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# Memo

То	Board of Education					
From	Antwan Wilson, Superintendent					
Board Meeting Date (To be completed by Procurement) Subject	<u> </u>					
	Partnerships - 922/Community Schools and Student Services Department (site/department)					
Action Requested	Approval of a Memorandum of Agreement between the Oakland Unified School District and Step to STEM, Inc., Oakland, CA, to be primarily provided via the Community Schools and Student Services Department for the period of December 1, 2014 through June 30, 2015.					
<b>Background</b> A one paragraph explanation of why the consultant's services are needed.	The Full Service Community Schools Task Force recommended that OUSD create a Community Partnerships Workgroup. This Workgroup was charged with developing systems to more effectively and transparently manage district- partner and site-partner relationships. The partner workgroup developed tools to assist partners to formally register with the school district. The MOU is part of that process to verify partner programs align with school district goals.					
Discussion One paragraph summary of the scope of work.	Approval by the Board of Education of a Memorandum of Agreement between the District and Step to STEM, Inc., Oakland, CA, for the latter as a community partner to provide science programming to identified schools for the period of December 1, 2014 through June 30, 2015, at no cost to the District.					
Recommendation	Approval of a Memorandum of Agreement between Oakland Unified School District and Step to STEM, Inc. Contractual services to be provided by the Community Schools and Student Services Department for the period of December 1, 2014 through June 30, 2015.					
Fiscal Impact	Funding resource name (please spell out): No Fiscal Impact					
Attachments	Memorandum of Agreement Certificate of Insurance Statement of Qualifications					

# MEMORANDUM OF AGREEMENT BETWEEN A NON-PROFIT ORGANIZATION AND OAKLAND UNIFIED SCHOOL DISTRICT

# I. Parties

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between Oakland Unified School District ("OUSD") and \_\_\_\_\_Step to STEM, Inc.\_\_\_\_\_[CONTRACTOR].

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

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

# II. Program Sites

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

	Monterea Middle School
_	Urban Promise Academy
_	Alliance Academy
_	

# III. CONTRACTOR Responsibilities/Scope of Services

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

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

After School math tutoring. Common Core-based STEM projects. Role

model guest speakers working in STEM careers. Summer programs to

accelerate students' standardized test, performance beyond grade

level

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

\_\_\_\_Math tutoring to be conducted by experienced math teachers, and role

model tutors currently working in STEM careers.

- 3. Please check <u>all</u> 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
- D Ensure, maintain, or support high quality and effective instruction
- Prepare students for success in college and careers
- Help ensure, create, and/or sustain safe, healthy and supportive schools
- □ Create accountability for quality
- □ \_ Help create full service community schools in OUSD
- Increase, raise graduation rates
- □ Other: \_\_\_\_\_

- B. Ensure that all CONTRACTOR personnel, including subcontractors, will comply with any policy and systems in place at OUSD and School(s). This includes, but is not limited to the following:
  - 1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, CONTRACTORS, or subcontractors are to use drugs on these School(s).
  - 2. Anti-Discrimination—It is the policy of OUSD that in connection with CONTRACTOR's services in this MOU there shall be no discrimination against any employee engaged in the work because of race, color,

ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age. Therefore, the CONTRACTOR agrees to comply with applicable Federal and California laws.

- 3. **Conflict of Interest**—CONTRACTOR shall abide by and be subject to all applicable OUSD policies, regulations, statutes or other laws regarding conflict of interest. CONTRACTOR shall not hire any OUSD employee to perform the services in this MOU, and affirms that to the best of its knowledge no such conflict presently exists. CONTRACTOR agrees to alert OUSD in writing if and when a potential conflict does arise.
- 4. Family Education Rights and Privacy Act—CONTRACTOR shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
- C. **Required Documents**—Ensure that all CONTRACTOR personnel who will be on OUSD premises have been: (a) fingerprinted; (b) submitted to a criminal background check via Livescan or a similar service as required by the Education Code, and (c) taken a tuberculosis test. Please see Section IV for the relevant documentation that is required.
- D. Insurance—Provide evidence of general liability insurance that names OUSD as an additional insured, for operation students, volunteers, and personnel at location where CONTRACTOR provides programs/services with at least \$1M in coverage, and furnish certificate of said insurance to OUSD.

