

Board Office Use: Legislative File Info.	
File ID Number	18-1357
Introduction Date	<del>6/13/18</del> 6/27/18
Enactment Number	18-1190
Enactment Date	6/27/18 er



# Memo

**To** Board of Education

**From** Kyla Johnson-Trammell, Superintendent

**Board Meeting Date** June 13, 2018  
*(To be completed by Procurement)*

**Subject** Memorandum of Understanding - Her Footprints (contractor) - Community Schools and Student Services Department (site/department)

---

**Action Requested** Approval by the Board of Education of the Memorandum of Understanding between the District and Her Footprints. Services to be primarily provided to Community Schools and Student Services Department for the period of September 11, 2017 through June 30, 2019.

**Background**  
*A one paragraph explanation of why the consultant's services are needed.* Her Footprints offers monthly hiking excursions to female students to empower girls to be bold, strong and fit on the trails of nature and beyond.

**Discussion**  
*One paragraph summary of the scope of work.* Approval by the Board of Education of a Memorandum of Understanding between the District and Her Footprints, San Francisco, CA, for the latter to provide monthly hikes for female students to promote healthy living practices, increase a sense of community, and encourage students to make good lifestyle choices at Frick Middle School, for the period of September 11, 2017 through June 30, 2019, at no cost to the District.

**Recommendation** Approval by the Board of Education of a Memorandum of Understanding between the District and Her Footprints. Services to be primarily provided to the Community Schools and Student Services Department for the period of September 11, 2017 through June 30, 2019.

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

**Attachments**

- Memorandum of Understanding
- Scope of Work
- Certificate of Insurance



# CONTRACT JUSTIFICATION FORM

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

Legislative File ID No. 18-1357

Department: 922/Community Schools and Student Services Department

Vendor Name: Her Footprints

Contract Term: Start Date: 09/11/2017 End Date: 06/30/2019

Annual Cost: \$ 0

Approved by: Andrea Bustamante

Is Vendor a local Oakland business? Yes  No

**Why was this Vendor selected?**

School-site selected partner for In-Kind agreement.

**Summarize the services this Vendor will be providing.**

Monthly hiking excursions on Saturdays with female students to increase a sense of community among female students, promote healthy living practices, and encourage students to make good lifestyle choices.

Was this contract competitively bid? Yes  No

If No, answer the following:

1) How did you determine the price is competitive?

No fee for services; In-Kind partnership.

2) Please check the competitive bid exception relied upon:

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

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

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between Oakland Unified School District ("OUSD") and  
Her Footprints [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 program(s) selected in Section II of the MOU.

**II. Program Name(s)**

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

Her Footprints  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**III. CONTRACTOR Responsibilities/Scope of Services**

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

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

Monthly hiking excursions on Saturdays with female students to increase a sense of community among  
female students, promote healthy living practices, and encourage students to make good lifestyle  
choices  
\_\_\_\_\_

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

Our footprints staff have been in operation for over a year and have facilitated multiple hiking excursions

with middle school aged youth in medium (5-10) to large (10-20) groups

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 at these School(s).

2. **Anti-Discrimination**—It is the policy of OUSD that in connection with CONTRACTOR's services under this MOU there shall be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, age, or other legally protected class. Therefore, the CONTRACTOR agrees to comply with all applicable Federal and California laws.
  3. **Conflict of Interest**—CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any OUSD employee to perform the services in this MOU, and affirms that to the best of its knowledge no such conflict presently exists. CONTRACTOR agrees to alert OUSD in writing if and when a potential conflict arises.
  4. **Family Education Rights and Privacy Act**—CONTRACTOR shall observe all District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
- C. **Tuberculosis Screening:** CONTRACTOR is required to screen employees and agents who will be present at OUSD sites during the current school year. CONTRACTOR affirms that each person has current proof of negative TB testing on file and TB results are monitored. Please see **Section IV** for the relevant documentation that is required.
- D. **Fingerprinting of Employees and Agents.** The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to CONTRACTOR's services under this 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 MOU, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. CONTRACTOR further certifies that it has received and reviewed fingerprint results for each of its Employees and CONTRACTOR has requested and reviews subsequent arrest records for all Employees who may come into contact with OUSD pupils in providing services to the District under this MOU. Please see **Section IV** for the relevant documentation that is required.

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

**E. Insurance**

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

Check one of the boxes below:

- CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.
- CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.

