



"OUR CHILDREN – OUR FUTURE"

Ravenswood City School District
ADMINISTRATIVE OFFICE
2120 Euclid Avenue, East Palo Alto, California 94303
(650) 329-2800 Fax (650) 323-1072

Board Members:
Tamara Sobomehin, President
Stephanie Fitch, Vice President
Marielena Gaona-Mendoza, Clerk
Ana Maria Pulido, Member
Sharifa Wilson, Member

Inter-Departmental Correspondence
Curriculum and Instruction

Dr. Gloria M. Hernández-Goff
Superintendent

Date: 1/17/2019
Board Meeting Date: 1/17/2019
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Trustees

From: Dr. Gloria M. Hernandez-Goff, Superintendent

Subject: Consideration to approve the MOU between Ravenswood City School District and Santa Clara County Office Of Education

SUMMARY:

Migrant Education teachers will be working with groups of 5-10 students/or case manage a group of students. The supplemental site-based ELA and Math Instruction will begin its implementation by offering students 30 hours of service in ELA and 30 hours of math during the second semester of school. Case managing could include check-ins with the classroom teacher or counselor, connecting with the liaison (site or regional), and/or providing support based on the student needs as reported on the INA/ILP.

FISCAL IMPACT:

The fiscal impact on the district is none.

RECOMMENDATION:

That the Board approve the MOU between Ravenswood School District and Santa Clara County Office Of Education .

Board Approved: _____

SANTA CLARA COUNTY  OFFICE OF EDUCATION

Santa Clara County Office of Education
and
Ravenswood City School District

Memorandum of Understanding

Date: January 10, 2019

This is a memorandum of understanding between **DISTRICT** and the **Santa Clara County Office of Education (SCCOE)**.

The term is this agreement is between January 1, 2019-June 30, 2019.

This memorandum of understanding is intended to:

- Services provided by SCCOE
- Service Responsibilities of District
- Articulation of monies

1.0 SCCOE services to be provided:

- 1.1 SCCOE will reimburse the cost of agreed Migrant Education Program interventions to the district.
- 1.2 SCCOE will provide professional development to the intervention/case management teachers upon request.

2.0 District Responsibilities:

- 2.1 District will provide a classroom/training space for tutoring and parent meetings.
- 2.2 To collaborate with the Region to implement an intervention program.
- 2.3 Hiring of local teachers/academic counselors on an hourly basis who will be willing to work with groups of 5-10 students/or case manage a group of students. The supplemental site-based ELA and Math instruction will begin its implementation by offering students 30 hours of service in ELA, 30 hours of math, 30 hours of planning, and 2 parent workshops during the second semester of school. Case managing could include check-ins with the classroom teacher or counselor, connecting with the liaison (site or regional), and/or providing support based on the student needs as reported on the INA/ILP.

3.0 Articulation of Monies Compensation and Payments:

- 3.1 Not to Exceed Amount: The compensation paid by SCCOE under this agreement shall be in an amount not to exceed \$ 7,050 inclusive of all costs, overhead and expenses. Any amendment to this MOU which increases the compensation paid shall be in writing and fully executed by SCCOE and the District before services are completed.

4.0 Insurance/Hold Harmless

- 4.1 Insurance: SCCOE and District shall maintain a certificate of insurance in the business office of each respective office.
- 4.2 Indemnity: SCCOE and District shall be held harmless from and against any and all claims arising from a default in the performance of any obligation of the memorandum of understanding.

By: _____ By: _____
Signature of Authorized SCCOE Official Signature of Authorized District Official

Name: _____ Name: _____

Date: _____ Date: _____

Original document must be signed by all parties and forward to:
Santa Clara County Office of Education
School Leadership Services
1290 Ridder Park Drive MC 237
San Jose, CA 95131

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"OUR CHILDREN – OUR FUTURE"

Ravenswood City School District Business Office

2120 Euclid Avenue, East Palo Alto, California 94303
(650) 329-2800 Fax (650) 323-9454

Board Members:

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Stephanie Fitch, Vice President
Marielena Gaona-Mendoza, Clerk
Ana Maria Pulido, Member
Sharifa Wilson, Member

Gloria M. Hernandez-Goff, Ed. D.
Superintendent

Date: January 17, 2019

To: Honorable Board of Trustees

From: Dr. Gloria M. Hernandez-Goff, Superintendent

Re: Consideration to Approve Contract with SVA Architects for Kindergarten Play Area Improvement Projects

QUICK SUMMARY/ABSTRACT:

SVA Architects, along with their civil engineer and landscape architect, will coordinate with the District's play structure consultant to provide Construction Documents and Construction Administration services for replacing the kindergarten play structures.

