Board Office Use: Legislative File Info.		
File ID Number:	14-0169	
Introduction Date:	2/26/2014	
Enactment Number:		
Enactment Date:		



Memo

Board of Education To:

GARY YEE, EdD, ACTING SUPERINTENDENT: By: MARIA SANTOS, Deputy Superintendent From:

Board Meeting Date: 02/26/2014

Subject: **Professional Service Contract**

> DARRICK SMITH of Vallejo, CA Contractor:

Services for: 301-CASTLEMONT

Board Action Requested

Ratification by the Board of Education of a Professional Services Contract between the District and and Recommendation: DARRICK SMITH, Vallejo, CA, for the latter to provide: ? A contract for services between OUSD and Dr. Darrick Smith, for the latter to provide instructional leadership training services to Castemont High School's teaching and administrative staff. The training's structure involves leadership framing discussions with instructional and administrative staff, observations of classrooms and public spaces, ethnographic interviewing of personnel, gathering student input - conducting focus groups, review of aggregated student data, testing, discipline, and school demographics, school policies, procedures, performance outcomes, curriculum designs, and a final presentation of findings and recommendations for improvement. The goal is build a professional learning community that is grounded in sharing best practices and increasing the leadership capacity of all staff members. Measurement of progress will be measured by:

Background:

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

Coinciding with OUSD'S Voluntary Resolution Plan to address disproportionate suspension rates, the administrative team at Castlemont High School is undertaking efforts to rethink and continue to shape the vision for school culture on campus. In order to provide such assistance, Dr. Smith will conduct throught this year inquiries into the systmems, practices, and curriculum as they are implemented at Castlemont. During this time, Dr. Smith will also serve in a coaching capacity on matters concerning discipline practices, structures, and relevant professional development matters with the ultimate goal to increase student achievement and decrease discipline issues.

Discussion:

(QUANTIFY what is being purchased.)

- A contract for services between OUSD and Dr. Darrick Smith, for the latter to provide instructional leadership training services to Castemont High School's teaching and administrative staff. The training's structure involves leadership framing discussions with instructional and administrative staff, observations of classrooms and public spaces, ethnographic interviewing of personnel, gathering student input - conducting focus groups, review of aggregated student data, testing, discipline, and school demographics, school policies, procedures, performance outcomes, curriculum designs, and a final presentation of findings and recommendations for improvement. The goal is build a professional learning community that is grounded in sharing best practices and increasing the leadership capacity of all staff members. Measurement of progress will be measured by:
- Use of peer observations to monitor progress
- 70% of 10th grade students will pass both sections of the CAHSEE
- Achieve100% implementation of the Common Core aligned assessments
- Agendas and minutes from Grade-level and Subject-area team meetings
- Artifacts of student work, reflection of teacher's current practices, and meeting notes

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Fiscal Impact: Funding resources below not to exceed \$14,500.00

\$14,500.00 ECONOMIC IMPACT AID

Attachments: Professional Services Contract including Scope of Work

Waiver Summary

Resume / Statement of Qualifications

EPLS Search Results Page

Insurance Certification (if no Waiver was granted)

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profession for services to California school districts.

