

**WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT**

**BOARD OF TRUSTEES**



**MISSION STATEMENT**

We provide the highest quality education to enable all students to make positive life choices, strengthen our community, and successfully participate in a diverse and global society.

We provide excellent learning and teaching experiences; safe, student-centered learning environments; and support for all students and employees. We develop and maintain productive community partnerships and individual and collective accountability.

**MEETING OF**  
April 1, 2009

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
APRIL 1, 2009**

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**BOARD AGENDA PACKETS AND INFORMATION:**

Complete Board meeting packets are available for review at the Administration Building, the District's six high schools, and at public libraries throughout West County.

Complete Board agendas and packets are available online at: [http://www.wccusd.net/board/APM\\_index.shtml](http://www.wccusd.net/board/APM_index.shtml)

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 1108 Bissell Avenue, Richmond, CA 94801 during normal business hours. In addition, such writings and documents may be posted on the District's website as noted above.

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**VIEWING AND LISTENING TO THE BOARD MEETINGS:**

**Television:**

Live television broadcast of regularly scheduled Board meetings is temporarily suspended due to construction at the Richmond Civic Center. Board meetings will be rebroadcast by the City of Pinole on PCTV Channel 26/28, the City of Richmond KCRT Channel 28 and the City of Hercules Cable Channel 28. Please check the city websites for local listings of rebroadcast schedules.

You may also find the complete meeting available on a tape-delay basis through the Richmond City Web Page at: <http://www.kcrt.com> within a few days of the recording date.

**Radio:**

Radio broadcast of regularly scheduled Board meetings is temporarily suspended.

Audio tapes of Board meetings are kept on file in the Communications Office, Room 215, 1108 Bissell Avenue, Richmond, CA 94801 (510-231-1132). The Board of Education would like to acknowledge the cities of Pinole and Richmond for their generosity in helping to televise WCCUSD Board of Education meetings.

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**ATTENDING BOARD MEETINGS:**

The public is warmly invited to attend and participate in all WCCUSD Board of Education meetings.

**Location:**      **LOVONYA DEJEAN MIDDLE SCHOOL  
3400 MACDONALD AVENUE  
RICHMOND, CA 94805**

**Time:**            The **Board of Education's Open Session meeting will begin at 6:30 PM.** The Board will convene at **5:30 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

**Special Accommodations:** Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Superintendent's Office at 510-231-1101 at least 48 hours in advance of meetings.

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"of children be more careful than anything."  
e.e. cummings

**B. OPENING PROCEDURES**

**B.1 Pledge of Allegiance**

**B.2 Welcome and Meeting Procedures**

**B.3 Roll Call**

\* **B.4 Presentation of Student Board Representative Blanca Zepeda, Richmond High School**

Comment:

Student Board Representative Blanca Zepeda will be representing Richmond High School at the Board of Education on April 1, 2009. We would like to recognize and commend her participation.

Recommendation: For Information Only

Fiscal Impact: None

**B.5 Report/Ratification of Closed Session**

\* **B.6 Agenda Review and Adoption (Public Comment)**

\* **B.7 Board Minutes: March 18, 2009**

**C. BUSINESS ITEMS**

**CONSENT ITEMS (Routine Matters)**

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

\***CI C.1 Contracted Services**

Comment:

Permission is requested of the Board of Education to approve contracts for services as detailed dated April 1, 2009.

Recommendation: Recommend Approval

Fiscal Impact: As noted per contracts summary

\***CI C.2 Grants/Awards/Agreements**

Comment:

Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed dated April 1, 2009.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

**\*CI C.3 Acceptance of Donations**

Comment:

The District has received donations as summarized dated April 1, 2009. The estimated values for any non-cash donations are those provided by the donor. Staff recommends acceptance of these donations.

Recommendation: Recommend Approval

Fiscal Impact: As noted per donations summary

**\*CI C.4 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2008-09 school year are summarized dated April 1, 2009.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

**\*CI C.5 Notification of Claims Rejected**

Comment:

The District has received a claim requesting compensation for personal injury. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

Recommendation: Ratify the rejection of claim

Fiscal Impact: None

**\*CI C.6 Notice of Completions: Bid M05035 Downer New Campus, D06048 El Cerrito HS Main Campus, J068134 Ford Transitional Housing at Downer, J068107 DeAnza HS New Field House, J068108 Richmond College Prep Portables, J068129 Richmond College Prep Ph 1 Campus, J068130 Leadership Temporary Campus**

Comment:

A substantial Completion Notice has been received for:

- Bid M05035 Downer New Campus
- Bid D06048 El Cerrito HS Main Campus
- Bid J068134 Ford Transitional Housing at Downer
- Bid J068107 DeAnza HS New Field House
- Bid J068108 Richmond College Prep Portables
- Bid J068129 Richmond College Prep Ph 1 Campus
- Bid J068130 Leadership Temporary Campus

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

West Bay Builders Bid M05035 Downer New Campus,  
Lathrop Construction Bid D06048 El Cerrito HS Main Campus  
Bay Cities Paving Bid J068134 Ford Transitional Housing at Downer  
Bollo Construction Bid J068107 DeAnza HS New Field House  
Mobile Modular Bid J068108 Richmond College Prep Portables  
Bay Cities Paving & Grading Bid J068129 Richmond College Prep Ph 1 Campus  
Bay Cities Paving & Grading Bid J068130 Leadership Temporary Campus

Recommendation: Recommend approval of these notices of completions

Fiscal Impact: None

**\*CI C.7 Certificated Personnel Changes**

Comment:

Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

Recommendation: Recommend Approval

Fiscal Impact: None

**\*CI C.8 Routine Personnel Changes - Classified**

Comment:

Routine personnel changes include actions to hire, promote, or terminate classified employees in accord with appropriate laws, established policies and procedures.

Recommendation: For Information Only

Fiscal Impact: None

**\*CI C.9 Ratification and Approval of Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation: Ratify and approve contracts

Fiscal Impact: Total for this action: \$82,320. Funding sources as noted.

**\*CI C.10 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Dover Elementary School Sitework Ph. I; El Cerrito HS Admin/Theater Building; Richmond HS Bleachers; and King Elementary Sitework and Demolition. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Orders for the Ford Elementary Temp Campus and Pinole Middle School New Gym & Classroom projects is required by the Board, with special findings as noted below, because these are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation: Ratify negotiated Change Orders as noted

Fiscal Impact: Total ratification and approval by this action: \$467,868.71.

**\*CI C.11 Transition Learning Center "TLC" Fence and Gates Project Award of Contract**

Comment:

The District has received funding for the replacement of damaged fencing and gates at TLC. Funding is under the Office of Public School Construction's Emergency Repair Program ("ERP"). The Seville Group ("SGI") has prepared bid specifications for the District on this project. The District conducted a public bid process. Bids were opened on March 17, 2009. Nine Contractors submitted bids. They are as follows: West Coast Fence \$88,316; ERA Construction \$88,308; Bailey Fence \$74,914; Fencecorp, Inc. \$74,680; North American Fence \$74,200; Golden Bay Fence \$71,275; Crusader Fence \$69,950; AAA Fence Co. \$61,847; and Chain Link Fence \$61,121. The lowest responsive, responsible bidder is Chain Link Fence.

Recommendation: Award contract to the lowest responsive, responsible bidder.

Fiscal Impact: \$61,121. Funded from the state Emergency Repair Program ("ERP").

**\*CI C.12 Ivy League Summer Programs: Students from El Cerrito High School, Pinole Valley High School, Hercules High School and Richmond High School will participate in College Readiness Programs offered at respective Ivy League Colleges and Universities**

Comment:

The Ivy League Connection program has been an integral college awareness program in the West Contra Costa Unified School District for the last three years. Students from El Cerrito, Pinole Valley, Hercules and Richmond high schools participate in a rigorous screening process in order to gain acceptance into a summer program at an Ivy League university. The Ivy League program has grown tremendously through the contributions of benefactors and corporations vested in providing educational opportunities for our students. This summer, West Contra Costa Unified School District will be sending thirty students to

various Ivy League universities including Cornell University, Columbia University, Brown University and University of Pennsylvania. The district pays the travel costs and to provide chaperons estimated at \$45,000 for 2009. Private contributions fund the program costs at each school. The Ivy League Connection promotes the college going culture in WCCUSD as participants in the program share their experiences with elementary and middle school students throughout the year and participate with alumni from the Ivy League schools.

Board members Madeline Kronenberg and Charles Ramsey have acted as the fund raisers and program administrators for the Ivy League Connection since its inception in 2006. The District has paid for travel for Ms. Kronenberg and Mr. Ramsey so that all the funds raised from private contribution can be used for direct program expenses. Their presence at these institutions results in securing scholarships for WCCUSD students including new scholarships for 2009: \$16,000 – Brown; \$6,000 – Cornell; and \$7,000 – Columbia.

Additionally their presence at the universities has resulted in having the application fees waived (Yale, Brown and Cornell) – a savings of more than \$2000. Since the program began in 2006, Ms. Kronenberg and Mr. Ramsey have raised just over \$500,000 for the program. The cost for Mr. Ramsey and Ms. Kronenberg to travel to the east coast this summer is just over \$7,000.

Mr. Ramsey's and Ms. Kronenberg's presence at these schools has also brought about new opportunities for WCCUSD students. WCCUSD students would not be going to Yale or Princeton this summer if they had not set up meetings with the Deans of those programs last summer.

Recommendation: That the Board approve both the travel for Board Members Ramsey and Kronenberg and the costs for 2009 Ivy League Connection program.

Fiscal Impact: \$47,000

**\*CI C.13 Citizens' Bond Oversight Committee Appointments, City of Pinole Candidates**

Comment:

The Pinole City Council nominated Peter Murray to replace Maureen Toms as the delegate to the Citizens' Bond Oversight Committee. The Council further moved the appointment of Roy Swearingen as the next alternate delegate to the CBOC.

Recommendation: Recommend approval of these appointments

Fiscal Impact: None

**\*CI C.14 Citizens' Bond Oversight Committee Appointment**

Comment:

The following appointment has been made to the Citizens' Bond Oversight Committee:

Mr. Robert Studdiford, representing Board member Charles Ramsey

Recommendation: Recommend approval of this appointment

Fiscal Impact: None

**\*CI C.15 Citizens' Bond Oversight Committee Member Appointment**

Comment:

The City of Hercules position on the District's Citizens' Bond Oversight Committee has been held for the past two years by Charleen Raines. The City Council reappointed Charleen Raines to an additional two-year term at its meeting of September 23, 2008.

