

P019-03115

Vacaville Unified School District  
Educational Services Center  
Business and Administrative Services  
401 Nut Tree Road, Vacaville, California 95687-3508

**GOODS AND/OR SERVICES CONTRACT - \$15,000 OR LESS**

This Goods and/or Services Contract ("Contract") is entered into by the Vacaville Unified School District ("District") and Nicole Anderson Consulting ("Vendor," an independent contractor, which is solely responsible for (i) all taxes, fees, licenses, and reporting obligations under local, state and/or federal laws, (ii) providing the required tools of its trade, and training, supervising, and independently managing its employees, and (iii) ensuring its compliance with legal and contractual obligations without explicit direction from District, having a business address of 5841 Cabernet Drive Vallejo, Ca 94591, a telephone number of 916-539-7161, and a facsimile/e-mail address of ndanderson@msn.com. The Vendor is a:  Corporation/LLC,  Partnership/LLP,  a Sole Proprietorship/dba of an Individual. [The actual legal name of the person/entity must be listed above], who is in good standing with all licensing and regulatory authorities. This Contract is for the purpose of purchasing supplies, materials, apparatus, equipment, and/or services (List specific items and/or services or attach separate description):  
Provide professional development services focused on building capacity of the equity leadership team to impact for change in closing educational equity gaps. Services include training sessions and a retreat.

Services will involve unsupervised contact with students (please note yes or no): No

[Clearly describe all Goods and/or Services or say "See Attached" and physically attach the required detailed description].

If the descriptive information is contained in an attached Vendor's purchase order, form contract, or other pre-prepared document, this Contract replaces and negates any conflicting term or condition in the attached document. This Contract is fully integrated and is the sole expression of the parties' understanding and agreement unless another document, signed by both parties, expressly states that its terms and conditions supersede or negate one or more specified terms of this Contract.

Vendor will not subcontract or transfer any duty or obligation under this Contract to any other person or entity without advance written approval by District. Vendor must require the subcontracting party to submit a written agreement to be bound by all obligations in this Contract relevant to the subcontractor's work, goods, or services, including an agreement to be bound by all governing laws and District policies and procedures.

Vendor will comply with all District policies and procedures, as well as federal, state, and local laws and regulations, including prevailing wage and hour laws if the Contract involves a price in excess of \$1,000 for the erection, construction, alteration, repair, or improvement of any public structure or building. It is the Vendor's sole and separate obligation to ensure that it understands all governing District policies, laws, regulations and standards, and that it informs its employees, agents, and subcontractors of such policies, laws, regulations, and standards and ensures its compliance with such obligations.

**CONTRACT AMOUNT AND PAYMENT TERMS**

Vendor agrees to provide the specified goods and/or services for the sum of \$ 4500 (\$15,000 or less, which cannot be increased without a new contract or addendum approved by the parties signing below and the District Designee), and to submit invoices as follows: Payment within 10 business days of receipt of invoice for completion of satisfactory services (Payment terms). District will review, dispute, and/or approve submitted invoices within 10 (ten) days, and make payment on approved invoices within 10 days thereafter. Vendor's federal and state tax identification numbers are 82-3903840 and . A W-9 (federal Request for Taxpayer Identification Number and Certification form) must be submitted to the District with a signed copy this Contract. [Payment will be by check, mailed to the Vendor's address, unless a Request for Direct Payment Form is submitted with a signed copy of this Contract.]

**TERM AND PERFORMANCE**

This Contract is for:  A single day/event/delivery/service day, which will be \_\_\_\_\_, or  a multiple delivery/extended performance period, which shall begin on 2/1/2019 and continue until June 30, 2019.

The goods and/or services will be delivered to/provided at: (District-wide or specific site): \_\_\_\_\_

The District requires the goods/services to be delivered/performed as follows: \_\_\_\_\_

\_\_\_\_\_ [Performance instruction, including specific time/time of day or other issues of concern].

Contract # 19-333  
Vendor # \_\_\_\_\_

**INSURANCE/INDEMNITY/WARRANTY**

Vendor warrants the quality, sufficiency, conformity to contract specifications, and fitness for use and purpose of all delivered goods for a period of six (6) months after the date of delivery and/or installation. (Only applicable if goods are purchased). Vendor warrants the quality and conformity to contract specifications of all services for a period of twelve (12) months after the date of the completion of the provided service. (Only applicable if services are purchased).

Vendor will defend and indemnify the District and its directors, officers and employees in response to a claim arising from harm to a third party actually or allegedly caused by Vendor or its employees, agents, or contractors, except to the extent the claim includes allegations of sole or separate liability by the District, its directors, officers, or employees. Vendor must provide copies of current certificates of insurance evidencing general liability (CGL) and business automobile liability insurance coverage, and worker's compensation insurance if the Vendor is providing services, with a limit of liability of no less than the District's required minimum limit of \$500,000 per occurrence.

**ADDITIONAL TERMS AND CONDITIONS**

Vendor shall be licensed to provide the goods and/or services by all federal, state, and/or local regulatory agencies (including as needed a valid business license, California seller's permit, and/or license to perform professional services, such as a contractor's license, with copies of all such documents required to be attached to this Contract).

The District has determined that (one box must be checked):

In keeping with Education Code Section 45125.1(c) and/or (d), there is no reasonable need for a criminal background check of Vendor's employees who are expected to provide goods or services at a District site because there will be no interaction with students or there will only limited potential interaction with students and all such interaction will be under the direct supervision of a District employee;

In keeping with Education Code Section 45125.1(b), the goods or services are being provided on an emergency basis, such that the requirements of Section 45125.1 do not apply; or

In keeping with Education Code Section 45125.1 (a) and/or (c), there is a basis to believe Vendor's employees, volunteers, or subcontractors may come into repeated and potentially non-directly supervised interactions with students, such that such individuals must be fingerprinted and background checked, with verification of compliance with this requirement submitted to the District before any goods or services can be provided. A falsely submitted certification, or a knowing failure to comply with this obligation during the Contract term, may be reported to applicable regulatory and/or law enforcement authorities.

The Contract must be annually reviewed and reauthorized by a new Contract or written extension addendum, following the same approval process as this Contract. Either party may cancel this Contract on 30 days written notice if the goods/services are no longer needed, the other party has materially breached the obligations of this Contract, or there has been a loss of supporting public funds. The District may immediately cancel the Contract if it determines the Vendor has materially breached the Contract and the breach relates to an issue of fraud, health, safety, or compliance with any governing law or regulation.

VENDOR:

  
\_\_\_\_\_  
(Signature)

Nicole Anderson

(print)

Date: 5/22/2019

DISTRICT:

\_\_\_\_\_  
(Signature)

Department-Level Administrator (print)

Date: \_\_\_\_\_

  
\_\_\_\_\_  
(Signature)

Jennifer Stahlheber  
Superintendent/Chief Business Officer (print)

Date: 6/14/19

**Contract Check List: - (To Be Completed by District Personnel)**

<input checked="" type="checkbox"/>	Signed Contract	<input type="checkbox"/>	Goods/Services Descriptive Addendum
<input type="checkbox"/>	Business License	<input checked="" type="checkbox"/>	Certificate(s) of Insurance
<input type="checkbox"/>	Professional License (if needed)	<input type="checkbox"/>	Employee Background Check Certification
<input checked="" type="checkbox"/>	W-9/Federal Taxpayer ID	<input type="checkbox"/>	Request for Direct Payment Form

Board of Trustees Review: \_\_\_\_\_

Contract # 19-333  
Vendor # \_\_\_\_\_

**Request for Taxpayer  
 Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

Print or type See Specific instructions on page 2.	Name (as shown on your income tax return) <b>Nicole Anderson</b>	
	Business name/disregarded entity name, if different from above <b>Nicole Anderson Consulting</b>	
	Check appropriate box for federal tax classification: <input checked="" type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____  <input type="checkbox"/> Other (see instructions) ▶ _____	
	Exemptions (see instructions). Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____	
	Address (number, street, and apt. or suite no.) <b>5841 Cabernet Drive</b>	Requester's name and address (optional)
City, state, and ZIP code <b>Vallejo, Ca 94591</b>		
List account number(s) here (optional)	X	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Social security number**

