Board Office Use: Leg File ID Number		OAKLAND UNIFIED
Introduction Date	12-0605	
Enactment Number	12-0958 1	SCHOOL DISTRICT
Enactment Date	3-29-12 27	
		Community Schools, Thriving Students
Memo	Ω	
То	Board of Education Tony Smith, Ph.D., Superinter	ndent
From		Superintendent, Instruction, Leadership &
	Equity in-Action Version Hal, Deputy	Superintendent, Business & Operations
Board Meeting Date (To be completed by Procurement)	3-28-12	
Subject	Individual Service Agreement	
	SFBAC, Learning for Life Laurel Ele	(Contractor, City/State) -
		mentary (site/department)
Action Requested		ard of the amendment to the Individual Service ct and SFBAC, Learning for Life
	Services to be primarily provid	led to Laurel Elementary for through 06/30/2012, in an amount not to exceed
Background A one paragraph explanation of why an amendment is needed.	providing services as a subcont 700 hours with the addition of to deliver high quality program	is needed for SFBAC, Learning for Life to continue ractor. The school has increased the number of units by 1 media lab consultant. Learning for Life will continue ming through instructional services in order to meet the 1 be delivered by qualified and trained individuals.
Discussion One paragraph summary of the amended scope of work.	Memorandum of Understanding (latter to provide instructional serv Media Center meeting the needs of children, in its capacity as a Comp	on of an Individual Service Agreement to the Master MOU) between the District and Learning for Life, for the ices in the form of Media Lab Assistance in the Technology of low achieving children and limited English proficient prehensive Community Based Organization at Laurel uary 15, 2012 through June 30, 2012.
Recommendation	Agreement between the Distri	
	Services to be primarily provid the period of <u>01/15/2012</u> \$15,783.00	through <u>06/30/2012</u> , in an amount not to exceed
Fiscal Impact	Funding resource name (please s	not to exceed \$15,783.00
Atta ali manta	In dividual Contract	
Attachments	 Individual Service Agre 	ement Amenament

Board Office Use: Legi	slative File Info.
File ID Number	12-0605
Introduction Date	3 28 2012
Enactment Number	12-0958
Enactment Date	3-29-12%



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 SFBAC, Learning for Life (CONTRACTOR). OUSD entered into an Agreement with CONTRACTOR for October 1 , 2011, and the parties agree to amend that Agreement as follows: services on

Ν	AASTER MOU -	- ORIGINA	LISA INFORMATION		•								
V	ENDOR NAME	S	FBAC, Learning for L	ife		MASTER CONTR	ACT #	V050776		ENACTMEN	T#	11-28	323
	SITE NAME / NUM	BER	Laurel Elementa	ary				OF ORIGINAL			\$45.00)	
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30	. Variance in hou	rs of service											
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	The Term (Dura	ation) has c	hanged: The contract	t term	is ext	ended by an add	ditiona	I		_(days/wee	eks/ma	onths),	
	and the amer		tion date is										
IS	A Amendment	History:											
	There	are no previ	ous amendments to thi	s ISA.	🗌 Th	is ISA has previou	sly bee	en amended as	s follo	WS:			
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	USD SITE ADMINIS	TRATOR	NAME Nohn Stang	100		TITLE		cipal					
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Option B: Lead Agency Unit of Service – OFCY After School Enrichment

After School Services include:

After school program set up at school site and coordination of comprehensive services to ensure OFCY 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 enrichment and 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. Services will be offered daily, Monday through Friday, for the entire school year. Program will begin immediately at the end of the regular school day and will stay open until 6pm daily.

Program activities will be provided by qualified staff. Student to staff ratio will not exceed 15:1.

Lead agency will provide on-going training and program support for program staff. Lead agency will recruit and coordinate community support including volunteers, resources and funding. Lead agency will organize school community events including family literacy night and cultural celebrations.

Cost for Elementary School lead agency package: \$89,000

Factors that may reduce or increase the school charge for above lead agency unit for OFCY After School Enrichment:

- **2a.** School opting to provide own enrichment instructors or contract with a different service provider for specialized enrichment services, reducing the academic programming charges to the cost above.
- **2b.** School opting to directly contract with a different service provider for enrichment, reducing some of the enrichment charges to the cost above.
- **2c.** School opting to provide supplies in support of after school programming, reducing supply costs from the total above.
- 2d. Other specialty services from this menu have been selected to augment some of the basic lead agency services included in package above.
- **2e.** School utilizing other funds to increase level of services and/or number of students served beyond the above base unit.

Other Specialized Services

Specialized Services Option A: In-school Academic Assistance

Academic reading and math assistance provided by trained tutors throughout entire school year.

1a. Academic support will be focused on increasing English proficiency of limited English proficient children by providing high quality language instruction and educational tutoring.

2a. Academic support will be focused on providing academic intervention to low achieving students through tutoring, media research, language instruction or professional development.

Cost: \$23,000 for daily sessions throughout the school year; service for up to 20 youth per tutor.

