

**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
May 12, 2010

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

**BOARD OF EDUCATION
LOVONYA DEJEAN MIDDLE SCHOOL
3400 Macdonald Avenue
Richmond, CA 94805**

ADDENDUM

May 12, 2010

The following is a revision to the agenda of the May 12, 2010, Board of Education Meeting:

ACTION ITEMS

*** F.6 Honor Roll Recognition**

Comment:

The Board would like to host a recognition for honor roll students for the first three quarters of the year on Saturday, June 5, 2010. The cost for this picnic and recognition would be underwritten by private funding. The specifics, including the location and time, would need to be determined.

Recommendation:

Recommend Approval

Fiscal Impact:

To Be Determined

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: May 12, 2010

From: Tony Thurmond
Board Member

Agenda Item: F.6

Subject: Honor Roll Recognition

Background Information:

The Board would like to host a recognition for honor roll students for the first three quarters of the year on Saturday, June 5, 2010. The cost for this picnic and recognition would be underwritten by private funding. The specifics, including the location and time, would need to be determined.

Recommendation:

Recommend Approval

Fiscal Impact:

To Be Determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
MAY 12, 2010**

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: www.wccusd.net/Documents/Board/boardinformation.aspx

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 THE BOARD MEETINGS:

Television:

Live television broadcast of regularly scheduled Board meetings is available 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 broadcast 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.

Audio tapes of Board meetings are kept on file at the Administration Building, 1108 Bissell Avenue, Richmond, CA 94801 (510-231-1101).

The Board of Education would like to acknowledge Comcast, the cities of Pinole and Richmond, and WCCUSD staff for their generosity and efforts 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 **5:30 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

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

B. OPENING PROCEDURES

- B.1 Pledge of Allegiance**
- B.2 Welcome and Meeting Procedures**
- B.3 Roll Call**
- B.4 Presentation of Student Board Representative**

Comment:

Student Board Representative Ramiah Davis will be representing Hercules High School at the Board of Education on May 12, 2010. We would like to recognize and commend her participation.

Recommendation:

For Information Only

Fiscal:

None

- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption (Public Comment)**
- * **B.7 Minutes: April 28, 2010**

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 Grants/Awards/Agreements**

Comment:

Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed dated May 12, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

***CI C.2 Acceptance of Donations**

Comment:

The District has received donations as summarized dated May 12, 2010. Staff recommends acceptance of these donations.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per donations summary

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

Comment:
The planned fund-raising events for the 2009-10 school year are summarized as dated May 12, 2010.

Recommendation:
Recommend Approval

Fiscal Impact:
Additional revenue for schools

***CI C.4 Acceptance of Contracts for Placement of Student Teachers**

Comment:
Teachers in this district provide supervision and evaluation for students seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher at no cost to the district.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed dated May 12, 2010.

Recommendation:
Recommend Approval

Fiscal Impact:
None

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

Comment:
The summaries of Payroll and Vendor Warrants issued during the month of April, 2010:

Total of payroll warrants: \$ 9,750,565
Total of vendor warrants: 23,119,563

Recommendation:
Approval of the payroll and vendor warrant reports

Fiscal Impact:
As noted above

***CI C.6 Notification of Claims Rejected**

Comment:

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

Recommendation:

Ratify the rejection of claim

Fiscal Impact:

None

***CI C.7 Notification of Claim Approval and Settlement Payment**

Comment:

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

Recommendation:

Ratify the authorized approval of claim and payment for personal injury

Fiscal Impact:

Self-Insurance Program

***CI C.8 Notification of Claim Approval and Settlement Payment**

Comment:

The District received a claim regarding compensation for property damage. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized settlement payment.

Recommendation:

Ratify the authorized approval of claim and payment for property damage

Fiscal Impact:

Self-Insurance Program

***CI C.9 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.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 Resolution No. 87-0910: Credential Assignment Options**

Comment:

This resolution will provide the District with assignment options of a temporary nature when a teacher with an appropriate credential is not available to the District.

The options are only available to teachers who hold a current, non-emergency, basic credential.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.12 California Department of Education Grant Award: Carl Perkins Annual Allocation**

Comment:

The annual allocation of the Carl Perkins Funding for West Contra Costa Unified School District for the year 2010 – 2011 is \$264,506.

Recommendation:

Recommend Approval

Fiscal Impact:

Grant award for \$ 264,506. No matching dollars required.

***CI C.13 Hercules High School Music Students to Mexico for Festivals at Sea Aboard Carnival Cruises**

Comment:

Hercules High School Music students will be performing and participating in musical festivals. They will be given an opportunity to respond to, analyze and make judgments about various kinds of music. Students will be performing for adjudicators and receiving ratings and feedback on their performances. The cruise will take place from May 27 to May 31, 2010

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.14 Students from Stewart Middle School will go to Washington D.C. May 16-May 22, 2010**

Comment:
The seventh and eighth grade students in the History Club at Stewart will visit various historical sites in Washington D.C. to gain a further understanding of the foundations of the American political system.

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.

Recommendation:
Ratify and approve contracts as noted.

Fiscal Impact:
Total for this action: \$311,932. 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: Kennedy High School Restroom Renovations. 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: \$12,349.

***CI C.17 Master Plan Contracts for Measure “D”**

Comment:

Measure “D,” a General Obligation Bond, is on the ballot for June, 2010. The District has made a conscience effort to bring quality facilities to the students, staff, local businesses and communities of West County.

In the recent past, the Board of Education has approved the awarding of architectural contracts to approved firms, for design services at Coronado Elementary and Pinole Valley High School. These schools will be constructed as a part of Measure “D” Bond, after its passage in June, and will maintain our schedule of providing state of the art facilities for the communities of West County and to leverage the favorable bidding climate that now exists.

As such, the Facilities Subcommittee has recommended that master planning contracts be awarded for five elementary schools:

- | | |
|-------------------------|-------------------------------|
| • HY Architects | Fairmont Elementary School |
| • Baker Vilar | Richmond High School |
| • Interactive Resources | Wilson Elementary School |
| • Powell & Partners | Stege Elementary School |
| • DLM | Valley View Elementary School |

Recommendation:

Recommend Approval

Fiscal Impact:

Not to exceed \$1,000,000.00, Measure J.

***CI C.18 Approval of Contract for Furniture, Setup and Installation at Crespi Administration Building**

Comment:

The reconstruction of the Crespi Administration Building from fire damage is proceeding for anticipated occupancy beginning in August 2010. An important next step for the District is to purchase new furniture for the school for use in the office areas, classrooms, library, and support spaces. We have completed work with the site staff on their needs in all of these areas. New furnishings will be comparable to those installed in our other completed secondary sites Helms, Pinole Middle and El Cerrito High.

The proposed contract is through Young Office Solutions. The pricing for the furniture is by a competitively bid bulk purchasing contract through TCPN Contracts MO7032 and MO739 and through the NJPA Umbrella Contract #102908-K11/KI Contract #OT53795. These are “piggyback” type contracts which meet the state’s procurement requirements for these furnishings. In addition, the contract includes installation labor provided through Young Office Solutions.

Recommendation:

Approve contract with Young Office Solutions for Crespi Admin furniture, setup and installation.

Fiscal Impact:

\$173,860.25. Funded by the Measure J Bond.

***CI C.19 Coronado Elementary School Multi-Purpose Building Demolition Contract Award**

Comment:

The Coronado Elementary Multi-Purpose Building was severely damaged by fire in 2008. The District has installed temporary facilities on the site including food service, multi-purpose modular, and restrooms. It is appropriate at this time to demolish the existing building and remove the derelict structure from the campus. The project includes basic paving, sidewalk repair, fence and gates to create usable playground space for the site at the location of the former building.

WLC Architects prepared bid documents for the demolition project. The District conducted a public bid process for the project. Bids were opened on April 29, 2010. Five contractors submitted bids. They are as follows: Pinguelo Construction \$222,188; PARC Services \$216,980; Carone and Company \$165,000; ERA Construction \$149,630; Evans Brothers \$144,420. The lowest responsive, responsible bidder is Evans Brothers at \$144,420.

Recommendation:

Award contract to lowest responsive, responsible bidder.

Fiscal Impact:

\$144,420. Funded from Fire Insurance Proceeds.

***CI C.20 Portola Middle School Temporary Campus Utilities and Sitework Award of Contract**

Comment:

The Board approved a Temporary Campus at the Portola Lower Pad at its meeting of February 10, 2010. Staff has been working to complete preliminary planning on the project with HY Architects. The next step in executing the project is to award a contract for utilities connections and sitework. This project includes sewer, storm sewer, electrical, low-voltage, fire water service connections. The work also includes interior connections and preparation of all buildings for occupancy.

The District has conducted a public bid for this project. Bids were opened on May 5, 2010. 10 Contractors submitted bids. They are as follows: Lamson Construction \$745,000; Dan Electric \$540,000; River View Construction \$525,000; Bruce Carone \$477,650; D R Lemmings \$457,630; Michael Paul Co. \$408,000; ERA Construction \$398,473; D&D Pipelines \$392,000; Evans Brothers \$389,000; and, Carone & Co. \$325,000. The lowest responsive, responsible bidder is Carone and Co. at \$325,000.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation:

Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder.

Fiscal Impact:

\$325,000. Funded by the Measure J Bond, Portola Middle School project budget.

***CI C.21 Portola Middle School Temporary Campus Modulares Award of Contract**

Comment:

The Board approved a Temporary Campus at the Portola Lower Pad at its meeting of February 10, 2010. Staff has been working to complete preliminary planning on the project with HY Architects. The next step in executing the project is to award a contract for modular buildings to house the students. HY Architects has completed construction documents for the project incorporating educational program elements which are a part of the Portola Middle School program. These include standard classrooms, library/bookroom, science labs, drama room, administrative spaces, Special Education classrooms (SH & NSH), teacher workroom areas, shop/drafting, PE Locker rooms, art, band, multi-purpose/cafeteria spaces, food service buildings, and restrooms. These plans have been reviewed with the Portola staff and teachers. The project is for the vendor to supply and install all of the referenced buildings, either new or reconditioned, as a direct purchase by the District. It is anticipated that these buildings can be used after the construction of the new school to replace any remaining leased buildings at other sites in the District—reducing future costs to the General Fund.

The District has conducted a public bid for this project. Bids are to be opened on May 10, 2010. Staff will bring a recommendation for award to the meeting of May 12th.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation:

Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder.

Fiscal Impact:

\$_____ . Funded by the Measure J Bond, Portola Middle School project budget.

***CI C.22 Hercules Middle High School Field Lights Project Award of Contract**

Comment:

Hercules Middle High School still has areas remaining to complete which were left unfinished at the time of the original construction due to funding constraints on the state project. This project is the next step in completing the campus site work and includes the installation of permanent field lights at the main stadium area in accordance with District standards. This project also includes a joint-use element with the City of Hercules to add field lighting for community night use at the baseball, softball, outdoor basketball courts, and the middle school field area. These areas are identified on the plans as Bid Alternate #1. The Alternate can be awarded upon review with the City of Hercules and confirmation that funding is available for these areas. The District has been working closely with City staff to coordinate this work and staff anticipates bringing a joint-use agreement to the Board which will incorporate the City's use, and maintenance, of these field areas as a part of the document.

WLC Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids were opened on May 5, 2010. Three Contractors submitted bids. The Total Base Bids (Main Stadium + Allowance) are as follows: Tennyson Electric \$598,000; WBE \$579,000; and, Bleyco \$572,000. The lowest responsive, responsible bidder is Bleyco at \$572,000. All bidders submitted pricing for the Bid Alternate #1 to light all of the remaining campus fields. It is recommended only to award the main stadium work in the Base Bid at this time. We can then coordinate with the City of Hercules for their approval of the Bid Alternate #1 work and award that portion at a future date.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation:

Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder.

Fiscal Impact:

\$572,000. Funded from the Capital Facilities Fund, Fund 25.

***CI C.23 Richmond High School Emergency Repair Program HVAC Systems Repair Contract Award**

Comment:

The District has received funding from the state Emergency Repair Program ("ERP") to replace seriously deteriorated HVAC Systems at the Richmond High site. The work includes replacement of all main classroom building HVAC systems, new controls systems, repairs to the roof, and associated work.

HMR Architects prepared bid documents for the state-approved project. The District conducted a public bid process for the project. Bids were opened on April 20, 2010. Seven Contractors submitted bids. The bids included two Bid Alternates. Bid Alternate #1 is Roofing Repairs. Bid Alternate #2 is Ceiling replacements at the interior of the building. The bids received, including both Bid Alternates and a small-unforeseen conditions allowance are as follows: DL Falk \$5,469,000; Bell Products \$5,442,418; Alten Construction \$5,362,141; West Coast Contractors \$4,786,000; AJF/BHM \$4,778,790; and, KMS \$4,304,641. After receipt of the bids, and within the period allowed by Public Contract Code, the low bidder, KMS withdrew its bid citing mathematical error. The District has accepted this action. Therefore, the lowest responsive, responsible bidder is West Coast Contractors at \$4,786,000. Unfortunately, the overall price, with both Bid Alternates included is in well excess of the amount provided by the state under the ERP funding grant. The condition of the roof of the main building is such that the award of Bid Alternate #1: Roof Repairs is critical to the project. Therefore, it is recommended that the Board award the Base Bid and Bid Alternate #1. Even this award will require supplemental funding from the Measure J Bond using funds approved by the Board under the Deferred Capital Projects. Finally, the project is set to complete back check approval by the Division of State Architect ("DSA") on May 13th. This action by the Board will therefore be to authorize staff to award the contract pending approval of the documents by the DSA.

Recommendation:

Authorize staff to award contract to lowest responsive, responsible bidder after DSA approval is received.

Fiscal Impact:

\$4,166,000. Funded from the Emergency Repair Program (“ERP”) and the Measure J Bond under the Deferred Capital Projects.

***CI C.24 Resolution No. 91-0910: Limiting Travel to and Purchases from Arizona until the Arizona Legislature Repeals SB 1070**

Comment:

In April 2010, the Arizona Legislature passed and the Governor signed a bill that requires that law enforcement agencies detain people to check their immigration status. The law, which proponents and critics alike said was the broadest and strictest immigration measure in generations, would make the failure to carry immigration documents a crime and give the police broad power to detain anyone suspected of being in the country illegally. Opponents have called it an open invitation for harassment and discrimination against Latinos regardless of their citizenship status.

Many people who support civil and human rights are encouraging an economic boycott of the state of Arizona. In the past WCCUSD staff and Board members have traveled to Arizona for professional conferences. The District has also purchased materials and supplies from Arizona based firms. By limiting travel and purchases from Arizona, the Board could participate in the economic boycott of Arizona in an effort convince the Arizona Legislature of the need to rescind SB 1170.

Recommendation:

That the Board adopt Resolution No. 91-0910 restricting travel to and purchases from Arizona.

Fiscal Impact:

Unknown at this time

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Ivy League Summer Programs: Students from El Cerrito High School, Pinole Valley High School, Hercules High School, DeAnza High School, Richmond High School and Middle College High School will participate in college readiness programs offered at respective Ivy League Colleges and Universities**

Comment:

The Ivy League Connection program has been an integral college awareness program in the West Contra Costa Unified School District for the last five years. Each year students at our respective high schools participate in a rigorous screening process in order to gain acceptance into a summer program at an Ivy League university. The Ivy League program has grown tremendously over the years through the contributions of benefactors and corporations vested in providing educational opportunities for our students. This summer, West Contra Costa Unified School District will be sending twenty-nine students to various Ivy League universities including Cornell University, Columbia University, Brown University, and Yale University. We are proud to honor and recognize these outstanding students for their determination and willingness to accept this unique challenge and are confident they will serve as positive ambassadors representing their school and the district at large.

This evening we are proud to introduce the Ivy League candidates who will be traveling this summer to respective college campuses. The students who will be representing our school district have demonstrated academic excellence and potential each year as a high school student. Further, all Ivy League students

have participated in a rigorous application process prior to their acceptance into one of the college programs.

The District would like to thank the following sponsors for their contributions: IBEW/NECA LMCC Statewide; Contra Costa Chapter National Electrical Contractors Association (NECA); NorCal Chapter, NECA; Carpenters, Local 152; UA, Local 159; UA Local 342; Deems, Lewis and McKinley Architects; WLC Architects; Baker/Vilar Architects; HY Architects; Interactive Resources; Seville Group; Quattrocchi Kwok Architects; Sally Swanson Architects; Davillier Sloan; Employer Advocates; Powell and Partners; Electrical Contractors Trust Alameda County; Mary Hernandez of Garcia, Calderón & Ruiz; Kinsell, Newcomb & De Dois; Piper Jaffray & Co.; De La Rosa & Company; KNN Public Finance.

Additionally, a special thank you is extended to Don Gosney who has helped with the entire program and the photos for the students and staff. Mr. Gosney is a Kennedy High School graduate and a Richmond resident. A special thank you is also extended for scholarships provided from Brown University and Cornell University.

Recommendation:
For Information Only

Fiscal Impact:
Previously approved by Board April 14, 2010

* **D.2 Recognizing WCCUSD Teachers of the Year (TOY)**

Comment:

In 1972, California began recognizing outstanding teachers, establishing the Teachers of the Year Program. This program is open to all teachers in public and private schools who teach pre-kindergarten through twelfth grade. Contra Costa County has participated in the program since its beginning.

Ms. Susan Collins, Ms. Nicole Giusti, Ms. Michele Lamons, and Ms. Diane Sullivan have been selected as WCCUSD's 2010-2011 Teachers of the Year.

Middle School Teacher of the Year

Ms. Susan Collins is a science teacher at Pinole Middle School who is known for her enthusiastic approach to teaching. Her hands on lessons are presented in an incredibly engaging style that inspires all of her students to be actively involved in learning. She is respected by peers as a model teacher who assists others in developing their professional skills. Ms. Collins' middle school students respect her and thrive under her instruction. She understands the individual needs of her students and differentiates her instruction to ensure that all students succeed.

Primary Teacher of the Year

Ms. Nicole Giusti is a first grade teacher at Ford Elementary School who has repeatedly proven herself to be an educator of the highest caliber and an outstanding representative of the teaching profession. Ms. Giusti consistently provides her students with a strong and diverse education that focuses on moving all students to proficiency across the curriculum. Ms. Giusti is a model teacher who actively engages students in learning through dynamic lessons. She is known for her culturally responsive approach to instruction that guarantees each student is provided a learning environment that ensures success.

High School Teacher of the Year

Ms. Michele Lamons a teacher of English and Sign Language at Pinole Valley High School is widely recognized by peers, parents, and especially students, for consistently ensuring that all young people in her care achieve at the highest levels, and are fully prepared to be successful in college and later life. Her enthusiasm for teaching makes learning fun and exciting for her students who are eager to praise her classes. She consistently uses a variety of culturally responsive approaches to teaching and learning that ensure her students are provided full access to the content standards.