Recommendation: Confirm the appointment of Charleen Raines as the City of Hercules member to the Citizens' Bond Oversight Committee

Fiscal Impact: None

**\*CI C.16 Revised – Board of Education Meeting Dates 2009 Calendar Year**

Comment:

With the state budget crisis and the May 19 special election on propositions that will impact the funding to the school district, the Governor's office will be delaying the May budget update, known as the May Revise, until early June. In the current calendar the Board is scheduled to adopt the budget for 2009-10 at a meeting on June 17. The delay in the release of state budget information will make it impossible to have a WCCUSD budget by that date.

Recommendation: That the Board adjust the calendar of meetings and hold the second June meeting on June 24, 2009.

Fiscal Impact: None

**D. AWARDS, RECOGNITIONS, AND REPORTS**

**\* D.1 Budget Updates – Summary of Community Input**

Comment:

Staff will provide information on the results of the community budget meetings held on February 24 and 26, 2009.

Recommendation: For Information Only

Fiscal Impact: Further analysis will be necessary to fully quantify the financial impact.

**\* D.2 Standing Reports**

Representatives of the following committees and employee unions are invited to provide a brief update to the Board. Representatives from these groups need to sign up to speak prior to the beginning of this item on the agenda by submitting a "Request to Address the Board" form. Two minutes may be allowed for each subcommittee or group listed below:



Academic Subcommittee  
Bayside Parent Teacher Association  
Citizens' Bond Oversight Committee  
Community Budget Advisory Committee  
Facilities Subcommittee  
Ivy League Connection  
Safety Committee  
Special Education Citizens Advisory Committee

Public Employees Local 1  
School Supervisors Association  
United Teachers of Richmond  
West Contra Costa Administrators Association

**E. PUBLIC AND COMMITTEE COMMUNICATIONS**  
(Education Code 35145.5; Government Code 54950 et seq.)

\* **E.1 Superintendent's Report**

\* **E.2 WCCUSD Public Comment**

Members of the public are invited to speak to the Board about any matter that is not otherwise on the agenda and is related to issues affecting public education in the WCCUSD. **Approximately 30 minutes will be allocated for this item.** If there are more requests to speak than can be heard within this time limit, "WCCUSD Public Comment" will continue after Item G. Individuals wishing to speak must submit a "WCCUSD Public Comment" form prior to the beginning of this item on the agenda. Depending on the number of persons who wish to speak, from one to three minutes will be allocated to each speaker at the discretion of the President of the Board in order to accommodate as many speakers as possible. The Board cannot dialogue on any issues brought before it by the public that have not been previously agendized, but may refer these to staff for response and/or placement on future agendas.

**F. ACTION ITEMS**

\* **F.1 NCLB District Corrective Action – Local Educational Agency (LEA) Plan**

Comment:

At the November 2008 meeting, the State Board of Education invoked the following corrective actions for West Contra Costa Unified School District and 49 other districts:

- Contract with one of the 38 state-approved District Assistance and Intervention Teams (DAITs) to receive targeted support in improving student performance.
- Revise the district's Local Educational Agency (LEA) Plan to address and improve the practices that led to the PI Year 3 identification by March 9, 2009.
- Institute and **fully implement** a new curriculum that is based on the state academic standards.

Education Consultants (WCCUSD's DAIT provider) will provide an overview of the revised LEA Plan.

Recommendation: Board Approval

*The LEA Plan is posted on the WCCUSD website and a copy is at the front counter at 1108 Bissell Avenue, Richmond, CA*

Fiscal Impact: Title I District Improvement Funds

\* **F.2 Presentation of the Measure M, Measure D and Measure J 2007-08 Fiscal Audit by Perry Smith, LLP**

Comment:

Lisa Bruno, Senior Vice President of Perry-Smith LLP, will present the 2007-08 Fiscal Audit for the Measure M, Measure D and Measure J Bond programs.

The 2007-08 Bond Audit Report is posted on the WCCUSD web site and a copy is at the front counter at 1108 Bissell Avenue, Richmond, CA.

Recommendation: Staff recommends acceptance of the audit report.

Fiscal Impact: None

\* **F.3 Annual Performance Audit of District Bond Program**

Comment:

The District is required to complete an annual independent Performance Audit of the Bond Program. Total School Solutions has completed the audit and will present the report to the Board for acceptance. The audit report can be viewed on the Citizens' Bond Oversight Committee's section of the WCCUSD website and at the Facilities Operation Center, located at 1300 Potrero Avenue, Richmond.

Recommendation: Accept Annual Performance Audit for 2007/2008, dated June 30, 2008

Fiscal Impact: None

\* **F.4 Public Hearing and Adoption of Budget Flexibility for Tier III Programs**

Comment:

The 2009 Budget Act enacted a series of reductions to the revenues of school districts and also contained language permitting districts to seek relief from these cuts by repurposing funds from what has traditionally been restricted funding. From a practical standpoint, repurposing of these funds requires that school districts either cut or reduce the programs and staffing associated with the State funds or find alternative funding sources to support the ongoing efforts of these programs.

In some cases, certain programs must be kept as a priority and there are not other categorical sources to use for funding. Therefore, these programs would remain intact within the general fund. That is why the net estimated transfer is \$8,000,000.

The State budget language also allows flexibility transfer for 2008-09. However, the 2008-09 programs have been up and running since the beginning of this school year. These programs have had to absorb mid year cuts of 15.4%. Therefore, while we are requesting authority to transfer funds, we must finalize the year end closing to determine the final transfer amount.

The funds transferred will be utilized for the purposes of paying salary and benefits for general fund, unrestricted budget.

Recommendation: Staff recommends that the Board adopt the flexibility transfers for Tier III programs as provided for in the 2009 State Budget Act.

Fiscal Impact: Estimated net flexibility transfer 2009-10 forward \$8,000,000. 2008-09 Final transfer amount to be determined.

\* **F.5 K-3 Class Size Reduction Program (CSR)**

Comment:

The 2009-10 Budget which was adopted by the State Legislature includes a major change in the K-3 Class Size Reduction Program (CSR). The new implementation language provides a window for alternative implementation of Class Size Reduction that still provides smaller class sizes than required by Education Code, yet can save substantial money for cash strapped districts.

Due to the fiscal issues facing the District, staff recommends the option with greatest savings.

Recommendation: Recommend Option Four

Fiscal Impact: Savings of \$4,000,000

\* **F.6 Resolution No. 78-0809: Authorization to Eliminate Classified Positions and Layoff Classified Employees**

Comment:

A lack of work and/or funds necessitates the elimination of the attached classified positions.

Recommendation: Recommend Approval

Fiscal Impact: To be determined

**G. DISCUSSION ITEMS**

\* **G.1 Status Reports – Facilities Planning and Construction**

Comment:

The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report—Verbal Presentation
- Construction Status Reports—Current Construction Projects

Recommendation: For Information Only

Fiscal Impact: None

**H. UNFINISHED REQUESTS TO ADDRESS THE BOARD (continued from Item E)**

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

April 4, 2009 – Lovonya DeJean Middle School (Special Meeting - Governance Retreat)

April 22, 2009 – Lovonya DeJean Middle School (Joint Meeting with CBOC)

**K. ADJOURNMENT**

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

The public may address items which are marked with an asterisk (\*).

**A. CLOSED SESSION**

**A.1 CALL TO ORDER**

**A.2 DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**  
(Government Code 54957.7)

**A.3 RECESS TO CLOSED SESSION AS SCHEDULED**

**See Exhibit A**

(Government Code Section 54954.5)

The **Open Session** will resume at the end of the **Closed Session** in the Multi-Purpose Room at approximately **6:30 PM**.

**EXHIBIT A**

(Government Code Section 54954.5)

CLOSED SESSION AGENDA

**April 1, 2009**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

1. Negotiator: Superintendent / Dr. Bruce Harter
2. Property: Land located on either side of Lexington Avenue between Stockton Avenue and Eureka Street in El Cerrito, CA. Price and all terms of agreement.
3. Property: 1021 Navellier Street, El Cerrito, CA. Price and all terms of agreement.

**2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

[Government Code Section 54956.9(a)]

1. WCCUSD v. RDS Architects
2. Lumagbas et al. v. WCCUSD et al.
3. Srago v. WCCUSD

**3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/POTENTIAL LITIGATION**

[Government Code Section 54956.9(b)]

Four cases

**4. LIABILITY CLAIMS (Government Code Section 54956.95)**

**5. CONFERENCE WITH LABOR NEGOTIATORS**

- a. Superintendent/Dr. Bruce Harter
- b. Employee Organizations
  - UTR
  - Local One
  - School Supervisors Association
  - WCCAA
- c. Unrepresented Employees
  - Confidential and Management

**6. PUBLIC EMPLOYEE APPOINTMENT**

**7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

**8. STUDENT DISCIPLINE (Education Code Section 35146)**

- a. Expulsions

**9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT  
(Government Code Section 54957)**

Teacher Dismissal

**10. REPORT OF CLOSED SESSION ACTIONS**

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Wendell C. Greer  
Associate Superintendent, K – Adult Operations

**Agenda Item:** B.4

**Subject:** Presentation of Student Board Representative Blanca Zepeda, Richmond High School

**Background Information:**

Student Board Representative Blanca Zepeda will be representing Richmond High School at the Board of Education on April 1, 2009. We would like to recognize and commend her participation.

**Recommendation:** For Information Only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**West Contra Costa Unified School District  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805**

**March 18, 2009**

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

President Audrey Miles called the meeting to order at 5:30 PM. The Board recessed into Closed Session. President Miles called the Public Session to order at 6:42 PM.

**B.1 Pledge of Allegiance**

President Miles led those in attendance in the pledge of allegiance.

**B.2 Welcome and Meeting Procedures**

President Miles offered welcome and instructions to the public regarding the meeting.

**B.3 Roll Call**

**Board Members Present:** Madeline Kronenberg, Antonio Medrano, Audrey Miles, Charles Ramsey, Tony Thurmond

**Staff Present:** Doris Avalos, Executive Director; Andre Bell, Executive Director Business Services; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent for Operations; Erin Fleming, Director Human Resources, Luis Freese, Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Bruce Harter, Superintendent; Joe Mayes, Maintenance Supervisor; Ken McDaniel, Electronics Supervisor; Elmer Meredith, Electronics Technician; Nia Rashidchi, Assistant Superintendent Educational Services; Vince Rhea, Executive Director; Jessica Romeo, Assistant Superintendent for Human Resources; Phyllis Rosen, Legal Assistant; Bill Savidge, District Engineering Officer.

**B.4 Presentation of Student Board Representative Mia Montemayor, Pinole Valley High School**

Ms. Montemayor spoke about academic expectations, community service, and extra-curricular and athletic activities at Pinole Valley High School.

**B.5 Report/Ratification of Closed Session**

None

**B.6 Agenda Review and Adoption**

Superintendent Harter withdrew items C.14, C.15 and D.2 from the agenda.

