

Board Office Use: Legislative File Info.	
File ID Number	16-0542
Introduction Date	4/13/16
Enactment Number	16-0529
Enactment Date	4/13/16 <i>02</i>



Memo

To Board of Education
From Antwan Wilson, Superintendent

Board Meeting Date 4/13/16

(To be completed by Procurement)

Subject Memorandum of Agreement - Galileo Learning, LLC - (contractor) - Summer Learning Program - 922/Community Schools and Student Services Department (site/department)

Action Requested Approval of a Memorandum of Agreement between the Oakland Unified School District and Galileo Learning, LLC, Oakland, CA, to be primarily provided via the Community Schools and Student Services Department for the period of June 16, 2016 through August 5, 2016.

Background
A one paragraph explanation of why the consultant's services are needed. OUSD's 21st Century Community Learning Center grants for elementary and middle school sites include Supplemental Funding to support summer learning programs, operated in partnership between schools and community organizations. In order to fulfill the grant requirements, OUSD is contracting with existing after school lead agency partners and other community organizations to provide enhanced and increased summer services at schools across the District. Galileo Learning, LLC will utilize space at Chabot Elementary School to run an outdoor education summer program for K-5th graders.

Discussion
One paragraph summary of the scope of work. Approval by the Board of Education of a Memorandum of Agreement between the District and Galileo Learning, LLC, Oakland, CA, and the Memorandum of Agreement for the Specific School Site, Chabot Elementary School, to provide its hands-on and exploratory science, art, engineering, and outdoors summer programming, as described in the Scope of Work, incorporated herein by reference as though fully set forth, via the Community Schools and Student Services Department, for the period of June 16, 2016 through August 5, 2016, at no cost to the District.

Recommendation Approval of a Memorandum of Agreement between Oakland Unified School District and Galileo Learning, LLC. Contractual services to be provided via the Community Schools and Student Services Department for the period of June 16, 2016 through August 5, 2016.

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

Attachments Memorandum of Agreement
Certificate of Insurance
Statement of Qualifications



CONTRACT JUSTIFICATION FORM

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

Legislative File ID No. 16-0542

Department: Expanded Learning, Community Schools and Student Services

Vendor Name: Galileo Learning

Contract Term: Start Date: 06/16/2016 End Date: 08/05/2016

Annual Cost: \$0.00

Approved by: Julie McCalmont, Coordinator for Summer Learning

Is Vendor a local Oakland business? Yes No

Why was this Vendor selected?

Galileo Learning utilizes space at OUSD schools every summer to host their innovation summer camps. They provide their program at zero cost to the District.

Summarize the services this Vendor will be providing.

Galileo nurtures and inspires the next generation of innovators through hands-on and exploratory science, engineering, art, and team-building summer programming. They will run a summer program at Chabot Elementary in 2016 from June until August.

Was this contract competitively bid? Yes No

If No, answer the following:

1) How did you determine the price is competitive?

This program is at zero cost to the District.

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 \$86,000 (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
- Technology** contracts
 - electronic data-processing systems, supporting software and/or services (including copiers/printers) over the \$86,000 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 AGREEMENT BETWEEN A NON-PROFIT ORGANIZATION
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 Galileo Learning [CONTRACTOR—name of your organization].

WHEREAS, the CONTRACTOR’s services or program described in this MOU will be provided at no cost to OUSD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable CONTRACTOR to provide said services/program on school(s), site(s) (“Schools”) selected in Section II of the MOU.

II. Program Sites

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

1. Chabot Elementary
2. _____
3. _____
4. _____
5. _____

III. CONTRACTOR Responsibilities/Scope of Services

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

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

Galileo nurtures and inspires the next generation of innovators through hands-on and exploratory science, engineering, art, and team-building summer programming.

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

Galileo has a rigorous screening and interview process to hire lead instructors, counselors, and interns. Many of our staff are veteran teachers and informal educators within the Oakland community. All staff go through fingerprinting and background checks in addition to a tuberculosis clearance.