RATIONALE:

SVA will provide architectural services for the above referenced scope.

FINANCIAL IMPACT:

The fee for services rendered is **Ninety-Eight Thousand Five Hundred Fifty-Four Dollars (\$98,554.00)**.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the contract with SVA Architects to provide Construction Documents and Construction Administration services for replacing the kindergarten play structures.



January 10, 2019

Mr. Steven J. Eichman
Chief Business Official
Ravenswood City School District
2100 Euclid Avenue
East Palo Alto, CA 94303

Re: Proposal for Kindergarten Play Area Improvement Projects at Brentwood Elementary School, Costafio Elementary School, and Willow Oaks Elementary School for the Ravenswood City School District

Dear Mr. Eichman:

This Letter of Understanding (the "LOU") shall serve as confirmation between **Ravenswood City School District (RCSD)**("Client") and **SVA Architects, Inc. ("SVA")** of our mutual understanding of the work to be performed for the **RCSD Kindergarten Play Area Improvement ("Project")** located at Ravenswood City School District.

I. Development Objectives

SVA Architects, along with their civil engineer and landscape architect, will coordinate with the District's play structure consultant to provide Construction Documents and Construction Administration services for replacing the kindergarten play structure areas at the following campuses:

- Brentwood Elementary School
- Costafio Elementary School
- Willow Oaks Elementary School

The project will be submitted to the Division of the State Architect ("DSA") for an access-only over-the-counter review.

II. Compensation

A. The Client agrees to compensate SVA, in accordance with the terms and conditions of this Agreement, for services rendered hereunder of a fee equal to **Ninety-Eight Thousand Five Hundred Fifty-Four Dollars (\$98,554.00)**.

Services	Fee	Basis
Brentwood ES Kindergarten Play Area Improvement	\$34,318.00	Fixed Fee
Costafio ES Kindergarten Play Area Improvement	\$34,153.00	Fixed Fee



Willow Oaks ES Kindergarten Play Area Improvement	\$30,073.00	Fixed Fee
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The fee breakdown by project and discipline is as follows:

1. Brentwood ES Kindergarten Play Area Improvement

Discipline	Fee
Architectural	\$ 8,000.00
Landscape	\$17,318.00
Civil	\$ 9,000.00

2. Costaño ES Kindergarten Play Area Improvement

Discipline	Fee
Architectural	\$ 8,000.00
Landscape	\$17,653.00
Civil	\$ 8,500.00

3. Brentwood ES Kindergarten Play Area Improvement

Discipline	Fee
Architectural	\$ 8,000.00
Landscape	\$15,073.00
Civil	\$ 7,000.00

- B. Payment to SVA will be made monthly in the proportion to services performed.
- C. Reimbursement for any direct expenses will be 1.10 times the actual expense. Reimbursable expenses will include, but not be limited to, computer plots, printing and reproduction, photo work, artist renderings (if requested by Client), overnight delivery, messenger services, and travel expenses. SVA's in-house progress sets are excluded from reimbursement.
- D. SVA's hourly rates are as follows:
 - Partners at the fixed rate of Two Hundred Twenty-Five Dollars (\$225) per hour
 - Principals at the fixed rate of Two Hundred Ten Dollars (\$210) per hour
 - Senior Project Architect/Manager at the fixed rate of One Hundred Ninety-Five Dollars (\$195) per hour
 - Senior Project Designer at the fixed rate of One Hundred Ninety-Five Dollars (\$195) per hour



Santa Ana + Oakland + San Diego + Honolulu

SVA Architects, Inc.

