

**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
December 9, 2009

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
DECEMBER 9, 2009**

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

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.

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.

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 **5:00 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.

"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 Annual Organization Meeting**

Comment:

Board Bylaw 9100 governs the dimensions of the annual organization meeting. At this meeting, the Board shall:

- Elect a president and a clerk from its members.
- Appoint a secretary to the Board.
- Authorize signatures.
- Develop a schedule of regular meetings for the year.
- Develop a Board calendar for the year.
- Designate Board representatives.

Board policy does not detail procedure for nomination and election of Officers. The Brown Act precludes board members from discussing their vote outside of board meetings with more than one other board member. Nominations for the office of President will be made by any board member without requiring a second after which a roll call vote will be taken. Tie votes will be resolved by a run-off vote. Following the election of the President, the same procedure will be repeated for the office of Clerk.

Recommendation:

That the Board:

1. Elect a president and clerk;
2. That the Board use a separate motion to approve the following routine matters:

Appoint the Superintendent as Secretary to the Board as prescribed by law;

Authorize the President of the Board to sign documents for the Board and for the Clerk to sign documents in the absence of the President;

Affirm the previously adopted schedule of regular meetings in 2009 including: January 6, January 20, February 10, March 3, March 24, April 14, April 28, May 12, June 2, June 23, July 7, July 21; and

Adopt the following additional dates for meetings in 2010: August 18, September 1, September 15, October 6, October 20, November 3, November 17, December 8.

Establish a Board calendar for 2010 that includes:

- Budget Hearing, June 2
- Budget Adoption, June 23
- Superintendent Evaluation, October 20
- Annual Organization Meeting, December 8

3. That the Board make appointments for the committees listed below:

- Board Facilities Subcommittee
- Board Academic Subcommittee
- Citizens Budget Advisory Committee
- Citizens Bond Oversight Committee
- District Safety Committee
- Youth Commission

Fiscal Impact: None

B.4 Roll Call

B.5 Presentation of Student Board Representative Erica Yañez, Richmond High School

Comment:

Student Board Representative Erica Yañez will be representing Richmond High School at the Board of Education on December 9, 2009. We would like to recognize and commend her participation.

Recommendation: For Information Only

Fiscal: None

B.6 Report/Ratification of Closed Session

* **B.7 Agenda Review and Adoption** (Public Comment)

* **B.8 Minutes:** November 14, 2009, November 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 the contracts for services as detailed, dated December 9, 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 dated December 9, 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 December 9, 2009.

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 2009-10 school year are summarized as dated December 9, 2009.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

***CI C.5 Summary of Payroll and Vendor Warrant Reports**

Comment:

Summaries of Payroll and Vendor Warrants issued during the month of November, 2009:

Total of payroll warrants:	\$10,129,524
Total of vendor warrants:	\$19,549,884

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted above

***CI C.6 Acceptance of Contracts for Placement of Administrator Interns**

Comment:

Administrators in this district provide supervision and evaluation for students seeking credentials in California school administration. These arrangements are made between the institution of higher education and the individual administrator at no cost to the district.

Staff requests approval from the Board of Education to accept Contracts for Placement of Administrator Interns as detailed dated December 9, 2009.

Recommendation: Recommend Approval

Fiscal Impact: None

***CI C.7 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 claims

Fiscal Impact: None

***CI C.8 Contracts with Employee Health and Welfare Providers Revised Resolution No. 37-0910**

Comment:

Resolution No. 37-0910: Public Employees Union, Local One for Active Employees was approved by the Board on November 4. The information provided contained typographical errors. The attached revised resolution provides the correction, which is in accordance with Local One's Tentative Agreement approved by the Board on October 21, 2009.

The approval of this resolution will fix the employer's contributions for medical benefits for active employees effective January 1, 2010.

Recommendation: Recommend Approval

Fiscal Impact: As noted on resolution

- *CI C.9 Contracts with Employee Health and Welfare Providers**
Resolution No. 39-0910: School Supervisors Association, Unrepresented Classified Management and Confidential Employees Retiring after December 31, 2009
Resolution No. 40-0910: West Contra Costa Administrators Association and Unrepresented Certificated Management Retiring after December 31, 2009
Resolution No. 41-0910: School Supervisors Association, West Contra Costa Administrators Association and Confidential Employees Retiring Prior to January 1, 2010
Resolution No. 42-0910: Unrepresented Management Retiring Prior to January 1, 2009
Resolution No. 43-0910: Unrepresented Management Retiring After December 31, 2008 but before January 1, 2010
Resolution No. 44-0910: Public Employees Union, Local One Retiring Prior to January 1, 2010
Resolution No. 45-0910: Public Employees Union, Local One Retiring After December 31, 2009
Resolution No. 55-0910: United Teachers of Richmond Retiring Prior to January 1, 2007
Resolution No. 56-0910: United Teachers of Richmond Retiring Prior to January 1, 2010 BUT AFTER December 31, 2006
Resolution No. 57-0910: United Teachers of Richmond Retiring After December 31, 2009

Comment: The approval of these resolutions will fix the employer's contributions for medical benefits for retired employees effective January 1, 2010.

Recommendation: Recommend Approval

Fiscal Impact: As noted on resolutions

***CI C.10 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.11 Routine Personnel Changes - Certificated**

Comment:

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

Recommendation: For Information Only

Fiscal Impact: None

***CI C.12 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.13 Approve Job Descriptions: Area Supervisor Food Service and Administrative Services Manager**

Comment:

Presented are revised job descriptions for the Area Supervisor, Food Service and Administrative Services Manager. These job descriptions have been approved by School Supervisors Association (SSA).

Recommendation: Recommend Approval

Fiscal Impact: None

***CI C.14 Resolution No. 54-0910: Certificate of Signatures**

Comment:

School districts are required to hold an annual organizational meeting in December to adopt a new Certification of Signatures. The effective period of the resolution should be the date of the organizational meeting per Educational Code Sections: K-12 Districts 42632, 42633, and 44843.

Recommendation: Recommend Approval

Fiscal Impact: None

***CI C.15 Ratification and Approval of Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified consulting, 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. In addition, this item contains a contract for award of Moving Services. These services were publically bid by the District in accordance with Public Contract Code requirements.

Recommendation: Ratify and approve contracts as noted.

Fiscal Impact: Total for this action: \$357,618. Funding sources as noted.

***CI C.16 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Helms Middle School New Construction, Crespi MS Fire Reconstruction, and King Elementary New Construction. 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.

Recommendation: Ratify negotiated Change Orders as noted.

Fiscal Impact: Total ratification and approval by this action: \$348,955.32

***CI C.17 2010 Facilities Master Plan: Contract for Facilities Assessments**

Comment:

The District needs to update its Facilities Master Plan. There have been a number of recent recommendations from audit reports and management reports (MGT Report 2007, TSS Performance Audit 2008) which have stressed the need to complete an updated and fully integrated plan. A new WCCUSD Facilities Master Plan is anticipated to include the following components:

1. Integration with updated District Bond Program planning,

2. New District-wide plan incorporating adopted school consolidation plans,
3. Updated seismic & geotechnical impacts and mitigation planning,
4. Asset Management options, timing, and impacts,
5. Specific planning focus on administrative and support facilities consolidation,
6. Updated facilities assessments and planning for Deferred Maintenance and Routine Maintenance expenditures,
7. Capacity analysis planning and student population projections for identified areas of the District.

Staff has reviewed the proposed 2010 Facilities Master Plan process with the Board's Facilities Subcommittee on two occasions. The first step in completing the plan is to hire teams to complete the basic information studies. The Capacity Analysis/Site Mapping and Asset Management Plan teams have previously been approved by the Board. District staff circulated a Request for Proposals ("RFP") for Facilities Assessments and has completed interviews with the three firms responding—Kitchell, HMC, and Parsons. It is recommended to award to Parsons based upon qualifications and experience of the firm in completing comparable Facilities Assessments for California school districts. In addition, the firm has a highly developed facilities database system used in the assessments which will then be provided for the District's ongoing use in managing our building inventory. These assessments will begin by focusing on condition reviews of the District's unrenovated facilities and will assist in prioritizing both deferred maintenance work and future renovations.

Recommendation: Award contract to Parsons for Facilities Assessments component of 2010 Master Plan.

Fiscal Impact: \$121,550. Funded from Measure J Bond.

***CI C.18 Rejection of Claim for Refund of Developer Fees by Signature Properties for Anchor Cove Project in the City of Richmond**

Comment:

On October 8, 2009, Signature Properties ("Signature") contacted the District concerning developer fees paid to the District in 2005 and 2006 on residential construction at the Anchor Cove Project in Richmond, California. Signature's letter to the District requests a refund/credit and sets out a methodology for determining amounts due under the agreement versus amounts previously paid by Signature. In addition, Signature also stated that it would be taking out more permits on the Anchor Cove Project and asked that the fee level be based on the 1984 Development Agreement between it and the City of Richmond. District staff, in consultation with legal counsel, declined to accept developer fees below the levels set by the Board for the current year.

On November 17, 2009 Signature notified the District that they would be paying current developer fees "under protest" for new permits at the Anchor Cove Project. While it is not clear from the letter of November 17, 2009, we believe that Signature is claiming that the payment of \$270,507.00 under the current fee resolution is not legal and that, based on its on October 8, 2009, letter that it should only owe \$76,807.00.

The question of the current developer fees is under discussion between District legal counsel and attorneys for Signature Properties. However, because of the 45 day time period to reject claims, District legal counsel advises to reject the current claim.

Recommendation: Reject the Claim of Signature Properties of November 17, 2009 for any refund or reduction of Board-approved 2009 developer fees on the Anchor Cove Project in Richmond, California.

Fiscal Impact: Full fiscal impact not known

***CI C.19 Approval of Contracts for Network and Phone System Electronics at Helms Middle School**

Comment:

The next step as the District prepares to occupy the new Helms Middle School is to purchase network electronics components and Voice Over Internet Protocol (“VOIP”) phone system components. All of the infrastructure for the systems is a part of the contract for construction. The District provides the network electronics as a separate purchase contract in order to ensure compatibility with District standards.

There are two contracts in this action. The first is for Network Electronics—data system switches, fibre optic system modules, uninterruptable power supplies, and network support components. These components are being purchased under an existing statewide bulk purchasing agreement, with Calnet II Contract pricing. The total cost of these items is \$369,702.27.

The second contract is for VOIP phone system components—primarily handsets. These items are being purchased under an existing bulk purchasing agreement, with Fast Open Contracts Utilization Service (“FOCUS”) Contract pricing. The total cost of these items is: \$47,883.27.

Recommendation: Approve contracts with AT&T for Network Electronics components and VOIP phone system at Helms Middle School.

Fiscal Impact: Total for this action: \$417,585.54. Funded by the Measure J Bond.

***CI C.20 District Data Warehouse System - Approval of Hardware Service Provider**

Comment:

The Board of Education approved the implementation of the District Data Warehouse System at their meeting of June 24, 2009. The District Data Warehouse System will provide the data needed for strategic decision-making. The data warehouse is a simple concept involving different functions: data extraction, data loading, transforming the data, storing the data, and providing easy-to-use (and friendly) user interface. District employees will be able to query online and get results. Staff is requesting approval to contract with DELL Computers as the hardware service provider piggybacking on the Western State Contract Alliance (WSCA) Master Agreement #A63307 approved by the Board on October 21, 2009.

Recommendation: Approval of DELL Computers as the hardware service provider for the Data Warehouse System.

Fiscal Impact: \$144,628.69 Microsoft voucher money

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Update on Improvement to Safety and Climate**

Comment:

At the November 4, 2009 meeting, the Board reviewed, modified and adopted recommendations from the Board's Safety Committee after the heinous sexual assault on the grounds at Richmond High School on the night of the homecoming dance. On November 14, the Board held a joint meeting that included city council members, state legislators, our County Supervisor John Goia, city managers, and police chiefs as well as members of the community. On November 24, 2009, the Board's Academic Subcommittee to begin reviewing various character development programs and frameworks that already are in operation in the District. The purpose of the update to the Board is to provide information about the key action steps that the Board adopted on November 4, 2009. The report will include:

1. The report from the County Office of Education Special Task Force that reviewed the nighttime safety provisions in place at Richmond High during the Homecoming Dance on October 24, 2009 and recommendations for improved practices and protocols from the Task Force;
2. A report from the School Resources Officers on improved practices that have been adopted for supervision at the high school and middle school campuses;
3. A report from the Academic Subcommittee on the character development initiatives and the plans for moving forward in developing recommendations for the Board;
4. A summary of the November 14 joint meeting and the recommendations from each of the five groups that met during the joint meeting.
5. A status report on the community interventions that are currently in place in middle and high schools in WCCUSD and the plans for enhancing those interventions;
6. A matrix of the current status of lighting, surveillance cameras and security alarms systems at each secondary school;
7. An update on the gang intervention programs in WCCUSD and the next steps in enhancing those initiatives;
8. The challenges and opportunities in collaborating with local law enforcement in enhancing neighborhood watch programs;
9. The timeline for the development and implementation of a district-wide comprehensive safety program; and
10. A response from student group efforts such as School Leadership, Youth Together, and RYSE, as well as those of the Youth Commission.

Recommendation: That the Board review the status of each initiative and provide clarification and direction.

Fiscal Impact: Unknown at this time

*** 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. Five 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
Youth Commission

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

* **D.3 In Memory of Members of the School Community**

Comment:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Mr. Frederick Fogg passed away on October 28, 2009. Mr. Fogg began working for the District in 1948 as a shop teacher at Roosevelt and Helms Jr. High Schools. He also served as a counselor at Adams Jr. High and Harry Ells High Schools and work experience counselor at El Cerrito and Kennedy High Schools, retiring in 1980. Mr. Fogg became an official volunteer shortly after his retirement, continuing to ardently serve the students and families of this community.

Mr. Tom Taylor recently passed away. Mr. Taylor was a well-loved teacher for over 30 years having taught at Kensington, Rancho, and Pinole Middle schools.

Our thoughts go out to the family and friends in the loss of their loved one.

Recommendation: For Information Only

Fiscal Impact: None

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 agendaized, but may refer these to staff for response and/or placement on future agendas.

F. ACTION ITEMS

*** F.1 Tier III Categorical Programs Public Hearing**

Comment:

Education Code Section 42605(c)(2) requires a public hearing and the ultimate reporting to the Legislature regarding expenditures in Tier III. Although the specific programmatic compliance requirements for each of the 42 programs that now reside in Tier III have been lifted and local educational agencies (LEAs) are deemed to be in compliance, the public hearing for receipt of the funds is a requirement that must be followed. The consequence of not conducting the public hearing, or the inability to demonstrate that a public hearing was conducted, is the loss of all Tier III funds.

This public hearing is being held in conjunction with the documentation provided with the First Interim Report. **The list of Tier III Categorical Programs can be found as Appendix A to the First Interim Report - Executive Summary, in Agenda Item F.2.**

Recommendation: That a Public Hearing is held in accordance with EC §42605.

Fiscal Impact: None

*** F.2 First Interim Report, 2009-10**

Comment:

The District's First Interim Report for 2009-10 will be presented, covering the financial and budgetary status of the district for the period ended October 31, 2009.

Education Code Section 42130 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

The District shall certify whether it is able to meet its financial obligations for the current fiscal year and, based on current forecasts, for the two subsequent fiscal years. A positive certification shall be assigned when a district will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A qualified certification shall be assigned when a district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years. A negative certification shall be assigned when a district will be unable to meet its financial obligations for the remainder of the fiscal year.

The District will meet its financial obligations for the current year. However, due to the Governor's proposed State budget, the District anticipates it may not meet its financial obligations for the subsequent two fiscal years. Therefore, staff recommends approval of the First Interim Report with a Qualified Certification.

Recommendation: Recommend approval of the First Interim Report for 2009-10

Fiscal Impact: Qualified Budget Certification

* **F.3 Call for Nominations for California School Board Association (CSBA) Delegate Assembly**

Comment:

The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates will serve a two-year term beginning April 1, 2010 through March 31, 2012 and are required to attend two meetings each year. There are three delegates in Region 7, Sub-Region 7-A, whose terms expire in 2010.

Recommendation: To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate additional delegates for the CSBA Delegate Assembly.

Fiscal Impact: None

G. DISCUSSION ITEMS

* **G.1 Community Survey Report**

Comment:

In the face of the severe state budget reductions and in recognition that the only option for raising revenue is a local one, the Board at the June 24, 2009 meeting appointed Board members Antonio Medrano and Madeline Kronenberg to serve as a subcommittee to consider local funding options. At the September 2, 2009 meeting, the subcommittee brought a recommendation for the Board to engage Godbe Research to conduct a random sample survey to assess the degree to which there is community support for possible local measures that would help in replacing the vast amount of state funding that has been lost due the State's revenue shortfall and / or moving forward the renovation and rebuilding of the WCUSD schools. The survey provides information about what programs and services the public supports, assesses the priorities of the community as well as provides accurate insights into the attitudes and opinions of voters. Godbe Research has completed a random sample survey and the subcommittee will be presenting the results of that survey to the Board.

Recommendation: That the Board review the survey results, discuss options and provide direction to the subcommittee for next steps.

Fiscal Impact: None

* **G.2 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

Lovonya DeJean Middle School – January 6, 2010

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

December 9, 2009

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
[Government Code Section 54956.9(a)]

1. WCCUSD v. RDS Architects
2. 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

Administrative Appointments for the 2009-2010 School Year

The following administrative appointments will be reported for the 2009-2010 school year:

Interim, Elementary School Principal
Interim, Administrator, Special Education

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)

- a. Classified employee 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

To: Board of Education **Meeting Date:** December 9, 2009
From: Jessica R. Romeo, **Agenda Item:** A.6
Assistant Superintendent Human Resources
Subject: Administrative Appointments for the 2009-2010 School Year

Background Information:

The following administrative appointments will be reported for the 2009-2010 school year:

Interim, Elementary School Principal
Interim, Administrator, Special Education

Recommendation: Recommend Approval

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: December 9, 2009

From: Bruce Harter

Agenda Item: B.3

Subject: Annual Organization Meeting

Background Information:

Board Bylaw 9100 governs the dimensions of the annual organization meeting. At this meeting, the Board shall:

- Elect a president and a clerk from its members.
- Appoint a secretary to the Board.
- Authorize signatures.
- Develop a schedule of regular meetings for the year.
- Develop a Board calendar for the year.
- Designate Board representatives.

Board policy does not detail procedure for nomination and election of Officers. The Brown Act precludes board members from discussing their vote outside of board meetings with more than one other board member. Nominations for the office of President will be made by any board member without requiring a second after which a roll call vote will be taken. Tie votes will be resolved by a run-off vote. Following the election of the President, the same procedure will be repeated for the office of Clerk.

Recommendation: That the Board:

1. Elect a president and clerk;
2. That the Board use a separate motion to approve the following routine matters:

Appoint the Superintendent as Secretary to the Board as prescribed by law;

Authorize the President of the Board to sign documents for the Board and for the Clerk to sign documents in the absence of the President;

Affirm the previously adopted schedule of regular meetings in 2009 including: January 6, January 20, February 10, March 3, March 24, April 14, April 28, May 12, June 2, June 23, July 7, July 21; and

Adopt the following additional dates for meetings in 2010: August 18, September 1, September 15, October 6, October 20, November 3, November 17, December 8.

Establish a Board calendar for 2010 that includes:

Budget Hearing, June 2

Budget Adoption, June 23

Superintendent Evaluation, October 20

Annual Organization Meeting, December 8

3. That the Board make appointments for the committees listed below:

Board Facilities Subcommittee

Board Academic Subcommittee

Citizens Budget Advisory Committee

Citizens Bond Oversight Committee

District Safety Committee

Youth Commission

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

December 9, 2009

PLEASE POST

**BOARD OF EDUCATION SCHEDULE
2010 SCHOOL YEAR**

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.

2010

JANUARY	6	20
FEBRUARY	10	
MARCH	3	24
APRIL	14	28
MAY	12	
JUNE	2	23
JULY	7	21
AUGUST	18	
SEPTEMBER	1	15
OCTOBER	6	20
NOVEMBER	3	17
DECEMBER	8	

BRUCE HARTER
Superintendent

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: December 9, 2009

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

Agenda Item: B.5

Subject: Presentation of Student Board Representative Erica Yañez, Richmond High School

Background Information:

Student Board Representative Erica Yañez will be representing Richmond High School at the Board of Education on December 9, 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 Joint Board of Education
And City Council / Other Elected Officials /
City Manager / Police Chief Meeting
Lovonya DeJean Middle School
3400 Macdonald Avenue
Richmond, CA 94805**

Agenda Item B.8

November 14, 2009

1. Opening and Welcoming Procedures

President Miles called the meeting to order at 10:08 AM.

Pledge of Allegiance

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

President Miles offered welcome and instructions regarding the meeting.

Board Members Present:

Madeline Kronenberg, Antonio Medrano, Audrey Miles, Charles Ramsey, Tony Thurmond

Elected Officials/City Managers/Police Chiefs Present:

State Senator Loni Hancock; District Director Terri Waller; State Assemblymember Nancy Skinner; District Director Jael Myrick; Barb Johnson, Congressional District Representative for George Miller; County Supervisor John Gioia; City of Hercules Representatives Don Kuehne, Joe Eddy McDonald, Nelson Oliva, Kris Valstad; City of Pinole Representatives Tim Banuelos, Paul Clancy, Belinda Espinosa, Debbie Long; City of Richmond Representatives Tom Butt, Bill Lindsay, Ludmyrna Lopez, Chris Magnus, Jeff Ritterman, Maria Viramontes; City of San Pablo Representatives Genoveva Calloway, Arturo Cruz, Leonard McNeil, Walt Schuld, Cecilia Valdez

Staff Present:

Doris Avalos, Executive Director; Steve Collins, SELPA Director; Otilia Espinoza, Interpreter; Bill Fay, Associate Superintendent for Operations; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Linda Jackson, Executive Director; Louie Jackson, Head Custodian; Harlan Kerr, Vista High Principal/Coordinator Educational Services; Rosa Luera, Secretary for Maintenance and Operations; Elmer Meredith, Electronics Technician; Lyn Potter, Coordinator State and Federal Programs; Nia Rashidchi, Assistant Superintendent Educational Services; Vince Rhea, Executive Director; Jessica Romeo, Assistant Superintendent Human Resources; Marin Trujillo, Coordinator Community Engagement

2. Youth Safety: Overview of the challenges and strategies in each jurisdiction

Hercules Mayor Joe Eddy McDonald spoke about the daytime student curfew instituted in Hercules. He also spoke about ongoing programs at the Teen Youth Center and Community Center, which boast a strong and active participation. He spoke about Recreation and Parks Department activities for youth and families, including classes and sports leagues.

Pinole Police Chief Paul Clancy said the City of Pinole has always been a big supporter of the District financially with staffing, funding the football field, construction projects, and a School Resource Officer at the high school, as well as directing resources as a priority for the community. He spoke about four pillars that he felt must be met – physical safety, physical environment, administration of teachers' commitment to codes of conduct, and a strong parent/community commitment.

Richmond Police Chief Chris Magnus addressed key areas that the police department is engaged in, for example, special events protocol, environmental design issues, safety and security at all schools, and roles of School Resource Officers. He said that he is most proud of a series of discussions taking place at the RYSE Youth Center regarding involvement of young people and parents in the community.

County Supervisor John Gioia spoke about site specific issues as well as larger issues of violence occurring in the community. He spoke about efforts already under way as well as the work of various county departments including the Probation Department, the Health Department, and the Sheriff's Department.

State Senator Loni Hancock spoke about the urban community bringing cities and the school district together. She stated that the recent violent crime must be a transformative moment for our community and that the components for addressing violence are currently in the community, including community violence solutions, health clinic services, the RYSE Center, grants, endowment, youth involvement, and discussion groups from various high schools.

San Pablo Mayor Leonard McNeil spoke of an alternative perspective, to involve stakeholders in a framework for public safety. He urged being careful to be proactive and strategic in point of view rather than looking at youth as needing to be “fixed.” He continued by saying that adults are to be responsible policy makers to provide support systems. He said that public safety is a community issue and the entire community needs to take responsibility to develop strategies around prevention, intervention and suppression.

Superintendent Harter spoke of the challenges faced by the increasing need in a climate of sharply decreasing resources. The district’s mission is preparation of students for post secondary education, and in working with the whole child, community support is necessary. He said that as county and state services are reduced, students come to us more and more needy. The district faces fundamental challenges in terms of safety conditions, strategies to involve community police in schools, a hard line against drugs and violence in schools, emergency plans, and comprehensive safety plans.

State Assemblymember Nancy Skinner spoke of Richmond as a strong community. She said that the recent violent crime at Richmond High is not characteristic of Richmond. She continued to say that this is a strong, resilient community. She said she is committed to working with the community toward solutions.

3. Enhancing Collaboration: Small group discussions of five key areas for additional collaboration – violence prevention, gang intervention, community / neighborhood watch, facilities improvements, and character development.

President Miles asked those in attendance to break into groups for collaboration and strategy discussions.

Report out from group discussions

A representative provided feedback from each group’s discussion.

Violence Prevention – This group discussed the RYSE Center, and strategy driven by young people with the foundation by adults. Ideas were discussed for sharing strategies, mapping, tools, and venues, as well as use of digital technology for communication with young people. Further discussion included the broad and deep range of indicators of crime, school attendance, the experience of young people and communicating a culture of peace.

Gang Intervention – This group discussed developing training opportunities for community stakeholders, coordination with school personnel, and SRO cross training. Also discussed was the establishment of comprehensive identification capabilities, and collaboration with area resources for financial stability around gang intervention and prevention. Strategies to expand services, identify key stakeholders, intervention groups and policymakers were discussed. The measuring of success will be seen in communities with reduction in altercations and alternatives for youth.

Neighborhood Watch – This group discussed more volunteers in schools and neighborhood watch groups. They would recommend the district mount a campaign to seek volunteers, and cities provide lists of resources available to neighborhood watch groups to encourage patrolling neighborhoods, blight infractions, curfew enforcement and crime prevention. The group further recommended that the district and cities work together to promote the building of neighborhood watch groups.

Facilities Improvement – This group discussed proactively addressing school facilities planning, contingency planning for school closures, accepting agency offers to perform evaluations of sites from safety and security standpoints. Further discussion included looking at funding sources including collaborating with cities for redevelopment funds, parcel taxes, bond measures, and California endowments.

