

Board Office Use: Legislative File Info.	
File ID Number	18-1644
Introduction Date	8/22/18
Enactment Number	18-1416
Enactment Date	8/22/18 os



Memo

To Board of Education

From Kyla Johnson-Trammell, Superintendent

Board Meeting Date August 22, 2018
(To be completed by Procurement)

Subject Memorandum of Understanding - Mills College Trio Programs (contractor) - Community Schools and Student Services Department (site/department)

Action Requested Approval by the Board of Education of the Memorandum of Understanding between the District and Mills College Trio Programs. Services to be primarily provided to Community Schools and Student Services Department for the period of October 30, 2017 through October 30, 2020.

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

Mills College TRIO Programs are federally funded college preparation programs for first-generation, low-income youth in Oakland. The mission of the Mills TRIO Programs is to increase college-going rates for first-generation, low-income youth in Oakland through services that include college tours, summer programs, financial aid advising, and college advising.

Discussion
One paragraph summary of the scope of work.

Approval by the Board of Education of a Memorandum of Understanding between District and Mills College Trio Programs, Oakland, CA, for the latter to provide academic support, career and personal advising, college access and success resources, fieldtrips, and tutorial services for Coliseum College Preparatory Academy 6-12, Life Academy High School, Castlemont High School, Fremont High School, Oakland Technical High School, McClymonds High School, Oakland High School, and Skyline High School for the period of October 30, 2017 through October 30, 2020, at no cost to the District.

Recommendation Approval by the Board of Education of a Memorandum of Understanding between the District and Mills College Trio Programs. Services to be primarily provided to the Community Schools and Student Services Department for the period of October 30, 2017 through October 30, 2020.

Fiscal Impact Funding resource name (please spell out): No fiscal impact

- Attachments**
- Memorandum of Understanding
 - Certificate of Insurance
 - Clearance Letter
 - Scope of Work
 - Statement of Qualifications



CONTRACT JUSTIFICATION FORM

**This Form Shall Be Submitted to the Board Office
With *Every* Consent Agenda Contract.**

Legislative File ID No. 18-1644

Department: 922/Community Schools and Student Services

Vendor Name: Mills College TRIO Programs

Contract Term: Start Date: 10/30/2017 End Date: 10/30/2020

Annual Cost: \$ 0

Approved by: Andrea Bustamante

Is Vendor a local Oakland business? Yes No

Why was this Vendor selected?

School-sites selected partner for In-Kind agreement.

Summarize the services this Vendor will be providing.

Our services include: academic, career and personal advising, assistance with college admissions and financial aid process, monthly seminars, college campus visits, educational/career/cultural field trips, access to computer lab, tutorial services, referrals to other community services.

Was this contract competitively bid? Yes No

If No, answer the following:

1) How did you determine the price is competitive?

No cost to OUSD for services.

2) Please check the competitive bid exception relied upon:

- Educational Materials**
- Special Services** contracts for financial, economic, accounting, legal or administrative services
- CUPCCAA exception** (Uniform Public Construction Cost Accounting Act)
- Professional Service Agreements** of less than \$87,800 (increases a small amount on January 1 of each year)
- Construction related Professional Services** such as Architects, DSA Inspectors, Environmental Consultants and Construction Managers (require a "fair, competitive selection process)
- Energy** conservation and alternative energy supply (e.g., solar, energy conservation, co-generation and alternate energy supply sources)
- Emergency** contracts [requires Board resolution declaring an emergency]
- Technology** contracts
 - electronic data-processing systems, supporting software and/or services (including copiers/printers) over the \$87,800 bid limit, must be competitively advertised, but any one of the three lowest responsible bidders may be selected
 - contracts for computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus, including E-Rate solicitations, may be procured through an RFP process instead of a competitive, lowest price bid process
 - Western States Contracting Alliance Contracts (WSCA)
 - California Multiple Award Schedule Contracts (CMAS) [contracts are often used for the purchase of information technology and software]
- "Piggyback" Contracts** with other governmental entities
- Perishable Food**
- Sole Source**
- Change Order for Material and Supplies** if the cost agreed upon in writing does not exceed ten percent of the original contract price
- Other, please provide specific exception**

**MEMORANDUM OF UNDERSTANDING BETWEEN A PARTNER ORGANIZATION
OR INDIVIDUAL AND OAKLAND UNIFIED SCHOOL DISTRICT**

I. Parties

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between Oakland Unified School District ("OUSD") and
Mills College TRIO Programs _____ [CONTRACTOR—name of your organization].

