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Memo

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Andrea Bustamante, Executive Director, Community Schools and Student Services Dept.
Ali Metzler, Coordinator, Community School Leadership

Board Meeting Date November 14, 2018

Subject Memorandum of Understanding
Contractor: Scientific Adventures for Girls
Services For: Community Partnerships, Community Schools and Student Services Dept.

Action Requested and Recommendation Approval by the Board of Education of the Memorandum of Understanding between the District and Scientific Adventures for Girls (SAFG), Oakland, CA, for the latter to provide after-school and summer STEM programs, projects that incorporate topics that are appealing and culturally relevant, and invite female role models to present the practical and social-impact of science for underserved girls, at Emerson, Martin Luther King Jr., Chabot, Sankofa and Madison Park Lower Elementary Schools for the period of September 1, 2018 through August 31, 2021, at no cost to the District.

Background
(Why do we need these services? Why have you selected this vendor?)

SAFG's goals are to increase positive attitudes toward STEM in K-5th grade students, with a special focus on girls and underserved youth, and to increase hands-on learning opportunities to explore STEM concepts and encourage lifelong learning of STEM subjects. SAFG's mission is to keep students engaged in STEM for the long term, either as professionals in STEM fields or as contributing members of the global community with a strong background in technological skills, scientific methods and 21st century skills, including problem solving, critical thinking, communication and collaboration.

Competitively Bid Was this contract competitively bid? No
If no, exception: No fees to OUSD for services; In-kind partnership; Chabot authorized parent fees.

Fiscal Impact Funding resource(s): No Fiscal Impact

Attachments

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

MEMORANDUM OF UNDERSTANDING, NO COST TO 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 Scientific Adventures for Girls (Scientific Adventures) [CONTRACTOR—name of your organization].

WHEREAS, the CONTRACTOR's services or program described in this MOU will be provided at no cost to OUSD (or students or parents unless otherwise agreed upon by both parties); and

BOTH PARTIES HEREBY enter into this MOU to enable CONTRACTOR to provide said program(s) selected in Section II of the MOU.

II. Site Name(s)

Unless otherwise further agreed to in writing by the parties, the School Sites governed by this MOU are the following (attach separate document if more space is needed):

Emerson Elementary, Martin Luther King Jr. Elementary, Chabot Elementary, Sankofa Elementary,

Madison Park Elementary

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 detailed description of the type of services your program(s) will provide to OUSD (reference Exhibit A: Scope of Work)
2. A description of your organization and relevant experience (reference Exhibit B: Statement of Qualifications)
3. Please disclose all costs to parents or students (if applicable). If no such costs, leave blank or write "N/A."

At Chabot Elementary - cost of instructors, at all other sites classes are subsidized

4. **Alignment with District Strategic Plan:** Indicate the goals and visions supported by the services of this contract: (Check all that apply.)

- Ensure a high quality instructional core
- Develop social, emotional and physical health
- Create equitable opportunities for learning
- High quality and effective instruction
- Prepare students for success in college and careers
- Safe, healthy and supportive schools
- Accountable for quality
- Full service community schools district

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. A separate Data Sharing Agreement is required if CONTRACTOR seeks identifiable student information.

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 MOU. 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 MOU 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**—CONTRACTOR agrees to 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, CONTRACTOR shall 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 Provider Database**—In order to maintain accurate up-to-date information on the services provided, Contractor shall register in OUSD's provider database, update schools of operation prior to commencing services during subsequent school years, and update during the current school year when Contractor's schools of operation change.

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, which may include janitorial services, maintenance, utilities, and technology support.

VI. Duration

This MOU is for the 09/01/18 — 8/31/21 period.
[Insert mm/dd/year] [Insert mm/dd/year]

VII. Termination

Either party may terminate this MOU at any time, without cause, with 30 day written notice to the other party. This MOU 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.

IX. Jurisdiction

This MOU shall be performed in Oakland, California and is governed by the laws of the State of California. The Alameda County Superior Court or the United States District Court for the Northern District of California shall have jurisdiction over any civil action arising out of or relating to this MOU.

X. Notices

Any notice provided for in this MOU shall be in writing and effective upon receipt at the address set forth below in this section, delivered by any of the following means: personal delivery; certified U.S. mail, return receipt requested; or electronic mail. Either party may change the addresses below by giving notice of such change pursuant to this section.