eRev. 3/11/13



PROFESSIONAL SERVICES CONTRACT 2013-2014

Thi	s Agreement is entered into between DARRICK SMITH
(Cother	ONTRACTOR) and Oakland Unified School District (OUSD). OUSD is authorized by Government Code Section 53060 to contract for furnishing of special services and advice in financial, economic, accounting, engineering, legal, and administrative matters with persons scially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and appetent to provide such services. The parties agree as follows:
1.	Services : CONTRACTOR shall provide the ("Services" or "Work") as described in Exhibit "A," attached hereto and incorporated herein by reference.
2.	Terms : CONTRACTOR shall commence work on11/25/2013, or the day immediately following approval by the Superintendent
	if the aggregate amount CONTRACTOR has contracted with the District is below in the current fiscal year; or, approval
	by the Board of Education if the total contract(s) exceed, whichever is later. The work shall be completed no later than
3.	Compensation: OUSD agrees to pay CONTRACTOR for services satisfactorily rendered pursuant to this Agreement. The compensation under this Contract shall not exceed
	Dollars (\$14,500.00) [per fiscal year], at an hourly billing rate not to exceed \$100.00 per hour. This sum shall be for
	full performance of this Agreement and includes all fees, costs, and expenses incurred by Contractor including, but not limited to,
	labor, materials, taxes, profit, overhead, travel, insurance, subcontractor costs, and other costs.
	If CONTRACTOR will be compensated hourly for services provided under this Contract, CONTRACTOR shall describe in Exhibit "A," attached hereto, the specific scope of services to be delivered on an hourly basis to OUSD.
	OUSD shall not be liable to CONTRACTOR for any costs or expenses paid or incurred by CONTRACTOR in performing services for
	OUSD, except as follows: No Reimbursements
	Payment for Work shall be made for all undisputed amounts in monthly installment payments within forty-five (45) days after CONTRACTOR submits an invoice to OUSD for Work actually completed and after OUSD's written approval of the Work, or the portion of the Work for which payment is to be made.
	The granting of any payment by OUSD, or the receipt thereof by CONTRACTOR, shall in no way lessen the liability of CONTRACTOR to correct unsatisfactory work, although the unsatisfactory character of that work may not have been apparent or detected at the time a payment was made. Work, which does not conform to the requirements of this Agreement, may be rejected by the District and in that case must be replaced by CONTRACTOR without delay.
4.	Equipment and Materials: CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance of this
	Agreement except: NONE ,
	which shall not exceed a total cost of
5.	CONTRACTOR Qualifications / Performance of Services:
	CONTRACTOR Qualifications : CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and,/or regulations, as they may apply.
	Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a

6. **Invoicing**: Invoices furnished by CONTRACTOR under this Agreement must be in a form acceptable to OUSD. All amounts paid by OUSD shall be subject to audit by OUSD. Invoices shall include, but not be limited to: Contractor name, Contractor address, invoice date, invoice number, purchase order number, name of school or department service was provided to, period of service, name of the person performing the service, date service was rendered, brief description of services provided, number of hours of service, hourly rate, total payment requested.

professional manner, without the advice, control, or supervision of OUSD. CONTRACTOR's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its

7. **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:

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requisition res.	1 :0:110:

Professional Services Contract

OUSD Representative:		CONTRACTOR:	
Name:	VINNIE BLYE	Name: _	DARRICK SMITH
Site /Dept.	. 301-CASTLEMONT	Title:	Owner
Address:		Address:	810 Florida St.
- -	Oakland, CA 94605		Vallejo, CA 94590
Phone:	510-639-1466	Phone:	510-409-2133

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.

8. **Status of Contractor**: This is not an employment contract. CONTRACTOR, in the performance of this Agreement, shall be and act as an independent contractor. CONTRACTOR understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partner, or joint venture of OUSD, and are not entitled to benefits of any kind or nature normally provided employees of OUSD and/or to which OUSD's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State, and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CONTRACTOR's employees. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, OUSD being interested only in the results obtained.

9. **Insurance**:

- 1. Unless specifically waived by OUSD, the following insurance is required:
 - i. If CONTRACTOR employs any person to perform work in connection with this Agreement, 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. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

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.
- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 10. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.
- 11. **Assignment**: The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 12. **Non-Discrimination**: It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR 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. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR 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.