WHEREAS, the CONTRACTOR's services or program described in this MOU will be provided at no cost to OUSD (or students or parents unless otherwise agreed upon by both parties); and

BOTH PARTIES HEREBY enter into this MOU to enable CONTRACTOR to provide said program(s) selected in Section II of the MOU.

II. Program Name(s)

Unless otherwise agreed to in writing by the parties, the Program(s) governed by this MOU are the following:

- _____ Mills Educational Talent Search Program (METS)
- _____ Mills Upward Bound Program
- _____
- _____
- _____
- _____
- _____

III. CONTRACTOR Responsibilities/Scope of Services

A. Provide a description of the services that your program(s) will be providing to OUSD. Please be specific by answering all of the following questions.

1. A brief description of the type of services your program(s) generally provides.

_____ Mills College TRIO Programs are educational opportunity outreach programs designed to motivate and
_____ educationally support students from disadvantaged backgrounds. Mills TRIO Programs serve students
_____ at Coliseum College Preparatory Academy, Life Academy, Castlemont High, Fremont High, Oakland
_____ High, and Skyline High Schools.

2. The relevant experience of the CONTRACTOR personnel that will be providing the services:

The Mills TRIO Staff is knowledgeable about the the college admission process, financial aid, college and career exploration, and various topics associated with pursuing a college education and promoting a college going culture. All staff have the ability to coordinate and implement academic support and advising programs.

3. Please disclose all costs to parents or students (if applicable). If no such costs, leave blank or write "N/A."

Services are completely free of charge.

4. Please check all of the expectations or goals below that are in agreement with your program's services.

- Ensure a high quality instructional core
- Develop student's social health/skills
- Develop student's emotional health
- Develop student's physical health
- Develop student's cognitive and academic skills
- Create equitable opportunities for learning
- Ensure, maintain, or support high quality and effective instruction
- Prepare students for success in college and careers
- Help ensure, create, and/or sustain safe, healthy and supportive schools
- Create accountability for quality
- Help create full service community schools in OUSD
- Increase, raise graduation rates
- Other: _____

- B. Ensure that all CONTRACTOR personnel, including subcontractors, will comply with any policy and systems in place at OUSD and School(s). This includes, but is not limited to the following:
1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use drugs at these School(s).
 2. **Anti-Discrimination**—It is the policy of OUSD that in connection with CONTRACTOR's services under this MOU there shall be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, age, or other legally protected class. Therefore, the CONTRACTOR agrees to comply with all applicable Federal and California laws.
 3. **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 OUSD employee to perform the services in this MOU, and affirms that to the best of its knowledge no such conflict presently exists. CONTRACTOR agrees to alert OUSD in writing if and when a potential conflict arises.
 4. **Family Education Rights and Privacy Act**—CONTRACTOR shall observe all District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
- C. **Tuberculosis Screening:** CONTRACTOR is required to screen employees and agents who will be present at OUSD sites during the current school year. CONTRACTOR affirms that each person has current proof of negative TB testing on file and TB results are monitored. Please see **Section IV** for the relevant documentation that is required.
- D. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this MOU and CONTRACTOR certifies its compliance with these provisions as follows: "CONTRACTOR certifies that CONTRACTOR has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all CONTRACTOR's employees, subcontractors, agents, and subcontractors' employees or agents ("Employees") regardless of whether those Employees are paid or unpaid, concurrently employed by OUSD, or acting as independent contractors of CONTRACTOR, who may have contact with OUSD pupils in the

course of providing services pursuant to the MOU, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1.

CONTRACTOR further certifies that it has received and reviewed fingerprint results for each of its Employees and CONTRACTOR has requested and reviews subsequent arrest records for all Employees who may come into contact with OUSD pupils in providing services to the District under this MOU. Please see **Section IV** for the relevant documentation that is required.