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**Employer identification number**

8	2	-	3	9	0	3	8	4	0
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**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below), and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign Here**

Signature of U.S. person ▶	Date ▶ <b>2/13/2018</b>
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**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on IRS.gov for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

**Purpose of Form**

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/15/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>GIGI HORTON</b> 1792 TUOLUMNE ST VALLEJO, CA 94589	<b>CONTACT NAME:</b> ANDERSON CEREZO <b>PHONE (A/C No. Ext.):</b> 707.554.1411 <b>FAX (A/C No.):</b> 707.554.1418 <b>E-MAIL ADDRESS:</b> ANDERSON@GIGIHORTON.COM
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> State Farm Fire and Casualty Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b>  <b>NICOLE ANDERSON</b> DBA NICOLE ANDERSON CONSULTING 5841 CABERNET DR VALLEJO, CA 94591	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL (MSD)	SUBR (Y/N)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ. <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			97-C5-Z553-5	07/16/2018	07/16/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
<input type="checkbox"/>	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
<input type="checkbox"/>	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED.    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
<input type="checkbox"/>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

NICOLE ANDERSON  
 DBA NICOLE ANDERSON CONSULTING  
 5841 CABERNET DR  
 VALLEJO, CA 94591

<b>CERTIFICATE HOLDER</b>  VACAVILLE UNIFIED SCHOOL DISTRICT, VACAVILLE HIGH RONALD THOMAS, PRINCIPAL 100 WEST MONTE VISTA AVE VACAVILLE, CA 95687	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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Vacaville Unified School District  
 Educational Services Center  
 Business and Administrative Services  
 401 Nut Tree Road, Vacaville, California 95687-3508

**GOODS AND/OR SERVICES CONTRACT - \$15,000 OR LESS**

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See proposal for details. Facilitate professional development for site leadership, teachers, and staff in the form of workshops, Coaching, and equity walks

Services will involve unsupervised contact with students (please note yes or no). No

[Clearly describe all Goods and/or Services or say "See Attached" and physically attach the required detailed description].

If the descriptive information is contained in an attached Vendor's purchase order, form contract, or other pre-prepared document, this Contract replaces and negates any conflicting term or condition in the attached document. This Contract is fully integrated and is the sole expression of the parties' understanding and agreement unless another document, signed by both parties, expressly states that its terms and conditions supersede or negate one or more specified terms of this Contract.

Vendor will not subcontract or transfer any duty or obligation under this Contract to any other person or entity without advance written approval by District. Vendor must require the subcontracting party to submit a written agreement to be bound by all obligations in this Contract relevant to the subcontractor's work, goods, or services, including an agreement to be bound by all governing laws and District policies and procedures.

Vendor will comply with all District policies and procedures, as well as federal, state, and local laws and regulations, including prevailing wage and hour laws if the Contract involves a price in excess of \$1,000 for the erection, construction, alteration, repair, or improvement of any public structure or building. It is the Vendor's sole and separate obligation to ensure that it understands all governing District policies, laws, regulations and standards, and that it informs its employees, agents, and subcontractors of such policies, laws, regulations, and standards and ensures its compliance with such obligations.

**CONTRACT AMOUNT AND PAYMENT TERMS**

Vendor agrees to provide the specified goods and/or services for the sum of \$ 12000 (\$15,000 or less, which cannot be increased without a new contract or addendum approved by the parties signing below and the District Designee), and to submit invoices as follows: Payment within 10 business days of receipt of invoice or completion of satisfactory services (Payment terms). District will review, dispute, and/or approve submitted invoices within 10 (ten) days, and make payment on approved invoices within 10 days thereafter. Vendor's federal and state tax identification numbers are 82-3903840 and \_\_\_\_\_. A W-9 (federal Request for Taxpayer Identification Number and Certification form) must be submitted to the District with a signed copy this Contract. [Payment will be by check mailed to the Vendor's address, unless a Request for Direct Payment Form is submitted with a signed copy of this Contract.]

**TERM AND PERFORMANCE**

This Contract is for:  A single day/event/delivery/service day, which will be \_\_\_\_\_, or  a multiple delivery/extended performance period, which shall begin on 08/13/2019 and continue until 06/30/2020.

The goods and/or services will be delivered to/provided at: (District-wide or specific site): Vacaville High School

The District requires the goods/services to be delivered/performed as follows: Staff workshops, equity walks, and leadership coaching [Performance instruction, including specific time/time of day or other issues of concern].

Contract # 20-101  
 Vendor # \_\_\_\_\_

**INSURANCE/INDEMNITY/WARRANTY**

Vendor warrants the quality, sufficiency, conformity to contract specifications, and fitness for use and purpose of all delivered goods for a period of six (6) months after the date of delivery and/or installation. (Only applicable if goods are purchased). Vendor warrants the quality and conformity to contract specifications of all services for a period of twelve (12) months after the date of the completion of the provided service. (Only applicable if services are purchased).

Vendor will defend and indemnify the District and its directors, officers and employees in response to a claim arising from harm to a third party actually or allegedly caused by Vendor or its employees, agents, or contractors, except to the extent the claim includes allegations of sole or separate liability by the District, its directors, officers, or employees. Vendor must provide copies of current certificates of insurance evidencing general liability (CGL) and business automobile liability insurance coverage, and worker's compensation insurance if the Vendor is providing services, with a limit of liability of no less than the District's required minimum limit of \$500,000 per occurrence.

**ADDITIONAL TERMS AND CONDITIONS**

Vendor shall be licensed to provide the goods and/or services by all federal, state, and/or local regulatory agencies (including as needed a valid business license, California seller's permit, and/or license to perform professional services, such as a contractor's license, with copies of all such documents required to be attached to this Contract).

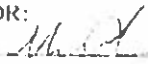
The District has determined that (one box must be checked):



In keeping with Education Code Section 45125.1(c) and/or (d), there is no reasonable need for a criminal background check of Vendor's employees who are expected to provide goods or services at a District site because there will be no interaction with students or there will only limited potential interaction with students and all such interaction will be under the direct supervision of a District employee;


In keeping with Education Code Section 45125.1(b), the goods or services are being provided on an emergency basis, such that the requirements of Section 45125.1 do not apply; or

In keeping with Education Code Section 45125.1 (a) and/or (c), there is a basis to believe Vendor's employees, volunteers, or subcontractors may come into repeated and potentially non-directly supervised interactions with students, such that such individuals must be fingerprinted and background checked, with verification of compliance with this requirement submitted to the District before any goods or services can be provided. A falsely submitted certification, or a knowing failure to comply with this obligation during the Contract term, may be reported to applicable regulatory and/or law enforcement authorities.

The Contract must be annually reviewed and reauthorized by a new Contract or written extension addendum, following the same approval process as this Contract. Either party may cancel this Contract on 30 days written notice if the goods/services are no longer needed, the other party has materially breached the obligations of this Contract, or there has been a loss of supporting public funds. The District may immediately cancel the Contract if it determines the Vendor has materially breached the Contract and the breach relates to an issue of fraud, health, safety, or compliance with any governing law or regulation.

