Board Office Use: Legislative File Info.	
File ID Number:	14-1184
Introduction Date:	06/25/2014
Enactment Number:	
Enactment Date:	



Memo

Board of Education To:

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

Board Meeting Date: 06/25/2014

Subject: **Professional Service Contract**

> **Contractor:** Debra Koppman of Oakland, CA

Services for: 206-BRET HARTE

Board Action Requested

Ratification by the Board of Education of a Professional Services Contract between the District and and Recommendation: Debra Koppman, Oakland, CA, for the latter to provide: Provide teaching artist services to sixth grade student to create a mural aligning school values of respect, resilience, and hard work with sixth grade world history content. Meet with three sixth grade ELA/history classes 2-4 times per week to design and create a mural on the side of classroom 309. Ms. Koppman will provide art supplies and design the mural in collaboration with the cooperating teachers. Student sessions will start in the classroom with planning process and gradually shift to painting on the side of the portable classroom. Mural will cover approximately 75% of the side of the classroom and will be completed by the end of the school year. for the period of 04/01/2014 through 06/12/2014 in an amount not to exceed \$6,700.00.

Background:

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

Bret Harte is working on a variety of initiatives to address disproportionality in disciplinary outcomes and reduce suspensions overall. One dimension of this work has been to align the school's policies with the Positive Behavioral Intervention and Supports (PBIS) framework to ensure that we have in place all the various pieces to create a positive school culture. School values are the result of work on PBIS alignment to teach students desired values of respect resilience and hard work to improve campus culture and reduce suspension and disproportionality in outcomes for students. The artistic representations of school values through the work of teaching artists is intended to align with history curriculum and make the school values more tangible and meaningful to students, therefore leading to a reduction in the behaviors currently leading to disproportionate disciplinary outcomes.

Discussion:

(QUANTIFY what is being purchased.)

Provide teaching artist services to sixth grade student to create a mural aligning school values of respect, resilience, and hard work with sixth grade world history content. Meet with three sixth grade ELA/history classes 2-4 times per week to design and create a mural on the side of classroom 309. Ms. Koppman will provide art supplies and design the mural in collaboration with the cooperating teachers. Student sessions will start in the classroom with planning process and gradually shift to painting on the side of the portable classroom. Mural will cover approximately 75% of the side of the classroom and will be completed by the end of the school year.

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Fiscal Impact: Funding resources below not to exceed \$6,700.00

\$6,700.00 MEASURE G PARCEL TAX

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)

Board Office Use: Legislative File Info.	
File ID Number	14-1184
Introduction Date	06/25/2014
Enactment Number	
Enactment Date	

profession for services to California school districts.

eRev. 3/11/13



PROFESSIONAL SERVICES CONTRACT 2013-2014

Thi	s Agreement is entered into between
(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 ecially trained, experienced, and competent to perform such services. CONTRACTOR warrants it is specially trained, experienced, and impetent to provide such services. The parties agree as follows:
1.	Services : CONTRACTOR shall provide the ("Services" or "Work") as described in Exhibit "A," attached hereto and incorporated herein by reference.
2.	Terms: CONTRACTOR shall commence work on, or the day immediately following approval by the Superintendent
	if the aggregate amount CONTRACTOR has contracted with the District is below \$84,100.00 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 exceedSix thousand seven hundred
	Dollars (\$6,700.00) [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 <i>except</i> :,
	which shall not exceed a total cost of
_	CONTRACTOR Qualifications / Performance of Services:
5.	
	CONTRACTOR Qualifications : CONTRACTOR warrants it is specially trained, experienced, competent and fully licensed to provide the Services required by this Agreement in conformity with the laws and regulations of the State of California, the United States of America, and all local laws, ordinances and,/or regulations, as they may apply.
	Standard of Care: CONTRACTOR warrants that CONTRACTOR has the qualifications and ability to perform the Services in a

rate, total payment requested.
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.	P.O. No. P1407278
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Professional Services Contract

OUSD Representative:		CONTRACTOR:	
Name:	THOMAS HUGHES III	Name:	Debra Koppman
	. 206-BRET HARTE	Title:	Owner
	3700 Coolidge Avenue	Address:	2307 Damuth St.
_	Oakland, CA 94602		Oakland, CA 94602
Phone:	510-531-6400	Phone:	510-482-1818
Notice sha	Ill be effective when received if personally served or, if I	mailed, thre	ee days after mailing. Either party must give written notice

of a change of address.

