

# Alameda County Office of Education

Educational Services  
313 W. Winton Ave  
Hayward, CA 94544  
(510) 670-4248 FAX

**PURCHASE ORDER**  
NO: B21-00194  
DATE 09/16/2020

**SHIP TO:**

Educational Services  
313 W. Winton Ave., Rm 220  
Hayward, CA 94544-1136

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST with ALL shipments.
3. No deviation in PRICE or SUBSTITUTION in kind permitted.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. Purchase order number must appear on packing slip.

**ORDERED FROM:**

Nicole Anderson Consulting  
5841 Cabernet Drive  
Vallejo, CA 94591

ORDER LOCATION				REQUISITIONER		REQUISITION #	
EDSV - Educational Services				Leilani Hebert		R21-00437	
DATE REQUIRED		F.O.B.	TERMS OF PAYMENT	SHIP VIA	BUYER	RPQ #	
ITEM	QTY	UNIT	DESCRIPTION		UNIT COST	EXTENSION	
1	1	EACH	Independent Contract Agreement with Nicole Anderson & Assoc. Consulting		30,000.00	\$30,000.00	
					Order Sub-Total	\$30,000.00	
					Sales Tax	.00	
					Shipping	.00	
					Adjustment	.00	
					<b>Order Total</b>	<b>\$30,000.00</b>	

Authorized Signature



# Contract Checklist/Routing Sheet

Initial/Date after Reviewing  
 Contract: Candi Clark  
 Assoc. Supt \_\_\_\_\_  
 HR \_\_\_\_\_

## SUMMARY OF CONTRACT

**Contractor Name:** Nicole Anderson & Associates, Consulting, LLC  
**Contractor Email:** ndanderson@msn.com **Phone#:** (916) 539-7161  
**Term of Contract (start/end dates):** September 14, 2020- June 30, 2021

**Contract Amount:**  
30,000.00  
 **ACOE Expense**  
 **ACOE Income**  
 **Other** \_\_\_\_\_  
**REQ/ INV#** R21-00437

### Document Explanation/Summary of Scope of Work:

-L & A Division Capacity Building/Strategic Planning: This differentiated service entails a focus on capacity building at the division and department level through various aspects of equity impact action planning through strategically identifying, implementing, and monitoring actions that impact the closure of equity gaps for identified target student groups.  
 -Equity Leadership Coaching: Coaching is designed to provide customized support for the Chief of the L & A Services division as well as key department leaders based their individual respective equity leadership journeys.

**Department Head Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Division Head Signature:** \_\_\_\_\_ **Date:** 09/04/2020

1) Is the contractor currently employed by any school district, County Office of Education (COE) or any public agency who participates in CalPERS/STRS?  N/A  YES  NO

a) If YES, complete a Memorandum of Understanding (MOU) with the school district, COE, or public agency. The contractor will be paid by the school district, COE, or public agency

b) If NO, has the contractor ever been a member of STRS/PERS?  N/A  YES  NO

i) If YES **\*status must be verified by ACOE Retirement Dept.**

*FOR RETIREMENT DEPT. USE ONLY*

**NOTES:**  
 9/8/2020 Provided to Bus Admin for review.  
 9/10/2020 Returned from Bus Admin.  
 Provided to Supt Office for signature.  
 9/10/2020 Returned from Supt Office.

ii) If NO, the contractor will be paid through Accounts Payable.

2) Contract packet needs to include the following:

- This form – Completed Contract Checklist/Routing Sheet
- Snapshot of Requisition in Escape
- Signed contract<sup>1</sup> from the contractor (At least 2 weeks prior to start of service)
- Certificate of Insurance (COI) with ACOE named as additional insured

N/A  Fingerprinting Clearance from HR

N/A  Internal Revenue Service (IRS) Form W-9 for services only – does not apply if Form W-9 is on file

**Contact person who initiated form:** Leilani Hebert **Extension:** 4224

**Print name of person who initiated form:** \_\_\_\_\_

1 For purposes of this flowchart, contract is defined as "Agreement", Memorandum of Understanding (MOU), or Contract. These terminologies may be used interchangeably and shall provide the same meaning. Contract shall be provided by the contractor. In the event that the contractor is not able to provide a contract, ACOE may supply a fillable contract template.