In the event that OUSD, in its sole discretion, at any time during the term of this MOU, desires the removal of any CONTRACTOR related person, employee, representative or agent from any OUSD school; site; and/or property, CONTRACTOR shall immediately, upon receiving notice from OUSD of such desire, cause the removal of such person or persons.

E. **Insurance**

1. General Liability: ***EITHER*** (a) CONTRACTOR maintains general liability insurance that names OUSD as an additional insured, for operations, students, volunteers, and personnel at location where CONTRACTOR provides programs/services with at least \$1 Million in coverage, and furnish certificate of said insurance to OUSD ***OR*** (b) CONTRACTOR is not required to maintain general liability insurance under this MOU if the Risk Management Officer signs a waiver of insurance. Please see **Section IV** for the relevant documentation that is required.
2. Workers' Compensation: If CONTRACTOR employs any person to perform work in connection with this MOU, 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. The CONTRACTORS' Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease. Please see **Section IV** for the relevant documentation that is required.

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.

- F. **Communication**—Communicate with School(s) and OUSD staff, both formally and informally, to ensure, to the best of the program’s ability, that the CONTRACTOR’S services are aligned with the School(s) and OUSD’s mission and objectives and are adequately meeting student’s needs. At the request of School(s) or OUSD staff, provide reasonable data and information to students participating in the CONTRACTOR’s program.

- G. **Confidentiality**—CONTRACTOR shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of OUSD. CONTRACTOR will comply with FERPA, and will be allowed to use the data received to solicit funding to continue to expand its services/program, so long as there is no information from which the identity of any student in the CONTRACTOR’s program as a participant could be made.

- H. **Register With/Update Community Partner Platform**—Contractor shall register in OUSD’s Community Partner Platform database and perform annual updates *prior to entering schools or interacting with students*, to maintain full and complete up-to-date information.

IV. Required Documents

CONTRACTOR CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. TB and Fingerprinting Clearance:

Contractor (Individual):

- Submit clearance letter from authorized agency verifying individual has been Fingerprinted/Criminal Background Checked for this current fiscal year. Additionally, please provide documentation from health care provider showing negative TB status of individual within the last four years.

Contractor (Agency):

- Attach clearance letter from Agency/Community-Based Organization/Non-Profit Organization on agency letterhead verifying all personnel, including subcontractors, have been Fingerprinted/Criminal Background Checked and have TB clearance for this current fiscal year and signed by authorized personnel.

B. Insurance:

Contractor (Individual/Agency):

- Please attach documentation of either proof of insurance, or a waiver signed by the Risk Management Officer. The additional insured address must read: Oakland Unified School District, Attention: Risk Management, 1000 Broadway Suite 440, Oakland, CA 94607. Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.

V. **Responsibilities of Oakland Unified School District**

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the CONTRACTOR.
- B. **Janitorial Service**—Provide necessary services to maintain this space, which may include janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Subject to state and federal law, ensure that CONTRACTOR has reasonable access to student assessment and evaluation data necessary to inform instruction and periodically review student progress and to provide the study.
1. For the purpose of cohort determination, for instructional purposes, or for academic research purposes, at the sole discretion of OUSD, provide CONTRACTOR access to student assessment data for all students at School(s) including, but not limited to, state test scores and site-based assessments. Students identified may be protected by the use of ID numbers.
 2. Provide CONTRACTOR with any other student information reasonably necessary to provide its services consistent with the CONTRACTOR's program and to evaluate the impact of its program on students at School(s).

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VI. **Duration**

This MOU is for the 10 | 30 | 2017 -- 10 | 30 | 2020 period.
[Insert mm/dd/year] [Insert mm/dd/year]

VII. **Termination**

Either party may terminate this MOU at any time, without cause, with 30 day written notice to the other party. This MOU may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

VIII. Defense/Indemnity/Hold Harmless

Each party to this MOU agrees to defend, indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IX. Jurisdiction

This MOU shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court or the United States District Court for the Northern District of California shall have jurisdiction over any civil action arising out of or relating to this MOU.