Intermediate Teacher of the Year

Ms. Sullivan is a 4th grade teacher at Washington Elementary who ensures learning occurs all day and extends into after school tutoring for those students who need additional support. She has high expectations for every student and uses a variety of culturally responsive techniques that lead all students to achieve at high levels. Her dynamic style results in a classroom where something exciting is always happening and students are fully engaged. She actively supports peers in developing and implementing culturally responsive strategies assisting all students at Washington in reaching high levels of achievement.

Congratulations to Ms. Collins, Ms Giusti and Ms. Lamons and Ms. Sullivan on attaining this recognition and their commitment to excellence in education.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.3 The Ed. Fund Excellence in Education Award Winner Recognition**

Comment:

For the 22nd year, the Ed. Fund will celebrate and honor the excellence of six WCCUSD teachers, 1 classified staff member, and one volunteer at its Annual Ed. Fund Excellence in Education banquet on Friday, May 14 at the Berkeley Doubletree Hotel.

The names of this year's teachers are: Kathy Clemons (Grant), Antonieta Franco (Downer), Lucy Giusto (Hercules Middle/High), Cynthia Taylor (Dover), Armando Torres (Richmond High), Claudia Velez (Olinda) and Megan Gardner (Peres).

These teachers of excellence share a profound passion for instilling a love of learning in our diverse students so that they can attain their goals and realize their dreams. By carefully and thoughtfully weaving creativity, adherence to high standards, profound knowledge of the subjects being taught, and appreciation of individual differences, needs, and strengths, these award winning teachers raise the quality of education to new heights.

Sharing the honors with the Teaching Excellence Awards winners are the 2010 Distinguished Non-Certificated Employee Award Winner Jan Etingoff and 2010 Distinguished Citizen Award Winner Margaret Morkowski.

Jan Etingoff has been an amazing asset to Murphy Elementary. Teachers, staff, students, and parents love her for her caring dedication to the students and her many contributions as a yard supervisor, traffic controller, and conflict mediation supervisor.

Margaret Morkowski is a volunteer at Washington who works with a special needs student on a regular basis. She also supports other classrooms, and dedicates her time to the PTA, Many Hands Program, and the community at large.

We want to recognize and congratulate our honorees for all the wonderful work they carry out with our students on a daily basis.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.4 Multilingual District Advisory Committee Report**

Comment:

The Multilingual District Advisory Committee (MDAC) is comprised of a representative from each of our schools' English Learner Advisory Committees (ELAC). Four meetings are held each year in different locations to facilitate attendance from members of the different school communities. The meetings are conducted on Thursday nights at 6:30 and repeated the following Friday morning as an additional strategy to promote participation. The topics covered include the legally required items, items requested by the parents and current issues impacting our English learner (EL) students.

The MDAC co-chairpersons, Raul Morales, ELAC representative from Richmond High School, and Maria Plascencia, from Downer Elementary School, will present the MDAC Report to the Board. The report will include highlights from the 2010 R-30 Language Census, an annual report to the California Department of Education that includes data on English learners and fluent-English-proficient students, as well as additional pertinent data on the trends in our EL population.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.5 Third Interim Report, 2009-10**

Comment:

When the Governing Board self-certified a qualified Second Interim at the March 3, 2010 Board meeting, the District fell under Education Code Section 42131(e) which states:

The governing board of each school district filing a qualified or negative certification for the second report required under Section 42130, or classified as qualified or negative by the county superintendent of schools, shall provide to the county superintendent of schools,

the Controller, and the Superintendent of Public Instruction no later than June 1, financial statement projections of the district's fund and cash balances through June 30 for the period ending April 30. The governing boards of all other school districts are encouraged to develop a similar financial statement for use in developing the beginning fund balances of the district for the ensuing fiscal year.

Staff will present statements required by the above Education Code along with a brief report.

Recommendation:

For Information Only

Fiscal Impact:

Balanced Budget

* **D.6 Presentation of Adult Education Course Offerings for 2010 - 2011**

Comment:

The West Contra Costa Adult Education program will present the proposed course offerings for the 2010 – 2011 academic year.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.7 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.8 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.

Hatziri Nieva, age 17 and Ramon Prado-Santamaria, age 18, were tragically killed on April 28, 2010. Ms. Nieva and Mr. Prado-Santamaria were Vista High School students. Both were model students who their teachers spoke of very highly.

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

F. ACTION ITEMS

* **F.1 Petition for Charter Renewal of Manzanita Charter School**

Comment:

On March 30, 2010, the petitioner submitted to West Contra Costa Unified School District a petition to renew the charter for the independent charter school known as Manzanita Charter School ("Charter School") for an additional five years. The Charter School has been operating in the District for ten years. It serves students in grades six through eight in a parent cooperative program with a standards based curriculum that seeks to provide a well-rounded academic program that includes art, music, technology and physical education. Pursuant to the Charter Schools Act of 1992 (the "Act"), Education Code section 47600 *et seq.*, the Legislature has charged local school boards with the responsibility for reviewing and acting on petitions for renewal by charter schools.

Renewal of an existing charter petition is governed by the requirements of Education Code section 47605 and 47607. Education Code section 47605(b) requires the Board, within 30 days of receiving a

petition, to hold a public hearing to consider the level of support for the petition. The public hearing was held on April 28, 2010.

The Act states that a school district governing board considering whether to grant a charter petition “shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged.” (Ed. Code, § 47605(b).) With this legislative intent in mind, the governing board must grant a charter “if it is satisfied that granting the charter is consistent with sound educational practice.” (Ed. Code, § 47605(b).) Renewal of a charter is also governed by the standards and criteria in Education Code section 47605 and “shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed.” (Ed. Code, § 47607(a)(2).) Additionally, a charter school seeking renewal must meet one of the standards for academic achievement set forth in Education Code section 47607(b).

Staff and legal counsel have reviewed the Petition prepared the Staff Written Findings Regarding Manzanita Charter School Petition for Renewal (“Findings”), which are provided. Staff’s analysis of the petition includes a review of its educational program, fiscal and governance structure, student admissions and discipline, labor and personnel issues, facilities and legal issues.

Recommendation:

Staff’s recommendation is that the Board renews the charter under the following conditions and assurances to be provided by the Charter School to the District in writing:

- The Charter School shall make all requested modifications or clarifications to the Petition identified in the attached Findings.
- The Charter School shall agree to enter into a Special Education Memorandum of Understanding that is mutually acceptable to the Charter School and District and which adequately addresses each of the issues identified in the Findings.
- The Charter School shall confirm that the Board of Directors will adopt amendments to their Articles and Incorporation and Bylaws to assure compliance with all applicable State conflict of interest laws, including Government Code section 1090.
- The Charter School shall revise the Student Handbook for consistency with the Petition.
- The Charter School shall agree to enter into an Operational Memorandum of Understanding that is mutually acceptable to the Charter School and District.

Copies of the Manzanita Charter Middle School petition and the Staff’s analysis of the charter petition are provided.

Fiscal Impact:

To Be Determined

* **F.2 Revision of Board Policy 5141 Students – Health Care and Emergencies**

Comment:

The District would like to revise current policy to further clarify and provide guidelines for the existence and use of automated external defibrillators (AEDs).

Recommendation:

Recommend Approval

Fiscal Impact:

None

* **F.3 Resolution No. 88-0910: Declaration to Hire 30-Day Substitutes on CBEST Waivers**

Comment:

There is a statewide shortage of qualified substitutes. The requirement that each 30-day substitute CBEST waiver request be approved by the Board of Education before the waiver request is submitted has been relaxed by the Commission on Teacher Credentialing (CCTC). Instead, they will require a governing board to declare that the district has hired teachers from the substitute pool to implement the Class Size Reduction Program and is now experiencing difficulty in recruiting individuals who qualify for the 30-day Substitute Teaching Permit. This declaration need be approved only once for all CBEST waiver requested in 2010-2011. This item may not appear on the consent calendar for the governing board meeting. Our District will continue to recruit and search for fully credentialed teachers while using this assignment option.

Recommendation:

Recommend Approval

Fiscal Impact:

None

* **F.4 Resolution No. 90-0910: Resolution to Terminate Certificated Employees**

Comment:

Pursuant to Education Code, the Board of Education must adopt a resolution to Terminate Certificated Employees as a result of a reduction of particular kinds of services so that those affected employees may be notified prior to May 15, 2010. This action is necessary for the District to make the needed budget cuts for the 2010-2011 school year.

Recommendation:

Recommend Approval

Fiscal Services:

To Be Determined

* **F.5 Resolution No. 81-0910: Authorization to Eliminate Classified Positions and Layoff Classified Employees**

Comment:

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

Recommendation:

Recommend Approval

Fiscal Impact:

To be determined

G. DISCUSSION ITEMS

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

Comment:

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

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

Recommendation:

For Information Only

Fiscal Impact:

None

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – June 2, 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

May 12, 2010

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

[Government Code Section 54956.9(a)]

1. Srago v. WCCUSD
2. WCCUSD v. Orrick
3. Signature at Anchor Cove 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

- a. Administrative Appointments for the 2010-2011 School Year

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

- a. Expulsions

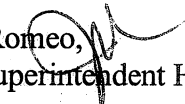
9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT (Government Code Section 54957)

Teacher
Custodian
Secondary Site Supervisor

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:** May 12, 2010
From: Jessica R. Romeo, 
Assistant Superintendent Human Resources **Agenda Item:** A.6
Subject: Administrative Appointments for the 2010-2011 School Year

Background Information:

The following administrative appointments will be reported for the 2010-2011 school year:

- Principal, High School
- Principal, Middle School
- Principal, Elementary School
- Vice Principal, Elementary School
- Principal, Alternative Education
- Executive Director K-12 Services
- Director of Curriculum
- Special Education Administrator
- Assistant Superintendent Human Resources

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: May 12, 2010

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative

Background Information:

Student Board Representative Ramiah Davis will be representing Hercules High School at the Board of Education on May 12, 2010. We would like to recognize and commend her participation.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

Item B.7

April 28, 2010

A. CLOSED SESSION

B. OPENING PROCEDURES

President Madeline Kronenberg called the meeting to order at 5:00 PM. The Board recessed into Closed Session. President Kronenberg called the Public Session to order at 6:31 PM.

B.1 Pledge of Allegiance

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

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

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

Staff Present: André Bell, Senior Director Bond Finance; Steve Collins, SELPA Director; Lisa Erwin, Executive Director Business Services; Otilia Espinosa, Interpreter; Bill Fay, Associate Superintendent for Operations; Erin Fleming, Director Classified Employees; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Linda Jackson, Executive Director K-12; Harlan Kerr, Principal Vista Hills; Joe Mayes, Maintenance Manager; Ken McDaniel, Electronics Supervisor; Lyn Potter, Coordinator State and Federal; Nia Rashidchi, Assistant Superintendent Educational Services; Jessica Romeo, Assistant Superintendent for Human Resources; Bill Savidge, District Engineering Officer; Janice Thompson, Coordinator Preschool

B.4 Presentation of Student Board Representative

Mr. Matthew Arciniega was absent.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to expel eight (8) students and suspend those expulsions for placement in the West Contra Costa Unified School District.

Motion: Ms. Miles moved approval of the expulsion of eight (8) students, suspending those expulsions for placement in the West Contra Costa Unified School District. Mr. Medrano seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey and President Kronenberg voted yes with Mr. Thurmond abstaining, and no absences. Motion carried 4-0-1-0.

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve the forwarding of statement of charges on two (2) certificated employees.

Motion: Mr. Medrano moved approval of the forwarding of statement of charges on two (2) certificated employees. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to reinstate nine (9) Instructional Specialists, four (4) Coordinators and one (1) Assistant Principal for the 2010-2011 school year.

Motion: Mr. Medrano moved approval of the reinstatement of nine (9) Instructional Specialists, four (4) Coordinators and one (1) Assistant Principal for the 2010-2011 school year. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve the appointment of two (2) Bond Facility Project Managers, Mr. James Faith and Mr. Andrew Mixer.

Motion: Mr. Medrano moved approval of the administrative appointments of two (2) Bond Facility Project Managers. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

B.6 Agenda Review and Adoption

Public Comment:

MOTION: Mr. Ramsey moved to approve the agenda. Mr. Medrano seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

B.7 Minutes: April 14, 2010

MOTION: Mr. Ramsey moved to approve the Minutes of April 14, 2010. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Acceptance of Donation

C.3 Approval of Fund-Raising Activities

C.4 Contracted Services

C.5 Acceptance of Contracts for Placement of Student Teachers

C.6 Notice of Completions: Bid J068097 Richmond High School New Bleacher and Field House, J068163 Verde Playground and Site Work Upgrades, W068172 Chavez Elementary Wall and Window Repair

C.7 Notification of Claims Rejected

C.8 Routine Personnel Changes – Classified

C.9 Routine Personnel Changes - Certificated

C.10 Approve Revised Job Description: Risk Manager

This item was pulled to allow public comment.

C.11 Resolution No. 84-0910: Classified School Employee Week, May 16-22, 2010

C.12 Resolution No. 83-0910: National “Day of the School Nurse”

C.13 Resolution No. 82-0910: California “Day of the Teacher”

C.14 Resolution No. 86-0910: School Nutrition Employee Appreciation Week – May 3-7, 2010

C.15 Uniform Public Construction Cost Account Procedures

C.16 Williams Lawsuit Complaints Quarterly Report

C.17 Crespi Jr. High Emergency Repair Program Gym Wall Repair Contract Award

C.18 Ratification and Approval of Negotiated Change Orders

C.19 Ratification and Approval of Engineering Services Contracts

C.20 Citizens’ Bond Oversight Committee (CBOC) Appointments: Anton Jungherr Change of Appointment Status

C.21 Approval of Contract for Furniture, Setup and Installation at Kennedy High School

MOTION: Mr. Medrano moved approval of the Consent Items C.1 – C.9, C.11 - C.21. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

C.10 Approve Revised Job Description: Risk Manager

Public Comment:

Marcus Mitchell, Sandra Falk

Board Comment:

Mr. Thurmond suggested the Board hold this item over to resolve any disagreement. Ms. Romeo reported that meet and confer conferences had taken place and recommended approval of the position.

MOTION: Mr. Ramsey moved approval of Item C.10 Approve Revised Job Description: Risk Manager. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes, Mr. Thurmond abstained and no absences. Motion carried 4-0-1-0.

Mr. Ramsey requested to amend the agenda by moving item G.1 Manzanita Charter Middle School to follow the Consent Items due to the number of students in the audience. All Board members agreed.

G.1 Manzanita Charter Middle School

Superintendent Harter introduced staff from Manzanita Charter Middle School and their request for a renewal of that charter and public hearing for discussion. He said this item will return June 2, 2010 for Board action. Board Chair Linda Ruiz-Lozito, Science Teacher Cristina da Silva, and Fiscal Manager Jill Perry, and a parent presented information about the school.

President Kronenberg opened the public hearing.

Public Comment:

None

Board Comment:

Mr. Ramsey said he was glad to allow staff and families opportunity to provide a well done presentation and that they are doing a wonderful job for students.

Mr. Medrano addressed those in the audience in Spanish.

Mr. Thurmond asked questions about the student-to-staff ratio and required hours for parent participation.

Ms. da Silva and Ms. Ruiz-Lozito responded.

President Kronenberg closed the public hearing.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 West Contra Costa Unified School District presents: “Classified Employee of the Year”

Ms. Romeo introduced the first annual recognition of classified employee of the year. Each honoree was introduced and awarded with a plaque. The Board and Superintendent joined in the recognition of these employees.

Classified Supervisor
General Services M & O
Office & Technical
Paraprofessional

Virginia (Ginny) Gardner, Office Manager, Hercules M/H School
Kevin Duggan, Auto Mechanic
Loretta Varnado, School Secretary, Ellerhorst Elementary School
Elaine Filippi, Special Education Assistant, DeAnza High School

Public Comment:

Sandra Falk, Marcus Mitchell

Board Comment:

Mr. Ramsey congratulated the recipients and said he and the Board appreciate their hard work and all they do.

Mr. Medrano offered thanks and said that without their work and service schools would be at a loss.

Ms. Miles thanked the honorees and said that the support staff is essential to teachers.

Mr. Thurmond offered congratulations to those honored and thanked them for what they do and said that everyone who serves in the District plays a role in the education and nurturing of young people.

President Kronenberg added her gratitude to everyone who serves in this District and said it is important to give a serious and professional acknowledgment to the work done by all of the support staff.

D.2 Community Budget Advisory Committee (CBAC) Report

Ms. Gamba introduced Mr. Charles Cowens, Chair of Community Budget Advisory Committee, and the presentation of a CBAC resolution regarding parcel tax expenditures.

Mr. Cowens offered context regarding the insertion of language that provided oversight by the CBAC in the expenditure of parcel tax funds. The Committee incorporated their role in the charter approved last year and the annual review of expenditures as well as formally certifying that funds being used for parcel tax expenditures are actually within the language of the parcel tax itself.

Public Comment:

None

Board Comment:

None

D.3 Standing Reports

Community Budget Advisory Committee. Charles Cowens provided a brief overview of the April 22nd meeting, including discussion of the State Trustee's comments about the budget, MRAD recommendations, review of the demographic report, as well as how to improve public interest and input. The next meeting is planned for May 27 at Alvarado Adult School.

Academic Subcommittee. Ms. Rashidchi reported on the April 20 meeting where service learning projects were assessed and a review of the competencies that are on the agenda. The next meeting is planned for May 25 at Vista Hills. Mr. Ramsey asked that the committee review responsibilities of counselors. Ms. Miles said that the procedures and protocols for counselors are issues that the committee is addressing. Mr. Greer responded that a counselor handbook is in developmental stages.

Safety Committee. Mr. Thurmond reported that the committee reviewed incidences that occurred at Pinole Valley High School regarding various support services. The committee also discussed truancy prevention planning and will seek input from students at the next meeting scheduled for May 26, 6:00 p.m. at the RYSE Center.

Youth Commission. Mr. Thurmond said the commission met and listened to students about what they can do to support schools designated as persistently low performing schools. High school students would like to volunteer in the development of a mentor program to work with elementary youth. The next meeting is planned for May 10, 6:00 p.m. at the RYSE Center.

Ivy League Connection. Mr. Ramsey reported on the annual dinner with Yale alumni. He said that Brown University has contacted the Connection to seek involvement in the District. A May 16 reception and roundtable discussion is planned with Brown University students about urban schools connecting with highly selective colleges. College information sessions are planned for May 18 and May 26. Mr. Medrano reported that he attended the Brown University dinner and was moved by the reaction of parents and their gratitude to enable their students to go to a university. President Kronenberg announced the website blog with contributions by students and parents: ivyleagueconnection.blogspot.com.