# OR

- Waiver—CONTRACTOR is not required to maintain insurance under this agreement if the Risk Management Officer signs a waiver of insurance. You may contact the Risk Management Officer at 510.879.8588. Waiver of insurance does not release CONTRACTOR from responsibility for any claim or demand.
- E. **Communication**—Communicate with School(s) and OUSD staff, both formally and informally, to ensure, to the best of the program's ability, that the CONTRACTOR'S services are aligned with the School(s) and OUSD's mission and objectives and are adequately meeting student's needs. At the request of School(s) or OUSD staff, provide reasonable data and information to students participating in the CONTRACTOR's program.
- F. Confidentiality—CONTRACTOR shall maintain strict confidentiality of all information about individual students received under this MOU and will not

disseminate such information without the express written consent of OUSD. CONTRACTOR will comply with FERPA, and will be allowed to use the data received to solicit funding to continue to expand its services/program, so long as there is no information from which the identity of any student in the CONTRACTOR's program as a participant could be made.

# **IV.** Required Documents

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

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

# B. Contractor:

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

# V. Responsibilities of Oakland Unified School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the CONTRACTOR.
- B. Janitorial Service—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that CONTRACTOR has reasonable access to student assessment and evaluation data necessary to inform instruction and periodically review student progress and to provide the study.
  - 1. For the purpose of cohort determination, for instructional purposes, or for academic research purposes, at the sole discretion of OUSD, provide CONTRACTOR access to student assessment data for all students at School(s) including, but not limited to, California Standards Test (CST)

scores and site-based assessments. Students identified may be protected by the use of ID numbers.

2. Provide CONTRACTOR with any other student information reasonably necessary to provide its services consistent with the CONTRACTOR's program and to evaluate the impact of its program on students at School(s).

#### VI. Duration

This MOU is for the 2014 --2015 school 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. Hold Harmless/Indemnity

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

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

By:

Monster Dated: 2 24/205 (MM/DD/YYYY)

Sponsoring Department or Site Principal

\_\_\_\_\_ Dated: 12/17/2014 (MM/DD/YYYY) Philip L. Patrick (Print Name) Step to STEM, Inc. (CONTRACTOR)

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Approved as to form and procedure

By:

\_\_\_\_ Dated: \_\_\_\_\_//5\_\_\_\_(MM/DD/YYYY)

Jacqueline Minor, General Counsel Oakland Unified School District

James Harris President, Board of Education

Antwan Wilson Secretary, Board of Education

File ID Number 15-6 Introduction Date: Enactment Number: 15 Enactment Date: \_\_\_\_ By: MC

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



# STEM jobs are projected to grow well into the future

The STEM workforce is exploding and is expected to continue to grow well into the future. Nearly 80% of future careers will require some STEM skills.

- Afterschool Alliance

#### STEM jobs pay more

65 % of those with Bachelors' degrees in STEM fields earn more than Master's degrees in non-STEM occupations. In fact, 47 percent of Bachelor's degrees in STEM occupations earn more than PhDs in non-STEM occupations.

# Need to Increase underrepresented minorities

**43%** of school-age children today are of African-American, Latino or Native American decent, yet of all the engineering degrees in the US, less than 15% are awarded to these underrepresented minorities.

### For more information, email:

info@steptostem.org

"All that is valuable in human society depends upon the opportunity for development accorded the individual."

- Albert Einstein

## **Our Programs**

Our afterschool and Summer math tutoring and career exposure programs complement school-day learning, engage and motivate participants, and stimulate our youths' interest in STEM fields.