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- 13. **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, CONTRACTORS, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.
- 14. **Indemnification**: CONTRACTOR agrees to hold harmless, indemnify, and defend OUSD and its officers, agents, and employees from any and all claims or losses accruing or resulting from injury, damage, or death of any person, firm, or corporation in connection with the performance of this Agreement. CONTRACTOR also agrees to hold harmless, indemnify, and defend OUSD and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, contractor, or subcontractor furnishing work, services, or materials to CONTRACTOR in connection with the performance of this Agreement. This provision survives termination of this Agreement.
- 15. Copyright/Trademark/Patent/Ownership: CONTRACTOR understands and agrees that all matters produced under this Agreement shall become the property of OUSD and cannot be used without OUSD's express written permission. OUSD shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark, and/or patent of said matter in the name of OUSD. CONTRACTOR consents to use of CONTRACTOR's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium. These matters include, without limitation, drawings, plans, specifications, studies, reports, memoranda, computation sheets, the contents of computer diskettes, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, diagrams, surveys, source codes or any other original works of authorship, or other documents prepared by CONTRACTOR or its Sub-CONTRACTORs in connection with the Services performed under this Agreement. All works shall be works for hire as defined under Title 17 of the United States Code, and all copyrights in those works are the property of OUSD.
- 16. **Waiver**: No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.
- 17. **Termination**: OUSD may at any time terminate this Agreement upon written notice to CONTRACTOR. OUSD shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, OUSD may terminate this Agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, OUSD may secure the required services from another contractor. If the cost to OUSD exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
- 18. **Conduct of CONTRACTOR**: CONTRACTOR will adhere to the following staff requirements and provide OUSD with evidence of staff qualifications, which include:
 - 1. **Tuberculosis Screening**: CONTRACTOR is required to screen employees who will be working at OUSD sites for more than six hours. CONTRACTOR affirms that each employee has current proof of negative TB testing on file and TB results are monitored.
 - 2. 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 Agreement 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 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. 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 contract with OUSD pupils in providing services to the District under this Agreement.

In the event that OUSD, in its sole discretion, at any time during the term of this contract, desires the removal of any CONTRACTOR related persons, employee, representative or agent from an 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.

- 19. **No Rights in Third Parties**: This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
- 20. OUSD's Evaluation of CONTRACTOR and CONTRACTOR's Employees and/or Subcontractors. OUSD may evaluate CONTRACTOR's work in any way that OUSD is entitled to do so pursuant to applicable law. The OUSD's evaluation may include, without limitation:
 - 1. Requesting that OUSD employee(s) evaluate the CONTRACTOR and the CONTRACTOR's employees and subcontractors and each of their performance.
 - 2. Announced and unannounced observance of CONTRACTOR, CONTRACTOR's employee(s), and/or subcontractor(s).
- 21. 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.
- 22. **Confidentiality**: CONTRACTOR and all CONTRACTOR's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. CONTRACTOR understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement. Contractors will be permitted

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Professional Services Contract

OAKLAND UNIFIED SCHOOL DISTRICT

access to student data only where permissible under state and federal law and only after executing OUSD's Confidentiality Agreement Regarding Student Data.

- 23. **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 officer or employee of OUSD to perform any service by this Agreement.
 - CONTRACTOR affirms to the best of his/her/its knowledge, there exists no actual or potential conflict of interest between CONTRACTOR'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.
 - Through its execution of this Agreement, CONTRACTOR acknowledges that it is familiar with the provisions of section 1090 *et seq.* and section 87100 *et seq.* of the Government Code of the State of California, and certifies that it does not know of any facts which constitute a violation of said provisions. In the event CONTRACTOR receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, CONTRACTOR agrees it shall notify OUSD in writing.
- 24. **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion**: CONTRACTOR certifies to the best of his/her/its knowledge and belief, that it and its principals: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. (https://www.epls.gov/epls/search.do)
- 25. **Litigation**: This Agreement shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court shall have jurisdiction over any state court litigation initiated to enforce or interpret this Agreement. If litigation is initiated, the prevailing party shall be entitled to reasonable attorney's fees and costs.
- 26. **Incorporation of Recitals and Exhibits**: The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.
- 27. **Integration/Entire Agreement of Parties**: This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
- 28. **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.
- 29. **Signature Authority**: Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been given the proper authority and empowered to enter into this Agreement.
- 30. Contract Contingent on Governing Board Approval: OUSD shall not be bound by the terms of this Agreement until it has been formally approved by OUSD's Governing Board, and no payment shall be owed or made to CONTRACTOR absent formal approval. This Agreement shall be deemed to be approved when it has been signed by the Board of Education, and/or the Superintendent as its designee.