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

Insurance:

- 1. Unless specifically waived by OUSD, the following insurance is required:
 - If CONTRACTOR employs any person to perform work in connection with this Agreement, CONTRACTOR shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.

Check one of the boxes below:

- □ CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and will comply with such provisions before commencing the performance of the Work of this Contract.
- CONTRACTOR does not employ anyone in the manner subject to the workers' compensation laws of California.
- ii. CONTRACTOR shall maintain Commercial General Liability insurance, including automobile coverage with limits of One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage. The coverage shall be primary as to OUSD and shall name OUSD as an additional insured. Evidence of insurance must be attached. Endorsement of OUSD as an additional insured shall not affect OUSD's rights to any claim, demand, suit or judgment made, brought or recovered against CONTRACTOR. The policy shall protect CONTRACTOR and OUSD in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.
- iii. If CONTRACTOR is offering OUSD professional advice under this Contract, CONTRACTOR shall maintain Errors and Omissions insurance or Professional Liability insurance with coverage limits of One Million Dollars (\$1,000,000) per claim.

OR

- iv. CONTRACTOR is not required to maintain any insurance under this agreement. (Completed and approved Waiver of Insurance Form is required.) Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- 10. Licenses and Permits: CONTRACTOR shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.
- 11. Assignment: The obligations of CONTRACTOR under this Agreement shall not be assigned by CONTRACTOR without the express prior written consent of OUSD.
- 12. **Non-Discrimination**: It is the policy of OUSD that in connection with all work performed under Contracts there be no discrimination because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age; therefore, CONTRACTOR agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, CONTRACTOR agrees to require like compliance by all its subcontractor(s). CONTRACTOR shall not engage in unlawful discrimination in employment on the basis of actual or perceived; race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation.

		R0410188	P1407278
Rev. 3/11/13	Page 2 of 6	Requisition No.	P.O No
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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

		R0410188	P1407278
eRev. 3/11/13	Page 3 of 6	Requisition No.	P.O No

Professional Services Contract

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.

OAKLAND UNIFIED SCHOOL DISTRICT		CONTRACTOR	
MARIA SANTOS	04/11/2014	Debra Koppman	04/17/2014
☐ President, Board of Education Superintendent or Designee	Date	Contractor eSignature	Date
		Debra Koppman,	Owner
Secretary, Board of Education	Date	Print Name, Title	

eRev. 3/11/13 Page 4 of 6 Requisition No. ______ P.O No. _____

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.

Provide teaching artist services to sixth grade student to create a mural aligning school values of respect, resilience, and hard work with sixth grade world history content. Meet with three sixth grade ELA/history classes 2-4 times per week to design and create a mural on the side of classroom 309. Ms. Koppman will provide art supplies and design the mural in collaboration with the cooperating teachers. Student sessions will start in the classroom with planning process and gradually shift to painting on the side of the portable classroom. Mural will cover approximately 75% of the side of the classroom and will be completed by the end of the school year. Ms. Koppman will meet and plan with cooperating teachers on the structure of the mural planning process. Contractor will facilitate classroom activities to plan and design the mural. Ms. Koppman will work with students and teachers on the actual painting of the mural. Ms. Koppman will ensure that the mural is complete and visually coherent.