Specialized Services Option B: After-school Academic Assistance

Academic assistance including reading, math, skill building and/or homework help provided by trained tutors and mentors throughout entire school year.

Cost: \$20,000 for daily sessions throughout the school year; service for up to 20 youth per tutor/mentor.

Specialized Services Option C: Enrichment Services

Enrichment classes provided by trained providers including art, drama, computers, fitness, gardening or music.

Cost: \$20,000 for daily sessions from throughout the school year; service for up to 20 youth per enrichment provider.

Specialized Services Option D: Operational and Programmatic Support

Additional year-long administrative and program support to ensure seamless delivery of services and strong program operations.

Cost: \$21,000 for daily assistance from throughout the school year.

Factors that may reduce or increase the school charge for above specialized services:

- **3a.** School opting to utilize own teachers to provide academic services, reducing the academic programming charges to the cost above.
- **3b.** School opting to provide supplies in support of after school programming, reducing supply costs from the total above.
- 3c. Variation in hours of service
- **3d.** Variation in number of students served

Units of Service for Lead Agency: Learning for Life

Option A: Lead Agency Unit of Service – ASES/21st Century After School Program 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. Services will be offered daily, Monday through Friday, for the entire school year. Program will begin immediately at the end of the regular school day and will stay open until 6pm daily.

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

Lead agency will provide on-going training and program support for program staff. Lead agency will recruit and coordinate community support including volunteers, resources and funding. Lead agency will organize school community events including family literacy night and cultural celebrations.

Cost for Elementary School lead agency package: \$95,000

Factors that may reduce or increase the school charge for above lead agency unit for ASES/21st Century After School Program:

- **1a.** School opting to utilize own teachers to provide academic services, reducing the academic programming charges to the cost above.
- **1b.** School opting to directly contract with a different service provider for enrichment, reducing some of the enrichment charges to the cost above.
- **1c.** School opting to provide supplies in support of after school programming, reducing supply costs from the total above.
- 1d. School opting to fund School Safety Officer, reducing above costs to provide safe and secure after school environment.
- 1e. Other specialty services from this menu have been selected to augment some of the basic lead agency services included in package above.
- 1f. School utilizing other funds to increase level of services and/or number of students served beyond the above base unit.

Individual Service Agreement (ISA) Amendment Routing Form

OAKLAND UNIFIED

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THIS FORM IS NOT A CONTRACT

Board Office Use: Leg	gislative File Info.
File ID Number	11-7823
Introduction Date	12-5-11
Enactment Number	11-2477
Enactment Date	12 14-11



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Memo	
То	Board of Education
From	Tony 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)	
Subject	Approval of an Individual Service Agreement to the Master Memorandum of Understanding between Oakland Unified School District and Learning for Life/S.F. Bay Area Council, of San Leandro, CA.
Action Requested	Approval of the Individual Service Agreement to the Master Memorandum of Understanding 10-05 (MOU) between District and Learning for Life/S.F. Bay Area Council, for services to be provided primarily to Laurel Elementary School.
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 August 1, 2011.
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 Learning for Life/S.F. Bay Area Council, for the latter to provide Enrichment Services in the form of media lab assistance in the Technology Media Center to students, in its capacity as a Comprehensive Community Based Organization, consisting of 800 hours of and serving 300 students/participants at Laurel Elementary School, for the period Oct 1, 2011 through June 30, 2012, in an amount not to exceed \$28,645.00, 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 Learning for Life/S.F. Bay Area Council, for the latter to provide Enrichment Services in the form of media lab assistance in the Technology Media Center to students, in its capacity as a Comprehensive Community Based Organization at Laurel Elementary School, for the period October 1, 2011 through June 30, 2012.
Fiscal Impact	Funding Resource: 0089/Measure G in an amount not to exceed \$28,645.00
Attachments	 Individual Service Agreement Menu of Service

www.ousd.k12.ca.us

Board Office Use: Legi	slative File Info.
File ID Number	1-2823
Introduction Date	12-5-11
Enactment Number	11-2477
Enactment Date	12.14-11 1



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Community Schools, Thriving Students