**MOTION: Mr. Ramsey moved to approve the agenda as amended. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.7 Minutes: March 4, 2009**

**MOTION: Mr. Ramsey moved approval of the minutes of March 4, 2009. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**C. BUSINESS ITEMS**

Mr. Medrano requested to pull Item C.16 for discussion at the end of Section E.

President Miles stated that Items C.8 and C.13 would be moved to the end of Section E for separate vote and discussion.

**C.1 Grants/Awards/Agreements**

**C.2 Acceptance of Donations**

**C.3 Approval of Fund-Raising Activities**

**C.4 Summary of Payroll and Vendor Warrant Reports**

**C.5 Adoption of Resolution 76-0809: Replacement of Outdated Warrants**



**West Contra Costa Unified School District  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805**

**March 18, 2009**

**A. CLOSED SESSION**

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**B.5 Report/Ratification of Closed Session**

None

**B.6 Agenda Review and Adoption**

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**MOTION: Mr. Ramsey moved to approve the agenda as amended. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

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**C. BUSINESS ITEMS**

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**C.1 Grants/Awards/Agreements**

**C.2 Acceptance of Donations**

**C.3 Approval of Fund-Raising Activities**

**C.4 Summary of Payroll and Vendor Warrant Reports**

**C.5 Adoption of Resolution 76-0809: Replacement of Outdated Warrants**

- C.6 Acceptance of Contracts for Placement of Student Teachers
- C.7 Notification of Claims Rejected
- C.9 Certificated Personnel Changes
- C.10 Ratification and Approval of Engineering Services Contracts
- C.11 Ratification and Approval of Negotiated Change Orders
- C.12 Ratification of Previously Awarded Contracts
- C.14 Transition Learning Center (“TLC”) Fence and Gates Project Award of Contract  
*This item was tabled.*
- C.15 Montalvin Manor Elementary Trash Enclosure Project Award of Contract  
*This item was tabled.*

**MOTION:** Mr. Ramsey moved approval of Consent Items 1-7, 9-12. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

**D. AWARDS, RECOGNITIONS, AND REPORTS**

- D.1 **Richmond Association of School Administrators (RASA) Award Recipients**  
Steve Collins and Doris Holland recognized the winners of the RASA Administrator of the Year awards for 2008-2009:

Ora Anderson, Special Education Administrator  
Liz Torio, Central Office Administrator  
Janet Scott, Elementary Principal, Peres (absent)  
Bea Ponce, Confidential  
Antoinette Henry-Evans, Middle School Principal, DeJean (absent)  
Sue Kahn, High School Principal, Pinole Valley

**Board Comment:**

Mr. Ramsey acknowledged the tremendous work being done on behalf of the students and thanked the recipients. Mr. Thurmond thanked and congratulated those recognized for bringing distinction to the District. Ms. Kronenberg congratulated the recipients and acknowledged that being an administrator is a difficult job. Mr. Medrano thanked the recipients and said the awards were well deserved.

- D.2 **Recognition of West County Reads & Richmond Tales**

*This item was tabled.*

- D.3 **Budget Report Update**

Sheri Gamba presented a budget update and said she would bring an update to the board monthly so that the public would understand the gravity of the situation that the state of California is in and how it has local impact on the students and stakeholders of the District.

**Board comment:**

Ms. Kronenberg raised the issue of pending legislation that could change the Tier III list. Ms. Gamba said she did not have information yet and commented on block granting and moving funds. Ms. Kronenberg expressed concern about the timing of District decisions and passage of Spot Bill 460. Ms. Gamba provided clarification. Mr. Thurmond inquired about alternately funding Tier III items with other funding sources. Ms. Gamba responded. Mr. Thurmond asked for additional information about the arts and music block grant. Ms. Gamba said she would provide the information before April 1. Mr. Thurmond asked for clarification on the April 1 public hearing procedures. Ms. Gamba responded. Mr. Thurmond asked for clarification regarding the information on K-3 class size reduction. Ms. Gamba provided information on the various options. She spoke about limitations due to the parcel tax and possible modifications due to new state legislation. Mr. Thurmond asked for clarification on the multi-year planning and additional staff reductions. Ms. Gamba provided procedural information regarding the plan for additional classified reductions April 1.

Mr. Medrano inquired about advance placement programs and high school exit exam instructional support and services.

Ms. Gamba said that student achievement and safety are the District's top priority and commented on constructing alternative funding models for those items with federal funds if necessary.

#### **D.4 Standing Reports**

##### **Public Comment:**

Robbert Studdiford, Vice President of Bayside Council PTA, spoke about supporting the upcoming state PTA convention April 30 to May 3.

**Facilities Subcommittee:** Mr. Medrano provided an update from the March 11 Board Subcommittee meeting.

**Ivy League Connection:** Mr. Ramsey reported on students in the program who are progressing on to college including the Ivy League schools.

#### **D.5 In Memory of Members of the School Community**

Superintendent Harter recognized community members who recently passed away.

##### **Public Comment:**

Francie Kunanec spoke in remembrance of former teacher Oline Floe.

#### **E. PUBLIC AND COMMITTEE COMMUNICATIONS**

(Education Code 35145.5; Government Code 54950 et seq.)

##### **E.1 Superintendent's Report**

Superintendent Harter provided a report of activities in the District.

##### **E.2 WCCUSD Public Comment**

Elle Marder, Rick Alexander, Sarah Creeley, Al Kirkman, Julie Maier, Marilyn Gonzalez, Margaret Browne, Peg Dabel, Elizabeth Brooking, Diane Browne, Christina Slamon, Jill Wolkenfeld, Linda Ruiz-Lozito, Justin Rodriguez, Eduardo Cuevas, Eduardo Martinez, Robert Studdiford.

#### **C.8 Resolution No. 75-0809 Directing Preparation of Annual Report - MRAD**

Mr. Ramsey spoke about the importance of this funding and said it is critical that we have the \$5.2 million in allocations to fund positions in the district.

**MOTION: Mr. Ramsey moved to approve Item C.8 Resolution No. 75-0809. Mr. Thurmond seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

#### **C.13 Portola Middle School at the Castro Site Preliminary Architectural Services Contract**

##### **Public Comment:**

Joanna Pace spoke in favor of this item.

Jill Wolkenfeld and Linda Ruiz-Lozito spoke against approval.

##### **Board Comment**

Mr. Thurmond said that the reason he will vote in favor of this design work is that it serves as a means to permanently remove the Portola students from an unsafe situation.

Mr. Ramsey said the abbreviated CEQA report is expected to be completed by June and that if no lawsuit ensued it is likely the students could move to the temporary campus in September.

**MOTION: Mr. Ramsey moved to approve Item C.13. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**C.16 Resolution No. 77-0809: Day of Recognition of César Chávez, March 31, 2009**

**Board Comment:**

Mr. Medrano spoke about the history of the Farmworker movement and his experience living in the Central Valley in 1965. He urged everyone to seek social reform through peaceful and nonviolent solutions.

Mr. Ramsey commented that the state courts are now closed in recognition of this day.

Ms. Kronenberg said that her school district is closed this day and indicated that Hayward has many activities to support recognition of Mr. Chávez. She recalled her experiences demonstrating in the 1960s and being a part of the Farmworker movement. She spoke of the importance of honoring everything Mr. Chávez stood for and for all social justice.

Mr. Thurmond spoke about the importance of the impact of Mr. Chávez's work. He acknowledged Mr. Medrano and his family for their personal contribution and commented on the impressive students at the District school named after Mr. Chávez.

President Miles said this was an opportunity for teachers to find creative ways to integrate opportunities for students to read about the history of Mr. Chávez, even at the kindergarten level.

**MOTION: Mr. Medrano moved to approve Item C.16 Resolution No. 77-0809 Day of Recognition for César Chávez. Mr. Ramsey seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F. ACTION ITEMS**

**F.1 Charter Facilities Assignments – Proposition 39 Final Offer to Leadership Public Schools Richmond Charter School**

Mr. Fay said that Leadership Charter School expressed the desire to stay another year at their present location, which was the District's preference as well.

**MOTION: Mr. Ramsey moved to approve Item F.1. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.2 Charter Facilities Assignments – Proposition 39 Final Offer to Manzanita Charter School**

Mr. Fay commented on the request from Manzanita to be separated from DeJean students, and said there would be a meeting on March 19 to further discuss the issues. He said although the District and Manzanita were still in discussion regarding the requirements, he asked the Board for approval as this was an offer that was subject to negotiation.

**Public Comment:**

Linda Ruiz-Lozito, Board Chair for Manzanita Charter School, commented on a problem communicating with the District regarding the terms in the offer. She requested the Board put over this item for a future date and said Manzanita would be willing to extend the District's legal time to provide an offer.

**Board Comment:**

President Miles asked Mr. Fay to respond to Ms. Lozito's comments.

Mr. Fay said the Prop 39 requirement to respond by April 1 could be extended.

Mr. Thurmond asked Mr. Fay to describe how the two schools would operate.

Mr. Ramsey stressed that this was just an offer the Board was being asked to approve, and that the parties could come back after reaching an agreement that would be ratified at the April 1 meeting.

Mr. Thurmond said he wanted to hear the particulars in light of the vote pending and also take this opportunity to hear from Manzanita.

Mr. Ramsey spoke about the need to negotiate counter proposals.

Mr. Fay responded and directed the Board to Page 73 of the offer.

Mr. Thurmond asked for further clarification on how the two schools would operate.

Mr. Greer responded.

Mr. Thurmond asked to hear the point of view from the Principal of Manzanita who was present.

Ms. Delgado responded and requested to delay the vote and continue the negotiation.

Mr. Medrano inquired about the preliminary offer process.

Superintendent Harter described the Prop 39 process and asked the Board to move forward with the offer of six classrooms and administrative space as described in the offer before the Board.

**MOTION: Mr. Medrano moved to approve Item F.2. Mr. Ramsey seconded. A roll call vote was taken. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, and President Miles voted yes, Mr. Thurmond and Student Representative Mia Montemayor (advisory vote only) voted no, with no abstentions and no absences. Motion carried 4-1-0-0.**

**F.3 Charter Facilities Assignments – Proposition 39 Final Offer to Richmond College Preparatory K-5 Charter School (Richmond College Prep)**

Mr. Fay introduced this item and asked for Board approval of the Proposition 39 offer to Richmond College Prep.

**MOTION: Mr. Medrano moved to approve Item F.3. Mr. Ramsey seconded. Ms. Kronenberg, Mr. Medrano, Mr. Ramsey, Mr. Thurmond, Student Representative Mia Montemayor (advisory vote only) and President Miles voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**G. DISCUSSION ITEMS**

None

**H. UNFINISHED REQUESTS TO ADDRESS THE BOARD (continued from Item E)**

None

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

Mr. Ramsey provided additional information from the Facilities Subcommittee regarding solar roof panels, price reductions in bids, and the debt limit waiver.