R0410188 P1407278
eRev. 3/11/13 Page 5 of 6 Requisition No. ______ P.O. No. _______.

	of the service(s): 1) How many more Oakland children attending school 95% or more? 3) How many more stu Oakland children have access to, and use, the healt	nes from the services of this Contract? Be specific. For example, as a resultance graduating from high school? 2) How many more Oakland children are udents have meaningful internships and/or paying jobs? 4) How many more high services they need? Provide details of program participation (Students able to). NOT THE GOALS OF THE SITE OR DEPARTMENT.
	reflecting school values of respect, resilience, and content. Making these values meaningful and cor leading to higher levels of academic success and	ith their ELA/history teacher and the teaching artist to create a mural hard work as they relate to the sixth grade ancient world history nected to students will enable them to better reflect them at school, college, career, and community readiness. Kinesthetic and creative and problem solving skills. The permanent display will help beautifying the sixth grade classroom area.
3.	Alignment with District Strategic Plan: Indicate (Check all that apply.)	the goals and visions supported by the services of this contract:
	☐ Ensure a high quality instructional core	✓ Prepare students for success in college and careers
	☑ Develop social, emotional and physical health ☐ Create equitable opportunities for learning	Safe, healthy and supportive schools Accountable for quality
	 ☑ Develop social, emotional and physical health ☑ Create equitable opportunities for learning ☑ High quality and effective instruction 	 ☒ Safe, healthy and supportive schools ☐ Accountable for quality ☐ Full service community district
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic S	Accountable for quality
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School S	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds):
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School S	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds):
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic Select:	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds):
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School School School Strategic School S	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds):
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School School Strategic School School Strategic School Sc	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds): P: (no additional documentation required)
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School School Strategic School School Strategic School Sc	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSSP – Submit the following documents to the Resource
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School S	Accountable for quality Full service community district Site Plan – CSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSP – Submit the following documents to the Resource documents, fax or drop off. Ilighted. Page must include header with the word "Modified", modification
4.	 ☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School S	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSSP – Submit the following documents to the Resource documents, fax or drop off. Ilighted. Page must include header with the word "Modified", modification ool site council chair initials and date.
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School Strategic School Strategic School Strategic School Item included in Board Approved CSSSIC — Item Number(s): Not Applicable No Restricted Funds Action Item added as modification to Board Manager either electronically via email of scanned 1. Relevant page of CSSSP with action item high date, school site name, both principal and school Sc	Accountable for quality Full service community district Site Plan – CSSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSSP – Submit the following documents to the Resource documents, fax or drop off. Ilighted. Page must include header with the word "Modified", modification ool site council chair initials and date.
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School Strategic School Strategic School Strategic School Item included in Board Approved CSSSIC — Item Number(s): Not Applicable No Restricted Funds Action Item added as modification to Board Manager either electronically via email of scanned 1. Relevant page of CSSSP with action item high date, school site name, both principal and school Sc	Accountable for quality Full service community district Site Plan – CSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSP – Submit the following documents to the Resource documents, fax or drop off. Ilighted. Page must include header with the word "Modified", modification ool site council chair initials and date. The CSSP modification was approved. If if it is a community district.
4.	☐ Create equitable opportunities for learning ☐ High quality and effective instruction Alignment with Community School Strategic School School Strategic School Scho	Accountable for quality Full service community district Site Plan – CSSP (required if using State or Federal Funds): P: (no additional documentation required) Approved CSSP – Submit the following documents to the Resource documents, fax or drop off. Ilighted. Page must include header with the word "Modified", modification ool site council chair initials and date. The CSSP modification was approved. If if it is a community district.

eRev. 3/11/13 Page 6 of 6 Requisition No. _______ P.0. No. ______

ContractsOnline: Contract Waiver Summary

Site Number-Name: 206-BRET HARTE

Principal / Department Head: THOMAS HUGHES III

Contractor Name: Debra Koppman

Business Name: Debra Koppman

Contract Type: Standard

Anticipated Start Date: 04/01/2014 Contract End Date: 06/12/2014

Rate Type: HOURLY Contract Amount: \$6,700.00

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:

DEBRA KOPPMAN, Doctor of Arts

2307 Damuth St. Oakland, CA 94602 510/482-1818 www.debrakoppman.com

EDUCATION: **Doctor Of Arts**, Studio Arts, New York University, 1993

Emphasis in painting, printmaking, criticism, aesthetics

MASTER OF ARTS, Fine Arts

University of California, Berkeley 1982

BACHELOR OF ARTS, Fine Arts

University of California, Berkeley 1980

SUMMARY OF EXPERIENCE: Wide variety of cultural settings has influenced all aspects of work as a painter, printmaker, sculptor, teacher, and writer. Faculty positions in Mexico and Nicaragua involved teaching, curriculum and program development. Investigations in multicultural aesthetics in Guatemala, Ecuador, Bolivia, Peru, Brazil, Spain, Portugal, Israel, India, Thailand, and Turkey have inspired artistic work and formed the bases for writing about and working with diverse people.