DISTRICT

Contact: Marion McWilliams
Title: General Counsel
Address: Office of the General Counsel
1000 Broadway, Suite 680
Oakland, CA 94607
Phone: 510-879-8535
Fax: 510-879-4046
Email: marion.mcwilliams@ousd.org

CONTRACTOR

Contact: Courtenay Carr Heuer
Title: Executive Director
Address: PO Box 11123
Oakland, CA 94611
Phone: 415-531-5288
E-mail: ccarr@scientificadventures.org

OUSD Sponsoring School/Department: MIPA LOWER

XI. 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.

XII. 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.sam.gov/>).

XIII. Integration and Modification

This MOU constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This MOU may be amended or modified only in writing, signed by both Parties.

XIV. Assignment

The rights and obligations of the each Party under this MOU shall not be assigned without the express prior written consent of the other Party.

XV. Waiver

No delay or omission by either Party in exercising any right under this MOU shall operate as a waiver of that or any other right provided for in this MOU.

XVI. No Rights in Third Parties

This MOU does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

XVII. Counterparts

This MOU and all amendments and modifications to it may be executed in counterparts, and all counterparts together shall be construed as one document.

XVIII. Intellectual Property

During the term of this MOU, any works created by or inventions of Contractor, his agents or employees, within the scope of the work contracted herein shall belong to the District together with all associated copy rights and patents. Contractor shall not publish any aspect of the work performed hereunder without prior written consent of the District.

XIX. Relationship of Parties

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.

XX. 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.

XXI. Incorporation of Recitals and Exhibits

The Recitals and each exhibit attached hereto are hereby incorporated herein by reference. CONTRACTOR agrees that to the extent any recital or document incorporated herein conflicts with any term or provision of this Agreement, the terms and provisions of this Agreement shall govern.

XXII. Public Document

This contract, its contents, and all incorporated documents are public documents and will be made available by OUSD to the public online via the Internet.

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

OAKLAND UNIFIED SCHOOL DISTRICT

President, Board of Education Date (mm/dd/year)
 Superintendent
 Chief or Deputy Chief

Secretary, Board of Education Date (mm/dd/year)

CONTRACTOR



Contractor Signature Date (mm/dd/year) 08/22/18

Courtenay Carr Heuer, Executive Director

Print Name, Title

Form approved by OUSD General Counsel for 2017-18
FY

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

By: 

Amy Brandt, Attorney at Law

10-18-18

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



August 22, 2018

Oakland Unified School District
1000 Broadway Suite 440
Oakland, CA 94607

Re: Scientific Adventures for Girls Scope of Work and Statement of Qualifications

Scientific Adventures for Girls (SAFG), a 501 (c) (3) non-profit organization, provides after school and summer STEM (science, technology, engineering and math) programs to young children with a special focus on girls and underserved youth. SAFG's goals are to increase positive attitudes toward STEM in K-5th grade female students and to increase hands-on learning opportunities for girls everywhere to explore STEM concepts and encourage lifelong learning of STEM subjects. We do this by offering 8-10 week afterschool STEM sessions to girls in Tk-5th grades. SAFG offers themes such as biology, chemistry, food science, computer science, etc.

What is SAFG's Mission?

SAFG's mission is to keep kids, especially girls and underserved youth (starting at age 5), engaged in STEM for the long term, either as professionals in STEM fields or as contributing members of the global community with a strong background in technological skills, scientific methods and 21st century skills, including problem solving, critical thinking, communication and collaboration.

Why SAFG?

SAFG wants to change the face of science. Five discoveries led to the creation of SAFG: most children in elementary schools in California receive less than 30-60 minutes a week of science; girls start losing interest in STEM as early as elementary school; there is a dearth of after school science programs specifically targeting girls; after school science programs in underserved areas in Oakland are essentially inaccessible; and women are largely underrepresented in STEM.