2335 Broadway, Suite 301
Oakland, California 94612
T 510.267.3180

info@sva-architects.com
www.sva-architects.com

- Project Architect/Manager at the fixed rate of One Hundred Seventy-Five Dollars (\$175) per hour
- Project Designer at the fixed rate of One Hundred Seventy-Five Dollars (\$175) per hour
- Job Captain at the fixed rate of One Hundred Fifty-Five Dollars (\$155) per hour
- Intermediate Designer and Intermediate Draftsman at the fixed rate of One Hundred Twenty-Five Dollars (\$125) per hour
- Junior Designer and Junior Draftsman at the fixed rate of One Hundred Dollars (\$100) per hour
- Administrative Staff at the fixed rate of Seventy-Five Dollars (\$75) per hour

If the above is agreeable and consistent with our mutual understanding, please sign one original of this Letter of Understanding and return it to us as soon as possible. Please note that the requirements of Section 5536.22 of the Business and Professions Code of the state of California require an executed written agreement by both parties prior to proceeding with any work. The attached terms and conditions are hereby fully referenced and incorporated.

Sincerely,

SVA Architects, Inc.

Robert M. Simons, AIA
President & Partner
License No.: C18301

AGREED AND ACCEPTED:

Ravenswood City School District

Signature

Name & Title

Date

Attachment: Terms and Conditions

TERMS & CONDITIONS



- A. **Standard of Care:** Architect shall not be responsible for the performance of the construction contract(s) or contract documents, project site safety, work or products, coordination, or any defects, deficiencies of effects resulting therefrom, by any design/builder, contractor, manufacturer, supplier, fabricator, consultant retained by design/builder, or any other third party (including anyone working or acting on behalf of any of them) except to the extent directly arising out of Architect's sole negligent acts, errors or omissions or willful acts.
- B. **Additional Services:** All work requested by Client that is outside of the Work described hereunder, shall be compensated to Architect on an hourly basis at the rates described herein.
- C. **Revisions to the drawings or changes in the Work that are required as a result of:** (1) unforeseen changes in construction; (2) the enactment of changes to applicable laws or building codes; (3) alterations requested by Client that are inconsistent with previous decisions or approvals, including revisions made necessary from changes in Client's program or budget; (4) Client's failure to render decisions in a timely manner; (5) any other circumstance beyond the control of Architect; or (6) changes in interpretation by any governing agency shall be billed as an additional services if Architect demonstrates to Client that an increase in Architect's cost has been incurred.
- D. **Ownership of Documents:** Any and all documents prepared as a result of the Services are and shall remain the property of Architect.
- E. **Termination:** Either party may terminate this Agreement on seven (7) days' written notice, provided only that such notice is based upon a good faith belief that the other party has materially breached this Agreement through no fault of the party initiating the termination.
- F. **Limitation of Liability:** Notwithstanding anything to the contrary set forth herein, it is hereby agreed, with respect to any claims and liability of Architect, that:
- The sole and exclusive remedy shall be against Architect and its corporate assets;
 - No officer, director or shareholder of Architect shall be sued or named as a party in any suit or action;
 - No judgment shall be taken against any officer, director or shareholder of Architect;
 - No writ of execution will ever be levied against the assets of any officer, director or shareholder of Architect;
 - The covenants and agreements contained in this section are enforceable by Architect and by any of Architect's officers, directors or shareholders.
- G. **No Third Party Beneficiaries:** there shall be no third party beneficiaries to this Agreement.

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Board Members:

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Ana Maria Pulido, Member
Sharifa Wilson, Member

Gloria M. Hernandez-Goff, Ed. D.
Superintendent

Date: January 17, 2019

To: Honorable Board of Trustees

From: Dr. Gloria M. Hernandez-Goff, Superintendent

Re: Consideration to Approve Contract with SVA Architects for All Five Tenant Improvement for Three Existing Modular Classrooms for the Ravenswood City School District

QUICK SUMMARY/ABSTRACT:

SVA Architects, along with their civil engineer, mechanical/plumbing engineer, and electrical engineer, will provide Construction Documents and Construction Administration services for the tenant improvement of three existing modular classrooms, the removal of existing play structures adjacent to existing All Five building, and the incorporation of and necessary revisions to the existing All Five fire alarm system into the project. The tenant improvement of the existing portables will include a new pre-school age restroom in two of the portables and one adult restroom in the third portable.

RATIONALE:

SVA will provide architectural services for the above referenced scope.

FINANCIAL IMPACT:

The fee for services rendered is **Forty-Two Thousand Two Hundred Dollars (\$42,200.00)**.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the contract with SVA Architects to provide Construction Documents and Construction Administration services for All Five Tenant Improvement for Three Existing Modular Classrooms for the Ravenswood City School District



Santa Ana + Oakland + San Diego + Honolulu

SVA Architects, Inc.

