Board Office Use: Legislative File Info.					
File ID Number:	14-0149				
Introduction Date:	03/12/2014				
Enactment Number:					
Enactment Date:					



# Memo

To: Board of Education

From: GARY YEE, EdD, ACTING SUPERINTENDENT; By: GARY YEE, Deputy Superintendent

**Board Meeting Date:** 03/12/2014

**Subject:** Professional Service Contract

**Contractor:** Tiago Robinson of Oakland, CA

Services for: 304-OAKLAND HIGH

# Board Action Requested and Recommendation:

Ratification by the Board of Education of a Professional Services Contract between the District and Tiago Robinson, Oakland, CA, for the latter to provide: Tiago J. Robinson is hired to create and oversee academic support programs for the 120 students enrolled in the Visual Arts Academy at Oakland High School. He will provide 100 hours of service to support underperforming students in the Visual Art Academy program by monitoring student's academic grades, attendance. Creating behavior plan for at-risk students and reducing referrals to administrators and counselors. He also works as a parent liaison for staff. Mr Tiago Robinson documents and oversees community service hours which are required by the State for all academy students for the period of 11/18/2013 through 06/30/2014 in an amount not to exceed \$4,000.00.

### **Background:**

(A one paragraph explanation of why the consultant's services are needed.) The Visual Arts Academy at Oakland High School is a California Partnership Academy. We are required to meet state guidelines for attendance, creadits earned, Grade point average and various community based components. Mr. Robinson is hired to create and oversee intervention programs for the 210 students enrolled in this program. He contacts parents, establishes community support (job shadowing sites, mentoring sites and speakers) He meets weekly with the co-directors and as necessary with teachers

#### Discussion:

(QUANTIFY what is being purchased.)

Tiago J. Robinson is hired to create and oversee academic support programs for the 120 students enrolled in the Visual Arts Academy at Oakland High School. He will provide 100 hours of service to support underperforming students in the Visual Art Academy program by monitoring student's academic grades, attendance. Creating behavior plan for at-risk students and reducing referrals to administrators and counselors. He also works as a parent liaison for staff. Mr Tiago Robinson documents and oversees community service hours which are required by the State for all academy students

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**Fiscal Impact:** Funding resources below not to exceed \$4,000.00

\$4,000.00 PARTNERSHIP ACADEMY PROGRAM

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.

rate, total payment requested.

eRev. 3/11/13



# PROFESSIONAL SERVICES CONTRACT 2013-2014

Thi	s Agreement is entered into betweenTiago Robinson
(C0 the spe	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 exially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and experienced and experienced and experienced. The parties agree as follows:
1.	<b>Services</b> : CONTRACTOR shall provide the ("Services" or "Work") as described in <b>Exhibit "A,"</b> attached hereto and incorporated herein by reference.
2.	Terms: CONTRACTOR shall commence work on11/18/2013, 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 (\$4,000.00) [per fiscal year], at an hourly billing rate not to exceed\$40.00 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 ofs0.00
5.	CONTRACTOR Qualifications / Performance of Services:
	<b>CONTRACTOR Qualifications</b> : 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

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:

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

**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

Requisition No. R0404657 P.O. No. P1404334

#### **Professional Services Contract**

OUSD Representative:			CONTRACTOR:				
Name:	MATIN ABDEL-QAWI		Tiago Robinson				
	204 OAKLAND HICH	Title:	Managing General Partner				
	1023 MacArthur Blvd		1023 MacArthur blvd				
<del>-</del>	Oakland, CA 94610		Oakland, CA 94610				
Phone:	510-8743676	Phone:	510 874-3675				
Notice sha	all be effective when received if personally served or, if	– mailed. thre	ee davs after mailing. Either party must give written notice				

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

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- 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.
  - 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

GARY YEE	01/13/2014	Tiago Robinson	01/24/2014
President, Board of Education  Superintendent or Designee	Date	Contractor eSignature	Date
		Tiago Robinson, Managing	General Partner
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 <u>WITHOUT</u> 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.

Tiago J. Robinson is hired to create and oversee academic support programs for the 120 students enrolled in the Visual Arts Academy at Oakland High School. He will provide 100 hours of service to support underperforming students in the Visual Art Academy program by monitoring student's academic grades, attendance. Creating behavior plan for at-risk students and reducing referrals to administrators and counselors. He also works as a parent liaison for staff. Mr Tiago Robinson documents and oversees community service hours which are required by the State for all academy students.