Ms. Montemayor thanked the Board members for the opportunity to participate in tonight's meeting.

Mr. Medrano said he applauded San Pablo for the additional contributions to the science nutrition program at Dover and the Bright Futures after school programs at Bayview and Riverside. He spoke about the Hispanic Scholarship Fund event at Richmond High School on March 21 and the Town Hall meeting at St. Marks regarding the housing crisis in Richmond.

Ms. Kronenberg reported on three celebrations that she attended: the Literacy Program at Grant, the Adult Education student graduation and as a judge at the Hercules Middle School spelling bee.

Mr. Thurmond invited the public to attend the District Community Budget Advisory Committee meeting March 26. He thanked Mr. Ramsey and Ms. Kronenberg for the success of the Ivy League students and spoke about accelerating the building program before the market changes again to increase cost savings.

President Miles thanked Steve Collins and staff for their involvement with the You Make a Difference program and acknowledged the excellent performance at Harding.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – April 1, 2009

**K. ADJOURNMENT**

President Miles adjourned the meeting at 9:00 PM.

*Motion vote count order: Yes-No-Abstain-Absent*

BH:pr

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** CI C.1

**Subject:** Contracted Services

**Background Information:** Permission is requested of the Board of Education to approve the following contracts for services as detailed on the attached sheets dated April 1, 2009.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per contracts summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

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<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
Curriculum- Local Project	1/30/09 thru 5/1/09	Bay Area Community Resources R07000	\$40,031 SH Cowell Neighborhood House of North Richmond	Increase exiting contract of \$11,934. Bay Area Community Resources will provide on site professional prevention and early intervention services through the Helms Community Project for Helms students and their families. The Case Manager reports directly to Helms community school director, and is responsible for the review and triage of students/families to, and directs supervision of, on site social, mental and physical health agencies staff and volunteers that provide services at Helms Middle School. The Case Manager is responsible for ensuring the compliance of the required clinical supervision of mental health staffs who service Helms students and families, as well as, the issuing, collection, and maintenance of daily case management data and quarterly program reports to aid program evaluation and assessments. The Case Manager will attend weekly staff, Helms academic counseling, and community meetings to ensure program alignment with school policy and practices.
Curriculum- Federal Project	3/10/09 thru 6/30/09	YMCA R11649	\$13,359 21 <sup>st</sup> Century	Increase existing contract of \$48,333 to continue to provide coordination of the El Cerrito High School community project after school program including mental health, crisis assessment and supportive counseling services as well as snacks, supplies and equipment to support the after school program.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education *sg*

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** CI C.2

**Subject:** Grants/Awards/Agreements

**Background Information:** Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed on the attached sheets dated April 1, 2009.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per grants summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_



GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
Preschool Local Entitlements 08/09 Special Ed	\$5,329 Amendment # 1	California Department of Education - Special Education, Grants Unit	To support the preschool special education program.
Resource # 3320	7/1/08 - 9/30/09		PCA # 13682-01
AT&T Foundation Grant 3 Year Grant at El Cerrito & Kennedy	\$150,000 3 Year Grant	AT&T Foundation	To support college-careers pathways programs for at-risk 9th graders, provide academic intervention to prepare students for the Tech Futures Academies in 10th Grade
Resource # 9576	2008 - 2010		
Administrator Training Program	\$42,000	California Department of Education - Professional Development Office	Funding for the Administrator Training Program
Resource # 4036	7/1/08 - 9/01/10		PCA # 14344-00
English Literacy & Civics Education - Civic Participation Citizenship Preperation	\$7,922 Amendment #1	California Department of Education - Workforce Investment Act, Title II Program Adult Education Office	Adult Education and Family Literacy, English Literacy and Civics Education
Resource # 3926	7/1/08 - 6/30/09		PCA # 14109

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** CI C.3

**Subject:** Acceptance of Donations

**Background Information:** The District has received donations as summarized on the attached sheet dated April 1, 2009. The estimated values for any non-cash donations (as indicated by an asterisk) are those provided by the donor. Staff recommends acceptance of these donations.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per donations summary.

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District  
 April 1, 2009 Board Meeting

ACCEPTANCE OF DONATIONS

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Philanthropic Ventures Foundation	For Assistive Technology Program	\$300	Cameron School
Castro PTA	For grad tutor	\$2,000	Castro Elementary School
Target Take Charge of Education	For grad tutor	\$66	Castro Elementary School
Larry Brady	TV and furniture	\$300	De Anza High School
Ellerhorst PTA	For computer lab aide	\$2,847	Ellerhorst Elementary School
Wells Fargo Community Support Campaign	For school use	\$10	Peres Elementary School
Wells Fargo Foundation	For school use	\$250	Peres Elementary School
Washington Mutual	For school use	\$152	Peres Elementary School
Matthew Collins	VCR equipment	\$1,000	Pinole Middle School
Richmond Lions Club	For library board games	\$200	Pinole Middle School
Steve	For baseball	\$100	Richmond High School
Tom Grandsaert	For baseball and softball	\$300	Richmond High School
The Oakland Athletics Community Fund	For athletic equipment	\$1,000	Richmond High School
H & B Incorporated	For baseball equipment	\$200	Richmond High School
Jan Doninelli in the name of Mike Allen	For baseball equipment	\$2,500	Richmond High School
Executive Class Travelers	For Athletics Department	\$500	Richmond High School
Lafayette-Orinda Presbyterian Church	For softball equipment	\$250	Richmond High School
Women Softball Contra Costa College	Softball equipment	\$500 *	Richmond High School
Stacy Ferratti	Softball equipment	\$50 *	Richmond High School
Ken Nooker	Baseball equipment	\$100 *	Richmond High School

D & H Smith Co., Inc.	For baseball equipment	\$5,000	Richmond High School
R. K. Lewis	For softball equipment	\$250	Richmond High School
Richard Sproul	For baseball and softball	\$100	Richmond High School
Mary Deborah Sanderson	For baseball equipment	\$100	Richmond High School
DPR Construction Inc.	For athletics equipment	\$5,000	Richmond High School
Shannon School PTA	For study trip	\$683	Shannon Elementary School
Ron and Ashley Latteri	Easter baskets for all NSH elementary classes district-wide	\$11,259 *	Sheldon Elementary School (All district NSH classes))
Philanthropic Ventures Foundation	For Mr. Daodo's special projects in SH class	\$470	Washington Elementary School
Bessanderson McNeil	Typewriter	\$100 *	Educational Services

- Estimated values for non-cash donations are provided by the donor.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** CI C.4

**Subject:** Approval of Fund-Raising Activities

**Background Information:** The planned fund-raising events for the 2008-09 school year are summarized on the attached sheet dated April 1, 2009.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
April 1, 2009 Board Meeting

APPROVAL OF FUND-RAISERS

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<u>School</u>	<u>Fund-raising Activity</u>	<u>Activity Sponsor</u>
De Anza High School	3 <sup>rd</sup> Annual Sports Banquet	Athletics Dept.
Ellerhorst Elementary School	Student Performance and cash card sales	PTA
Kensington Elementary School	Golden Gate Fields Charity Dollar Days	Kensington 6 <sup>th</sup> Grade parents, Kensington Education Foundation

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education

**Date:** April 1, 2009

**From:** Sheri Gamba, Assoc., Supt. Business Services

**Agenda Item:** CI C.5

**Subject:** Notification of Claims Rejected

**Background Information:** The District has received a claim requesting compensation for personal injury. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

**Recommendation:** Ratify the rejection of claim.

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

mf

West Contra Costa Unified School District  
April 1, 2009

2008-2009 CLAIM REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Chavez Elementary School	5/16/08	District Student	Personal Injury	Rejected



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** CI C.6

**Subject:** Notice of Completions: Bid M05035 Downer New Campus, D06048 El Cerrito HS Main Campus, J068134 Ford Transitional Housing at Downer, J068107 DeAnza HS New Field House, J068108 Richmond College Prep Portables, J068129 Richmond College Prep Ph 1 Campus, J068130 Leadership Temporary Campus

**Background Information:** A substantial Completion Notice has been received for:

- Bid M05035 Downer New Campus
- Bid D06048 El Cerrito HS Main Campus
- Bid J068134 Ford Transitional Housing at Downer
- Bid J068107 DeAnza HS New Field House
- Bid J068108 Richmond College Prep Portables
- Bid J068129 Richmond College Prep Ph 1 Campus
- Bid J068130 Leadership Temporary Campus

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

- West Bay Builders Bid M05035 Downer New Campus,
- Lathrop Construction Bid D06048 El Cerrito HS Main Campus
- Bay Cities Paving Bid J068134 Ford Transitional Housing at Downer
- Bollo Construction Bid J068107 DeAnza HS New Field House
- Mobile Modular Bid J068108 Richmond College Prep Portables
- Bay Cities Paving & Grading Bid J068129 Richmond College Prep Ph 1 Campus
- Bay Cities Paving & Grading Bid J068130 Leadership Temporary Campus

**Recommendation:** Recommend approval of these notices of completions.

**Fiscal Impact:** None.

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

### NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
5. The work done was: Project M05035 Downer Main Campus
6. The name and address of the contractor for such work of improvement was West Bay Builders 250 Bell Marin Keys Blvd – Bldg A Novato, CA 94949 Date of Contract: 04/19/06
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Safeco Insurance Co. of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Downer Elementary School 1231 18<sup>th</sup> Street San Pablo, CA 94806.

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**NOTICE OF COMPLETION**

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Notice is hereby given that:

4. The undersigned is owner of the property hereinafter described:
5. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
6. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
6. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
7. The work done was: Project D06048 El Cerrito High School Main Campus
7. The name and address of the contractor for such work of improvement was Lathrop Construction 4001 Park Road Benicia, CA 94510 Date of Contract: 09/18/06
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Travelers Casualty and Surety Co.
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: El Cerrito High School 540 Ashbury Avenue, El Cerrito CA 94530.

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

**VERIFICATION**

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

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Notice is hereby given that:

7. The undersigned is owner of the property hereinafter described:
8. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
9. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
8. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
9. The work done was: Project J068134 Ford Transitional Housing at Downer
8. The name and address of the contractor for such work of improvement was Bay Cities Paving & Grading 5029 Forni Drive Concord, CA 94520 Date of Contract: 10/08/08
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Safeco Insurance Co. of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Downer Elementary School 1231 18<sup>th</sup> Street San Pablo, CA 94806.