D.4 In Memory of Members of the School Community

Dr. Harter recognized contributions of members of the 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

None

F. ACTION ITEMS

F.1 Competencies for State-identified Persistently Lowest-Achieving Schools

Ms. Rashidchi presented information regarding identifying persistently lowest achieving schools and an update to the designation and process. She asked the Board to approve the recommended competencies and the funding application submission.

Public Comment:

None

Board Comment:

Mr. Medrano asked Ms. Rashidchi to define LEA for the audience. She responded that LEA stands for the Local Education Agency, meaning the District.

Mr. Thurmond asked about the determination of the competencies for the interview candidates and the Teach for America component. Ms. Rashidchi responded with information.

Ms. Miles commented on the review of the plan by local union organizations and whether the teachers' union has participated in this process. Ms. Romeo responded that meetings have been held with United Teachers of Richmond regarding developing a partnership, working with Lincoln staff to provide input, and the expectation of a Memorandum of Understanding in the next few weeks.

Mr. Medrano asked about teacher assignments as well as community input. Ms. Romeo and Ms. Rashidchi responded with clarification.

Ms. Miles asked about professional development to support teachers once the process is put into place. Ms. Rashidchi responded that this is detailed as part of the application submission.

President Kronenberg asked about the process of selection of the turn-around model of intervention. Ms. Rashidchi responded with details about the selection of the turn-around model verses other models.

Mr. Medrano commented about productive parent training. Ms. Rashidchi responded affirmatively.

Mr. Thurmond asked about parent involvement requirements elements. Ms. Rashidchi responded that the details of parent involvement and community relationship building are part of the conversation with parents, with details yet to be solidified.

Mr. Medrano raised concern about absenteeism during the Christmas holiday season.

Mr. Ramsey expressed the need to educate families about the importance of education verses absenteeism and truancy. Ms. Rashidchi said that data would be used to inform parents about the trends and patterns and then address these concerns school wide.

Mr. Thurmond said this is an opportunity to articulate an expectation that to be successful means being at school on time, everyday, ready to learn.

Motion: Mr. Ramsey moved approval of Competencies for State-identified Persistently Lowest-Achieving Schools. Mr. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0.

Mr. Ramsey requested to amend the agenda by moving item G.2 Community Roots Academy to follow item F.1. All Board members agreed.

G.2 Community Roots Academy

Dr. Francine Shakir, Director of Family and Community Partnerships, and Wesley Jacques, Director of School, for Community Roots Academy presented their charter school petition for the North Richmond community.

President Kronenberg opened the public hearing.

Public Comment:

Linda Delgado, Mark Alexander, Fred Jackson

Board Comment:

Mr. Ramsey thanked everyone for their presentation and proposal, and hoped they would bring some models that can be incorporated in what the District is doing.

Mr. Thurmond asked questions about the location and accommodations, staffing ratios, and the physical education program. Mr. Jacques and Dr. Shakir provided responses.

Mr. Medrano asked for clarification of the physical location.

Ms. Miles asked about funding sources. Mr. Jacques responded that the budget put together for review is with public funds and the plan to seek additional private funds. Dr. Shakir provided information about incorporation and 501(c)(3) tax exempt status.

Mr. Thurmond asked about the significant challenges and needs for students and what the petitioners see as the biggest challenge. Dr. Shakir responded that she sees mentoring as a huge need in order to expose students to values and world concepts and an academic commitment to teaching.

Mr. Jacques said he would like to envision a collaborative partnership with the District.

President Kronenberg asked about any plans for an extended day or extended year program, as well as adult education support for families. Dr. Shakir and Mr. Jacques responded.

President Kronenberg closed the public hearing.

F.2 Resolution No. 85-0910 Measure “J” Series “D” Bond Issuance

Ms. Gamba provided information about the issuance of qualified school construction bonds, the sale of bonds and savings to the tax payer in order to continue the school reconstruction program. The anticipated sale of bonds was delayed from last fall due to modified state legislative regulations which resulted in the need to re-resolution the sale under the new regulations. Representatives from the financial team including Krishna Pettitt, Dave Olson, Jeff Baratta, and André Bell were available to answer any questions.

Public Comment:

None

Board Comment:

Mr. Ramsey asked questions about rating conference calls and strategic steps to improve ratings. Mr. Olson spoke about the current ratings by bond rating firms. Mr. Ramsey asked for a written summary to inform Board members.

Ms. Gamba provided input about the current economic condition in California and the effect it has on bond ratings.

Mr. Ramsey asked for an explanation of capital appreciation bonds and deferring of debt service. Mr. Olson responded.

Mr. Ramsey continued by asking for a full understanding for the Board to know all aspects of capital appreciation bonds and other forms of bonds. Mr. Olson responded with information about structuring bonds and the decline of assessed values, deferred repayments and reducing the tax impact in the short term.

Discussion continued about the Chevron Corporation as the largest local assessed tax payer and their recent filing of an appeal for property taxes debt, which was granted and has become final, and the County’s continued appeal review.

Ms. Miles asked whether the Chevron discussion was essential to this vote. Mr. Ramsey said it is important in terms of future decisions to issue further bonds.

Ms. Gamba recommended the Board move forward since the Chevron issue has been ongoing for sometime and will continue into the future.

President Kronenberg spoke about best and worst case scenarios.

Mr. Ramsey asked about definition of basic aide funding model. Ms. Gamba responded.

Mr. Ramsey questioned the impact of a qualified or negative certification regarding a tax revenue anticipation note (TRAN). Ms. Gamba said a TRAN does not require approval of the County Office of Education, as they are taxpayer approved notes.

Mr. Ramsey asked about the amount of payment to underwriter firms. Ms. Pettitt and Mr. Olson responded.

Mr. Ramsey asked for a correction about the statement regarding the date of appointment of Trustee Linda Grundhoffer.

Mr. Thurmond spoke about current property values, and stating worst case and best case scenarios based on the information currently known, and the bonding capacity to complete school reconstructions.

Ms. Gamba responded that this cash issuance would expect to have cash flow to complete projects through 2011. She continued to say that it is important to pursue another bond measure in June in order to continue the current program with building schools into the future and that Assessed Property Valuation reporting is expected to be released in July. Mr. Bell responded that current construction projects will be funded with the sale of this bond issuance, going forward to completion.

Motion: Mr. Ramsey moved approval of Resolution No. 85-0910 Measure “J” Series “D” Bond Issuance. Mr. Medrano seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0.

G. DISCUSSION ITEMS

G.1 Manzanita Charter Middle School

This item was moved to follow Consent Items.

G.2 Community Roots Academy

This item was moved to follow E.2 Public Comment.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Medrano announced the Cinco De Mayo parade to take place Saturday, May 1 as well as festivities at St. Paul's Church in San Pablo. On Sunday, May 2, Richmond will host additional activities on 23rd Street. He also spoke about visiting a history class at Richmond High School studying Japanese internment camps. He recalled an incident from his childhood and spoke about the violation of human rights currently taking place in Arizona.

Mr. Ramsey announced that he will be a panelist at Portola Career Day on May 10. He congratulated the Facilities Department for the removal of portables at El Cerrito High School. He also thanked Dave Olson's firm, KNN Public Finance, for sponsoring the upcoming dinner with Yale University representatives.

Ms. Miles thanked teachers and staff in the midst of testing at all schools helping to motivate children to be successful in order to have confidence in their abilities. Ms. Miles recognized the mothers in attendance in honor of Mother's Day.

Mr. Thurmond wished students and staff continued luck with testing. He spoke about visiting Lincoln Elementary and its activities for preparing for testing. He also acknowledged Ms. Henry-Evans, DeJean principal, as the school celebrated 90 students making the honor roll.

President Kronenberg spoke in support of Measure D and announced the website For the Children of West County for the Measure D campaign.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – May 12, 2010

K. ADJOURNMENT

President Kronenberg adjourned the meeting at 9:23 PM.

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

BH:dh

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI c.1

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 May 12, 2010.

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
After School Education and Safety Program	(\$356,250) Amendment #1	California Department of Education - After School Programs Office	Reduction in 09-10 Awards at Nystrom, Peres, Portola, Riverside, Sheldon, Stege Tara Hills, Verde, Washington, Wilson
Resource # 6010	7/1/09 - 6/30/10		PCA # 23939-EZ
Project Lead: The Way, Inc - Engineering/ Technology	3/15/10 - 6/30/11	Project Lead the Way, Inc	Faculty Development Program
09-10 Special Education Presschool Grant - Pree-Kindergarten Staff Development	\$1,986	California Department of Education - Special Education Division	Staff Development for special ed preschool
Resource # 3345	7/1/09 - 9/30/10		PCA # 13431-01

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated May 12, 2010. 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 _____

ACCEPTANCE OF DONATIONS

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Journey Church	*Supplies- paper, pencils notebooks and lined paper	\$120.00	Collins Elementary
The Kiwanis Club of Richmond	Reclassification Ceremony Supplies	\$100.00	English Learner Services
R.P. and Megan Tompkins	Supplies	\$200.00	Hanna Ranch Elementary
United Way Silicon Valley	Supplies	\$61.60	Hanna Ranch Elementary
Wells Fargo Foundation Educational Matching Gift Program	Supplies	\$50.00	Hanna Ranch Elementary

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

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.3

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 May 12, 2010.

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>
El Cerrito High School	Carnival- May 14	ECHS ASB & Leadership
El Cerrito High School	Movie Night – May 7	ECHS Class of 2013
El Cerrito High School	Dance – June 4	ECHS Leadership
Hercules Middle High School	Staff vs. Students Basketball Game	Hercules Middle High School Senior Class
Riverside Elementary School	Used Jet Ink Cartridge Collection	Riverside Elementary, faculty, students, parent support group, and school community
	Fall catalog fundraiser	
	Spelling Bee	
	Scholastic Book Sales	
	Individual and Class Picture	
	Carnival	
	Donations from Businesses and Parents	
	T-Shirts Sales	
	Raley’s Quality of Life Scrip Program	
	Box tops for Education	
	Recycling	
	Jump Rope for Heart	
	PEAK CFL Light Bulb	
	Rubio’s Night	
	Chevy’s Night	
	One Cause/Schoolpop.com	
	Cerrito Theater Night	
	Office Depot 5 % Back to School Program	
	Avon	
	School Store.com	

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Acceptance of Contracts for Placement of Student Teachers

Background Information: Teachers in this district provide supervision and evaluation for students seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher at no cost to the district.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed on the attached sheet dated May 12, 2010.

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
May 12, 2010

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF STUDENT TEACHERS

The following institutions of higher education have submitted a contract with West Contra Costa Unified School District. This institution intends to place student teachers in the West Contra Costa Unified School District schools.

Solano County Office of Education
Oakland Unified School District – Alternative Certification District, Internship
Partner Program
Alliant International University

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:** May 12, 2010
From: Sheri Gamba **Agenda Item:** CI C.5
Associate Superintendent Business Services
Subject: Summary of Payroll and Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of April, 2010.

Total of payroll warrants: \$ 9,750,565
Total of vendor warrants: 23,119,563

Recommendation: 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 : April 30, 2010

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Regular	596720	597551	1,992,403	14,529,042	16,521,445
Reg. EFT	261765	263728	5,935,694	39,620,497	45,556,191
Variable	595330	596680	1,015,746	6,960,296	7,976,042
Var. EFT	260472	261764	791,968	6,077,342	6,869,310
Special	596681	596719	18,979	274,987	293,966
Special EFT			0	0	0
Typed	297041	297057	11,818	120,458	132,276
BENEFITS	577523	577791	0	130,698	130,698
Cancelled	Various	Various	(16,043)	(117,768)	(133,811)
Totals			9,750,565	67,595,552	77,346,117

Salary detail is available upon request in the Payroll office.


 Cheryl Lewis, Payroll Supervisor

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

PAYMENT
DATE: April 2, 2010

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	424002	424346	4,602,965	68,806,399	73,409,364
7706	CAFETERIA	424023	424321	434,383	3,401,973	3,836,356
7707	CHILD DEVELOPMENT	424026	424026	296	200,311	200,607
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	424102	424301	52,138	5,002,404	5,054,542
7710	BUILDING	424003	424340	2,147,746	42,408,036	44,555,782
7711	CAPITAL FACILITIES				448,009	448,009
7712	SELF INSURANCE PROPERTY & LIABILITY	424334	424473	14,139	2,971,963	2,986,102
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	424056	424057	5,583	260,065	265,648
7770	ADULT EDUCATION	424026	424333	9,699	222,907	232,606
7785	DEFERRED MAINTENANCE	424009	424163	99,053	784,598	883,651
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			7,366,002	169,126,775	176,492,777

Christine Shaw
Prepared By

Lisa Ewin
Accounting Supervisor

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

PAYMENT

DATE: April 8, 2010

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	424439	424546	454,589	73,409,364	73,863,953
7706	CAFETERIA	424444	424521	18,665	3,836,356	3,855,021
7707	CHILD DEVELOPMENT	424528	424528	153	200,607	200,760
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	424439	424519	7,838	5,054,542	5,062,380
7710	BUILDING	424441	424544	636,582	44,555,782	45,192,364
7711	CAPITAL FACILITIES	424539	424544	996	448,009	449,005
7712	SELF INSURANCE PROPERTY & LIABILITY	424527	424527	2,193	2,986,102	2,988,295
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	424448	424541	831	265,648	266,479
7770	ADULT EDUCATION	424513	424533	1,459	232,606	234,065
7785	DEFERRED MAINTENANCE				883,651	883,651
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			1,123,306	176,492,777	177,616,083

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

PAYMENT
DATE: April 14, 2010

PAGE-3

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	424571	424821	704,793	73,863,953	74,568,746
7706	CAFETERIA	424594	424810	121,099	3,855,021	3,976,120
7707	CHILD DEVELOPMENT	424595	424813	47,227	200,760	247,987
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,062,380	5,062,380
7710	BUILDING	424591	424818	569,165	45,192,364	45,761,529
7711	CAPITAL FACILITIES				449,005	449,005
7712	SELF INSURANCE PROPERTY & LIABILITY	424590	424590	1,725	2,988,295	2,990,020
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				266,479	266,479
7770	ADULT EDUCATION	242741	424807	3,411	234,065	237,476
7785	DEFERRED MAINTENANCE				883,651	883,651
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			1,447,420	177,616,083	179,063,503

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

PAYMENT

DATE: April 21, 2010

PAGE-4

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	424824	425060	1,995,115	74,568,746	76,563,861
7706	CAFETERIA	424839	425009	3,569	3,976,120	3,979,689
7707	CHILD DEVELOPMENT	424935	425009	3,149	247,987	251,136
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	424829	425009	31,327	5,062,380	5,093,707
7710	BUILDING	424831	425056	2,364,418	45,761,529	48,125,947
7711	CAPITAL FACILITIES	424980	425055	4,618	449,005	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY	424842	425028	1,806	2,990,020	2,991,826
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	424833	424833	100	266,479	266,579
7770	ADULT EDUCATION	424884	425052	5,124	237,476	242,600
7785	DEFERRED MAINTENANCE				883,651	883,651
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			4,409,226	179,063,503	183,472,729

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

PAYMENT

DATE: April 28, 2010

PAGE-5

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	425061	425289	1,124,846	76,563,861	77,688,707
7706	CAFETERIA	425080	425277	274,264	3,979,689	4,253,953
7707	CHILD DEVELOPMENT				251,136	251,136
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	425088	425265	14,589	5,093,707	5,108,296
7710	BUILDING	425071	425287	1,634,205	48,125,947	49,760,152
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY	425149	425149	4,706	2,991,826	2,996,532
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				266,579	266,579
7770	ADULT EDUCATION	425083	425286	2,229	242,600	244,829
7785	DEFERRED MAINTENANCE	425247	425247	2,021	883,651	885,672
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			3,056,860	183,472,729	186,529,589

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

PAYMENT

DATE: April 2, 2010

PAGE-6

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				77,688,707	77,688,707
7706	CAFETERIA				4,253,953	4,253,953
7707	CHILD DEVELOPMENT				251,136	251,136
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,108,296	5,108,296
7710	BUILDING				49,760,152	49,760,152
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				2,996,532	2,996,532
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	424347	424438	12,100	266,579	278,679
7770	ADULT EDUCATION				244,829	244,829
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING				44,620,110	44,620,110
	TOTALS			12,100	186,529,589	186,541,689

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

PAYMENT

DATE: April 9, 2010

PAGE-7

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				77,688,707	77,688,707
7706	CAFETERIA				4,253,953	4,253,953
7707	CHILD DEVELOPMENT				251,136	251,136
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,108,296	5,108,296
7710	BUILDING				49,760,152	49,760,152
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				2,996,532	2,996,532
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				278,679	278,679
7770	ADULT EDUCATION				244,829	244,829
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING	424547	424570	860,046	44,620,110	45,480,156
	TOTALS			860,046	186,541,689	187,401,735

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

PAYMENT

DATE: April 30, 2010

PAGE-8

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				77,688,707	77,688,707
7706	CAFETERIA				4,253,953	4,253,953
7707	CHILD DEVELOPMENT				251,136	251,136
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,108,296	5,108,296
7710	BUILDING				49,760,152	49,760,152
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				2,996,532	2,996,532
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				278,679	278,679
7770	ADULT EDUCATION				244,829	244,829
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING	425290	425346	4,844,603	45,480,156	50,324,759
	TOTALS			4,844,603	187,401,735	192,246,338

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.6

Subject: Notification of Claims Rejected

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

Recommendation: Ratify the rejection of claim

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
May 12, 2010

2009-2010 CLAIM REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Pinole Middle School	11/4/2009	District Student	Personal Injury	Rejected

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.7

Subject: Notification of Claim Approval and Settlement Payment

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

Recommendation: Ratify the authorized approval of claim and payment for personal injury.

Fiscal Impact: Self-Insurance Program

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

West Contra Costa Unified School District
May 12, 2010

2009-2010 CLAIM SETTLEMENT

<u>Plaintiff</u>	<u>Defendant</u>	<u>Settlement</u>
District Student	WCCUSD	\$600.00

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: May 12, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.8

Subject: Notification of Claim Approval and Settlement Payment

Background Information: The District received a claim regarding compensation for property damage. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized settlement payment.

Recommendation: Ratify the authorized approval of claim and payment for property damage.