3. 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 on these School(s).

2. Anti-Discrimination—It is the policy of OUSD that in connection with CONTRACTOR's services in 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, or age. Therefore, the CONTRACTOR agrees to comply with 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 does arise.
 4. Family Education Rights and Privacy Act—CONTRACTOR shall observe 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. Required Documents—Ensure that all CONTRACTOR personnel who will be on OUSD premises have been: (a) fingerprinted; (b) submitted to a criminal background check via Livescan or a similar service as required by the Education Code, and (c) taken a tuberculosis test. Please see Section IV for the relevant documentation that is required.
- D. Insurance—Provide evidence of general liability insurance that names OUSD as an additional insured, for operation students, volunteers, and personnel at location where CONTRACTOR provides programs/services with at least \$1M in coverage, and furnish certificate of said insurance to OUSD.
- OR
1. Waiver—CONTRACTOR is not required to maintain insurance under this agreement if the Risk Management Officer signs a waiver of insurance. You may contact the Risk Management Officer at 510.879.1612. Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- E. 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.

- F. 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.

IV. Required Documents

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

A. Contractor (Individual):

- Completion of Pre-Consultant Screening Process—Attach a letter from Human Resources showing completion of Pre-Consultant Screening for this current fiscal year. This process will include a check of all of the following:
 - Fingerprinting—Attach documentation
 - Criminal Background Check—Attach documentation
 - Tuberculosis Clearance—Documentation from health care provider showing negative TB status within the last four years.

Contractor (Agency):

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

B. Contractor:

- Insurance—see Section III(D) for specifications. Please attach documentation of either proof of insurance, or a waiver signed by the Risk Management Officer.

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, including janitorial services, maintenance, utilities, and technology support.
- C. Data—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, California Standards Test (CST) 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).

VI. Duration

This MOU is through these dates 6/16/16 -- 8/5/16.

VII. Termination

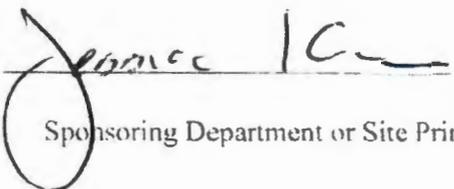
Either party may terminate this MOU at any time, without cause, with 30 day written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

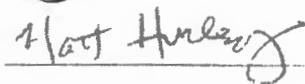
VIII. Hold Harmless/Indemnity

Each party to this MOU agrees to 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

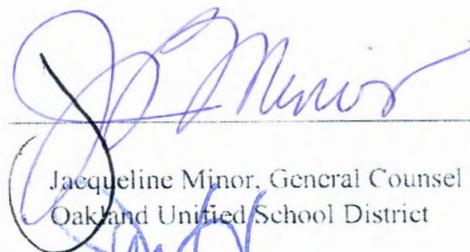
other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

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

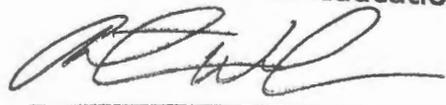
By:  Dated: 11-19-2015 (MM/DD/YYYY)
Sponsoring Department or Site Principal

By:  Dated: 11/19/16 (MM/DD/YYYY)
Matt Hurley (Print Name)
Galileo Learning (CONTRACTOR)

Approved as to form and procedure

By:  Dated: 3/17/16 (MM/DD/YYYY)
Jacqueline Minor, General Counsel
Oakland Unified School District


James Harris
President, Board of Education


Antwan Wilson
Secretary, Board of Education

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By: 02

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

**MEMORANDUM OF AGREEMENT BETWEEN A NON-PROFIT ORGANIZATION
AND SPECIFIC SCHOOL SITE**

I. Parties

The purpose of this Memorandum of Understanding (“MOU”) is to establish a relationship between

Chabot Elementary (SCHOOL) and
Galileo Learning [CONTRACTOR—name of your organization].