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

### NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

10. The undersigned is owner of the property hereinafter described:
11. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
12. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
10. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
11. The work done was: Project J068107 DeAnza High School New Field House
9. The name and address of the contractor for such work of improvement was Bollo Construction 852 Northport Dr #105 West Sacramento, CA 95691 Date of Contract: 03/03/08
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Travelers Casualty and Surety of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: DeAnza 5000 Valley View Road, Richmond CA 94803

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY & STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

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Notice is hereby given that:

13. The undersigned is owner of the property hereinafter described:
14. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
15. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
12. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
13. The work done was: Project J068108 Richmond College Prep Portables
10. The name and address of the contractor for such work of improvement was Mobile Modular 5700 Los Positas Rd Livermore, CA 94551 Date of Contract: 04/01/08
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Liberty Mutual Insurance
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Richmond College Prep 214 South 11<sup>th</sup> Street, Richmond, CA 94801

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

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Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

16. The undersigned is owner of the property hereinafter described:
17. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
18. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
14. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.
15. The work done was: Project J068129 Richmond College Prep Ph 1
11. The name and address of the contractor for such work of improvement was Bay Cities Paving & Grading 5029 Forni Dr Concord, CA 94520 Date of Contract: 09/18/08
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Safeco Insurance Co.
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Richmond College Prep 214 South 11<sup>th</sup> Street, Richmond, CA 94801

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

19. The undersigned is owner of the property hereinafter described:

20. The full name of the owner is: Governing Board, West Contra Costa Unified School District.

21. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.

16. A work of improvement on the property hereinafter described was completed and accepted on 04/01/09.

17. The work done was: Project J068130 Leadership Temporary Campus

12. The name and address of the contractor for such work of improvement was Bay Cities Paving & Grading 5029 Forni Dr Concord, CA 94520 Date of Contract: 10/01/08

7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Safeco Insurance Co.

8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Leadership Temporary Campus 251 South 12<sup>th</sup> Street Richmond, CA 94801

Dated: April 1, 2009

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.  
Executed on April 1, 2009, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD



West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION—BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Jessica R. Romeo,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.7

**Subject:** Certificated Personnel Changes

**Background Information:** Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

**Recommendation:** Recommend Approval

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**April 1, 2009**

**Waivers**

**SITE**

**ASSIGNMENT**

Orozco, Paul

Richmond HS

Social Science Bilingual

Definition: Variable term waivers provide applicants with additional time to complete the requirements for the credential that authorizes the service or provide employing agencies with time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the assignment options. (Assignment pending fingerprint clearance when applicable)

**Consent**

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Jessica R. Romeo,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.8

**Subject:** Routine Personnel Changes – Classified

**Background Information:**

Routine personnel changes include actions to hire, promote, or terminate classified employees in accord with appropriate laws, established policies and procedures.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**  
**April 1, 2009**

**FOR INFORMATION ONLY**  
**Classified Personnel**  
**Changes**

**TERMINATIONS**

Casanares, Dolores	After School Program Supervisor	Exhaustion of Leave	02/05/09
Green, Diane	After School Program Supervisor	Did not pass probation	03/04/09
Cruz, Alberto	Custodian	Exhaustion of Leave	03/11/09
Denson, Andrea	Instructional Assistant Special Education	Exhaustion of Leave	03/03/09
Nolan, Cheryl	Occupational Therapist	Resignation	03/06/09
Banuelos, Luz	School Lunch Worker I	Exhaustion of Leave	07/01/08
Perkins, Angela	School Lunch Worker I	Exhaustion of Leave	01/22/09
Barriguete, Araceli	Special Education Assistant	Exhaustion of Leave	03/14/09
Gaskins, Rose	Special Education Assistant	Retirement	05/01/08

**NEW EMPLOYEES**

Nesbitt, Jacquetta	Custodian	De Anza	02/03/09
Johnson, Erica	Instructional Assistant Special Education	Sheldon	03/02/09
Lawrence, Sara	Occupational Therapist	Special Ed	03/04/09
Catalogna, Maria	Typist Clerk I	Shannon	03/02/09

**REQUESTS FOR LEAVE**

Allen, Denise	Behavioral Technician	Child Care	02/13/09
Gilmore, Leonard	Custodian	Health	03/27/09
Owen, Kerian	Instructional Assistant Special Education	Health	01/30/09
Beacham, Elsie	Instructional Assistant Special Education	Health	01/22/09
Nelson, Myesha	Bilingual	Health	01/22/09
	Secondary Site Supervisor	Unpaid	01/21/09

**RETURNS FROM LEAVE**

Beacham, Elsie	Instructional Assistant Special Education	Richmond	03/16/09
Rodriguez, Veronica	Bilingual	Pinole Valley	03/02/09
	School Lunch Worker I		

Ayala, Maria	Special Education Assistant	Ellerhorst	02/23/09
Gant, James	Warehouse Worker II	Warehouse	02/02/09

**REHIRE FROM LAYOFF**

Taylor, Felicia	Payroll Technician	Payroll	02/16/09
Carlo, Vickie	Typist Clerk II	Hercules	03/04/09
Saechao, Kae	Typist Clerk II	Richmond	03/23/09
Sanchez, Katherine	Typist Clerk II	Kennedy	03/16/09

**DEMOTIONS**

Clemon, Thurmon	Custodian	Richmond	03/18/09
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West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** CI C.9  
Associate Superintendent for Operations  
**Subject:** Ratification and Approval of Engineering Services Contracts

**Background Information:**

Contracts have been initiated by staff using previously qualified engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

**Recommendation:** Ratify and approve contracts

**Fiscal Impact:** Total for this action: **\$82,320**. Funding sources as noted.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
FACILITIES PLANNING AND CONSTRUCTION**

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Safety Surface and Playstructure upgrades 10 District sites.  MRAD Funds	March 2009 thru July 2009	Keller Mitchell & Co. Landscape Architecture	\$11,550	Additional services for scope changes including required replacements, broken elements replaced, survey costs, and ADA upgrades.
Richmond HS Fence and Gates Security project.  QEIA Facilities Funds	April 2009 thru June 2009	Luk and Associates	\$13,800	Topographic survey required for fence and gates project.
Dover Elementary Sitework Ph. I  Measure J Bond	March 2009 thru May 2009	Kleinfelder	\$6,000	Additional services for increased testing scope.
Chavez Elementary School Water Intrusion Repairs  Special Reserve for Capital Facilities	April 2009 thru September 2009	Grossman Design Group	\$17,500	Waterproofing design documents and construction services.
School Consolidation CEQA Compliance: Fairmont Elementary School  Special Reserve for Capital Facilities	April 2009 thru July 2009	PMC, Inc.	\$33,470	Environmental analysis of potential impacts from additional students & classrooms. Preparation of Initial Study/Mitigated Negative Declaration.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** CI C.10  
Associate Superintendent for Operations  
**Subject:** Ratification and Approval of Negotiated Change Orders

**Background information:**

Staff is seeking ratification of Change Orders on the following current District construction projects: Dover Elementary School Sitework Ph. I; El Cerrito HS Admin/Theater Building; Richmond HS Bleachers; and King Elementary Sitework and Demolition. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Orders for the Ford Elementary Temp Campus and Pinole Middle School New Gym & Classroom projects is required by the Board, with special findings as noted below, because these are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

**Recommendation:** Ratify negotiated Change Orders as noted

**Fiscal Impact:** Total ratification and approval by this action: \$467,868.71.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_



**April 1, 2009 Change Order Ratification Summary**

Items Pending Board Action										
	School Site	Company	Original Contract	Previously Approved CO's	CO's Pending Ratification	CO's Pending Approval	Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	Dover ES	Evans Brothers	\$446,958.00	\$28,571.72	\$8,226.97	\$0.00	\$36,798.69	8.23%	\$483,756.69	2
2	Ford ES Temp Campus	Bay Cities & Grading	\$660,200.00	\$98,470.52	\$0.00	\$52,257.15	\$150,727.67	22.83%	\$810,927.67	3
3	El Cerrito HS Theatre	Lathrop Construction	\$22,580,000.00	\$788,120.00	\$108,648.00	\$0.00	\$896,768.00	3.97%	\$23,476,768.00	21
6	Richmond HS Bleachers	West Bay Builders	\$5,556,000.00	\$0.00	\$190,523.85	\$0.00	\$190,523.85	3.43%	\$5,746,523.85	1 and 2
7	King ES	Bay Cities & Grading	\$461,000.00	\$0.00	\$23,230.74	\$0.00	\$23,230.74	5.04%	\$484,230.74	1
8	Pinole MS	West Coast Contractors	\$20,661,000.00	\$2,111,794.78	\$0.00	\$84,982.00	\$2,196,776.78	10.63%	\$22,857,776.78	22

<b>Pending Board Actions</b>	Ratifications	\$330,629.56
	Approvals	\$137,239.15
	<b>Total Board Action</b>	<b>\$467,868.71</b>

Note: the proposed Board Action is to Ratify all Change Orders below ten percent (10%) of the Contract Value; the change order amounts pending Board Approval is the portion of the Change Order(s) above 10%.

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** CI C.11  
Associate Superintendent for Operations  
**Subject:** Transition Learning Center ("TLC") Fence and Gates Project Award of Contract

**Background Information:**

The District has received funding for the replacement of damaged fencing and gates at TLC. Funding is under the Office of Public School Construction's Emergency Repair Program ("ERP"). The Seville Group ("SGI") has prepared bid specifications for the District on this project. The District conducted a public bid process. Bids were opened on March 17, 2009. Nine Contractors submitted bids. They are as follows: West Coast Fence \$88,316; ERA Construction \$88,308; Bailey Fence \$74,914; Fencecorp, Inc. \$74,680; North American Fence \$74,200; Golden Bay Fence \$71,275; Crusader Fence \$69,950; AAA Fence Co. \$61,847; and Chain Link Fence \$61,121. The lowest responsive, responsible bidder is Chain Link Fence.

**Recommendation:** Award contract to the lowest responsive, responsible bidder.

**Fiscal Impact:** \$61,121. Funded from the state Emergency Repair Program ("ERP").

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bruce Harter **Agenda Item:** CI C.12  
**Subject:** Ivy League Summer Programs: Students from El Cerrito High School, Pinole Valley High School, Hercules High School and Richmond High School will participate in College Readiness Programs offered at respective Ivy League Colleges and Universities

**Background Information:**

The Ivy League Connection program has been an integral college awareness program in the West Contra Costa Unified School District for the last three years. Students from El Cerrito, Pinole Valley, Hercules and Richmond high schools participate in a rigorous screening process in order to gain acceptance into a summer program at an Ivy League university. The Ivy League program has grown tremendously through the contributions of benefactors and corporations vested in providing educational opportunities for our students. This summer, West Contra Costa Unified School District will be sending thirty students to various Ivy League universities including Cornell University, Columbia University, Brown University and University of Pennsylvania. The district pays the travel costs and to provide chaperons estimated at \$45,000 for 2009. Private contributions fund the program costs at each school. The Ivy League Connection promotes the college going culture in WCCUSD as participants in the program share their experiences with elementary and middle school students throughout the year and participate with alumni from the Ivy League schools.