**VENDOR - Blanket** **Fiscal Year 2020/21**

Requisition Number **R21-00437** Requisition Date **09/04/2020**

**Summary**

Created by	LHEBERT, 9/4/2020	PO #	Goods & Services	
Department	EDSV	Responsibility	Academic Dept	
Status	Open			
On Hold	No	Attachments	None	
Requisitioner	Leilani Hebert	Board Date	Non Taxable	30,000.00
Order Site	EDSV - Educational Services		Taxable	.00
Delivery Site	EDSV - Educational Services		Tax (9.7500)	.00
Delivery Date		Room	Shipping (0.00)	.00
Project			Adjustment	.00
Info	Nicole Anderson Consulting ICA		Requisition Total	<b>30,000.00</b>

**Requisition Vendor Information**

939970/1 Nicole Anderson Consulting  
5841 Cabernet Drive , Vallejo, CA 94591

**Purchasing**

PO Date PO Printed Date Buyer -  
Quote Quote Date

**Line Items** Change Level 0

Description	Stores Item #	Unit	Order Qty	Rcvd Qty	Unit Price	Extended
1 Independent Contract Agreement with Nicole Anderson & Assoc. Consulting		EACH	1		30,000.0000	30,000.00

**Accounts**

	Amount	Encumbered	Expensed	Outstanding
0100- 9091- 0- 8600- 2100- 5800- 000- 00- 3000 (2021) Hewlett EID,OthSvcs&Oper,L&A Svcs	30,000.00			30,000.00

# AGREEMENT FOR SERVICE BETWEEN THE ALAMEDA COUNTY OFFICE OF EDUCATION AND CONTRACTOR


This agreement is made as of this day of August 30, 2020 by and between Alameda County Office of Education (ACOE) and Nicole Anderson & Associates Consulting, LLC (CONTRACTOR) to provide services.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **SERVICES:** In consideration of the payments hereinafter set forth, CONTRACTOR shall perform services for ACOE in accordance with the terms, conditions and specifications set forth herein: The CONTRACTOR agrees to provide Scope of Services:
  - L & A Division Capacity Building/Strategic Planning  
This differentiated service entails a focus on capacity building at the division and department level through various aspects of equity impact action planning through strategically identifying, implementing, and monitoring actions that impact the closure of equity gaps for identified target student groups.
  - Equity Leadership Coaching  
Coaching is designed to provide customized support for the Chief of the L & A Services division as well as key department leaders based their individual respective equity leadership journeys.
2. **TERM OF AGREEMENT:** The term of this agreement is September 14, 2020 through June 30, 2021
3. **COMPENSATION:** The CONTRACTOR agrees to perform the services of this agreement at the rate/amount of 30,000.00 not to exceed 30,000.00
4. **PAYMENT:** The CONTRACTOR shall submit an invoice detailing the services performed. The CONTRACTOR is responsible to comply with all state and federal tax requirements and is the CONTRACTOR'S sole responsibility. ACOE's financial obligations are limited to payment of compensation in Paragraph 3, it shall not be liable for damages, lost profits or revenue, in connection with this Agreement.
5. **EQUIPMENT AND MATERIALS:** CONTRACTOR shall provide all equipment, materials, and supplies necessary for the performance on the Agreement.
6. **USE OF SUBCONTRACTORS:** CONTRACTOR shall not assign this Agreement or any portion thereof to a third party without the prior written consent of ACOE.
7. **LICENSES AND PERMITS:** It shall be the CONTRACTOR's responsibility to obtain and keep in force any license, permit or approval required from any agency for work/services to be performed at his/her own expense, prior to commencement of said work/services or forfeit any right to compensation under this Agreement.
8. **COMPLIANCE WITH STATE, FEDERAL, AND LOCAL LAWS, REGULATIONS, AND ORDINANCES:** CONTRACTOR and all approved subcontractors shall ensure compliance with all state, federal and local laws or rules applicable to performance of the work required under this agreement, and shall execute all necessary certifications of compliance therewith.
9. **RELATIONSHIP OF THE PARTIES:** CONTRACTOR agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor, not as an employee of ACOE, and that CONTRACTOR acquires none of the rights, privileges, powers or advantages of ACOE employees.
10. **INSURANCE:** CONTRACTOR understands ACOE does not provide liability, malpractice, or workers compensation insurance for the CONTRACTOR. The CONTRACTOR is responsible for the maintenance of personal and professional insurance to provide protection for any claims arising out of service under this agreement. The CONTRACTOR assumes all liability for services provided under this contract. The CONTRACTOR will provide proof of insurance with \$1 million general liability coverage and will identify ACOE as an additional insured.
11. **WAIVER:** No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that, or any other right, or prevent a similar subsequent act from constituting a violation of the Agreement.
12. **EQUAL EMPLOYMENT OPPORTUNITY:** In connection with the performance of this agreement, the CONTRACTOR shall comply with all local, state and federal laws concerning employment and shall not discriminate against any employee or applicant for employment on the basis of actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.
13. **INDEMNIFICATION:** The undersigned agrees to defend, indemnify and hold harmless the Alameda County Office of Education (ACOE), its Board of Trustees, officers, agents and employees, volunteers, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, however caused, brought or recovered against any of the above that may arise for any negligent acts from or during or be alleged to be caused by the undersigned's officers, agents, employees and volunteers.