WHEREAS, the CONTRACTOR’s services or program described in this MOU will be provided at no cost to the SCHOOL, the students, or the parents; and
BOTH PARTIES HEREBY enter into this MOU to enable CONTRACTOR to provide said services/program to SCHOOL.

II. Contractor’s Services

Directions: Please check all of the expectations or goals below that are in agreement with your program’s services. This list is similar to the one you filled out on page 2 of the MOU with OUSD; however, this one is for the school site’s information. You must fill out both.

- 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: _____

III. Time Commitment/Schedule

Directions: Please attach a schedule that details the amount of time you will be at the school site and when. The schedule should detail the number of hours per day, number of days per week, number of weeks per month and so on, that you will be providing your services at the school. Both parties must agree to this schedule.

See Attachment A

IV. Space

Check off all of the rooms or space at school that CONTRACTOR's will use to provide services at this school:

- Kitchen
- Cafeteria (without access to Kitchen equipment and facilities)
- Gym
- Classroom(s): (please list how many and which ones):
 Camp Galileo: 11 classrooms: 6/20 – 8/5
 Galileo Summer Quest: 6 classrooms, 6/20 – 7/29
- Office(s)/Conference Room: (please list how many and which ones)
- Yard/Outdoor Play area
- Other: _____

V. Communication

Please identify a contact person for CONTRACTOR:

Name	Matt Hurley
Address	1021 3 rd Street, Oakland, CA 94610
Phone Number	510-371-6102
E-mail	matt@galileo-learning.com

Please identify a contact person for the School site:

Name	Jessica Cannon
Address	Chabot Elementary, 6686 Chabot Rd, Oakland, CA 94618
Phone Number	(510) 654-4884
E-mail	jessica.cannon@ousd.org

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

By: *[Signature]* / Dated: 11/20/15 (MM/DD/YYYY)
Site Principal or Contact Person

By: *[Signature]* Dated: 11/19/15 (MM/DD/YYYY)
CONTRACTOR

Attachment A: Summer Schedule

June 16, 2016 | Office Set Up Day

2 Classrooms, 10 am – 1pm

June 17 & 18, 2016 | Camp Set Up Days

17 Classrooms, 8 am – 5 pm (1 hr lunch break)

Kitchen, 8am – 5 pm (1 hr lunch break)

June 20 – July 29, 2016 | Camp Galileo and Galileo Summer Quest

17 Classrooms, Monday – Friday, 9am – 3 pm, (1 hr lunch break)*

Kitchen, Monday – Friday, 9 am – 3pm (1 hr lunch break)*

MPR, Friday afternoons, 3 – 3:30 PM

*Programs will not be running on July 4, 2016

August 1-August 5, 2016 | Camp Galileo

11 Classrooms, Monday – Friday, 9am – 3 pm, (1 hr lunch break)

MPR, Friday afternoon , 3 – 3:30 PM



CERTIFICATE OF LIABILITY INSURANCE

GALIL-2

OP ID: D6

DATE (MM/DD/YYYY)

05/28/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER InterWest Insurance Services License #0B01094 P.O. Box 8110 Chico, CA 95927-8110 Chip Arenchild	CONTACT NAME: Chip Arenchild PHONE (A/C, No, Ext): 530-895-1010 E-MAIL ADDRESS: carenchild@iwins.com	FAX (A/C, No): 530-895-1313
	INSURER(S) AFFORDING COVERAGE	
INSURED Galileo Learning, LLC Mimi Gordon 1021 3rd Street Oakland, CA 94607	INSURER A: Care West Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

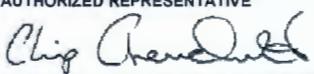
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	W11506001108	06/01/2015	06/01/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Oakland Unified School District is certificate holder. Confirmation of Workers' Compensation Coverage.