TEACHING	EXPER	IENCE:
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Turkey have inspired distance work and formed the bases for whiting about and working with diverse people.		
TEACHING EXPERIENCE: 2012	ADJUNCT PROFESSOR, SCHOOL OF ARTS AND SCIENCES: Teaching Visual Art Brandman University, Walnut Creek, California	
2007 - 2009	FACULTY, DEPARTMENT OF ART AND PATHWAYS PROGRAM Dominican University, San Rafael, California	
2007 - 2009	ARTIST-IN-SCHOOLS, Arts and Literacy in Children's Education ALICE Project, Various Schools: Oakland, Berkeley, Hayward, California	
2006 - 2007	ART EDUCATION FACULTY FELLOW: PROFESSIONAL DEVELOPMENT California College of the Arts, Westlake Middle School, Sequoia Elementary	
2005 - 2008	ARTIST RESIDENCY, MURAL PROJECTS Bret Harte Middle School, Oakland, California	
2004 – 2007	ARTIST-IN-SCHOOLS VALA, Visual Arts, Language Arts: Arts and Literacy Project	
2004 – 2006	ARTIST-IN-SCHOOLS, PROFESSIONAL DEVELOPMENT Young Audiences of Northern California	
1999 - 2005	INSTRUCTOR University of California, Berkeley, Extension	
1998 - PRESENT	ARTIST-IN-RESIDENCE Sequoia Elementary School, Oakland, California	
1996 - 2010	FACULTY, DEPARTMENT OF ARTS AND CONSCIOUSNESS John F. Kennedy University, Orinda, California	
1997	Instructor, Department of Art Diablo Valley College, Pleasant Hill, California	
1995	VISITING PROFESSOR, DEPARTMENT OF ART Universidad Católica, Lima, Peru	
1993 - 1997	PROFESSOR, DEPARTMENT OF GRADUATE STUDIES Academy of Art College, San Francisco, California	
1003	NOTIFICATION DEPARTMENT OF ART	

1993 INSTRUCTOR, DEPARTMENT OF ART

Los Medanos College, Pittsburg, California

1992 INSTRUCTOR

Kala Institute, Berkeley

1991 VISITING PROFESSOR

Escuela Nacional de Bellas Artes, Managua, Nicaragua

1987-1989 PROFESSOR, DEPARTMENT OF ART AND DESIGN

Universidad de Las Américas, Puébla, México

FELLOWSHIPS/GRANTS/AWARDS:

CITY OF OAKLAND, INDIVIDUAL ARTIST GRANT

DIMOND IMPROVEMENT ASSOCIATION, FOR DIMOND'S HIDDEN JEWELS MURAL CITY OF OAKLAND, PAY-GO FUNDS, FOR DIMOND'S HIDDEN JEWELS MURAL

OAKLANDISH, FOR DIMOND'S HIDDEN JEWELS MURAL

REACH-A-STAR FOUNDATION, FOR ARTS-IN-EDUCATION AT SEQUOIA SCHOOL ROGERS FAMILY FOUNDATION, FOR ARTS-IN-EDUCATION AT SEQUOIA SCHOOL

UNITED PARCEL SERVICE, COMMUNITY GRANT, FOR ARTS-IN-EDUCATION AT SEQUOIA SCHOOL

CULTURAL ARTS DIVISION, CITY OF OAKLAND, ARTS-IN-EDUCATION GRANTS

CALIFORNIA ARTS COUNCIL, ARTIST-IN-RESIDENCE

OUTSTANDING OAKLAND ARTS EDUCATOR, CALIFORNIA STATE SENATE LOCAL HERO AWARD, CITY COUNCILMEMBER JEAN QUAN'S OFFICE PUFFIN FOUNDATION GRANT