Character Development - This group discussed expanding the term character development to incorporate youth empowerment. This group addressed a consistent community curriculum giving voice to youth empowerment regarding a safe environment, a district wide pledge created to instill a culture of expectation.

They also discussed student-adult partnerships, building on the concept to involve students. They also suggested using current resources, community organizations, and those currently working on solutions to address community issues.

President Miles summarized in saying “I do want to thank all who came today to share their most precious resource... your time. We’re going to compile the key ideas and recommendations from today’s meeting. The policy level ones will be forwarded on to our mayors to consider at their monthly meeting and on to our state and federal officials to consider as appropriate. The staff level ideas and recommendations will go to the city managers and superintendent who also get together each month. Finally the law enforcement ideas and recommendation will go to our police chiefs and the commander from the County Sherriff’s – for implementation as appropriate.”

5. Public Comment: Tammy Campbell, Corkey Boozé, Otheree Christian, Rogér Fahr, Tony Thurmond

6. Adjournment

President Miles concluded by saying that a core of communication and collaboration is important for community, faith organizations, and service groups working together. She thanked the elected officials and community members who participated.

The meeting was adjourned at 12:07 PM.

BH:dh

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

Agenda Item B.8

November 18, 2009

A. CLOSED SESSION

B. OPENING PROCEDURES

President Audrey Miles called the meeting to order at 5:00 PM. The Board recessed into Closed Session. President Miles called the Public Session to order at 6:30 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 (arrived at 6:40 PM)

Staff Present: Pat Calvert, Director Certificated Employees; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent for Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Linda Jackson, Executive Director; Bruce Harter, Superintendent; Sue Kahn, Principal Pinole Valley High School; Joe Mayes, Maintenance Manager; Ken McDaniel, Electronics Supervisor; Nia Rashidchi, Assistant Superintendent Educational Services; Jessica Romeo, Assistant Superintendent for Human Resources; Phyllis Rosen, Legal Secretary; Bill Savidge, Engineering Officer.

B.4 Presentation of Student Board Representative Jiaqi Fan, Pinole Valley High School

Ms. Fan spoke about activities, programs and opportunities for students at Pinole Valley High School.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to expel three (3) students, suspending those expulsions for placement in the West Contra Costa Unified School District.

Motion: Mr. Medrano moved to ratify the vote taken in Closed Session to expel three (3) students, suspending those expulsions for placement in the West Contra Costa Unified School District. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano and President Miles voted yes with Mr. Thurmond abstaining as he was absent from Closed Session and Mr. Ramsey absent. Motion carried 3-0-1-1.

B.6 Agenda Review and Adoption

Motion: Ms. Kronenberg moved to approve the agenda. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond, Student Representative Jiaqi Fan (advisory vote only) and President Miles voted yes with no abstentions and Mr. Ramsey absent. Motion carried 4-0-0-1.

B.7 Minutes: November 4, 2009

Motion: Mr. Medrano moved to approve the minutes of November 4, 2009. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond, Student Representative Jiaqi Fan (advisory vote only) and President Miles voted yes with no abstentions and Mr. Ramsey absent. Motion carried 4-0-0-1.

C. BUSINESS ITEMS

- C.1 Contracted Services
- C.2 Grants/Awards/Agreements
- C.3 Acceptance of Donations
- C.4 Approval of Fund-Raising Activities
- C.5 Summary of Payroll and Vendor Warrant Reports

- C.6 Adoption of Resolution No. 52-0910 Replacement of Outdated Warrant
- C.7 Notice of Completions: Bid E068186 Crespi Play Yard Resurfacing, J068164 DeAnza Portable Utility Installation, E068170 Coronado Window Replacement
- C.8 Acceptance of Contracts for Placement of Student Teachers
- C.9 Grant Application funded through the American Recovery and Reinvestment Act (ARRA) federal program and Resolution No. 50-0910 for ARRA
- C.10 Routine Personnel Changes - Certificated
- C.11 Approval of Superintendent and Board Members Attending California School Boards Association Annual Education Conference
- C.12 Certification of Athletic Coaches – Fall Sports
- C.13 LEA Plan Implementation with Contra Costa County Office of Education (CCCOE)
- C.14 Ratification and Approval of Engineering Services Contracts
- C.15 Ratification and Approval of Negotiated Change Orders
- C.16 Compliance with the California Environmental Quality Act: Adopt Resolution No. 51-0910 Authorizing Adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for and Approval of the Kennedy High School Fields Lighting Project

MOTION: Mr. Medrano moved approval of Consent Items C.1 – C.16. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond, Student Representative Jiaqi Fan (advisory vote only) and President Miles voted yes with no abstentions and Mr. Ramsey absent. Motion carried 4-0-0-1.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Recognition of Margarita Vargas

Mr. Medrano recognized Ms. Vargas for taking action to call 911 to report a crime in progress on the Richmond High School campus on October 24, 2009. He acknowledged her bravery, strength of character and for continuing to speak out against violence in her community and against women.

Public Comment: Robert Brower, Trustee of the Astorgamo Trust and Scholarship Fund, offered Ms. Vargas a scholarship toward education in pursuit of a vocation or trade.

Ms. Vargas said she is honored and hopes she sets a good example for the young people in the community so that if ever in the same situation they will follow their hearts and do the right thing.

Ms. Miles read from a certification of recognition on behalf of Superintendent Harter and the Board Members, which was presented to Ms. Vargas. President Miles thanked her for her courage, integrity and setting an example and expressed appreciation on behalf of the Board.

Board Comment:

Mr. Thurmond thanked Ms. Vargas for her courage, bravery and doing the right thing despite the culture of not speaking up that exists in the community.

Ms. Kronenberg applauded Ms. Vargas for taking immediate action without thinking twice and said she is happy Ms. Vargas has been able to get the recognition she deserves and take a disastrous event and turn it into something we can learn from.

Mr. Medrano thanked Ms. Vargas for being a leader by way of example and said the Board and community are proud of her.

Student Representative Fan thanked Ms. Vargas for being an example and inspiration to the entire student body at Pinole Valley High School.

D.2 Employee Service Anniversary Recognition

Ms. Romeo recognized the veteran employees of WCCUSD who have reached milestone years for their service, saying that District and school communities have benefited from their wisdom and accumulated experience. Those individual employees present at the meeting received service anniversary pins for their years of service.

Public Comment: Eduardo Martinez

Board Comment:

Mr. Medrano acknowledged the employees who have worked during difficult times and thanked them for staying with the District.

Ms. Kronenberg acknowledged that teaching is a hard job and that sustaining such a job in one place over a long period of time can be even harder.

Mr. Thurmond expressed gratitude for all employees, especially those being honored who epitomize what is great about the District.

President Miles thanked the employees for their dedication and service to the students.

D.3 2009 Adequate Yearly Progress (AYP) – Recognition of Schools;

D.4 2009 Academic Performance Indices Growth (API) Targets – Recognition of Schools

Ms. Rashidchi spoke in recognition of those schools that have achieved their state academic targets, federal academic targets or both state and federal academic targets. She introduced five speakers representing all the grade spans in the District to speak about the methods and programs that have brought about success: Linda Cohen, Principal of Coronado Elementary School; Linda Adams, Principal of Stege Elementary School; Sherry Bell, Principal of Juan Crespi Middle School; Carol Butcher, Principal of Stewart Elementary School; and Hattie Smith, Principal of Middle College High School.

Ms. Rashidchi and Board members presented certificates of recognition to principals and community representatives and offered congratulations.

Board Comment:

Mr. Medrano thanked the teachers, students and staff for their hard work.

Ms. Kronenberg offered congratulations and spoke of the hard work, thought and effort by teachers and administrators that is appreciated by everyone and makes a difference for students.

Mr. Thurmond said it was an honor to celebrate this wonderful accomplishment and expressed thanks to the students, families, teachers and staff.

President Miles said it takes a partnership between family, teachers, staff and the community to be a successful school and wished everyone continuing success for the school year.

7:40 PM - Ms. Fan left the meeting.

D.5 Awarding the Ed. Fund 2009-2010 Grants

Jennifer Henry, Executive Director of the Ed. Fund, offered congratulations to the award winners and acknowledged the efforts of teachers and community members who make learning come to life for students. Ms. Henry acknowledged those who contributed to the grant program including Soroptimist International of Richmond, Mechanics Bank, Red Oak Realty and Chevron Richmond Refinery. Award recipients provided a brief description of their project as they accepted their certificates.

Board Comment:

Mr. Thurmond expressed thanks to the Ed. Fund and all the creative teachers and staff who put forth fantastic learning projects.

Ms. Kronenberg thanked Ms. Henry, the Ed. Fund Board and funders and spoke of the value of maintaining the grants and award recognitions that energizes the District and inspires teachers.

Mr. Medrano thanked all the teachers who submitted proposals and said he appreciated listening to the various projects.

President Miles spoke about the number of teachers in need of contribution from the community, saying that teachers often take from their own pockets to benefit their students.

D.6 Standing Reports

Public Comment:

Pixie Hayward Schickele, President, United Teachers of Richmond, spoke about the reduction in teacher health care benefits.

Cathy Garza, President, Bayside Council of PTAs, announced the next general meeting at Alvarado campus, 7:00 PM, November 23rd.

Safety Committee: Mr. Thurmond provided an update on the Safety Committee Meeting held November 17 at Richmond High School that included a dialogue with several faith groups expressing an interest in helping our schools meet their needs. The next meetings are December 14th, 6:00 PM at Juan Crespi Middle School and January 26th, 6:00 PM at Kennedy High School. (Note the December 14 meeting was subsequently changed to 4:00 PM.)

Youth Commission: Mr. Thurmond announced the next meeting on November 23rd at the RYSE Youth Center at 6:00 PM. He said the Youth Commission is looking for students from the entire district to join. Youth Commissioners are working on establishing a youth led response to the incidents that occurred at Richmond High School and exploring working with Community Violence Solutions and with Youth Together to initiate a campaign where young people have dialogue and discussion on violence prevention.

Ivy League Connection: Ms. Kronenberg provided an update on the interviewing and selection process for next summer's program.

Community Budget Advisory Committee: Ms. Kronenberg announced the next meeting on November 19th at 6:30 PM at the Alvarado Campus.

Facilities Subcommittee: Mr. Medrano provided an update of the November 10th meeting, including a discussion of where to place the students at Portola and the DeAnza High School project.

Academic Subcommittee: Ms. Rashidchi announced the next meeting on November 24th at 6:30 PM at Alvarado Adult School, when the main topic will be discussion of the character development district-wide program.

D.7 In Memory of Members of the School Community

Superintendent Harter recognized the contributions of members of the school community who have passed away.

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

E.1 Superintendent's Report

Dr. Harter provided a report of events in District schools.

E.2 WCCUSD Public Comment

Robert Brower, Mel Collins, Cecilia Valdez, Wendy Gonzalez, Christina Slamon, Robert Studdiford

F. ACTION ITEMS

F.1 Approval of Agreement with Local One (Part Two)

Ms. Romeo said that Tentative Agreement had been reached with Local One and was brought forward for ratification by the Board on October 21st. Two articles, Article 16 - Hiring Procedures and Article 23 – Reassignment, were omitted from the packet and are being brought before the Board to approve those provisions.

Public Comment: Marcus Mitchell

Board Comment:

Mr. Thurmond thanked the members of Local One and acknowledged their hard work and sacrifices made to move the District forward and said he appreciates their contribution to the process.

Ms. Kronenberg said she wanted to underscore the importance of the labor management committee, which she said will make the District stronger and Local One employees stronger and more effective.

President Miles thanked Local One for their support.

Motion: Mr. Medrano moved approval of the Agreement with Local One (Part Two). Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond and President Miles voted yes, with no abstentions and Mr. Ramsey absent. Motion carried 4-0-0-1.

G. DISCUSSION ITEMS

G.1 Review of Updated Seismic Vulnerability Study and Recommendation for Temporary Relocation of Portola Middle School

Mr. Fay introduced the discussion around the temporary relocation of students from Portola Middle School. He spoke of developments since February 2009, when the Board approved moving the students to the El Cerrito High School (ECHS) campus, including the opposition encountered in public outreach and potential CEQA issues, a new seismic study that was performed pursuant to an application for Proposition 1D funds, a programming analysis by HY Architects, and new cost estimates and timelines.

Mr. Fay introduced Gokan Akalan of Thornton Tomasetti to speak about the new seismic evaluation. Mr. Akalan said the seismic evaluation confirmed the findings of the 2002 Dasse study determining that the “main classroom building at Portola Middle School could cause significant life safety hazard in the event of a moderate to severe earthquake.” He said that in his professional opinion the building should be relocated or a significant seismic retrofit would be required.

Board Comment:

President Miles inquired about the meaning of the word “could.”

Mr. Akalan responded that in California there is a 30% chance of a significant earthquake in the next 30 years.

Ms. Kronenberg inquired about the magnitude range of a moderate to severe earthquake.

Mr. Akalan responded that 5.5 to 7.0 was moderate and 7.0 and above would be considered severe.

Ms. Kronenberg asked about the probability of a 5.5 to 7.0 earthquake.

Mr. Akalan deferred to Alan Kropp Associates for a response.

Mr. Thurmond commented that the new report confirms an unsafe building and the need to get the students out.

Mr. Medrano said this confirms his original position of moving students out of Portola.

Wayne Magnussen of Alan Kropp Associates clarified that the work referred to by Mr. Gokan is only based on ground shaking and so one must also look at potential for landslide beneath the building. He spoke about the estimate on the amount of deformation in the event of a landslide beneath the building.

Mr. Medrano asked for clarification of “deformation.”

Mr. Magnussen responded it is what happens to the ground itself beneath a building, adding that the landslide would not likely move as a complete unit but will warp, bend, and fall apart in some areas.

Mr. Thurmond asked for clarification of what the impact of a landslide would be.

Mr. Magnussen discussed the process of comparing what has happened on similar types of slides elsewhere under similar conditions.

Mr. Thurmond asked what a “significant landslide” meant in terms of life safety hazard concerns for students and employees at Portola.

Mr. Magnussen responded that the primary concern is how a landslide will affect the building, which could move between 5 and 25 feet as a whole and said the primary hazard is for those within the building due to the potential for collapse or serious damage.

Ms. Kronenberg asked for statistical data.

Mr. Magnussen said that the 30 years probability statistic of 31% is for an earthquake magnitude of 6.5 or greater along the northern Hayward fault.

Ms. Kronenberg asked for the probability in next 3 years considering the students are in school 15% of the time.

Mr. Magnussen responded that for a 6.5 magnitude or greater, the formula would be 15% of 3%. He said his firm has not evaluated what the minimum earthquake magnitude is that could cause damage, although he said the occurrence of a smaller earthquake has a higher probability of occurring. He said there is published information available to make that determination.

President Miles commented on the increase in smaller quakes in the last year that were between 3 and 4 magnitude. She said she generally wants to know the safety of the building and students there and that the community needs to understand safety of the building.

Mr. Savidge responded saying that the Thornton Tomasetti report indicates areas of potential collapse of the building in a severe earthquake which would result in severe damage to the building such as broken concrete pieces falling, and that the risk of harm is very high if an event occurs. He said that in his professional opinion this report confirms the need to relocate the students and staff from the building.

Public Comment:

Bill Jones, on behalf of the City of El Cerrito, said that the City’s position for the temporary relocation is the lower playground at Portola, and that the City is on record opposing the relocation to the ECHS campus.

Robert Brower provided a comparison of information contained in the April 28, 2006 slope stability report by Cal Engineering and the newly released report.

Christina Slamon expressed concern about jeopardizing the permanent building project at Castro.

Robert Studdiford spoke about setting a precedent with what has been done at other schools.

At Mr. Fay’s request, Mr. Savidge provided information on the programs and amenities that would be available to each site. He said basically that with the lower pad option Portola students would not have a full gymnasium, and with the ECHS option completion of the fields would be delayed and there would be a negative impact to the ECHS students. He said that regarding the overall amenities, the ECHS option would provide better facilities for the Portola students.

Board Comment:

Mr. Medrano spoke about the excess portables at ECHS and inquired why they had not been removed.

Mr. Savidge clarified that removing the extra portables would be a legal risk since the CEQA review was not complete and that they would be removed immediately if the ECHS project is abandoned.

Mr. Thurmond asked what additional work is still required for the ECHS option.

Mr. Savidge responded, adding that the time estimate is conservative and the project could be completed in less time.

Mr. Thurmond inquired about expediting the schedule as a safety risk by going to the legislature for relief.

Mr. Savidge commented that short circuiting the CEQA review was unlikely, adding that it would be a simpler, easier project to relocate the students to the lower pad to Portola, adding that the major roadblock to the ECHS option is the level of community opposition.

Mr. Thurmond asked about the significant risk of a landslide.

Mr. Savidge commented on the results of both the Kropp report and the Cal Engineering peer review, which determined a clear life safety setback at the toe of the slide which is a 50 foot setback that would ensure a safe campus at the lower pad.

Mr. Thurmond inquired about the setback discrepancy between the two reports.

Mr. Fay clarified that the newer study was done in response to an application to the state for funding which was focused on the seismic characteristic of the building itself.

President Miles asked for confirmation that there is only a 6 month timeline difference and a cost difference of approximately \$58,000 between the two options. Mr. Savidge agreed.

President Miles spoke about focusing on the academic value.

Mr. Savidge agreed there would be a broader range of facilities available for Portola students at ECHS, but said he believes an appropriate campus on the lower pad can be developed.

Ms. Kronenberg said that the choices are to move students to the lower part of where a catastrophic event could happen or to ECHS with time spent in litigation using up general funds, adding that neither option is a good one. She raised the issue of having the building condemned and a third option of moving the students to some other location. She asked Mr. Savidge whether comprehensive studies have been completed on other schools in the District.

Mr. Savidge provided a brief summary of seismic studies that were performed on District schools.

Mr. Medrano inquired about the accuracy of the 50 foot safety section. Discussion continued with Mr. Savidge and Mr. Magnussen providing additional details.

President Miles inquired further about the ECHS option.

Mr. Savidge said that at ECHS, the Portola students would have access to use the gym and the possibility of sharing other facilities.

President Miles confirmed that the reason for not moving forward with ECHS is the lack of support by the El Cerrito City Council and a possible legal challenge.

Mr. Savidge agreed and spoke about the significant community opposition that will require the District to complete a full Environmental Impact Report and the potential for legal challenge, and that the lower pad option would have full support of the community and is ready to because there was a campus on that location previously.

President Miles commented on the lack of support by the El Cerrito City Council to place the temporary campus at El Cerrito High School.

Mr. Jones responded.

Mr. Thurmond proposed the two jurisdictions work together to find a solution and help the students be safe.

President Miles spoke about the need to provide the best academics to students.

Mr. Jones clarified the concerns of the community and reiterated that the lower pad at Portola was the best option. He said he would take the request back to the council.

Mr. Medrano asked about the present enrollment at ECHS, as well as the maximum planned population.

Mr. Greer responded there are currently approximately 1200 students with a capacity for 1600.

Mr. Thurmond commented that there has been a lot of time lost and expressed an interest in moving quickly. He asked if there are other options and whether other Board members were interested in going to a senator to see if a waiver and relief could be required due to the urgency of the situation.

Ms. Kronenberg said she would like to request that they condemn the school.

Mr. Savidge responded that the State of California does not condemn schools. He said he anticipates the state will declare Portola one of the most vulnerable in the state, but that the state's involvement through the Office of Public Construction is brand new and it is unclear what action will result.

Mr. Thurmond recommended exploring conversation with legislature to see if there are windows of flexibility around the CEQA requirements, and meet with the El Cerrito City Council before the Board takes action on this item to allow full consideration of all options.

Ms. Kronenberg said she agrees to meet with the City Council and look at how the Board and council members can work together to come up with a solution.

President Miles questioned Superintendent Harter regarding a prior invitation to the City Council.

Superintendent Harter spoke about Mayor Potter's decision to meet after the Board made a decision. Mr. Medrano said the Board needs to make a decision, that he is disturbed by community complaints of inconvenience and spoke about equity among schools. He spoke of a third option to close the school and move students elsewhere as he remains concerned about the safety of the students.

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Medrano thanked San Pablo, Hercules, and Richmond for coming to the Safety Committee Meeting.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – December 9, 2009

K. ADJOURNMENT

President Miles adjourned the meeting at 10:15 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

To: Board of Education

Meeting Date: December 9, 2009

From: Sheri Gamba
Associate Superintendent 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 December 9, 2009.

Recommendation: Recommend Approval

Fiscal Impact: As noted per contracts summary

DISPOSITION BY BOARD OF EDUCATION		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District
December 9, 2009 Board Meeting

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Curriculum- Federal Project	12/10/09 Thru 6/30/10	Bay Area Community Resources R16477	\$16,588 21 st Century	Increase existing contract of \$131,000 to cover After School program expenses at Highland Elementary School. Additional funds will provide for wages for an instructor to lead guitar lessons for 15 students 2 times a week through may, to allow for additional staff training, and to cover the cost of supplies such as a video camera, various music/art supplies, games academic supplies, and other enrichment materials. This increase will also be used to support the academic intervention component of the after school program by providing additional funding for supplies and additional wages for staff.

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI 6.2

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 sheet dated December 9, 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
AB212 Center-Based Team Professional Development Grant	\$4,000	Contra Costa County Office of Education	Professional Development for Preschool staff
Resource # 9598	7/1/09 - 6/30/10		
2009-10 Workability 1	\$259,122	California Department of Education - Special Education Division, Grants	To fund the workability program
Resource # 6520	7/1/09 - 6/30/10		PCA # 23011-00
2009-10 Individuals with Disabilities Ed Act - Federal Preschool	\$324,224	California Department of Education - Special Education Division, Grants	Special Ed Preschool funding
Resource # 3315	7/1/09 - 9/30/10		PCA # 13430-01

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent 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 December 9, 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

DISPOSITION BY BOARD OF EDUCATION		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District
 December 9, 2009 Board Meeting

ACCEPTANCE OF DONATIONS

Donor Name

Sara Roberts Wells Fargo Community Support	*Foil Containers for Projects Supplies		Collins Elementary School El Cerrito High School
Ellerhorst PTA	Computer Software License	\$ 344.40	
Mr. Michael Shane Katz	Close Up Going to Washington	\$1,000.00	Ellerhorst Elementary
Mr. Raymond Dennen	Close Up Going to Washington	\$ 35.00	J.F. Kennedy High School
Ms. Vilma H. Garrett	Close Up Going to Washington	\$ 25.00	J.F. Kennedy High School
Mr. & Mrs. Jeffrey A. Tom	Close Up Foundation	\$ 25.00	J.F. Kennedy High School
ACCYSL	Field Maintenance	\$ 100.00	J.F. Kennedy High School
		\$ 250.00	LaVonya DeJean Middle School
PG & E	Supplies	\$1,000.00	Lupine Hills Elementary
Anita and Rick Alexander	* Dyson Model 25 Vacuum	\$ 150.00	Olinda Elementary
PG & E	Choir	\$ 75.00	Pinole Valley High School
Mrs. Danette Jolly	Richmond High School Theater Arts Program	\$ 500.00	Richmond High School
Ms. Catherine Moran	Richmond High School Girls Volleyball	\$ 176.00	Richmond High School
Ms. Donna Robins	Richmond High School Girls Volleyball	\$ 100.00	Richmond High School
Ms. Karen Lassen	Richmond High School Girls Volleyball	\$ 100.00	Richmond High School
Miriam Baylasy	Stewart Band	\$ 20.00	Stewart Elementary
Xiomara L. Alvarardo	Stewart Band	\$ 20.00	Stewart Elementary
Clarita R. Farrales	Stewart Band	\$ 40.00	Stewart Elementary
Roberto & Leticia Arias	Stewart Band	\$ 20.00	Stewart Elementary
Jose & Millie Moran	Stewart Band	\$ 20.00	Stewart Elementary
Steward Band Committee	Stewart Band	\$ 60.00	Stewart Elementary
Juan & Maria Villalobos	Stewart Band	\$ 20.00	Stewart Elementary
Christie Lapitan	Stewart Band	\$ 20.00	Stewart Elementary
Sheila Pajar	Stewart Band	\$ 20.00	Stewart Elementary
Sun Cho	Stewart Band	\$ 20.00	Stewart Elementary
Donnielle Fernandez	Stewart Band	\$ 20.00	Stewart Elementary
Irene Pablano	Stewart Band	\$ 20.00	Stewart Elementary
Noberta Castro	Stewart Band	\$ 20.00	Stewart Elementary
Melania Mendez	Stewart Band	\$ 10.00	Stewart Elementary

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2009-10 school year are summarized on the attached sheet dated December 9, 2009.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Bayview Elementary School	See's Candy Sales for Valentine's Day	Bayview School K-6
Bayview Elementary School	See's Candy Sales for Easter	Bayview School K-6
El Cerrito High School	Oakland Running Festival	Jason Reimann, Marcos Garcia, Humphrey Kiuruai, Sarah Larson and other Staff Member of ECHS
Portola Middle School	See's Candy Sales- Winter, Valentines and Spring Sale	Portola PTSA

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: December 9, 2009

From Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Summary of Payroll and Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of November, 2009.

Total of payroll warrants: \$10,129,524

Total of vendor warrants: \$19,549,884

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

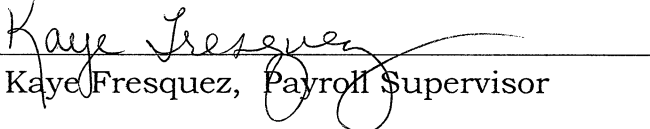
Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District

Month of : November 30, 2009

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Regular	585563	586432	2,269,396	3,857,522	6,126,918
Reg. EFT	246431	248390	6,205,158	9,706,584	15,911,742
Variable	584228	585533	976,570	2,538,777	3,515,347
Var. EFT	245326	246430	669,883	2,828,204	3,498,087
Special	585534	585562	8,757	32,488	41,245
Special EFT				0	0
Typed	296910	296918	0	62,508	62,508
BENEFITS	577523	577791	0	130,698	130,698
Cancelled	Various	Various	(239)	(65,416)	(65,655)
Totals			10,129,524	19,091,365	29,220,889

Salary detail is available upon request in the Payroll office.