2335 Broadway, Suite 301
Oakland, California 94612
T 510.267.3180

info@sva-architects.com
www.sva-architects.com

January 11, 2019

Mr. Steven J. Eichman
Chief Business Official
Ravenswood City School District
2100 Euclid Avenue
East Palo Alto, CA 94303

Re: Proposal for All Five Tenant Improvement for Three Existing Modular Classrooms for the Ravenswood City School District

Dear Mr. Eichman:

This Letter of Understanding (the "LOU") shall serve as confirmation between **Ravenswood City School District (RCSD)**("Client") and **SVA Architects, Inc. ("SVA")** of our mutual understanding of the work to be performed for the **RCSD All Five Modular Classrooms Tenant Improvement ("Project")** located at Ravenswood City School District.

I. Development Objectives

SVA Architects, along with their civil engineer, mechanical/plumbing engineer, and electrical engineer, will provide Construction Documents and Construction Administration services for the tenant improvement of three existing modular classrooms, the removal of existing play structures adjacent to existing All Five building, and the incorporation of and necessary revisions to the existing All Five fire alarm system into the project. The tenant improvement of the existing portables will include a new pre-school age restroom in two of the portables and one adult restroom in the third portable.

It is our understanding that the three existing portable classrooms are not currently closed with certification by DSA. The District has hired OneSource Consulting to provide certification of the portables, which will be required prior to DSA approval of this project.

II. Compensation

- A. The Client agrees to compensate SVA, in accordance with the terms and conditions of this Agreement, for services rendered hereunder of a fee equal to **Forty-Two Thousand Two Hundred Dollars (\$42,200.00)**.



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Oakland, California 94612
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The fee breakdown by discipline is as follows:

Discipline	Fee
Architectural	\$12,200.00
Civil	\$13,000.00
Mechanical, Electrical and Plumbing	\$17,000.00

- B. Payment to SVA will be made monthly in the proportion to services performed.
- C. Reimbursement for any direct expenses will be at 1.10 times the actual expense. Reimbursable expenses will include, but not be limited to, computer plots, printing and reproduction, photo work, artist renderings (if requested by Client), overnight delivery, messenger services, and travel expenses. SVA's in-house progress sets are excluded from reimbursement.
- D. SVA's hourly rates are as follows:
- Partners at the fixed rate of Two Hundred Twenty-Five Dollars (\$225) per hour
 - Principals at the fixed rate of Two Hundred Ten Dollars (\$210) per hour
 - Senior Project Architect/Manager at the fixed rate of One Hundred Ninety-Five Dollars (\$195) per hour
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If the above is agreeable and consistent with our mutual understanding, please sign one original of this Letter of Understanding and return it to us as soon as possible. Please note that the requirements of Section 5536.22 of the Business and Professions Code of the state of California require an executed written agreement by both parties prior to proceeding with any work. The attached terms and conditions are hereby fully referenced and incorporated.

Sincerely,

SVA Architects, Inc.

A handwritten signature in blue ink that reads "Robert M. Simons".

Robert M. Simons, AIA
President & Partner
License No.: C18301

AGREED AND ACCEPTED:

Ravenswood City School District

Signature

Name & Title

Date

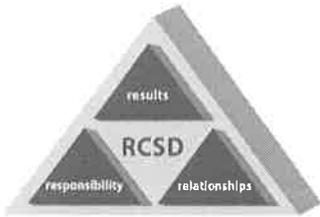
Attachment: Terms and Conditions

TERMS & CONDITIONS



- A. **Standard of Care:** Architect shall not be responsible for the performance of the construction contract(s) or contract documents, project site safety, work or products, coordination, or any defects, deficiencies or effects resulting therefrom, by any design/builder, contractor, manufacturer, supplier, fabricator, consultant retained by design/builder, or any other third party (including anyone working or acting on behalf of any of them) except to the extent directly arising out of Architect's sole negligent acts, errors or omissions or willful acts.
- B. **Additional Services:** All work requested by Client that is outside of the Work described hereunder, shall be compensated to Architect on an hourly basis at the rates described herein.
- C. **Revisions to the drawings or changes in the Work that are required as a result of:** (1) unforeseen changes in construction; (2) the enactment of changes to applicable laws or building codes; (3) alterations requested by Client that are inconsistent with previous decisions or approvals, including revisions made necessary from changes in Client's program or budget; (4) Client's failure to render decisions in a timely manner; (5) any other circumstance beyond the control of Architect; or (6) changes in interpretation by any governing agency shall be billed as an additional services if Architect demonstrates to Client that an increase in Architect's cost has been incurred.
- D. **Ownership of Documents:** Any and all documents prepared as a result of the Services are and shall remain the property of Architect.
- E. **Termination:** Either party may terminate this Agreement on seven (7) days' written notice, provided only that such notice is based upon a good faith belief that the other party has materially breached this Agreement through no fault of the party initiating the termination.
- F. **Limitation of Liability:** Notwithstanding anything to the contrary set forth herein, it is hereby agreed, with respect to any claims and liability of Architect, that:
- The sole and exclusive remedy shall be against Architect and its corporate assets;
 - No officer, director or shareholder of Architect shall be sued or named as a party in any suit or action;
 - No judgment shall be taken against any officer, director or shareholder of Architect;
 - No writ of execution will ever be levied against the assets of any officer, director or shareholder of Architect;
 - The covenants and agreements contained in this section are enforceable by Architect and by any of Architect's officers, directors or shareholders.
- G. **No Third Party Beneficiaries:** there shall be no third party beneficiaries to this Agreement.

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Sharifa Wilson, Member

Inter-Departmental Correspondence
Curriculum and Instruction

Dr. Gloria M. Hernández-Goff
Superintendent

Date: 1/17/2019
Board Meeting Date: 1/17/2019
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Trustees
From: Dr. Gloria M. Hernandez-Goff, Superintendent
Subject: Consideration to approve the MOU between Ravenswood City School District (Center) and San Jose State University (University)

SUMMARY:

The RCSD (Center) shall provide to SJSU (University) students teaching experience through practice teaching in schools and classes of the RCSD (Center) not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such school or classes of the RCSD (Center), and under the direct supervision and instruction of such employees of the RCSD (Center), as the RCSD (Center) and the SJSU (University) through their duty-authorized representatives may agree upon. Term of the MOU is June 1, 2018 through June 30, 2023.

FISCAL IMPACT:

The fiscal impact on the district is none.

RECOMMENDATION:

That the Board approve the MOU between Ravenswood City School District (Center) and San Jose State University (University).

Board Approved: _____

STUDENT TEACHING AGREEMENT

THIS AGREEMENT entered into by and between the State of California through the Trustees of The California State University on behalf of the State University, noted below, all of which are hereinafter called State or State University, and the Center, noted below, hereinafter called the Center:

WITNESSETH

WHEREAS, The Center is authorized to enter into agreements with the State, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the State University; and to provide speech and language pathology experience through practice speech and language pathology to students enrolled in speech and language pathology training curricula of the State University; and

WHEREAS, any such agreement may provide for the payment for the services rendered by the Center of an amount not to exceed the actual costs to the Center of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the payments to be made to the Center under this agreement do not exceed the actual cost to the center of the services rendered by the Center, and

WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the Center to the supervising teacher as compensation for and recognition to services performed for the student teacher in the supervisory teacher's charge;

NOW THEREFORE, it is mutually agreed between the State and the Center as follows:

SPECIAL PROVISIONS

The State University and the Center are as follows:

UNIVERSITY: San Jose State University One Washington Square San Jose, CA 95192-0071	Center: Ravenswood City School District 2120 Euclid Ave. East Palo Alto, CA 94303
----------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------

The TERM of the Agreement is **June 1, 2018 through June 30, 2023.**

The State shall pay Center for such services at the RATE AND AMOUNT of \$16.67 per quarter unit, and \$25.00 per semester unit.

GENERAL TERMS

1. The Center shall provide to State University students teaching experience through practice teaching in schools and classes of the Center not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such school or classes of the Center, and under the direct supervision and instruction of such employees of the Center, as the Center and the State through their duty-authorized representatives may agree upon.

The Center may, for good cause, refuse to accept for practice teaching any student of the State University assigned to practice teaching in the Center, and upon request of the Center, made for good cause, the State shall terminate the assignment of any student of the State University to practice teaching in the Center.

“Practice teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the Center holding valid life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the schools or classes in which the practice teaching is provided.

2. The State will pay the Center for the performance by the Center of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, a semester unit is approximately 20 minutes of practice teaching daily three (3) days a week for eighteen (18) weeks during the regular season.

3. An assignment of a student of the State University to practice teaching in schools or classes of the Center shall be, at the discretion of the State, either for approximately nine (9) weeks or for approximately (18) weeks, but a student may be given more than one assignment by the State University to practice teaching in such schools or classes.