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

- G. **Confidentiality**—CONTRACTOR shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of OUSD. CONTRACTOR will comply with FERPA, and will be allowed to use the data received to solicit funding to continue to expand its services/program, so long as there is no information from which the identity of any student in the CONTRACTOR's program as a participant could be made.
- H. **Register With/Update Community Partner Platform**—Contractor shall register in OUSD's Community Partner Platform database and perform annual updates *by August 31 of each year*, to maintain full and complete up-to-date information.

#### IV. Required Documents

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

##### A. TB and Fingerprinting Clearance:

###### Contractor (Individual):

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

###### Contractor (Agency):

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

##### B. Insurance:

###### Contractor (Individual/Agency):

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



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

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the CONTRACTOR.
- B. **Janitorial Service**—Provide necessary services to maintain this space, 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.

MCY  
CSSS PARTNERSHIPS  
SEE ENCLOSED  
AUTHORIZATION  
TO STRIKE

- 1. For the purpose of cohort determination, for instructional purposes, or for academic research purposes, at the sole discretion of OUSD, provide CONTRACTOR access to student assessment data for all students at School(s) including, but not limited to, state test scores and site-based assessments. Students identified may be protected by the use of ID numbers.
- 2. Provide CONTRACTOR with any other student information reasonably necessary to provide its services consistent with the CONTRACTOR's program and to evaluate the impact of its program on students at School(s).

**VI. Duration**

This MOU is for the 9/11/2017 ... 6/30/2019 period.  
(insert month/year) (insert month/year)

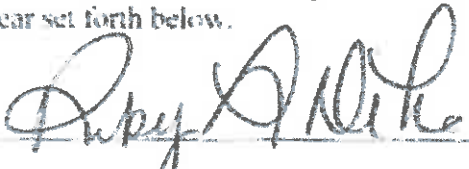
**VII. Termination**

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.

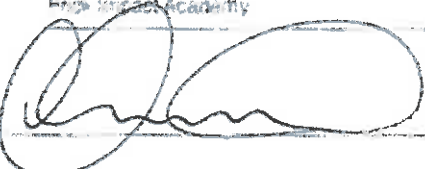
**VIII. Defense/Indemnity/Hold Harmless**

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

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

By:  Dated: 9/11/2017 (MM/DD/YYYY)  
Ruby De Tia Principal (Print Name & Title)

High Impact Academy (Sponsoring OUSD Department)

By:  Dated: 9/11/2017 (MM/DD/YYYY)  
Alaya Levi Safety or Crime Coordinator (Print Name & Title)

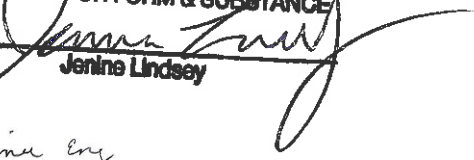
Her Footprints (CONTRACTOR—Org. Name)

Approved as to form and procedure


By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

Attorney, Office of the General Counsel  
Oakland Unified School District

OAKLAND UNIFIED SCHOOL DISTRICT  
Office of the General Counsel  
APPROVED FOR FORM & SUBSTANCE

By:   
Jenine Lindsey

Aimee Eng  
Aimee Eng, President, Board of Education 6/28/18

  
Kyla Johnson Trammell, Secretary, Board of Education 6/28/18

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

**ChisomandAlaya OSalley**

to me, Alaya, Jaymie, Chisom

Feb 22 (5 days ago)

Perfect. Thanks Martin. We'll work on filling out that template.

Yes, Her Footprints gives permission to strike Section V, c from the MOU.

Best,  
Alaya

On Feb 22, 2018 11:21 AM, "Martin Young" <[martin.young@ousd.org](mailto:martin.young@ousd.org)> wrote:

Alaya-

Data sharing template is attached. It has to be approved by Legal and there are conversations about how to transmit the data. We can submit it with your MOU.

Jaymie-

All we need is a yes, OK to strike Section V, C. Data.

Thank you!

**Martin C. Young**

Community Partnerships Manager  
Community Schools & Student Services  
Oakland Unified School District  
*Community Schools, Thriving Students*  
[www.ousd.org/partnerships](http://www.ousd.org/partnerships)  
[martin.young@ousd.org](mailto:martin.young@ousd.org)  
(510) 879-2928 office  
(510) 414-9305 mobile

On Wed, Feb 21, 2018 at 4:10 PM, Alaya levi salley <[alevisalley@gmail.com](mailto:alevisalley@gmail.com)> wrote:

Actually I think I have the MOU (I just can't see it on my phone).

Is there a template for a separate data sharing agreement we can see? What is the approval process like?

Best,  
Alaya

On Feb 21, 2018 4:05 PM, "Alaya levi salley" <[alevisalley@gmail.com](mailto:alevisalley@gmail.com)> wrote:

Hi Martin,

Can you resend me the MOU so I can see the specific language? We are hoping to use school data to track specific program outcomes.