 Kaye Fresquez, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT

DATE: November 4, 2009

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	418966	419153	4,323,636	28,618,013	32,941,649
7706	CAFETERIA	418975	419147	105,178	1,330,644	1,435,822
7707	CHILD DEVELOPMENT	418971	418976	1,023	104,579	105,602
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	419020	419131	22,939	2,737,935	2,760,874
7710	BUILDING	418970	419142	1,705,546	14,451,330	16,156,876
7711	CAPITAL FACILITIES				342,051	342,051
7712	SELF INSURANCE PROPERTY & LIABILITY	419145	419146	45,933	1,407,067	1,453,000
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS	418984	419141	4,749	183,542	188,291
7770	ADULT EDUCATION	418968	419144	9,202	108,419	117,621
7785	DEFERRED MAINTENANCE				345,475	345,475
7701	PAYROLL REVOLVING				15,882,498	15,882,498
	TOTALS			6,218,206	65,511,553	71,729,759

Christina E. Jones

Prepared By

W E Coy

Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT

PAGE-2

DATE: November 12, 2009

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	419172	419390	1,100,199	32,941,649	34,041,848
7706	CAFETERIA	419175	419387	167,056	1,435,822	1,602,878
7707	CHILD DEVELOPMENT	419208	419210	635	105,602	106,237
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	419212	419386	968,685	2,760,874	3,729,559
7710	BUILDING	419171	419375	805,892	16,156,876	16,962,768
7711	CAPITAL FACILITIES				342,051	342,051
7712	SELF INSURANCE PROPERTY & LIABILITY	419197	419354	54,486	1,453,000	1,507,486
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7744	RETIREE BENEFITS	419304	419304	836	188,291	189,127
7770	ADULT EDUCATION	419174	419302	710	117,621	118,331
7785	DEFERRED MAINTENANCE	419205	419205	17,292	345,475	362,767
7701	PAYROLL REVOLVING				15,882,498	15,882,498
	TOTALS			3,115,791	71,729,759	74,845,550

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT

DATE: November 18, 2009

PAGE-3

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	419398	419610	803,012	34,041,848	34,844,860
7706	CAFETERIA	419408	419598	146,250	1,602,878	1,749,128
7707	CHILD DEVELOPMENT	419593	419607	351	106,237	106,588
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	419397	419595	99,527	3,729,559	3,829,086
7710	BUILDING	419409	419604	1,467,348	16,962,768	18,430,116
7711	CAPITAL FACILITIES	419535	419603	8,458	342,051	350,509
7712	SELF INSURANCE PROPERTY & LIABILITY	419493	419520	33,828	1,507,486	1,541,314
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS	419477	419477	100	189,127	189,227
7770	ADULT EDUCATION	419546	419589	1,599	118,331	119,930
7785	DEFERRED MAINTENANCE	419567	419567	36,705	362,767	399,472
7701	PAYROLL REVOLVING				15,882,498	15,882,498
	TOTALS			2,597,178	74,845,550	77,442,728

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT

DATE: November 25, 2009

PAGE-4

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	419616	419652	1,165,505	34,844,860	36,010,365
7706	CAFETERIA	419621	419798	34,678	1,749,128	1,783,806
7707	CHILD DEVELOPMENT	419624	419754	1,133	106,588	107,721
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	419759	419795	9,475	3,829,086	3,838,561
7710	BUILDING	419623	419808	518,465	18,430,116	18,948,581
7711	CAPITAL FACILITIES	419698	419698	18,500	350,509	369,009
7712	SELF INSURANCE PROPERTY & LIABILITY	419693	419770	27,251	1,541,314	1,568,565
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				189,227	189,227
7770	ADULT EDUCATION	419624	419807	5,686	119,930	125,616
7785	DEFERRED MAINTENANCE				399,472	399,472
7701	PAYROLL REVOLVING				15,882,498	15,882,498
	TOTALS			1,780,693	77,442,728	79,223,421

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT

DATE: November 10, 2009

PAGE-5

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				36,010,365	36,010,365
7706	CAFETERIA				1,783,806	1,783,806
7707	CHILD DEVELOPMENT				107,721	107,721
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				3,838,561	3,838,561
7710	BUILDING				18,948,581	18,948,581
7711	CAPITAL FACILITIES				369,009	369,009
7712	SELF INSURANCE PROPERTY & LIABILITY				1,568,565	1,568,565
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				189,227	189,227
7770	ADULT EDUCATION				125,616	125,616
7785	DEFERRED MAINTENANCE				399,472	399,472
7701	PAYROLL REVOLVING	419154	419170	848,190	15,882,498	16,730,688
	TOTALS			848,190	79,223,421	80,071,611

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010

PAYMENT
DATE: November 30, 2009

PAGE-6

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				36,010,365	36,010,365
7706	CAFETERIA				1,783,806	1,783,806
7707	CHILD DEVELOPMENT				107,721	107,721
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				3,838,561	3,838,561
7710	BUILDING				18,948,581	18,948,581
7711	CAPITAL FACILITIES				369,009	369,009
7712	SELF INSURANCE PROPERTY & LIABILITY				1,568,565	1,568,565
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				189,227	189,227
7770	ADULT EDUCATION				125,616	125,616
7785	DEFERRED MAINTENANCE				399,472	399,472
7701	PAYROLL REVOLVING	419812	419867	4,989,826	16,730,688	21,720,514
	TOTALS			4,989,826	80,071,611	85,061,437

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.6

Subject: Acceptance of Contracts for Placement of Administrator Interns

Background Information: Administrators in this district provide supervision and evaluation for students seeking credentials in California school administration. These arrangements are made between the institution of higher education and the individual Administrator at no cost to the district.

Staff requests approval from the Board of Education to accept Contracts for Placement of Administrator Interns as detailed on the attached sheet dated December 9, 2009.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
December 9, 2009

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF ADMINISTRATOR INTERNS

The following institution of higher education has submitted a contract with West Contra Costa Unified School District. This institution intends to place administrator interns in the West Contra Costa Unified School District schools.

Chapman University College, Walnut Creek

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.7

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 claims

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
December 9, 2009

2009-2010 CLAIMS REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Downer	7/15/09	June Jones	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: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.8

Subject: Contracts with Employee Health and Welfare Providers
Revised Resolution No. 37-0910

Background Information: Resolution No. 37-0910: Public Employees Union, Local One for Active Employees was approved by the Board on November 4. The information provided contained typographical errors. The attached revised resolution provides the correction, which is in accordance with Local One's Tentative Agreement approved by the Board on October 21, 2009.

The approval of this resolution will fix the employer's contributions for medical benefits for active employees effective January 1, 2010.

Recommendation: Recommend Approval

Fiscal Impact: As noted on resolution

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 37-0910 (REVISED)
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
PUBLIC EMPLOYEES UNION, LOCAL ONE (ACTIVE)**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Public Employees Union, Local One now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each active and eligible employee shall be as follows and may include the enrollment of his/her eligible family members or dependents, in a health benefits plan or plans and shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 373.00
Two Party	B+B	\$ 745.00
Family	B+B+B	\$ 969.00
Single	SM	\$ 373.00
Two Party	SM+SM	\$ 745.00
Family	SM+SM+SM	\$ 969.00
Two Party	SM+B	\$ 373.00 745.00
Family	SM+B+B	\$ 745.00 969.00
Family	SM+SM+B	\$ 969.00
Two Party	B+SM	\$ 373.00 745.00
Family	B+SM+SM	\$ 745.00 969.00
Family	B+B+SM	\$ 969.00
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.9

Subject: Contracts with Employee Health and Welfare Providers

Resolution No. 39-0910: School Supervisors Association, Unrepresented Classified Management and Confidential Employees Retiring after December 31, 2009

Resolution No. 40-0910: West Contra Costa Administrators Association and Unrepresented Certificated Management Retiring after December 31, 2009

Resolution No. 41-0910: School Supervisors Association, West Contra Costa Administrators Association and Confidential Employees Retiring Prior to January 1, 2010

Resolution No. 42-0910: Unrepresented Management Retiring Prior to January 1, 2009

Resolution No. 43-0910: Unrepresented Management Retiring After December 31, 2008 but before January 1, 2010

Resolution No. 44-0910: Public Employees Union, Local One Retiring Prior to January 1, 2010

Resolution No. 45-0910: Public Employees Union, Local One Retiring After December 31, 2009

Resolution No. 55-0910: United Teachers of Richmond Retiring Prior to January 1, 2007

Resolution No. 56-0910: United Teachers of Richmond Retiring Prior to January 1, 2010 BUT AFTER December 31, 2006

Resolution No. 57-0910: United Teachers of Richmond Retiring After December 31, 2009

Background Information: The approval of these resolutions will fix the employer's contributions for medical benefits for retired employees effective January 1, 2010.

Recommendation: Recommend Approval

Fiscal Impact: As noted on resolutions

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

	United Teachers of Richmond	School Supervisors Association	West Contra Costa County Administrators Association
Uncapped 2006 and before	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07
Resolution #	55-0910	41-0910	41-0910
2007 Capped at Kaiser or Blue Shield	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/10 - capped at Kaiser Rate	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/10 - capped at Blue Shield + 10%	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/10 - capped at Blue Shield + 10%
Resolution #	56-0910	41-0910	41-0910
2009 Max Contribution introduced			
Resolution #	N/A	N/A	N/A
Existing employees (7/09) who retire after 12/31/09	Maximum contribution of \$5,400 annually for life for qualified/vested (5 year) employees (including dependents) who retire after 12/31/09.	Maximum contribution of \$5,400/\$6,600 annually for life for qualified/vested employees (including dependents) who retire <u>after 12/31/09</u> . Employees hired before 7/15/09 may qualify for Tier I based upon 5-10 years of service (depending upon hire date), Tier II qualification is based upon attaining 20 years by 12/31/09	Maximum contribution of between \$3,000 and \$9,000 annually for life for qualified/vested employees (including dependents) who retire after 12/31/09. Tier I/5 years of service, \$3,000 per year, Tier II/ 10 years of service \$5,400 per year, Tier III/20 years of service by 12/31/09 \$6,600 per year, Tier IV/25 years of service by 12/31/09 \$9,000 per year
Resolution #	57-0910	39-0910	40-0910
New Employees No resolutions required at this time	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later.	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later. Maximum Contribution of \$5,400 annually to age 65 if 25 year vesting met.	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later. Maximum Contribution of \$5,400 annually to age 65 if 25 year vesting met.

	Public Employees, Local 1	Unrepresented	Confidential
Uncapped 2006 and before	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07	Fully paid uncapped benefits for all (including dependents) who retired prior to 1/1/07
Resolution #	44-0910	42-0910	41-0910
2007 Capped at Kaiser or Blue Shield	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/10 - capped at Blue Shield + 10%	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/09 - capped at Blue Shield + 10%	Fully paid benefits for all (including dependents) who retired after 1/1/07 and before 1/1/10 - capped at Blue Shield + 10%
Resolution #	44-0910	42-0910	41-0910
2009 Max Contribution introduced		Maximum contribution of \$5,400(single)/\$11,040(2 party)/14,400 (family) annually for life for qualified/vested employees (including dependents) who retire after 12/31/08 but before 1/1/2010	
Resolution #	N/A	43-0910	
Existing employees (7/09) who retire after 12/31/09	Maximum contribution of \$5,400/\$6,600 annually for life for qualified/vested employees (including dependents) who retire after 12/31/09. Employees hired before 7/15/09 may qualify for Tier I based upon 5-10 years of service (depending upon hire date), Tier II qualification is based upon attaining 20 years by 12/31/09	Certificated follows WCCAA. Classified follows SSA for those who retire after 12/31/09	Maximum contribution of \$5,400/\$6,600 annually for life for qualified/vested employees (including dependents) who retire after 12/31/09. Employees hired before 7/15/09 may qualify for Tier I based upon 5-10 years of service (depending upon hire date), Tier II qualification is based upon attaining 20 years by 12/31/09
Resolution #	45-0910	39-0910/40-0910	39-0910
New Employees No resolutions required at this time	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later. Maximum Contribution of \$5,400 annually to age 65 if 25 year vesting met.	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later. Maximum Contribution of \$5,400 annually to age 65 if 25 year vesting met.	Maximum contribution of CAL PERS Fee (set by legislation) annually for life for qualified/vested employees (including dependents) who are employed July 2009 or later.

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 39-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
SCHOOL SUPERVISORS ASSOCIATION, UNREPRESENTED CLASSIFIED
MANAGEMENT AND CONFIDENTIAL EMPLOYEES
Retiring After December 31, 2009**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the School Supervisors Association, Unrepresented Classified Management and Confidential Employees now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be as follows and may include the enrollment of his/her eligible family members or dependents, in a health benefits plan or plans and shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Cap Amount
Tier I	\$450.00
Tier II	\$550.00

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 40-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
WEST CONTRA COSTA ADMINISTRATORS ASSOCIATION AND UNREPRESENTED
CERTIFICATED MANAGEMENT
Retiring After December 31, 2009**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the West Contra Costa Administrators Association and Unrepresented Certificated Management now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be as follows and may include the enrollment of his/her eligible family members or dependents, in a health benefits plan or plans and shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Cap Amount
Tier I	\$250.00
Tier II	\$450.00
Tier III	\$550.00
Tier IV	\$750.00

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 41-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
SCHOOL SUPERVISORS ASSOCIATION,
WEST CONTRA COSTA ADMINISTRATORS ASSOCIATION
and CONFIDENTIAL EMPLOYEES
Retiring Prior to January 1, 2010

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Schools Supervisors Association, West Contra Costa Administrators Association and Confidential Employees now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below, plus administrative fees and contingent reserve fund assessments.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 577.33
Two Party	B+B	\$ 1,154.66
Family	B+B+B	\$ 1,501.06
Single	SM	\$ 299.53
Two Party	SM+SM	\$ 599.06
Family	SM+SM+SM	\$ 898.59
Two Party	SM+B	\$ 876.86
Family	SM+B+B	\$1,223.26
Family	SM+SM+B	\$ 945.46
Two Party	B+SM	\$ 876.86
Family	B+SM+SM	\$ 1,176.39
Family	B+B+SM	\$ 1,223.26
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
 Audrey Miles, President

Attest: _____
 Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 42-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
UNREPRESENTED MANAGEMENT
Retiring Prior to January 1, 2009**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Unrepresented Management now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below, plus administrative fees and contingent reserve fund assessments.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 577.33
Two Party	B+B	\$ 1,154.66
Family	B+B+B	\$ 1,501.06
Single	SM	\$ 299.53
Two Party	SM+SM	\$ 599.06
Family	SM+SM+SM	\$ 898.59
Two Party	SM+B	\$ 876.86
Family	SM+B+B	\$1,223.26
Family	SM+SM+B	\$ 945.46
Two Party	B+SM	\$ 876.86
Family	B+SM+SM	\$ 1,176.39
Family	B+B+SM	\$ 1,223.26
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION -
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 43-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
UNREPRESENTED MANAGEMENT
Retiring After December 31, 2008 but Before January 1, 2010**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Unrepresented Management now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each annuitant who retires after December 31, 2008 but prior to January 1, 2010, shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 450.00
Two Party	B+B	\$ 920.00
Family	B+B+B	\$ 1,200.00
Single	SM	\$ 450.00
Two Party	SM+SM	\$ 920.00
Family	SM+SM+SM	\$ 1,200.00
Two Party	SM+B	\$ 920.00
Family	SM+B+B	\$ 1,200.00
Family	SM+SM+B	\$ 1,200.00
Two Party	B+SM	\$ 920.00
Family	B+SM+SM	\$ 1,200.00
Family	B+B+SM	\$ 1,200.00
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 44-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
PUBLIC EMPLOYEES UNION, LOCAL ONE
Retiring Prior to January 1, 2010**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Public Employees Union, Local One now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below, plus administrative fees and contingent reserve fund assessments.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 577.33
Two Party	B+B	\$ 1,154.66
Family	B+B+B	\$ 1,501.06
Single	SM	\$ 299.53
Two Party	SM+SM	\$ 599.06
Family	SM+SM+SM	\$ 898.59
Two Party	SM+B	\$ 876.86
Family	SM+B+B	\$1,223.26
Family	SM+SM+B	\$ 945.46
Two Party	B+SM	\$ 876.86
Family	B+SM+SM	\$ 1,176.39
Family	B+B+SM	\$ 1,223.26
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 45-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
PUBLIC EMPLOYEES UNION, LOCAL ONE
Retiring After December 31, 2009**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the Public Employees Union, Local One now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be as follows and may include the enrollment of his/her eligible family members or dependents, in a health benefits plan or plans and shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Cap Amount
Tier I	\$450.00
Tier II	\$550.00

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 55-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
UNITED TEACHERS OF RICHMOND
Retiring Prior to January 1, 2007**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the United Teachers of Richmond now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each annuitant retiring prior to January 1, 2007 shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below, plus administrative fees and contingent reserve fund assessments.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 577.33
Two Party	B+B	\$ 1,154.66
Family	B+B+B	\$ 1,501.06
Single	SM	\$ 299.53
Two Party	SM+SM	\$ 599.06
Family	SM+SM+SM	\$ 898.59
Two Party	SM+B	\$ 876.86
Family	SM+B+B	\$1,223.26
Family	SM+SM+B	\$ 945.46
Two Party	B+SM	\$ 876.86
Family	B+SM+SM	\$ 1,176.39
Family	B+B+SM	\$ 1,238.35
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 56-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
UNITED TEACHERS OF RICHMOND
Retiring Prior to January 1, 2010 BUT AFTER December 31, 2006**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the United Teachers of Richmond now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each annuitant retiring prior to January 1, 2010 but after December 31, 2006 shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her eligible family members and dependents, in a health benefits plan or plans shall be in an amount up to a monthly maximum as indicated in the chart below.

MEMBERS	Coverage Type	Cap Amount
Single	B	\$ 532.56
Two Party	B+B	\$ 1,065.12
Family	B+B+B	\$ 1,384.66
Single	SM	\$ 298.36
Two Party	SM+SM	\$ 596.72
Family	SM+SM+SM	\$ 895.08
Two Party	SM+B	\$ 830.92
Family	SM+B+B	\$1,150.46
Family	SM+SM+B	\$ 916.26
Two Party	B+SM	\$ 830.92
Family	B+SM+SM	\$ 1,129.28
Family	B+B+SM	\$ 1,150.46
B = Basic Coverage		
SM = Supplement to Medicare		

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 57-0910
RESOLUTION FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT
UNITED TEACHERS OF RICHMOND
Retiring After December 31, 2009**

December 9, 2009

WHEREAS, Government Code Section 22892(a) provides that a contracting agency under the Public Employees' Medical and Hospital Care Act shall fix the amount of the employer's contribution at an amount not less than the amount required under Section 22892(b) of the Act, and

WHEREAS, West Contra Costa Unified School District hereinafter referred to as School Employer is contracting agency under the Act for participation by members of the United Teachers of Richmond now, therefore be it

RESOLVED, That effective January 1, 2010, the employer's contribution for each eligible annuitant shall be as follows and may include the enrollment of his/her eligible family members or dependents, in a health benefits plan or plans and shall be in an amount up to a monthly maximum of \$450.00 per month.

Adopted at a regular meeting of the Board of Education at Richmond, CA, on this 9th day of December, 2009.

Ayes: _____ Nays: _____ Abstentions: _____ Absent: _____

Signed: _____
Audrey Miles, President

Attest: _____
Bruce Harter, Secretary to the Board

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: December 9, 2009

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: CI C.10

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 _____

December 9, 2009

	Site	Assignment
<u>Waivers</u>		
Kitagawa, Barbara	Cameron	Special Ed Administrator

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

Beckel, Bruce	PE	North Campus
Headington, Janet	Careers in Education	Hercules Middle
Hoffman, Steven	SAT Prep/Sr. Project	Middle College

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: December 9, 2009

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: CI C.11

Subject: Routine Personnel Changes - Certificated

Background Information:

Routine personnel changes include actions to hire, promote, or terminate certificated 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

December 9, 2009

FOR INFORMATION ONLY

CERTIFICATED BOARD CHANGES

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
<u>TERMINATED/RETIRED</u>					
SISKIN	JEFFREY	FORD	3rd SEI	RETIRED	4/7/2009
GRIME	LUTHER	PINOLE VALLEY HIGH	UNPAID LEAVE	TERMINATED	6/12/2009
SHORES	LOUISE KATHLEEN	CAMERON	SP ED ADMINISTRATOR	RETIRED	11/19/2009
COHEN	LORRAINE	NORTH CAMPUS	COUNSELOR	RETIRED	12/19/2009
DANIELSON	SARA	HIGHLAND	PRINCIPAL	RETIRED	12/19/2009
HOLTAN	GRETHE	ELLERHORST	PRINCIPAL	RETIRED	12/19/2009
BEKELE	MARIE	WILSON	5th SEI	RETIRED	12/19/2009
LEONARD	MARY KATHLEEN	HANNA RANCH	5th SEI	RETIRED	12/31/2009
HOPPE	LESLIE	HERCULES HIGH	ENGLISH	RETIRED	12/31/2009

NEW HIRE/RE HIRE/TRANSFER

YEREMIAN	GLENN	MIRA VISTA/COLLINS	P.E. PREP	NEW HIRE	11/9/09
ACCORNERO	CAROL	HARDING	20% 2ND SEI JOB SHARE	REHIRE	11/2/09
MARTIN	ALFRED	RESOURCE	ELD	REHIRE	10/30/09
STRICKLAND	JASON	HERCULES HIGH	P.E.	REHIRE	10/12/2009
LIEPMAN	BENJAMIN	EL CERRITO HIGH	P.E.	REHIRE	10/8/2009

LEAVES/SABBATICALS

KELSO	JENNIFER	FAIRMONT		MATERNITY LEAVE	
KING	TANYA	LINCOLN		MATERNITY LEAVE	

RETURN FROM LEAVE

GAYNOR	MELISSA	CAMERON		RETURN FROM LEAVE	
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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

To: Board of Education

Meeting Date: December 9, 2009

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: CI C.12

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

December 9, 2009

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

HERNANDEZ, ALMA LILIA	AFTER SCHOOL PROGRAM MANAGER	RESIGNATION	9/30/2009
CHI KWAN, OI MI	FOOD SERVICE AIDE	RESIGNATION	8/5/09
MCKINDLEY, ROOSEVELT	CUSTODIAN	HEALTH	8/28/09
CLARK, MARTA E	INST AIDE BILINGUAL	RETIREMENT	8/31/09
ALLEN, DENISE RENEE	BEHAVIORAL TECH	RESIGNATION	10/9/09
CONAMA, PAULA	INST ASSISTANT SP ED	DECEASED	8/21/09
ALVAREZ, GUADALUPE	BILINGUAL PARAPROFESSIONAL	TERMINATED	7/1/2009
PEREZ, LUIS V.	SCH COMMUNITY OUTREACH SPC BIL	RESIGNATION	10/31/09
STONE, REBEKAH	INST ASST SP ED HEARING IMPAIR	RESIGNATION	9/11/09
HOUSKA, BERNICE	FOOD SERVICE AIDE	RETIREMENT	6/11/09
STAUBUS, MELANIE	AFTERSCHOOL PROGRAM SUPERVISOR	LAY OFF	8/14/09
HUDSON JR, MICHAEL W.	AFTERSCHOOL PROGRAM SUPERVISOR	LAY OFF	8/15/09
THIBAUT, EILEEN M	SENIOR ADMIN SECRETARY	RETIREMENT	7/31/09
MCCLAIN, ODIS J	ASST CUSTODIAL SUPV SEC SCHOOL	RETIREMENT	8/28/09
CONTRERAS, MIGUEL A	GARDENER LEAD WORKER	RETIREMENT	9/30/09
FORD, ALICE F	INST ASSISTANT SP ED	RETIREMENT	8/31/09
GRIFFIN, ALFRED R	PAINTER	RETIREMENT	10/28/09
BARKSDALE, SHERYL L	SCHOOL SECRETARY I	DECEASED	11/2/09
PORTER, CRYSTAL D	PERSONNEL TECHNICIAN	RETIREMENT	10/31/09
HOLMES, BERTHA L	INST ASSISTANT SP ED	RETIREMENT	8/31/09
VALE, SUSAN J	REGISTRAR	RETIREMENT	7/10/09
FREEMAN, MARLENE S	SENIOR ADMIN SPECIALIST CONF	RETIREMENT	8/9/09
JOHNSON, THAD M	HEAD CUSTODIAN ELEMENTARY	RETIREMENT	7/31/09
SMALL, LAWRENCE D	SAFETY/DISASTER PREPAR OFFICER	RETIREMENT	9/30/09
BAYLOR, ROSE M	INST ASSISTANT SP ED	RETIREMENT	8/26/09

NEW EMPLOYEES

HALL, BRUCE D	FOOD PRODUCTION SUPERVISOR	Nutrition Center	07/06/09
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PROMOTIONS

KIBBY, ANTHONY ALAN	SENIOR OFFICE MACHINE REPAIRWK	OFFICE MACHINE REPAIR	9/1/2009
LEE, CORNELIUS E	HEAD CUSTODIAN ELEMENTARY	MURPHY	9/8/2009
CAVNESS, DANIELLE M.	MAILROOM TECH/DELIVERY WORKER	MAILROOM	7/1/2009
CROUSE, ANN F	BUYER	PURCHASING	9/1/2009
TIMMONS, DONNA MARIE	SCHOOL SECRETARY I	WASHINGTON	9/14/2009
DENNY, COLLEEN LYNETTE	INFORMATION TECH HELPDESK	ITS	9/4/2009
JUPP, PAMELA J	PAYROLL TECHNICIAN	PAYROLL	8/3/2009

RETURNS FROM LEAVE

HILTON, SHAKIMA	AFTERSCHOOL PROGRAM SUPERVISOR	STEGE	7/1/2009
JOHNSON, BUD	CUSTODIAN	RICHMOND	9/21/2009

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:** December 9, 2009
From: Jessica R. Romeo, **Agenda Item:** CI C.13
Assistant Superintendent Human Resources
Subject: Approve Job Descriptions:
Area Supervisor Food Service
Administrative Services Manager

Background Information:

Attached are revised job descriptions for the Area Supervisor, Food Service and Administrative Services Manager. These job descriptions have been approved by School Supervisors Association (SSA).

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

AREA SUPERVISOR FOOD SERVICE

DEFINITION:

Under direction, to plan, coordinate, and supervise the food services operations of an assigned group of schools; to conduct a food service training program for food services personnel; and to do related work as required. May also plan and organize various menu planning activities, nutritional analysis of menus, and recipe development.