VENDOR:  Nicole Anderson Date: 8/1/19  
(Signature) (print)

DISTRICT:  Department Level Administrator (print) Date: 

 Jennifer Stahlheber Date: 9/4/19  
(Signature) Superintendent/Chief Business Officer (print)

**Contract Check List: - (To Be Completed by District Personnel)**

<input checked="" type="checkbox"/> Signed Contract	<input checked="" type="checkbox"/> Goods/Services Descriptive Addendum
<input type="checkbox"/> Business License	<input checked="" type="checkbox"/> Certificate(s) of Insurance
<input type="checkbox"/> Professional License (if needed)	<input type="checkbox"/> Employee Background Check Certification
<input checked="" type="checkbox"/> W-9/Federal Taxpayer ID	<input type="checkbox"/> Request for Direct Payment Form

Board of Trustees Review: \_\_\_\_\_

Contract # 20-101  
Vendor # \_\_\_\_\_



# Nicole Anderson Consulting

*Better Education Through Honest Effective Leadership*

*"Educational Leaders:  
we cannot close the  
achievement gap that we see in  
our schools if we don't close the  
one in our minds first."  
-Nicole Anderson-*

Nicole Anderson Consulting

**PHONE**

916-539-7161

**ADDRESS**

5841 Cabernet Drive, Vallejo, Ca. 94591

**EMAIL**

ndanderson@msn.com

**WEBSITE**

nicoleandersonconsulting.com

Ron Thomas, Principal  
Vacaville High School  
Aug 2019 through June 30, 2020

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**Executive Summary**

In order to close equity gaps seen in schools, it is essential that educational leaders build capacity and shift the paradigm of a school system that was not designed to yield successful outcomes for all students. We have designed a rich and comprehensive program for district teams and individual leaders from all educational levels to assist in the development of deep belief systems and understanding of diversity that empowers them to be proactive and responsive to the unique and diverse needs of the communities you serve.

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**About Us**

Nicole Anderson has served in varying roles in education for more than 20 years nationwide. She is a highly qualified developer and facilitator of professional learning services as well as a dedicated advocate for educational equity work. Mrs. Anderson served for four years as the first Diversity and Equal Access Executive in the history of the Association of California School Administrators (ACSA), a 50 year old organization with over 18,000 members. In that role, she led work focused on equity and diversity for all people groups including the facilitation of statewide professional learning for ACSA's leaders and state board, coordinated the California Equity Leadership Alliance and created a cadre of networks for administrators of diverse backgrounds. Mrs. Anderson's work is supported by a team of professional researchers and practitioners which provide her with factually sound content as well the composition of case studies of educational leaders around the state and nation who have locked arms with her on the journey to close educational equity gaps.

# Equity Leadership Framework Overview

## 6 Phases of Equity Leadership

### A Blended Framework grounded in Practical and Theoretical Equity Focused Concepts to Impact Decision-Making

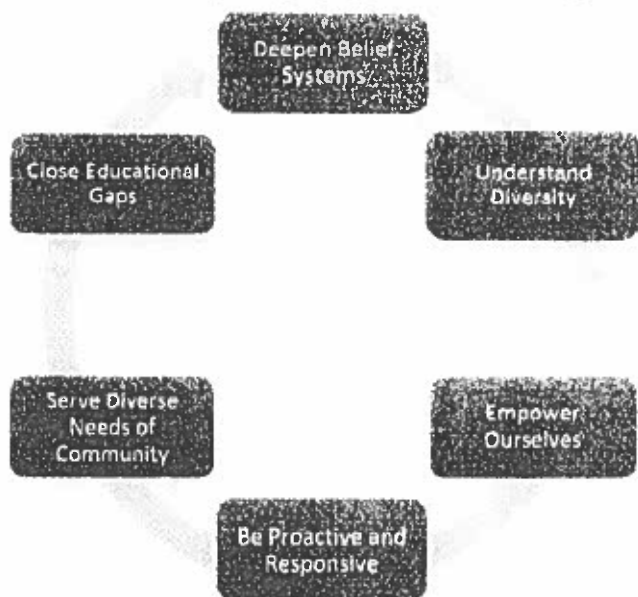
Nicole Anderson Consulting 2018

The Equity Leadership Framework includes 6 phases of leadership that educators can use to guide equity driven decisions. The framework embodies a sequential, yet ongoing journey that is grounded in an inside-out approach to addressing equity challenges. These include the following:

- 1. Deepen Belief Systems:** Reflect upon one's own social-cultural identity including beliefs and biases that impact mindset
- 2. Understand Diversity:** Seek to understand and value other cultures through storytelling and relationship building in order to expand equity lens in personal and professional life
- 3. Empower Oneself:** Become familiar with research-based strategies, language, and concepts to deepen awareness in order to interrupt inequities. This includes building capacity of others through ongoing professional learning as well as leveraging of alliances to lead collective work and create a cultural shift.

#### Guiding Questions for Equity Driven Work

- Who are you? What is your "why"?
- How do you define equity? What does it look like in action?
- What equity gaps exist in your department/school/district/county/organization? Who is impacted? How do you know?
- What research and data will you use to identify, monitor, and address equity gaps?
- What policy changes can you make to address these equity gaps? How will you strategically carry this out?
- How will you measure change of practice that derives from your policy changes?
- How will you sustain these changes in policy and practice?



- 4. Be Proactive and Responsive:** Develop an equity action plan to include the intentional examination of current policy and data that reveal stakeholders who are not being served well in the educational system. During this phase, begin to utilize strategies learned with an anticipation of the barriers to equity and cultural proficiency.
- 5. Serve Diverse Needs of the Community:** Strategically implement equity action plan steps which can include the development or revision of policy, innovative allocation of resources, as well as a complete shift in practice.
- 6. Close Equity Gaps:** Celebrate growth as well as monitor and adjust equity action plan as diverse needs evolve in order to sustain gap closure



# Proposed Work Plan

-Comprehensive-

## Summary of client equity challenge/desired outcomes:

- Facilitation of equity related content in order to build internal capacity to provide optimal services and support to the school's focus on sustainability closing equity gaps.
- Professional development for site leadership team and school staff focused on equity, cultural awareness, and research based strategies.
- Align equity driven professional learning activities with current school district and site focus areas while integrating equity action oriented work across departments within the school.

Work plan (Phase)	Recommended Stakeholder Group(s)	Topics/Outcomes	Activities
Phase 1 Deepen Belief Systems	<ul style="list-style-type: none"> <li>• Superintendent/ Principal</li> <li>• Cabinet leaders</li> <li>• Leadership team</li> <li>• Board President</li> </ul>	<b>Assessing Equity Leadership Capacity</b> <ul style="list-style-type: none"> <li>• Strategic planning and purpose</li> <li>• Building awareness, community, safe space</li> <li>• Needs assessment</li> <li>• Equity leadership overview</li> </ul>	½ day session
Phase 2 Understand Diversity	<ul style="list-style-type: none"> <li>• Equity team</li> <li>• Leadership team</li> <li>• Site teams</li> <li>• Cabinet leaders</li> <li>• Board members</li> </ul>	<b>Equity Leadership Overview</b> <ul style="list-style-type: none"> <li>• History of Public Education</li> <li>• Define Equity and culture</li> <li>• Align purpose and equity driven work</li> <li>• Understand role in interrupting system</li> </ul>	1-2 day session, retreat
Phase 3 Empower Ourselves	<ul style="list-style-type: none"> <li>• Site teams</li> <li>• Equity teams</li> <li>• Teachers/staff</li> <li>• District leaders</li> <li>• Key stakeholders</li> </ul>	<b>Equity Leadership Development</b> <ul style="list-style-type: none"> <li>• Sharpen equity lens</li> <li>• Define barriers to equity</li> <li>• Identify equity gaps</li> <li>• Explore data, student stories</li> <li>• Best practices/resources</li> <li>• Team collaboration/planning</li> <li>• Equity action plan components</li> </ul>	6 half day sessions (monthly)  Separate for stakeholder cohorts
Phase 4 Be Proactive and Responsive	<ul style="list-style-type: none"> <li>• Key stakeholders</li> <li>• Site Principals</li> <li>• School teams</li> <li>• Students</li> <li>• Parents</li> </ul>	<b>Differentiated Capacity Building</b> <ul style="list-style-type: none"> <li>• Equity action plan development</li> <li>• Develop equity team, cohort</li> <li>• Strategic Facilitation</li> <li>• Assessing readiness</li> <li>• Examine policy/practice that yield equity gaps</li> </ul>	3 days Customized support Executive Leadership Coaching Site Principal Coaching Site level Pd sessions School/classroom observations Stakeholder forums Parent, student workshops
Phase 5 Serve Diverse Community	<ul style="list-style-type: none"> <li>• Key stakeholders</li> <li>• District leaders</li> <li>• Key Cabinet leaders</li> </ul>	<b>Technical Assistance</b> <ul style="list-style-type: none"> <li>• Qualitative/quantitative data collection</li> <li>• Research to practice cycle</li> <li>• Aligning site/district work</li> <li>• I.CAP/Dashboard analysis and response</li> </ul>	Data and research support Stakeholder voice collection Survey development Triangulated data collection Case study launch
Phase 6 Close equity gaps	<ul style="list-style-type: none"> <li>• Superintendent</li> <li>• Cabinet leaders</li> <li>• Leadership team</li> <li>• Board President</li> </ul>	<b>Equity Action Plan Evaluation</b> <ul style="list-style-type: none"> <li>• Equity Leadership Framework Evaluation</li> <li>• Implement/monitor/adjust Equity action plan</li> </ul>	Needs assessment review Publication: celebration of success, opportunities for growth Comprehensive equity plan development