Board members Madeline Kronenberg and Charles Ramsey have acted as the fund raisers and program administrators for the Ivy League Connection since its inception in 2006. The District has paid for travel for Ms. Kronenberg and Mr. Ramsey so that all the funds raised from private contribution can be used for direct program expenses. Their presence at these institutions results in securing scholarships for WCCUSD students including new scholarships for 2009: \$16,000 – Brown; \$6,000 – Cornell; and \$7,000 – Columbia.

Additionally their presence at the universities has resulted in having the application fees waived (Yale, Brown and Cornell) – a savings of more than \$2000. Since the program began in 2006, Ms. Kronenberg and Mr. Ramsey have raised just over \$500,000 for the program. The cost for Mr. Ramsey and Ms. Kronenberg to travel to the east coast this summer is just over \$7,000.

Mr. Ramsey's and Ms. Kronenberg's presence at these schools has also brought about new opportunities for WCCUSD students. WCCUSD students would not be going to Yale or Princeton this summer if they had not set up meetings with the Deans of those programs last summer.

**Recommendation:** That the Board approve both the travel for Board Members Ramsey and Kronenberg and the costs for 2009 Ivy League Connection program.

**Fiscal Impact:** \$47,000

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved: \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** CI C.13  
Associated Superintendent  
**Subject:** Citizens' Bond Oversight Committee Appointments, City of Pinole Candidates

**Background Information:**

The Pinole City Council nominated Peter Murray to replace Maureen Toms as the delegate to the Citizens' Bond Oversight Committee (CBOC). The Council further moved the appointment of Roy Swearingen as the next alternate delegate to the CBOC.

**Recommendation:** Recommend approval of these appointments

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bruce Harter **Agenda Item:** CI C.14  
Superintendent  
**Subject:** Citizens' Bond Oversight Committee Appointment

**Background Information:**

The following appointment has been made to the Citizens' Bond Oversight Committee:

Mr. Robert Studdiford, representing Board Member Charles Ramsey

**Recommendation:** Recommend approval of this appointment

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** CI C.15  
Associate Superintendent for Operations  
**Subject:** Citizens' Bond Oversight Committee Member Appointment

**Background information:**

The City of Hercules position on the District's Citizens' Bond Oversight Committee has been held for the past two years by Charleen Raines. The City Council reappointed Charleen Raines to an additional two-year term at its meeting of September 23, 2008.

**Recommendation:** Confirm the reappointment of Charleen Raines as the City of Hercules member to the Citizens' Bond Oversight Committee

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bruce Harter **Agenda Item:** CI C.16  
Superintendent  
**Subject:** Revised - Board of Education Meeting Dates 2009 Calendar Year

**Background Information:**

With the state budget crisis and the May 19 special election on propositions that will impact the funding to the school district, the Governor's office will be delaying the May budget update, known as the May Revise, until early June. In the current calendar the Board is scheduled to adopt the budget for 2009-10 at a meeting on June 17. The delay in the release of state budget information will make it impossible to have a WCCUSD budget by that date.

**Recommendation:**

That the Board adjust the calendar of meetings and hold the second June meeting on June 24, 2009.

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

**April 1, 2009**

**PLEASE POST**

**BOARD OF EDUCATION SCHEDULE  
2009 CALENDAR YEAR - REVISED**

Meetings are normally scheduled to be held at *Lovonya DeJean Middle School, 3400 Macdonald Avenue, Richmond, CA*, on the first and third Wednesdays of each month at 6:30 PM. Dates and location are subject to change to accommodate holidays and other conflicts in scheduling. Notification of any changes in dates, times, or location will be publicized.

**2009**

<b>JANUARY</b>	<b>7</b>	<b>21</b>	
<b>FEBRUARY</b>	<b>4</b>	<b>--</b>	
<b>MARCH</b>	<b>4</b>	<b>18</b>	
<b>APRIL</b>	<b>1</b>	<b>22</b>	<b><u>Joint CBOC</u></b>
<b>MAY</b>	<b>6</b>	<b>20</b>	
<b>JUNE</b>	<b>3</b>	<b>17</b>	<b><u>24</u></b>
<b>JULY</b>	<b>8</b>	<b>29</b>	
<b>AUGUST</b>		<b>19</b>	
<b>SEPTEMBER</b>	<b>2</b>	<b>16</b>	
<b>OCTOBER</b>	<b>7</b>	<b>21</b>	
<b>NOVEMBER</b>	<b>4</b>	<b>18</b>	
<b>DECEMBER</b>	<b>9</b>		

---

**BRUCE HARTER**

**Superintendent**

BH:pr



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** D.1

**Subject:** Budget Updates – Summary of Community Input

**Background Information:** Staff will provide information on the results of the community budget meetings held on February 24 and 26, 2009.

**Recommendation:** For information only

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District  
Summary of Community Budget Survey  
April 1, 2009

During the month of February, two community meetings were held regarding the status of the District's budget in light of the State economic crisis. The meetings were held at El Cerrito High School on the 24<sup>th</sup> and at Pinole Valley High School on the 26<sup>th</sup>. A total of 300 community stakeholders, who had expressed an interest in the status of our District budget, were invited to attend via email and letters. These are community members who had recently attended school closure meetings or who had attended previous budget meetings. There were 85 community members that attended the meetings.

In order to solicit input from our community, a survey was sent to the master list of guests invited to the meetings. As of Monday, March 23, 2009, we had received a 30% response rate to our survey.

The following is a summary of responses received from our survey. The first section of the survey requested information about who they are and if they attended one of the meetings. If they did attend, we asked if they thought the information was informative.

Respondents self identified as: 54.4% Parents, 46.7% Employees, 2.2% Students, 16.7% Concerned Citizens.

44.5% of all respondents attended one of the two public meetings in February.

Of those who attended one of the two meetings in February, 92.5% found the information informative, or very informative.

The next questions dealt with two important topics facing the District in the near future: the cost containment of employee health benefit costs, and the status of surplus property.

71% strongly agree or agree that the District should pursue cost containment of health benefits.

91% strongly agree or agree that the District should sell or lease surplus property to pay off debt.

Finally, we asked the respondents to view a list of program areas and rank them most to least important. We were not surprised to learn that respondents feel that educational programs, school safety and class sizes are the most important areas of focus for our school district.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Nia Rashidchi *NK* **Agenda Item:** F.1  
Assistant Superintendent, Educational Services  
**Subject:** NCLB District Corrective Action – Local Educational Agency (LEA) plan

**Background Information:**

At the November 2008 meeting, the State Board of Education invoked the following corrective actions for West Contra Costa Unified School District and 49 other districts:

- Contract with one of the 38 state-approved District Assistance and Intervention Teams (DAITs) to receive targeted support in improving student performance.
- Revise the district's Local Educational Agency (LEA) Plan to address and improve the practices that led to the PI Year 3 identification by March 9, 2009.
- Institute and **fully implement** a new curriculum that is based on the state academic standards.

Education Consultants (WCCUSD's DAIT provider) will provide an overview of the revised LEA Plan.

**Recommendation:** Board Approval

*The LEA Plan is posted on the WCCUSD website and a copy is at the front counter at 1108 Bissell Avenue, Richmond, CA*

**Fiscal Impact:** Title I District Improvement Funds

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services

**Agenda Item:** F.2

**Subject:** Presentation of the Measure M, Measure D and Measure J 2007-08 Fiscal Audit by Perry Smith, LLP

**Background Information:** Lisa Bruno, Senior Vice President of Perry-Smith LLP, will present the 2007-08 Fiscal Audit for the Measure M, Measure D and Measure J Bond programs.

**Recommendation:** Staff recommends acceptance of the audit report.

The 2007-08 Bond Audit Report is posted on the WCCUSD web site and a copy is at the front counter at 1108 Bissell Avenue, Richmond, CA.

Delivered under separate cover.

Fiscal Impact: None.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** F.3  
Associate Superintendent for Operations  
**Subject:** Annual Performance Audit of District Bond Program

**Background Information:**

The District is required to complete an annual independent Performance Audit of the Bond Program. Total School Solutions has completed the audit and will present the report to the Board for acceptance. The audit report can be viewed on the Citizens' Bond Oversight Committee's section of the WCCUSD website and at the Facilities Operation Center, located at 1300 Potrero Avenue, Richmond.

**Recommendation:** Accept annual Performance Audit for 2007-08, dated June 30, 2008

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

**To:** Board of Education  **Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services **Agenda Item:** F.4

**Subject:** Public Hearing and Adoption of Budget Flexibility for Tier III Programs

**Background Information:** The 2009 Budget Act enacted a series of reductions to the revenues of school districts and also contained language permitting districts to seek relief from these cuts by repurposing funds from what has traditionally been restricted funding. From a practical standpoint, repurposing of these funds requires that school districts either cut or reduce the programs and staffing associated with the State funds or find alternative funding sources to support the ongoing efforts of these programs.

In some cases, certain programs must be kept as a priority and there are not other categorical sources to use for funding. Therefore, these programs would remain intact within the general fund. That is why the net estimated transfer is \$8,000,000.

The State budget language also allows flexibility transfer for 2008-09. However, the 2008-09 programs have been up and running since the beginning of this school year. These programs have had to absorb mid year cuts of 15.4%. Therefore, while we are requesting authority to transfer funds, we must finalize the year end closing to determine the final transfer amount.

The funds transferred will be utilized for the purposes of paying salary and benefits for general fund, unrestricted budget.

**Recommendation:** Staff recommends that the Board adopt the flexibility transfers for Tier III programs as provided for in the 2009 State Budget Act.

**Fiscal Impact:** Estimated net flexibility transfer 2009-10 forward \$8,000,000.  
2008-09 Final transfer amount to be determined.