EXAMPLES OF DUTIES:

Regularly visits schools to monitor and audit policies, procedures, and records of the school lunch program; plans menus for students, reviews worksheets and cash reports; assists in interviewing food service applicants; orients new food service employees; develops plans for the training of personnel; assists in resolving food service problems at the school site; makes recommendations for improvements in the food service program; plans marketing activities; assists in the development and implementation of computer programs; attends meetings and workshops, supervise, train and evaluate the performance of assigned personnel; other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Federal and State laws and regulations relating to the school lunch and breakfast programs;
Management and supervisory principles and practices;
Financial record keeping principles and practices;
Office practices and procedures;
Computer applications.

Ability to:

Plan, organize, coordinate, and supervise a complex food service program;
Learn sanitation and health laws and regulations;
Learn methods and practices in large scale food operations;
Analyze problems and recommend solutions;
Supervise the work of others;
Speak and write effectively;
Work cooperatively with school employees, food service staff members, students and parents.

Experience/Education:

Specialized training in nutrition or food services; four years experience or an equivalent combination of training and experience that demonstrates the ability to competently fulfill the duties required of the position.

License:

Possession of a valid California License to operate a motor vehicle.

Possession of a Serve Safe Certificate.

WORKING CONDITIONS:

Environment:

Food service environment.

Subject to hot and cold temperatures, outdoor environment.

Physical Demands:

Sitting or standing for extended periods of time.

Hearing and speaking to exchange information.

Lifting, carrying, pushing or pulling moderately heavy objects as assigned by position.

Dexterity of hands and fingers to operate a variety of equipment.

Reaching overhead, above shoulders and horizontally.

Bending at the waist, kneeling or crouching.

Vision to monitor food quality and quantity and read a variety of materials.

Driving a vehicle to conduct work.

Hazards:

Heat from ovens and cold temperatures from freezers.

Exposure to very hot foods, equipment, and metal objects.

Working around knives, slicers or other sharp objects.

Exposure to cleaning chemicals and fumes.

SALARY:

Bargaining Unit: SSA

Salary Range: 71

Approved by the Human Resources Division

Approved by the Board of Education _____.

West Contra Costa Unified School District

Administrative Services Manager

DEFINITION:

Perform complex and responsible office management work involved in planning, organizing, supervising and participating in the clerical operations of a department; perform a variety of complex duties requiring independent judgment and decisions related to specific functions within an assigned department.

REPRESENTATIVE DUTIES:

Plan, organize, and supervise clerical and other classified employees within an assigned department.

Research legal rulings and Education Code, California Title Codes, District policies and procedures as requested by department administrators.

Develops databases, spreadsheets and other forms of electronic record keeping; analyzes data; formats and prepares reports for presentation by administrators. Develop and implement departmental procedural changes as required.

Assists in the planning and control of departmental budgets; analyzes and reviews budgetary and financial data. Works with outside agencies, vendors and consultants; manages contracts as required.

Maintain work calendar for assigned administrator(s) as required, maintain department files and records.

Prepare State/Federal reports, Board agenda items and other departmental reports as required.

Train, supervise, evaluate and schedule work assignments for clerical personnel and substitutes; coordinate communications between staff and administrators; monitor and maintain payroll information for department staff.

Perform a variety of clerical duties including scheduling appointments, making travel arrangements, recording and filing documents; compose and type correspondence; prepare forms; type and distribute meeting agendas; edit and proofread documents.

Operate a variety of office equipment. Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: two years college level course work in business and/or four years of increasingly responsible administrative experience. Experience must include using computers for word-processing, database management, spreadsheet analysis, and system applications. Prior supervisory experience preferred.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Must be highly skilled in: office technology and equipment, Microsoft office suite (word, excel, outlook etc.), data management software, fax, copiers, and printers; procedures utilized in supervision, evaluation, discipline and employee development; developing business reports, correspondence, and procedure manuals; correct English usage, spelling, grammar and punctuation.

Administrative Services Manager, continued

ABILITY TO:

Ability to effectively present information and respond to questions from students, parents, employees, administrators, and the general public. Ability to perform various tasks simultaneously; demonstrate excellent organizational skills and work with minimum supervision. Formulate, interpret and explain rules policies and procedures; possess excellent verbal and written communication skills; handle sensitive and confidential matters appropriately. Solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; interpret a variety of instructions; prepare and maintain records, files, and other materials; interpret, apply and explain rules, regulations, policies, and procedures; establish and maintain cooperative and effective working relationships; operate a variety of office equipment; perform math calculations quickly and accurately; meet schedules and time lines; communicate effectively both orally and in writing; work effectively with constant interruptions.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment.

PHYSICAL ABILITIES:

Sitting and operating a keyboard to enter data into a computer terminal for extended periods of time; dexterity of hands and fingers to operate a computer keyboard; reaching overhead, above the shoulders and horizontally, kneeling or crouching and bending at the waist to retrieve materials from files or shelves; hearing and speaking to exchange information in person or on the telephone; seeing to read; lifting light objects.

SALARY:

Bargaining Unit: SSA

Salary Schedule: 04/70

Approved by the Human Resources Division

Approved by the Board of Education _____.

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: December 9, 2009

From: Bruce Harter
Superintendent

Agenda Item: CI C.14

Subject: Resolution No. 54-0910: Certificate of Signatures

Background Information: School districts are required to hold an annual organizational meeting in December to adopt a new Certification of Signatures. The effective period of the resolution should be the date of the organizational meeting per Educational Code Sections: K-12 Districts 42632, 42633, and 44843.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 54-0910**

**CERTIFICATE OF SIGNATURES
December 9, 2009**

WHEREAS, the West Contra Costa Unified School District of Contra Costa County, California certify that the signatures below are the verified signatures of the members of the governing board of the above named school district; and

WHEREAS, the verified signatures of person or persons authorized to sign orders drawn on the funds of the school district and Notices of Employment; and

WHEREAS, the certifications are made in accordance with the provisions of Education Code Section K-12 Districts 42632, 42633, 44843; and

BE IT FURTHER RESOLVED, that the Governing Board of the West Contra Costa Unified School District does hereby support Resolution No. 54-0910: Certification of Signatures

APPROVED, PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on the ninth day of December 2009, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

I DO 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 December 9, 2009.

Bruce Harter
Secretary of the Governing Board of the
West Contra Costa Unified 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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.15
Associate Superintendent for Operations
Subject: Ratification and Approval of Engineering Services Contracts

Background Information:

Contracts have been initiated by staff using previously qualified consulting, 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. In addition, this item contains a contract for award of Moving Services. These services were publically bid by the District in accordance with Public Contract Code requirements.

Recommendation: Ratify and approve contracts as noted.

Fiscal Impact: Total for this action: \$357,618. 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

Project/Funding	Dates	Firm	Contract Cost	Reference
DeAnza High School Baseball Field Measure J Bond	November 2009 thru April 2010	Kleinfelder	\$32,050	Geotechnical services during construction phase. Geotech Engineer of Record.
Nystrom Elementary New Multi-Purpose Building Measure J Bond	December 2009 thru January 2010	Interactive Resources	Hourly not- to-exceed \$20,000	Structural recalculation based upon revised geotechnical criteria— changed Code requirement.
Kennedy High School Restroom Upgrades, Field Building & Lights, ADA Upgrades Measure J Bond	November 2009 thru October 2010	Seville Group ("SGI")	\$288,314	On-site Construction Management Services for multiple renovation projects.
New school site at City of Hercules Corp Yard & Wastewater Plant Capital Facilities Fund	December 2009 thru March 2010	WLC Architects	Hourly not- to-exceed \$5,000	Architectural concept plans and review of City park project for compatibility with potential future school.
Helms Middle School Measure J Bond	January 2010 thru March 2010	Crown Moving and Storage	\$12,254	Moving services, boxes, accessories & materials required to move to new campus.

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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.16
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: Helms Middle School New Construction, Crespi MS Fire Reconstruction, and King Elementary New Construction. 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.

Recommendation: Ratify negotiated Change Orders as noted.

Fiscal Impact: Total ratification and approval by this action: \$348,955.32

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

December 9, 2009 Change Order Ratification Summary

	Project	Company	Original Contract	Previously Approved CO's	Items Pending Board Action		Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
					CO's Pending Ratification	CO's Pending Approval				
1	Helms MS New Construction	West Bay Builders	\$50,890,000.00	\$1,679,492.51	\$287,425.06	\$0.00	\$1,966,917.57	3.87%	\$52,856,917.57	8
2	Crespi MS Fire Reconstruction	Bollo Construction	\$3,080,850.00	\$0.00	\$34,733.26	\$0.00	\$34,733.26	1.13%	\$3,115,583.26	1
3	King ES	West Bay Builders	\$15,595,000.00	\$0.00	\$26,797.00	\$0.00	\$26,797.00	0.17%	\$15,621,797.00	1

Pending Board Actions	Ratifications	\$348,955.32
	Approvals	\$0.00
	Total Board Action	\$348,955.32

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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.17
Associate Superintendent for Operations
Subject: 2010 Facilities Master Plan: Contract for Facilities Assessments

Background Information: The District needs to update its Facilities Master Plan. There have been a number of recent recommendations from audit reports and management reports (MGT Report 2007, TSS Performance Audit 2008) which have stressed the need to complete an updated and fully integrated plan. A new WCCUSD Facilities Master Plan is anticipated to include the following components:

1. Integration with updated District Bond Program planning,
2. New District-wide plan incorporating adopted school consolidation plans,
3. Updated seismic & geotechnical impacts and mitigation planning,
4. Asset Management options, timing, and impacts,
5. Specific planning focus on administrative and support facilities consolidation,
6. Updated facilities assessments and planning for Deferred Maintenance and Routine Maintenance expenditures,
7. Capacity analysis planning and student population projections for identified areas of the District.

Staff has reviewed the proposed 2010 Facilities Master Plan process with the Board's Facilities Subcommittee on two occasions. The first step in completing the plan is to hire teams to complete the basic information studies. The Capacity Analysis/Site Mapping and Asset Management Plan teams have previously been approved by the Board. District staff circulated a Request for Proposals ("RFP") for Facilities Assessments and has completed interviews with the three firms responding—Kitchell, HMC, and Parsons. It is recommended to award to Parsons based upon qualifications and experience of the firm in completing comparable Facilities Assessments for California school districts. In addition, the firm has a highly developed facilities database system used in the assessments which will then be provided for the District's ongoing use in managing our building inventory. These assessments will begin by focusing on condition reviews of the District's unrenovated facilities and will assist in prioritizing both deferred maintenance work and future renovations.

Recommendation: Award contract to Parsons for Facilities Assessments component of 2010 Master Plan.

Fiscal Impact: \$121,550. Funded from Measure J Bond.

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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent for Operations
Subject: Rejection of Claim for Refund of Developer Fees by Signature Properties for Anchor Cove Project
in the City of Richmond

Background Information: On October 8, 2009, Signature Properties (“Signature”) contacted the District concerning developer fees paid to the District in 2005 and 2006 on residential construction at the Anchor Cove Project in Richmond, California. Signature’s letter to the District requests a refund/credit and sets out a methodology for determining amounts due under the agreement versus amounts previously paid by Signature. In addition, Signature also stated that it would be taking out more permits on the Anchor Cove Project and asked that the fee level be based on the 1984 Development Agreement between it and the City of Richmond. District staff, in consultation with legal counsel, declined to accept developer fees below the levels set by the Board for the current year.

On November 17, 2009 Signature notified the District that they would be paying current developer fees “under protest” for new permits at the Anchor Cove Project. While it is not clear from the letter of November 17, 2009, we believe that Signature is claiming that the payment of \$270,507.00 under the current fee resolution is not legal and that, based on its on October 8, 2009, letter that it should only owe \$76,807.00.

The question of the current developer fees is under discussion between District legal counsel and attorneys for Signature Properties. However, because of the 45 day time period to reject claims, District legal counsel advises to reject the current claim.

Recommendation: Reject the Claim of Signature Properties of November 17, 2009 for any refund or reduction of Board-approved 2009 developer fees on the Anchor Cove Project in Richmond, California.

Fiscal Impact: Full fiscal impact not known.

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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.19
Associate Superintendent for Operations
Subject: Approval of Contracts for Network and Phone System Electronics at Helms Middle School

Background Information:

The next step as the District prepares to occupy the new Helms Middle School is to purchase network electronics components and Voice Over Internet Protocol (“VOIP”) phone system components. All of the infrastructure for the systems is a part of the contract for construction. The District provides the network electronics as a separate purchase contract in order to ensure compatibility with District standards.

There are two contracts in this action. The first is for Network Electronics—data system switches, fibre optic system modules, uninterruptable power supplies, and network support components. These components are being purchased under an existing statewide bulk purchasing agreement, with Calnet II Contract pricing. The total cost of these items is \$369,702.27.

The second contract is for VOIP phone system components—primarily handsets. These items are being purchased under an existing bulk purchasing agreement, with Fast Open Contracts Utilization Service (“FOCUS”) Contract pricing. The total cost of these items is: \$47,883.27.

Recommendation: Approve contracts with AT&T for Network Electronics components and VOIP phone system at Helms Middle School.

Fiscal Impact: Total for this action: \$417,585.54. Funded by the Measure J Bond.

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:** December 9, 2009
From: Bill Fay **Agenda Item:** CI C.20
Associate Superintendent for Operations
Subject: District Data Warehouse System - Approval of Hardware Service Provider

Background Information:

The Board of Education approved the implementation of the District Data Warehouse System at their meeting of June 24, 2009. The District Data Warehouse System will provide the data needed for strategic decision-making. The data warehouse is a simple concept involving different functions: data extraction, data loading, transforming the data, storing the data, and providing easy-to-use (and friendly) user interface. District employees will be able to query online and get results. Staff is requesting approval to contract with DELL Computers as the hardware service provider piggybacking on the Western State Contract Alliance (WSCA) Master Agreement #A63307 approved by the Board on October 21, 2009.

Recommendation: Approval of DELL Computers as the hardware service provider for the Data Warehouse System.

Fiscal Impact: \$144,628.69 Microsoft voucher money

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:** December 9, 2009
From: Bruce Harter **Agenda Item:** D.1
Superintendent
Subject: Update on Improvement to Safety and Climate

Background Information:

At the November 4, 2009 meeting, the Board reviewed, modified and adopted recommendations from the Board's Safety Committee after the heinous sexual assault on the grounds at Richmond High School on the night of the homecoming dance. On November 14, the Board held a joint meeting that included city council members, state legislators, our County Supervisor John Goia, city managers, and police chiefs as well as members of the community. On November 24, 2009, the Board's Academic Subcommittee to begin reviewing various character development programs and frameworks that already are in operation in the District. The purpose of the update to the Board is to provide information about the key action steps that the Board adopted on November 4, 2009. The report will include:

1. The report from the County Office of Education Special Task Force that reviewed the nighttime safety provisions in place at Richmond High during the Homecoming Dance on October 24, 2009 and recommendations for improved practices and protocols from the Task Force;
2. A report from the School Resources Officers on improved practices that have been adopted for supervision at the high school and middle school campuses;
3. A report from the Academic Subcommittee on the character development initiatives and the plans for moving forward in developing recommendations for the Board;
4. A summary of the November 14 joint meeting and the recommendations from each of the five groups that met during the joint meeting.
5. A status report on the community interventions that are currently in place in middle and high schools in WCCUSD and the plans for enhancing those interventions;
6. A matrix of the current status of lighting, surveillance cameras and security alarms systems at each secondary school;
7. An update on the gang intervention programs in WCCUSD and the next steps in enhancing those initiatives;
8. The challenges and opportunities in collaborating with local law enforcement in enhancing neighborhood watch programs;
9. The timeline for the development and implementation of a district-wide comprehensive safety program; and
10. A response from student group efforts such as School Leadership, Youth Together, and RYSE, as well as those of the Youth Commission.

Recommendation: That the Board review the status of each initiative and provide clarification and direction.

Fiscal Impact: Unknown at this time

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:** December 9, 2009
From: Bruce Harter **Agenda Item:** D.3
Subject: In Memory of Members of the School Community

Background Information:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Mr. Frederick Fogg passed away on October 28, 2009. Mr. Fogg began working for the District in 1948 as a shop teacher at Roosevelt and Helms Jr. High Schools. He also served as a counselor at Adams Jr. High and Harry Ells High Schools and work experience counselor at El Cerrito and Kennedy High Schools, retiring in 1980. Mr. Fogg became an official volunteer shortly after his retirement, continuing to ardently serve the students and families of this community.

Mr. Tom Taylor recently passed away. Mr. Taylor was a well-loved teacher for over 30 years having taught at Kensington, Rancho, and Pinole Middle schools.

Our thoughts go out to the family and friends in the loss of their loved one.

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
1108 Bissell Avenue
Richmond, California 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 9, 2009

From: Sheri Gamba
Associate Superintendent, Business Services

Agenda Item: F.1

Subject: Tier III Categorical Programs Public Hearing

Background Information:

Education Code Section 42605(c)(2) requires a public hearing and the ultimate reporting to the Legislature regarding expenditures in Tier III. Although the specific programmatic compliance requirements for each of the 42 programs that now reside in Tier III have been lifted and local educational agencies (LEAs) are deemed to be in compliance, the public hearing for receipt of the funds is a requirement that must be followed. The consequence of not conducting the public hearing, or the inability to demonstrate that a public hearing was conducted, is the loss of all Tier III funds.

This public hearing is being held in conjunction with the documentation provided with the First Interim Report. **The list of Tier III Categorical Programs can be found as Appendix A to the First Interim Report - Executive Summary, in Agenda Item F.2.**

Recommendation: That a Public Hearing is held in accordance with EC §42605.

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: December 9, 2009

From: Sheri Gamba
Associate Superintendent, Business Services

Agenda Item: F.2

Subject: First Interim Report, 2009-10

Background Information: Enclosed is the District's First Interim Report for 2009-10, which covers the financial and budgetary status of the district for the period ended October 31, 2009.

Education Code Section 42130 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

The District shall certify whether it is able to meet its financial obligations for the current fiscal year and, based on current forecasts, for the two subsequent fiscal years. A positive certification shall be assigned when a district will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A qualified certification shall be assigned when a district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years. A negative certification shall be assigned when a district will be unable to meet its financial obligations for the remainder of the fiscal year.

The District will meet its financial obligations for the current year. However, due to the Governor's proposed State budget, the District anticipates it may not meet its financial obligations for the subsequent two fiscal years. Therefore, staff recommends approval of the First Interim Report with a Qualified Certification.

Recommendation: Recommend approval of the First Interim Report for 2009-10

Fiscal Impact: Qualified Budget Certification

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District



2009-10 Executive Summary First Interim Report December 9, 2009

West Contra Costa Unified School District 2009-10 First Interim Report

Introduction

Last year at this time the First Interim Report made this statement: "This year the District is facing enormous financial challenges brought on by both internal and external factors". Little did we know at that time, that the State and National economy would drive funding even further downward causing an unprecedented loss in revenue to the levels that are now budgeted for all California Schools.

The State has exercised numerous "accounting" changes, including cash deferrals, booking funds back and forth between two fiscal years, categorical flexibility and more. All the while school districts, including West Contra Costa Unified, are left struggling to make ends meet by cutting programs and services, increasing class sizes, cutting salary and benefits for employees and simply trying to balance a budget that has larger and larger deficits.

The district has addressed many of the cost saving measures pointed out through numerous fiscal reports and studies. Through the collective bargaining process contract modifications are now in place to control benefit costs and change staffing in order to accomplish budget savings. School and facility closures have occurred and there is a three year plan adopted by the Board to address school facility consolidation. In addition, the Board has adopted flexibility options including modified K-3 Class size reduction and categorical flexibility. In spite of all this, the district still faces a deficit because of the State economic crisis.

As a District, we must close the deficit in order to remain financially viable, and that means we are faced with even more tough decisions that will affect the students and employees of the District. Simply put, if we do not close the deficit as we approach 2011-12, funding will run out. While we are hopeful that an economic upturn will result in more funding, we must still provide a balanced budget and assurance that there is cash to pay for the services we provide.

Financial Report Information

The Executive Summary includes an overview of the financial data reported in the SACS (Standardized Account Code) First Interim Report. It is provided to assist the reader in understanding the information being reported on the SACS forms.

Two Interim Financial Reports are routinely required by the California Department of Education each year. Districts must submit the completed reports for review to the County Office of Education who then submits them to the State.

California school district revenues and expenditures are subject to constant change. School district budgets are not static documents, but instead are constantly being revised to respond to decisions at the state and federal levels, as well as to the expenditure needs of the local agency. The First Interim Report's financial projections

have been updated to reflect new information received and board action taken since the original budget adoption.

With each report the District is asked to project the general fund financial status through year-end, June 30, 2010. A multi-year projection is also required to determine if the District will be financially solvent for two subsequent years.

The First Interim Report (SACS forms) also includes supporting reports such as the Revenue Limit Funding calculation, Average Daily Attendance estimates, and the Criteria and Standards report.

The next financial report will be the Second Interim Report for the period ending January 31, 2010, and will be presented at a March Board meeting.

2009-10 General Budget Information

The original adopted budget is included in the state forms for the First Interim Report. These original items remain in place, as originally adopted by the Board in June. On October 7, 2009 the Board adopted a revised budget and multi-year financial plan/projection. Since then the County Office of Education (COE) has issued an approval of the 2009-10 budget. Within the approval letter the COE expresses concern regarding the deficit spending the district anticipates in the coming years. Indeed, it is the major concern for all school districts in our State. The recent Legislative Analysts Office Report indicates the State of California is heading for further financial shortfalls. With schools making up a large part of the state's budget we must recognize that absent tax increases this will mean cuts to education.

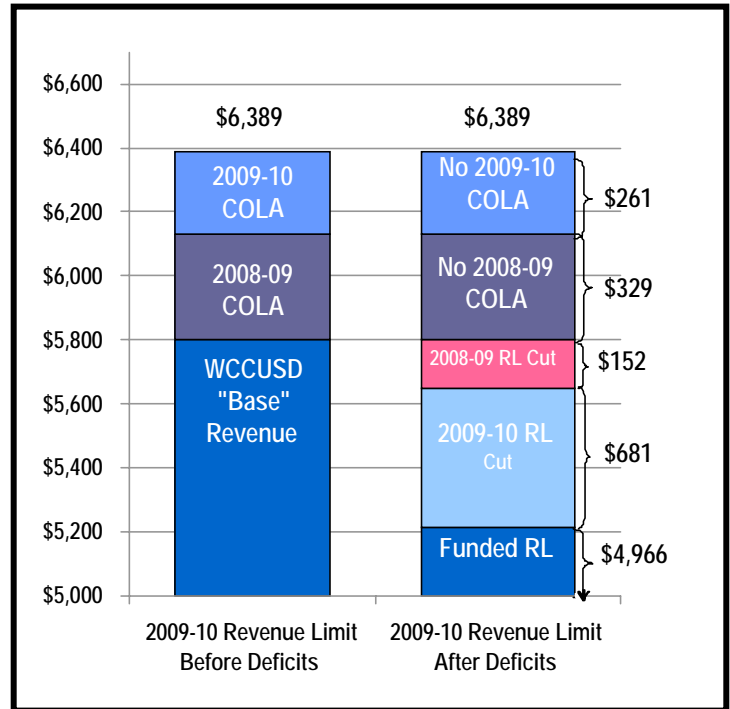
Since the June adoption of the 2009-10 budget several areas of the budget have been adjusted in accordance with the adopted Fiscal Recovery Plan. These include a reduction of estimated spending in all salary categories, reflecting the reduced work-years ratified by the School Supervisors Association, West Contra Costa County Administrators Association and Local One and set in place by the Board for all unrepresented, cabinet and Board members. It also includes the provisions of the imposed teacher's contract which modify staffing allocations and prep time. The benefits budget has been modified to include the maximum contributions identified in each of the foregoing actions mentioned above.

In addition to the progress made toward meeting the financial commitments made in the fiscal recovery plan the budget information has been updated based upon the closing of the 2008-09 fiscal year and the budget adjustments made by legislative action on July 28, 2009.

The table to the right illustrates the extraordinary drop in per pupil funding.

In a stable economy the district would have received \$6,389 per pupil in attendance funds. Due to the economic crisis the amount is \$4,966.

This has meant a loss of \$39.5 million in funding for education in West Contra Costa School District in the 2009-10 school year.



State Categorical – The Tier III Shift/Public Hearing

In order to prepare for the 2009-10 Tier III shift, the Board took action through a public hearing to identify the programs and estimated amounts available for the Tier III shift. The public hearing associated with this First Interim Report further clarifies the Board's commitment to use the flexibility provided in the State budget toward offsetting the State revenue cuts. The Tier III revenue is now considered unrestricted state revenue. This shift in accounting methods is evident when comparing 2008-09 to 2009-10 in the state revenue category. There is a reduction of \$15.9 million in the restricted state revenue accounts and an increase of \$10.2 million in the unrestricted. The amounts are not equal because in addition to changing the status of funding, over-all state funding was reduced.

The Tier III program funds which were formerly in the restricted general fund total \$12.4 million for 2009-10, an additional \$1 million has also been transferred through the Tier III program from Adult Education.

The Board has kept in place portions of certain components of the Tier III programs for 2009-10 and intends to use the funding to support classroom instruction within the school district. In addition, the Adult Education program, pupil support services, gifted and talented student support, school safety and teacher support programs remain in place, although with reduced funding. If the State fiscal situation continues to get worse, it will be necessary to re-evaluate whether the District can continue these already reduced programs.

A public hearing is requested tonight to insure that a complete list of all categorical programs subject to the Tier III flexibility is duly noted in the public record in order to insure audit compliance.

There are 42 individual programs identified in Education Code 42605 which are now considered the Tier III programs. (Appendix A)

Parcel Tax – Local Support

The parcel tax program includes support for a wide variety of services to students of the District. The Measure D funding, approved in November of 2008, will be accounted for in a locally restricted account. The following table illustrates a summary of funding levels for these programs for the 2009-10 school year.

West Contra Costa Unified School District		
Measure D Parcel Tax Expenditure Budget Summary		
2009-10		
Library and athletic programs	\$	3,101,550
Reduced class sizes for Kindergarten through third grade	\$	1,900,000
Textbooks and teaching materials	\$	31,250
Counselors, Psychologists and Speech Teachers	\$	4,063,125
Custodial Positions - Facilities clean and in good condition	\$	836,454
Grand Total	\$	9,932,379

School Closure

In order to address the structural deficit, the School Board passed a resolution on February 11, 2009 to close schools and other facilities under a three year plan encompassing 2009-10 through 2011-12. The City of Richmond and the City of San Pablo have each resolved to provide funding to keep specific schools open within their city boundaries.