14. **DISPUTE RESOLUTION:** Should any dispute arise out of this Agreement; the Parties should meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if any, shall be equally shared by the CONTRACTOR and ACOE. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this settlement. Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.
15. **GOVERNING LAW:** This Agreement, including any exhibits, shall for all purposes be deemed subject to the laws of the State of California, and in the event of a lawsuit concerning this Agreement shall be venued in the County of Alameda.
16. **FINGERPRINTING & TUBERCULOSIS (TB) CERTIFICATION:** CONTRACTOR shall, at its expense: (1) submit to ACOE's Certification of Department of Justice Clearance pursuant to Ed. Code § 45125.1, for all personnel (employees, independent contractors, volunteers) who may have contact with students. In addition, the contractor must submit a TB risk assessment or Infectious TB clearance, as applicable), in accordance with Ed. Code § 49406
17. **TERMINATION:** ACOE may at any time terminate this Agreement upon written notice to CONTRACTOR. ACOE shall compensate CONTRACTOR for services satisfactorily provided through the date of termination. In addition, ACOE may terminate this agreement for cause should CONTRACTOR fail to perform any part of this Agreement. In the event of termination for cause, ACOE may secure the required services from another contractor. If the cost to ACOE exceeds the cost of providing the services pursuant to this Agreement, CONTRACTOR shall pay the additional cost.
18. **COMPLETENESS OF AGREEMENT:** This Agreement constitutes the entire understanding of the parties and any changes shall be agreed to in writing.
19. **W-9:** CONTRACTOR agrees to provide ACOE a copy of their Taxpayer Identification Number and Certification.
20. **AMENDMENTS:** This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.

Budget Code	Amount:	Budget Code	Amount:
0100-9091-0-8600-2100-5800-000-00-3000	30,000.00		

Principal/Director Approval:  Site/Department: L&A Date Approved:


To be completed by Human Resources Department if applicable

The CONTRACTOR has fulfilled the Human Resources requirements  YES  NO  N/A

\_\_\_\_\_  
Executive Director, Human Resources

\_\_\_\_\_  
Date

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers:

CONTR,		9/4/2020
Signature	Print Name: Nicole Anderson Title: CEO/Founder, Educational and Racial Equity Consultant Federal Tax ID Number: 84-4732662 Mailing Address: P.O. Box 5475. Vallejo, Ca. 94591 Phone Number: 916-539-7161 Email: Ndanderson@msn.com	Date
ALAMEDA COUNTY OFFICE OF EDUCATION		9.10.2020
Superintendent or designee		Date



# Nicole Anderson And Associates Consulting, LLC

*Better Education Through Honest Effective Leadership*

**1 year Proposal 6.26.20**

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Dr. Ingrid Roberson, Chief of Learning and Accountability  
Services Division  
Alameda County Office of Education

July 2020 through June 30, 2022

## **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-*

Nicole Anderson and Associates  
Consulting, LLC

### **PHONE**

707-333-8552

### **ADDRESS**

P.O. Box 5475, Vallejo, Ca. 94591

### **EMAIL**

[nicole@nicoleandersonconsulting.com](mailto:nicole@nicoleandersonconsulting.com)

### **WEBSITE**

[nicoleandersonconsulting.com](http://nicoleandersonconsulting.com)