Fiscal Impact: Self-Insurance Program

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

West Contra Costa Unified School District
May 12, 2010

2009-2010 CLAIM SETTLEMENT

<u>Plaintiff</u>	<u>Defendant</u>	<u>Settlement</u>
Lorina Velasco	WCCUSD	\$923.54

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: May 12, 2010

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: CI C.9

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
May 12, 2010
FOR INFORMATION ONLY

CERTIFICATED BOARD CHANGES

TERMINATED/RETIRED

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
GREGORY	DAVIS	TRANSITION	SH SEI	RETIRE	6/5/2010
EDWIN	YONTEFF	HARDING	4TH SEI	RETIRE	6/11/2010
ALAN	SHEARER	TARA HILLS	3RD SEI	RETIRE	6/11/2010
COURTNEY	PELLEY	RICHMOND HIGH	CHEMISTRY SEI	RESIGN	6/11/2010
HOLLY	MCCULLOCH	MURPHY	K SEI	RETIRE	6/11/2010
LORNA	MCCLELLAN	RICHMOND HIGH	BIOLOGY SEI	RESIGN	6/11/2010
CLINTON	MCBRIDE	RICHMOND HIGH	BIOLOGY SEI	RESIGN	6/11/2010
MARLYCE	BJELDANES	MADERA	K SEI	RETIRE	6/11/2010
STEPHANIE	LIN	RICHMOND HIGH	CHEMISTRY SEI	RESIGN	6/11/2010
JANICE	HALL	HERCULES MIDDLE	SCIENCE SEI	RETIRE	6/11/2010
DEBORAH	GRISSE	VISTA HILLS	CURRICULUM SPECIALIST	RETIRE	6/11/2010
GAY	GRIEGER LODS	GRANT	K SEI	RETIRE	6/11/2010
GARY	TREANGAN	CRESPI	HISTORY SEI	RETIRE	6/11/2010
JAYNE	CERNY	WASHINGTON	RSP SEI	RETIRE	6/11/2010
NOLAN	AMY	RICHMOND HIGH	MATH SEI	RESIGN	6/11/2010
ERIC	TANAKA	PSC	PROGRAM SPECIALIST, SP ED	RETIRE	6/16/2010
NANCY	GIN	TARA HILLS	SPEECH	RETIRE	6/16/2010
DORIS	AVALOS	CENTRAL OFFICE	EXECUTIVE DIR., K-12 SCHOOLS	RETIRE	6/19/2010

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: May 12, 2010

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 _____

May 12, 2010
Certificated Personnel Changes

Assignment

Waivers

Site

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)

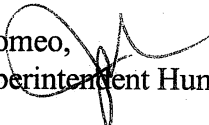
Consent

Project Pipeline

Leanne Martien Gompers Continuation School Clear Level 1 & II Ed Sp: Mild/Mod w/EL

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:** May 12, 2010
From: Jessica R. Romeo,  **Agenda Item:** CI C.11
Assistant Superintendent Human Resources
Subject: Resolution No. 87-0910: Credential Assignment Options

Background Information:

This resolution will provide the District with assignment options of a temporary nature when a teacher with an appropriate credential is not available to the district.

The options are only available to teachers who hold a current, non-emergency, basic credential.

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

RESOLUTION NO. 87-0910

CREDENTIAL ASSIGNMENT OPTIONS

WHEREAS, the Commission on Teacher Credentialing provides employing districts with assignment options of a temporary nature in which a teacher with an appropriate credential is not available to the school district. Listed below are summaries of these options, which require the consent of the teacher and Board approval.

- **Ed Code 44263** allows the holder of a teaching credential to serve in a departmentalized class if the teacher has completed 18 semester hours of course work, or 9 semester hours of upper division or graduate course work, in the subject to be taught.
- **Title 5 Section 80027** allows for the issuance of a Limited Assignment Option to any teacher employed by the district who holds a credential based on a bachelor's degree and student teaching. Six semester hours of appropriate course work are required for renewal.
- **Ed Code 44256 (b)** allows the Governing Board of a school district to authorize the holder of a multiple subject teaching credential or a standard elementary credential to teach any subject in departmentalized classes to a given class or group of students below grade nine, provided that the teacher has completed 12 total semester units, or 6 upper division or graduate units of course work at an accredited institution in each subject to be taught.
- **Ed Code 44258.2** allows the Governing Board of a school district to assign the holder of a single subject or standard secondary teaching credential, with his or her consent, to teach classes in grades 5 through 8 in a middle school provided the teacher has a minimum of twelve semester units, or six upper division or graduate semester units of course work at an accredited institution in the subject to be taught.
- **Ed Code 44285.3** allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.
- **Ed Code 44258.7 (c)(d)** Allows the Committee on Assignments to authorize the holder of a multiple subject or single subject credential to teach a course outside of their credential area that is considered to be an elective in the grades K-12.

BE IT THEREFORE RESOLVED that any other teacher assigned under one of the above options during the 2010-2011 school year will be identified on the certificated personnel changes at the appropriate board meeting as the assignments occur.

PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District of Contra Costa County, California, on May 12, 2010, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on May 12, 2010, and that the foregoing is an excerpt from the journal of said Governing Board for said meeting.


Bruce Harter
Secretary, Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

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

Agenda Item: CI C.12

Subject: CDE Grant Award: Carl Perkins Annual Allocation

Background Information:

The annual allocation of the Carl Perkins Funding for West Contra Costa Unified School District for the year 2010 – 2011 is \$264,506.

Recommendation: For Approval

Fiscal Impact: Grant award for \$ 264,506. No matching dollars required.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____


Tabled _____

DUE DATE: May 1, 2010

**Carl D. Perkins Career and Technical Education Improvement Act of 2006
 APPLICATION FOR 2010-11 FUNDING**

Local Educational Agency (LEA): West Contra Costa Unified School District		County-District (CD) Code: 0761796
Address of LEA: 1108 Bissell Avenue Richmond, CA 94801		Check Appropriate Box: <input type="checkbox"/> Sec. 112 - State Institutions <input checked="" type="checkbox"/> Sec. 131 - Secondary <input type="checkbox"/> Sec. 132 - Adult/ROCP
Name of LEA Superintendent or Chief Administrator: Dr. Bruce Harter, Superintendent		
Allocation Amount: \$ 264,506.00		Board Approval Date: May 12, 2010
Name of Perkins Coordinator: Brenda King-Randle Title: Coordinator of Education Services	Telephone Number: 510 307-4566 Extension: Fax Number: 510 307-4587 E-mail Address: <u>bking-randle@wccusd.net</u>	
Perkins Coordinator's Address (If different from LEA address above): 4300 Cutting Blvd., Portable 907 Richmond, CA 94804		

CERTIFICATION: I hereby certify that all state and federal rules and regulations will be observed and that the assurances and certifications related to this program are accepted as the conditions in the operation of this program. The funds associated with this application will support the implementation of our 2008-2012 local Career Technical Education (CTE) Plan and provide a program that is of sufficient size, scope, and quality to effectively address the career preparation needs of our students. This funding will supplement state and local CTE funds and improve, enhance, or expand our CTE programs in the 2010-11 school year. I certify that, to the best of my knowledge, the information contained in this application is correct and complete.

Printed Name of Superintendent or Designee: Dr. Bruce Harter	Title (If not superintendent):
Signature of Superintendent or Designee: 	Date: 4-30-10

CALIFORNIA DEPARTMENT OF EDUCATION USE ONLY	
Reviewed and Recommending Approval:	Date:
Final Approval:	Date:

SECTION I SIGN-OFF FORM FOR FEDERAL AND STATE ASSURANCES AND CERTIFICATIONS

This application is a commitment to comply with the following assurances, certifications, terms, and conditions associated with the Carl D. Perkins Career and Technical Education Improvement Act of 2006. A signature on this page confirms that the documents listed below are complete and on file in the agency and that the superintendent or an authorized designee has reviewed the documents and agrees to comply with the assurances, certifications, terms, and conditions.

The general assurances and certification are available on the CDE Web site. See page 12 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application* for the specific link to each assurance and certification. The complete text of program specific assurance, certification, terms and conditions can be found on pages 25–32 in the *Request for Application*.

- California Department of Education General Assurances (CDE-100A)
- Drug Free Workplace Certification (CDE-100DF)
- U.S. Department of Education Debarment and Suspension (ED 80-0014)
- U.S. Department of Education Lobbying (ED80-0013)
- Perkins IV Assurances and Certifications (CDE 100)
- 2010–11 Grant Conditions

CERTIFICATION: As the duly authorized representative of the local educational agency applying for Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 funding, I have read the assurances, certifications, terms and conditions associated with this grant and I agree to comply with all requirements as a condition of funding.

Printed Name Dr. Bruce Harter

Title Superintendent

Signature 

Date 4-30-10

SECTION II

SIGN-OFF FORM FOR REPRESENTATIVES OF SPECIAL POPULATIONS

The Carl D. Perkins Career and Technical Education Improvement Act of 2006 requires local educational agencies (LEAs) to implement strategies to overcome barriers that may be lowering special population students' rates of access to or success in career technical education (CTE) programs assisted with the funds. CTE programs must be designed to enable special population students to meet the performance level targets established for the programs. These programs must also provide the activities needed to prepare these students for high-skill, high-wage, or high-demand occupations that lead to self-sufficiency.

This form confirms that the LEA coordinators or administrators responsible for each of the programs associated with special population groups have reviewed and approved the 2010-11 Perkins IV application for funds. Each special population category **must** be signed by the LEA's designated administrator or the certificated representative responsible for that program.

Economically Disadvantaged (Title I Coordinator/Administrator)

Printed Name Marilyn C. Potter Title Coordinator, State & Federal Prgs

Signature  Date 4/28/10

Limited English Proficiency (English Learner Coordinator/Administrator)

Printed Name Susan Dunlap Title Coordinator, EL Services

Signature  Date 4/28/10

Disabled (Handicapped) (Special Education Coordinator/Administrator)

Printed Name Steve Collins Title SELPA Director

Signature  Date 4/28/10

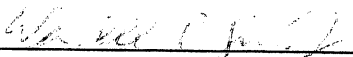
Single Parent or Single Pregnant Women (Title IX Coordinator/Administrator)

Printed Name Wendell C. Greer Title Associate Superintendent

Signature  Date 4/28/10

Gender Equity or Nontraditional Training (Title IX Coordinator/Administrator)

Printed Name Wendell C. Greer Title Associate Superintendent

Signature  Date 4/28/10

Displaced Homemaker (Title IX Coordinator/Administrator)

Note: Required only on Section 132 (Adult) applications

Printed Name _____ Title _____

Signature _____ Date _____

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)
SECONDARY**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

Secondary (continues on page 5)

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
1S1 Academic Attainment- Reading/ Language Arts	Numerator: Number of 12 th grade CTE concentrators who have met the proficient or advanced level on the English-language arts portion of the California High School Exit Examination (CAHSEE). Denominator: Number of 12 th grade CTE concentrators.	50%	<u>53%</u>	23.0%	20.7%
					X Yes <input type="checkbox"/> No
1S2 Academic Attainment- Mathematics	Numerator: Number of 12 th grade CTE concentrators who have met the proficient or advanced level on the mathematics portion of the CAHSEE. Denominator: Number of 12 th grade CTE concentrators.	<u>44%</u>	<u>47%</u>	22.0%	19.8%
					X Yes <input type="checkbox"/> No
2S1 Technical Skill Attainment	Numerator: Number of CTE concentrators enrolled in a capstone CTE course who received an “A”, “B”, or “C” grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards. Denominator: Number of CTE concentrators enrolled in capstone CTE courses during the reporting year. <i>*Last years question for 2007/08 data did not have the word “capstone” in it as this years question for 2008/09. Our capstone courses are ROP</i>	<u>83%</u>	<u>*NA%</u>	53.0%	47.7%
					<input type="checkbox"/> Yes <input type="checkbox"/> No
3S1 Secondary School Completion	Numerator: Number of 12 th grade CTE concentrators who earned a high school diploma, or other state-recognized equivalent (including recognized alternative standards for individuals with disabilities). Denominator: Number of 12 th grade CTE concentrators who left secondary education during the reporting year.	<u>93%</u>	<u>89%</u>	85.5%	76.95%
					<input type="checkbox"/> Yes <input type="checkbox"/> No

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
4S1 Student Graduation Rate	<p>Numerator: Number of 12th grade CTE concentrators who, in the reporting year, were included as graduated in the states computation of its graduation rate.</p> <p>Denominator: Number of 12th grade CTE concentrators.</p>	<u>93%</u>	<u>77%</u>	83.2%	74.88%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5S1 Secondary Placement	<p>Numerator: Number of 12th grade CTE concentrators who left secondary education during the reporting year and entered postsecondary education or advanced training, military service, or employment, as reported on a survey six months following graduation.</p> <p>Denominator: Number of 12th grade CTE concentrators who left secondary education during the reporting year and responded to a follow-up survey.</p>	81%	65%	78.0%	70.2%
					<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6S1 Non-traditional Participation	<p>Numerator: Number of CTE participants from underrepresented gender groups who were enrolled in a program sequence that leads to employment in nontraditional fields.</p> <p>Denominator: Number of all CTE participants enrolled in a program sequence that leads to employment in nontraditional fields.</p>	40%	<u>24%</u>	23.0%	20.7%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6S2 Non-traditional Completion	<p>Numerator: Number of CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in a nontraditional field who received an "A", "B", or "C" grade in the course, or received an industry-recognized certification, or passed an end of program assessment aligned with industry-recognized standards.</p> <p>Denominator: Number of all CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields.</p>	37%	<u>22%</u>	18.0%	16.2%
					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**SECTION III: ASSESSMENT OF CAREER TECHNICAL EDUCATION PROGRAMS (CORE INDICATORS)
ADULT**

Instructions are on page 19 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*.

Core Indicator	Definition	LEA Level 2007/08	LEA Level 2008/09	State Level 2008/09	90% or more of the State level
1A1 Technical Skill Attainment	Numerator: Number of adult CTE concentrators enrolled in a CTE capstone course who passed an end-of-program assessment or earned a competency certificate during the reporting year.	_____ %	_____ %	70.0%	63.0%
	Denominator: Number of adult CTE concentrators enrolled in a CTE capstone course who took an end of program assessment or who were eligible to earn a competency certificate in a CTE program.				<input type="checkbox"/> Yes <input type="checkbox"/> No
2A1 Credential, Certificate, or Degree	Numerator: Number of adult CTE concentrators enrolled in a CTE capstone course who earned an industry-recognized credential, certificate, degree, or completed a transfer program.	_____ %	_____ %	47.5%	42.75%
	Denominator: Number of adult CTE concentrators who were enrolled in a CTE capstone course.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4A1 Student Placement	Numerator: Number of adult CTE concentrators who left adult education and enrolled in postsecondary education or advanced training, entered military service, or employment as reported on a survey six months following the program year.	_____ %	_____ %	65.3%	58.73%
	Denominator: Number of adult CTE capstone concentrators who left adult education during the reporting year and responded to a follow-up survey.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5A1 Non-traditional Participation	Numerator: Number of adult CTE participants from underrepresented gender groups enrolled in a program sequence that leads to employment in nontraditional fields.	_____ %	_____ %	23.0%	20.7%
	Denominator: Number of all adult CTE participants enrolled in a program sequence that leads to the employment in nontraditional fields.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5A2 Non-traditional Completion	Numerator: Number of adult CTE concentrators from underrepresented gender groups enrolled in a capstone CTE course that leads to employment in nontraditional fields who passed an end-of-program assessment or earned a competency certificate.	_____ %	_____ %	18.0%	16.2%
	Denominator: Number of adult CTE concentrators enrolled in a capstone CTE course that leads to employment in nontraditional fields who took an end of program assessment or who were eligible to earn a competency certificate.				<input type="checkbox"/> Yes <input type="checkbox"/> No

Program Improvement Form

An LEA that does not reach 90 percent of the state-established performance level for any core indicator must submit this form. Instructions are on page 21 of the *Carl D. Perkins Career and Technical Education Improvement Act 2006, 2010–11 Request for Application*.

EXAMPLE				
Core Indicator: (not meeting 90% level)	Explanation (Why did the LEA not meet the state-established performance level for this core indicator?): Low numbers of female students enrolled in automotive and building trades programs.		Funding Source to be used to cover expenses:	Amount of funding:
6S1	Strategy to improve performance level (Describe the strategy that will be used to improve the performance level for this core indicator.): Raise awareness among students and staff about non-traditional student participation.	Planned activities (Describe the specific activities that will be employed to achieve the improvement strategy.): 1. Meet with school counselors about non-traditional careers and student enrollment. 2. Produce handouts/brochures for students.	Perkins IV	\$200
Core Indicator 5S1 Secondary Placement	Explanation: <ol style="list-style-type: none"> 1. The student may not have had a five year Academic plan. 2. Due to school counselor ratio to student body, the student's progress may not of been monitored from one semester to the next. Therefore no plan was created for grade recovery 3. Only received 160 responses from a total of 207 12th graders, this is a 77% response rate. <p>Cost of District's counselors collaboration time. 3 district counselors x 6 high schools x 25hours (for each counselor over the school year) x \$40 hours = \$18,000 + \$2000 miscellaneous</p>		Perkins IV, District Funds and Linked Learning Pathway Funds	\$20,000
	Strategy to improve performance level: <ol style="list-style-type: none"> 1. Planning to increase the number of Career Counselors next year 2. Planning to set an expectation that all students will have a five year plan 3. Planning to have an electronic senior survey this year. 4. On the Senior Survey we will ask for 	Planned activities: <ol style="list-style-type: none"> 1. Locate additional space at each high school site to accommodate an addition two plus counselors from Contra Costa College and PACT. 2. Create a program in collaboration with counselors at each high school site to design a way in which each student 		

	additional contact information.	<p>gets a five year plan that is updated once a year.</p> <ol style="list-style-type: none"> 3. Create a program in collaboration with counselors at each high school site to educate parents on transcripts, career paths and post secondary education choices. 4. Design an electronic Senior Survey for this year to assist raising response rate. 5. Offer student incentives for taking the senior survey. 		
Core Indicator	Explanation:		Funding source to be used to cover expenses:	Amount of funding:
	Strategy to improve performance level:	Planned activities:		

SECTION IV: PROGRESS REPORT TOWARD IMPLEMENTING THE LOCAL CTE PLAN

The implementation of every LEA's local CTE plan directly affects the implementation of the State CTE Plan. Through the five-year duration of Perkins IV, 2008–2013, LEAs will report on the progress they have made toward implementation of their local CTE plan. This progress report is an opportunity to reflect on the goals outlined in the local CTE plan as well as noting the successes and challenges that occurred during the 2009–10 school year.

Additionally, the LEA should set measurable CTE outcomes for the 2010–11 school year based on what has been learned and the core indicator data reported in Section III.