# Investment Proposal

Comprehensive Plan Phase	Activity	(Prescribed) Number of days	Sessions	Daily Rate Includes travel	Total
Phase 1	Assessing Equity Leadership Capacity/Strategic Planning	Half day (August 13)	1 Session	--	Complimentary
Phase 2	Equity Leadership Overview	-	-	-	-
Phase 3	Equity Leadership Development	6 half days (Monthly; Aug-May)	6 sessions	\$2000	\$6000
Phase 4	Differentiated Capacity Building	3 days	3 sessions	\$2000	\$6000
Phase 5	Technical Assistance	-	-	-	-
Phase 6	Equity Action Plan Evaluation	-	-	-	-
<b>1 year Grand total</b>			<b>10 sessions</b>		<b>\$12,000</b>

# Our Vision and Mission

Our *Vision* is to realize the closure of educational equity gaps in school districts throughout the nation.

Our *Mission* is to support educational leaders in the creation of new and equitable schools that intentionally meet the needs of every student in order for them to attain their personal and professional goals and contribute to the transformation of societal constructs and systems. We strive to support educational leaders by building a platform of research-based resources and tools that enable them to shift their mindsets and thus, their practices.

## How we Started

Nicole Anderson has over 21 years of service in education. In that timeframe, she has served in many roles around the nation including developer and facilitator of professional learning services as well as an advocate for educational equity work. Nicole was the first Diversity and Equal Access Executive in the history of the Association of California School Administrators (ACSA), a position she held for several years. She led work focused on equity and diversity including the facilitation of statewide professional learning for ACSA's leaders and state board. She initiated the California Equity Leadership Alliance and pioneered networks for administrators of diverse backgrounds. Her work also includes the development of a research team that provides research-based content and conducts case studies of educational leaders around the state on their journey to closing educational equity gaps. Nicole served as the Chair of ACSA's Equity Committee wherein she focused on leading the work to implement a system that will effectively address the beliefs of ACSA around equity for students and leaders in California.

As a practitioner, Nicole served as an Elementary Principal, High School Vice Principal, and Assistant Principal/Dean. She has also served in the capacity of Leadership Teacher, Spanish Teacher and Activities Director at Jesse M. Bethel High School, the namesake of her grandfather. She has taken the mantle and is following in his footsteps which includes a legacy of advocacy for equality and civil rights for students of color in the city of Vallejo, the state of California, and around the nation. Nicole continuously works with a strong team of experts and practitioners who support a deeper implementation of equity related work which transcends across multiple industries.

Nicole Anderson Consulting offers Educational Equity Solutions in the form of services, products, and advocacy. Highlights of these solutions include, but are not limited to:

- CSBA: California School Boards Association (equity network, school board study sessions, retreats, and workshops)
- CAFE: California Association For Bilingual Education 2019 featured speaker
- School Board Campaign Management
- County Offices Of Education Training And Coaching
- Site Principal And District Cabinet Level Training And Coaching
- Educational Equity Data And Research Support
- Equity Leader Coaching, Mentoring, and Networking
- Equity Action Plan Development
- Equity Retreats
- Superintendent Search And Executive Recruitment

## Our Partners and Associates

We value and thrive from our connections with researchers, practitioners, and experts in the field who provide a wide range of products and services to serve the needs of educational leaders. These partners and associates include but are not limited to the Association of California School Administrators, the California School Boards Association, Dr. Jeff Duncan Andrade, Epoch Education, Generation Ready, Center for Leadership, Equity, and Research (CLEAR), O. Brown and Associates, Dr. Randall B. Lindsey, Stephanie Graham Rivas, Dr. Shayna Sullivan Langhorne, Rhonda Morgan, Sonjhia Lowery, Kevin Taylor, Tovi Scruggs-Hussein, and Dr. Debra Lindo.

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See specific instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Nicole Anderson</b>		
	2 Business name (disregarded entity name, if different from above) <b>Nicole Anderson Consulting</b>		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (LLC, S corporation, P-Partnership) ▶ _____ <small>Note: Check the appropriate box on the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Apply to all interests maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. <b>P.O. Box 5475</b>		Requester's name and address (optional)
6 City, state, and ZIP code <b>vallejo, Ca. 94591</b>			
7 List account number(s) here (optional)			

<b>Part I Taxpayer Identification Number (TIN)</b>											
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.											
Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 50%; text-align: center;">[ ] [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ]</td> <td style="width: 50%;"></td> </tr> <tr> <td colspan="2" style="text-align: center;">or</td> </tr> <tr> <td colspan="2" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 50%; text-align: center;">82-1903840</td> <td style="width: 50%;"></td> </tr> </table>	Social security number		[ ] [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ]		or		Employer identification number		82-1903840	
Social security number											
[ ] [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] [ ]											
or											
Employer identification number											
82-1903840											

<b>Part II Certification</b>	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
<b>Certification instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>7/27/2019</b>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/23/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>State Farm</b> GIGI HORTON 1792 TUOLUMNE ST VALLEJO, CA 94589	<b>CONTACT NAME</b> ANDERSON CEREZO <b>PHONE (A/C No., Ext.)</b> 707 554 1411 <b>E-MAIL ADDRESS</b> ANDERSON@GIGIHORTON.COM <b>FAX (A/C No.)</b> 707 554 1418													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: State Farm Fire and Casualty Company</td> <td>25143</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: State Farm Fire and Casualty Company	25143	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER C:														
INSURER D:														
INSURER E:														
INSURER F:														
<b>INSURED</b> NICOLE ANDERSON DBA NICOLE ANDERSON CONSULTING 5841 CABERNET DR VALLEJO, CA 94591														

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	AGG. SUBR. INSD. WVD.	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER		97-C5-2553-5	07/16/2019	07/16/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (EA OCCURRENCE) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED. <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH. ER. E L EACH ACCIDENT \$ F L DISEASE - FA EMPLOYEE \$ F L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
NICOLE ANDERSON  
DBA NICOLE ANDERSON CONSULTING  
5841 CABERNET DR  
VALLEJO, CA 94591

<b>CERTIFICATE HOLDER</b> VACAVILLE UNIFIED SCHOOL DISTRICT, VACAVILLE HIGH RONALD THOMAS, PRINCIPAL 100 WEST MONTE VISTA AVE VACAVILLE, CA 95687	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
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Vacaville Unified School District
Educational Services Center
401 Nut Tree Road,
Vacaville, California 95687-3508

DCN#

Contract for Services
(FOR OUTSIDE SERVICES or CONSULTANTS)

THIS CONTRACT, made this 1 day of September, 2020 by and between the Vacaville Unified School District, in Solano County, State of California, hereinafter called "DISTRICT", and Nicole Anderson and Associates, a duly qualified consultant or contractor in the area of Equity Task Force training, hereinafter called "CONTRACTOR".