Women, especially minorities, are underrepresented in STEM fields. According to the NSF, only 13% of engineers are women and 26% of computer scientists are women, and 2% of engineers are minority women. A report commissioned by the Massachusetts Technology Collaborative found there is growing consensus among educators that quality STEM education must begin earlier, in grades PreK-6, both to ensure foundation knowledge and skills and to foster long-term interest and higher-level study in





these subject areas. One of the report's recommendations is to increase the number of community-based early childhood education and out-of-school-time providers who receive preparation in STEM education. SAFG recognizes and agrees that out-of-school time is an ideal time to spark and encourage a sustained interest in STEM subjects in girls and reverse these trends. Studies have found that consistent participation in out-of-school programs leads to a narrowing of the achievement gap between young people from low-income and high-income families (Christensen, R., Knezek, G., and Tyler-Wood, T. 2015).

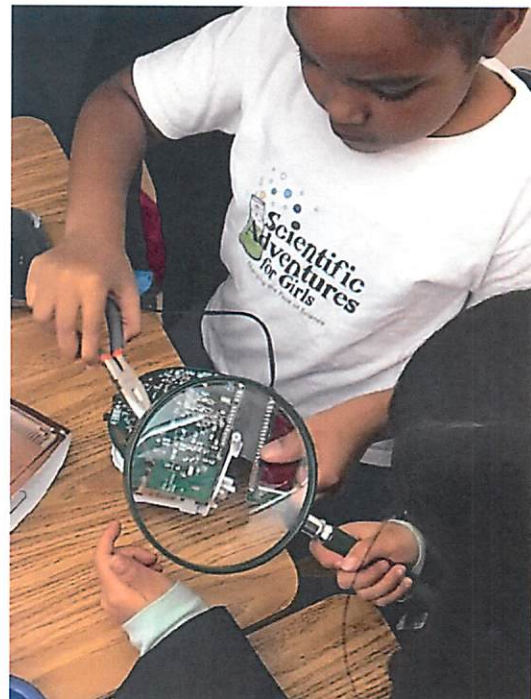
SAFG Goals and Objectives

Through its many out-of-school time programs, SAFG has the following overall goals:

- To increase hands-on learning opportunities for girls, especially those in underserved areas to explore STEM concepts and encourage lifelong learning of STEM.
- Increase positive attitudes toward STEM in K-5th grade female students.
- Target girls in elementary school while they are still relatively open and can develop their passion in STEM before it begins to wane.
- Level the playing field in STEM and help in the effort to create a gender-equitable society.

SAFG after school classes provide all girls hands-on, fun, engaging sessions and have the following objectives for each class:

- To regularly reinforce in each class that it is okay and expected to make mistakes.
- To demonstrate that it requires persistence and determination to carry through a project.
- To hook the girls into technology, engineering and math by engaging in projects that incorporate topics that are appealing and culturally relevant to girls.
- To provide a space for girls to develop their natural curiosity and creativity; to instill inventiveness and intuition through fun, hands-on activities.
- To make all projects a collaborative effort - a proven, effective way for girls to learn science and math.
- To prioritize learning practical skills and applying them creatively.
- To invite and train volunteer female role models in STEM who can relate to our young participants and help make connections between the kids' learning and real-world contexts.





- To engage parents (who might harbor gender stereotypes in STEM) in regular communication about the class and their children's progress.

What is Unique about SAFG Approach

Through our research of evidenced-based best practices SAFG distinguish itself as follows:

- SAFG invites female role models in STEM to classes to present the practical and social-impact of science. Research shows that simply exposing young girls to women in careers in STEM can eliminate stereotypes and encourage girls to think that they can also have a career in STEM.
- Classes are small – we have a 1 to 8 ratio of teacher to student.
- SAFG recruits near-peer mentors (girls in middle school or high school) for its classes. This program provides a younger role model for the girls as well as provide opportunities for the near-peer to sustain her interest in STEM and develop leadership skills.
- SAFG engages parents. SAFG believes that to ensure girls pursue STEM for the long term, their parents also need the motivation to support their daughters. After each class SAFG teachers send an email or handout to parents outlining what the girls did in class and questions to ask to continue the conversation at home.
- SAFG hires seasoned, experienced and nurturing teachers who are trained to provide engaging, positive science experiences for girls.



Teachers

One of the most important components of the SAFG program is our excellent teaching staff. SAFG wants to ensure that girls get the attention and encouragement they need during the classes, therefore we have a teacher to student ratio of no more than 1:8. Teachers send an email home each week after class to all parents to keep them engaged with what the girls are doing in class and encourage parents to continue the STEM fun and discussion at home. SAFG has some wonderful, nurturing teachers. They are truly the backbone of our program.