Our high-quality STEM afterschool programs target underrepresented minority youth to produce a variety of positive outcomes:

- Improved attitudes toward STEM fields and careers
- Increased STEM capacities and skills
- Higher likelihood of graduation and pursuing a STEM career

# **Our Mission**

Our mission is to prepare and motivate underrepresented minority youth to pursue a STEM degree program by providing:

- Afterschool math tutoring
- New Common Core-based STEM project classes
- Role model guest speakers working in STEM careers
- Healthy snacks and meals
- Field trips to companies with STEM careers
- Summer programs to accelerate students' standardize test performance beyond grade level

### HOME VISION + MISSION + GOALS ABOUT US PARTNERS VOLUNTEER

#### ABOUT US

Step to STEM, Inc. is a non profit public benefit organization providing academic support and STEM career exposure to underrepresented minority youth. We match volunteer professionals with student in our members of sixth grade cohorts for superior math tutoring sessions. We work closely with on campus teachers, not only providing experienced afterschool math tutors, but also providing application of of mathematics aligned with common core assessment and career exposure designed to contribute to improved academic performance, intrinsically motivate academic achievement and stimulate interest in STEM careers. Metrics based on state-administered standardized testing is used to measure the quality of our academic support provided and identify areas of continuous improvement. It is the intent that each cohort receives support for six years through the end of their junior year in high school.

#### LEADERSHIP TEAM

- Phil Patrick, Executive Director
- Ken Brown, Treasurer
- Dave Norris, Program Manager
- Albert Orozco, IT Manager

#### **BOARD OF DIRECTORS**

- Jerome Abernathy, Chief Investment Officer, Stonebrook Investments
- Maynard Holliday, Co-Founder, Robot Garden
- Charleston Cone, MD, Medical Director, Pathways Home Health, Hospice & Private Duty

#### ADVISORY COMMITTEE

- Melvin MacArthur, Vice President, AT&T
- James White, CEO, Jamba Juice
- Damian Rouson, PhD, Managing Director and Lecturer, Stanford University
- Marcel Baker, Assistant Principal, Alliance Academy Middle School

STEP TO STEM

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HOME VISION + MISSION + GOALS ABOUT US PARTNERS VOLUNTEER

# VISION

Our Vision is that all underrepresented minority youth be prepared and intrinsically motivated to enter a STEM degree program.

# MISSION

Our Mission is to prepare and motivate underrepresented minority youth to pursue a STEM degree program by providing superior:

- Afterschool math tutoring
- · Healthy snacks and meals
- Field trips to companies with STEM careers
- New Common Core-based STEM projects
- Role model guest speakers working in STEM careers
- Summer programs to accelerate students' standardize test performance beyond grade level

#### GOALS

Our goals are to see

- 80% of each 6th grade cohort score Proficient or Advanced on STAR math section by 9th grade
- 80% gain acceptance into a STEM degree program