LEA personnel must respond to the following prompts or questions:

1. In the 2009–10 application (Section IV, question 3), the LEA identified three goals from the local CTE plan on which it would focus during the 2009–10 school year. What progress has the LEA made toward achieving those specific goals? How has the LEA improved, enhanced, or expanded CTE for students during 2009–10?

- a. We have made progress around CTE curriculum in the areas of rigor and standards. Collaboration with CTE teachers and Academic teachers are starting to be the norm. All academic teachers have a regular lesson focus on Career Technical Education.
- b. We focused our year on what was working and what needed more attention. Our five new academies came with one new CTE course, 3D Design. The others became ROP courses or were already in existence. However, these same five will be adding curriculum for their juniors next year and other academies will be adding a third course for their seniors (new Career Academies ramp up a grade level every year)
- c. We are working on aligning our CTE courses with Contra Costa College. We are looking at the possibilities of changing some of our CTE sequences in order to align them with Contra Costa Colleges certification programs. We will explore other junior colleges in 2010-11. We are currently collaborating with Kaiser Permanentes Allied School of Health around aligning some health courses around their certification programs.

2. During the 2009–10 school year, how has the LEA's CTE Advisory Committee been involved in the ongoing development, implementation, and evaluation of CTE programs?

To assist the coordinator of school to college and career with the implementation of our LLP programs a coordinator of Link Learning Pathways programs was hired. We have built a structure to support these Career Academies. Contra Costa County's Ed Fund Board has agreed to be our program for the

implementation of LLP reviewer. Our program documentation will be presented for review and reflective feed back twice a year. We have created a LLP steering committee which meets twice a month to monitor the implementation of LLP programs. We have changed our School to College and Career Board into a Broad Based Community Coalition in partnership with Contra Costa College. We have not only kept our partnerships with Chevron, Kaiser, AT&T and Contra Costa College but have added such partners as Holy Names University, Peterbelt, Cisco, Target, Walmart, The Academy of the Arts University, Mayor of El Cerrito, the Mayor representative from the City of Richmond and other businesses, philanthropists, legislators, CBO's, Apprenticeship Trade Unions, Site Administrators and their counselors, and WCCUSD's Executive Directors, parents and students. Our Career Academies are strengthening their Advisory boards in Business memberships which enriches their curriculum as they collaborate. This enrichment extends to preparing our students for entry level positions in local industry (See Appendix A)

3. What is the status of Career Technical Student Organizations (CTSOs) in the LEA's CTE programs? How has the LEA embedded leadership development in all CTE courses?

We currently do not have a membership affiliations with Career Technical Student Organizations at our high schools. However, we do have other Pathway Student Leadership organizations and clubs on our high school sites. Some of them are: **Health**-CPR training, World Aids, Blood Drives; **Law**-Police Explorers, Conflict Mediation, Amnesty International; **Engineering**-Petitions for Green space, MESA, Coastal Cleanup; **Creative and Performing Arts Academy**-Christmas Holiday show, Multicultural night, African American History Assembly; **Multi Media**-Richmond Youth Media, Audio and Lighting Services, Filming Athletics, Promoting other Pathways Tech **General**-Academy Student Government Association. In addition, we have student Leadership development embedded into our Career Academies. Students are taught organization development and behavior leading to successful career integration. Their presentation skills are developed as a regular part of the academic rigor displayed in the classroom. Each Career Academy has an obligation to insure that their students have the skills that make them workplace ready. This is done by providing industry guest speakers to the classrooms; taking students on field trips to their industry work sites; providing job shadowing opportunities; and providing internships. All students receive "soft skills" training that covers: work place ethics and etiquette, how to dress for success, interactive skills, problem solving, interviewing skills, and resume writing. One of our business partners, Junior Achievement , has been helpful in providing soft skills facilitation training to our teachers and community volunteers. We are developing a new partnership with Mechanics bank who in the future will be providing "Financial Literacy" skills in Career Academy Classrooms. One of the big positives about Career Academies is that students travel in cohort and they are able to have the same teachers year after year. The Career Academy is a tight knit community within a school.

4. Identify at least three measurable outcomes from the local CTE plan on which the LEA will focus in 2010–11.

- a. We will continue to work on CTE curriculum in the areas of rigor and standards. Our summer professional development program will focus on how to unpack standards, how to integrate CTE standards into the academic core, the development of scope and sequences, the use of pacing guides, the art of lesson planning and how to deliver direct instruction. Teachers will be trained to observe each other's instructional practices and to give critical feedback. Academy Teacher's are also expected to collaborate during the summer to develop their scope and sequence and pacing guide. They are also encouraged to develop their integrated curriculum and projects for the fall. Lastly, all academies will receive training on how to assess their academies for Connect Ed certification and create a plan for achievement. During the next school year Career Academy Teacher's will get additional professional development around student center teaching

- b. All Academy students will have a five year Academic plan that covers four years of high school and their first year of college, work or specialty school. This year we had the pleasure of Contra Costa College's counselors assisting our Career Academy students at each high school and next year they will be back. In addition, we expect to have PACT counselors on site at each of our six high schools. These measures will greatly increase our ability to service, monitor and follow up. Each student will create a five year plan with the support of a counselor. Ninth and tenth grade will have a yearly check in, eleven grade a twice a year check in and 12th grade quarterly.

- c. Develop a strong internship programs for our students who reside in the city of El Cerrito, San Pablo, Hercules and Pinole. One of our business partners, Richmond Works, provides us with 50-75 paid slots for our Career Academy Summer Internship programs. Richmond works' "Summer Youth Employment Program" was honored this year by the President, for its outstanding work in getting teenagers and young adults employed.

SECTION V: SEQUENCE OF COURSES TO BE FUNDED WITH PERKINS IV IN 2010–11

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*

Only sequences of courses identified in the LEA’s approved Local CTE Plan, added or modified in the 2009–10 application, or submitted in Section VII (Local CTE Plan Update) of this application can be supported by Perkins IV funds.

Industry Sector	Career Pathway	School Site Where the Sequence Is Offered	Amount of Perkins Funding Allocated to this Sequence	Page # in Local CTE Plan
Information Technology	Information Technology	El Cerrito, Kennedy, and De Anza High School	\$20,000	16
Entertainment, Media, visual Arts	Multi-Media	Richmond High School	\$ 5,000	16
Engineering	Science and Engineering	Richmond High School	\$ 5,000	New
Building and Environmental Design	Building and Construction Trades	Pinole Valley and Kennedy high school	\$10,000	15
Health Science and Medical Technology	Health	Richmond, De Anza and Pinole Valley High School	\$15,000	16
Public Services	Law and Justice	Richmond and Pinole Valley High School	\$10,000	16

SECTION VI
BUDGET AND EXPENDITURE SCHEDULE
 2010-11

Local Educational Agency (LEA): West Contra Costa Unified School District

CD Code: 0761796

Authorized Signature: 

Total Allocation: x **Select One**
 Indirect Cost Rate (percent): ORIGINAL BUDGET
 END-OF-YEAR CLAIM

Funding Source and Purpose:
 Section 112 State Institutions
 Section 131 Secondary
 Section 132 ROCP and Adult

Object Code and Budget Category		(A) Instruction (Including Career Technical Student Organizations)	(B) Professional Development	(C) Curriculum Development	(D) Transportation and Child Care for Economically Disadvantaged Participants	(E) Special Populations Services	(F) Research Evaluation and Data Development	(G) Career and Academic Guidance and Counseling for Students Participating in CTE Programs	(H) Administration or Indirect Costs	(I) Total	
Percentage of grant expenditures allowed		At least 85% of the grant must be spent in these areas							Not to exceed 10% of total expenditure	Not to exceed 5% of total expenditure	
1000	Certificated Salaries	9,000	\$50,000	\$40,000			\$3,802	\$3000		\$105,802	
2000	Classified Salaries	515	6,000		\$ 4,000	\$8,000				18,515	
3000	Employee Benefits	3,140	18,480	13,200	1,320	2,640	1,255	989		41,024	
4000	Books/Supplies	29,256	5,000	10,000		3,000	1,000	2,000		50,256	
5000	Services/ Operating Expenses	13,000	15,000		5,000	\$2,684				35,684	
6000	Capital Outlay										
7000	Indirect Costs								\$13,225	13,225	
	Total	\$54,911	\$94,480	\$63,200	\$10,320	\$16,324	\$6,057	\$5,989	\$13,225	\$264,506	

Instructions are on page 22 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010-11 Request for Application.*

SECTION VI: Budget Narrative

Instructions are on page 24 of the *Carl D. Perkins Career and Technical Education Improvement Act of 2006, 2010–11 Request for Application*. See Appendix B, Sample Perkins IV Budget Narrative, to comprehend the level of detail required in the budget narrative.


OBJECT #	EXPENDITURE DESCRIPTION	AMOUNT
1000	Certificated Salaries-Teacher cost for curriculum development, Counselors cost for collaborative planning time, Internships in Industry, Professional Development, Business and Partnership Development, Resource Development, and Curriculum Support.	105,802
	Subtotal for 1000 category	105,802
2000	Classified Salaries- Employment Specialists to provide on-site tutorial support to Special Ed students in CTE classes. Employment Specialists provide classroom support, career assessment, exploration and work based learning to CTE Special population students.	18,515
	Subtotal for 2000 category	18,515
3000	Benefits –Include Standard Payroll deductions, Medical and Health <ul style="list-style-type: none"> ▪ Certificated allocation: ▪ Classified allocation: 	34,915 6,109
	Subtotal for 3000 category	41,024
4000	Books and Supplies –Classroom supplemental materials and to support CTE classes, subscriptions, technology updates, computer hardware and software as needed	40,256
	Non-capitalized Equipment –None Anticipated	10,000
	Subtotal for 4000 category	50,256
5000	Services and other operating expenditures:-Transportation for students, Conferences, mileage contract, postage and other operating expenditures	10,684
	Travel and Conferences – related to the CTE program, professional development for driving instruction in CTE classrooms	25,630
	Subtotal for 5000 category	36,314
6000	Capital Outlay (list items below)	
	Subtotal for 6000 category	0
7000	Indirect rate @ 5% LEA percentage (minus capital outlay)	12,595
	GRAND TOTAL	\$264,506

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: May 12, 2010

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

Agenda Item: CI C.13

Subject: Hercules High School Music Students to Mexico for Festivals at Sea aboard Carnival Cruises

Background Information:

Hercules High School Music students will be performing and participating in musical festivals. They will be given an opportunity to respond to, analyze and make judgments about various kinds of music. Students will be performing for adjudicators and receiving ratings and feedback on their performances. The cruise will take place from May 27 to May 31, 2010

Recommendation: For Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

STUDY TRIP REQUEST - 2008-2009		SCHOOL <i>Hercules M/H</i>	DATE <i>12/9/09</i>
TYPE OF TRIP: (Check One) All requests must be received in the Executive Director's Office by the following timeline: <input checked="" type="checkbox"/> Chartered Transportation - Request must be received TWENTY (20) SCHOOL DAYS prior to date of trip. <input type="checkbox"/> Automobile - Request must be received ten (10) SCHOOL DAYS prior to date of trip. <input type="checkbox"/> Public Transportation - BART, Bus - Request must be received ten (10) SCHOOL DAYS prior to date of trip. <input type="checkbox"/> Walking - Request must be received ten (10) SCHOOL DAYS prior to date of trip.			
GROUP OR GRADE <i>Hercules High School Music Dept.</i>	NO. IN CLASS <i>89</i>	NO. ADULTS <i>9</i>	
*ADULT TO STUDENT RATIO: K-3 is 1:4 & 4-12 is 1:10	*WATER ACTIVITIES RATIO: K-3 is 1:4 & 4-12 is 1:8		
NAME(S) OF LEAD TEACHER(S) ACCOMPANYING GROUP <i>Sharon Calonica, Andrew Ting</i>	NAME(S) OF OTHER ADULTS ACCOMPANYING GROUP (Attach list if needed) <i>See Attached.</i>		
TRIP REQUESTED TO (DESTINATION) <i>Cruise to Mexico</i>	ADDRESS <i>Long Beach, CA "Festivals at Sea"</i>		
HAVE ARRANGEMENTS BEEN MADE AT YOUR DESTINATION TO ACCOMMODATE THIS GROUP? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <i>Performing Arts Consultants</i>		BY WHOM (DISTRICT) <i>Andrew Ting</i>	
DAY AND DATE OF TRIP <i>Thurs 5/27/10 - Mon 5/31/10</i>	HOURS OF TRIP <i>5/27</i> FROM: <i>9:00 pm</i> TO: <i>9:00 pm</i> <i>5/31</i>		

ARRANGEMENTS FOR TRANSPORTATION (Indicate mode of transportation by checking 'Bus' or 'Automobile')

<input checked="" type="checkbox"/> BUS		<input type="checkbox"/> AUTOMOBILE	
COMPANY <i>Bonjour Transportation</i>	Automobile Transportation Forms must be completed with a legible copy of the driver's license and insurance card verifying the expiration date of coverage attached and submitted with the study trip request. IF THE AUTOMOBILE TRANSPORTATION FORM, INCLUDING ATTACHMENTS, IS NOT SUBMITTED WITH THE STUDY TRIP REQUEST, THE STUDY TRIP REQUEST WILL BE RETURNED TO THE SCHOOL FOR COMPLETION, WHICH WILL DELAY THE APPROVAL OF THE REQUEST.		
BY WHOM <i>Sharon Calonica</i>			
# BUSES NEEDED: <i>2</i>	HOW FUNDED: <input type="checkbox"/> District Funds <input checked="" type="checkbox"/> School Funds <i>HMTS</i> <input checked="" type="checkbox"/> Other: <i>MUSIC Boosters</i>	<input type="checkbox"/> Request for Chartered Transportation Form Attached	

EDUCATIONAL VALUE

How does this study trip relate to standards and instruction in your classroom? Students will perform and observe. What will students learn? List related standard number(s). and evaluate the performances of musicians from other participating schools. The trip relates to the following CA Music Standards:
 2.0. Creative Expression - Creating/performing a literature of various styles time periods & cultures.
 4.0. Aesthetic Valuing - Analyze & critically Assess 4.1. Develop specific criteria to critically assess performances.

DO NOT FAX
 Please forward the original with the principal's signature, to the Executive Director's office. Approved study trip requests will be faxed or emailed back to your site. Request for Chartered Transportation must be submitted with this request.

Student Study Trip Insurance
 Student Study Trip Insurance application form, list of participants and payment attached.

APPROVALS: Verifies all information is complete and accurate

 Principal *[Signature]* *2/2/10*
 (Date)

 Executive Director (Date)

 Funding Source (Date)
 (If applicable)

REGULATIONS AND TIMELINES MUST BE ADHERED TO OR STUDY TRIP WILL BE DENIED

Last date for requesting study trip: *2nd Friday in April*
 Last date for any study trip to be taken: *1st Friday in June*

Hercules Middle/High School
Festivals at Sea Study Trip Information and Itinerary

Date: Thursday May 27th – Monday May 31st (Note: this is Memorial Day)

Cost: \$700.00 per person **

Includes: Round-trip bus transportation, 3 night/4 day cruise on the Carnival Paradise, 1 chaperone for every 10 students, 4 meals per day (on the ship), Festivals at Sea escort, all port charges, taxes and on ship gratuities, performance on the ship.

**** Schedule of Payments**

10/6/09 - \$100.00 Deposit

4 payments of \$150.00 due on 11/15, 1/15, 2/15, 3/15

Total: \$700.00

Note: Any funds raised by students will be applied to the next payment due. **Students are responsible for paying the difference not raised in a fundraiser by each payment due date.**

Itinerary

a detailed cruise itinerary and information is available at the HMHS music department website:

<http://sites.google.com/site/hmhsmusic/Home>

Please click on the "Mexico Cruise Information" link

Hercules High School Music Department
Festivals at Sea: Long Beach to Ensenada, Mexico

Thur. 5/27: Depart from HMHS at 10:00 PM (Following the Orchestra Awards Concert!)
Bus will travel overnight to save hotel fees.

Fri. 5/28: Arrive at the Port of Long Beach for embarkation and check-in.

IMPORTANT NOTE! Passports are required for this trip (proof of citizenship)

Shipboard activities, meetings with Festival at Seas Staff, performances assigned

Sat. 5/29: Arrive in Ensenada, Mexico
Sight seeing in Ensenada; evening Captain's Party; "Italian" theme dinner;
"Dream Voyage" show

Sun. 5/30: Shipboard activities; Awards program; "American Idol" talent show

Mon. 5/31: Disembark the Carnival Paradise, meet buses at 9:30 am .

Travel day back to HMHS - arrive at approximately 8:30 PM

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: May 12, 2010

From: Wendell Greer *W*
Associate Superintendent, K-Adult Operations

Agenda Item: CI C.14

Subject: Students from Stewart Middle School will go to Washington D.C. May 16-May 22, 2010

Background Information: The seventh and eighth grade students in the History Club at Stewart will visit various historical sites in Washington D.C. to gain a further understanding of the foundations of the American political system.

Recommendation: Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

STUDY TRIP REQUEST – SECONDARY	SCHOOL <u>Stewart</u>	DATE <u>1-21-10</u>
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TYPE OF TRIP: (Check One) All requests must be received in the Regional Superintendents' Office by the following timeline:

- Chartered Transportation – Request must be received **TWENTY (20) SCHOOL DAYS** prior
 Automobile – Request must be received ten (10) SCHOOL DAYS prior to date of trip
 Public Transportation – BART, Bus – Request must be received ten (10) SCHOOL DAYS prior
 Walking – Request must be received ten (10) SCHOOL DAYS prior to date of trip

GROUP OR GRADE <u>7th/8th History Club</u>	NO. IN CLASS <u>38</u>	NO. ADULTS* <u>7</u>
*ADULT TO STUDENT RATIO IS 1 TO 10	*WATER ACTIVITIES RATIO IS 1 TO 8	
NAME(S) OF TEACHER(S) ACCOMPANYING GROUP <u>Mr. Estrada, Ms. Romero</u>	NAME(S) OF OTHER ADULTS ACCOMPANYING GROUP <u>Ms. McMullen, Mrs. Shepherd-Moore</u>	
TRIP REQUESTED TO (DESTINATION) <u>Washington D.C.</u>	ADDRESS <u>Mr. Snow Mr. Shaw</u> <u>Susan Estrada</u>	
HAVE ARRANGEMENTS BEEN MADE AT YOUR DESTINATION TO ACCOMMODATE THIS GROUP? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
WITH WHOM? <u>Jet Blue</u> BY WHOM? <u>Mr. Shaw</u>		
DAY AND DATE OF TRIP <u>May 16 - May 22, 2010</u>	HOURS OF TRIP? <u>Flight Itinerary will be delivered</u> FROM: TO: <u>4/30/10.</u> <i>by 4pm - 2010</i>	

ARRANGEMENTS FOR TRANSPORTATION (Indicate mode of transportation by circling 'bus' or 'automobile')

BUS		AUTOMOBILE
COMPANY		Automobile Transportation Forms must be completed with a legible copy of the driver's license and insurance card verifying the expiration date of coverage attached and submitted with the study trip request. <u>IF THE AUTOMOBILE TRANSPORTATION FORM, INCLUDING ATTACHMENTS, IS NOT SUBMITTED WITH THE STUDY TRIP REQUEST, THE STUDY TRIP REQUEST WILL BE RETURNED TO THE SCHOOL FOR COMPLETION, WHICH WILL DELAY THE APPROVAL OF THE REQUEST.</u>
BY WHOM <u>Mr. Shaw</u>		
NO. BUSES	HOW FUNDED: <input type="checkbox"/> District Funds <input type="checkbox"/> School Funds <input checked="" type="checkbox"/> Other <u>Parent Donations</u> <input type="checkbox"/> Request for Chartered Transportation Form Attached	

EDUCATIONAL VALUE

How does this study trip relate to standards and instruction in your classroom? 7:10 - Analyze historical development of scientific Revolution
 What will students learn? History 7/8
8.10 - Analyze the multiple causes, key event, consequences of Civil War
8.12 - Analyze transformation of American Economy / social & Political conditions of Industrial Revolution
8.3 Understand foundation of American Political System

No. of paid class periods _____
 Substitutions request _____
 Substitute to be charge to Parent Donations (budget)

Student Study Trip Insurance
 Student Study Trip Insurance application forms, list of participants and payment must be submitted seven (7) days in advance to the Claims Office with an approved copy of Study Trip request.