INDIVIDUAL SERVICE AGREEMENT (ISA) 2011-2012 MASTER MOU INFORMATION SFBAC, Learning for Life VENDOR NAME V050776 11-1364 **VENDOR**# **ENACTMENT#** Laurel Elementary 131 SITE # SITE / DEPT NAME OUSD STAFF CONTACT - EMAILS ABOUT THIS CONTRACT SHOULD BE SENT TO: John.stanol@ousd.k12.ca.us ORDER MENU OF SERVICES (EXHIBIT A OF MASTER MOU) - SELECT DESIRED SERVICE GRADE RATE PER DESIRED SERVICE AND UNIT OF SERVICE (SEE EXHIBIT AMOUNT A OF MASTER MOU FOR A FULL DESCRIPTION OF SCOPE OF (DESIRED UNITS TIMES LEVEL(S) UNIT UNITS RATE PER UNIT) WORK AND MENU OF SERVICES) SERVED Specialized Services Option C-Enrichment K-5 \$20,000.00 1 \$28.645.00 \$ \$ \$ \$ TOTAL AMOUNT | \$ 28,645.00 IF FEE DOES NOT EQUAL RATE PER UNIT MULTIPLED BY DESIRED UNITS, EXPLAIN REASON FOR ALTERED RATE. 3C. Variation in the number of students being served. Number of students per unit is 20. Number of students being served at Laurel Elementary is more than double the amount per unit. **BUDGET INFORMATION REQUISITION NUMBER** R0201418 START DATE 10/01/2011 END DATE 06/30/2012 **RESOURCE**# ORG KEY AMOUNT **RESOURCE NAME** 0089 1311552205 \$28,645.00 Measure G \$ \$ 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 TITE Director VENDOR NAME Shawntee Ha SIGNATURE DATE OUSD SITE Principal n Stang ADMINISTRATOR TITLE 3 SIGNATURE DATE 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: State and Federal Quality Community School Development Complementary Learning / After School Programs DATE SIGNATURE SIGNATURE DATE NETWORK OR DEPARTMENT, EXECUTIVE OFFICER DATE 10 SIGNATURE PRESIDENT AND THE SECRETARY OF THE BOARD OF EDUCATION DATE SIGNATURE SIGNATURE LEGISLATIVE FILE 10 ID Number 11- 2823 Introduction Date 12-5-11 Master MOU for 2011-12 Enactment Number 11-2477 Revised June 2011 v1 Enactment Date 12-14-11



State and Federal Compliance

2011-12 SPSA

SECTIONS 4 & 5: Academic and School Climate Action Plan

	School Name:	Laurel	School Site #:	131	SSC Chairper son's Initials	V-	Principat 's Initials:	P	10/5/2011
	Priorit Y Area Math, ELA, School Climate	Actions Cleary Explain What Specific Actions Are Planned.	Student Group Impacte d FBB, BB, B, ELL, GATE	Measur e of Success CST, CELDT, CAHSEE, ETC.	Resour ce #	Resource Name	Object Code #	Object Code Name	Budget Amount
/	ELA/ Math	Extend PREP Teacher .176 time (for a total of 1.0) to provide instruction in ELA and math to FBB-B students, based upon CST scores, over and above the normal classroom instruction to ensure their growth toward grade level achievement.	FBB-B	CST	3010	Title I	1105	teacher salaries	\$20,172.00
	ELA/ math	Extend hours of two Media Center Consultants through Learning for Life to provide technology services, tutoring using library media for research, literature groups and professional development for teachers, addressing needs of students scoring FBB-B, based upon the CST scores, above and beyond the normal classroom instruction to ensure their growth towards grade level.	FBB-B	CST	3010	Title I	5825	contraserv	\$15,783.00
	ELA/ Math	Provide copier maintenance agreements to support needs of students scoring FBB-B, based upon the CST scores, above and beyond the normal classroom instruction to ensure their growth towards grade level standards	FBB-B	CST	3010	Title I	5610	copymaint	\$5,000.00
/	ELA/M ath	Provide laminator maintenance agreements or repair to support instruction of students scoring FBB-B, based upon the CST scores, above and beyond the normal classroom instruction to ensure their growth towards grade level standards.	FBB-B	CST	3010	Title I	5675/ 5610	repairs/ copymaint	\$1,000.00

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Individual Service Agreement (ISA)

OAKLAND UNIFIED

DISTRICT

SCHOOL

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 reguisition 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 John.Stangl@ousd.k12.ca.us VENDOR INFORMATION SFBAC, Learning for Life San Leandro CA CITY STATE CONTRACTOR NAME 131 Laurel Elementary SITE / DEPT NAME SITE # **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**# ORG KEY REQ. NUMBER **RESOURCE NAME** AMOUNT \$15,783.00 3010 Title 1 1314850101 R0202140 \$ \$ Amount and Reason for Amendment Original PO Number(s) P1204222 Reason for Amendment to ISA (check appropriate box): 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. **Original ISA Amount** \$28,645.00 Purchase additional type of service. In addition to the services contracted for in the original ISA, I would like to purchase Amended ISA Amount \$ 15,783.00 another type of service from this vendor. New Total Contract Amount \$44,428.00 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. Name John Stangl Phone (510) 879-1310 Fax (510) 531-6725 Site Administrator or ager Site / Departmen Laurel Elementary 1. L Date Approved Signature ming / After School Programs **Resource Manag** naged by Quality, Community, School Development Complem unds State and 2. Date Approved 2 Signature Date Approved Signature **Regional or Executive Officer** 3. Date Approved Signature Deputy Superintendent Instructional Leadership / Deputy Superintendent Business Operations 4 Date Approved Signature Superintendent or Board of Education Signature on the legal contract 5. Legal Required if not using standard contract Approved Denied - Reason Date PO Number Date Received

Rev. 9/2011 v1

THIS FORM IS NOT A CONTRACT