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

Search Term : Step\* to STEM\* Inc.\* Record Status: Active

No Search Results

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

Search Term : SteptoSTEM\* Inc.\* Record Status: Active

No Search Results

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TR       TYPE OF INSURANCE       INSU WVD       POLICY NUMBER       (MM/DDYYYY)       (MM/DDYYYY)       Limits         A       COMMERCIAL GENERAL LIABILITY       X       X       EACH OCCURRENCE       \$         X       MISC. BUSINESS       97-CG-G295-9       11/10/2014       11/10/2014       MED EXP (Any one person)       \$         GENTL AGGREGATE LIMIT APPLIES PER:       97-CG-G295-9       11/10/2014       11/10/2014       11/10/2014       MED EXP (Any one person)       \$         ODILCY       PEC       LOC       ICC       PRODUCTS - COMPOP AGG       \$         AUTOMOBILE LIABILITY       LOC       \$       S       \$       \$         AUTOMOBILE LIABILITY       ANY AUTO       ALL OWNED       S       \$       \$         AUTOS       AUTOS       AUTOS       AUTOS       S       \$         HIRED AUTOS       I AUTOS       AUTOS       S       \$       \$         DED       RETENTION \$       S       \$       \$       \$       \$         AUTOS       I AUTOS       CLIAIMS-MADE       \$       \$       \$       \$         COMBINED SINGLE LIABLITY       S       \$       \$       \$       \$       \$         AUTOS       S	E         INSO_WVD         POLICY NUMBER         (MMWDDYYYY)         (MMWDDYYYY)         LineTs           ABILITY         X         EACH OCCURRENCE         \$         1,000,001           OCCUR         97-CG-G295-9         11/10/2014         11/10/2014         EACH OCCURRENCE         \$         300,000           PREMISES (Ea cocurrence)         \$         300,000         MED EXP (Any one person)         \$         5,000           ES PER:         0         0         0         PERSONAL & ADV INJURY         \$         1,000,000	Image: Product Ageneral Liability     Image: Product Ageneral Liability     Image: Product Ageneral Liability       A     COMMERCIAL GENERAL LIABILITY     X       CLAIMS-MADE     OCCUR       CLAIMS-MADE     OCCUR       X     MISC. BUSINESS       97-CG-G295-9     11/10/2014       11/10/2014     11/10/2014       MED EXP (Any one person)     \$ 5,00       PREMISES (Ea occurrence)     \$ 300,00       PREMISES (Fa occurrence)     \$ 300,00       PREMISES (Ea occurrence)     \$ 300,00       PREMISES (Fa occurrence)     \$ 300,00       POLICY     PROUCTS (COMPLOP AGG \$       OTHER     COMBINED SINGLE LIMIT	ONDITIONS OF SUCH	PERTAIN, THE POLICIES, LIMI	INSURANCE AFFORE	BEEN REDUCED	BY PAID CLAIMS	D HEREIN IS SUBJECT T	TO ALL THE					
A	DOCCUR         DAMAGE TO RENTED         S         300,000           97-CG-G295-9         11/10/2014         11/10/2014         MED EXP (Any one person)         S         5,000           PERSONAL & ADV INJURY         S         1,000,000         GENERAL AGGREGATE         S         2,000,000	A       CLAIMS-MADE       OCCUR       A         X       MISC. BUSINESS       97-CG-G295-9       11/10/2014       11/10/2014       MED EXP (Any one person)       \$       \$         GENTL AGGREGATE LIMIT APPLIES PER:       PRO.       JECT       LOC       JECT       LOC       S       2,000,00         OTHER       AUTOMOBILE LIABILITY       LOC       S       2,000,00       S       S         ANY AUTO       S       S       S       S       S       S			POLICY NUMBER	(MIWDDY)	YY) (MM/DD/YYYY)			1 000 00				
X       MISC. BUSINESS       97-CG-G295-9       11/10/2014       11/10/2014       MED EXP (Any one person)       \$         GEN'L AGGREGATE LIMIT APPLIES PER.       PRO       LOC       GENERAL AGGREGATE       \$         POLICY       PRO       LOC       PRODUCTS - COMPIOP AGG       \$         OTHER       LOC       S       \$       \$         AUTOMOBILE LIABILITY       COMBINED SINGLE LIMIT       \$       \$         ANY AUTO       ALL OWNED       SCHEDULED       BODILY INJURY (Per person)       \$         AUTOS       AUTOS       AUTOS       BODILY INJURY (Per person)       \$         UMBRELLA LIAB       OCCUR       \$       \$       \$         DED       RETENTION \$       S       \$       \$	97-CG-G295-9         11/10/2014         11/10/2014         MED EXP (Any one person)         \$         5,00           PERSONAL & ADV INJURY         \$         1,000,00         GENERAL AGGREGATE         \$         2,000,00	X       MISC. BUSINESS       97-CG-G295-9       11/10/2014       11/10/2014       MED EXP (Any one person)       \$       5,00         GENTL AGGREGATE LIMIT APPLIES PER:       PRO.       GENERAL AGGREGATE       \$       1,000,00         POLICY       JECT       LOC       PRODUCTS - COMPIOP AGG       \$         OTHER       S       COMBINED SINGLE LIMIT       \$         AUTOMOBILE LIABILITY       S       S         ANY AUTO       S       S	1 1	X				DAMAGE TO RENTED						