CONTRACTOR

MARIA SANTOS	12/13/2013	DARRICK SMITH	01/24/2014	
President, Board of Education Superintendent or Designee	Date	Contractor eSignature	Date	
		DARRICK SMITH, Owner		
Secretary, Board of Education	Date	Print Name, Title		

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EXHIBIT "A" SCOPE OF WORK

[IF A CONTRACTOR PROVIDES AN ACCEPTABLE DESCRIPTION OF SERVICES AS PART OF A PROPOSAL, THAT DESCRIPTION OF SERVICES MAY BE ATTACHED $\underline{\text{WITHOUT}}$ ANY TERMS, CONDITIONS, LIMITATIONS, ETC., FROM THAT PROPOSAL.]

1. Description of Services to be Provided: Provide a description of the service(s) the contractor will provide. Be specific about what service(s) OUSD is purchasing and what this Contractor will do. Scope of Work is Attached

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Requisition No.

2.	Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a resu of the service(s): 1) How many more Oakland children are graduating from high school? 2) How many more Oakland children are attending school 95% or more? 3) How many more students have meaningful internships and/or paying jobs? 4) How many more Oakland children have access to, and use, the health services they need? Provide details of program participation (Student will) and measurable outcomes (Participants will be able to). NOT THE GOALS OF THE SITE OR DEPARTMENT.					
Campus trends in student behavior will create a safe campus environment; increase in attendance, inc scores, suspension reduction, school climate improvement, ongoing issues of disrespect and violence addressed.						
3.		ment with District Strategic Plan: Indicate the goals and visions supported by the services of this contract: all that apply.)				
	▼ Dev	sure a high quality instructional core Prepare students for success in college and careers Safe, healthy and supportive schools				
		eate equitable opportunities for learning Accountable for quality Full service community district				
4.	Please	ment with Community School Strategic Site Plan – CSSSP (required if using State or Federal Funds):				
	_	Item Number(s): 301SQI4A5386				
		ction Item added as modification to Board Approved CSSSP – Submit the following documents to the Resource anager either electronically via email of scanned documents, fax or drop off.	се			
	1.	Relevant page of CSSSP with action item highlighted. Page must include header with the word "Modified", modification date, school site name, both principal and school site council chair initials and date.				
	2. 3.	Meeting announcement for meeting in which the CSSSP modification was approved. Minutes for meeting in which the CSSSP modification was approved indicating approval of the modification.				
	4.	Sign-in sheet for meeting in which the CSSSP modification was approved.				

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Scope of Work
Dr. Darrick Smith
Independent Consultant

- ➤ A contract for services between OUSD and Dr. Darrick Smith, for the latter to provide instructional leadership training services to Castemont High School's teaching and administrative staff. The training's structure involves leadership framing discussions with instructional and administrative staff, observations of classrooms and public spaces, ethnographic interviewing of personnel, gathering student input conducting focus groups, review of aggregated student data, testing, discipline, and school demographics, school policies, procedures, performance outcomes, curriculum designs, and a final presentation of findings and recommendations for improvement. The goal is build a professional learning community that is grounded in sharing best practices and increasing the leadership capacity of all staff members. Measurement of progress will be measured by:
 - Use of peer observations to monitor progress
 - o 70% of 10th grade students will pass both sections of the CAHSEE
 - o Achieve100% implementation of the Common Core aligned assessments
 - o Agendas and minutes from Grade-level and Subject-area team meetings
 - o Artifacts of student work, reflection of teacher's current practices, and meeting notes

ContractsOnline: Contract Waiver Summary

Site Number-Name: 301-CASTLEMONT

Principal / Department Head: VINNIE BLYE

Contractor Name: DARRICK SMITH

Business Name: DARRICK SMITH

Contract Type: Standard

Anticipated Start Date: 11/25/2013 Contract End Date: 06/23/2014

Rate Type: HOURLY Contract Amount: \$14,500.00

Applicable Waivers

Approved by Risk Management

Insurance-Reduction Waiver Status: WAIVED

Waiver-Reduction Type: WAIVED

Other Reduction Amount:

Approval Date: 11/22/2013

Approved by Deputy Superintendent

Billing Waiver Status: NA Approval Date:

Fingerprint Waiver Status: Approved Approval Date: 12/13/2013

TB Test Waiver Status: Approved Approval Date: 12/13/2013

Darrick Smith. Ed.D.

