California, including unemployment insurance, social security and income taxes. In the performance of the work herein contemplated, CONSULTANT is an independent contractor, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.
- 3.2 **No Rights in Third Parties.** The obligations under this Agreement shall not be assigned by without the express prior written consent of OUSD. This agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- Ownership of Documents. All documents created by CONSULTANT pursuant to this Agreement, including but not limited to reports, designs, schedules, and other materials prepared, or in the process of being prepared, for the services to be performed by CONSULTANT, are and shall be at the time of creation and thereafter the property of the OUSD, with all intellectual property rights therein vested in the OUSD at the time of creation. The OUSD shall be entitled to access to and copies of these materials during the progress of the work. Any such materials in the hands of CONSULTANT or in the hands of any subcontractor upon completion or termination of the work shall be immediately delivered to the OUSD. CONSULTANT may retain a copy of all materials produced under this Agreement for its use in its business activities.
- 3.4 **Confidentiality.** The CONSULTANT shall maintain the confidentiality of all information and documents received. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

4. CONDUCT OF CONSULTANT.

CONSULTANT will adhere to the following requirements and provide OUSD with evidence of staff qualifications, consistent with invoicing requirements outlined in Section 8, which include:

4.1 Tuberculosis Screening

4.2 **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONSULTANT's services under this

Agreement and CONSULTANT certifies its compliance with these provisions as follows: "CONSULTANT certifies that CONSULTANT has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONSULTANT'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 CONSULTANT, 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. CONSULTANT further certifies that it has received and reviewed fingerprint results for each of its Employees and CONSULTANT 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.

5. 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 Repre	esentative:	CONSULTA	ANT:	
Name:	Theresa Clincy	Name:	Johnny Lorigo	
Site /Dept.:	Oakland Unified School District	Title:		
Address:	2111 International Blvd	Address:	2590 Truman Avenue	
	Oakland, CA 94606		Oakland, CA 94605	
Phone:	(510) 434-7923	Phone:	(510) 604-6373	
Email:	Theresa.Clincy@ousd.k12.ca.us	Email:	jlorigo@sbcglobal.net.net	

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. CONSULTANT shall submit invoices in a form that includes the name of the person providing the service, the service performed, the date service was rendered, and the hours spent on the work.

6. BILLING

 Bills for CONSULTANT fees must be submitted monthly and within 30 days of the end of the billing period unless otherwise agreed. Bills or invoices should be addressed to:

> Theresa Clincy, Program Manager, Discipline Office Oakland Unified School District 2111 International Blvd. Oakland, CA 94606 Theresa.Clincy@ousd.k12.ca.us

b. The District will not pay for amounts not reflected on bills or invoices.

7. MODIFICATION OF AGREEMENT

The parties may amend this Agreement in writing by mutual consent. Changes shall only be effective upon proper Board approval and execution of a duly authorized written amendment to this Agreement.

8. SECTION HEADINGS

The section headings contained herein are for convenience in reference and are not intended to define the scope of any provision of this Agreement.

9. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and supersedes all other oral or written provisions.

10. SEVERABILITY

If any term or provision of this Agreement shall be found illegal or unenforceable, this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

IN WITNESS WHEREOF, the parties hereto agreed to be bound and have executed this Agreement on the day first mentioned above.

Federal Employer Number

[do not complete until after Board approval]

President, Board of Education

Oakland Unified School District

Secretary, Board of Education Oakland Unified School District

Approved As to Form

Jacqueline Minor, General Counsel

Board Office Use: Le	
File ID Number	12-1884
Introduction Date	August 22, 2012
Enactment Number	12-2301,
Enactment Date	8-22-1214



Memo

To

Board of Education

From

Jacqueline Minor, General Counsel

Board Meeting Date

August 22, 2012

Subject

AMENDMENT NO. 1 TO AGREEMENT WITH LILLIE JENKINS, DHP PANEL

CONSULTANT

Action Requested

Ratification of Amendment No. 1 to Professional Services Agreement between Oakland Unified School District and LILLIE JENKINS OF OAKLAND to serve on the DHP hearing panel for the term from July 1,

2012 to June 30 2014.

Background

By Enactment Number 11-1719 on September 14, 2011, the Board of Education approved a professional services agreement between LILLIE JENKINS and the District for the former to serve on the DHP hearing panel for the year ending June 30, 2012 as provided in Board Resolution 1011-1137 at a rate not to exceed \$100 per case.