2009-10	2010-11	2011-12
El Sobrante Elementary	Olinda Elementary	Shannon Elementary
Castro Elementary	Grant Elementary	
* Lake Elementary	Kennedy High School	
Adams Middle School		
Seaview Center		
Furniture Warehouse		
*Lake closure suspended due to City of San Pablo funding commitment of \$300K	2010-11 closures temporarily suspended pending City of Richmond funding of \$1.5M	Will be closed unless external funding becomes available.

Federal Stimulus Funding

The intent of the American Recovery and Reinvestment Act (ARRA) is to save jobs and stimulate the economy. The reality for California schools is that the ARRA funding is serving to avoid further cutbacks caused by State cuts. There are three main areas in which the school district has received funding so far, Special Education, State Fiscal Stabilization and Title I. The Special Education funding is accounted for in the 2009-10 budget based upon the grant letters received. Special Ed. ARRA funds are subject to the typical regulations in place for Special Education, with the exception of \$1.4 million which has been used to offset encroachment to the general fund in 2009-10. Title I ARRA budgets were developed conservatively, and will be amended upon the receipt of the Consolidated Application forms. The District received funding at the end of the year (2008-09) for the State Fiscal Stabilization Fund (SFSF). Due to the late receipt of the funding \$10.4 million has been carried forward to 2009-10. Additional funding which should be received in 2009-10 is estimated to be \$4.3 million and has been accounted for in the federal restricted revenue budget. The total SFSF/ARRA funds will be used for salary and benefits and program support in areas defined by the federal statutes (as per federal guidance regarding use of the funds) during the 2009-10 and 2010-11 years, \$7.3 million each year.

Other Areas of Concern

The Quality Education Investment Act program (QEIA) was part of the funding changes made in July by the State Legislature. This change resulted in what we believe were unintended consequences for school districts like ours. Since then, the legislature has passed, and the Governor has signed legislation (Assembly Bill 56) implementing a new funding mechanism for QEIA that is meant to fully fund the program. The new funding redirects Title I and Federal ARRA funding to mitigate the affect on the State's general fund. There has been no official word from the State on how this funding shift will be accomplished; advisors indicate that districts may still see a reduction of funding in the amount of \$32 per student. It is unlikely that the State will communicate a final figure before the January budget message is released.

Mid-year cuts remain a concern during the State's economic crisis. On Wednesday November 18 the State Legislative Analyst Office (LAO) released their budget forecast report. The financial shortfall reported by the LAO for the State of California is unprecedented. Opinions on how the State may handle the crisis are forming with divergent voices, some asserting that mid year cuts are coming, others assuring that due to Prop 98 and Federal Maintenance of Effort requirements school funding will remain intact for this year. The bottom line is that funding changes require legislative action, and no facts will be available until that occurs. However, if the legislature were to pass along a proportional cut to schools relative to that reported by the LAO it would amount to over \$14 million dollars in additional cuts for West Contra Costa School District in 2009-10 alone. Again, we await the January budget message to gain a clearer understanding of what will be proposed to balance the budget at the State level. Absent a tax increase, budget reductions seem inevitable in 2010-11.

Other Post Retirement Benefit Liability (OPEB) or Retiree Lifetime Benefits

The long term fiscal health of the District cannot be discussed without an understanding of the financial liability incurred by the District due to the lifetime benefits program.

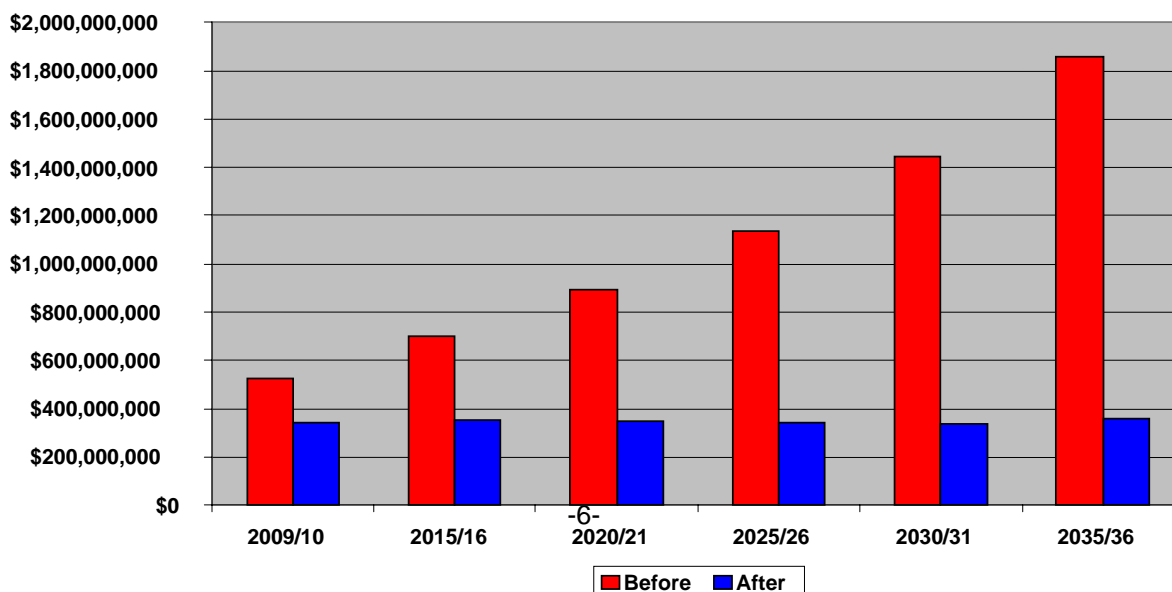
Health benefit costs have been rising steadily and active and retiree benefit costs consume \$47.2 million or 17% of the District's total general fund.

The District previously offered lifetime health benefits for qualifying employees and their dependents which were uncapped. The recent changes to the various employee contracts, which correspond with the Fiscal Recovery Plan, will begin to stabilize the long term obligations of the district related to retiree benefits.

The most recent complete actuarial study (June 2008), determined the present value of future post employment health care benefits, or GASB 45 liability, to be \$495 million as of July 1, 2008. The year end closing financial statements are now required to state the net OPEB obligation as a district liability. The 2008 actuarial study states the amount of the District's net OPEB obligation for 2009-10 is \$69 million. This liability is posted to the financial statements much the same as any long term debt or obligation. This amount goes up each year as long as the District maintains the current plan, vesting and contribution structure. A change in any one of these components, as well as a funding mechanism which contributes retiree benefit dollars to an irrevocable trust, will reduce the liability.

The liability in place for those already in retirement grows with each year based upon the increased cost of healthcare and the flow of retirees entering the system. The recent Contra Costa County Grand Jury Report No. 0907 states, "A fiscal disaster is looming on the horizon for Contra Costa County and other local governmental entities – school districts, cities and special districts." The School Board has acknowledged the size and gravity of the situation for the School District and committed to reducing the liability in Resolution No. 91-0809 on May 20, 2009 through collective bargaining. This has been accomplished through the agreements with SSA, WCCAA and Local One, and the implementation of the teacher's contract, along with the provisions set in place for management, confidential employees and the Board. As a result of these changes the Board has guided the district into a more stable future funding model. This is because employees hired prior to July of 2009 now have a fixed maximum contribution program when they vest with the school district, while new hires have a new, more rigorous vesting along with a fixed contribution plan. A new actuarial report will be completed to coincide with the 2009-10 year end closing.

Post Retirement Health - Unfunded Liability



General Fund Unrestricted

Revenue Limit

Revenue Limit funding is based mainly upon student attendance. Revenue Limit funding is the dollar amount for each student that is in attendance on average during the course of the school or fiscal year. Revenue limits are the prime component of every school district's budget.

The Average Daily Attendance (ADA) funding or "Revenue Limit" is reported in both the restricted and unrestricted revenues of the District because certain ADA, such as for students in Special Education, are earned by the ADA generated in restricted programs.

The West Contra Costa Unified School District is currently considered a declining enrollment district. As such the Revenue Limit funding is based mainly on the prior year 08-09 Average Daily Attendance. This provision is considered a "hold harmless" for districts as they adjust to the decline. However, charter school attendance is an exception to this rule. In the case of charter schools, district revenues are deducted for the net loss of attendance to all charter schools within the District in the year it occurs. Student attendance is estimated to generate \$142,149,309 of which \$8,484,932 is restricted. The balance of \$133,664,377 is 82.6% of the District's General Fund unrestricted revenues for the 2009-10 fiscal year.

While the district is held harmless as it relates to ADA, or per pupil funding, it is still subject to the cuts to revenue per ADA that the State has passed as a part of the overall budget.

Beginning Fund Balance

The unrestricted ending fund balance for 2008-09 is \$20.0 million, and this balance is carried forward to the 2009-10 year. Fund balance dollars are like a savings account, as they can be expended on a one time basis. However, if a budget relies on fund balance and plans its programs using a structural deficit, it will soon deplete the fund balance and will no longer be solvent. The level of deficit spending identified in this multi-year projection depletes the fund balance below what is required for a 3% reserve. Therefore, the structural deficit must be addressed, meaning the District must reduce spending or increase income so that expenses do not exceed revenues.

Other State Revenue

Other State Revenue includes K-3 Class Size Reduction, State Lottery and Supplemental Instruction. An increase from the adopted budget is estimated in these funds in the amount of \$1,579,686 and is included in this report, but is pending confirmation from the State.

Other Local Revenue

Local Revenue consists of the local parcel tax, interest earnings and other miscellaneous revenues. A slight increase is estimated at this time due to receipt of donations.

Expenditure Summary

The projections reflected in the First Interim Report are a result of the analysis of year-to-date expenditures against the adopted budget. This includes a review of expenditure trends for all major categories within the budget. There are major changes since the budget was adopted by the Board in June. They include the settlement of contracts with Local 1, School Supervisors Association and West Contra Costa Administrators Association and the imposition of the United Teachers of Richmond Contract. Each of these savings have been reported to, and acted upon by the Board since June and were part of the October 7, 2009 budget revision. There has also been a shift of salary and benefit costs to the ARRA program for the duration of the funding.

Unrestricted Ending Fund Balance

The District's 2009-10 projected unrestricted ending fund balance is \$10,420,265. Since one month's payroll exceeds \$10,000,000, this is indeed a very small amount. This balance has certain required funding designations including the State required designation for economic uncertainty.

Designations	
Revolving Cash	\$ 70,000
Stores	\$ 230,000
Economic Uncertainty 3%	<u>\$9,061,503</u>
Total Designations	\$9,361,503
Unappropriated Balance	<u>\$1,058,762</u>

General Fund Restricted

The General Fund is the general operating fund of the District. It is used to account for the day-to-day operations of the District. It is used for all financial resources except those required to be accounted for in another fund. The fund is divided into two sections, unrestricted and restricted. Restricted funds are monies received by the District that are categorical in nature, i.e., they can only be used for the purposes allowed by the funding agency.

Restricted revenue funding is recognized in two different ways. For funding subject to deferred revenue, the revenue is only recognized once it is spent. This means that any funds received and not spent, with carryover provisions, are deferred into the next fiscal year. For funding subject to ending fund balance, the revenue is recognized in the year received and any funds remaining at the end of the year are recorded as a restricted ending fund balance.

The First Interim Report demonstrates the carryover of prior year funds through the update in restricted fund balance and the posting of deferred revenue from 08/09 into the books for 09/10. This carryover is then appropriated to the expenditure accounts according to grant guidelines and school site plans. However, this year the Tier III program has diverted a large portion of the State restricted revenues and carryover into the unrestricted general fund.

Multi Year Projection (SACS Forms)

The multi-year projection for the First Interim Report utilizes the recommended assumptions published by School Services of California for the development of revenue projections. Expenditure projections include estimated step and column increases as well as health benefit increases. Supply and service expenditures utilize the California Consumer Price Index as an estimate for cost increases.

The following are the specific assumptions used for the development of the multi-year projections.

2010-11 Assumptions

Funded ADA: 27,595
Revenue Limit COLA: .50%
Revenue Limit Deficit: 18.355%
California CPI: 1.9%
Step and Column: 1.0%
Health Benefits: 0%

2011-12 Assumptions

Funded ADA: 27,345
Revenue Limit COLA: 2.3%
Revenue Limit Deficit: 18.355%
California CPI: 1.9%
Step and Column: 1.0%
Health Benefits: 0%

The Multi-Year Projection using the current assumptions for 2010-11 indicates that the District will be deficit spending in the amount of \$219,746. Based upon this information the ending fund balance would be \$10.2 million. This will be a sufficient fund balance to meet the 3% reserve requirement. However, the District may face a cash shortfall in June 2011, due to the scheduled deferral of State revenue.

The Multi-Year Projection using the current assumptions for 2011-12 indicates that the District will be deficit spending in the amount of \$8.4 million dollars. Based upon this information the ending fund balance would be \$1.7 million dollars. This amount is insufficient to meet the 3% reserve requirement and the district will face a serious cash shortfall in the Spring of 2012.

Multi-Year Fiscal Recovery Plan

In April of 2007, the District received a report from MGT of America which conducted a performance audit in order to identify areas where financial, operational and functional effectiveness could be improved. This report identified two key areas to capture cost savings in the District. One is school consolidations and the other is health benefits. The health benefits issues are subject to negotiation with the unions. School closures represent the next largest area of savings.

The budget for 2009-10 includes the savings for school closures identified by the Board and iterated earlier in this narrative. School closure was also identified as a means to address the long term debt of the District when the Board adopted the 2008-09 budget. It is imperative that the Board begin planning for the disposition of these properties in order to generate revenue to pay off the State debt and to avoid the costly expense of caring for vacant buildings and property.

The Multi-Year Projection is a required component of budget adoption and a requirement of the conditional budget approval. It is meant to demonstrate the requirement that the District will meet its financial obligations in the 2009-10 budget year and two subsequent years. The recovery plan demonstrates that this obligation will be met for 2009-10 and 2010-11, but not for 2011-12.

The structural deficit reoccurs in 2011-12 in the amount of \$8.4 million. The reason that the spending increases in 2011-12 in the unrestricted general fund is that the programs and staff funded temporarily through the Federal Stimulus program are placed back into the general fund in the amount of \$8.7 million. This results in a projected unrestricted ending fund balance for 2011-12 of \$1.8 million, with no provision for reserve.

Next Steps

In spite of the extraordinary State budget cuts, the Board has been diligent in making the difficult decisions necessary for the ongoing solvency of the District. Unfortunately, it is unclear how and when the State's economy will recover. For that reason, the Board must continue to plan in order to prepare for the issues that are unresolved at the State level this year and next, and for the absence of Federal Stimulus funding in the 2011-12 year.

There are two sources of fund balance dollars which the Board may still sweep as a part of the budget act, Adult Education and Deferred Maintenance. These are one time dollars that could be used to fund a portion of the required reserve in 2011-12. It is recommended that \$2 million from each of these funds, totaling \$4 million dollars be transferred to the Special Reserve fund in order to provide funding toward the 3% reserve required for 2011-12. In addition, operational changes must be considered in order to close the budget deficit. Staff will provide a report and proposed strategies to deal with these shortfalls so that decisions can be made and set in place during the budget development process for 2010-11.

West Contra Costa Unified School District
First Interim Report 2008-2009 - Executive Summary - Appendix A (Ed. Code 42605)

	Budget Act	Former Resource #	Description	Budget
1	6110-260-0001	6258	PE Teacher Recruitment	414,096
2	6360-101-0001	6260	Alt Cert Intern Teacher	130,163
3	6360-101-0001	6263	Paraprof Teacher Traing	60,748
4	6110-195-0001	6267	Natl Board Certification	16,169
5	6110-228-0001	6405	Washington Sch Safety	375,335
6	6110-265-0001	6760	Arts & Music Block Grnt	419,086
7	6110-204-0001	7055	CAHSEE Intervention	274,102
8	6110-108-0001	7080	Counselors Grades 7-12	767,839
9	6110-124-0001	7140	Gifted & Talented Ed	212,247
10	6110-189-0001	7156	IMFRP	1,687,284
11	6110-193-0001	7271	Peer Assistance Review	124,393
12	6110-267-0001	7276	Cert Staff Mentoring	133,083
13	6110-137-0001	7294	Math & Reading Training	235,878
14	6110-243-0001	7390	Pupil Retention Block G	1,162,772
15	6110-244-0001	7392	Tchr Credentialing Blck	536,208
16	6110-245-0001	7393	Prof Development Block	1,312,520
17	6110-246-0001	7394	Target Instr Imprv Blck	2,556,384
18	6110-190-0001	2430	Community Day Schools	63,854
19	6110-247-0001	7395	Unrest Sch & Library Imprv Blk	1,977,607
				\$12,459,768
20	6110-156-0001	6390	Adult Education†	1,000,000
21	6110-188-0001	6205	Deferred Maintenance†	0
22	6110-150-0001	7210	*American Indian Early Childhood Ed	-
23	6110-242-0001	7360	*California Association of Student Councils	-
24	6110-151-0001	N/A	*California Indian Education	-
25	6110-198-0001	6091-6093	*CalSAFE	-
26	6110-208-0001	7810	*Center for Civic Education	-
27	6110-211-0001	0000	*Charter School Categorical BG	-
28	6110-232-0001	1200	*Class size reduction 9-12	-
29	6110-240-0001	0000,7286	*College preparation	-
30	6110-227-0001	6285	*Community Based English Tutoring	-
31	6110-266-0001	7385	*County Offices - Williams audit	-
32	6110-181-0001	7110	*Education Technology	-
33	6110-123-0001	7258,7268	*High Priority Schools	-
34	6110-268-0001	0000	*Oral Health Assessments	-
35	6110-144-0001	7325	*Principal Training	-
36	6110-193-0001	7275	*Professional Development	-
37	6110-193-0001	7295	*Professional Development	-
38	6110-105-0001	6350	*ROP/County Office	-
39	6110-248-0001	7391	**School Safety Consolidated Competitive	-
40	6110-122-0001	7370	*Specialized Secondary Programs	-
41	6110-104-0001	0000	*Summer school/supplemental instruction	-
42	6110-209-0001	0000	*Teacher dismissal	-

*WCCUSD does not receive funding from this source.

**WCCUSD does not receive funding from this source in the year indicated within the Budget Act.

† Additional funds available for transfer are subject to Board approval.

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 FIRST INTERIM**

Schedule 1

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	GENERAL FUND			SPECIAL	CAPITAL	OTHER	DISTRICT
	UNRESTRICTED	RESTRICTED	TOTAL	REVENUE FUNDS Schedule 2	OUTLAY FUNDS Schedule 3	FUNDS Schedule 4	
REVENUES							
Revenue Limit Sources	\$ 133,664,377	\$ 8,484,932	\$ 142,149,309	\$ -	\$ -	\$ -	\$ 142,149,309
Federal Revenues	0	44,142,625	44,142,625	10,142,424	-	-	54,285,049
Other State Revenues	26,370,272	37,412,708	63,782,980	6,511,004	9,645,481	-	79,939,465
Other Local Revenues	1,770,251	18,168,630	19,938,881	2,082,516	3,900,000	26,794,106	52,715,503
Total Revenues	161,804,900	108,208,895	270,013,795	18,735,944	13,545,481	26,794,106	329,089,326
EXPENDITURES							
Certificated Salaries	73,684,357	42,057,701	115,742,058	3,145,172	-	-	118,887,230
Classified Salaries	18,932,393	21,007,679	39,940,072	5,209,513	956,201	-	46,105,786
Employee Benefits	38,530,939	26,842,095	65,373,034	3,155,295	439,756	-	68,968,085
Books and Supplies	1,784,844	23,019,380	24,804,224	5,084,683	2,812,500	-	32,701,407
Services and Other Operating Expenditures	7,209,224	43,114,309	50,323,533	3,268,467	20,151,788	31,278,584	105,022,372
Capital Outlay	179,652	3,875,886	4,055,538	339,089	143,174,115	-	147,568,742
Other Outgo	2,609,278	-	2,609,278	97,524	-	1,421,602	4,128,404
Direct/Indirect Support Costs	(2,735,604)	1,937,957	(797,647)	797,647	-	-	-
Total Expenditures	140,195,083	161,855,008	302,050,091	21,097,390	167,534,360	32,700,186	523,382,026
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS							
	21,609,817	(53,646,113)	(32,036,296)	(2,361,446)	(153,988,879)	(5,906,080)	(194,292,700)
OTHER FINANCING SOURCES AND (USES)							
Interfund Transfers In	1,000,000	3,500,000	4,500,000	-	-	-	4,500,000
Interfund Transfers Out	-	-	-	(1,000,000)	-	(3,500,000)	(4,500,000)
Other Sources	-	-	-	-	160,000,000	-	160,000,000
Other Uses	-	-	-	-	-	-	-
Contributions To Restricted Programs	(32,239,213)	32,239,213	-	-	-	-	-
Total Other Financing Sources and Uses	(31,239,213)	35,739,213	4,500,000	(1,000,000)	160,000,000	(3,500,000)	160,000,000
NET CHANGE IN FUND BALANCE							
	(9,629,396)	(17,906,900)	(27,536,296)	(3,361,446)	6,011,121	(9,406,080)	(34,292,700)
BEGINNING FUND BALANCE, JULY 1, 2009							
	20,049,661	30,787,725	50,837,386	9,739,692	142,427,510	26,365,609	229,370,197
PROJECTED ENDING FUND BALANCE JUNE 30, 2010							
	\$ 10,420,265	\$ 12,880,825	\$ 23,301,091	\$ 6,378,246	\$ 148,438,631	\$ 16,959,529	\$ 195,077,497

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 FIRST INTERIM**

Schedule 2

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

SPECIAL REVENUE FUNDS

	ADULT EDUCATION	CHILD DEVELOPMENT	CAFETERIA	DEFERRED MAINTENANCE	SPECIAL RESERVE	TOTAL SPECIAL REVENUE FUNDS
REVENUES						
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	300,502	300,000	9,541,922	-	-	10,142,424
Other State Revenues	3,156,625	2,529,250	825,129	-	-	6,511,004
Other Local Revenues	225,000	132,500	1,695,016	30,000	-	2,082,516
Total Revenues	<u>3,682,127</u>	<u>2,961,750</u>	<u>12,062,067</u>	<u>30,000</u>	<u>-</u>	<u>18,735,944</u>
EXPENDITURES						
Certificated Salaries	2,008,226	1,136,946	-	-	-	3,145,172
Classified Salaries	528,482	747,840	3,933,191	-	-	5,209,513
Employee Benefits	612,491	701,956	1,840,848	-	-	3,155,295
Books and Supplies	215,932	112,773	4,753,492	2,486	-	5,084,683
Services and Other Operating Expenditures	306,405	3,486	514,978	2,443,598	-	3,268,467
Capital Outlay	-	14,000	325,089	-	-	339,089
Other Outgo	-	97,524	-	-	-	97,524
Direct/Indirect Support Costs	143,711	147,225	506,711	-	-	797,647
Total Expenditures	<u>3,815,247</u>	<u>2,961,750</u>	<u>11,874,309</u>	<u>2,446,084</u>	<u>-</u>	<u>21,097,390</u>
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	<u>(133,120)</u>	<u>-</u>	<u>187,758</u>	<u>(2,416,084)</u>	<u>-</u>	<u>(2,361,446)</u>
OTHER FINANCING SOURCES AND (USES)						
Interfund Transfers In	-	-	-	-	-	-
Interfund Transfers Out	(1,000,000)	-	-	-	-	(1,000,000)
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	<u>(1,000,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,000,000)</u>
NET CHANGE IN FUND BALANCE	<u>(1,133,120)</u>	<u>-</u>	<u>187,758</u>	<u>(2,416,084)</u>	<u>-</u>	<u>(3,361,446)</u>
BEGINNING FUND BALANCE, JULY 1, 2009	<u>3,245,028</u>	<u>189,762</u>	<u>1,266,394</u>	<u>4,744,049</u>	<u>294,459</u>	<u>9,739,692</u>
PROJECTED ENDING FUND BALANCE JUNE 30, 2010	<u>\$ 2,111,908</u>	<u>\$ 189,762</u>	<u>\$ 1,454,152</u>	<u>\$ 2,327,965</u>	<u>\$ 294,459</u>	<u>\$ 6,378,246</u>

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 FIRST INTERIM**

Schedule 3

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

CAPITAL OUTLAY FUNDS

	BUILDING	CAPITAL FACILITIES	COUNTY SCHOOL FACILITIES	SPECIAL RESERVE FOR CAPITAL OUTLAY	TOTAL CAPITAL OUTLAY FUNDS
REVENUES					
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	-	9,645,481	9,645,481
Other Local Revenues	1,600,000	550,000	-	1,750,000	3,900,000
Total Revenues	1,600,000	550,000	-	11,395,481	13,545,481
EXPENDITURES					
Certificated Salaries	-	-	-	-	-
Classified Salaries	916,201	-	-	40,000	956,201
Employee Benefits	434,892	-	-	4,864	439,756
Books and Supplies	2,721,550	6,650	-	84,300	2,812,500
Services and Other Operating Expenditures	7,600,964	1,049,370	-	11,501,454	20,151,788
Capital Outlay	139,882,819	2,596,040	-	695,256	143,174,115
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	151,556,426	3,652,060	-	12,325,874	167,534,360
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	(149,956,426)	(3,102,060)	-	(930,393)	(153,988,879)
OTHER FINANCING SOURCES AND (USES)					
Interfund Transfers In	-	-	-	-	-
Interfund Transfers Out	-	-	-	-	-
Other Sources	160,000,000	-	-	-	160,000,000
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	160,000,000	-	-	-	160,000,000
NET CHANGE IN FUND BALANCE	10,043,574	(3,102,060)	-	(930,393)	6,011,121
BEGINNING FUND BALANCE, JULY 1, 2009	130,815,884	4,869,292	41,057	6,701,276	142,427,510
PROJECTED ENDING FUND BALANCE JUNE 30, 2010	\$ 140,859,458	\$ 1,767,232	\$ 41,057	\$ 5,770,883	\$ 148,438,631

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 FIRST INTERIM**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

OTHER FUNDS	CORPORATION DEBT SERVICE	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
REVENUES					
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	-	-	-
Other Local Revenues	-	-	9,900,000	16,894,106	26,794,106
Total Revenues	-	-	9,900,000	16,894,106	26,794,106
EXPENDITURES					
Certificated Salaries	-	-	-	-	-
Classified Salaries	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Books and Supplies	-	-	-	-	-
Services and Other Operating Expenditures	-	-	13,996,456	17,282,128	31,278,584
Capital Outlay	-	-	-	-	-
Other Outgo	-	1,421,602	-	-	1,421,602
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	-	1,421,602	13,996,456	17,282,128	32,700,186
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	-	(1,421,602)	(4,096,456)	(388,022)	(5,906,080)
OTHER FINANCING SOURCES AND (USES)					
Interfund Transfers In	-	-	-	-	-
Interfund Transfers Out	-	(3,500,000)	-	-	(3,500,000)
Other Sources	-	-	-	-	-
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	-	(3,500,000)	-	-	(3,500,000)
NET CHANGE IN FUND BALANCE	-	(4,921,602)	(4,096,456)	(388,022)	(9,406,080)
BEGINNING FUND BALANCE, JULY 1, 2009	1,286,991	8,941,940	4,243,569	11,893,109	26,365,609
PROJECTED ENDING FUND BALANCE JUNE 30, 2010	\$ 1,286,991	\$ 4,020,338	\$ 147,113	\$ 11,505,087	\$ 16,959,529

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: December 9, 2009

From: Bruce Harter
Superintendent

Agenda Item: F.3

Subject: Call for Nominations for California School Board Association (CSBA) Delegate Assembly

Background Information: The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates will serve a two-year term beginning April 1, 2010 through March 31, 2012 and are required to attend two meetings each year. There are three delegates in Region 7, Sub-Region 7-A, whose terms expire in 2010.