Please forward the original with the Principal's signature, to the Regional Superintendent's Office. A copy will be returned after approval. Request for Chartered Transportation must be submitted with this request.

APPROVED:
Casol Butcher 1-21-10
 Principal (Date)
Doris Huelo 4/29/10
 Regional Superintendent (Date)

(Funding Source (if applicable)) (Date)

Substitute Needed: _____ periods
 Funding: _____

APPROVED
 Last Date for requesting study trip: 3rd Friday in April
 Last Date for any study trip to be taken: 1st Friday in June

DO NOT FAX.
 APPROVAL SENT: _____

Stewart School

Itinerary

May 16 - 22

Sunday, May 16:

Meet at the Oakland International Airport by the Jet Blue Check-in Counter at 10:00 PM. We will depart aboard Jet Blue #318 at 11:59 pm (PST).

Monday, May 17:

We arrive at Washington Dulles International Airport Saturday at 6:28 AM (EST). After collecting our luggage it is off to the motor coach (bus) with a drive to visit Thomas Jefferson's unique home, Monticello. From there it is on to Williamsburg. Our hotel in Williamsburg will be:

Williamsburg Hampton Inn & Suites
1880 Richmond Road
Williamsburg, Virginia 23185
(757) 229-4900

Tuesday, May 18:

This morning starts with some time at Jamestown, site of the first successful English settlement established in 1607. Next a short drive takes us to Yorktown where the British were finally defeated, ending the American Revolutionary War in 1781. After dinner, we begin our Williamsburg experience with a visit to the colonial area for a special "Lantern Tour" which will afford us the opportunity to visit craft shops in depth – a truly memorable evening!

Wednesday, May 19:

Today we will be taken on a "Williamsburg Journey" – a guided tour of the colonial village as it existed in the late 18th century. This tour will continue into the early afternoon after which there will be time to tour and shop in small groups. Late afternoon we leave for Washington, DC. And our new hotel location will be:

Comfort Inn At Capital Heights
55 Hampton Park Blvd
Capital Heights, MD 20743
(301) 301-336-8900

Thursday, May 20:

After a drive through Washington's morning traffic, we visit the Capitol, home of the Senate and House of Representatives. As a part of the day's activities the group will be taking the "Red Coat Tour" of the capitol and see the places where federal laws and other nationally important decisions are made. In the afternoon there are stops at the Supreme Court Building, the main building of the Library of Congress, the Capital Mall area and the Smithsonian Institute. Veteran's Memorial.

Friday, May 21:

Today starts with a tour of the Executive Mansion, better known as the White House. Our next stop will be Ford's theater and the Peterson Boarding House. After lunch we return to the Smithsonian Institute. The evening will be spent visiting the Washington, Jefferson, Lincoln, Vietnam, Korean, WWII and Roosevelt Memorials.

Saturday, May 22:

Our final day begins by visiting George Washington's Estate, Mount Vernon. In the afternoon we will be returning to Washington to visit any of the sights we want to revisit or have missed. In the late afternoon the last stop of our trip is to Arlington National Cemetery then on to our return flight home. We depart Washington Dulles International Airport aboard Jet Blue #317 at 5:48 PM (EST). Our arrival is set for Oakland International Airport at 8:45 PM (PST).

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:** May 12, 2010
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.

Recommendation: Ratify and approve contracts as noted.

Fiscal Impact: Total for this action: **\$311,932.** 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
Hercules Middle High Field Lighting Capital Facilities Fund 25	June 2010 thru September 2010	Miller Pacific Engineering	Hourly, not to exceed \$5,000	Geotechnical engineering services during construction
Coronado Elementary Multi-Purpose Building Demolition Fire Insurance Proceeds	May 2010 thru September 2010	Seville Group ("SGI")	Hourly services, 25% FTE \$28,560	Construction Management Services
Harding Elementary & Lupine Hills Elementary Waterproofing Measure J Bond	May 2010 thru September 2010	Grossman Design Group	Hourly not to exceed \$15,000	Leak repair testing at roofs and wall systems, preparation of bid documents to complete repairs.
Gompers High School Reconstruction Measure J Bond	May 2010 thru October 2010	Beverly Prior Architects	\$150,300	Schematic design for new campus to be designed in conjunction with Leadership Public Schools new campus at Gompers site.
New Portola Middle School Measure J Bond	May 2010 thru October 2013	3Qc, Inc.	\$113,072	Enhanced Commissioning Services from design thru construction phase.

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:** May 12, 2010
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: Kennedy High School Restroom Renovations. 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: **\$12,349.**

DISPOSITION BY BOARD OF EDUCATION

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

May 12, 2010 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	Kennedy HS Restroom Improvements	JDS Builders Group, Inc	\$1,570,000.00	\$22,746.59	\$12,349.00	\$0.00	\$35,095.59	2.24%	\$1,605,095.59	3

Pending Board Actions	Ratifications	\$12,349.00
	Approvals	\$0.00
	Total Board Action	\$12,349.00

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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.17
Associate Superintendent for Operations
Subject: Master Plan Contracts for Measure "D"

Background Information:

Measure "D" As General Obligation Bond, is out the ballot for June, 2010. The district has made a conscience effort to bring quality facilities to the students, staff, local businesses and communities of West County.

In the recent past, the Board of Education has approved the awarding of architectural contracts to approved firms, for design services at Coronado Elementary and Pinole Valley High School. These schools will be constructed as a part of Measure "D" Bond, after its passage in June, and will maintain our schedule of providing state of the art facilities for the communities of West County and to leverage the favorable bidding climate that now exists.

As such, the Facilities Sub committee has recommended that master planning contracts be awarded to five elementary schools:

- HY Architects Fairmont Elementary School
- Baker Vilar Richmond High School
- Interactive Resources Wilson Elementary School
- Powell & Partners Stege Elementary School
- DLM Valley View Elementary School

Recommendation: For Approval

Fiscal Impact: Not to exceed 1,000,000.00, Measure J

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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent for Operations
Subject: Approval of contract for Furniture, setup and installation at Crespi Administration Building

Background Information:

The reconstruction of the Crespi Administration Building from fire damage is proceeding for anticipated occupancy beginning in August 2010. An important next step for the District is to purchase new furniture for the school for use in the office areas, classrooms, library, and support spaces. We have completed work with the site staff on their needs in all of these areas. New furnishings will be comparable to those installed in our other completed secondary sites Helms, Pinole Middle and El Cerrito High.

The proposed contract is through Young Office Solutions. The pricing for the furniture is by a competitively bid bulk purchasing contract through TCPN Contracts MO7032 and MO739 and through the NJPA Umbrella Contract #102908-K11/KI Contract #OT53795. These are "piggyback" type contracts which meet the state's procurement requirements for these furnishings. In addition, the contract includes installation labor provided through Young Office Solutions.

Recommendation: Approve contract with Young Office Solutions for Crespi Admin furniture, setup and installation.

Fiscal Impact: \$173,860.25. 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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.19
Associate Superintendent for Operations
Subject: Coronado Elementary School Multi-Purpose Building Demolition Contract Award

Background Information:

The Coronado Elementary Multi-Purpose Building was severely damaged by fire in 2008. The District has installed temporary facilities on the site including food service, multi-purpose modular, and restrooms. It is appropriate at this time to demolish the existing building and remove the derelict structure from the campus. The project includes basic paving, sidewalk repair, fence and gates to create usable playground space for the site at the location of the former building.

WLC Architects prepared bid documents for the demolition project. The District conducted a public bid process for the project. Bids were opened on April 29, 2010. Five Contractors submitted bids. They are as follows: Pinguelo Construction \$222,188; PARC Services \$216,980; Carone and Company \$165,000; ERA Construction \$149,630; Evans Brothers \$144,420. The lowest responsive, responsible bidder is Evans Brothers at \$144,420.

Recommendation: Award contract to lowest responsive, responsible bidder.

Fiscal Impact: \$144,420. Funded from Fire Insurance Proceeds.

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** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.20
Associate Superintendent for Operations
Subject: Portola Middle School Temporary Campus Utilities and Sitework Award of Contract

Background Information: The Board approved a Temporary Campus at the Portola Lower Pad at its meeting of February 10, 2010. Staff has been working to complete preliminary planning on the project with HY Architects. The next step in executing the project is to award a contract for utilities connections and sitework. This project includes sewer, storm sewer, electrical, low-voltage, fire water service connections. The work also includes interior connections and preparation of all buildings for occupancy.

The District has conducted a public bid for this project. Bids were opened on May 5, 2010. 10 Contractors submitted bids. They are as follows: Lamon Construction \$745,000; Dan Electric \$540,000; River View Construction \$525,000; Bruce Carone \$477,650; D R Lemmings \$457,630; Michael Paul Co. \$408,000; ERA Construction \$398,473; D&D Pipelines \$392,000; Evans Brothers \$389,000; and, Carone & Co. \$325,000. The lowest responsive, responsible bidder is Carone and Co. at \$325,000.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation: Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder.

Fiscal Impact: \$325,000. Funded by the Measure J Bond, Portola Middle School project budget.

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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.21
Associate Superintendent for Operations
Subject: Portola Middle School Temporary Campus Modulares Award of Contract

Background Information: The Board approved a Temporary Campus at the Portola Lower Pad at its meeting of February 10, 2010. Staff has been working to complete preliminary planning on the project with HY Architects. The next step in executing the project is to award a contract for modular buildings to house the students. HY Architects has completed construction documents for the project incorporating educational program elements which are a part of the Portola Middle School program. These include standard classrooms, library/bookroom, science labs, drama room, administrative spaces, Special Education classrooms (SH & NSH), teacher workroom areas, shop/drafting, PE Locker rooms, art, band, multi-purpose/cafeteria spaces, food service buildings, and restrooms. These plans have been reviewed with the Portola staff and teachers. The project is for the vendor to supply and install all of the referenced buildings, either new or reconditioned, as a direct purchase by the District. It is anticipated that these buildings can be used after the construction of the new school to replace any remaining leased buildings at other sites in the District—reducing future costs to the General Fund.

The District has conducted a public bid for this project. Bids are to be opened on May 10, 2010. Staff will bring a recommendation for award to the meeting of May 12th.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation: Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder..

Fiscal Impact: \$_____. Funded by the Measure J Bond, Portola Middle School project budget.

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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.22
Associate Superintendent for Operations
Subject: Hercules Middle High School Field Lights Project Award of Contract

Background Information: Hercules Middle High School still has areas remaining to complete which were left unfinished at the time of the original construction due to funding constraints on the state project. This project is the next step in completing the campus site work and includes the installation of permanent field lights at the main stadium area in accordance with District standards. This project also includes a joint-use element with the City of Hercules to add field lighting for community night use at the baseball, softball, outdoor basketball courts, and the middle school field area. These areas are identified on the plans as Bid Alternate #1. The Alternate can be awarded upon review with the City of Hercules and confirmation that funding is available for these areas. The District has been working closely with City staff to coordinate this work and staff anticipates bringing a joint-use agreement to the Board which will incorporate the City's use, and maintenance, of these field areas as a part of the document.

WLC Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids were opened on May 5, 2010. Three Contractors submitted bids. The Total Base Bids (Main Stadium + Allowance) are as follows: Tennyson Electric \$598,000; WBE \$579,000; and, Bleyco \$572,000. The lowest responsive, responsible bidder is Bleyco at \$572,000. All bidders submitted pricing for the Bid Alternate #1 to light all of the remaining campus fields. It is recommended only to award the main stadium work in the Base Bid at this time. We can then coordinate with the City of Hercules for their approval of the Bid Alternate #1 work and award that portion at a future date.

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation: Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period, to the lowest responsive, responsible bidder.

Fiscal Impact: \$572,000. Funded from the Capital Facilities Fund, Fund 25.

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:** May 12, 2010
From: Bill Fay **Agenda Item:** CI C.23
Associate Superintendent for Operations
Subject: Richmond High School Emergency Repair Program HVAC Systems Repair Contract Award

Background Information:

The District has received funding from the state Emergency Repair Program (“ERP”) to replace seriously deteriorated HVAC Systems at the Richmond High site. The work includes replacement of all main classroom building HVAC systems, new controls systems, repairs to the roof, and associated work.

HMR Architects prepared bid documents for the state-approved project. The District conducted a public bid process for the project. Bids were opened on April 20, 2010. Seven Contractors submitted bids. The bids included two Bid Alternates. Bid Alternate #1 is Roofing Repairs. Bid Alternate #2 is Ceiling replacements at the interior of the building. The bids received, including both Bid Alternates and a small-unforeseen conditions allowance are as follows: DL Falk \$5,469,000; Bell Products \$5,442,418; Alten Construction \$5,362,141; West Coast Contractors \$4,786,000; AJF/BHM \$4,778,790; and, KMS \$4,304,641. After receipt of the bids, and within the period allowed by Public Contract Code, the low bidder, KMS withdrew its bid citing mathematical error. The District has accepted this action. Therefore, the lowest responsive, responsible bidder is West Coast Contractors at \$4,786,000. Unfortunately, the overall price, with both Bid Alternates included is in well excess of the amount provided by the state under the ERP funding grant. The condition of the roof of the main building is such that the award of Bid Alternate #1: Roof Repairs is critical to the project. Therefore, it is recommended that the Board award the Base Bid and Bid Alternate #1. Even this award will require supplemental funding from the Measure J Bond using funds approved by the Board under the Deferred Capital Projects. Finally, the project is set to complete back check approval by the Division of State Architect (“DSA”) on May 13th. This action by the Board will therefore be to authorize staff to award the contract pending approval of the documents by the DSA.

Recommendation: Authorize staff to award contract to lowest responsive, responsible bidder after DSA approval is received.

Fiscal Impact: \$4,166,000. Funded from the Emergency Repair Program (“ERP”) and the Measure J Bond under the Deferred Capital Projects.

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:** May 12, 2010
From: Antonio Medrano **Agenda Item:** CI C.24
Board Member
Subject: Resolution No. 91-0910: Limiting Travel to and Purchases from Arizona until the Arizona Legislature Repeals SB 1070

Background Information:

In April 2010, the Arizona Legislature passed and the Governor signed a bill that requires that law enforcement agencies detain people to check their immigration status. The law, which proponents and critics alike said was the broadest and strictest immigration measure in generations, would make the failure to carry immigration documents a crime and give the police broad power to detain anyone suspected of being in the country illegally. Opponents have called it an open invitation for harassment and discrimination against Latinos regardless of their citizenship status.

Many people who support civil and human rights are encouraging an economic boycott of the state of Arizona. In the past WCCUSD staff and Board members have traveled to Arizona for professional conferences. The District has also purchased materials and supplies from Arizona based firms. By limiting travel and purchases from Arizona, the Board could participate in the economic boycott of Arizona in an effort convince the Arizona Legislature of the need to rescind SB 1170.

Recommendation:

That the Board adopt Resolution 91-0910 restricting travel to and purchases from Arizona.

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

Resolution No. 91-0910

Resolution denouncing Arizona State Senate Bill 1070, a law that seeks to implement Arizona’s own immigration regulations that will result in racial profiling of people of color and limited English proficient persons, that prohibits district staff travel to Arizona and limits purchases from Arizona-based companies.

WHEREAS, The Arizona Legislature passed SB 1070 which the Arizona Governor, Jan Brewer, signed into law on April 23, 2010, and with a stroke of a pen set the clock back on a generation of civil rights gains; and,

WHEREAS, SB 1070 requires the police “when practicable” to detain people they “reasonably suspect” are in the country without authorization; allows the police to charge immigrants with a state crime for not carrying immigration documents; creates a private right of action to sue cities upon belief that the government has a policy or practice that restricts immigration law enforcement; and makes it a crime to stop on a public street to attempt to hire a temporary worker; and,

WHEREAS, SB 1070 will inevitably lead to racial profiling, jeopardizes public safety, and creates a wedge between law enforcement and ethnic communities: and,

WHEREAS, President Barack Obama has stated that SB 1070 threatens “to undermine basic notions of fairness that we cherish as Americans, as well as the trust between police and their communities that is so crucial to keeping us safe”; and,

WHEREAS, The people targeted by SB 1070 are not strangers – our American lives are inextricably bound to theirs. SB 1070 will not only terrorize our nannies and our gardeners, but also our nurses and our home care workers. And it will not stop there. It will intimidate our college students, teachers, doctors, lawyers, and engineers. Everyone who looks Latino – citizens, legal permanent residents, temporary visa holders, or undocumented - will be a primary target under this law, and,

NOW, THEREFORE, BE IT RESOLVED, that until the Arizona Legislature rescinds SB 1070, the West Contra Costa Unified School District Board of Education prohibits WCCUSD funded travel to that state and limits purchases from Arizona-based companies to only those items that cannot be purchased from another vendor.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on the twelfth day of May 2010, by the following vote:

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly introduced, passed, and adopted by the Board of Education at a meeting held on May 12, 2010.