## Targeted Scope of Work (1 year)

DATES	SERVICE	Summary of Purpose/Outcomes	STAFFING
5 Days=1 half day (3 hour) sessions per month  Virtual/In-Person	L & A Division Capacity Building/Strategic Planning	<p>This differentiated service entails a focus on capacity building at the division and department level through various aspects of equity impact action planning through strategically identifying, implementing, and monitoring actions that impact the closure of equity gaps for identified target student groups. The content will be grounded in research around cultural proficiency, the equity leadership framework, implementation science, and the 6 conditions of systems change. Activities can include coaching, facilitation/co-facilitation of Division and department meetings, data collection, and strategic planning.</p> <p>This service will be offered in the form of multiple sessions to foster opportunities for the division and department teams to build capacity and common vision to lead for equity through a deeper dive into concepts learned and focus on the following topics:</p> <ul style="list-style-type: none"> <li>▪ Recognizing and responding to the barriers to racial equity in the county (i.e. implicit bias, stereotypes, institutional racism)</li> <li>▪ Reflecting on the role of educators at the county level in interrupting racial inequities in schools during unprecedented times in education</li> <li>▪ Making connections to concepts of equity and our work across the agency</li> <li>▪ Unpacking student stories through data analysis (quantitative and qualitative)</li> <li>▪ Deeper exploration of a systems change framework</li> </ul> <p>Overarching Outcomes include:</p> <ul style="list-style-type: none"> <li>▪ Development of racial autobiography</li> <li>▪ Alignment of Equity Leadership across the department and agency</li> <li>▪ Developing a common understanding of the definition of equity across the division</li> <li>▪ Strategic collaboration, planning, and application for systemic change</li> </ul>	1-2 Consultants
5 days (2 half days per month)  Virtual/In-Person	Equity Leadership Coaching	Coaching is designed to provide customized support for the Chief of the L & A Services division as well as key department leaders based their individual respective equity leadership journeys. This entails support with various aspects of strategic facilitation and equity action planning focused on strategically identifying, implementing, and monitoring actions that impact the closure of equity gaps for identified target student groups in the county.	1-2 Consultants



Nicole Anderson  
Nicole Anderson Consulting



Ingrid L. Roberson  
Chief of Learning & Accountability  
Alameda Col Office Of Education

# Investment Proposal

Activity	(Prescribed) Number of days	Sessions	Daily Rate (includes Travel, prep time, and any expenses associated with providing services)	Total
Division Capacity Building/Strategic Planning	5 days	10 sessions	\$3000	\$ 15,000
Equity Leadership Coaching	5 days	Sessions Vary	\$3000	\$15,000
Total	10 days	Sessions Vary	\$3000	\$30,000



# 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

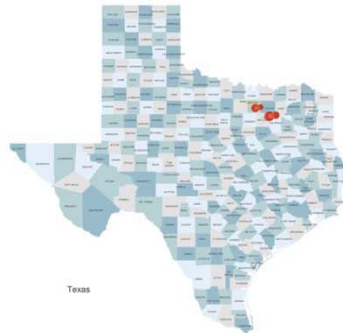
# Our Partners and Associates

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 Moirao.

# 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
- Albany Unified School District
- Sunnysvale School District
- Vallejo Unified School District
- Washington Unified School District
- Fairfield-Suisun Unified School District
- Mt. Diablo Unified School District
- Vacaville Unified School District
- Folsom-Cordova Unified School District
- R.J. Neutra Elementary School
- Saucilito-Marín School District
- Rialto Unified School District
- Lynwood Unified School District
- Anaheim Elementary School District
- Murrieta Valley Unified School District
- Villa Lindo Retreat Center
- HT Farms of Penryn Retreat Center
- Salinas City School District
- Salinas Union High School District
- San Diego Unified School District
- Bakersfield City Unified School District
- Manteca Unified School District
- Moreno Valley Unified School District
- Adelanto Elementary School District
- Vista Unified School District
- Hacienda La Puente Unified School District
- Natomas Unified School District
- Victor Valley Union High School District
- Alameda County Office of Education
- San Diego County Office of Education
- Humboldt County Office of Education
- Solano County Office of Education
- Yolo County Office of Education
- Los Angeles County Office of Education
- Pacific Collegiate Charter School
- Highlands Community Charter Schools
- EQ Schools
- California School Boards Association
- Association of California School Administrators
- California Collaborative for Educational Excellence
- California Community College Administrators of Occupational Education
- Center for Powerful Public Schools
- Yuba College
- Las Positas College
- Jefferson Union High School District
- Hemet High/ Unified School District
- San Mateo School District
- San Mateo County School Board Association
- Monterey Peninsula Unified School District
- Lewisville High/ISD (TX)





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/04/2020

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, AGENT 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> 707.554.1416 <b>E-MAIL ADDRESS:</b> ANDERSON@GIGIHORTON.COM
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> State Farm General Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<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	ADDL 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-Z553-5	07/06/2020	07/06/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 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 \$
	<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) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    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 <input type="checkbox"/> 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 & ASSOCIATES CONSULTING, LLC  
5841 CABERNET DR  
VALLEJO, CA 94591

<b>CERTIFICATE HOLDER</b>  L. KAREN MONROE, SUPERINRENDENT ALAMEDA COUNTY OFFICE OF EDUCATION 313 W. WINTON AVE HAYWARD, CA 94544	<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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