Recommendation: To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate additional delegates for the CSBA Delegate Assembly.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**TIME SENSITIVE – For Board ACTION –
Nominations due Thursday, January 7, 2010.
Please deliver to all members of the governing board. Thank you.**

October 30, 2009



MEMORANDUM

TO: Board Presidents and Superintendents - CSBA Member Boards of Education
FROM: Paula S. Campbell, President
SUBJECT: **Call for Nominations for CSBA Delegate Assembly**

DEADLINE DATE: Nominations and Biographical Sketch forms for CSBA's Delegate Assembly will be accepted until Thursday, January 7, 2010. Nomination forms and information related to the election process are available to download from the CSBA Web site at www.csba.org/AboutCSBA.aspx. In a departure from previous years, nomination forms and information are not included with this memo in an effort to cut costs.

Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses by using the nomination form or submitting a letter of nomination. All nominees must submit a biographical sketch along with their nomination form; an optional one-page, one-sided résumé may also be submitted, but cannot be substituted for the sketch. All nomination materials must be postmarked no later than Thursday, January 7. Faxes are also acceptable, but they must be received by January 7. Because documents will be copied, mailed copies are preferable to faxes.

Delegates serve two-year terms; beginning April 1, 2010 through March 31, 2012. There are two Delegate Assembly meetings each year, one in May prior to CSBA's Legislative Action Conference in Sacramento and one preceding the CSBA Annual Education Conference and Trade show in November/December. Delegates are required to attend these two meetings each year.

For further information about the Delegate Assembly, please contact Michelle Neto in the Administration department at (800) 266-3382. You may download the following official forms and find more information at www.csba.org/AboutCSBA.aspx. Thank you.

- Nomination Form
- Biographical Sketch Form
- Important Dates
- List of all Delegates whose term expires in 2010
- Delegate Assembly Flyer
- Alphabetical List of Districts
- FAQ



Providing Leadership for California's School Districts and County Offices of Education

ABOUT THE DELEGATE ASSEMBLY

CSBA's Delegate Assembly is a vital link in the Association's governance structure. The Delegate Assembly sets the general policy direction for the Association. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the Association reflects the interests of school districts and county offices of education throughout the state.

The Delegate Assembly is made up of approximately 270+ Delegates who are elected by local board members in 21 geographic regions throughout the state. Some geographic regions have been further divided into subregions. Ex-officio members of the Delegate Assembly with all privileges of membership include members of CSBA's Board of Directors, past presidents of CSBA and the immediate past

president of the California County Boards of Education (CCBE).

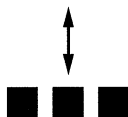
Delegates serve two-year terms beginning April 1. They meet twice a year to conduct business, and may also meet with the other Delegates and the Director within their region. Furthermore, they participate in CSBA events and they maintain contact with local boards in their region.

CSBA GOVERNANCE

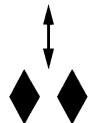
Delegates and Directors are CSBA's key governance links. They enable the Association to serve California's more than 1,000 school districts and county offices of education and its more than 5,000 locally elected school board members.



1,000+ School Districts and County Offices of Education with 5,000+ School and County Board Members
(Divided into geographic regions)



Delegate Assembly
(270+ Delegates elected by local boards in each CSBA region)

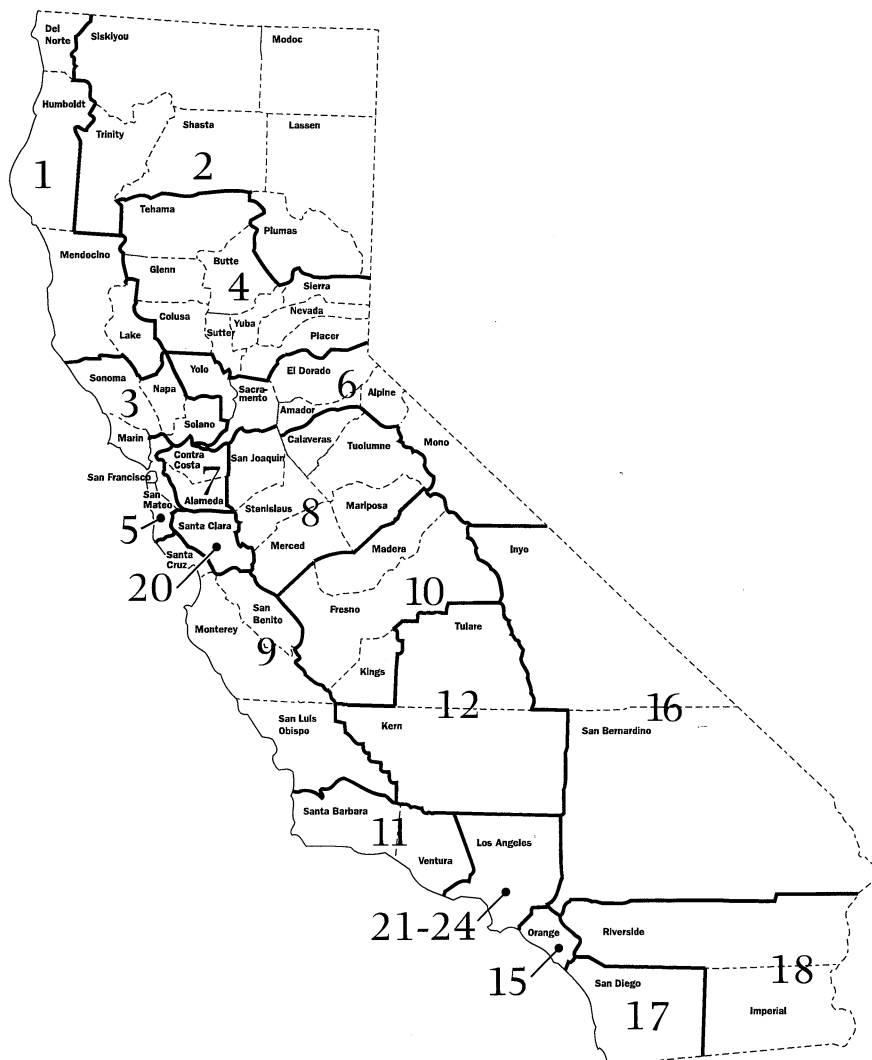


Board of Directors
(26 Directors elected by the Delegate Assembly)



Executive Committee
(4 officers elected by the Delegate Assembly, plus the Executive Director)

CSBA GEOGRAPHIC REGION MAP



(continued)

BECOMING A DELEGATE

QUALIFICATIONS

To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- be a trustee of a district or county office of education that is a current member of CSBA; and
- be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

TERM OF OFFICE

The term of office for each Delegate is two years and begins on April 1. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

APPOINTMENTS TO THE DELEGATE ASSEMBLY

Districts with an ADA of 30,000–39,999 may appoint one Delegate. Additional appointments may be made as follows:

40,000–99,999 ADA:
two Delegate seats

100,000–299,999 ADA:
three Delegate seats

300,000 ADA or higher:
seven Delegate seats

These districts also may participate in the nomination and selection of the other Delegates from that region or subregion.

ROLES AND RESPONSIBILITIES OF DELEGATES

Delegates set the general policy direction and fulfill a critical governance role within the Association. They communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Delegates give policy and legislative direction through the adoption of the Policy Platform every two years and the adoption of other policy statements as needed. They also speak on issues and provide direct advocacy on behalf of the Association.

Delegates play an important communications and support role within their region. They also elect the Association's officers and Board of Directors. The authority and primary duties of Delegates are contained in the CSBA Bylaws.

DELEGATES' ROLES AND RESPONSIBILITIES

Primary responsibilities of Delegates include:

- providing a link to other public officials at the local, state and national levels;
- providing a communications link between local board members and the regional Director;
- attending all Delegate Assembly meetings;
- adopting the Policy Platform which guides the Association's policy and political leadership activities;
- as needed, adopting policies and positions to supplement the Platform;
- providing testimony and input on critical issues;
- electing the officers, Board of Directors and Nominating Committee members;
- adopting the Association's Bylaws;
- serving on committees, task forces and focus groups; and
- supporting the Association's activities and events.

NOMINATIONS AND ELECTIONS

NOMINATIONS

Nominations for Delegate Assembly seats are made each year between the last Friday in October and January 7.

A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. Nominees must sign a confirmation that they are willing to serve. *It is critical that nominations and biographical sketch forms be delivered to the CSBA office, faxed or postmarked on or before January 7; late nominations and biographical sketch forms will not be accepted.*

ELECTIONS

Ballots are mailed by February 1 to each district or county board within the region or subregion which has a vacancy. Ballots must be delivered to the CSBA office or postmarked by March 15 in order to be accepted. Ballots may not be faxed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there

are positions to be filled within the region or subregion. The ballot will indicate how many positions are available. For example, if the terms of four Delegates are expiring, each board may vote for up to four persons. County boards vote only for the county seat within the region.

TIMELINE FOR DELEGATE ELECTIONS

Last Friday in October–Jan. 7	Nominations and biographical sketches are submitted by local boards.
Feb. 1–March 15	Local boards vote and return ballots to CSBA.
April 30	Closing date for any run-off election held in regions or subregions with a tie vote.
By May 11	Final results are distributed to the CSBA membership.
May Delegate Assembly	Seating of new Delegates.



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:** December 9, 2009
From: Bruce Harter **Agenda Item:** G.1
Superintendent
Subject: Community Survey Report

Background Information:

In the face of the severe state budget reductions and in recognition that the only option for raising revenue is a local one, the Board at the June 24, 2009 meeting appointed Board members Antonio Medrano and Madeline Kronenberg to serve as a subcommittee to consider local funding options. At the September 2, 2009 meeting, the subcommittee brought a recommendation for the Board to engage Godbe Research to conduct a random sample survey to assess the degree to which there is community support for possible local measures that would help in replacing the vast amount of state funding that has been lost due the State's revenue shortfall and / or moving forward the renovation and rebuilding of the WCUSD schools. The survey provides information about what programs and services the public supports, assesses the priorities of the community as well as provides accurate insights into the attitudes and opinions of voters. Godbe Research has completed a random sample survey and the subcommittee will be presenting the results of that survey to the Board.

Recommendation: That the Board review the survey results, discuss options and provide direction to the subcommittee for next steps.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____



GODBE RESEARCH
Gain Insight



West Contra Costa Unified School District

2009 Revenue Measure Feasibility Survey

November 2009

- The West Contra Costa Unified School District commissioned Godbe Research to conduct a survey to assess potential voter support for a bond measure and a parcel tax measure, including:
 - Optimal tax rate
 - Optimal measure duration for the parcel tax
 - Optimal election timing
- Assess voter priorities vis-à-vis funding needs;
- Test influence of supporting and opposing arguments on potential voter support; and
- Identify any differences in voter support due to demographic and/or voter behavioral characteristics.

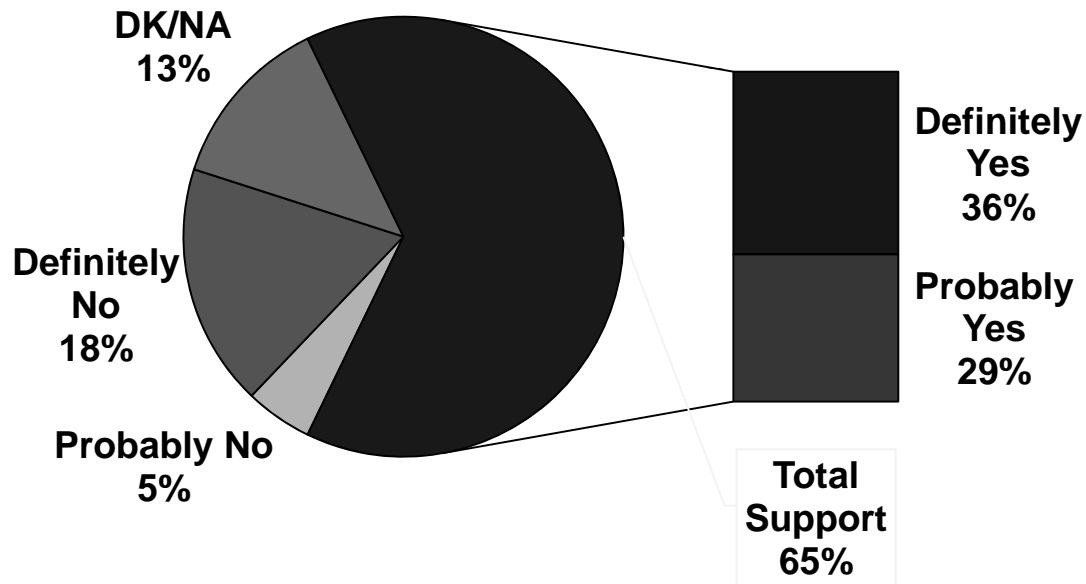
Methodology Overview

- Data Collection Telephone Interviewing
- Universe Approximately 60,665 voters in West Contra Costa Unified School District who are estimated to be likely voters in the November 2010 election
- Fielding Dates September 24 to 27, 2009
- Interview Length 18 minutes
- Sample Size 800 (400 each for bond and parcel tax questions)
- Margin of Error $\pm 4.9\%$ for each sample of 400



GODBE RESEARCH
Gain Insight

Bond Measure



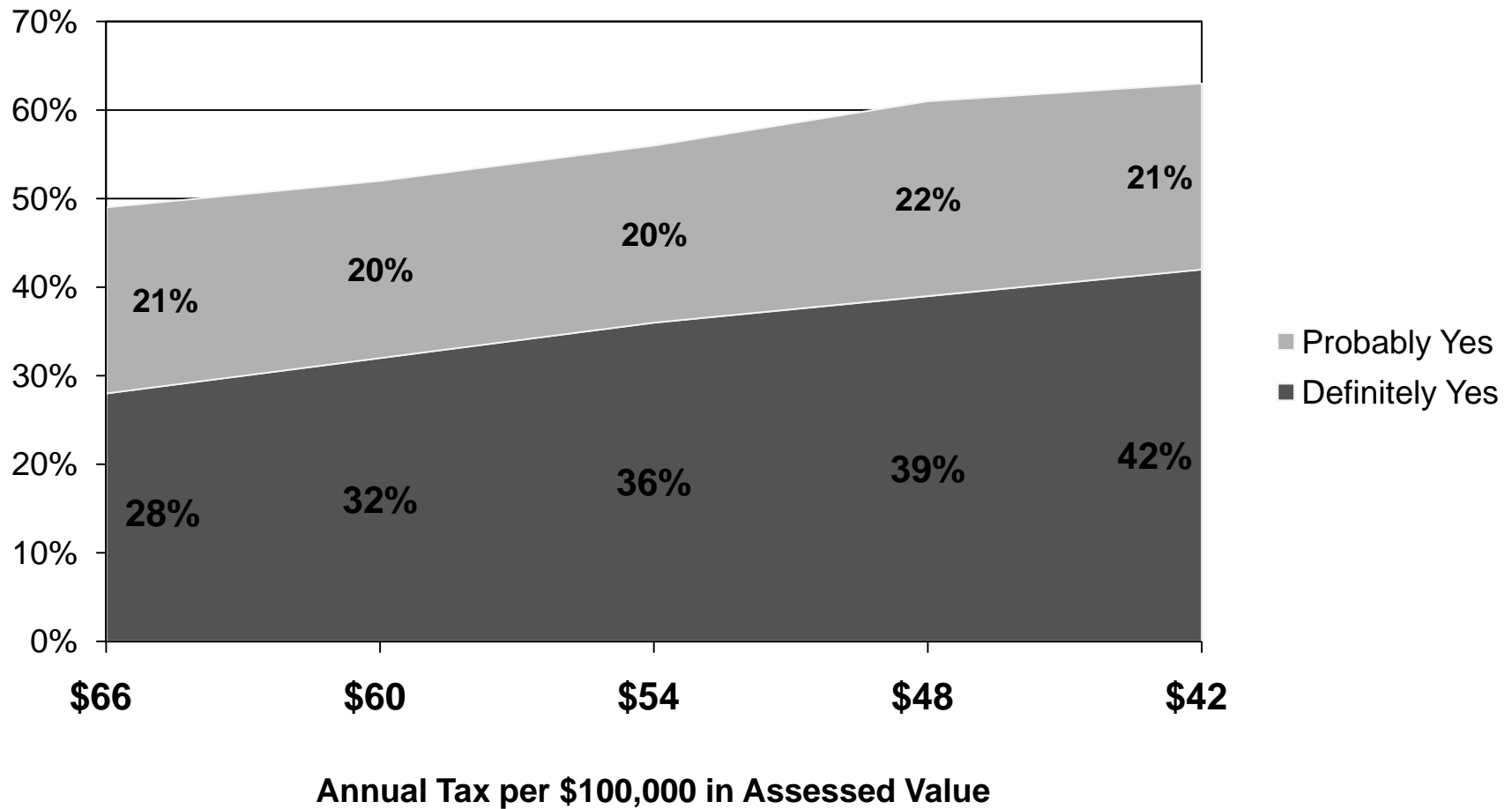
To continue maintaining public education and protecting student safety, by:

[RANDOMIZE LIST]

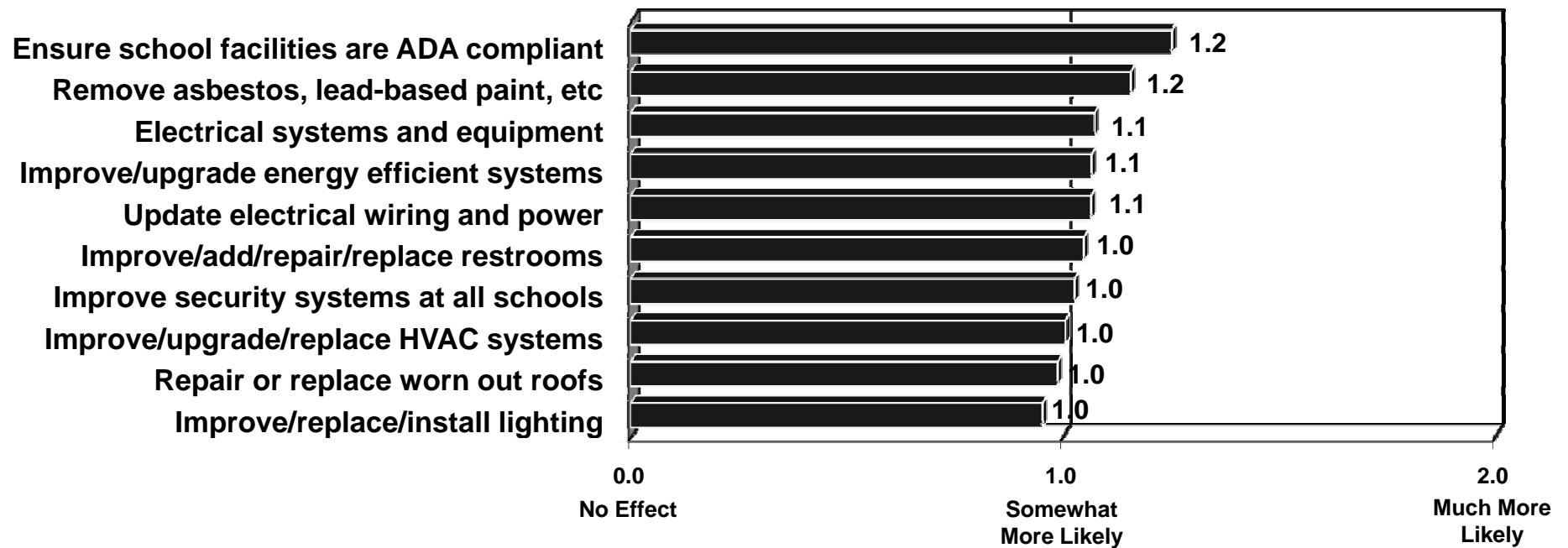
- Repairing or replacing schools, classrooms, science labs, and educational facilities to meet current safety codes,
- Updating fire-detection, security and emergency communications systems, and
- Updating learning technology and computers at all schools,

shall West Contra Costa Unified School district issue \$380 million dollars in bonds, with annual audits and citizen oversight to monitor how funds are spent, no money for administrators' salaries, and all money benefiting local schools?

Support for Different Tax Rates

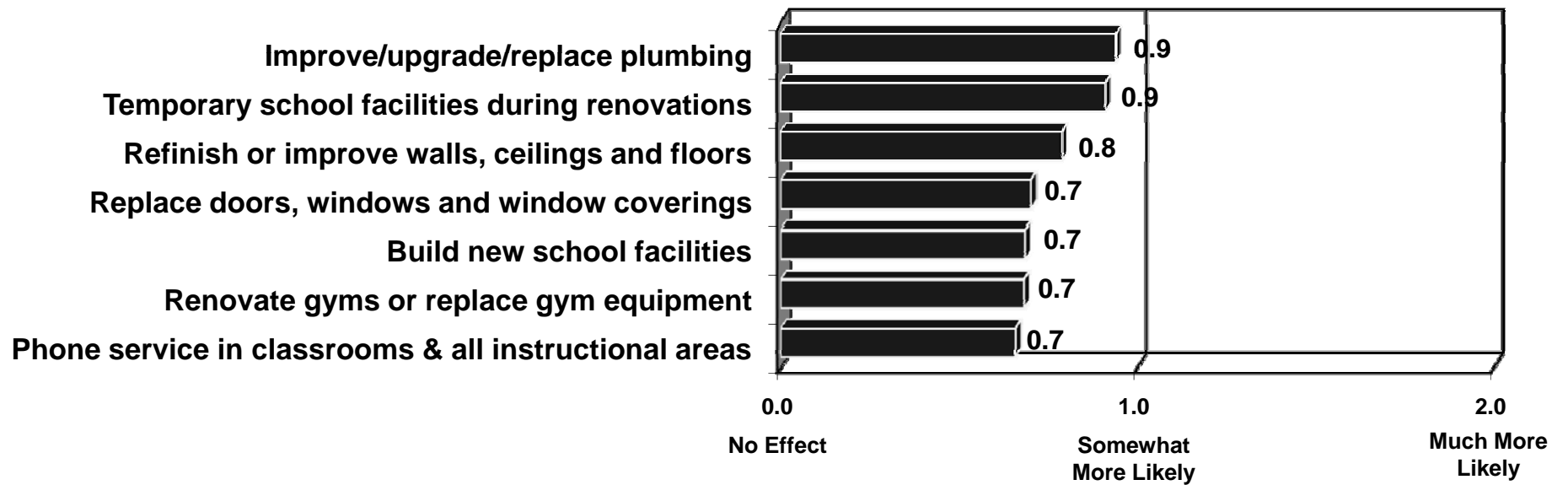


Measure Features I



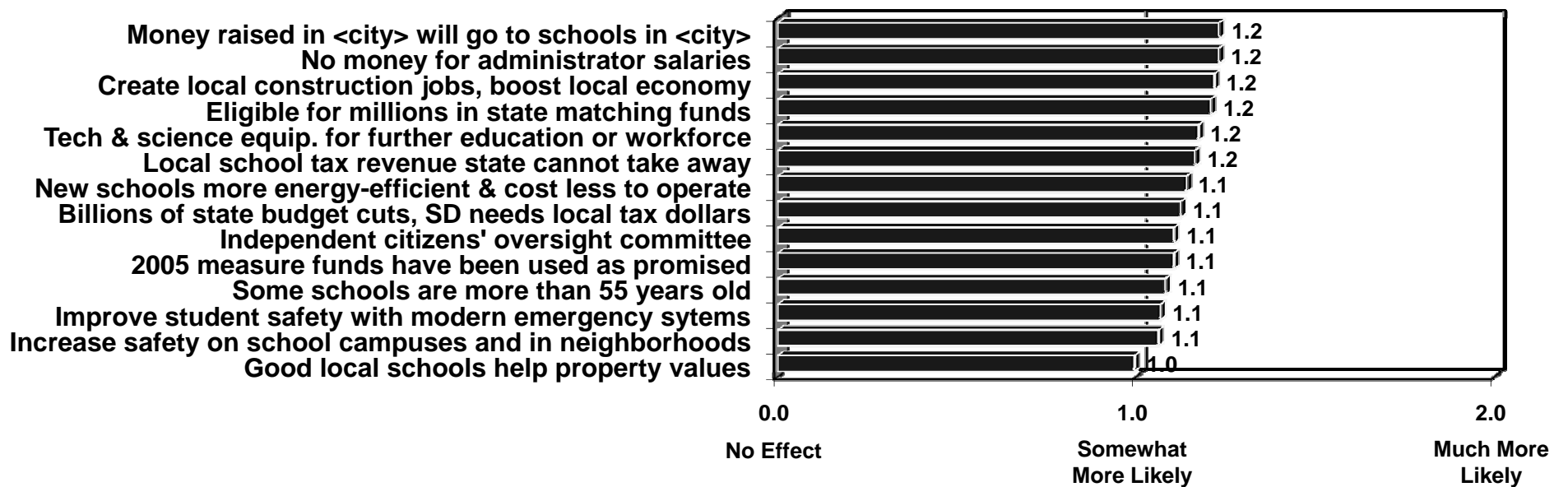
Note: The above rating questions have been abbreviated for charting purposes. For the exact wording, please see Appendix D. The responses were recoded to calculate mean scores: "Much More Likely" = +2, "Somewhat More Likely" = +1, and "No Effect" = 0, "Somewhat Less Likely" = -1, and "Much Less Likely" = -2.