CERTIFICATE HOLDER**CANCELLATION**

OAK0955 Oakland Unified School Dist. Attn: Risk Management 900 High Street Oakland, CA 94601	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

REVISED Date

3/24/2015

Producer
 MANION/BELL INSURANCE ASSOCIATES
 P. O. BOX 36186
 LOS ANGELES, CA. 90036
 (213) 387-8294 * FAX (213) 389-5833
 LIC. # 0655274

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW COMPANIES AFFORDING COVERAGES

Insured

 Galileo Learning, LLC
 1021 3rd Street
 Oakland, CA 94607

- Company A MARKEL INS. COMPANY
- Company B
- Company C
- Company D

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THEIR TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

CO	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
COMM. GENERAL LIABILITY					GENERAL AGGREGATE	\$3,000,000
A	<input checked="" type="checkbox"/> OCCURRENCE FORM	8502CY395596	2/1/2015	2/1/2016	PRODUCTS*COMP/OP AGG	\$1,000,000
	<input type="checkbox"/> OTHER _____				PERSONAL & ADV INJURY	\$1,000,000
					EACH OCCURRENCE	\$1,000,000
					FIRE DAMAGE(Any one fire)	\$100,000
					MED EXP(Any one person)*	\$5,000
X	<input checked="" type="checkbox"/> SEXUAL ABUSE AND MOLESTATION	8502CY395596	2/1/2015	2/1/2016	PER OCCURRENCE	\$1,000,000
					AGGREGATE	\$1,000,000
AUTOMOBILE LIABILITY					*EXCLUDES PARTICIPANTS/STAFF	
	<input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT	
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY	
	<input type="checkbox"/> SCHEDULED AUTOS				(Per person)	
	<input type="checkbox"/> HIRED AUTOS				BODILY INJURY	
	<input type="checkbox"/> NON-OWNED AUTOS				(Per accident)	
	<input type="checkbox"/> \$ 250. DED. ON COMP/COLL				PROPERTY DAMAGE	
EXCESS LIABILITY					EACH OCCURRENCE	
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE	
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM					
ACCIDENT COVERAGE					ACCIDENT LIMIT	
	<input type="checkbox"/> PRIMARY				SICKNESS	
	<input type="checkbox"/> EXCESS				DEDUCTIBLE	
	<input type="checkbox"/> STAFF INCLUDED				OTHER	
OTHER					BUILDINGS	
	<input type="checkbox"/> PROPERTY				CONTENTSEQUIPMENT	
	<input type="checkbox"/> SPECIAL FORM/SOON CONSUERE				DED.PER POLICY	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER IS INCLUDED AS ADDITIONAL INSURED AS REGARDS OPERATIONS OF NAMED INSURED

Chabot Elementary School, 6668 Chabot Road Oakland CA 94618

CERTIFICATE HOLDER

Oakland Unified School District
 Attn.: Risk Management
 900 High Street
 Oakland CA 94601

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANYKIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES

AUTHORIZED REPRESENTATIVE
 Ursula Bell

213 387 8294



galileo
innovation camps for kids

Galileo Learning
1021 3rd Street, Oakland, CA 94607
800 864 3684
www.galileo-camps.com

Oakland Unified School District
Attn: Risk Management
900 High Street
Oakland, CA 94606

November 30, 2015

To whom it may concern:

I certify that all Galileo Learning Oakland staff who are 18 or older have or will have been fingerprinted/background checked, and have or will have TB test clearance before working at Camp Galileo and Galileo Summer Quest at Chabot Elementary School in Oakland for summer 2016.

Galileo Learning Oakland staff who are under 18 will have a TB test clearance and will not be leading any parts of the program without supervision from staff who are 18 or older.

If you have any additional questions, please contact Matthew Hurley, Area Director.

Regards,

A handwritten signature in black ink that reads "Matthew Hurley".