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
 Budget Flexibility for Tier III Programs  
 April 1, 2009

Tier III		08-09	09-10
Resource	Program Name		
7394	Targeted Instructional Improvement Grant (TIIG)	\$ 2,675,722	\$ 2,556,384
7395	School and Library Improvement Block Grant	\$ 2,069,925	\$ 1,977,607
7393	Professional Development Block Grant	\$ 1,373,791	\$ 1,312,520
7080	Supplemental School Counseling Program	\$ 803,684	\$ 767,839
7392	Teacher Credentialing Block Grant (BTSA)	\$ 561,240	\$ 536,208
7258	High Priority Schools	\$ 1,031,010	\$ -
6760	Arts and Music Block Grant	\$ 438,650	\$ 419,086
6405	School Safety Block Grant	\$ 392,856	\$ 375,335
7390	Pupil Retention Block Grant	\$ 1,217,052	\$ 1,162,772
7055	CAHSEE Supplemental Instruction	\$ 286,897	\$ 274,102
7140	Gifted and Talented (GATE)	\$ 222,155	\$ 212,247
6258	PE Teacher Incentive Grants	\$ 433,427	\$ 414,096
7271	Peer Assistance Review (PAR)	\$ -	
7391	School Safety Competitive Grant	\$ 330,425	\$ 315,688
7276	Certificated Staff Mentoring Program	\$ 139,296	\$ 133,083
6260/6263	Alternative Credentialing	\$ 214,512	\$ 204,944
6267	National Board Certification	\$ 16,924	\$ 16,169
Fund 11	Adult Education	\$ 1,000,000	\$ 1,000,000
General Fund	Summer School	\$ -	\$ 500,000
	<b>Total</b>	<b>\$ 13,207,566</b>	<b>\$ 12,178,080</b>
<b>Estimated Support Programs/General Fund</b>			
	Maintain School Safety Staff		\$ 691,023
	Teacher Credentialing & Intern		\$ 650,000
	GATE Support		\$ 115,000
	Peer Assistance Review PAR		\$ 100,000
	Pupil Retention Program		\$ 600,000
	Contribution to Busing currently in TIIG		\$ 2,000,000
			<u>\$ 4,156,023</u>
	<b>Net Transfer</b>		<b>\$ 8,022,057</b>

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
1108 Bissell Avenue  
Richmond, California 94801-3135  
Office of Superintendent of Schools

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

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**To:** Board of Education  **Meeting Date:** April 1, 2009

**From:** Sheri Gamba, Assoc. Supt., Business Services **Agenda Item:** F.5

**Subject:** K-3 Class Size Reduction Program (CSR)

**Background Information:** The 2009-10 Budget which was adopted by the State Legislature includes a major change in the K-3 Class Size Reduction Program (CSR). The new implementation language provides a window for alternative implementation of Class Size Reduction that still provides smaller class sizes than required by Education Code, yet can save substantial money for cash strapped districts.

Due to the fiscal issues facing the District, staff recommends the option with greatest savings.

**Recommendation:** Recommend Option Four

**Fiscal Impact:** Savings of \$4,000,000

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____



West Contra Costa Unified School District  
 K-3 Class Size Reduction Program  
 April 1, 2009

The 2009-10 Budget which was adopted by the State Legislature includes a major change in the K-3 Class Size Reduction Program (CSR). The new implementation language provides a window for alternative implementation of Class Size Reduction that still provides smaller class sizes than required by Education Code, yet can save substantial money for cash strapped districts.

The K-3 CSR program is considered a Tier I program, meaning that the funding is not scheduled to be reduced, nor can it be used for other purposes. The difference between it and the other programs in Tier I resides in the implementation language now in law. The enactment of this new K-3 CSR language is embedded in the budget act specifically because of the funding cuts that districts are facing. By taking advantage of the alternative implementation models, the District can save substantial funds which help to offset the deficit spending in 2009-10.

Under the previous program implementation language, penalties were applied as follows

<u>Class Size</u>	<u>Reduction (Penalty) %</u>
20.45 to 20.94	20%
20.95 to 21.44	40%
21.45 to 21.84	80%
21.85 and over	100%

The new program provides the following

<u>Class Size</u>	<u>Reduction (Penalty) %</u>
20.45 to 21.44	5%
21.45 to 22.44	10%
22.45 to 22.94	15%
22.95 to 24.94	20%
24.95 or more	30%

Based upon enrollment estimates for the 2009-10 school year, savings can be captured by implementing Class Size Reduction using the following options.

	<u>Implementation Levels</u>	<u>Savings</u>	<u>FTE</u>
Option One	Grades K through 3 at 24:1	\$1,840,000	84.0
Option Two	Grades K, 1 and 2 at 20:1, Grade 3 at 28:1	\$2,200,000	43.0
Option Three	Grade K at 24:1, Grades 1 and 2 at 20:1, Grade 3 at 28:1	\$2,950,000	67.0
Option Four	Grades K and 3 at 28:1, Grades 1 and 2 at 20:1	\$4,000,000	94.0

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

**To:** Board of Education

**Meeting Date:** April 1, 2009

**From:** Jessica R. Romeo,  
Assistant Superintendent Human Resources

**Agenda Item:** F.6

**Subject:** Resolution No. 78-0809: Authorization to Eliminate Classified Positions and Layoff Classified Employees

**Background Information:**

A lack of work and/or funds necessitates the elimination of the attached classified positions.

**Recommendation:** Recommend Approval

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 78-0809  
AUTHORIZATION TO ELIMINATE CLASSIFIED POSITIONS  
AND LAY OFF CLASSIFIED EMPLOYEES**

WHEREAS, it is necessary, because of lack of work and/or funds, to eliminate certain classified positions of the District; and

WHEREAS, certain services performed by a classified employees are being eliminated;

NOW, THEREFORE, BE IT RESOLVED that the following positions should be eliminated as of June 30, 2009:

**Eliminate:**

Attendance Clerk	2.00 FTE
Cafeteria Cook/Manager	1.00 FTE
Information Literacy Assistant	1.00 FTE
Custodial Supervisor, Jr. High	1.00 FTE
Office Manager/Middle School	1.00 FTE
School Lunch Cashier	.47 FTE
School Lunch Worker I	2.28 FTE
School Secretary I	2.00 FTE
Secondary Site Supervisor	.53 FTE
Student Supervisor	1.00 FTE
Typist Clerk II Bilingual	1.00 FTE
Food Service Aide/Clerk	.84 FTE
Food Service Aide	.40 FTE
Typist Clerk I	.54 FTE
Employment Spe. Ed Specialist	1.20 FTE
Administrative Office Manager	1.00 FTE
School Community Outreach	4.00 FTE
Asst. Supervisor, Vehicle Garage	1.00 FTE
Electrical Supervisor	1.00 FTE
Communication System Operator/ Receptionist	1.00 FTE
Typist Clerk III	.50 FTE
Typist Clerk II	2.00 FTE
Typist Clerk I Bilingual	1.00 FTE
Instructional Aide	.40 FTE
Instructional Assistant Sp. Ed	4.40 FTE
Special Education Assistant	2.66 FTE

BE IT FURTHER RESOLVED that the Superintendent hereby authorizes a notice of lay off to affected employees as required by law.

BE IT ALSO RESOLVED that the positions enumerated above being eliminated effective June 30, 2009.

**AND**

WHEREAS, it is necessary, because of lack of work and/or funds, to eliminate certain classified positions of the District; and

WHEREAS, certain services performed by a classified employees are being eliminated;

NOW, THEREFORE, BE IT RESOLVED that the following position should be eliminated as of July 24, 2009:

**Eliminate:**

Senior Administrative Secretary                      1.00 FTE

BE IT FURTHER RESOLVED that the Superintendent hereby authorizes a notice of lay off to affected employees as required by law.

BE IT ALSO RESOLVED that the position enumerated above being eliminated effective July 24, 2009.

PASSED AND ADOPTED on this 1<sup>st</sup> day of April 2009, by the Board of Education of the West Contra Costa Unified School District, County of Contra Costa, State of California, by the following vote:

AYES:

NOES:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on April 1, 2009.

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Bruce Harter, Ph.D.  
Secretary, Board of Education

West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, California 94801  
Office of the Superintendent

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

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**To:** Board of Education **Meeting Date:** April 1, 2009  
**From:** Bill Fay **Agenda Item:** G.1  
Associate Superintendent for Operations  
**Subject:** Status Reports – Facilities Planning and Construction

**Background Information:** The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report—Verbal Presentation
- Construction Status Reports—Current Construction Projects

**Recommendation:** For information only

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

bsavidge

# PROJECT STATUS REPORT

De Anza High School - New Field Houses

Period Ending: 3/18/2009

**Scope:** New Field Houses

**Construction Status:**

Architect: Deems Lewis McKinley Architects  
 Project Manager: Jose Chapa, SGI Construction Management  
 Project Engineer: Herman Blackmon Jr., Amanco, Inc.  
 Contractor: Bollo Construction Inc.  
 Inspector: Mark Eriksen

**Contract Status:**

Notice to Proceed:	3/3/2008		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	270		<b>Projected</b>
Original Completion Date:	11/28/2008		
Projected Completion:	3/24/2009		

**Buildings:**

Field House Buildings A & B.

**Progress This Period:**

- Installed Phone Lines.
- Completed Punch Walk for Mechanical Systems and Boiler.
- Completed Tie-In for Storm Drain.
- School to Take Occupancy 03/19/09.

**Anticipated Progress Next Period:**

- Connect Underground Domestic Water.
- Install Knox Box.
- Project Closeout.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	270
Construction Calendar Days Elapsed:	353
Construction Calendar Days Remaining:	-83
Percent of Contract Calendar Days Elapsed:	130%
Percent of Construction Completed:	50%

**Percentage of Work Done**                      **99%**                      **Total Project**

**Proposed Changes:**

- Add tint to windows.
- Remove Intrusive Transite Pipe.

**General Comment:**

Progress Photos: 3/18/2009



Field House Entrance



Rear of Field House



Rear of Field House/Girls Locker Room.

# PROJECT STATUS REPORT

## De Anza High School - Utilities, Gym, Demo and Site Work

Period Ending: 3/18/2009

**Scope:** Utilities, Gymnasium, Demo and Site Work

**Construction Status:**

Architect: DLM Architects  
 Project Manager: Jose Chapa, SGI Construction Management  
 Project Engineer: Marc Alojepan/Rod Sias, SGI Construction Management  
 Contractor: Bay Cities Paving and Grading  
 Inspector: Mark Eriksen

**Contract Status:**

Notice to Proceed:	6/30/2008		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	180		
Original Completion Date:	01/26/2009		
Projected Completion:	01/26/2009		

**Buildings:**

Gymnasium  
 Boiler Room  
 Portables  
 Field House

**Progress This Period:**

- Continuation of Utilities Tie-In to Field House
- Repair of Existing Main Sewer Line
- Temporary Walkway Access to Field House

**Anticipated Progress Next Period:**

- Additional Abatement/Demolition of Temporary Portables
- Temporary Portable Relocation
- Fine Grading
- Reconnection of Existing Water Line
- Emergency Access Road Paving
- Additional Removal of Unforeseen Transite Piping

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	180
Construction Calendar Days Elapsed:	261
Construction Calendar Days Remaining:	-81
Percent of Contract Calendar Days Elapsed:	145%
Percent of Construction Completed:	96%

**Percentage of Work Done**                      **96%**                      **Total Project**

**Proposed Changes:**

- Temporary Portable Demolition and Relocation
- Emergency Access Road Paving

**General Comment:**

- Work is intermittent due to wet weather conditions.
- Schedule impacted due to unforeseen conditions.