Measure Features II



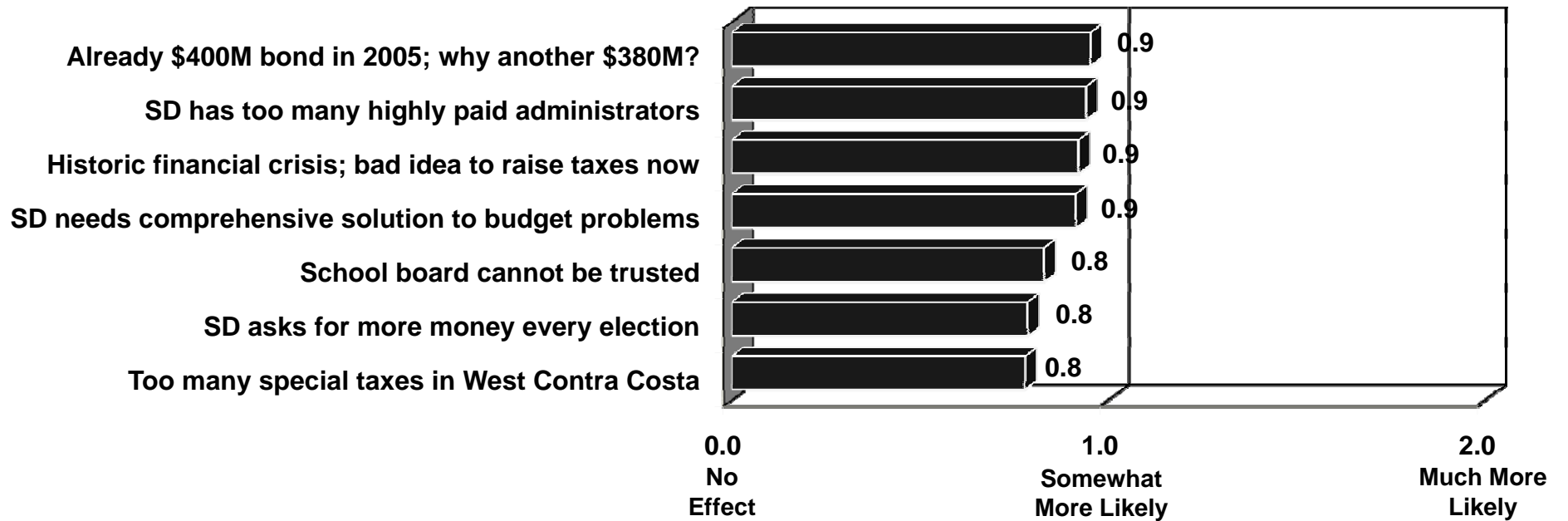
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Supporting Arguments



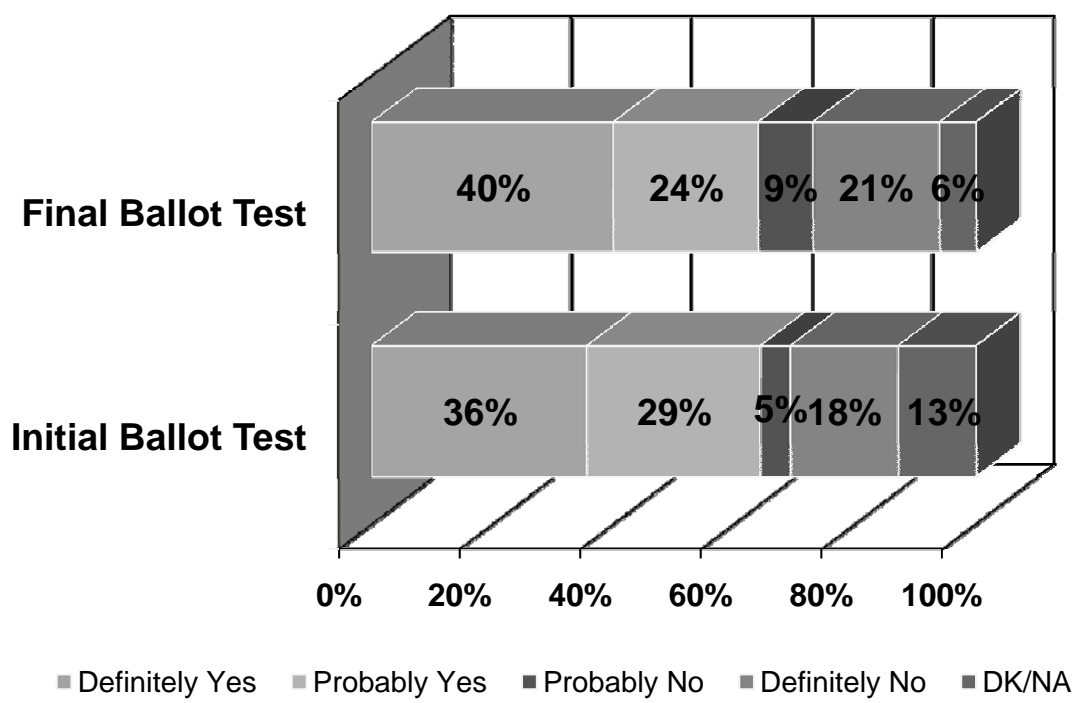
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Negative Arguments



Note: The above rating questions have been abbreviated for charting purposes. For the exact wording, please see Appendix D. The responses were recoded to calculate mean scores: "Much More Likely" = +2, "Somewhat More Likely" = +1, and "No Effect" = 0.

Final Ballot Test



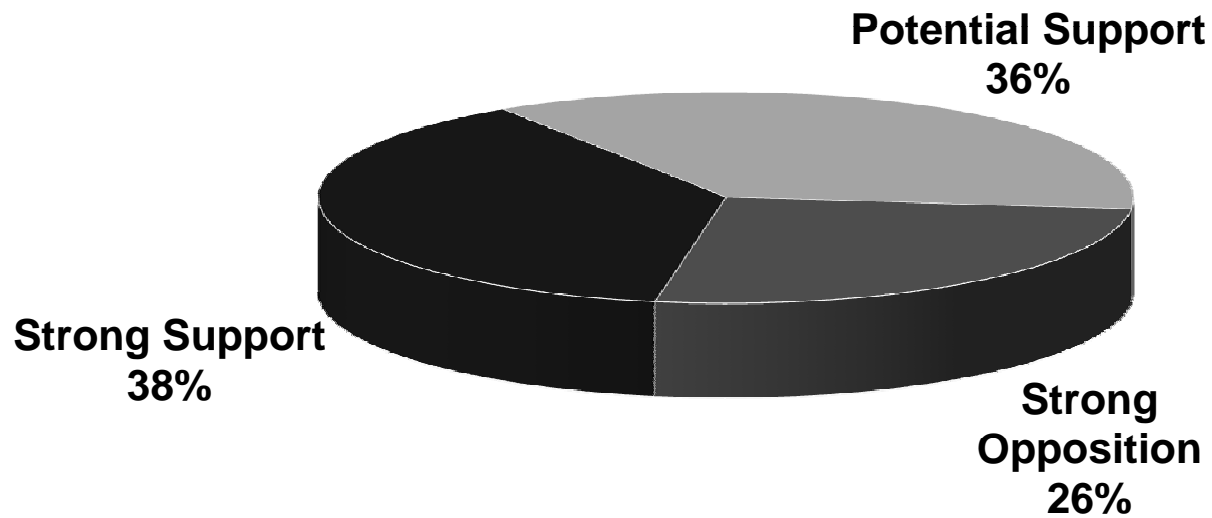
To continue maintaining public education and protecting student safety, by:

[RANDOMIZE LIST]

- Repairing or replacing schools, classrooms, science labs, and educational facilities to meet current safety codes,
- Updating fire-detection, security and emergency communications systems, and
- Updating learning technology and computers at all schools,

shall West Contra Costa Unified School district issue \$380 million dollars in bonds, with annual audits and citizen oversight to monitor how funds are spent, no money for administrators' salaries, and all money benefiting local schools?

Voter Support Classification



The above classification is based on responses to the initial and final ballot questions: Voters classified under the “Strong Support” group supported the measure in both ballot tests, while their “Strong Opposition” counterparts opposed the measure in both tests, or declined to state an opinion in the final test. Those classified under “Potential Support” changed their minds about support between the initial and final ballot tests. See Appendix B for details.

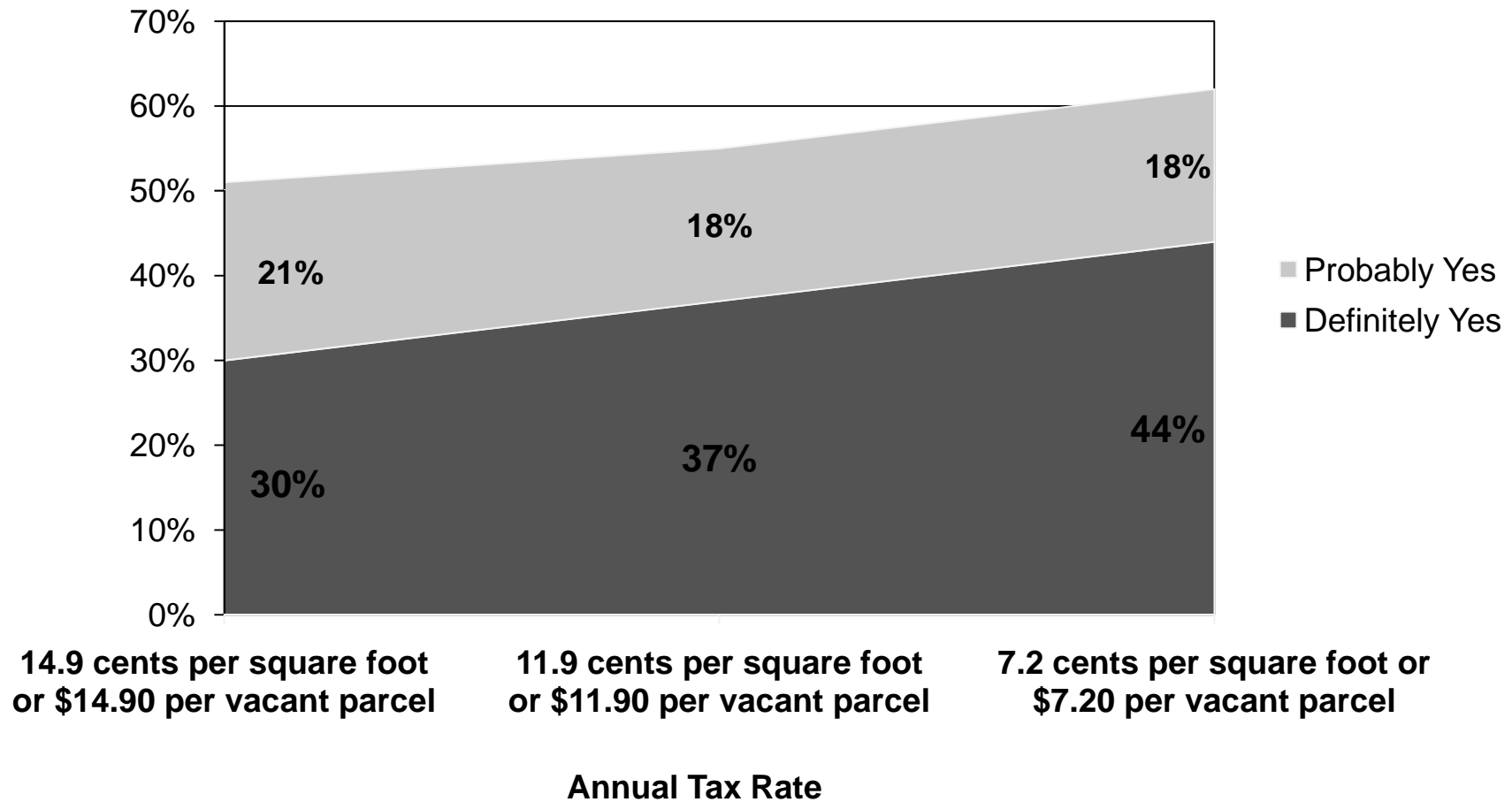


GODBE RESEARCH
Gain Insight

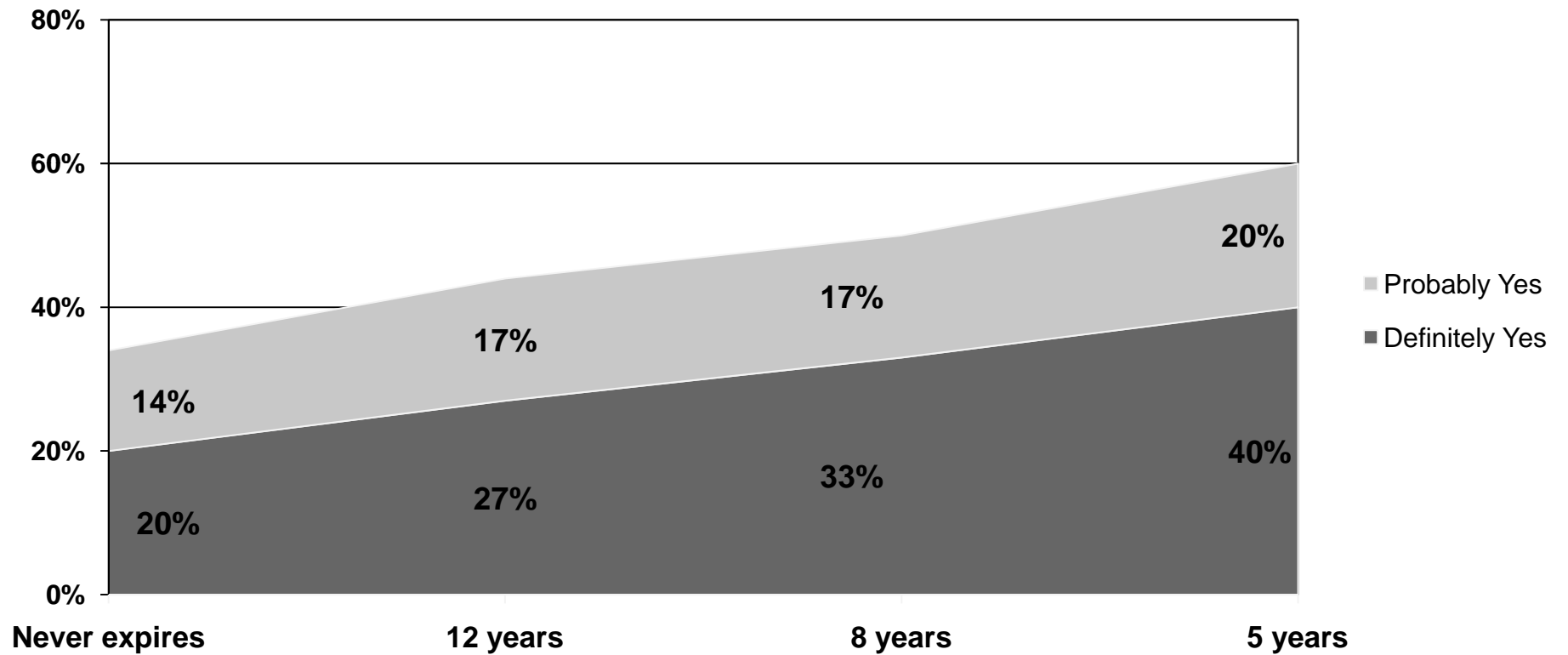


Parcel Tax Measure

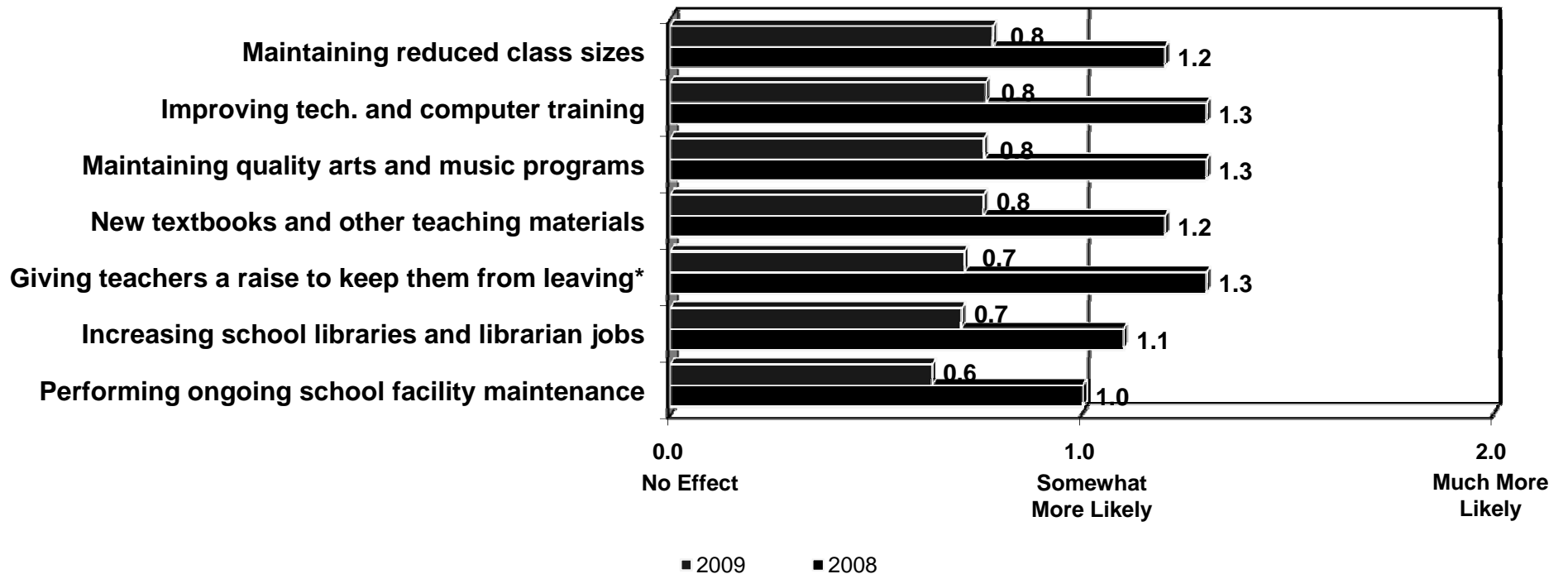
Support for Different Tax Rates



Support for Different Durations



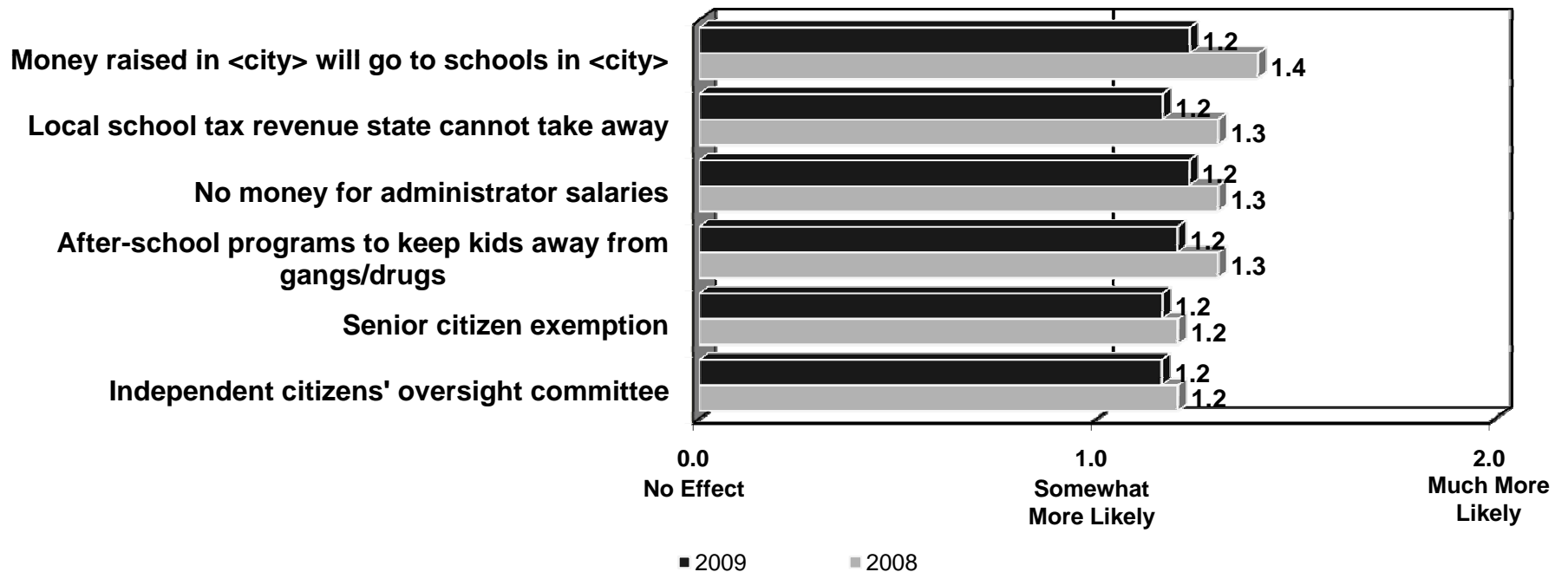
Measure Features II



*Slightly different question wording.

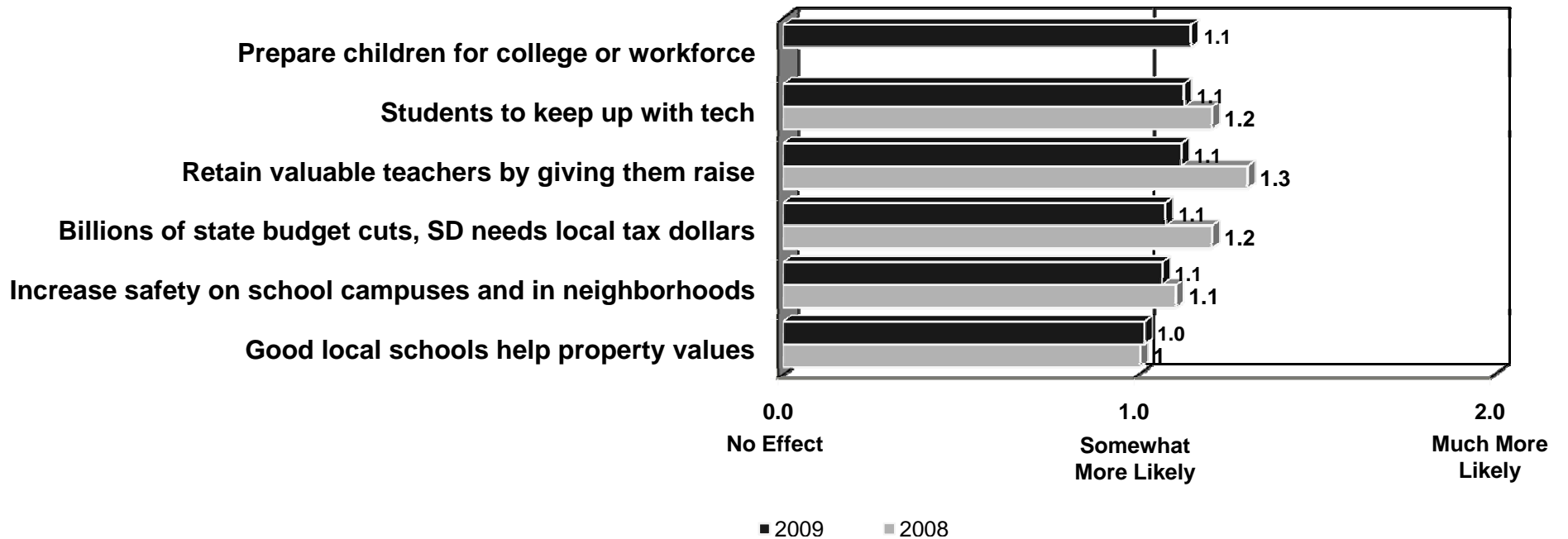
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Supporting Arguments I



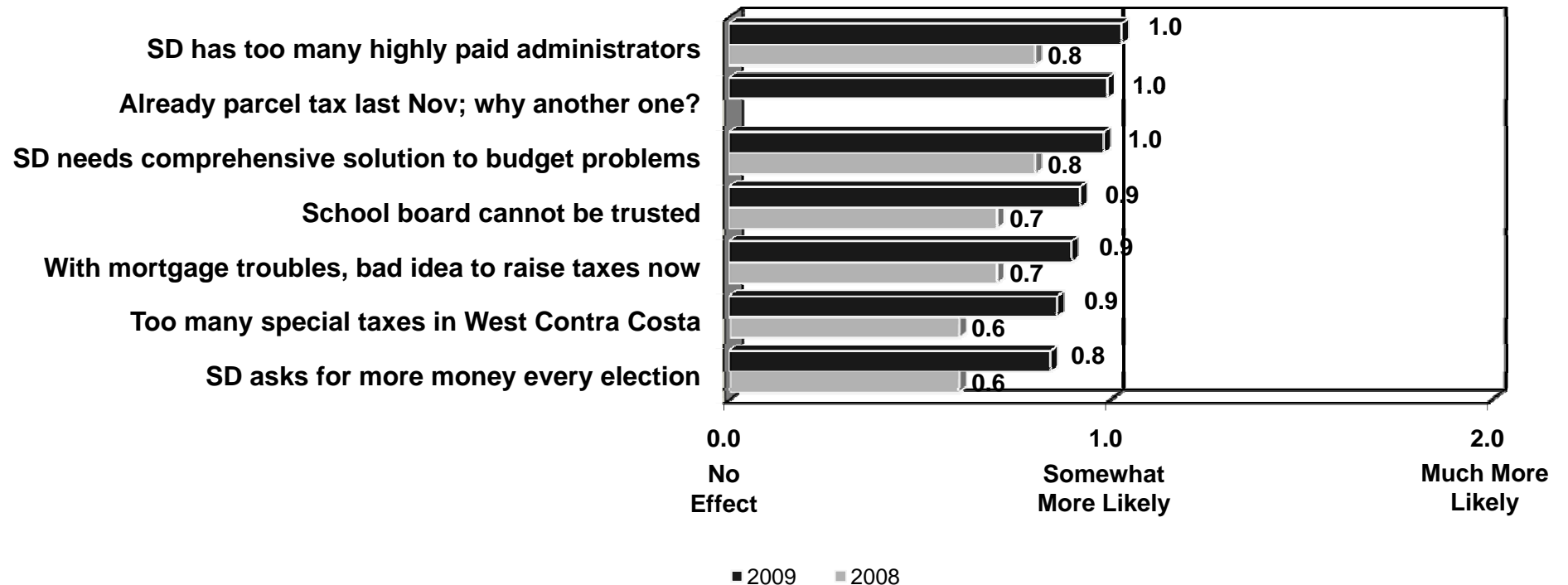
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Supporting Arguments II



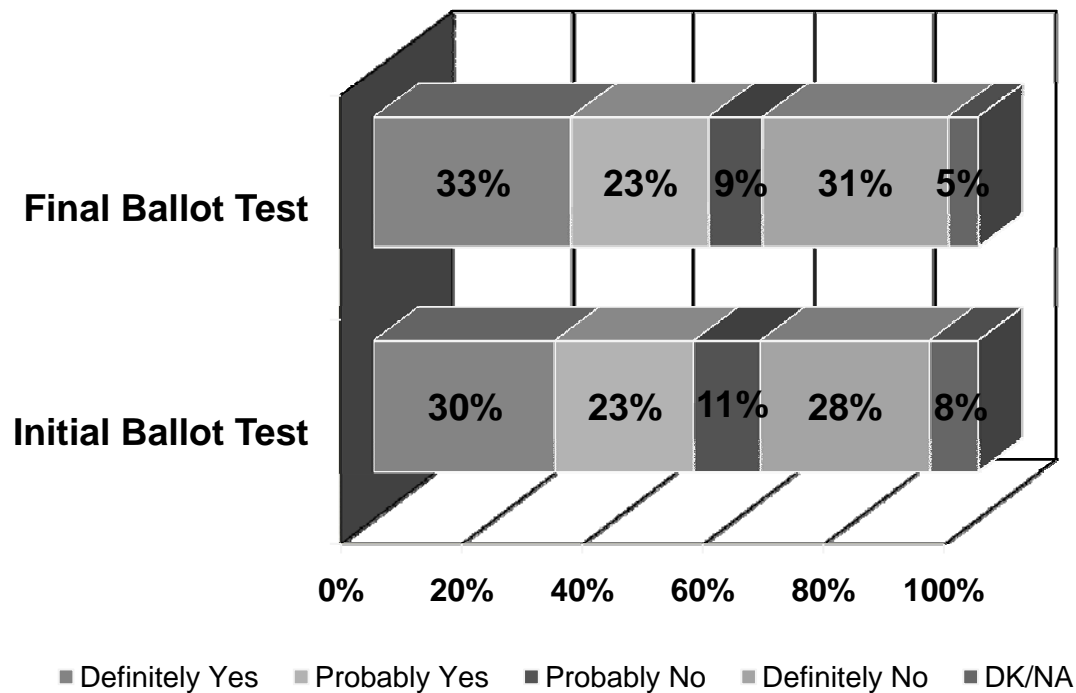
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Negative Arguments



Note: The above rating questions have been abbreviated for charting purposes. For the exact wording, please see Appendix D. The responses were recoded to calculate mean scores: "Much More Likely" = +2, "Somewhat More Likely" = +1, and "No Effect" = 0.