The DISTRICT and CONTRACTOR hereby agree as follows:

1) Description of Services:

CONTRACTOR agrees to provide the following services to DISTRICT:

Equity Task force facilitation & training for staff to include, Community/Student forum/ listening session facilitation, Equity Leadership workshops, Equity Institute Workshop Series,

Services will involve unsupervised contact with students. Yes [ ] No [ ]

2) Contract Documents: The contract documents consist of this Contract, the General Provisions, any specification, drawings, specific and/or general conditions, attachments, and completed insurance forms.

3) Compensation: As full compensation for all services contemplated by this Contract, CONTRACTOR shall be recompensed as follows:

Total cost of Contract not-to-exceed: 24,000.00
With an applicable hourly rate of:

4) Contract Term:

The term of this Contract shall be from 9/1/2020 to 6/30/2021 Inclusive, subject to the provisions of Section 7 of the General Provisions.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the day and year first written above.

By: Kelly Burks 10/1/2020 Date Authorized Signature Nicole Anderson Date Print Name
Assistant Superintendent
Business & Administrative Services
Nicole Anderson and Associates Consulting, LLC/CEO-Founder
Company Name Title
P.O. Box 5475
Address
Vallejo, CA 94591
City State Zip Code
Phone: 707. 453.6121 707-333-8552
Facsimile: 707. 453.7114 Phone Fax or Email

## GENERAL PROVISIONS

1. ASSIGNMENT/DELEGATION: Neither party hereto shall assign, sublet or transfer any interest in this Contract or any duty hereunder without written consent of the other, and no assignment shall be of any force or effect whatsoever unless and until the other party shall have so consented.
  2. STATUS OF CONTRACTOR: The parties intend that CONTRACTOR, in performing the services herein specified, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. CONTRACTOR is not to be considered an agent or employee of DISTRICT and is not entitled to participate in any pension plans, insurance, bonus or similar benefits DISTRICT provides its employees.
  3. INDEMNIFICATION:
    - a) CONTRACTOR agrees to accept all responsibility for loss or damage to any person or entity, and to defend, indemnify, hold harmless and release DISTRICT, its officers, agents and employees, from and against any and all actions, claims, damages, disabilities, or expenses including attorney's fees and witness costs that may be asserted by any person or entity, arising out of or in connection with the negligent acts or errors or omissions of CONTRACTOR hereunder, whether or not there is concurrent passive or active negligence on the part of DISTRICT, but excluding liability due to the sole negligence or willful misconduct of DISTRICT. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for CONTRACTOR or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.
    - b) CONTRACTOR shall be liable to DISTRICT for any loss or damage to DISTRICT property arising from or in connection with CONTRACTOR'S performance hereunder.
  4. INSURANCE: With respect to the performance of work under this Contract, CONTRACTOR shall maintain, and shall require all of its subcontractors to maintain, insurance as described below:
    - a) Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California. Said policy shall be endorsed with the following specific language: "This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to the Vacaville Unified School District".
    - b) Commercial or Comprehensive General Liability insurance including Sexual Abuse/Molestation, bodily injury and property damage utilizing an occurrence policy in an amount no less than \$1,000,000 per occurrence \$2,000,000 aggregate and provide an additional insured endorsement naming the Vacaville Unified School District as additional insured. Said insurance shall include, but not be limited to: premises and operations liability, independent contractor liability, and personal injury liability.
    - c) Professional Liability (Errors and Omissions) Insurance for all activities of the CONTRACTOR arising out of or in connection with this Contract in an amount no less than \$1,000,000 per occurrence \$3,000,000 aggregate endorsed with the following specific language: "This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to DISTRICT".
-

## GENERAL PROVISIONS

- d) Commercial Automobile Liability Coverage, in an amount no less than \$1,000,000, including Any Auto, Scheduled, Hired, and Non-Owned autos and naming the DISTRICT as an additional insured.
- e) Each said comprehensive or commercial general liability insurance policy shall be endorsed with the following specific language:
  - (1) DISTRICT, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Contract.
  - (2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies have been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
  - (3) The insurance provided herein is primary coverage to DISTRICT with respect to any insurance or self-insurance programs maintained by DISTRICT and no insurance held or owned by DISTRICT shall be called upon to contribute to a loss.
  - (4) This policy shall not be cancelled or materially changed without first giving thirty (30) days prior written notice to DISTRICT.
- f) The following documentation shall be submitted to the DISTRICT:
  - (1) Properly executed Certificates of Insurance clearly evidencing all coverages, limits, and endorsements required above. Said certificates shall be submitted prior to the execution of this Contract.
  - (2) Signed copies of the specified endorsements for each policy. Said endorsement(s) copies shall be submitted within thirty (30) days of execution of this Contract.
  - (3) Upon DISTRICT's written request, certified copies of insurance policies. Said policy copies shall be submitted within thirty (30) days of DISTRICT's request.
- g) Policy Obligations: CONTRACTOR'S indemnity and other obligations shall not be limited by the foregoing insurance requirements.
- h) Material Breach: If CONTRACTOR, for any reason, fails to maintain insurance coverage which is required pursuant to this Contract, the same shall be deemed a material breach of contract. DISTRICT, at its sole option, may terminate this Contract and obtain damages from the CONTRACTOR resulting from said breach. Alternatively, DISTRICT may purchase such required insurance coverage, and without further notice to CONTRACTOR, DISTRICT may deduct from sums due to CONTRACTOR any premium costs advanced by DISTRICT for such insurance. These remedies shall be in addition to any other remedies available to DISTRICT.



## GENERAL PROVISIONS

5. METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AND MAKING PAYMENTS:

- a) All notices, bills, and payments shall be made in writing and may be given by personal delivery or by mail.
- b) Notice, bills, and payments sent by mail shall be addressed as follows:

DISTRICT:           ATTN: ACCOUNTS PAYABLE DEPARTMENT  
Vacaville Unified School District  
401 Nut Tree Road  
Vacaville, CA 95687

CONTRACTOR: Nicole Anderson and Associates Consulting, LLC  
Attn: Nicole Anderson  
P.O. Box 5475  
Vallejo, CA 94591

And when so addressed, shall be deemed given upon receipt via United States Mail, postage prepaid, provided it is forwarded "certified" or "registered", with proof of receipt. In all other instances, notices, bills, and payments shall be deemed given at the time of actual personal delivery. Changes in names and addresses of the person to who notices, bills, and payments are to be given may be made by giving notice pursuant to this paragraph.

**Note: Federal Internal Revenue regulations require this office to report all payments to individuals for consultant services.**

- 6. MERGER: This writing is intended both as the final expression of the Contract between the parties hereto with respect to the included terms and as a complete and exclusive statements of the terms of the Contract. No modification of this Contract shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 7. TERMINATION: DISTRICT may terminate this Contract by giving thirty (30) calendar days written notice to CONTRACTOR. In the event DISTRICT elects to terminate the Contract without cause, it shall pay CONTRACTOR for services rendered to such date.
  - a) If either party fails to perform any of its obligations hereunder, within the time and in the manner hereunder provided or otherwise violates any of the terms of the Contract, either party may terminate this Contract by giving written notice of such termination, stating the reason for such termination. In such event, CONTRACTOR shall be entitled to receive payment for all services satisfactorily rendered provided, however, that there shall be deducted from such amount the amount of liquidated damage, if any, sustained by DISTRICT by virtue of any breach of the Contract by CONTRACTOR.