Matthew Hurley
Area Director, East Bay & Marin

Galileo Learning Scope of Work (2016)

Program Elements:

- Nebulas (pre-K & K), our youngest innovators in training, enjoy a cozy camper-to-staff ratio of 6:1. We shower them with guidance and attention, and draw them out with enticing projects and activities. We also introduce them to structured collaboration, an underappreciated facet of learning and an essential element of innovation.
- We maintain a snug 8:1 camper-to-staff ratio, even as Stars (1st- 2nd) begin to think and act more independently. We leave them to pursue projects longer—sometimes developing a single idea over several days. We encourage Stars to take greater risks and stretch their understanding of artistic and scientific concepts as they design, test and redesign their work.
- The leaders of our camp communities, Supernovas (3rd- 5th) experience every phase of the innovator's process. They immerse themselves in complex multi-day projects that stretch their creativity and powers of deduction. They use sophisticated tools with increasing independence and come together fluidly to tackle challenges as a team. Red Supergiants—the honorary title given to Supernovas entering 5th grade—get the chance to develop their leadership skills by mentoring younger innovators.
- Summer Quest (5th- 8th) campers are a busy lot. They spend 4 hours a day working in their majors—learning new skills, collaborating with their major-mates, taking an idea from vision to reality—but camp certainly isn't all work and no fun.

Services Offered:

- Every week is packed with out-of-the-classroom opportunities to participate in camp-wide activities or play games. Inside their majors and out of them, campers have plenty of room to relax, play, build new friendships or simply hang out with some of Galileo's inspiring staffers.

Typical Daily Agenda:

8:00-9:00 AM: Optional extended care

9:00-9:15 AM: Summer camp begins—opening ceremony and/or team building

9:15-10:30 AM: Major time

10:30-10:45 AM: Snack break

10:45-12:00 PM: Major time

12:00-1:00 PM: Lunch (bring your own or sign up for our healthy lunch program) and camp activities

1:00-2:30 PM: Major time

2:30-3:00 PM: All-camp activity and/or closing ceremony

3:00 PM: Summer camp ends—parents pick up campers and sign out with staff

3:00-6:00 PM: Optional extended care

GALILEO STATEMENT OF QUALIFICATIONS (2016)

WHERE IT ALL BEGAN –AND WHERE IT’S GOING

Before Stanford grad Glen Tripp established the first Galileo camp in Palo Alto in 2002, he wasn’t hearing much talk in the education world about design thinking, creative problem solving or innovation strategies. Educators were a lot more focused on academic subjects such as math and literacy.

BUT GLEN AND HIS CO-CONSPIRATORS SAW THINGS A LITTLE DIFFERENTLY.

They saw a world that needed innovators and problem-solvers. They also saw a window of opportunity to complement what kids learn during the school year with a new and powerful experience—that of approaching learning fearlessly and creatively as innovators. The window was summer. And so Galileo was born.

TODAY, GALILEO OPERATES OVER 70 INNOVATION CAMPS AROUND THE BAY AREA, SOUTHERN CALIFORNIA, AND CHICAGO.

Everything that happens at them is informed by our Galileo Innovation Approach (affectionately known as the “GIA”). Inspired by the innovation process developed at the Stanford d.school, the GIA is a distillation of everything kids need to learn to envision and create a better world—the mindset, the knowledge and the process.

KIDS ABSORB THE GIA NOT BY LISTENING TO BORING LECTURES, BUT BY ACTING. They internalize it through an endless series of art projects, science experiments and outdoor activities. Apparently, it’s infectious. Parents of our campers tell us their kids exude a newfound confidence. They no longer fear mistakes—they embrace them as a natural part of refining their cool idea. And they continue to create works of art and invent problem-solving contraptions out of household recyclables long after summer camp is over.

IT'S BEEN MORE THAN TEN YEARS and thousands of campers since our inception. We're successfully igniting a new generation of fearless innovators. We hope we're preparing each one of them to live a freer, happier life, and to make their own contribution to a brighter world we all can enjoy.

OUR MISSION: CREATE A WORLD OF FEARLESS INNOVATORS

Something powerful happens at Galileo that doesn't happen at other camps. Sure, kids have fun. They have a lot of fun. They come home glowing, grimy and wiped out.