Final Ballot Test



To continue protecting schools against state budget cuts, improving reading, writing, math and science programs, retaining quality teachers; supporting computer training and after-school programs; preparing students for college and the workforce; and maintaining reduced class sizes, shall the West Contra Costa Unified School district be authorized to charge an annual tax of 14.9 cents per square foot of total building area, or \$14.90 dollars per vacant parcel, with an exemption for seniors and independent citizen oversight?

- Survey found the tested bond measure viable for 2010, but not the tested parcel tax measure.
- There is sufficient voter support for a \$380 million bond measure.
 - 65 percent total support (36% definite and 29% probable) in the final ballot test, after simulated public information, which could be as low as 60 percent or as high as 70 percent, with a 5-percent margin of error.
 - 61 percent total support (39% definite and 22% probable) for \$48 per \$100,000 in assessed value, which could be as low as 58 percent or as high as 68 percent, with a 5-percent error margin.
 - Not enough support for the maximum rate of \$60 allowed under Proposition 39, at 52 percent total support (32% definite and 20% probable).
- Either June or November 2010 is viable for the bond measure, as survey found the same level of voter support for either election.

- Critical considerations for placing the bond measure on the ballot:
 - Substantial communications are needed to maximize success during the pre-electoral phase AND by an independent campaign committee after the measure has been placed on the ballot.
 - Head off voter concerns around the historic financial crisis and misperception about the school district having highly paid administrators. Also, explain the need for additional school funding above and beyond the school tax measures passed in the last few years.
- Ballot question for the bond measure should feature funding needs of highest priority to voters:
 - Ensure school facilities are accessible to the physically disabled
 - Remove and mitigate asbestos, lead-based paint and other hazardous materials
 - Improve, upgrade or replace outdated electrical systems and equipment
 - Improve or upgrade energy efficient systems
 - Update electrical wiring and power to support phone, computer, internet and networking systems

Summary and Recommendations III

- Emphasize benefits of the bond measure most salient to voters:
 - The money raised in this community will go toward the schools in this community
 - None of the money raised by the tax would be used for downtown administrator salaries
 - This measure will create local construction jobs, and boost economic activity in our community
 - If this measure passes, our local schools will be eligible for millions of dollars in state matching funds that would otherwise go to other communities
 - The new schools will have modern technology and science equipment to better prepare students for further education or the workforce
 - This measure raises local tax revenue for our local schools that the state cannot take away

Summary and Recommendations IV

- Survey found inadequate voter support for a parcel tax of as low as 7.2 cents per square foot.
 - After simulated public education, total voter support for a parcel tax of 14.9 cents per square foot was at 56 percent (33% Definitely and 23% Probably Yes), which could be as low as 51 percent, with a 5-percent error margin.
 - Even at the lowest tested parcel tax rate of 7.2 cents per square foot, total support was at 62 percent (44% definite and 18% probable), which could be as low as 57 percent or as high as 67 percent, with a 5-percent margin of error.
- Optimal duration for the parcel tax would be less than 5 years, and would also depend on the annual tax rate.
 - Total support for 5 years was at 60 percent, which could be as low as 55 percent.
- Tested funding needs and reasons to support a parcel tax were less salient to voters than in 2008, while the impact of potential opposition messages was stronger.
- Should the School District decide to try for a parcel tax measure in the near future,
 - Substantial communications would be necessary to educate voters about the School District's needs for additional parcel tax funding.
 - Determine the lowest tax rate that would still be worthwhile to put a measure on the ballot, and re-assess voter support at the reduced amount.



GODBE RESEARCH
Gain Insight

West Contra Costa Unified School District 2009 Revenue Measure Feasibility Survey

November 2009

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:** December 9, 2009
From: Bill Fay **Agenda Item:** G.2
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

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

PROJECT STATUS REPORT

Juan Crespi Elementary School - Fire Reconstruction

Period Ending: 11/23/2009

Scope: Fire Reconstruction Bldg. 400

Construction Status:

Architect: HY Architects, Inc.
 Project Manager: Sonya Perkins, SGI Construction Management
 Project Engineer:
 Contractor: Bollo Construction, Inc.
 Inspector: Steve Cayson

Contract Status:

Notice to Proceed: 09/21/2009

	Original	Approved	Projected
Construction Schedule (days):	426		
Original Completion Date:	11/21/2010		
Projected Completion:	11/21/2010		

Buildings:

Bldg. 400 Administration Building

Progress This Period:

Exterior Framing
 Interior Framing
 Underground Electrical
 Underground Plumbing
 Pour Concrete Slab/Columns

Anticipated Progress Next Period:

Exterior Framing
 Rough-In Electrical
 Rough-In Plumbing
 Mechanical Layout

Schedule Assessment/Update:

Construction Duration (Calendar Days):	426
Construction Calendar Days Elapsed:	63
Construction Calendar Days Remaining:	363
Percent of Contract Calendar Days Elapsed:	14%
Percent of Construction Completed:	13%

Percentage of Work Done **13%** **Total Project**

Framing	25%
Underground Plumbing	100%
Concrete Slab/Columns	100%

Proposed Changes:

Remove and replace concrete slab at Admin. Entrance, Restroom, Electrical Trench and Entry Walkways

General Comment:

(3) Rain Days

Progress Photos: 11/23/2009



Framing



Underground Plumbing



Exterior Concrete

PROJECT STATUS REPORT

De Anza High School -
Period Ending: 11/23/2009

Scope: Baseball Field Improvements-New Construction

Construction Status:

Architect: DLM Architects & Vallier Design Associates
 Project Manager: Jose Chapa, SGI Construction Management
 Project Engineer: Rod Sias, SGI Construction Management
 Contractor: Bay Cities Paving and Grading
 Inspector: Steve Cayson

Contract Status:

Notice to Proceed: 10/28/2009

	Original	Approved	Projected
Construction Schedule (days):	210		
Original Completion Date:	5/28/2010		
Projected Completion:	5/28/2010		

Buildings:

Progress This Period:

- Notice Of Award issued on October 12, 2009.
- Pre Construction Meeting held on October 27, 2009.
- Notice to Proceed issued on October 28, 2009
- Mobilization/Site Survey
- Installation of Temporary Fencing.
- Demolition and Removal of (E) Baseball Field Infrastructure.
- Removal of (E) diseased Trees and Roots
- Installation of Baseball Field Catch Basin and Drainage Infrastructure.

Anticipated Progress Next Period:

- Relocation of Construction and Security Trailer
- Installation of Site Infrastructure.
- Construction of Baseball Field Retaining Wall.
- Construction of Baseball Field Access Roads.
- Site Re-Grading/Field Layout.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	210
Construction Calendar Days Elapsed:	20
Construction Calendar Days Remaining:	190
Percent of Contract Calendar Days Elapsed:	9%
Percent of Construction Completed:	10%

Percentage of Work Done	10%	Total Project
Mobilization-Surveying/Staking		100%
Site Demo Soil/Tree Removal		100%
Site Infrastructure/Field Layout		8%
Installation (N) Bleachers		0%
Installation (N) Fencing/Backstop		0%
Installation-ADA/Tactile Sign etc.		0%
Installation-Elec. Infrastructure		0%
Installation- (N) Fence-Gate		0%
Installation- Access Roads		0%
Installation-Conc. Retaining Wall		0%
Re-planting-Trees/Landscape		0%

Proposed Changes:

General Comment:

Progress Photos: 11/23/2009



Demolition and Removal of (E) Baseball Field Infrastructure



Installation of (N) Baseball Field Drainage Infrastructure



Removal of (E) diseased Trees and Roots

PROJECT STATUS REPORT

Dover Elementary School - Increment 2

Period Ending: 11/23/2009

Scope: Increment 2

Construction Status:

Architect: HY Architects, Inc.
 Project Manager: Jose Chapa, SGI Construction Management
 Project Engineer: Marc Alojegan, SGI Construction Management
 Contractor: Alten Construction, Inc.
 Inspector: Kris Gilbert

Contract Status:

Notice to Proceed:	06/15/2009		
		Original	Approved
Construction Schedule (days):	1110		
Original Completion Date:	06/29/2012		
Projected Completion:	06/29/2012		

Buildings:

Phase 2 Building "A"

Progress This Period:

- Installation & Relocation of Storm Drain
- Strip Slab on Grade Continuation (North and South End)
- Plate Walls for Building A Continuation (North and South End)
- Erect Steel Continuation (North End)
- Interior & Exterior Wall Framing Continuation (North End and South End)

Anticipated Progress Next Period:

- Erect Stairs (South End)
- Floor Framing 2nd Floor (South End)
- Sheathing 2nd Floor (South End)
- Interior and Exterior Wall Framing 2nd Floor (South End)
- Set Roof Beams (North End)
- Install Roof Framing System & Joists
- Install Roof Blocking (North End)

Schedule Assessment/Update:

Construction Duration (Calendar Days):	1110
Construction Calendar Days Elapsed:	161
Construction Calendar Days Remaining:	949
Percent of Contract Calendar Days Elapsed:	14%
Percent of Construction Completed:	12%

Percentage of Work Done

20%

Total Project

Phase 1--Demolition & Site Work	Increment 1 & 1A	100%
Phase 2--Building A	Increment 2	15%
Phase 3--Building B & C	Increment 2	0%
Phase 4--Demo & Playground	Increment 2	0%

Proposed Changes:

- None

General Comment:

- None

Progress Photos: 11/23/2009



Erect Steel at North End of Building A



Exterior Framing at Building A Entrance



Interior Framing at South End of Building A

PROJECT STATUS REPORT

Ford Elementary School - Building

Period Ending: 11/23/2009

Scope: Pre-K, K-5 Elementary School with Computer Laboratory, Library, Administration, Kitchen, Multi-Purpose Room & Stage; with Playgrounds & Parking

Construction Status:

Architect: Sally Swanson Architects, Inc.
 Project Manager: Lewis Brower, SGI Construction Management
 Project Engineer:
 Contractor: Alten Construction, Inc.
 Inspector: Mark Eriksen

Contract Status:

Notice to Proceed: 10/12/2009

	Original	Approved	Projected
Construction Schedule (days):	600		
Original Completion Date:	06/04/2011		
Projected Completion:	06/04/2011		

Buildings:

Site Development	Rough Site Work & Underground Utilities
Building; Area A	Classrooms, Administration, Library, Computer Lab
Building; Area B	Pre-Kindergarten, Kindergarten, Classrooms
Building; Area C	Kitchen, Multi-Purpose Room, Stage
Site Finish	Hardscape, Landscape, Irrigation, Accessories

Progress This Period:

- Mobilization Complete
- Building Layout in Areas A, B & C Complete
- Area A; Foundation Commences - 1st Footing Concrete placed
- Area B; Foundation Commences - Excavation & Rebar Underway
- Area B; Low Voltage Conduit from MDF placement commences

Anticipated Progress Next Period:

- Area A; Construct Elevator Pit
- Area A; Foundation Continues - continue Footing Development
- Area A; Foundation Continues - commence Retaining Wall Development
- Area B; Foundation Continues - continue Footing Development

Schedule Assessment/Update:

Construction Duration (Calendar Days):	600
Construction Calendar Days Elapsed:	42
Construction Calendar Days Remaining:	558
Percent of Contract Calendar Days Elapsed:	7%
Percent of Construction Completed:	4%

Percentage of Work Done

Total Project

Site Development	20%
Building; Area A	5%
Building; Area B	2%
Building; Area C	1%
Site Finish	0%

Proposed Changes:

General Comment:

Project Start-Up proceeds well.

Progress Photos: 11/23/2009



Layout Nears Completion on 11/9/09



Set-Up & Ready for 1st Concrete Placement on 11/19/09



1st Concrete Placement Underway on 11/19/09

PROJECT STATUS REPORT

Helms Middle School - New Construction

Period Ending: 11/23/2009

Scope: New Construction and Demolition of existing facilities.

Construction Status:

Architect: Baker Vilar Architects
 Project Manager: Elena Comrie, SGI Construction Management
 Project Engineer: Robert Vargas, SGI Construction Management
 Contractor: West Bay Builders Inc.
 Inspector: A.J. Washington

Contract Status:

Notice to Proceed:	04/09/2007		
	Original	Approved	Projected
Construction Schedule (days):	780	0	0
Original Completion Date:	05/28/2009		
Projected Completion:	03/01/2010		

Buildings:

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

Progress This Period:

- Paved both Visitor & Staff Parking Lots.
- Continued with installation of Finishes, Casework, and Electrical Trim in Bldgs. C, G, MC, & A.
- Continued installation of Partitions & Fixtures in all Restrooms.
- Started Installation of Gates @ Bldg. C courtyards.
- Completed KRF Flooring installation in Kitchen.
- Started installation of Lockers @ Bldg C, completed lockers @ Bldg. G.
- Installed Teaching wall markerboards & countertops in C.

Anticipated Progress Next Period:

- Install hardwood flooring in Gym & Dance.
- Continue Exterior and Interior Painting of all Bldgs.
- Continue installation of Electrical Trim in all Bldgs.
- Install Bleachers in Gym.
- Continue installation of Plumbing Fixtures in all Bldgs.
- Continue Mechanical Trim & Start-up HVAC in all Bldgs.
- Complete Ceiling & FRP installation in Bldg. M.
- Continue With Site Work: Concrete Courtyards & Walkways, Gates & Fences, and Irrigation.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	780
Construction Calendar Days Elapsed:	966
Construction Calendar Days Remaining:	-186
Percent of Contract Calendar Days Elapsed:	123%
Percent of Construction Completed:	90%

Percentage of Work Done

Total Project

Import and Off Haul Soil	99%
Site: Grading & Paving	98%
Site: Concrete & Landscape	82%
Mechanical: All Bldgs.	92%
Electrical: All Bldgs.	90%
Plumbing Trim: All Bldgs.	60%
Interior Finishes	80%
Exterior Finishes	75%

Proposed Changes:

General Comment:

Progress Photos: 11/23/2009



Visitor Parking Lot: Paved



Kitchen Flooring: Installed



Bldg C: Gates and Cedar Trim @ Stairwells

PROJECT STATUS REPORT

Kennedy High School - Restroom Improvements

Period Ending: 11/23/2009

Scope: Restroom Improvements

Construction Status:

Architect: HMC Architects
 Project Manager: Herman Blackmon Jr., Amanco, Inc.
 Project Engineer:
 Contractor: JDS Builders Group, Inc.
 Inspector: Steve Cayson

Contract Status:

Notice to Proceed:	10/12/2009		
		Original	Approved
Construction Schedule (days):	390		
Original Completion Date:	11/06/2010		
Projected Completion:	11/06/2010		

Buildings:

Various toilet rooms renovation.

Progress This Period:

- Mobilization
- Barrier fabrication and installation
- Complete haz-mat abatement
- Selective demolition
- Slab demolition and removal - ongoing
- Concrete forming - ongoing
- Rough plumbing - ongoing
- Wood framing - ongoing
- Rough electrical - ongoing
- Rough mechanical - ongoing

Anticipated Progress Next Period:

- Complete concrete forms and pours
- Complete rough plumbing
- Complete rough electrical
- Complete rough mechanical
- Complete wood framing
- Complete slab demolition and removal
- Begin structural steel

Schedule Assessment/Update:

Construction Duration (Calendar Days):	390
Construction Calendar Days Elapsed:	42
Construction Calendar Days Remaining:	348
Percent of Contract Calendar Days Elapsed:	10%
Percent of Construction Completed:	12%

Percentage of Work Done	12%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 11/23/2009



Construction Planning - Bldg. 200 Boy's Restroom



Work in Girl's Bldg. 200 Restroom



Work in Boy's Bldg. 200 Restroom

PROJECT STATUS REPORT

King Elementary School - Increment 2 New Construction

Period Ending: 11/23/2009

Scope: Phase 1: Construction of new school buildings and site work.

Construction Status:

Architect: Quattrocchi Kwok Architects
 Project Manager: Alaric Robinson, Don Todd Associates
 Project Engineer: Eddie Law, Don Todd Associates
 Contractor: West Bay Builders
 Inspector: Mark Eriksen

Contract Status:

Notice to Proceed: 03/25/2009

	Original	Approved	Projected
Construction Schedule (days):	720	1	1
Original Completion Date:	3/15/2011		
Projected Completion:	3/16/2011		

Buildings:

Building A Single story - classrooms, library and admin areas.
 Building B Two story - classrooms.
 Building C Single story - multi-use with stage and kitchen.

Progress This Period:

- Building A West:
- Roof blocking and plywood sheathing
 - HVAC duct installation
 - Hang fascia board and roofing underlayment
 - Pull electrical wires
- Building A East:
- Roof blocking and plywood sheathing
 - Set steel columns, glulams and I-joists
 - Rough-in electrical, gas and water
- Building B & C:
- Wall framing, blocking and shear ply
 - Erect tube steel columns and set glulam beams
- Site work:
- Install and backfill perimeter storm and sewer lines

Anticipated Progress Next Period:

- Building A West:
- Roofing underlayment and install gutters
 - Window flashings
 - Waterproof walls
- Building A East:
- Roof blocking and underlayment
 - Pull electrical wires
- Building B & C:
- Wall framing, blocking and shear ply
 - Framing of roofs and ceilings
 - Set steel columns and HSS brace frames, glulams and I-joists
- Site:
- Install and backfill fire water line

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	243
Construction Calendar Days Remaining:	477
Percent of Contract Calendar Days Elapsed:	33%
Percent of Construction Completed:	32%

Percentage of Work Done 32% Total Project

Proposed Changes:

General Comment:

None

Progress Photos: 11/23/2009



Building A West Roofing Underlayment



Building A East Roof Framing and Blocking



Building C Framing and Plywood Sheathing

PROJECT STATUS REPORT

Multi-Site Play Structures & Surfaces Project - Multi-Site

Period Ending: 11/23/2009

Scope: Multi-Site Play Structures & Surfaces Project

Construction Status:

Architect: Keller Mitchell & Co.
 Project Manager: Willie Robinson, WJR, Inc.
 Project Engineer:
 Contractor: Gold Spring Construction Co.
 Inspector: Steve Cayson

Contract Status:

Notice to Proceed: 09/21/2009

	Original	Approved	Projected
Construction Schedule (days):	75	75	75
Original Completion Date:	12/05/2009		
Projected Completion:	12/05/2009		

Buildings:

Coronado E.S. "B":	35% Completed
Perez E.S. "A"	25% Completed
Perez E.S. "C"	20% Completed
Stege E.S. "A"	25% Completed
Wilson E.S. "A"	20% Completed
Highland E.S. "A"	30% Completed
Grant E.S. "B"	15% Completed

Progress This Period:

- Ordered 90% of the play structure and parts for all play yards.
- Ordered 90% of the play matta materials for all play yards.
- Started and completed demolition eight play yards at seven school sites.
- Started and completed the access ramps modification at seven play yards.
- Started and completed the compacted engineered fill at seven play yards.

Anticipated Progress Next Period:

- Install play structure components at four play yards.
- Install play matta materials at seven play yards
- Complete all work at four play yards

Schedule Assessment/Update:

Construction Duration (Calendar Days):	75
Construction Calendar Days Elapsed:	63
Construction Calendar Days Remaining:	12
Percent of Contract Calendar Days Elapsed:	84%
Percent of Construction Completed:	30%

Percentage of Work Done **30%** **Total Project**

Proposed Changes:

- Extend concrete ramp 10' to accommodate required 5% slope at Valley View Play Yard C.
- Relocate six weep-holes by raising 6" above the location shown on plans; repair foundation pony walls; disassemble play structure; fix rail post and footing; at Perez C, Grant B, Stege A & Wilson B, respectively.
- Modify and replace double slide footing layout and relocate existing at Perez C,

General Comment:

Progress Photos: 11/23/2009



Coronado School Play Yard B - Drain rock placement



Stege School Play Yard A - During inclement weather



Perez School Play Yard A - Placement of wooden headers

PROJECT STATUS REPORT

Pinole Middle School - Modernization Phase II

Period Ending: 11/23/2009

Scope: Modernization Phase II

Construction Status:

Architect: Powell and Partners
 Project Manager: Steve Millar, Amanco, Inc.
 Project Engineer:
 Contractor: Alpha Bay Builders, Inc.
 Inspector: Kris Gilbert

Contract Status:

Notice to Proceed:	10/05/2009		
		Original	Approved
		Projected	
Construction Schedule (days):	425		
Original Completion Date:	12/04/2010		
Projected Completion:	12/04/2010		

Buildings:

Bldg. A	Class rooms and offices
Multi Purpose	Auditorium/ cafeteria/Kitchen
Teacher's lounge	Circular bldg. in courtyard

Progress This Period:

- Interior framing demolition complete
- Exterior over hang and interior framing under way
- Interior concrete sawing and demo underway
- Drilling and installation of hold down bolts underway

Anticipated Progress Next Period:

- Complete interior demo
- Continue hold down bolt drilling and installation
- Complete framing of roof overhangs
- Begin forming for structural interior footings
- Begin storm drain excavation and installation

Schedule Assessment/Update:

Construction Duration (Calendar Days):	425
Construction Calendar Days Elapsed:	49
Construction Calendar Days Remaining:	376
Percent of Contract Calendar Days Elapsed:	11%
Percent of Construction Completed:	8%

Percentage of Work Done **8%** **Total Project**

Proposed Changes:

None to date

General Comment:

Progress Photos: 11/23/2009



Drilling hold down bolts



Excavating footing



Foundation Demo

PROJECT STATUS REPORT

Richmond High School - New Bleacher & Field House Facilities

Period Ending: 11/23/2009

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	27	372
Original Completion Date:	05/07/2009		
Projected Completion:	12/24/2009		

Buildings:

New Bleacher
 Field House Facilities

Progress This Period:

- Fire alarm inspected, tested and operational.
- All punch list have been issued and are currently being addressed by the contractor.
- The Health Department pre-inspection was conducted and a small punch list was issued.

Anticipated Progress Next Period:

- Issue of project completion certification.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	372
Construction Calendar Days Elapsed:	514
Construction Calendar Days Remaining:	-142
Percent of Contract Calendar Days Elapsed:	138%
Percent of Construction Completed:	96%

Percentage of Work Done	96%	Total Project
Roofing		99%
Siding		100%
Bathroom Tile		100%
Elevator installation		98%
Painting-interior-exterior		99%
Bleacher installation		99%

Proposed Changes:

General Comment:

- All punch list have been issued by various consultants and the contractor is addressing each issue. State elevator inspection is scheduled for December 2,2009

Progress Photos: 11/23/2009



View north from bleachers



Southern corner view of bleacher building



Detail view of bleacher seating and screening