PUFFIN FOUNDATION GRANT

JOSEPHINE BAY PAUL AND C. MICHAEL PAUL FOUNDATION

ELLA LYMAN CABOT CHARITABLE TRUST

FACULTY DEVELOPMENT GRANT, John F. Kennedy University

FULBRIGHT SCHOLAR LECTURING AWARD IN PERU

WOMEN'S STUDIES COMMISSION DOCTORAL DISSERTATION AWARD, New York University

ANN FLANAGAN FELLOWSHIP, Kala Institute

SELECTED SOLO/2-PERSON/3-PERSON EXHIBITIONS:

2013 SCULPTURE AND FURNITURE

1111 Broadway, Oakland, California

2013 SCULPTURE AND FURNITURE

Union Bank, San Francisco, California

2012 A CHANCE TO PLAY (with Luz Marina Ruiz)

San Pablo Arts Center, San Pablo, California

2012 SOLO: AN EXHIBITION OF PAPER MACHÉ SCULPTURE

The Atrium: 600 Townsend Street, San Francisco, California

2010 Story Poles

Gymboree Lobby, 500 Howard Street, San Francisco, California

2009 I Saw the Strangest Things

Humanities Center Gallery, Cal State Chico, Chico, California

2009 Debra Koppman: Sculptures

525 Market Street, San Francisco, California

2008 13 WISHES FOR 13 WITCHES

1870 Gallery, Belmont, California

2006 WERNER GLINKA & DEBRA KOPPMAN (2-person)

Crockett Contemporary Art, Crockett, California

2005-2006 SCULPTURES AND MASKS

Destination Art, San Francisco, California

2005-2006 IN THE SANCTUARY

San Jose Museum of Quilts and Textiles, San Jose, California

2005 MARCH OF THE TOTEMS

Marin Technology Center, Marin, California

2005 SCROLLS

940 Gallery, Berkeley, California

2004 Rock, Paper, Scissors (3-person)

Olive Hyde Gallery, Fremont, California

2002 CYCLES/RECYCLES (3-person)

Creative Arts Center Gallery, Sunnyvale, California

2002 TOTEM

455 Market Street, William Torphy Fine Arts, San Francisco, California

2002 PAPER MACHÉ SCULPTURES

Green Shutter Gallery, Hayward, California

2002 A CALLING FORTH OF ALLUSIONS Los Medanos College Gallery, Pittsburg, California 2002 REINCARNATIONS IN ART (3-person) San Pablo Art Gallery, San Pablo, California 2000 VOICES OF THE ANCESTORS (SCULPTURES TURNED PUPPETS) Puppets for Performances in Collaboration with ARTSHIP, Oakland, California 2000 **RELIQUARIES** Windows Project, Broadway Corridor, Oakland, California 1998 WHY MOSQUITOS BUZZ IN PEOPLE'S EARS (SCULPTURES TURNED PUPPETS) Jack London Square, Oakland, California 1998 SPIRIT HOUSES Windows Project, Broadway Corridor, Oakland, California 1998 SUEÑOS SUREÑOS (SOUTHERN DREAMS): WORKS ON PAPER Peruvian/North American Cultural Institute, Lima, Peru TO THE PACHA MAMA: WORKS ON PAPER 1998 Fulbright Commission, Lima, Peru 1995 MIXED MEDIA PAINTINGS AND SCULPTURES Banaker Gallery, San Francisco, California 1994 MUTANT FORMS Art Center Gallery, Clatsop Community College, Astoria, Oregon 1989 WORKS ON PAPER Regional Museum of the State of Puébla, México 1988 NARRATIONS (3 PERSON) 1078 Gallery, Chico, California 1988 ANN FLANAGAN FELLOWSHIP AWARDS EXHIBITION (3 PERSON) Kala Institute, Berkeley, California 1987 STORIES TO TELL IN BLACK & WHITE Creative Arts Center Gallery, Sunnyvale, California 1987 MONOTYPES Jalapeño's, San Francisco, California 1984 MONOPRINTS Heller Gallery, Berkeley, California **SELECTED GROUP EXHIBITIONS:** LIBERTY ARTS PRESENTS: PACIFIC RIM SCULPTOR'S GROUP 2011 Yreka, California 2010 RUTH BANCROFT GARDENS PRESENTS: OUTDOOR SCULPTURE Walnut Creek, California 2008 RE-USE, RE-CYCLE, RE-CREATE Adobe Art Gallery, Castro Valley, California 2007 PAPER CUTS: THE ART OF CONTEMPORARY PAPER Hearst Art Gallery, St. Mary's College, Moraga, California 2005 AN ARRAY OF SMALL WORKS Crockett Contemporary Art, Crockett, California 2005 THE FACES OF ART National Association of Women Artists, New York, New York