## GENERAL PROVISIONS

8. TRANSFER OF RIGHTS: CONTRACTOR assigns to DISTRICT all rights throughout the work in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions. CONTRACTOR agrees to take such actions as are necessary to protect the rights assigned to DISTRICT in this Contract, and to refrain from taking any action which would impair those rights. CONTRACTOR responsibilities under this contract include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications to any third party without first obtaining written permission of DISTRICT.
9. NONDISCRIMINATION: CONTRACTOR shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, handicap or other prohibited basis. All nondiscrimination rules or regulations required by law to be included in this Contract are incorporated by this reference.
10. EXTRA (CHANGED) WORK: Any scope of service or contract revisions will require prior written approval. These approved changes must be supported on a district change order. Failure of the CONTRACTOR to secure proper authorization for extra work shall constitute a waiver of any and all rights to adjustment in the contract price or contract time due to such unauthorized extra work and the CONTRACTOR thereafter shall be entitled to no compensation whatsoever for the performance of such work.
11. CONFLICT OF INTEREST: CONTRACTOR represents that it presently has no interest which would conflict in any manner or degree with the performance of services contemplated by this Contract. CONTRACTOR further represents that in the performance of this Contract, no person having such interest will be employed.
12. OWNERSHIP OF WORK PRODUCT: DISTRICT shall be the owner of and shall be entitled to immediate possession of accurate reproducible copies of any design computations, plans, correspondence or other pertinent data and information gathered or computed by CONTRACTOR prior to termination of this Contract by DISTRICT or upon completion of the work pursuant to this Contract.
13. ATTORNEY'S FEES: In the event either party brings an action or proceeding for damages arising out of the other's performance or to establish the right or remedy of either party under this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs as part of such action or proceeding, including non-reimbursable litigation expenses such as expert witness fees and investigation expenses. No lawsuit pertaining to any matter arising out of or under this Contract shall be instituted in any state other than California.
14. CONTRACTOR'S WARRANTY: DISTRICT has relied upon the professional ability and training of CONTRACTOR as a material inducement to enter into this Contract. CONTRACTOR hereby warrants that all its work will be performed in accordance with generally accepted professional practices and standards as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of CONTRACTOR'S work by DISTRICT shall not operate as a waiver or release.

## GENERAL PROVISIONS

15. TAXES: CONTRACTOR agrees to file federal and state tax returns and pay all applicable state and federal taxes on amounts paid pursuant to this Contract. In case DISTRICT is audited for compliance regarding any applicable taxes, CONTRACTOR agrees to furnish DISTRICT with proof of payment on taxes on those earnings.
16. DUE PERFORMANCE: Each party to this Contract undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may, in writing, demand adequate assurance of due performance and until such written assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received.
17. NO THIRD-PARTY BENEFICIARIES: There are no intended third-party beneficiaries of this Contract.
18. NO WAIVER OF BREACH: The waiver by DISTRICT of any breach of any term or promise contained in this Contract shall not be deemed to be a waiver of such term or promise or any subsequent breach of the same or any other term or promise contained in this Contract.
19. FORUM FOR LITIGATION: This Contract shall be in accordance with the laws of the State of California. Parties further stipulate that this Contract was entered into in Solano County and the State of California is the only appropriate forum for any litigation resulting from breach hereof or any questions arising wherefrom.



# Nicole Anderson And Associates Consulting, LLC

*Better Education Through Honest Effective Leadership*

## 1 Year Proposal

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Ed Santopadre  
Associate Superintendent, Vacaville Unified School District

September 1, 2020 through June 30, 2021

## Executive Summary

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In order to close equity gaps seen in schools, it is essential that educational leaders build capacity and shift the paradigm of a school system that was not designed to yield successful outcomes for all students. We have designed a rich and comprehensive program with a systems approach to support educational leaders and teams from all educational levels to assist in the development of deep belief systems and understanding of diversity that empowers them to be proactive and responsive to the diverse needs of the communities they serve.

## About Us

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Nicole Anderson has served in varying roles in education for more than 20 years around the state and nation. She is a highly qualified developer and facilitator of professional learning services as well as a dedicated advocate for educational equity work. After serving as a school district teacher and administrator at various levels, she led and facilitated ACSA's and CSBA's state-wide equity work as well as a cadre of networks for administrators of diverse backgrounds. Mrs. Anderson's current work is supported by a team of experts in the field, practitioners, as well as researchers who provide unique services to school boards, Superintendent search firms, as well as county, district, and school leaders. Inspired by her grandfather, Jesse M. Bethel, she continues to inspire educational leaders around the state and nation who have locked arms on the journey to close educational equity gaps through a systems approach. (See details below)

*"Educational Leaders:  
we cannot close the educational  
gaps that we see in our schools if  
we don't close the one in our  
minds first."  
-Nicole Anderson-*

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Consulting, LLC

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## *Comprehensive Scope of Work “Equity Leadership” (1 Year Exploration Phase)*

**Systems Change Approach:** Equity Leadership training is delivered with a systems approach lens in order to address historical inequities that persist in public education. Research suggests that system shifts in policy and practice require a long term approach with strategic implementation at various levels in a system. Thus, desired results may not be realized in the beginning phases of the work but can be measured over time to reveal evidence of sustainable change and equity gap closure.

**Recent work:** During the past years, the Vacaville High School Principal and Equity Leadership Team participated in a variety of professional learning activities to provide an awareness of equity leadership concepts which supported the exploration phase of the equity leadership framework through deepening belief systems and understanding diversity. These activities included in-person workshops and planning sessions. However, in light of calendar conflicts with other staff professional learning as well as school closures due to COVID-19, depth of engagement in the spring was postponed or cancelled.

In order to ensure optimal capacity building of equity leaders in shifting mindsets and eventually practices, it is critical that leaders at VHS as well as at all sites engage in the work beyond the exploration phase in the next year through a deeper dive into equity concepts and initial implementation of the equity impact action plans that have been developed. This work would include the following comprehensive scope of work listed below and would require full engagement by all site leaders to ensure optimal results in shifting from mindset change to practice and policy change. Beyond this work, a systems change approach would require leaders to engage in full implementation across each site and district to impact the closure of equity gaps for target student groups. The ultimate desired outcome would be to replicate and sustain best practices that become the culture of the district and yield equity gap closure for all groups.

**Training Concepts/Content:** Equity Leadership training provides for in-person/virtual training sessions where participants are exposed to interactive activities and engagement in the following topics.

1. Understanding the historical impact and purpose of public education
2. Reflecting on the role of educators in interrupting inequities in schools
3. Making connections to concepts of equity and the work in the district
4. Recognizing and responding to barriers to equity (i.e. implicit bias, stereotypes, deficit ideology, and racism)
5. Introduction to strategic collaboration, planning, and application for systemic change
6. Building capacity and trust of the team to lead the district work with an equity lens

**Key outcomes for the year would included:**

1. Evolve and align the current definition of equity across the district
2. Collaboratively develop and evolve an equity impact action plan in alignment with the LCAP to systemically address equity gaps in the district and at the site level