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	attendi Oaklan	ng school 95% or more? 3) How many more studed children have access to, and use, the health s	re graduating from high school? 2) How many more Oakland children are ents have meaningful internships and/or paying jobs? 4) How many more services they need? Provide details of program participation (Student e to). NOT THE GOALS OF THE SITE OR DEPARTMENT.
	susper	sion rate of students in the academy will be a	e Visual Arts Academy will attend school 95% or more, and the at least 10% lower than the school average. All students will ore year. All students must maintain a 2.0 GPA overall.
3.		nent with District Strategic Plan: Indicate the all that apply.)	e goals and visions supported by the services of this contract:
		sure a high quality instructional core	▼ Prepare students for success in college and careers
	▼ De	elop social, emotional and physical health	Safe, healthy and supportive schools
	区re	ate equitable opportunities for learning	☐ Accountable for quality
	☐ Hig	h quality and effective instruction	▼ Full service community district
4.	<b>Alignr</b> Please	-	e Plan – CSSSP (required if using State or Federal Funds):
		tion Item included in Board Approved CSSSP:	(no additional documentation required)
	_	tem Number(s): Not Applicable	
		No Restricted Funds	
		tion Item added as modification to Board A	approved CSSSP – Submit the following documents to the Resource ocuments, fax or drop off.
	1.	Relevant page of CSSSP with action item highlig date, school site name, both principal and school	phted. Page must include header with the word "Modified", modification
	2.	Meeting announcement for meeting in which the	
	3.	-	ation was approved indicating approval of the modification.
	4.	Sign-in sheet for meeting in which the CSSSP m	

2. Specific Outcomes: What are the expected outcomes from the services of this Contract? Be specific. For example, as a result

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ContractsOnline: Contract Waiver Summary

Site Number-Name: 304-OAKLAND HIGH

**Principal / Department Head: MATIN ABDEL-QAWI** 

**Contractor Name: Tiago Robinson** 

**Business Name: Tiago Robinson** 

**Contract Type: Standard** 

Anticipated Start Date: 11/18/2013 Contract End Date: 06/30/2014

Rate Type: HOURLY Contract Amount: \$4,000.00

Applicable Waivers

**Approved by Risk Management** 

**Insurance-Reduction Waiver Status: NA** 

Waiver-Reduction Type: \$1,000,000 Required

Other Reduction Amount: NA

**Approval Date:** 

**Approved by Deputy Superintendent** 

Billing Waiver Status: NA Approval Date:

Fingerprint Waiver Status: NA Approval Date:

TB Test Waiver Status: NA Approval Date:

# 2551 Francis Drive Pinole, CA, 94131 - (415) 509-1177 - e-mail: (wegotgame@hotmail.com)

### Objective:

Seeking a challenging and responsible position working with children and youth in a parks and recreation and/or educational environment.

### Training / Certification:

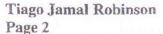
- Associate in Arts degree, City College, San Francisco, CA, 1996
- Certification in Monterey Reading Program, 1997: designed to teach at risk youth and students with reading problems.
- <u>Certification in Monterey Math Program</u>, 1997: designed to support reluctant learners in basic math skills.
- Bachelor of Science Degree, California State University, Hayward, Recreation Therapy Major, 2003
- Masters of Science Degree, California State University, East Bay, Student Services and Counseling Major, 2006

#### Experience:

2003-present -Oakland Unified School District, Oakland High School, Consultant (Conflict Coordinator/Student Services) Oakland, CA

### Specific responsibilities:

- Consult with staff and instructional aides concerning social, emotional and academic outcomes of students in special and regular education classes
- Counsel and support families, group home coordinators and involved others concerning alternative placements, services, support
- Design curriculum that reflects multiple intelligence theory to enhance success of students in a variety of mainstreamed classes
- Design and advise a youth conflict management team that will support at risk students
- · Coordinate an on campus "Big Brother/Sister" program
- Planning and creating on/off campus exposure to opportunities for meet positive student goals and "dreams"
- Managing college tours with students who are functioning at all academic levels
- Coordinating community service projects to enhance opportunities for all students
- Creating and teaching job skills to students at all levels
- Counseling and supporting at risk students
- Coordinating community support opportunities
- Providing positive reinforcement strategies to motivate at risk learners
- Collaborative decision making, which involves not only the student but the family structure