Bit Automobile Liability     State Control       ANY AUTO     ALL OWNED       ALL OWNED     SCHEDULED       AUTOS     AUTOS       HIRED AUTOS     I AUTOS       UMBRELLA LIAB     OCCUR       EXCESS LIAB     OCCUR       DED     RETENTION \$	9/-CG-G290-9         11/10/2014         11/10/2014           PERSONAL & ADV INJURY         \$         1,000,00           ES PER         GENERAL AGGREGATE         \$         2,000,00	B7-CG-G2290-9       Thru/2014       PERSONAL & ADV INJURY       \$ 1,000,00         GENTL AGGREGATE LIMIT APPLIES PER.       GENERAL AGGREGATE       \$ 2,000,00         POLICY       PRO- JECT       LOC       PRODUCTS - COMPIOP AGG       \$         OTHER       S       COMBINED SINGLE LIMIT       \$         AUTOMOBILE LIABILITY       COMBINED SINGLE LIMIT       \$         ANY AUTO       BODILY INJURY (Per person)       \$												
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ANY PROPRIETOR/PARTNER/EXECUTIVE	PER OTH- STATUTE ER	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION S       WORKERS COMPENSATION     S       NUD CHARLEN COMPENSATION     STATUTE	RTNER/EXECUTIVE					E.L. EACH ACCIDENT	\$					
(Mandatory in NH) E L DISEASE - EA EMPLOYEE \$		EXCESS LIAB     CLAIMS-MADE       DED     RETENTION S       WORKERS COMPENSATION AND EMPLOYER'S LIABILITY AND EMPLOYER'S LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE     Y/N	In					E L DISEASE - EA EMPLOYEE	\$					
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WORKERS COMPENSATION PER OTH- STATUTE ER		EXCESS LIAB CLAIMS-MADE AGGREGATE \$						STATUTE ER						
ANY PROPRIETOR/PARTNER/EXECUTIVE N/A		EXCESS LIAB     CLAIMS-MADE       DED     RETENTION \$       WORKERS COMPENSATION     STATUTE	RTNER/EXECUTIVE											
OFFICER/MEMBER EXCLUDED?	Y/N	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION S       WORKERS COMPENSATION AND EMPLOYERS' LIABILITY     Y / N	CLUDED?	N/A										
If wes, describe under	CUTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION \$       WORKERS COMPENSATION       AND EMPLOYERS' LIABULITY       AND EMPLOYERS' LIABULITY       OFFICERMENDER EXCLUDED?       N / A				1								
If yes, describe under DESCRIPTION OF OPERATIONS below E L. DISEASE - POLICY LIMIT \$	UTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION S       WORKERS COMPENSATION AND EMPLOYERS LIABULITY     Y/N       AND EMPLOYERS LIABULITY     Y/N       ANY PROPRIETOR/PARTNER/EXECUTIVE     Y/N       OFFICERMENBER EXCLUDED?     N / A       (Manddaroy in NH)     EL EACH ACCIDENT	ERATIONS below					E L. DISEASE - POLICY LIMIT	S					
	CUTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION \$       WORKERS COMPENSATION     \$       AND EMPLOYERS' LIABILITY     Y /N       ANY PROPRIETOR/PARTINE/REVEXUIVE     N / A       OFFICER/MEMBER EXCLUDED?     N / A       If yes, describe under     \$	ERATIONS DEIDW					E.C. DICE OF CLICI LINK						
	CUTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION \$       WORKERS COMPENSATION       AND EMPLOYERS' LIABILITY       Y/N       ANY PROPRIETOR/PARTINER/EXECUTIVE       OFFICER/MEMBER EXCLUDED?       (Mandatory in NH)       If yes, describe under				I								
ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101 Additional Remarks Schedule, may be attached if more space is required)	CUTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION \$       WORKERS COMPENSATION     \$       AND EMPLOYERS' LIABILITY     Y /N       ANY PROPRIETOR/PARTINE/REVEXUIVE     N / A       OFFICER/MEMBER EXCLUDED?     N / A       If yes, describe under     \$	ONS / LOCATIONS / VEHIC	CLES (ACORD 101. /	Additional Remarks Schedu	ule, may be attached h	more space is requi	ad)						
ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) ERTIFICATE HOLDER AS ADDITIONAL INSURED	CUTIVE Y/N N/A	EXCESS LIAB     CLAIMS-MADE       DED     RETENTION S       WORKERS COMPENSATION AND EMPLOYERS' LIABILITY     Y/N       ANY PROPRIETOR/PARTINER/EXECUTIVE     N/A       OFFICER/MEMBER EXCLUDED?     N/A       (Mandatory in NH)     E L DISEASE - EA EMPLOYEE \$			Additional Remarks Schedu	ule, may be attached h	more space is requir	ad)						