2005 AMERICAN CRAFT COUNCIL EXHIBITION

San Francisco, California

2005	WIT AND WISDOM	Falkirk Cultural Center, San Rafael, California				
2004	MAGICAL, MYSTICAL, MYTHICAL Frank Bette Center for the Arts, Alameda, California					
2004	AMERICAN CRAFT COUNCIL EXHIBITION San Francisco, California					
2004	CALIFORNIA DREAMING (John Toki, juror) Design Center, San Francisco, California					
2003	GALLERY ARTISTS	Virginia Breier Gallery, San Francisco, California				
2003	PACIFIC RIM SCULPTORS' GROUP (Steven Oliver, juror) Design Center, San Francisco, California					
2002	PACIFIC RIM SCULPTORS' GROUP (Karen Tjusimoto, juror) Design Center, San Francisco, California					
2002	LIGHT AND LAUGHTER	Claudia Chapline Gallery, Stinson Beach, California				
2001	CITY OF MIRACLES	SOMA, San Francisco, California				
2001	PLY AND COIL	Green Shutter Gallery, Hayward, California				
1999	LESSONS	John F. Kennedy Arts and Consciousness Gallery				
1999	WHAT IS ART FOR?	Oakland Museum, Oakland, California				
1999	TOTEMS AND TIMEPIECES	JFK University Gallery, Berkeley, California				
1998	ARCHETYPE	Quan Yin Gallery, Oakland, California				
1997	JORNADAS DE ARTE EN PAPEL Casa de Arte, Concepcion de Uruguay, Entre Rios, Argentina					
1997	KALA FELLOWSHIPS EXHIBITION Presidio, San Francisco, California					
1997	RECEPTIVITY: AN EXHIBITION Graduate Theological Uni					
1996	Kala Fellowships Exhibit Yerba Buena Center for th	rion ne Arts, San Francisco, California				
1996	INTERNATIONAL EXHIBITION C Escuela de Bellas Artes, A					
1993	PRINTED FROM WOOD	Joanne Chappell Gallery, San Francisco, California				
1991	FACULTY EXHIBITION, SCHOOL Nicaraguan Institute of Cu					
1989	ART IN PUÉBLA	Nicte Gallery, Puébla, México				
1989	CSP/GRAPHIC WORKSHOP OF Brandts Klaedefabrik Mus	F FUNEN EXCHANGE EXHIBITION seum, Odense, Denmark				
1987	BERKELEY/NEW CASTLE EXCI	HANGE, New Castle Art Center, New Castle, Australia				
1987	IMPRESSIONS BY KALA	Gensler and Associates/Architects, San Francisco, California				
1987	IMPRESSIONS/KALA INSTITUT Art Store Gallery, San Fra					
1987	MONOPRINTS	Lawson Galleries, San Francisco, California				
1987	WOMAN OF SPIRIT, DISCOVER Walker Ames Gallery, Sea					

PUBLICATIONS:

"Artweek," Previews Editor, 2001 – 2009.

"Artweek," Reviews and Articles, 1997 – 2009.

One Step at a Time: Art and Arts Integration at Sequoia Elementary. Self-Published, 2012.

<u>Artful Teaching.</u> New York, Teacher's College Press, 2010. Donahue, David and Jen Stuart, eds. Chapter entitled: "One Step at a Time."