Discussion

The purpose of the amendment is to extend the term of the agreement from July 1, 2012 to June 30 2014. All other terms of the agreement remain the same.

Recommendation

Ratification of the Amendment.

Fiscal Impact

Funding resource name: General Purpose

Attachments

Amendment to Professional Service Agreement

Professional Service Agreement

Board Office Use: Legislative File Info.		
File ID Number	12-1880	
Introduction Date	08/22/2012	
Enactment Number		
Enactment Date		

AMENDMENT No. 1 TO THE AGREEMENT Between OAKLAND UNIFIED SCHOOL DISTRICT And LILLIE JENKINS

By Enactment Number 11-1719 on September 14, 2011, the Board of Education approved a professional services agreement between LILLIE JENKINS (hereinafter "CONSULTANT" or "CONTRACTOR") and the Oakland Unified School District (hereinafter "the District" or "OUSD") for the former to serve on the DHP hearing panel for the year ending June 30, 2012 as provided in Board Resolution 1011-1137 at a rate not to exceed \$100 per case.

1. The Parties hereby agree to amend said Agreement as follows:

TERM. The term shall be July 1, 2012 to June 30, 2014 and may be extended by written agreement of both parties.

2. Except as expressly provided above, the Agreement is unchanged.

This Amendment to the Agreement between the CONSULTANT and the District constitutes the entire understanding and agreement between the Parties. All understandings, agreements, covenants, representations and warranties, express or implied, oral or written between are contained and merged herein. No other agreements, covenants, representations or warranties, express or implied, oral or written, have been made by or between the Parties concerning the subject matter hereof. This is an integrated agreement. It may not be altered, modified or otherwise changed in any respect except in a writing signed by each party.

IN WITNESS WHEREOF, the parties hereto agreed to be bound and have executed this Amendment Agreement to the Agreement originally approved by the Oakland Unified School District Board of Education on September 14, 2011.

Little Jenkins Denkins

President, Board of Education Oakland Unified School District

Secretary, Board of Education Oakland Unified School District

Approved as to Form

Jacqueline Minor, General Counsel

OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at www.epls.gov/epls/search.do.

File ID Number 12-1886Introduction Date: 8-22-12Enactment Number: 12-230

Enactment Date: 8

By: lf



AGREEMENT

Between

Oakland Unified School District

And

Lillie Jenkins for Professional Services

This Agreement, effective as of September 15, 2011, is by and between the Oakland Unified School District ("OUSD), and **Lillie Jenkins**, a retired certificated administrator ("**Consultant**").

SCOPE OF SERVICES

As provided in Board of Education Resolution No. 1011-1137, enacted on August 10, 2011, Consultant is being appointed by the Board of Education to serve, on a rotating basis, on the pupil discipline panel, and pursuant to Education Code Sections 48900-48927 for the term of this Agreement. Consultant agrees that he/she has a current, valid administrative certificate as required by Section 48918(d) of the Education Code.

2. TERMS AND CONDITIONS

- 2.1 **Term of Agreement.** The term of this agreement shall be September 15, 2011 to June 30, 2012 and may be extended for an additional fiscal year (2012-13) by written agreement of both parties.
- 2.2 Fees. Consultant fees are payable as follows:

A per case fee of \$100. The per case fee is inclusive of all fees, expenses and costs, and OUSD shall have no obligation to pay any additional fees or costs to Consultant.

- 2.3 **Notice of Termination.** OUSD may at any time terminate this Agreement upon not less thirty (30) days written notice to CONSULTANT. OUSD shall compensate CONSULTANT for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this agreement for cause should CONSULTANT fail to perform any part of this Agreement. Upon any termination of this Agreement, CONSULTANT shall immediately provide OUSD with complete and accurate copies or originals where appropriate of all documents in its possession belonging to OUSD. CONSULTANT further agrees to do all other things reasonably necessary to cause an orderly transition of services without detriment to the rights of OUSD.
- 2.4 **Choice of Laws.** This Agreement is governed by the laws of the State of California.
- 2.5 **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.
- 2.6 **Conflict of Interest.** CONSULTANT affirms to the best of her knowledge, there exists no actual or potential conflict of interest between CONSULTANT'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.