The assignment of a student of the State University to practice teaching in the Center shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the Center the assignment card or other document given the student by the State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the State University to practice teaching is terminated by the State University for any reason, the Center shall receive payment on account of such student except that if such assignment is terminated before the end of the ninth week of the term of the assignment, the Center shall receive payment for an assignment for nine (9) weeks only. If a student is assigned by the State University to another teacher of the Center after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the Center.

4. Within a reasonable time following the close of each semester or quarter of the State University, the Center shall submit an invoice, in duplicate, to the State University for payment, at the rate provided herein, for all units of practice teaching provided by the Center under and in accordance with this agreement during said semester or quarter. The Center shall attach to the invoice a certificate, in duplicate, executed by a duly authorized representative of the Center certifying that the Center expended or became obligated to expend in providing such practice teaching in an amount not less than the amount of the invoice. The State will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the State.

5. Notwithstanding any other provisions of this agreement, the State shall not be obligated by this agreement to pay the Center any amount in excess of the total sum set forth in the Special Provisions.

HOLD HARMLESS CLAUSE

The Center and the State University will save harmless and indemnify the State and Center against all claims, demands, suits, judgments, expense and costs of any and every kind, insofar as it may legally do so and subject to the availability of funds, on account of the injury to or death of persons or loss of or damage to property arising in any manner out of Center's or State's performance of the terms of this Agreement.

INSURANCE

State and Center will procure and maintain in full force and effect adequate insurance or will self-insure their obligations under this Agreement.

Pursuant to the California State University (CSU) policy for contracting and procurement (Section 412.06), the University must ask for the following insurance information to be provided prior to issuance of an agreement, purchase order or student placement agreement/commitment which allows the work to be performed:

Contracts requiring insurance coverage shall contain the following provisions:

1. Center shall furnish to the University a Certificate of Insurance stating that there is liability insurance presently in effect for the agreement with a single limit of not less than \$1,000,000 per occurrence, and \$2,000,000 aggregate; and that vehicle insurance (where applicable) is in effect with a minimum coverage of \$1,000,000 per occurrence.
2. The Certificate of Insurance shall provide:
 - a. That the insurer will not cancel the insured's coverage without thirty (30) days prior notice to the University;
 - b. The State of California, the Trustees of the California State University System, San Jose State University, and the employees, officers, and agents of each of them, must be added by endorsement as Additional Insured, but only insofar as the operations under the agreement are concerned.
 - c. That the State, the Trustees, and the University, and the employees, officers and agents of each of them will not be responsible for any premiums or assessments on the policy.
3. The Center agrees that the bodily injury liability insurance herein provided shall be in effect at all times during the term of the agreement. In the event said insurance coverage expires at any time or times during the term of this contract/agreement, Center agrees to provide at least thirty (30) days prior to said expiration date, a new Certificate of Insurance will be provided evidencing insurance coverage for not less than the remainder of the term of the contract, or for a period of not less than one (1) year. New Certificates of Insurance are subject to approval of the University, and Center agrees that no services shall be performed prior to the giving of such approval.

In the event that the Center fails to keep in effect at all time insurance

coverage as provided herein, the University may in addition to any other remedies it may have, terminate the contact/agreement upon occurrence of such event.

4. Workers Compensation and Employer's Liability insurance coverage as required by California State Law shall be maintained by the Center and any subcontractor(s) through the completion of the service. It is agreed that the University will provide Workers' Compensation coverage for students for the duration of this agreement.

The limit of coverages set forth above is a minimum amount, and any situation where an unusually high risk of liability is present, the University may require the Center to carry insurance with a higher limit.

STATE OF CALIFORNIA

CENTER

Trustees of the California State University

Ravenswood City School District

BY: _____ Date: _____

BY: _____ Date: _____

TITLE: SJSU Contract Analyst

TITLE: _____

THIS SECTION IS OPTIONAL:

CERTIFICATION

I, the duly appointed and acting Clerk or Secretary of the Governing Board of the Center listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____.

“It was moved, seconded, and carried that the attached contract with the Trustees of The California State University, whereby the University may assign students to the schools in the Center for practice teaching, be approved; and the _____ is hereby authorized to execute the same.”

BY _____
Clerk, Secretary (strike one) of the governing Board of The Center