DATES	SERVICE	Summary of Purpose/Outcomes	STAFFING
½ day (Virtual)	Community- Student Forum/ Listening Session Facilitation	<p>In light of current and ongoing concerns around the impact of institutional racism on the district and community, it is an opportune time to listen to the voice of various stakeholders who have expressed needs centered around educational equity. These sessions provide for the following:</p> <p>Purpose:</p> <ul style="list-style-type: none"> <li>○ Provide a safe space for students, families, and community members to be heard and heal alongside the district leadership</li> <li>○ Align and deepen the district and police department's partnership and equity work through community input and perspective</li> <li>○ Demonstrate a transparent and sincere commitment to community-based educational equity work and policing</li> </ul> <p>Outcomes:</p> <ul style="list-style-type: none"> <li>● Gain understanding of the diverse perspectives of the community to inform current and future district/community partnership work</li> <li>● Listen to and learn of the needs of the community</li> <li>● Clearly communicate the commitment and key focus areas of educational equity work</li> <li>● Create space to develop a deep and meaningful district/community partnership</li> </ul> <p>*see sample agenda (separate attachment)</p>	1-2 consultants
½ day	Equity Leadership workshop (Cabinet)	<p>Designed for the district cabinet to engage in strategic planning for equity with a systemic lens. This collaborative will foster opportunities for the team to build capacity and trust amongst the team to lead for equity through awareness of the following concepts and focus areas:</p> <ul style="list-style-type: none"> <li>▪ Understanding the historical impact and purpose of public education</li> <li>▪ Reflecting on the role of educators in interrupting inequities in schools throughout the county</li> <li>▪ Making connections to concepts of equity and our work in the county agency</li> <li>▪ Introduction to strategic collaboration, planning, and application for systemic change</li> </ul> <p>Overarching Outcomes include:</p> <ul style="list-style-type: none"> <li>▪ Alignment of Equity Leadership across district departments</li> <li>▪ Developing a common definition of equity across the district</li> <li>▪ Strategic Collaboration, Planning, and Application for Systemic Change</li> <li>▪ Strategic planning around launch and communication of equity initiative(s)</li> </ul>	1-2 consultants

<p>3 days (6 half day sessions)</p>	<p>Equity Task Force Facilitation</p>	<p>Designed for the Equity Task Force to provide a safe space for collaboration and diving deeper into strategic planning for equity with a systemic lens. The purpose of the task force is to provide input and recommendations to district leadership to inform decisions that impact historically marginalized student groups and stakeholders.</p> <p>Content awareness outcomes include :</p> <ul style="list-style-type: none"> <li>• Understanding the historical impact and purpose of public education</li> <li>• Reflecting on the role of educators in interrupting inequities in schools</li> <li>▪ Making connections to concepts of equity and our work in the district</li> <li>▪ Introduction to strategic collaboration, planning, and application for systemic change</li> <li>▪ Building capacity and trust of the team to lead the district work with an equity lens</li> </ul> <p>Key Outcomes for the year:</p> <ul style="list-style-type: none"> <li>▪ Evolve and align the current definition of equity across the district</li> <li>• Collaboratively develop and evolve an equity impact plan in alignment with the LCAP to systemically address equity gaps in district</li> <li>▪ Collection and review of quantitative and qualitative data (listening sessions, voices of alumni, equity walks, grades, test scores, attendance, suspensions/referrals, course access, staffing)</li> </ul>	<p>1-2 Consultants</p>
<p>5 days (September - March) In person: 1 day/session Virtual: 2 half day sessions per month</p>	<p>Equity Leadership Institute (Workshop Series for Site Principals)</p>	<p>The purpose of the Equity Leadership Institute sessions is to build capacity of school administrators in leading for equity through taking a deep dive into equity related concepts that lead to the develop an equity impact action plan. Content is centered around mindset work while creating a parallel between adaptive and technical work in the school system. Topics and outcomes include:</p> <ul style="list-style-type: none"> <li>• Understand the purpose and impact of historical events on public education</li> <li>• Develop an awareness of common language, define equity, and understand terms used in the field to guide conversations around the work</li> <li>• Define equity through data and student stories</li> <li>• Recognize the barriers to equity and cultural proficiency</li> <li>• Reflect on the role of educators in perpetuating or ending educational gaps</li> <li>• Redefining teaching and learning through blended learning models</li> <li>• Understand a system's approach to interrupting patterns of inequities within the school system</li> <li>• Strategically develop an equity impact plan to effectively facilitate equity work and realize the sustained closure of equity gaps</li> <li>▪ Participate in a book study: Cultural Proficiency: Manual for School Leaders (Additional expense associated with purchase of books; discount rate available through NAAC/Corwin partnership)</li> </ul>	<p>1-2 Consultants</p>

TBD	Governance Team Workshop Series/ Study Sessions	<p>These interactive sessions focus on how the governance team can serve students through an equity lens. During this session, the Governance team will reflect on the history of public education, develop a deeper understanding of the concept of educational equity, and reflect on their role in interrupting equity gaps that exist in the data. The Governance team will consider next steps in adopting an equity policy and plan how to measure its progress and impact in addressing equity gaps. The session will support the strategic development of a governance plan with an equity lens for cohesive and sustainable equity leadership in the district.</p> <p><b>Governance Workshop Topics:</b></p> <ul style="list-style-type: none"> <li>• Understand the purpose and impact of historical events on public education</li> <li>• Understand effective practices of equity driven governance teams</li> <li>• Define equity through data and student stories</li> <li>• Recognize the barriers to equity</li> <li>• Reflect on the role of the governance team in perpetuating or ending educational gaps</li> <li>• Understand a system's approach to interrupting patterns of inequities within the district</li> <li>• Distance/blended learning with an equity lens/evaluating impact of reopening school policies and practices</li> </ul> <p><b>Governance Workshop Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Develop an equity statement</li> <li>• Develop and adopt an equity policy</li> <li>• Establish protocol for review, revision, and development of policy with an equity lens for sustainable change</li> <li>• Strategically develop an equity action plan to effectively facilitate equity work and implement the LCAP in the district</li> </ul>	1-2 Consultants
TBD	<p>Vacaville High</p> <p>Principal/School Staff Equity Training and Coaching/co-facilitation of staff training</p>	<p>The purpose of the Equity Leadership team training and coaching sessions is to build capacity of the Principal and staff in leading for equity through taking a deep dive into research based concepts that are rooted in educational equity. Content is centered around mindset work while creating a parallel between adaptive and technical work in the school system. Outcomes include:</p> <ul style="list-style-type: none"> <li>• Understand a system's approach to interrupting patterns of inequities within the school system</li> <li>• Strategically develop an equity impact plan to effectively co-facilitate equity work across the campus and realize the sustained closure of equity gaps</li> </ul> <p>Coaching is designed to provide customize support to individual Principals, and the Site Equity/Leadership Teams based on their equity leadership journey. This entails support with various aspects of equity action planning focused on strategically identifying, implementing, and monitoring actions that impact the closure of equity gaps for identified target student group</p>	1-2 consultants (Nicole Anderson, one additional consultant)



<p>TBD</p>	<p>Facilitation of Equity Walks for Principals, school leadership teams (all schools)</p> <p>Produce short summary of equity walk findings to district/each hosting site team</p>	<p>The primary purpose of equity walks is to develop and sharpen the equity leadership lens and allow the gathering of low inference observational data to confirm or challenge assumptions regarding the focus on closing equity gaps for target student groups. The focus of the walks are centered around the existence and impact of cultural identity, relationships, relevance, and rigor in the classrooms and throughout the school. Research shows that these 4 equity indicators correlate with increased student achievement. While the tool is originally designed to guide professional learning space for educational leaders, it can be used as a tool to assess the overall progress towards equity and cultural proficiency. Ultimately, equity walks support ongoing monitoring of implementation of equity action plans but require additional data points to obtain conclusive findings and measure the impact of equitable practices (i.e. surveys, interviews, etc.)</p> <p>The equity walks represent a deeper dive into the equity concepts that were learned in previous professional development sessions. Connections to these concepts include the following:</p> <ul style="list-style-type: none"> <li>o Data analysis: achievement and access gaps, multiple data points (qualitative, quantitative)</li> <li>o Focus areas/equity indicators: cultural identity, relationships, relevance, and rigor</li> <li>o Maslow's Hierarchy of Needs</li> <li>o History of Public Education (specifically the origin of standardized testing)</li> <li>o Ladder of Inference</li> <li>o Equity Action Plan components</li> </ul> <p>Outcomes:</p> <ul style="list-style-type: none"> <li>o Equity Impact Action Plan development/evolution by each site team</li> <li>o Utilization of equity walks to collect qualitative data to inform equity driven work and deepen equity lens at the student level</li> <li>o Utilize equity walk data to assess and identify needs of students as well as inform action steps to address these identified needs</li> </ul>	<p>2 Consultants</p>
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# Investment Proposal