X. Notices

Any notice provided for in this MOU shall be in writing and effective upon receipt at the address set forth below in this section, delivered by any of the following means: personal delivery; certified U.S. mail, return receipt requested; or electronic mail. Either party may change the addresses below by giving notice of such change pursuant to this section.

CONTRACTOR

Contact: Mayra Guevara
Title: Project Director
Address: 5000 MacArthur Blvd.
Oakland, CA 94613
E-mail: mguevara@mills.edu

DISTRICT

Contact: Marion McWilliams
Title: General Counsel
Address: Office of the General Counsel
1000 Broadway, Suite 680
Oakland, CA 94607
Phone: 510-879-8535
Fax: 510-879-4046

XI. Integration and Modification

This MOU constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This MOU may be amended or modified only in writing, signed by both Parties.

XII. Assignment

The rights and obligations of the each Party under this MOU shall not be assigned without the express prior written consent of the other Party.

XIII. Waiver

No delay or omission by either Party in exercising any right under this MOU shall operate as a waiver of that or any other right provided for in this MOU.

XIV. No Rights in Third Parties

This MOU does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

XV. Counterparts

This MOU and all amendments and modifications to it may be executed in counterparts, and all counterparts together shall be construed as one document.

XVI. Intellectual Property

During the term of this MOU, any works created by or inventions of Contractor, his agents or employees, within the scope of the work contracted herein shall belong to the District together with all associated copyrights and patents. Contractor shall not publish any aspect of the work performed hereunder without prior written consent of the District.

IN WITNESS THEREOF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By: Life Academy Dated: 10/30/17 (MM/DD/YYYY)

Ann Bowman, Principal (Print Name & Title)

[Signature] (Sponsoring OUSD Department)

By: Mayra Guevara - Dated: 10/30/17 (MM/DD/YYYY)

Mayra Guevara, Project Director (Print Name & Title)

Mills College TRIO Programs (CONTRACTOR—Org. Name)

Approved as to form and procedure

By: [Signature] Dated: 7/25/18 (MM/DD/YYYY)

Attorney, Office of the General Counsel
Oakland Unified School District

(2605 7/12/18)

Aimee Eng
Aimee Eng
President, Board of Education

[Signature]
Kyla R. Johnson-Trammell
Secretary, Board of Education

OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at <https://www.sam.gov/>



MILLS COLLEGE TRIO PROGRAMS:

The Federal TRIO Programs are educational opportunity outreach programs designed to motivate and educationally support students from disadvantaged backgrounds. Educational Talent Search and Upward Bound are part of the Federal TRIO Programs. TRIO programs target to serve and assist low-income individuals, first-generation college students, and individuals with disabilities to progress through the academic pipeline from middle school to post baccalaureate programs.

Upward Bound (UB) is a federally funded college preparatory program that offers assistance to low-income and first-generation college-bound students. The focus of Upward Bound is to develop skills needed for a college education. UB is dedicated to helping participating students graduate from high school with a solid foundation (i.e. completion of required coursework and a strong GPA) necessary for entering college. Upward Bound continues to support participants to ensure continued college enrollment and, ultimately, graduation. The Upward Bound Program at Mills College is one of the 1900 federally funded TRIO Programs across the nation and has been serving the Oakland Unified School District since 1966.

UB STAFF ORGANIZATION

The UB staff consists of the following :

UB Staff Positions					
Staff Position	No.	Time	Staff Position	No.	Time
Project Director	1	100%	Educational Technologist	1	100%
Associate Director	1	100%	Academic Year Instructors	7	10%
Advisors	4	100%	Tutors	8	15%
Student Services Coordinator	1	100%	Summer Instructors	8	100%
Office Manager	1	100%			

The current Director has a total of 15+ years of experience working with UB/TRIO. The UB Project Director provides strategic direction and leadership towards the achievement of the Project's mission, goals and objectives. The UB Director is responsible for project development and implementation, management of the financial budget while functioning effectively with a high degree of autonomy. The Director is also responsible for establishing strong collaboration with the campus community, target schools and the Oakland community.