- 2.7 **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, CONSULTANTS, or subcontractors are to use drugs on these sites.
- 2.8 Anti-Discrimination. Consistent with the policy of OUSD in connection with all work performed under this AGREEMENT, CONSULTANT 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. CONSULTANT 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.
- 2.9 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.

3. AREAS OF AUTHORITY

- 3.1 Independent Contractor. This is not an employment contract. CONSULTANT is an independent contractor. CONSULTANT understands and agrees that he/she is not an officer, employee, agent, partner, or joint venture of OUSD, and is not entitled to benefits of any kind or nature normally provided or entitled to employees of OUSD, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT shall assume full responsibility for payment of all Federal, State, and local taxes or contributions necessary to do business in the State of California, including unemployment insurance, social security and income taxes. In the performance of the work herein contemplated, CONSULTANT is an independent contractor, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.
- 3.2 **No Rights in Third Parties.** The obligations under this Agreement shall not be assigned by without the express prior written consent of OUSD. This agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 3.3 Ownership of Documents. All documents created by CONSULTANT pursuant to this Agreement, including but not limited to reports, designs, schedules, and other materials prepared, or in the process of being prepared, for the services to be performed by CONSULTANT, are and shall be at the time of creation and thereafter the property of the OUSD, with all intellectual property rights therein vested in the OUSD at the time of creation. The OUSD shall be entitled to access to and copies of these materials during the progress of the work. Any such materials in the hands of CONSULTANT or in the hands of any subcontractor upon completion or termination of the work shall be immediately delivered to the OUSD. CONSULTANT may retain a copy of all materials produced under this Agreement for its use in its business activities.
- 3.4 **Confidentiality.** The CONSULTANT shall maintain the confidentiality of all information and documents received. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

4. CONDUCT OF CONSULTANT.

CONSULTANT will adhere to the following requirements and provide OUSD with evidence of staff qualifications, consistent with invoicing requirements outlined in Section 8, which include:

4.1 Tuberculosis Screening

4.2 **Fingerprinting of Employees and Agents**. The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONSULTANT's services under this

Agreement and CONSULTANT certifies its compliance with these provisions as follows: "CONSULTANT certifies that CONSULTANT has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONSULTANT'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 CONSULTANT, 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. CONSULTANT further certifies that it has received and reviewed fingerprint results for each of its Employees and CONSULTANT 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.

5. 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:

CONCLUTANT.

OUSD Repre	esentative:	CONSULIZ	ANI:	
Name:	Theresa Clincy	Name:	Lillie Jenkins	
Site /Dept.:	Oakland Unified School District	Title:		
Address:	2111 International Blvd	Address:	11065 Golf Links Road	
	Oakland, CA 94606		Oakland, CA 94605	
Phone:	(510) 434-7923	Phone:	(510) 333-7712	
Email:	Theresa.Clincy@ousd.k12.ca.us	Email:	lilliejenkins700@gmail.com	

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. CONSULTANT shall submit invoices in a form that includes the name of the person providing the service, the service performed, the date service was rendered, and the hours spent on the work.

6. BILLING

a. Bills for CONSULTANT fees must be submitted monthly and within 30 days of the end of the billing period unless otherwise agreed. Bills or invoices should be addressed to:

Theresa Clincy, Program Manager, Discipline Office
Oakland Unified School District
2111 International Blvd.
Oakland, CA 94606
Theresa.Clincy@ousd.k12.ca.us

b. The District will not pay for amounts not reflected on bills or invoices.

7. MODIFICATION OF AGREEMENT

The parties may amend this Agreement in writing by mutual consent. Changes shall only be effective upon proper Board approval and execution of a duly authorized written amendment to this Agreement.

8. SECTION HEADINGS

The section headings contained herein are for convenience in reference and are not intended to define the scope of any provision of this Agreement.

9. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and supersedes all other oral or written provisions.

10. SEVERABILITY

If any term or provision of this Agreement shall be found illegal or unenforceable, this Agreement shall remain in full force and effect and such term or provision shall be deemed stricken.

IN WITNESS WHEREOF, the parties hereto agreed to be bound and have executed this Agreement on the day first mentioned above.

Federal Employer Number

[do not complete until after Board approval]

President, Board of Education Oakland Unified School District

Secretary, Board of Education Oakland Unified School District

Approved As to Form

Jacqueline Minor, General Counsel