Contemporary Issues in Art Education. New Jersey, Prentice-Hall, 2002. Chapter entitled: "Transformation, Invocation, and Magic in Contemporary Art, Education, and Criticism: Reinvesting Art With a Sense of the Sacred."

Reclaiming the Spiritual in Art: Contemporary Cross-Cultural Perspectives. Albany, New York: SUNY Press, 1999.

"America Latina 96' en el Museo Nacional de Bellas Artes," Artes Visuales, Buenos Aires, Argentina, April 1996.

"Arte Contemporaneo en Peru," <u>Symposium on Contemporary Andean Images</u>, Instituto Nacional de Cultura, Cajamarca, Peru, December 1995.

Mutant Forms; A Contemporary Artistic Response to Mythic Female Deities. Doctoral Dissertation, Department of Art and Arts Professions, New York University, 1993. Available through UMI Dissertation Services.

"Odyssey of Faith; Faith Ringgold--A Twenty-five Year Survey." Woman's Art Journal (Fall/Winter 1991) Vol. 12, #2.

"Precarious Balance; Can Beauty Survive the Fall?" Exhibition catalog, Hong-Juin Shieh, June 1991, Taipei, Taiwan.

CONFERENCES/TALKS:

OUSD 2012 Summer Institute: Arts Integration Workshop Entitled Telling our Stories with Puppets, Masks, and Books.

"One Step at a Time – Arts Integration at Sequoia Elementary," National Art Education Association, 2011.

Arts Learning Anchor Schools Conference – Dreams Create Hope, Oakland, California, 2008.

"The Art of Paper," Hearst Art Gallery, St. Mary's College, Moraga, California, 2007.

"Art, Collaboration, and Community," Mills College, Oakland, California. 2002.

"Reclaiming Spirit: Authentic Experience in Multicultural Art Education," INSEA World Congress, 2002.

"Reclaiming Spirit: Authentic Experience in Multicultural Art Education," National Art Education Association, 2002.

Artist Talk, Green Shutter Gallery, Hayward Council for the Arts, Hayward, California, 2002.

Puppets Alive! Workshop in Collaboration with Claudia Bernardi, Catholic Worker, Oakland, California, 2001.

"Puppets Alive!" National Art Education Association, 2000.

"Art, Education, and Imagination," Oakland Museum, in conjunction with the exhibition, "What is Art For?" 1999.

"Multicultural Storytelling Arts Workshop and Puppet Theater," National Art Education Association, 1999.

"Transformation, Invocation, and Magic in Contemporary Latin American Art," College Art Association, 1999, Chair.

"Tres Mundos," College Art Association, 1999.

"Transformation, Invocation, and Magic in Contemporary Art, Criticism, and Education," NAEA Meeting, 1998

"Transformation, Invocation, and Magic in Contemporary Latin American Art," NAEA Meeting, 1997.

"Women, Art, and the Sacred," Sculpture Group Gallery, Danville, California, 1996.

"Transformation, Invocation, and Magic in Contemporary Art," Sophia Center, Holy Names College, Oakland, CA. 1996.

"Artistic Processes," Escuela de Bellas Artes, Concordia, Entre Rios, Argentina, 1996.

"Transformation, Invocation, and Magic in Contemporary Art," A series of lectures given in schools and cultural centers in Peru and Bolivia under the auspices of the Fulbright Commission, Lima, Peru, 1995-1996.

"The Subjugation of the Spiritual in Art"; Program Chair, College Art Association, 1995.

"Thou Art; The Continuity of Religious Ideology in Modern and Post modern Theory and Practice" CAA, 1995.

"Revisioning Aesthetics in a Pluralist America;" National Art Education Association, Annual Meeting; 1994.

"Multiple Visions;" The American Society for Aesthetics 51st Annual Meeting; 1993.

THEATER PROJECTS

- 2004 CASINO: A Production of the Glenview Performing Arts Center: Set Design.
- 2004 CHILDREN'S FAIRYLAND; CHILDREN'S THEATER: La Cucaracha Martina, Set Design.
- 2003 CHILDREN'S FAIRYLAND; CHILDREN'S THEATER: Thumbelina, Set Design, Masks, and Puppets.