The Associate Director, Advisors, Office Manager, Educational Technologist, Student Services Coordinator all provide administrative, professional, technical, and operational support utilizing independent judgment, analytical skill, and professional or technical expertise.

Mills College
TRiO Programs

Reinhardt Hall C Wing
5000 MacArthur Blvd.
Oakland, CA 94613

Phone: 510.430.2177
Fax: 510.430.2309
Email: trio@mills.edu



The Talent Search Program is a federally funded educational program identifying and assisting individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assists participants with the postsecondary application process. The Mills Educational Talent Search Program (METS) at Mills College has served the city of Oakland since 1998.

METS STAFF ORGANIZATION

The METS staff consists of the following:

METS Staff Positions					
Key Project Staff	No.	Time Commitment	Key Project Staff	No.	Time Commitment
Project Director	1	100%	Student Advisor	2	50%
Program Coordinator	1	100%	Student Assistant	2	50%
Academic Advisor	1	100%	Summer Instructor	5	100%

The Project Director provides strategic direction and leadership towards the achievement of the Project’s mission, goals and objectives. The Project Director is responsible for project development and implementation, management of the financial budget while functioning effectively with a high degree of autonomy. The Project Director is also responsible for establishing strong collaboration with the campus community, target schools and the Oakland community.

The Project Director, Program Coordinator, Academic Advisor, Student Advisors, Student Assistants and Summer Instructors all provide administrative, professional, technical, and operational support through independent judgment, analytical skill, and professional or technical expertise.

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MILLS EDUCATIONAL



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Oakland, CA 94613

Phone: 510.430.2177
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Email: trio@mills.edu

Scope of Work

Date | October 3, 2017
Program | Mills College Educational Talent Search and Upward Bound Programs

Mills College Educational Talent Search

Mills Educational Talent Search (METS) is a federally funded educational program annually serving approximately 600 middle and high school students from disadvantaged and/or low-income families (as defined by federal income guidelines) from select schools in the Oakland Unified School District. TRiO Programs are designed to motivate and educationally support students in 6th-12th grades.

Program Services

The program motivates and prepares students for success in education beyond high school by offering the following free year-round services:

Academic Year

- One-on-one and group academic advising
- College planning
- Monthly Seminars with workshops on the following topics: study skills, college preparation and requirements, financial aid, scholarships, career exploration and planning, goal setting
- College campus field trips
- Educational/career/cultural field trips
- Access to computer lab
- Tutorial services at Mills College
- Referrals to other community services

Five-week summer academic enrichment program

- Summer Program for incoming 6th-12th graders, including Math and English skills instruction, SAT Prep course, College Prep, Summer Science Research classes, Career Exploration, Financial Literacy
- Social/Cultural Workshops
- Recreational Activities including Educational and Cultural Field Trips

METS Summer Program Plan/Facility Needs

5 Weeks in length: June -July
Class time between 8:30 am – 2:30 pm
Approximately 70 students (35-middle school, 35-high school)
6 Instructors & 3 administrative staff on site daily
Staff to student ratio (about 1:10 during majority of time)
6 Classrooms
Computer lab access
Science Lab access
Access to auditorium (times TBD)
Office space for administrative staff (3-5 staff)
Internet access
Campus security procedures
Breakfast and Lunch program availability



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Email: trio@mills.edu

Mills College Upward Bound Program

Mills College Upward Bound is a federally funded educational program serving 220 high school students from disadvantaged and/or low-income families (as defined by federal income guidelines) from select schools in the Oakland Unified School District. The program motivates and prepares students in grades 9th-12th for success in education beyond high school.

Program Services

The program motivates and prepares students for success in education beyond high school by offering the following free year-round services:

Academic Year

- Saturday College: Students participate in 18-20 Saturday College dates between October-May. Students receive academic enrichment through social/cultural workshops, English, math, science, SAT Prep courses that supplement their current course load.
- Staff visit school sites: once a week to keep track of attendance and grades and provide academic, career and personal advising. Seniors receive assistance with college admissions and financial aid process.
- Tutoring: available weekday afternoons for most high school subjects
- Students receiving a C- or lower in academic subjects are required to attend tutorials until their grade improves.