AND EMPLOYERS' LL ANY PROPRIETOR/PA OFFICER/MEMBER EX (Mandatory in NH) If yes, describe under DESCRIPTION OF OF DESCRIPTION OF OPERAT	SCH AUT NON I AUT B			BENERAL LIABILITY ADE OCCUR NESS LIMIT APPLIES PER: PRO. ILIMIT APPLIES PER: ILIMIT APPLIES PER: NON-OWNED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIS MADINED ILIMIT APPLIES PER: NON-OWNED ILIMIS MADINED ILIMIT APPLIES PER: NON-OWNED ILIMIT APPLIES PER: NON-OWNED ILIMIS MADINED ILIMIS MADINED		3BNERAL LIABILITY       X         ADE       OCCUR         NESS       97-CG-G295-9         LIMIT APPLIES PER:       PRO         PRO       LOC         ITY       SCHEDULED         AUTOS       NON-OWNED         ITY       OCCUR         CLAIMS-MADE       CLAIMS-MADE         TENTION \$       SATION         ABILITY       Y / N         ITNER/EXECUTIVE       N / A         VERATIONS below       N / A	SENERAL LIABILITY       X         ADE       OCCUR         NESS       97-CG-G295-9         LIMIT APPLIES PER:       PRO         PRO       LOC         ITY       SCHEDULED         AUTOS       AUTOS         B       OCCUR         CLAIMS-MADE       TENTION \$         SATION       SATION         ABILITY       Y/N         PERATIONS below       N / A	SERIERAL LIABILITY         X           ADE         OCCUR           NESS         97-CG-G295-9           LIMIT APPLIES PER:           PRO:           JECT           LOC	SBNERAL LIABILITY       INV         ADE       OCCUR         NESS       97-CG-G295-9         11/10/2014       11/10/2014         MED EXP (Any one person)         PERMISES (Ea occurrence)         MED EXP (Any one person)         PERSONAL & ADV INJURY         GENERAL LAGREGATE         PRODUCTS - COMPIOP AGG         ITY       Combined Single Limit         SCHEDULED         AUTOS         AUTOS         NON-OWNED         I.INUMEY (Per person)         B       OCCUR         CLAIMS-MADE         TENTION S         ABUITY         YIN         N/A         VIN         B         OCCUR         CLAIMS-MADE         TENTION S         ABUITY         N/A         ERACH OCCURRENCE         AGGREGATE         PER JONNEL         INTY         CLAIMS-MADE         IENTION S         STATUTE         STATUTE         INTA         IERATIONS below         EACH OCCLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) <td>SBNERAL LIABILITY       EACH OCCURRENCE       \$         ADE       OCCUR       SCHEDULES PER.       SCHEDULED       \$         PROC       LOC       LOC       S       SCHEDULED       \$         ITY       COMBINED SINGLE LIMIT       SCHEDULED       \$       S         AUTOS       SCHEDULED       AUTOS       S       S         ITY       COMBINED SINGLE LIMIT       \$       S         BODILY INJURY (Per person)       \$       S       S         COMBINED SINGLE LIMIT       S       S       S         COMBINED SINGLE LIMIT       \$       S       S         BODILY INJURY (Per person)       \$       S       S         SCHEDULED       AUTOS       \$       S       S         BODILY INJURY (Per socident)       \$       S       S       S         CLAIMS-MADE       S       \$       S       S       S         SATION       SATION       N / A       S       S       S       S         BULY INJURY (Per ACCURE S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S</td>	SBNERAL LIABILITY       EACH OCCURRENCE       \$         ADE       OCCUR       SCHEDULES PER.       SCHEDULED       \$         PROC       LOC       LOC       S       SCHEDULED       \$         ITY       COMBINED SINGLE LIMIT       SCHEDULED       \$       S         AUTOS       SCHEDULED       AUTOS       S       S         ITY       COMBINED SINGLE LIMIT       \$       S         BODILY INJURY (Per person)       \$       S       S         COMBINED SINGLE LIMIT       S       S       S         COMBINED SINGLE LIMIT       \$       S       S         BODILY INJURY (Per person)       \$       S       S         SCHEDULED       AUTOS       \$       S       S         BODILY INJURY (Per socident)       \$       S       S       S         CLAIMS-MADE       S       \$       S       S       S         SATION       SATION       N / A       S       S       S       S         BULY INJURY (Per ACCURE S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S       S				

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