MURALS

- 2012 Sequoia's Hidden Jewels, Mosaic Mural, in collaboration with the Sequoia Elementary school community. Lincoln and Scenic, Dimond District, Oakland, California.
- 2011 WELCOME TO FRUITVALE, 880 & Fruitvale, 12 Pillars.

 Commissioned by The Unity Council, in collaboration with the City of Oakland.
- 2011 DIMOND'S HIDDEN JEWELS, in collaboration with Amanda Lockwood and Sequoia Elementary School students. Fruitvale Avenue and MacArthur, Dimond District, Oakland, California.
- 2011 THE UNITY COUNCIL, + POSADA DE COLORES, in collaboration with Amanda Lockwood, Fruitvale Avenue, Oakland, California.
- 2008 What's Соокіn', Good Lookin'? Designed and facilitated, in collaboration with Amanda Lockwood. Healthy Start After-School Program, Sequoia Elementary. (Painted by 4th and 5th graders.)
- 2008 IMAGINE, (with 6th. 7th, and 8th grade art students) Bret Harte Middle School, Oakland, California
- 2007 PLANTS AND HOPES RISING, Sequoia Elementary, Oakland, California
- 2006 PHOENIX RISING, BRET HARTE RISING, Bret Harte Middle School, Oakland, California
- 2006 QUETZALCOATL, (with 6th, 7th, and 8th grade art students) Bret Harte Middle School, Oakland, California
- 2005 THE FOUR ELEMENTS (with 6th, 7th, and 8th grade art students) Bret Harte Middle School, Oakland, California

BOOK ILLUSTRATION

2007 ARI AMONG THE LIONS; written by Lion Koppman. Also in Spanish: ARI ENTRE LOS LEONES. Mid-America Publishing Company.

PODCASTS

2012 <u>www.sculptcastconversations.com</u> An interview with Joe Bologna, on artistic process, use of materials, and intentions.

CURRENT AND PREVIOUS PROFESSIONAL AFFILIATIONS:

Pacific Rim Sculptor's Group
College Art Association
Kala Institute
National Art Education Association
ALICE (Art and Literacy in Children's Education)
Artweek

LANGUAGES: Native-level fluency in Spanish



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 08/29/2013

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).

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PRODUCER	Khoe & Associates	CONTACT NAME:					
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		INSURER(S) AFFORDING COVERAGE	NAIC #				
	Phone: 510-465-3993 Fax: 510-580-9470	INSURER A: THE HARTFORD INSURANCE					
INSURED	DEBRA KOPPMAN	INSURER B:					
	2307 DAMUTH STREET	INSURER C:					
	OAKLAND CA 94602	INSURER D :					
	OF INCEPTION OF TOOL	INSURER E:					
		INSURER F:					

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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 INSR	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																		
A	GENERAL LIABILITY	INOK	WVD	1 0 10 1 10 110 110 110 110 110 110 110	(MINI/DD/1111)	(MINI/DD/1111)	EACH OCCURRENCE	\$ 1,000,000																	
	X COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000																	
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	\$ 10,000																	
				57SBMDO5846	05/11/2013	05/11/2014	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 (Ea accident)	\$																	
	ANY AUTO						BODILY INJURY (Per person)	\$																	
	ALL OWNED SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$																	
	HIRED AUTOS NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	\$																	
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	DED RETENTION \$							\$																	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N N/A									.													WC STATU- OTH- TORY LIMITS ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?						E.L. EACH ACCIDENT	\$																	
	(Mandatory in NH) If yes, describe under						E.L. DISEASE - EA EMPLOYEE	\$																	
	DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$																	

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

CERTIFICATE HOLDER IS NAMED ADDITIONAL INSURED

CERTIFICATE HOLDER

OAKLAND UNIFIED SCHOOL DISTRICT RISK MANAGEMENT DEPARTMENT 1025 2ND AVENUE OAKLAND, CA 94606 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

PH