1455 E.36th St. #108 Oakland, CA 94602

Cell Phone 510-409-2133
Email darrsmth@gmail.com
WORK HISTORY

2011- Current Learning Works- Center Director

LearningWorks aims to strengthen student achievement in the California community colleges (CCCs). It does so by facilitating, disseminating, and funding practitioner-informed recommendations for changes at the system and classroom levels, and infusing these strategies with statewide and national insights.

As the Center Director, I provide project coordination and high level staffing for the Executive Director and Leadership team. The Center Director represents the organization at external meetings and events, cultivates partnerships, provides analysis, provides editorial oversight of publications and performs related duties to support the organization's efforts to support students' completion and success. Responsibilities include but are not limited to:

- 1. Build, develop, and grow internal and external relationships with a cross-section of practitioners, policy makers, researchers, experts, advocates and the California Community College system vital to the success of the program
- 2. Cultivate peer-learning networks to promote LearningWorks' mission and review trends and issues
- 3. Provide support for the advisory group and national advisory circle by facilitating group membership, communication and providing structure for advisory meetings
- 4. Broker services and collaborations among partner organizations, colleges and the community college system.
- 5. Develop communication strategies and tailor marketing efforts to varied audiences in an effort to increase collaboration with organizations, community colleges, faculty, partners with the goal of increasing the capacity and effectiveness of Learning Works
- 6. Responsible for documenting and benchmarking best practices, successes and program challenges across multiple initiatives. Gather information through the 3CSN, CLP, and RP Group networks on effective completion efforts at specific colleges and disseminate using multifaceted approach.

2008-2011 June Jordan School for Equity- Co-Director/Principal

Assists Co-Director in the general administration of the school and serves as sole Principal in Co-director's absence. In addition to typical administrative tasks, this position is responsible for maintaining the highest standard of integrity and creating a safe space for all community members on campus. Assists Co-Director in such tasks as: Assisting in the preparation of the school master schedule; Compiling annual budget requests; Reporting and monitoring of student attendance and developing procedures for follow-up action; Maintaining discipline throughout the student body; Providing supervision on and off campus for students; Seeing that substitutes are present and covering classes; Assisting department chairpersons in the assigning and evaluation of student teachers; Working with parents, faculty and student groups in advancing educational and related activities; Assisting with appraisal and evaluation of the instructional program; Supervision of all student support programs including Wellness Center, security team, school dean, and athletic department.

Darrick Smith. Ed.D.

1455 E.36th St. #108 Oakland, CA 94602

2008-Current De Anza Community College - Instructor

Courses: Social Problems SOC 20
Intro to Sociology SOC 1

Serve as adjunct instructor for the Sociology Department. Teach UC/CSU transferable material to 25-50 students per class. Provide students with a basic understanding of sociological principles and the notion of a sociological imagination.

2008-2010 Laney Community College - Instructor

Courses: Intro to Sociology SOC 1

Serve as adjunct instructor for the Sociology Department. Teach UC/CSU transferable material to 25-50 students per class. Provide students with a basic understanding of sociological principles and the notion of a sociological imagination.

1999-2008 Try. U.M.F - Founder/ Executive Director

Trying to Uplift My Folks (TryUMF) is a program designed to address the academic and social problems that urban high school students face on a daily basis. The program was set as an elective course in the regular school day at Oakland Technical High School in Oakland, CA. Students were taught complex social theory, feminist theory, diversity training, conflict-resolution and character development five hours a week which resulted in the highest four-year college acceptance rates of any non-profit youth development program in the city. TryUMF is a program in which I founded, designed, and implement. In the program's successive evaluations, students who regularly participated in the program significantly improved their behavioral performance as well as their grade point averages as much as one full point while also producing the highest participant satisfaction rating in the city (OFCY, 2004). TryUMF served over 900 students.