Progress Photos: 3/18/2009



Existing Sewer Line Repair



Continuation of Utilities Tie-In to Field House



Temporary Walkway Access

# PROJECT STATUS REPORT

## Dover Elementary School - New Construction

### Period Ending: 3/18/2009

**Scope:** Demo

**Construction Status:**

Architect: HY Architects  
 Project Manager: Jose Chapa, SGI Construction Management  
 Project Engineer: Marc Alojopan/Rod Sias, SGI Construction Management  
 Contractor: Evans Brothers  
 Inspector: A.J. Washington

**Contract Status:**

Notice to Proceed:	08/04/2008		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	122		
Original Completion Date:	12/04/08		
Projected Completion:	12/04/08		

**Buildings:**

Storage Building  
 Portable

**Progress This Period:**

- Over-excavation additional 1'-0" on the 19th street side of the site.
- Installation of geo-textile fabric (Mirafi 600x) on the undisturbed sub-grade.
- Installation of 1'-0" of 3/4" crushed rock on top of the Mirafi 600x on the 19th street side of the site.
- Installation of geo-textile fabric (Mirafi 140N) on top of the 3/4" crushed rock.
- Installation of access gates and steel plates to protect the curb/sidewalk on the 19th street side of the Dover Site. (ongoing).
- Pumping of excess water from site due to rain. (Increment 1A)(Ongoing)

**Anticipated Progress Next Period:**

- Construction of Asphalt Swale
- Installation of new storm drains on the site.
- Continue the pumping of excess water from site due to rain. (Ongoing)
- Repairing of damaged portions of the pad due to rain.
- Pre-Bid walkthrough scheduled of March 19, 2009 and March 26, 2009.
- Preparation for construction of New Building Foundation.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	122
Construction Calendar Days Elapsed:	230
Construction Calendar Days Remaining:	-108
Percent of Contract Calendar Days Elapsed:	188%
Percent of Construction Completed:	98%

**Percentage of Work Done**

**Total Project**

Site Demolition	100%
Site Clearing	100%
Import and Off Haul Soil	97%
Site Utilities & Drainage	55%

**Proposed Changes:**

- Additional Drainage for Drop-Off Area
- Proposed Import of Additional Non-Expansive Soil
- Future Installation of Site Drain Inlet

**General Comment:**

- No work performed due to heavy rainfall on these days; February 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, 13<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup>, 2009 & March, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> 2009

Progress Photos: 3/18/2009



Increment 1A-Over-Excavation Additional 1'-0"



Increment 1A-Installation of Mirafi 140N & Mirafi 600X



Increment 1A-Installation of 1'-0" of 3/4" crushed rock



# PROJECT STATUS REPORT

Ford Elementary School -  
Period Ending: 3/18/2009

**Scope:** Increment 1 Building Demolition and Site Work

**Construction Status:**

Architect: Sally Swanson Architects  
Project Manager: Jose Chapa, SGI Construction Management  
Project Engineer: Marc Alojapan, SGI Construction Management  
Contractor: Bay Cities Paving and Grading  
Inspector: Steve Cayson

**Contract Status:**

Notice to Proceed:	2/18/2009		
		<b>Original</b>	<b>Approved</b> <b>Projected</b>
Construction Schedule (days):	120		
Original Completion Date:	6/13/2009		
Projected Completion:	6/13/2009		

**Buildings:**

Modular Units  
Existing Building

**Progress This Period:**

- Installation of Construction Fencing
- Modular Unit Abatement
- Relocation of Modular Units
- Demolition of Play Structure

**Anticipated Progress Next Period:**

- Abatement Continuation
- Relocation of Modular Units Continuation
- Installation of Erosion Control
- Utilities Capping
- Building Demolition

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	120
Construction Calendar Days Elapsed:	28
Construction Calendar Days Remaining:	92
Percent of Contract Calendar Days Elapsed:	23%
Percent of Construction Completed:	15%

<b>Percentage of Work Done</b>	<b>15%</b>	<b>Total Project</b>
--------------------------------	------------	----------------------

Site Work Construction Fencing	100%
Demolition	5%
Abatement	65%
Modular Relocation	30%

**Proposed Changes:**

- Additional Unforeseen Abatement

**General Comment:**

- None.

Progress Photos: 3/18/2009



Interior and Exterior Modular Unit Abatement



Demolition Stockpile



Modular Unit Relocation

# PROJECT STATUS REPORT

## Helms Middle School - New Construction

Period Ending: 3/18/2009

**Scope:** New Construction and Demolition of existing facilities.

**Construction Status:**

Architect: Baker Vilar Architects  
 Project Manager: Elena Comrie, SGI Construction Management  
 Project Engineer: Marcus Blackmon, Amanco Construction Management  
 Contractor: West Bay Builders Inc.  
 Inspector: Kory Gilbert

**Contract Status:**

Notice to Proceed: 04/09/2007

	Original	Approved	Projected
Construction Schedule (days):	780		
Original Completion Date:	05/28/2009		
Projected Completion:	05/28/2009		

**Buildings:**

Building G	Gymnasium
Building MC	Media Center
Building A	Administration
Building M	Multi-purpose Room
Building C	Classrooms

**Progress This Period:**

- Installed Formwork to Place Concrete at Bldg. C1 & C2 Walkway
- Finished Plumbing Rough-In Overhead and at Walls at Bldgs. C2 & C3
- Continued Plaster at Bldgs. C3 & G
- Finished Plumbing Rough-In (Walls) at Bldg. G
- Installed Windows at Bldgs. (MC/A)
- Continued Framing Interior Walls at Bldg. M

**Anticipated Progress Next Period:**

- Place Concrete at Walkways and Stair Landing at Bldg. C1 & C2 walkway
- Complete Lath & Plaster @ Bldgs. C2 and C3
- Finish Installing Roof Flashing/Cladding/Gutters @ Bldgs. (MC/A)
- Continue Mechanical/Electrical/Plumbing Rough-In at Bldgs. (M/MC/A)
- Continue With Site Utilities Work: Installing Fire and Domestic Water Line

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	780
Construction Calendar Days Elapsed:	707
Construction Calendar Days Remaining:	73
Percent of Contract Calendar Days Elapsed:	90%
Percent of Construction Completed:	64%

**Percentage of Work Done**

**Total Project**

Import and Off Haul Soil	90%
Framing: All Bldgs.	98%
Structural Steel: All Bldgs.	99%
Sanitary Sewer Installation	95%
Storm Drain Installation	85%
Mechanical Rough-In: All Bldgs.	75%
Electrical Rough-In: All Bldgs.	80%
Plumbing Rough-In: All Bldgs.	65%

**Proposed Changes:**

**General Comment:**

Progress Photos: 3/18/2009



Building G Lath and Plaster



Building M Interior Framing



Building C1 Walkway Concrete Formwork and Rebar

# PROJECT STATUS REPORT

King Elementary School - Site Work

Period Ending: 3/18/2009

**Scope:** Site Work and Interim Playground

**Construction Status:**

Architect: Kevin Chapin, Quattrocchi Kwok Architects  
 Project Manager: Alaric Robinson, Don Todd Associates  
 Project Engineer: Eddie Law, Don Todd Associates  
 Contractor: Bay Cities Paving & Grading  
 Inspector: Steve Cayson

**Contract Status:**

Notice to Proceed:	09/15/2008		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	120		<b>Projected</b>
Original Completion Date:	01/13/2009		
Projected Completion:	2/27/2009		

**Buildings:**

Increment 1 Site demolition and interim playground installation

**Progress This Period:**

- \* Generate punch and address items
- \* Submission of close-out documents

**Anticipated Progress Next Period:**

- \* Release of retention
- \* Process of final change order
- \* DSA close-out

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	154
Construction Calendar Days Elapsed:	154
Construction Calendar Days Remaining:	0
Percent of Contract Calendar Days Elapsed:	100%
Percent of Construction Completed:	99.9%

<b>Percentage of Work Done</b>	<b>99.9%</b>	<b>Total Project</b>
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**Proposed Changes:**

**General Comment:**

Progress Photos: 3/18/2009



Completed temporary parking lot



Lime treated building pad



Lime treated building pad

# PROJECT STATUS REPORT

## Richmond High School - New Bleacher & Field House Facilities

Period Ending: 3/18/2009

**Scope:** New Bleacher and Field House Facilities

**Construction Status:**

Architect: Baker Vilar Architects  
 Project Manager: Hector Deleon, SGI Construction Management  
 Project Engineer:  
 Contractor: West Bay Builders  
 Inspector: Mark Eriksen

**Contract Status:**

Notice to Proceed: 05/27/2008

	Original	Approved	Projected
Construction Schedule (days):	345		
Original Completion Date:	05/07/2009		
Projected Completion:	6/3/2009		

**Buildings:**

New Structure	Bleacher & Field House Facility
Site Development	New Access road east side
Site Development	Re-surface and install tennis courts

**Progress This Period:**

Metal wall framing on going. The plumbers and electricians are roughing in as interior metal studs are completed work. Rebar is installed on 2nd level deck in preparation for second concrete pour. Steel welders are finalizing welds on second floor landing at press box and elevator landing.

**Anticipated Progress Next Period:**

Install Bleacher supports, pour concrete roof deck and install siding around perimeter of building. Site work: final grading, paving and concrete flatwork.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	372
Construction Calendar Days Elapsed:	239
Construction Calendar Days Remaining:	133
Percent of Contract Calendar Days Elapsed:	64%
Percent of Construction Completed:	52%

Percentage of Work Done	52%	Total Project
Underground Site Utilities	100%	12%
Erect Steel Frame	92%	75%
Concrete Edge form	100%	20%
Steel Decking	98%	10%
Rough Plumbing	50%	5%
Concrete Building slab	100%	25%

**Proposed Changes:**

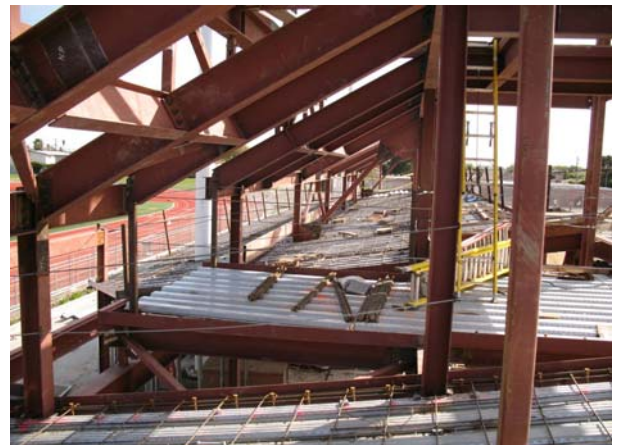
**General Comment:**

- Contractor is overlapping subcontractors and working overtime and weekend to make up time. The contractor has provide an updated schedule reflecting the substantial completion date of early June. There has been substantial advancement on site this last period.

Progress Photos: 3/18/2009



Press box, elevator tower and interior framing



2nd Floor metal decking with rebar ready for pour



Exterior metal stud framing