But amidst the frenzy, they also learn something with the potential to change them—and the world—profoundly. They learn how to fail. Not in a humiliating or dispiriting way. But in a self-assured way, that helps turn them into hardy, risk-taking creators and problem-solvers.

Multiply that inversion times thousands of kids every summer and you have Galileo's audacious mission—to nurture and inspire a daring new generation of fearless innovators.

Armed with an innovation process inspired by the Stanford d.school, Galileo instructors facilitate campers' hands-on exploration of science, art and outdoor activities. Behind every activity, an idea. And a mindset—visionary, courageous, collaborative, determined, reflective.

In pre-K, campers may build a crude xylophone or design a lion mask. By 8th grade, they may program their own video game, design their own fashion line, or breathe life into some creation entirely of their own invention.

The products are cool. But the by-products—supreme confidence and a boldness of vision worthy of our camp's patron saint—are what will eventually rock our world.

OUR SECRET SAUCE: THE GALILEO INNOVATION APPROACH

We're on a mission to develop innovators who envision and create a better world. We do it by teaching campers to understand and apply the Galileo Innovation Approach—or the “G.I.A.,” as we sometimes like to call it.

The GIA is inspired by the innovation process developed at the Stanford d.school. We took some of their fundamental ideas, added our own, then adapted it for kids from pre-K through 8th grade, when they're especially open to absorbing new ways to think, explore and create.

These are the three components of the Galileo Innovation Approach:

1. THE INNOVATOR'S MINDSET: HOW GALILEO INNOVATORS APPROACH THE WORLD

I AM VISIONARY

- I envision a better world
- I imagine things that don't exist yet
- I believe it's my place to turn ideas into reality

I AM COURAGEOUS

- I freely share my creative thoughts
- I stretch myself to try new things
- I embrace challenges

I AM COLLABORATIVE

- I value the unique perspectives of others
- I build on the ideas of others
- I use my strengths to support the work of others

I AM DETERMINED

- I persevere until I achieve my goal
- I recognize setbacks as opportunities to learn
- I know that innovation and mastery require effort

I AM REFLECTIVE

- I take time to think about what is and isn't working in my design
- I think about how my work impacts other people and the world
- I seek feedback to improve myself and my work

2. THE INNOVATOR'S KNOWLEDGE: WHAT GALILEO INNOVATORS NEED TO UNDERSTAND CONCEPTS AND FACTS:

- The big ideas, principles and facts relevant to their work

HISTORICAL CONTEXT:

- The contributions of relevant movements, artists, scientists, designers and other experts who came before them

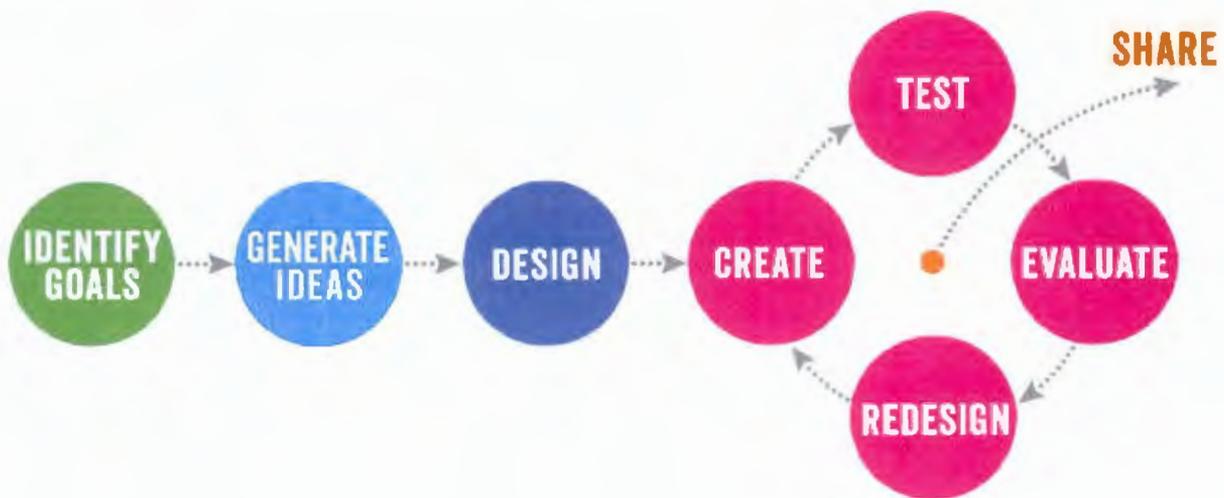
SKILLS AND TECHNIQUES:

- How to use materials, tools and technology that allow them to effectively create, test and share their ideas

AUDIENCE AND ENVIRONMENT:

- The needs and circumstances of their users and the physical context in which their work will be received

3. THE INNOVATOR'S PROCESS: HOW GALILEO INNOVATORS INNOVATE



1. WE HAVE A TOTALLY AUDACIOUS MISSION

We think the world needs innovators. We also think kids who learn to explore and fail without fear—the essence of innovation—are happier, more creative and more confident when faced with

life's challenges. They don't always get this incredible boost in other settings, but thousands of them have been getting it at Galileo since 2002.

2. WE HAVE PROGRAMS FOR KIDS FROM PRE-K THROUGH 8TH GRADE

Drawing heavily from the innovation process inspired by the Stanford d.school, we design and run a constantly-evolving series of programs for kids from pre-K through 8th grade. For kids pre-K through 5th grade, there's [Camp Galileo](#). For kids from 5th grade through 8th, there's [Galileo Summer Quest](#). We also design and run camps for [The Tech Museum of Innovation](#)—4th-8th grade—and the [Chabot Space & Science Center](#)—3rd-7th grade.

3. WE HAVE OVER 70 LOCATIONS AROUND THE BAY, SOUTHERN CALIFORNIA, AND CHICAGO

The demand for our camps grows every summer, so there's likely to be a [location near you](#). That means you don't have to choose between the demands of work and life and treating your kids to a thrilling and potentially life-altering experience. To add to the convenience, we offer extended care from 8 am to 6 pm, and an optional healthy lunch program.

4. OUR INSTRUCTORS AND COUNSELORS ARE THE BEST IN THE BUSINESS

A camp is only as good as the people who nurture and inspire your kids every day. Our screening process is meticulous. Only the sharpest and most talented instructors, counselors and interns make the cut. Many are professional teachers and educators. Many have also been with us for many years. Each camp location bears their unique stamp, and pulsates with their infectious energy.

5. CAMP GALILEO COMBINES ART, SCIENCE AND OUTDOOR ACTIVITIES AROUND WEEKLY THEMES

We group kids pre-K through 5th grade into three age levels. Then we welcome our budding innovators into a world constructed around a weekly theme bursting with creative possibilities. Each day, campers participate in a carefully integrated mix of art, science and outdoor activities, calibrated for their age group and presented via a whimsical week-long narrative arc. They learn game-changing lessons, like the innovator's mindset, the power of collaboration and how to embrace rather than fear mistakes.

6. AT GALILEO SUMMER QUEST, CAMPERS CHOOSE WEEK-LONG "MAJORS"

Older innovators choose from over 18 majors, then spend an entire week at a time focused on realizing their own personal vision—whether they're designing a fashion line or video game, creating

their signature recipe, or building a high-performance go-kart. We surround our campers with expert instructors, professional tools and materials, and eager collaborators. The rest is pure innovation.

— OUR PATRON SAINT IS ONE OF HISTORY'S MOST PRODIGIOUS INNOVATORS

When Stanford grad [Glen Tripp](#) established our first camp in Palo Alto in 2002, he named it after 16th-century wildman Galileo Galilei. He wasn't trying to create a generation of heretics. He wanted to instill in kids the same spirit of fearlessness and creative action embodied by Galileo. That gene was inherited by visionaries like Frida Kahlo, Miles Davis and Steve Jobs. Now we're passing it on to the next generation of fearless innovators to create a bright new world.