Bruce Harter
Secretary, Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

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

Agenda Item: D.1

Subject: Ivy League Summer Programs: Students from El Cerrito High School, Pinole Valley High School, Hercules High School, DeAnza High School, Richmond High School and Middle College High School will participate in college readiness programs offered at respective Ivy League Colleges and Universities

Background Information:

The Ivy League Connection program has been an integral college awareness program in the West Contra Costa Unified School District for the last five years. Each year students at our respective high schools participate in a rigorous screening process in order to gain acceptance into a summer program at an Ivy League university. The Ivy League program has grown tremendously over the years through the contributions of benefactors and corporations vested in providing educational opportunities for our students. This summer, West Contra Costa Unified School District will be sending twenty-nine students to various Ivy League universities including Cornell University, Columbia University, Brown University, and Yale University. We are proud to honor and recognize these outstanding students for their determination and willingness to accept this unique challenge and are confident they will serve as positive ambassadors representing their school and the district at large.

This evening we are proud to introduce the Ivy League candidates who will be traveling this summer to respective college campuses. The students who will be representing our school district have demonstrated academic excellence and potential each year as a high school student. Further, all Ivy League students have participated in a rigorous application process prior to their acceptance into one of the college programs.

The District would like to thank the following sponsors for their contributions: IBEW/NECA LMCC Statewide; Contra Costa Chapter National Electrical Contractors Association (NECA); NorCal Chapter, NECA; Carpenters, Local 152; UA, Local 159; UA Local 342; Deems, Lewis and McKinley Architects; WLC Architects; Baker/Vilar Architects; HY Architects; Interactive Resources; Seville Group; Quattrocchi Kwok Architects; Sally Swanson Architects; Davillier Sloan; Employer Advocates; Powell and Partners; Electrical Contractors Trust Alameda County; Mary Hernandez of Garcia, Calderón & Ruiz; Kinsell, Newcomb & De Dois; Piper Jaffray & Co.; De La Rosa & Company; KNN Public Finance.

Additionally, a special thank you is extended to Don Gosney who has helped with the entire program and the photos for the students and staff. Mr. Gosney is a Kennedy High School graduate and a Richmond resident. A special thank you is also extended for scholarships provided from Brown University and Cornell University.

Recommendation: For Information Only

Fiscal Impact: Previously approved by Board April 14, 2010

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

IVY LEAGUE CONNECTION 2010 SUMMER PROGRAM

Travel arrangements are made by the district. Students will be lodged on the respective campuses for the duration of the program and a certificated staff member will be accompanying the students. All proper study trip forms and insurance information is complete and on file for all participants.

CORNELL UNIVERSITY

Dates: June 23, 2010 – July 17, 2010

Certificated Chaperone: Sewellyn Kaplan

Students:

Christopher Habash	Hercules High School	Alexander Elms	Pinole Valley High School
Jacqueline Lares	Hercules High School	Andrew Gonzales	Pinole Valley High School
Beilul Naizghi	Hercules High School	Wing So	Pinole Valley High School
		Andrew Woo	Pinole Valley High School

COLUMBIA UNIVERSITY

Dates: June 24, 2010 – July 17, 2010

Certificated Chaperone: Terri Ishmael

Students:

Jamie Pines	El Cerrito High School	Beulah Agabiaka	Middle College High
Michael Wittemore	El Cerrito High School	Michelle Saechao	Middle College High
Yueming Wang	Hercules High School	Winston Long	Middle College High

YALE UNIVERSITY

Dates: July 20, 2010 – August 8, 2010

Certificated Chaperone:

Students:

Mansol Montes Clemons	El Cerrito High School	Brandon Amargo	Middle College High
Henry Hung	Hercules High School	Connor Miller	Pinole Valley High

BROWN UNIVERSITY

Dates: June 16, 2010 – July 11, 2010

July 7, 2010 – July 24, 2010


Certificated Chaperone: Yolanda Bulls, Eugena Stewart

Students:

Megan Robb	DeAnza High School	Stephen Chan	Hercules High School
Zijun Tang	DeAnza High School	Andrew Gabriel	Hercules High School
Lydia Breksa	El Cerrito High School	William Chong	Pinole Valley High
Irene Rojas-Carroll	El Cerrito High School	Austin Long	Pinole Valley High
Mariana Zavala	El Cerrito High School	Selene Calderon	Richmond High School
		Guadalupe Morales	Richmond High School
		Lucero Perez	Richmond High School

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:** May 12, 2010
From: Nia Rashidchi 
Assistant Superintendent Education Services **Agenda Item:** D.2
Subject: Recognizing WCCUSD Teachers of the Year (TOY)

Background Information: In 1972, California began recognizing outstanding teachers, establishing the Teachers of the Year Program. This program is open to all teachers in public & private schools who teach pre-kindergarten through twelfth grade. Contra Costa County has participated in the program since its beginning.

Ms. Susan Collins, Ms. Nicole Giusti, Ms. Michele Lamons, and Ms. Diane Sullivan have been selected as WCCUSD's 2010-2011 Teachers of the Year.

Middle School Teacher of the Year

Ms. Susan Collins is a science teacher at Pinole Middle School who is known for her enthusiastic approach to teaching. Her hands on lessons are presented in an incredibly engaging style that inspires all of her students to be actively involved in learning. She is respected by peers as a model teacher who assists others in developing their professional skills. Ms. Collins' middle school students respect her and thrive under her instruction. She understands the individual needs of her students and differentiates her instruction to ensure that all students succeed.

Primary Teacher of the Year

Ms. Nicole Giusti is a first grade teacher at Ford Elementary School who has repeatedly proven herself to be an educator of the highest caliber and an outstanding representative of the teaching profession. Ms. Giusti consistently provides her students with a strong and diverse education that focuses on moving all students to proficiency across the curriculum. Ms. Giusti is a model teacher who actively engages students in learning through dynamic lessons. She is known for her culturally responsive approach to instruction that guarantees each student is provided a learning environment that ensures success.

High School Teacher of the Year

Ms. Michele Lamons a teacher of English and Sign Language at Pinole Valley High School is widely recognized by peers, parents, and especially students, for consistently ensuring that all young people in her care achieve at the highest levels, and are fully prepared to be successful in college and later life. Her enthusiasm for teaching makes learning fun and exciting for her students who are eager to praise her classes. She consistently uses a variety of culturally responsive approaches to teaching and learning that ensure her students are provided full access to the content standards.

Intermediate Teacher of the Year

Ms. Sullivan is a 4th grade teacher at Washington Elementary who ensures learning occurs all day and extends into after school tutoring for those students who need additional support. She has high expectations for every student and uses a variety of culturally responsive techniques that lead all students to achieve at high levels. Her dynamic style results in a classroom where something exciting is always happening and students are fully engaged. She actively supports peers in developing and implementing culturally responsive strategies assisting all students at Washington in reaching high levels of achievement.

Congratulations to Ms. Collins, Ms Giusti and Ms. Lamons and Ms. Sullivan on attaining this recognition and their commitment to excellence in education.

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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** May 12, 2010
From: Nia Rashidchi *NK* **Agenda Item:** D.3
Assistant Superintendent Education Services
Subject: The Ed. Fund Excellence in Education Award Winner Recognition

Background Information:

For the 22nd year, the Ed. Fund will celebrate and honor the excellence of 6 WCCUSD teachers, 1 classified staff member, and 1 volunteer at its Annual Ed. Fund Excellence in Education banquet on Friday, May 14 at the Berkeley Doubletree Hotel.

The names of this year's teachers are: Kathy Clemons (Grant), Antonieta Franco (Downer), Lucy Giusto (Hercules Middle/High), Cynthia Taylor (Dover), Armando Torres (Richmond High), Claudia Velez (Olinda) and Megan Gardner (Peres).

These teachers of excellence share a profound passion for instilling a love of learning in our diverse students so that they can attain their goals and realize their dreams. By carefully and thoughtfully weaving creativity, adherence to high standards, profound knowledge of the subjects being taught, and appreciation of individual differences, needs, and strengths, these award winning teachers raise the quality of education to new heights.

Sharing the honors with the Teaching Excellence Awards winners are the 2010 Distinguished Non-Certificated Employee Award Winner Jan Etingoff and 2010 Distinguished Citizen Award Winner Margaret Morkowski.

Jan Etingoff has been an amazing asset to Murphy Elementary. Teachers, staff, students, and parents love her for her caring dedication to the students and her many contributions as a yard supervisor, traffic controller, and conflict mediation supervisor.

Margaret Morkowski is a volunteer at Washington who works with a special needs student on a regular basis. She also supports other classrooms, and dedicates her time to the PTA, Many Hands Program, and the community at large.

We want to recognize and congratulate our honorees for all the wonderful work they carry out with our students on a daily basis.

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
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

From: Nia Rashidchi *NR*
Assistant Superintendent, Educational Services

Agenda Item: D.4

Subject: Multilingual District Advisory Committee Report

Background Information:

The Multilingual District Advisory Committee (MDAC) is comprised of a representative from each of our schools' English Learner Advisory Committees (ELAC). Four meetings are held each year in different locations to facilitate attendance from members of the different school communities. The meetings are conducted on Thursday nights at 6:30 and repeated the following Friday morning as an additional strategy to promote participation. The topics covered include the legally required items, items requested by the parents and current issues impacting our English learner (EL) students.

The MDAC co-chairpersons, Raul Morales, ELAC representative from Richmond High School, and Maria Plascencia, from Downer Elementary School, will present the MDAC Report to the Board. The report will include highlights from the 2010 R-30 Language Census, an annual report to the California Department of Education that includes data on English learners and fluent-English-proficient students, as well as additional pertinent data on the trends in our EL population.

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:** May 12, 2010
From: Sheri Gamba, Associate Supt., Business Services **Agenda Item:** D.5
Subject: Third Interim Report, 2009-10

Background Information: When the Governing Board self-certified a qualified Second Interim at the March 3, 2010, board meeting, the District fell under Education Code Section 42131(e) which states:

The governing board of each school district filing a qualified or negative certification for the second report required under Section 42130, or classified as qualified or negative by the county superintendent of schools, shall provide to the county superintendent of schools, the Controller, and the Superintendent of Public Instruction no later than June 1, financial statement projections of the district's fund and cash balances through June 30 for the period ending April 30. The governing boards of all other school districts are encouraged to develop a similar financial statement for use in developing the beginning fund balances of the district for the ensuing fiscal year.

Staff will present statements required by the above Education Code along with a brief report.

Recommendation: For Information Only

Fiscal Impact: Balanced Budget

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: May 12, 2010

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

Agenda Item: D.6

Subject: Presentation of Adult Education Course Offerings for 2010 - 2011

Background Information:

The West Contra Costa Adult Education program will present the proposed course offerings for the 2010 – 2011 academic year.

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:** May 12, 2010
From: Bruce Harter **Agenda Item:** D.8
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.

Hatziri Nieva, age 17 and Ramon Prado-Santamaria, age 18, were tragically killed on April 28, 2010. Ms. Nieva and Mr. Prado-Santamaria were Vista High School students. Both were model students who their teachers spoke of very highly.

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
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

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

Agenda Item: F.1

Subject: Petition for charter renewal of Manzanita Charter School

Background Information:

On March 30, 2010, the petitioner submitted to West Contra Costa Unified School District a petition to renew the charter for the independent charter school known as Manzanita Charter School (“Charter School”) for an additional five years. The Charter School has been operating in the District for ten years. It serves students in grades six through eight in a parent cooperative program with a standards based curriculum that seeks to provide a well-rounded academic program that includes art, music, technology and physical education. Pursuant to the Charter Schools Act of 1992 (the “Act”), Education Code section 47600 *et seq.*, the Legislature has charged local school boards with the responsibility for reviewing and acting on petitions for renewal by charter schools.

Renewal of an existing charter petition is governed by the requirements of Education Code section 47605 and 47607. Education Code section 47605(b) requires the Board, within 30 days of receiving a petition, to hold a public hearing to consider the level of support for the petition. The public hearing was held on April 28, 2010.

The Act states that a school district governing board considering whether to grant a charter petition “shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged.” (Ed. Code, § 47605(b).) With this legislative intent in mind, the governing board must grant a charter “if it is satisfied that granting the charter is consistent with sound educational practice.” (Ed. Code, § 47605(b).) Renewal of a charter is also governed by the standards and criteria in Education Code section 47605 and “shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed.” (Ed. Code, § 47607(a)(2).) Additionally, a charter school seeking renewal must meet one of the standards for academic achievement set forth in Education Code section 47607(b).

Staff and legal counsel have reviewed the Petition prepared the Staff Written Findings Regarding Manzanita Charter School Petition for Renewal (“Findings”), which are attached. Staff’s analysis of the petition includes a review of its educational program, fiscal and governance structure, student admissions and discipline, labor and personnel issues, facilities and legal issues.

Recommendation:

Staff’s recommendation is that the Board renews the charter under the following conditions and assurances to be provided by the Charter School to the District in writing:

- The Charter School shall make all requested modifications or clarifications to the Petition identified in the attached Findings.
- The Charter School shall agree to enter into a Special Education Memorandum of Understanding that is mutually acceptable to the Charter School and District and which adequately addresses each of the issues identified in the Findings.
- The Charter School shall confirm that the Board of Directors will adopt amendments to their Articles and Incorporation and Bylaws to assure compliance with all applicable State conflict of interest laws, including Government Code section 1090.
- The Charter School shall revise the Student Handbook for consistency with the Petition.
- The Charter School shall agree to enter into an Operational Memorandum of Understanding that is mutually acceptable to the Charter School and District.

Documents Attached: Immediately following this précis is a copy of the Manzanita Charter Middle School petition and the Staff's analysis of the charter petition.

Fiscal Impact: To be determined

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

STAFF WRITTEN FINDINGS REGARDING MANZANITA CHARTER MIDDLE SCHOOL PETITION FOR RENEWAL

Staff has reviewed the charter petition (“Petition”) for the renewal of the Manzanita Charter Middle School (“Charter School”) for five years. The Charter School is governed by a nonprofit public benefit corporation, but the District would continue to be responsible for oversight. The Charter School serves grades six through eight in a parent cooperative program, with a standards based curriculum that seeks to provide a well-rounded academic program that includes art, music, technology, and physical education.

Overview of Charter Petitions Generally

The Charter Schools Act of 1992 governs the creation of charter schools in the State of California. The Act states that a school district governing board considering whether to grant a charter petition “shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged.” (Ed. Code, § 47605(b).) With this legislative intent in mind, the governing board must grant a charter “if it is satisfied that granting the charter is consistent with sound educational practice.” (Ed. Code, § 47605(b).) Renewal of a charter is also governed by the standards and criteria in Education Code section 47605 and “shall include, but not be limited to, a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed.” (Ed. Code, § 47607(a)(2).) The governing board may not deny a petition for renewal unless it sets forth specific facts to support one, or more, of the following five findings:

- (1) The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
- (2) The charter school presents an unsound educational program for the students to be enrolled in the charter school.
- (3) The petition does not contain the number of signatures required by Education Code section 47605, subdivision (a)(1)(A) **or** (B). Specifically, subdivision (a)(1)(A) requires that the petition be signed by a number of parents or guardians of students equal to at least one-half the number of students that the charter school estimates will enroll in the charter school for its first year of operation. In the alternative, subdivision (a)(1)(B) requires that the petition be signed by a number of teachers that is equivalent to at least one-half of the number of teachers that the charter school estimates will be employed at the school during the first year of operation.
- (4) The petition does not contain an affirmation of certain specific conditions set forth in Education Code section 47605(d), including: (1) that it will be nonsectarian in its admission policies, employment practices, and all other

operations, (2) will not charge tuition and (3) will not discriminate against any student on the basis of the characteristics of Education Code section 220.

(5) The petition does not contain reasonably comprehensive descriptions of the required elements set forth in Education Code section 47605(b)(5)(A-P). These are sixteen separate elements that must be discussed in every charter petition, which are:

(A) A description of the educational program of the school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an “educated person” in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self-motivated, competent, and lifelong learners.

If the proposed school will serve high school students, the petition is also required to include a description of the manner in which the charter school will inform parents about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of Schools and Colleges may be considered transferable and courses approved by the University of California or the California State University as creditable under the a-g admissions criteria may be considered to meet college entrance requirements.

(B) The measurable student outcomes identified for use by the charter school. “Student outcomes” means the extent to which all students of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program.

(C) The method by which student progress in meeting those student outcomes is to be measured.

(D) The governance structure of the school, including, but not limited to, the process to be followed by the school to ensure parental involvement.

(E) The qualifications to be met by individuals to be employed by the school.

(F) The procedures that the school will follow to ensure the health and safety of students and staff.

- (G) The means by which the school will achieve a racial and ethnic balance among its students that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted.
- (H) Admission requirements, if applicable.
- (I) The manner in which annual, independent, financial audits will be conducted, which will employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies will be resolved to the satisfaction of the chartering authority.
- (J) The procedures by which students can be suspended or expelled.
- (K) The manner by which staff members of the charter schools will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.
- (L) The public school attendance alternatives for students residing within the school district who choose not to attend charter schools.
- (M) A description of the rights of any employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school.
- (N) The procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter.
- (O) A declaration whether or not the charter school will be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Educational Employment Relations Act ("EERA" or "Rodda Act").
- (P) A description of the procedures to be used if the charter school closes. These procedures must ensure a final audit of the school to determine the disposition of all assets and liabilities of the charter school, including plans for disposing of any net assets and for the maintenance and transfer of student records.

Charter school petitions are also required to include discussion of the impact on the chartering district, including, the facilities to be utilized by the school, the manner in

which administrative services will be provided, potential civil liabilities for the school district, and a three year projected operational budget.

Additionally, a charter school seeking renewal must meet one of the standards for academic achievement set forth in Education Code section 47607(b). The Charter School must have either:

- (1) Attained its Academic Performance Index (API) growth target in the prior year or in two of the last three years, or in the aggregate for the prior three years.
- (2) Ranked in deciles 4 to 10, inclusive, on the API in the prior year or in two of the last three years.
- (3) Ranked in deciles 4 to 10, inclusive, on the API for a demographically comparable school in the prior year or in two of the last three years.
- (4) (A) The entity that granted the charter determines that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend, as well as the academic performance of the schools in the school district in which the charter school is located, taking into account the composition of the pupil population that is served at the charter school.

(B) The determination made pursuant to this paragraph shall be based upon all of the following:
 - (i) Documented and clear and convincing data.
 - (ii) Pupil achievement data from assessments, including, but not limited to, the Standardized Testing and Reporting Program established by Article 4 (commencing with Section 60640) for demographically similar pupil populations in the comparison schools.
 - (iii) Information submitted by the charter school.

The Charter Petition

The Petition does supply information on each of the required elements of a charter petition under California law, although as described below in detail, the Petition is deficient in certain regards. Staff has reviewed the various areas of concern in roughly the order that they appear in the statute, as cited above.

Element A – Program Overview and Education Program Description

Plan for Special Education

The Petition also does not adequately address how the Charter School’s educational program will serve special education students.