Five-week summer academic enrichment program

- Intensive instruction in English, math, science, computers, and foreign language.
- Tutorials
- Social/Cultural Workshops
- Recreational Activities, Educational and Cultural Field Trips
- Work-study Program (Internships)

UB Summer Program Plan/Needs

6 Weeks in length – June -July
Class time between 8:30 am – 2 pm
After school tutorials 2-4 pm
Approximately 200-220 students
12-15 Instructors & 10-13 office staff on site daily
Staff to student ratio (between 1-9 and 1-11 given the time of day – includes instructors and office staff only)
10-12 Classrooms
Computer lab access
Science Lab access
Library access
Access to auditorium for afternoon workshops (2x's/week)
After school tutorial space
Office space for program staff (10-13)
Internet access
Campus security procedures
Breakfast and Lunch program availability



October 3, 2017

Community School Partnerships
Oakland Unified School District
746 Grand Ave.
Oakland, CA 94610

RE: Live Scan Fingerprinting and TB testing for Mills College TRiO Staff

MILLS EDUCATIONAL



★TALENT SEARCH★

Dear OUSD Personnel:

This letter is to verify that all Mills College Educational Talent Search TRiO Program (METS) staff is required to be fingerprinted prior to employment. The test is administered through an outside agency. Mills Public Safety Department receives the DOJ results and e-mails the department the clearance report for each employee. DOJ results are filed in the personnel file. If there were to be criminal history reported for a prospective employee they will not be considered for employment.

All TRiO personnel are also asked to take a TB test. The test is done by an approved Mills College clinic or at the employee's personal healthcare provider. Our HR department receives TB test clearance results and notifies the department. Staff is asked to provide proof of TB clearance if obtained through their own healthcare provider. TB clearance results are kept in the personnel file.

The following are names of current Mills TRiO staff:

Mayra Guevara, METS Director
Yadira Gonzalez, Program Coordinator
Jessica Ko, Academic Advisor
Kehinde Adesina, UB Director
Joe Omega, Associate Director
Jerome Narvaez, Academic Advisor
Adalberto Gonzalez, Academic Advisor
Magi Brizuela, Academic Advisor
Maricela Juarez, Program Supervisor
Erica Dominguez, Academic Coordinator
Jennifer Guevara, Student Services Coordinator

The METS Program staff has proof of fingerprint and TB test clearance.

Sincerely,

Mayra C. Guevara

Project Director
510-430-3126
mguevara@mills.edu

Mills College
TRiO Programs

Reinhardt Hall C Wing
5000 MacArthur Blvd.
Oakland, CA 94613

Phone: 510.430.2177
Fax: 510.430.2309
Email: trio@mills.edu

ADDITIONAL INSURED ENDORSEMENT

In consideration of the premium charged, **we** agree with the **Educational Organization** that, subject always to all other provisions of this Policy,

Oakland Unified School District (OUSD)
1000 Broadway, Suite 600, Oakland, CA 94607

is an additional **Insured** but only with respect to **Occurrences** arising out of operations and functions for or on behalf of an **Included Entity**.

All other Policy provisions remain the same.


Authorized Representative

SAM Search Results
List of records matching your search for :

Search Term : mills* college*
Record Status: Active

ENTITY MILLS COLLEGE	Status: Active
DUNS: 073929002 +4:	CAGE Code: 39PV1 DoDAAC:
Expiration Date: Jul 5, 2019	Has Active Exclusion?: No Debt Subject to Offset?: No
Address: 5000 MACARTHUR BLVD City: OAKLAND ZIP Code: 94613-1301	State/Province: CALIFORNIA Country: UNITED STATES
ENTITY BAY MILLS COMMUNITY COLLEGE	Status: Active
DUNS: 949084818 +4:	CAGE Code: 1R4W9 DoDAAC:
Expiration Date: Sep 12, 2018	Has Active Exclusion?: No Debt Subject to Offset?: No
Address: 12214 W LAKESHORE DR City: BRIMLEY ZIP Code: 49715-9320	State/Province: MICHIGAN Country: UNITED STATES