We'll get you an answer as soon as possible.

Best,  
Alaya

On Feb 21, 2018 3:13 PM, "Martin Young" <[martin.young@ousd.org](mailto:martin.young@ousd.org)> wrote:

Good Afternoon Alaya-

I hope this note finds you well. I'm reaching out because the Board requested clarification about the MOU for Her Footprints. Due to the fiscal crisis and massive cuts, we are still working through old contracts.

Regarding the attached MOU, since we changed our MOU language before your agreement was ratified, can you give your permission for us to strike Section V, C. Data because that language has been removed due to privacy laws? We will include your email permission with the package that is submitted to the board. This pivot does not affect your program or change the way we handle data. We offer public data at [ouscddata.org](http://ouscddata.org) and we have always required a separate data sharing agreement for nonpublic data.

Many thanks!  
Martin

**Martin C. Young**

Community Partnerships Manager  
Community Schools & Student Services  
Oakland Unified School District  
*Community Schools, Thriving Students*  
[www.ousd.org/partnerships](http://www.ousd.org/partnerships)  
[martin.young@ousd.org](mailto:martin.young@ousd.org)  
(510) 879-2928 office  
(510) 414-9305 mobile



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/23/2017

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 have ADDITIONAL INSURED provisions or 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 <b>Express Service Insurance Agency, Inc. 2055 Van Ness Avenue San Francisco, CA 94109 License #: 0G83954</b>	CONTACT NAME:	
	PHONE (A/C No. Ext): (415)440-5138	FAX (A/C No.): (415)440-5139
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED <b>Her Footprints Chisom Odoemena 145 Belvedere Street San Francisco, CA 94117</b>	INSURER A:	<b>United States Liability Insurance Company</b>
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 00000000-0 REVISION NUMBER: 1

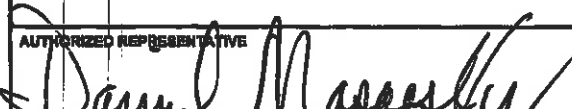
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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.

INBR LTR	TYPE OF INSURANCE	ADDL (SUBR INSD) (WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	NBP1554572	08/06/2017	08/06/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ \$
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ. JECT <input type="checkbox"/> LOC OTHER:					
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					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 <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	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				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Oakland Unified School District is named as Additional Insured for General Liability coverage, with respect to the Named Insured's business operations.

## CERTIFICATE HOLDER

## CANCELLATION

<b>Oakland Unified School District Attention: Risk Management 1000 Broadway Suite 440 Oakland, CA 94607</b>	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  (LAK)
---	--

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - DESIGNATED PERSON  
OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**BUSINESSOWNERS COVERAGE FORM**

**SCHEDULE**

**Name of Additional Insured Person(s) Or Organization(s):**

Effective Date: 03/05/2018 12:01 AM  
Oakland Unified School District  
Attention: Risk Management  
1000 Broadway Ste 440  
Oakland, CA 94607

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph C. Who is An Insured in Section II - Liability:

3. Any person(s) or organization(s) shown in the Schedule is also an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf in the performance of your ongoing operations or in connection with your premises owned by or rented to you.

## **ENDORSEMENT #1**

This endorsement, issued by **United States Liability Insurance Company**  
to **Her Footprints** forms a part of  
Policy Number **NBP1554572A** effective on **3/5/2018** (MO. DAY YR.) at 12:01 A.M.

### **Add/Remove/Amend Businessowners Additional Insured Endorsement**

In consideration of no change in premium it is hereby agreed that the following form(s)  
is(are) added to the Policy:

**BP0448 01/06 - Additional Insured - Designated Person Or Organization**

All other terms and conditions of this Policy remain unchanged.

ADD\_REM (03-01)



September 12, 2017

Her Footprints  
145 Belvedere Street  
San Francisco, CA 94117  
516-965-1926

Martin Young  
Partnerships Manager, Community School Partnerships  
Oakland Unified School District  
Oakland, CA

Dear Mr. Young

In accordance with the Oakland Unified School District (OUSD)'s Community Partnership guidelines, Her Footprints authorized personnel submit this clearance letter. This letter confirms that all program personnel interacting with OUSD students have been screened for TB and their fingerprints are cleared by CA DOJ/FBI with subsequent arrest notifications.