2006-2007. New College of California - Instructor

Courses: Understanding and Transforming a Social World (BA & MA) and History and Analysis of Social Movements (BA & MA)

Serve as adjunct instructor to undergraduate and graduate students in issues of social and institutional transformation. Emphasis is on real life application of classical and contemporary theory from the disciplines of political science, sociology, labor studies, and leadership studies.

2006-2007. Sonoma State University-Pre College Programs - Instructor
Course: Social Science- Cultural Perspectives and Critical Analysis
Preparing young students of color (predominantly Latino) for college-level work and reading material. Students are exposed to issues in identity politics and diversity through the study of cultural histories.

2004. Camp Akili - Director

Serve as Co-Director for an academic enrichment summer camp for 84 high school students. Responsibilities included supervision of 20 support staff and instructors. Responsibility included the oversight of camp budget and daily as well as all camp programming and classes. Students were recruited from all areas of the Bay Area and Southern California and staff were recruited from all over the nation. Conflict resolution was an essential responsibility in both student and staff matters as was the ability to delegate various complex tasks.

2001-2003. Oakland Technical High School - SB65 Dropout Prevention Coordinator Responsibilities of this position include meeting with 35 students and their families to

Darrick Smith, Ed.D.

1455 E.36th St. #108 Oakland, CA 94602

intervene in potential dropout situations in two private sessions to connect the student to resources or work with school staff to develop other intervention strategies. It also includes establishing a network of on-campus resources for students and attending the monthly School Site Council meetings on campus. My actual duties extended far beyond these parameters. As requested by administration my role was to do whatever necessary to aid in the cultural reform of the Oakland Tech community. Thus, my duties included: interception of trespassers, classroom management and teacher training, conflict resolution, violence intervention, and primary contact for prospective ninth grade families.

2000-2001. Alameda County Read For Life - Instructor

Served as facilitator for the *Personal Responsibility* workshop series for inmates at the Alameda County Jail, Santa Rita facility. My responsibility as one of 10 instructors was to instruct men located in the maximum-security unit through personal development curriculum and challenging "lifework" assignments that were based in literacy and self-examination. Workshops lasted 90 minutes each and were geared to prepare maximum-security inmates to re-enter society.

1998-1999. Quilombo - SEaL Program Director

I designed and directed the implementation of a curriculum for the student enrichment and leadership program in West Oakland. In its first year the program served over 40 elementary through middle school- aged children in the capacity of academic skill building and cultural awareness. In addition to program design, it was my responsibility to coordinate staff, instruct a portion of daily lessons, and manage the overall program budget. Regular communication with participants' teachers and parents is essential to the position. Extra responsibilities include serving as key Quilombo representative for youth program implementation strategies and regular attendance at Community Network for Youth Development (CNYD) meetings and functions.

1997-1999. Coalition of Alamedans for Racial Equality (C.A.R.E.) - Lead Instructor Revised and taught a diversity awareness curriculum to an annual group of 60 selected high school students in the Alameda Unified School District. Responsibilities included guiding students through critical awareness surrounding the racism, sexism, and homophobia that surrounds them, as well as how to challenge these negative dynamics in their community. In addition to weekly instruction, my responsibilities included the supervision of two interns and a seat on the CARE Board for the student leadership programming. Extra duties included frequent communication with school and district personnel as well as family members of program participants.

EDUCATION

Ed.D. Educational Leadership, San Francisco State University

MA. Humanities and Leadership, New College of California

MA. Program (ABT) - Sociology, CSU East Bay

BA. Sociology, University of California at Santa Cruz

Special Projects/ Consulting

Project Advisor for Student Support Services Redefined study in the California Community

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College - Research and Planning Group, 2013

- Lead Researcher on the Bridge to Success Project- City College of San Francisco Barriers to Student Completion exploratory study. Used in all 14 committees commissioned to retain college accreditation
- Participant in the California Community College Chancellor's Office committee on Revisioning Statewide Professional Development.