- Organizing field trips for further exposure to the community and surroundings
- Reducing truancy through counseling and support services
- · Participation in school safety planning
- Recording and following up on data relating to this position, including, but non limited to weekly and monthly reporting requirements

<u>2002-2003</u>-Glide Memorial Church, Janice Mirikitani Children, Youth and Family Center, Teen Coordinator, San Francisco, CA

# Specific responsibilities:

- · Program Development for teenage, homeless and at-risk youth
- Community Outreach, including, but not limited to, senior/youth integrated programs, college campus
  - Tours, community exchange, service education volunteer work, speakers bureau, peer tutoring and other related activities.
- Supervisor of all after school activities including homework club, leisure and social skills curriculum,
   and other programs supporting the education of our children and youth.
- Leadership training and related games to build trust, compassion and acceptance
- Field trip coordinator
- Jobs skills training curriculum development in collaboration with the rehabilitation services
- Literature coach and reading instructor focusing on challenged readers
- Sports tournaments, exercise programs and other physical training curriculum and activities
- Supervising teen workers, ages 14-18, who provide leadership to younger participants.
- Any and all other activities that involve teenagers at Glide's Center.

# 2001-2001 (6 months during studies) Youth Coordinator Operation Dignity, Oakland,

#### CA

# Specific responsibilities:

- Program Development for teenage, homeless, at-risk youth
- Community Outreach, including, but not limited to, college campus tours and service related activities
- Youth Club(Y.O.U.T.H.= Young Ones United Together Heals) Coordinator and Counselor for academic and social challenges facing teenagers
- Field trip coordinator for local and California adventures

Trainer for teen building and leadership activities

# Tiago Jamal Robinson Page 3

# <u>Summer 2001-</u>California State University, Hayward, START Program (summer campus Project for at-risk teenagers)

- Teacher/Coach
- Leadership/Team Building Trainer
- Arts and Crafts Instructor

# Summer 2000-California State University, Hayward, Project SOAR (summer campus

### Project for at-risk teenagers)

- Physical Education Teacher
- Campus Guide

# 2000-2001-HATCH (Helping Another Toward Creative Happiness): a one to one Support/tutor project for the developmentally disabled

 Tutor/companion for a teenage, at-risk, developmentally disabled client for 80 hours per month
 Planned activities including a wide range of social/emotional/ academic curriculum areas

# 1996-2000 -Pre K-12<sup>th</sup> grade: Teacher and Coach at the American International School of Bolivia, Cochabamba, Bolivia (AIS/B). Specific responsibilities:

- Director/Teacher of Computer Lab for 300 pre-K 12<sup>th</sup> grade student, including those with special needs
- Art Teacher for 7<sup>th</sup> and 8<sup>th</sup> grade students
- Physical Education Teacher for 7<sup>th</sup> and 8<sup>th</sup> grade students
- · Varsity Coach for Boys Basketball
- Faculty representative and Director of AIS/B's spirit and cheerleading teams for girls grades 7-12
- Director of on campus, pre-K = 12<sup>th</sup> grade Big Brother/Big Sister Program
- Director of Drug Free Program for 7<sup>th</sup> 12<sup>th</sup> grade students
- Faculty support for community service activities in the local orphanage for 600 children
- · Counseled, supported and brainstormed with children and youth at risk

Summer 1999 - Design artist in a plant producing unique fountains: Zen Again, San Francisco, CA

1990-1996 – Part and full-time employee (as per college schedule): stocking, customer service, cashier, etc. at Critter Fritters, San Francisco, CA

ner

Tiago Jamal Robinson Page 4

Volunteer/ Community Service:

1990-1999: Volunteered (as schedule permitted) at Glide Memorial Church, San Francisco, CA with at risk children and youth

1990-1999: Volunteered (as schedule permitted) with H.A.T.C.H. (Helping Another toward Creative Happiness), Hayward, CA with children and adults with special needs.