The names of those Her Footprints individuals, and where applicable their ATI numbers are listed below:

The following Her Footprints personnel (board members and volunteers) were cleared by the Oakland Education Fund's OUSD Volunteer process in 2016:

- Alaya Levi Salley
- Chisom Odoemene

Other Her Footprints personnel (board members and volunteers) who have been TB screened and fingerprinted are listed below:

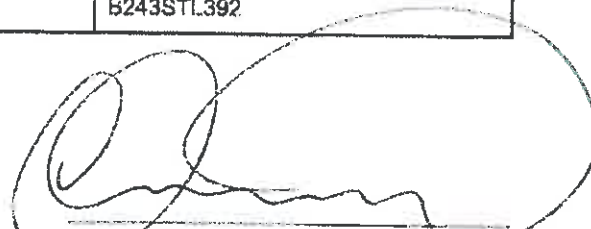
Name	Screened for TB (Y/N)?	ATI (Fingerprinting LiveScan)
Erin Jones	Yes	F227JOE440
Mareesa Valentine	Yes	B240VAM329
Lindsey Streeter	Yes	B243STL.392

Best,



---

Alaya Levi Salley, Co-Founder



---

Chisom Odoemene, Co Founder




## Scope of Work


Her Footprints board members and volunteers (trail mentors), all who have been fingerprinted and TB assessed) will organize and participate in monthly hikes with Frick Academy students between October 2017 and June 2018. Hikes will take place on Saturdays (dates to be determined by student & Her Footprints availability) in locations all around the San Francisco Bay Area. Program activities include ice breakers, moderate hiking, social and emotional learning activities (journaling, mindfulness, cultural discussions) and warm-up and cool-down exercises.

Her Footprints participants will be 6<sup>th</sup> or 7<sup>th</sup> grade girls from Frick Academy in good academic standing (2.5 GPA by December 2017 and positive progress reports). To be accepted into Her Footprints hiking program, interested students will complete a short application process.

Based on discussions Frick Academy (the OUSD site for Her Footprints) and a review of their goals, we expect the following outcomes during the 2017-18 school year:

- *Conduct at least 8 monthly hikes in the San Francisco Bay Area, between October 2017 and June 2018 with 6<sup>th</sup> grade girls from Frick Academy students.*
- *By June 2018, at least 60% of Her Footprints participants have attended at least 5 monthly hikes.*
- *By June 2018, 60% of participating girls will report being comfortable trying new things.*
- *By June 2018, 80% of participants will report increased leadership skills.*
- *By June 2018, all girls participating in Her Footprints will have a 2.5 GPA or higher.*
- *By June 2018, all girls participating in Her Footprints will move on to the next grade level.*
- *By June 2018, all girls participating in Her Footprints will have 75% fewer behavioral issues (out-of-school suspensions, detention) compared to 6<sup>th</sup> grade girls not participating in Her Footprints.*
- *By June 2018, all girls participating in Her Footprints will have 80% fewer chronically absences compared to 6<sup>th</sup> grade girls not participating in Her Footprints.*

  
\_\_\_\_\_  
Alaya Levi Salley, Co-Founder

  
\_\_\_\_\_  
Date





## Statement of Qualifications

### Mission Statement

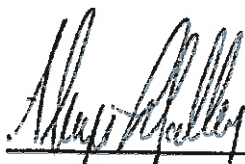
Her Footprints is a Bay Area non-profit organization, incorporated in 2015, that offers hiking adventures to girls of color.

Our mission is to empower girls to be bold, strong and fit on the trails of nature and beyond. All hiking adventures and related activities that Her Footprints provides to girls of color are based on the following 5 pillars:

- **Promote Sisterhood:** build respect and understanding among the female gender
- **Build Confidence:** discover inner strength by tackling new, challenging experiences (with adult support and necessary safety precautions)
- **Encourage Healthy Living:** promote body-positive practices through physical activity and health snacking
- **Awaken Inner Creativity:** exposure to new environments to encourage new ideas and perspectives
- **Inspire a Global Outlook:** gain an appreciation for new environments and encourage young women to feel they can make a place for themselves anywhere in the world.

### Our successes to date include the following:

- Established a board of directors with over 15 years of collective experience in the following industries: fundraising, public health, marketing, finance and environment conservation.
- Developed a core group of fundraisers, volunteers, and in-kind supporters to further the mission of Her Footprints
- Completed a one-year pilot with 6<sup>th</sup> grade girls from Frick Academy. 10 girls participated in one or more of a total of 7 monthly hikes between October 2016 and June 2017.

  
\_\_\_\_\_  
Alaya Levi Salley, Co-Founder

  
\_\_\_\_\_  
Date

**SAM Search Results**  
**List of records matching your search for :**

**Search Term : her\* footprints\***  
**Record Status: Active**

**No Search Results**