Activity	(Prescribed) Number of days	Sessions	Daily Rate (Includes Travel, prep time, and any expenses associated with providing services)	Total
Community/Student Forum- Listening Session Facilitation	½ day	1	Complimentary	\$0
Equity Leadership workshop Cabinet Members	½ day	1	Complimentary	\$0
Equity Task Force Facilitation	3 days	Varies	\$3000	\$9,000
Vacaville High Principal/Staff/Equity Team Support	-	Varies	\$3000	\$-
Governance Team Workshops	-	Varies	\$3000	\$-
Equity Walks	-	3 sessions	\$3000	\$-
Equity Institute Workshop Series	5 days	Varies	\$3000	\$15,000
<b>TOTAL INVESTMENT</b>	<b>9 days (1 comp)</b>	<b>Varies</b>	<b>\$3000</b>	<b>\$24,000</b>

# Our Vision and Mission

Our *Vision* is to realize the closure of educational equity gaps in school districts throughout the nation.

Our *Mission* is to support educational leaders in the creation of new and equitable schools that intentionally meet the needs of every student in order for them to attain their personal and professional goals and contribute to the transformation of societal constructs and systems. We strive to support educational leaders by building a platform of research-based resources and tools that enable them to shift their mindsets and thus, their practices.

## How we Started

Nicole Anderson has over 21 years of service in education. In that timeframe, she has served in many roles around the nation including developer and facilitator of professional learning services as well as an advocate for educational equity work. Nicole was the first Diversity and Equal Access Executive in the history of the Association of California School Administrators (ACSA), a position she held for several years. She led work focused on equity and diversity including the facilitation of statewide professional learning for ACSA's leaders and state board. She initiated the California Equity Leadership Alliance and pioneered networks for administrators of diverse backgrounds. Her work also includes the development of a research team that provides research-based content and conducts case studies of educational leaders around the state on their journey to closing educational equity gaps. Nicole served as the Chair of ACSA's Equity Committee wherein she focused on leading the work to implement a system that will effectively address the beliefs of ACSA around equity for students and leaders in California.

As a practitioner, Nicole served as an Elementary Principal, High School Vice Principal, and High School Assistant Principal/Dean. She has also served in the capacity of Leadership Teacher, Spanish Teacher and Activities Director at Jesse M. Bethel High School; the namesake of her grandfather. She has taken the mantle and is following in his footsteps which includes a legacy of advocacy for equality and civil rights for students of color in the city of Vallejo, the state of California, and around the nation. Nicole continuously works with a strong team of experts and practitioners who support a deeper implementation of equity related work which transcends across multiple industries.

Nicole Anderson and Associates Consulting, LLC offers Educational Equity Solutions in the form of services, products, and advocacy. Highlights of these solutions include, but are not limited to:

- CSBA: California School Boards Association (equity network, school board study sessions, retreats, and workshops)
- CABE: California Association For Bilingual Education 2019 featured speaker
- ACSA Equity Leaders Academy Director
- ACSA/CCEE Professional Learning Network Facilitator
- School Board Member Campaign Management
- California County Offices Of Education Training, Coaching, and Network development
- Site Principal And District Cabinet Level Training And Coaching
- Educational Equity Data And Research Support
- Equity Leader Coaching, Mentoring, and Networking
- Equity Action Plan Development
- Equity Retreats
- Equity Walks
- Superintendent Search And Executive Recruitment
- Teacher Pipeline Development
- Women's Empowerment Retreats and Network Development

# Our Partners and Associates

We value and thrive from our connections with researchers, practitioners, and experts in the field who provide a wide range of products and services to serve the needs of educational leaders. These partners and associates include but are not limited to the Association of California School Administrators, the California School Boards Association, California Association of Latino Superintendents and Administrators, California Association of African American Superintendents and Administrators, Alder Graduate School of Education, McPherson and Jacobson Superintendent Search Firm, Ed Connective, Deborah Keys Write, Tovi Scruggs-Hussein, Dr. Shayna Sullivan Langhorne, Dr. Shelley Holt, Kevin Taylor, Suwinder Cooper, Dr. Melanie Spears, and Dr. Daniel Molrao.

# Our Clients

We are honored to lock arms with clients who are intentionally engaging in the work to close educational gaps in the school system. Our clients have received customized services provided in the form of principal and teacher trainings, equity networks, superintendent searches, parent stakeholder support, keynotes, employee evaluation development, teacher pipeline development, and a variety of other services to advance equity driven work. Some of these current and past clients include:

- Stockton Unified School District
- Elk Grove Unified School District
- Alhambra Unified School District
- Northridge Unified School District
- San Jose Unified School District
- Westchester Unified School District
- Fairfield Unified School District
- Mt. Diablo Unified School District
- Contra Costa Unified School District
- Fremont Unified School District
- Redwood Unified School District
- Santa Clara Unified School District
- San Diego Unified School District
- Santa Cruz Unified School District
- San Gabriel Unified School District
- San Mateo Unified School District
- Santa Monica Unified School District
- San Francisco Unified School District
- San Diego Unified School District
- Riverside Unified School District
- Monterey Unified School District
- Alameda County Office of Education
- Contra Costa County Office of Education
- Humboldt County Office of Education
- Sonoma County Office of Education
- Butte County Office of Education
- Colusa County Office of Education
- El Dorado County Office of Education
- Glenn County Office of Education
- Inyo County Office of Education
- Kern County Office of Education
- Kings County Office of Education
- Modoc County Office of Education
- Nevada County Office of Education
- Placer County Office of Education
- Plumas County Office of Education
- Siskiyou County Office of Education
- Tehama County Office of Education
- Yuba County Office of Education
- California School Boards Association
- Association of California School Administrators
- California College of Educational Administration of the State of California
- California Community College Administrators of the State of California
- Center for Powerful Public Schools
- Edupartners
- EdPartners Center
- EdPartners Center for High School District
- Human Impact Unified School District
- San Mateo School District
- San Mateo County School Board Association
- Monterey Bay Area Unified School District
- Santa Clara Unified School District





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/03/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>State Farm</b> GIGI HORTON 1792 TUOLUMNE BT VALLEJO, CA 94589	<b>CONTACT NAME:</b> ANDERSON CEREZO <b>PHONE:</b> 707.554.1411 <b>FAX:</b> 707.554.1416 <b>EMAIL:</b> ANDERSON@GIGHORTON.COM <b>ADDRESS:</b>
	<b>INSURER(S) AFFORDING COVERAGE</b> NAIC # INSURER A: State Farm Fire and Casualty Company 25143 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
<b>INSURED</b> NICOLE ANDERSON & ASSOCIATES CONSULTING, LLC. 5841 CABERNET DR VALLEJO, CA 94591	

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	AGGR. LIMIT (USD - WK)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		97-C5-Z553-5	07/16/2020	07/16/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (EA OCCUR) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY    SCHEDULED AUTOS HIRED AUTOS ONLY    NON-OWNED AUTOS ONLY OTHER AUTOS ONLY					COMBINED SINGLE LIMIT (EA OCCUR) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (EA OCCUR) \$
	UMBRELLA LIAB    OCCUR EXCESS LIAB    CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE    OTHER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
NICOLE ANDERSON & ASSOCIATES CONSULTING, LLC.  
5841 CABERNET DR  
VALLEJO, CA 94591

<b>CERTIFICATE HOLDER</b> SASHA BEGELL, ASST SUPDT OF EDU OPTIONS AND SUPPORTS, VACAVILLE UNIFIED SCHOOL DISTRICT 401 NUT TREE RD VACAVILLE, CA 95667	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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