# Professional Presentations and Related Involvements

- May, 2000 Graduation Speaker: "Keeping Dreams Alive...or... You Got Game !!!"
- 2000-present Invited guest speaker, a minimum of one time per quarter,
- California State University, Hayward(East Bay) on topics relating to self esteem, self
  advocacy, Mentoring, supporting children and youth in their challenges and
  other
  issues of concern to graduate students, teachers, psychologists, parents and involved
  others.
- July, 2003 Invited Guest Presenter, National Reading Styles Institute, 19<sup>th</sup> Annual Conference

San Antonio, Texas
"Stories from the Heart" (2 presentations)
"Creating Ridicule Free Zones" (2 presentations)

#### Awards and Recognitions:

- AIS/B Coach of the year, 1998, Cochabamba, Bolivia
- Best Coach of the Year, 1999, Cochabamba, Bolivia
- Deans List, CSUH, Hayward, 2000

#### References:

Dr. Phyllis Kaplan California State University, East Bay Educational Psychology Department Hayward, CA 94542 (w) (510) 885-3021 (h) (415) 641-9176 Dr. Melany Spielman CaliforniaState University. Dept. of Recreation Therapy Hayward, CA 94542 (510) 885-4710

Karl A, Dumas Project Manager Planning & Development Department 1000 Webster ST Fairfield, CA 94533 (707) 428-7454

Heather Manes H.A.T.C.H. 2351 South Shore Center PMBox 142 Alameda, CA 94501 510 814-9422 Barry Leonard, Owner Critter Fitters 670 Chenery Street San Francisco, CA 94131 (415) 239-7387

Others available upon request

Dean Dennis Smith Diablo Valley Community College School of Science Pleasant Hill, CA 94523 (925) 685-1230 x 2359



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/16/13

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).

_ c	ertificate holder in lieu of such endors	eme	ent(s)	•						
	DDUCER			415-820-2200	CONTA NAME:	СТ				
Pennbrook/CAIB Insurance Svcs. License #0622553 www.pbcis.com P.O. Box 26849 San Francisco, CA 94126-6849										
			E-MAIL			(A/C, NO).				
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INS	URED Tiago Robinson				INSURE	R A : Sentinei in	surance Co,LTD			11000
	2551 Francis Drive Pinole, CA 94564				INSURER B: INSURER C:					
	Fillole, CA 94304									
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	ERTIFICATE MAY BE ISSUED OR MAY I							D HEREIN IS SUBJECT TO	O ALL	THE TERMS,
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LTR	TYPE OF INSURANCE	INSR	WVD	POLICY NUMBER		(MM/DD/YYYY)	(MM/DD/YYYY)	LIMIT	S	4 000 000
	GENERAL LIABILITY							EACH OCCURRENCE DAMAGE TO RENTED	\$	1,000,000
Α	X COMMERCIAL GENERAL LIABILITY	X		57SBMBB0973		09/14/13	09/14/14	PREMISES (Ea occurrence)	\$	1,000,000
	CLAIMS-MADE X OCCUR							MED EXP (Any one person)	\$	10,000
								PERSONAL & ADV INJURY	\$	1,000,000
								GENERAL AGGREGATE	\$	2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PRODUCTS - COMP/OP AGG	\$	2,000,000
	POLICY PRO- JECT LOC								\$	· · · · ·
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT	\$	
	ANY AUTO							(Ea accident)	ð	
								BODILY INJURY (Per person)	\$	
	ALL OWNED AUTOS							BODILY INJURY (Per accident)	\$	
	SCHEDULED AUTOS							PROPERTY DAMAGE	\$	
	HIRED AUTOS							(Per accident)		
	NON-OWNED AUTOS								\$	
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	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE							AGGREGATE	\$	
	DEDUCTIBLE								\$	
	RETENTION \$								\$	
	WORKERS COMPENSATION							WC STATU- OTH- TORY LIMITS ER		
	AND EMPLOYERS' LIABILITY  ANY PROPRIETOR/PARTNER/EXECUTIVE							E.L. EACH ACCIDENT	\$	
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A	1					E.L. DISEASE - EA EMPLOYEE	-	
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT		
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Oakland Unified School								EREOF, NOTICE WILL I BY PROVISIONS.	s⊨ D	ELIVERED IN
					ACC	CINDANCE WI	IIIL FULIC			
	District				AUTHO	RIZED REPRESE	NTATIVE			
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	900 High Street			10 11						

Oakland, CA 94601