Sonia Rawal: She has worked with children for over 30 years. She received her early childhood teaching credentials and has been teaching at Dandelion Co-op nursery school in Berkeley for nine years. She is a strong proponent of inquiry-based and project-based learning.



Rachel Anderson: She is a graduate of the University of California, San Diego, trained in ecology, behavior and evolution with a side of physics. She worked for three years in veterinary hospitals as an animal technician and practice manager and spent seven years as a science program coordinator for the Denver Zoo, designing, delivering and evaluating standards-based educational programs for children and adults.

Charlotte Young: She is a graduate of UC Berkeley where she studied Microbial Biology and English Literature. She is a great supporter of interdisciplinary skills and pursuing interests of all different types! Her field of interest has been primarily in medicine, specifically in Optometry and ocular diseases. She has also been a dance instructor for elementary school-aged girls and ESL teacher overseas to medical professionals. Her goal is to encourage scientific exploration and lively classroom discussions.

Caroline Roma: Caroline graduated from Tufts University with a degree in Biology and Environmental Studies. She taught science in Denver in middle school for five years. She's passionate about leading young girls to share in her passion for STEM.



Meredith Triplet: Meredith received a bachelor's degree in Math and Chemistry from Wheaton College and obtained her PhD in Physical Chemistry from UC Berkeley. She engaged in science outreach throughout her graduate career by teaching kindergarten classes throughout the bay area about how our amazing bodies can fight against germs that make us sick. Meredith is passionate about science and is excited to share that passion with kids and families.

Claire Miller: Claire is a second-grade teacher in East Oakland who loves to keep learning on and off the job. Claire has been working with

children since her days as a young junior Girl Scout leader. Professionally she has been teaching in Brooklyn, New York and now the Bay Area for five years.

Role Models

Our Role Model Program is another major component in helping SAFG reach its goal of keeping kids engaged in STEM for the long term. Research shows that exposure to female role models in STEM early on can help change the way girls see themselves in the future. Our program invites female STEM professionals in the industry to visit our classes to discuss their career path, what they do, why they chose to pursue STEM, and why they love their work. We also allow time for our girls to ask questions for them to get a better understanding of the role model. Our hope is that our girls can see themselves in each role model and become inspired to also pursue STEM careers. Often times, it is the first time our students are exposed to careers in STEM. We aim to eliminate any stereotypes they may have of STEM careers and normalize the notion that women also pursue this path.



Since its inception in 2014, SAFG has served 1205 non-unique girls (vs. distinct) through its after school and SAFG summer programs and another 250+ girls and boys partnering with Emeryville Recreation Department and 1200+ girls and boys at Oakland libraries.

If you have any further questions, please do not hesitate to contact me.

Thank you,

A handwritten signature in blue ink, appearing to read "CCH", is positioned above the typed name.

Courtenay Carr Heuer
Co-Founder
Scientific Adventures for Girls
ccarr@scientificadventures.org
415-531-5288



SCIEADV-01

CMARTIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/22/2018

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 CalNonprofits Insurance Services 1500 41st Avenue, Suite 280 Capitola, CA 95010	CONTACT NAME: Cortney Martin PHONE (A/C, No, Ext): (831) 427-5224 1028		FAX (A/C, No):
	E-MAIL ADDRESS: cortney@cal-insurance.org		
INSURED Scientific Adventures 1193 66th Street Oakland, CA 94608		INSURER(S) AFFORDING COVERAGE INSURER A : Alliance of NonProfits for Insurance	NAIC # 10023
		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
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Abuse	X		2018-42537	01/14/2018	01/14/2019	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
							MED EXP (Any one person) \$ 20,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Occurrence \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO 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 <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below						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 an Additional Insured in respect to Liability arising out of the insured's operations. Coverage is afforded per the attached blanket endorsement form CG20260413. *30days notice of cancellation, except 10days notice for nonpayment of premium.

CERTIFICATE HOLDER Oakland Unified School District Attn: Risk Management 1000 Broadway, Suite 440 Oakland, CA 94607	CANCELLATION 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 <i>Cortney Martin</i>

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

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

- A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, 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:
1. In the performance of your ongoing operations; or
 2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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