Editing and distribution team member for the following publications

- What's Completion Got to do With it? Using Course-Taking Behavior to Understand Community College Success □. P. Bahr □-Learning Works □- June 2012
- <u>Diagnostic Assessment: Challenges & Opportunities for the California Community Colleges</u>□. M. Rosin□-LearningWorks□-June 2012
- Rethinking Basic Skills Education in California: Principles for Policymakers. □B. Baran □-Learning Works-□ January 2012

Experience includes:

- University of Indianapolis/ CELL Initiative for Small Schools- Consultant to the Department of Alternative Education, 2003-2005.
- Race, Class, and You: Moving Through Racial and Class Divisions- Keynote, 2004 Kansas City Metro School District Convocation.
- Understanding the System: Real Possibilities for Success- Keynote, 2005 Davenport, Iowa 4th Annual Extravaganza.
- UC Berkeley Panel on Bay Area Education, UCB Department of Education- Panelist, 2005
- Educating Students in a Diverse Community- Facilitator, Albany High School Faculty Training, 2005.
- Mills College Panel on *Culturally Appropriate Pedagogies*, Mills College Department of Anthropology, 2006.
- Oakland and San Francisco Peer Resource Conferences for Secondary Education- Keynote, 2004-2006.
- Teaching Towards Liberation: The Roles and Priorities of The Urban Educator- Facilitator, Oakland Technical High School Faculty Training 2003-2006
- Culturally Appropriate Pedagogies, Fremont Unified School District- Teacher Development Seminar, 2007.
- Critical Pedagogy in Action- Keynote Address-Teachers for Social Justice Conference- 2010
- Thoughts for the Modern African-American College Student- Keynote Address- Statewide Umoja Community Symposia, 2012.
- Social Justice Education: Beyond the Curriculum. Keynote Address- Lost Lyrics "Roots of tehe Rose" Conference- Toronto, Canada, 2012
- The Context for Creating a Middle-Skilled Workforce—Keynote Address-Central Valley Trade Adjustment Assistance C6 Consortium Faculty Conveining, 2012
- Pedagogy and Practice: A Social Justice Approach to Community College Instruction.
 Multicultural Infusion Project –City College of San Francisco, 2011

AWARDS RECEIVED

1996 Herman Blake Award for Outstanding Leadership in Multiculturalism and Diversity.
 Awarded by the University of California at Santa Cruz for work done in the field of

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Multicultural education and awareness.

- 1999-2001 Recipient of the California Wellness Foundation & Eureka Communities
 Fellowship. An award for dedicated work performed in the area of violence prevention and
 community empowerment. Fellows are selected based on their innovative work and the
 impact they have on the communities they serve.
- 2000- Separate Official Commendations from the Mayor's Office of the City of San Diego and the California State Senate for outstanding violence prevention work in the State of California.
- 2000- UCSC Alumni Community Service Award for distinguished service to disadvantaged communities.
- 2002- African-Americans for Diversity in the Alameda County Workplace Unsung Heroes Award
- 2005- Fannie Lou Hamer Award Presented by the UC Berkeley African-American Studies Department for dedication to social change and the fight against injustice in the U.S.

REFERENCES

- O Dr. Jamal Cooks, Assistant Professor, Secondary Education, San Francisco State University 415-338-2065/510-633-1666
- o Dr. Laurie Scolari, Dean Enrollment and Matriculation, City College of San Francisco- 415-239-3310
- o Dr. Rose Meyers, Vice President, Foothill College-408-386-7709
- O Dr. Jeff Duncan-Andrade, Associate Professor Raza Studies & Education, San Francisco State University (510) 967-4263
- o Dr. Lygia Stebbing- Director, Metro Health Academy CDEV 415-531-6092
- Mr. Gerald Jones, Director, Pre-College Programs Sonoma State University-707-548-2805
- o Mr. Matt Alexander, Co-Director/Founder, June Jordan School for Equity-415-452-4922
- o Ms. Sheilagh Andujar, Principal, Oakland Technical High School-510-879-3050