Referral

The Petition states that the Charter School has the responsibility to make referrals of any students enrolled at the Charter School who are believed to be eligible for special education assessment and/or services but prior to making such a referral, the Charter School shall convene a student study team (SST) to determine if alternative interventions are appropriate. Title 5 of the California Code of Regulations provides that “all referrals for special education and related services shall initiate the assessment process.” (5 C.C.R. section 3021(a).) Therefore, if a parent/guardian requests an assessment, the Charter School should develop a timely referral for assessment. The process identified in the petition could result in untimely delays in the child find, referral, and assessment process.

Referral to RSP Teacher for Testing

The Petition states that “the student is referred to the RSP teacher for testing” and that a qualified-District referred specialist [will] determine what assessments are necessary. It is unclear from this provision whether a qualified school psychologist, occupational therapist, speech and language pathologist, behavioral specialist, or the Charter School RSP teacher will conduct special education assessments. Assessments must be conducted by qualified individuals. An RSP teacher will not be qualified to conduct all special education assessments.

Implementing Existing IEPs

The Petition states that “it is the responsibility of Manzanita Charter School to implement the existing IEP to the extent possible.” However, under Education Code section 56325, the Charter School is required to provide “comparable services” for 30 days. Accepting responsibility to implement an existing IEP when the District is responsible for providing special education and related services is a concern because the District then bears the responsibility for providing not just comparable services but automatically implementing all the provisions an IEP.

Consultative Services

The Petition provides that the District will provide consultative assistance to help Manzanita transition students from District schools to charter schools. The District should confirm that it is willing to accept this responsibility. Further, the duration,

frequency, and nature of consultative special education services should be identified in an IEP.

Services

The Petition states that “District services include consultative services by District Special Education staff to Charter School staff, a School Psychologist, and a part-time Speech and Language Pathologist if indicated by a student's IEP.” However, students may require related services that have to be provided by a behavior specialist, occupational therapist, etc. Therefore, the District should ensure that an MOU accurately memorializes the services that the District is responsible to make available. Further, the Charter School’s should continue their understanding that special education and related services are not limited to those that may be provided by a school psychologist or speech and language pathologist.

Section 504

Responsibility for the provision of special education and related services is separate from Section 504 services. However, the Petition states that the District will assist with the provision of Section 504 services. To the extent the District is willing to take on this responsibility, the Petition should clearly identify what type of assistance the District is expected to provide, whether the District will be liable for claims under Section 504 as a result of this assistance, and whether the District will receive funding for the provision of such assistance.

Staff recommends that approval of the Petition be contingent upon the Charter School clarifying these issues in the Petition or the Charter School and District entering into a Special Education Memorandum of Understanding that adequately addresses each of these issues.

Element D – Governance Structure

The Petition does not affirm that the Board of Directors of the Charter School will comply with conflict of interest laws governing public agencies, including Government Code section 1090. Staff recommends that Petitioners verify, in writing, that the Board of Directors will amend their Articles of Incorporation and Bylaws to comply with all applicable conflict of interest laws, including Government Code section 1090.

Element J – Suspension and Expulsion Procedures

Education Code section 47605(b)(5)(J) requires the Petition to identify the procedures by which pupils can be suspended or expelled. Charter schools are not required to follow the Education Code when disciplining students, but they are required to provide due process to students assured under the federal and state constitutions. (Goss v. Lopez (1975) 419 U.S. 565; Wood v. Strickland (1975) 421 U.S. 921.) This includes providing clear prior notice to the student of conduct that is subject to discipline, as well as student

discipline procedures. The Petition states that students may be recommended for suspension or expulsion for various offenses. However, it does not clarify when students will be recommended for expulsion as opposed to merely suspension. Staff recommends that the Petition be revised to clarify this issue.

There are also some inconsistencies between the Petition and the Student Handbook included as an Exhibit to the Petition regarding the due process for student discipline. Staff recommends that the Student Handbook be revised to include all of the information contained in the Petition, plus clarifying information, as necessary.

Element N – Dispute Resolution Process, Oversight, Term and Renewal

I. Dispute Resolution

The Act requires a charter school petition to identify “the procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter.” (Ed. Code, § 47605, subd. (b)(5)(N).) Various aspects of the proposed dispute resolution process, along with provisions related to accessing the site, which are embedded in this section, are more onerous than required by law.

The District is entitled to “inspect or observe any part of the charter school at any time.” (Ed. Code, § 47607, subd. (a)(1).) The Petition requires the District to give five days advance written notice of such observation. Staff recommends the Petition be amended to state that the District will provide reasonable notice to the Charter School prior to any access to the Charter School facilities or observations of the program.

The Dispute Resolution process calls for nonbinding arbitration after mediation. Nonbinding arbitration is a process whereby the parties pay a private judge to make a ruling regarding the dispute, but the parties still have a right to “appeal” or litigate the matter in court. This process can be very expensive and does not typically resolve the matter because the result is not binding on either party. Staff recommends that this step in the dispute resolution process be removed from the Petition.

II. Charter Oversight, Renewal and Term

This provision requires the District to review and process the annual fiscal and programmatic audit and performance report within two months of receipt. The Education Code does not require the District to comply with such a timeline. Staff recommends that the two month timeline be removed from the Petition.

III. Revocation

The Petition requires the Parties to comply with the dispute resolution process prior to the District instituting revocation proceedings for the charter. Further, the Petition defines a scope of reasons for which the charter may be revoked. Revocation of a charter is governed by Education Code section 47607, not the terms of the Petition. Staff

recommends that this section of the Petition be removed and replaced with a statement that any revocation of the Petition shall comply with governing law.

Element P – Charter School Closure

The Act requires a charter school petition to describe the “procedures to be used if the charter school closes.” (Ed. Code, § 47605, subd. (b)(5)(P).) In addition, the Act’s implementing regulations require a “designation of the responsible entity to conduct closure-related activities.” (5 C.C.R. § 11962, subd. (a).) Staff recommends that the Petition be clarified to indicate the entity that will be responsible for conducting closure activities, which appears to be the Charter School’s Board of Directors.

Impact on the Charter Authorizer

Petitioners have generally addressed the impacts on the District throughout the Petition. Staff recommends that renewal of the charter be subject to the Charter School and District subsequently entering into an Operational Memorandum of Understanding and Special Education Memorandum of Understanding satisfactory to both parties.

Signatures and Affirmations

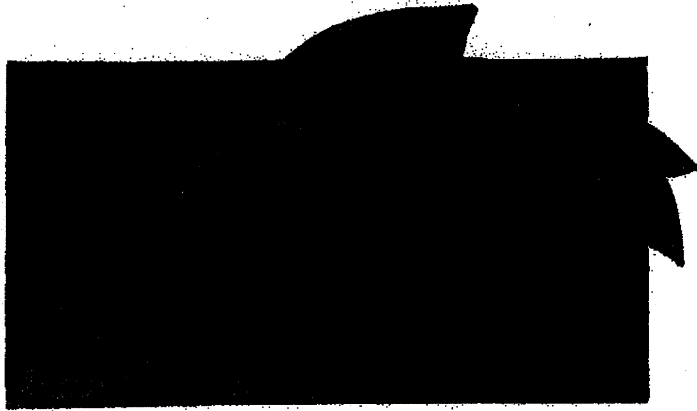
The Petition meets the signature and affirmation requirements of Education Code section 47605(a) and (d).

Academic Achievement Requirements - Section 47607

The Charter School complies with the requirement of Education Code section 47607(b)(2) because the Charter School ranked in deciles 4 to 10, inclusive, on the API in the prior year or in two of the last three years. In 2006, the rank was 7. In 2007, the rank was 6. In 2008, the rank was 4.

Manzanita Charter Middle School

Charter Document





Manzanita Charter School

1615 Carlson Blvd., Richmond, CA 94804

(510) 524-5500

www.manzy.org

March 30, 2010

Dear West Contra Costa Unified School District,

On behalf of the Board of Directors of Manzanita Charter Middle School, it is with great pleasure that we submit our petition for charter renewal.

Manzanita was the first charter school in WCCUSD and has been successfully operating for ten years. We are a free, public school in Richmond serving 150 middle school students in the 6th-8th grades; with 77% of our students qualifying for free or reduced lunch and many being English Language Learners. Our API scores are consistently strong and we have a wait list for admittance. Last year we moved from the original facility on Barrett Avenue to a newer safer facility that is ADA (American Disabilities Act) Compliant and a securely gated campus.

Manzanita is unique because of the amount of family involvement and our small size. The smaller class sizes of 25 students per class, allows our teachers to meet the educational needs of each student. Manzanita also has Friday Academies; that are similar to electives. The students help co-create academy classes with projects they would like to study or learn. There have been community academies that help with creating gardens in Richmond, with environmental concerns and with giving back to the local community.

As a parent cooperative, we owe a lot of Manzanita's successes to all of the parent (grandparents and relatives) volunteers. Our families help reduce expenses by volunteering to clean, assist, fix, and bring needed supplies. Parents are a constant presence at the school giving supervision to the students and creating a family atmosphere. Manzanita has a strong community feel; therefore, the students feel safe not just because of the facility, but because of the nurturing environment.

Since my term on the Manzanita Board of Directors, I have been privileged to see how incredibly dedicated all of staff is to the students. They work extra hours on projects, on coordinating field trips, and helping individual students, as needed.

I am requesting that the WCCUSD renew Manzanita Charter Middle School's charter for another five years, so that we can continue to educate and nurture future students.

Thank you,

Linda Ruiz-Lozito, Chair
Manzanita Charter Middle School Board of Directors

Manzanita Charter Middle School

In 1998, a small group of parents, who wanted an alternative to traditional public school, had a vision of a cooperative, community school. After a few years of hard work, they founded Manzanita Charter School, the very first charter school in the West Contra Costa Unified School District. The first school year began on September 6, 2000 and Manzanita had only 20 students. But over the years, Manzanita has grown and today, Manzanita has 150 students.

In the beginning, Manzanita's demographic was predominately white and African-American. But because of the changes in the population in West Contra Costa, there has been a change in the school's demographics. Today, Manzanita's students are truly reflective of the surrounding community, having a predominately Hispanic population. Our community consists of high numbers of students who qualify for free and reduced lunch (77%) and many students designated as English Language Learners (31%), in addition to the English Language Learners, 43% of our students have English as their second language. These factors are associated with greater challenges in teaching and learning. Yet, while our challenges are many, our capacity is strong. We were selected for the prestigious Distinguished School award and are certified by the Cambridge certification program through the California Charter Schools Association, indicating that we implement a high percentage of "best practices", as indicated by current education research.

Over the past ten years, over 1,150 students have passed through our doors, with many of our 341 graduates currently enrolled in colleges as far away as Switzerland, and as close as University of California at Berkeley.

Summary of our Accomplishments

- Dedicated staff
- Schoolwide collaboration to improve academic performance
- Articulated, standards-based curriculum
- Designated as a Certified Charter School by Cambridge Education Charter Program Quality Review
- Designation as California Distinguished School in 2007
- Staff development focused on best practices
- School has met its API growth targets in 3 of the last 6 years
- API State or comparison rank is 4 or higher in 6 prior years

Our Students

- 150 students
- 46% Male/54% Female
- 90% Hispanic
- 10% Non-Hispanic-Latino
- 31% English Learners
- 77% Socioeconomically disadvantaged
- 6% Students with disabilities

Our Learning Community

- Dedicated staff
- All teachers are NCLB Highly Qualified
- SADI "CLAD" teacher training
- Professional development linked to both best practice and school vision
- Protected time for collaboration across the school
- Bi-lingual staff

Our Support for Students

- CELDT testing
- ELL standards
- Differentiated instruction
- Counseling services/Mediation Conflict
- Classroom-based interventions for struggling students
- After-school program to accelerate achievement
- Implementation of RTI
- Parent Involvement

Other School Achievements

- Attendance rate consistent—97% in 2008-09.
- Attendance rate for 2009-10 school year is 97.43% overall
- Reclassification of English Learners
- Parent Engagement:
 - > Family cooperative model
 - > Created a an environment in which parents feel valued and welcome, and that is culturally sensitive, including developing supportive mission and policy statements
 - > Board of Directors consist of parents and community members
 - > Parent involvement in classroom support, on field trips, yard duty, site maintenance and fundraising
 - > Outreach to encourage participation of parents who might have low-level literacy skills and/or from whom English is a second language
 - > Close working relationship between parents and teachers

PETITION FOR THE RENEWAL OF MANZANITA CHARTER MIDDLE SCHOOL

We the undersigned believe that the attached renewal charter merits consideration and hereby petition the governing board of the West Contra Costa Unified School District to grant renewal of the Manzanita Charter Middle School pursuant to Education Code Section 47607. Manzanita Charter Middle School agrees to operate the school pursuant to the terms of The Charter Schools Act of 1992 and the provisions of the school's charter. Manzanita Charter Middle School will comply with applicable state and federal laws, regulations, and codes during its operations.

Manzanita Charter Middle School will be non-sectarian in its programs, admissions policies, employment practices, and all other operations, shall not charge tuition, and shall not discriminate on the basis of ethnicity, nationality, race, gender, disability, religion, sexual orientation, and/or association with individuals in one or more of the above actual or perceived characteristics.

The petitioners listed below certify that they are staff and permanent status teachers currently employed at the school who are meaningfully interested in working and teaching at the charter school.

By the Lead Petitioner:

Tara Denison	<i>Tara B. Denison</i>	03.30.10
Name (please print)	Signature	Date

Tara Denison
Manzanita Charter Middle School
1615 Carlson Blvd.
Richmond, CA 94804
(510) 524-5500

By the Petitioners:

Name (please print)	Signature	Date
Laura Tobben	<i>Laura Tobben</i>	3/23/2010
Address	Phone number	
1626 Fairview Apt. B, Berkeley, CA 94703	530-448-1678	

Name (please print)	Signature	Date
Stacey Tiffany	<i>Stacey Tiffany</i>	3/23/10
Address	Phone number	
2614 Roosevelt Ave Richmond CA 94804	510-213-2361	

Name (please print) Linda McCluskey Signature Linda McCluskey Date 3/23/10
Address 5822 Santa Cruz Richmond Phone number 510-526-7498

Name (please print) Angela Raffa Signature Angela Raffa Date 3/24/10
Address 1 Villa Dr San Pablo, CA 94806 Phone number (510) 237-8716

Name (please print) Isaac Lomeli Signature [Signature] Date 3/24/10
Address 1887 38th Ave, SF, 94122 Phone number

Name (please print) Beth Berlin-Stephens Signature [Signature] Date 3/24/10
Address 2305 Bonar St Berkeley, CA 94702 Phone number 510-421-0134

Name (please print) Cristina da Silva Signature [Signature] Date 3.24.10
Address 2115 Whipoorwill Ct. Pinole, CA 94564 Phone number

Name (please print) Sioussi Tietze Signature [Signature] Date 3/24/10
Address 713 grape rd., PH, CA 94523 Phone number 530 401 3245

Name (please print) Nich Smith Signature Nich Smith Date 3/24/10
Address 586 Clipper St. APTA San Francisco, CA Phone number (707) 689-3618
94114

Name (please print) Ruth Paesch Signature R Paesch Date 3-24-10

Address 2200 Adeline St #110, Oakland CA 94607 Phone number 510 763-0122

Name (please print) 2695 O'Donnell Drive San Pablo CA 94806 Signature Signature Date 03/30/10 Phone number 510-932-4367

Name (please print) Isolina Eulith Arcebo Signature Eulith Arcebo - Isolina Date 03/30/10

Address Phone number

Name (please print) Signature Date

Address Phone number

The petitioners listed hereafter certify that they are parents of students currently enrolled at the school who are meaningfully interested in remaining at the charter school.

Name (please print) Marcelo Madri Signature [Signature] Date 3/9/10
Address _____ Phone number _____

1750 Ermond Ave Richmond Ca 94801
Name (please print) _____ Signature _____ Date _____

Araceli Barboza Signature [Signature] Date (510) 439-8596
Address _____ Phone number _____

617 3rd St Richmond CA 94801 Date 03-09-10
Name (please print) _____ Signature _____ Date _____

Maria S. Garrate Signature [Signature] Date (510) 233-8361
Address _____ Phone number _____

1824 ROOSEVELT AV. Richmond CA 94801 Date 3/09/10
Name (please print) _____ Signature _____ Date _____

Gricelda Gutierrez Signature [Signature] Date (510) 478-3830
Address _____ Phone number _____

1414 Gaynor Ave. 3/9/10
Name (please print) _____ Signature _____ Date _____

Yazmin Mondragon Signature [Signature] Date 3/9/10
Address _____ Phone number _____

2543 Clinton Dr Richmond Ca 94804
Name (please print) _____ Signature _____ Date _____

Marcial Taca Signature [Signature] Date 03-09-10
Name (please print) _____ Signature _____ Date _____

1711 Hellings Ave Richmond Ca 94801 (510) 231-0841
Address _____ Phone number _____

Angelica Rodriguez Signature [Signature] Date 03-09-10
Name (please print) _____ Signature _____ Date _____

2968 13th St San Pablo CA 94806 (510) 334-0050
Address _____ Phone number _____

Name (please print)

Signature

Date

Adriana Ramos

—

3-9-2010

Address

Phone number

640 33rd St Richmond, CA 94804

(510)

235-9060

Name (please print)

Signature

Date

Lilroy Plascencia

(510) 860-6542

Address

Phone number

2021 Stanton Ave

Lilroy Plascencia

03/09/10

Name (please print)

Signature

Date

Adelaida Hernandez Adelaida Her

3/09/2010

Address

Phone number

2865 Lincoln Ave Richmond CA 94804-2324791

Name (please print)

Signature

Date

2863 GARVIN AVE

Tomas De Iva

3/09/10 (510) 2329786

Address

Phone number

Luz Corona

Luz

3-9-10

Name (please print)

Signature

Date

2126 Alfreda Blvd San Pablo CA 94808

Address

Phone number

Laura Tinajero

Laura Tinajero

3-9-10

Name (please print)

Signature

Date

1101 20TH ST

(510) 235-2531

Address

Phone number

Yolanda Tinajero

Yolanda Tinajero

3-9-10

Name (please print)

Signature

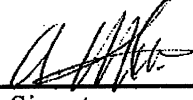
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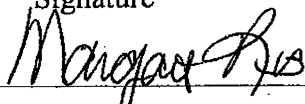
2100 COSTA AV.

(510) 236-4783

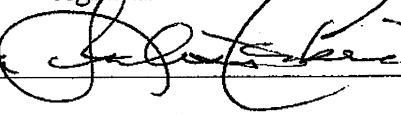
Address

Phone number

Alberto Martinez  3-9-10
Name (please print) Signature Date

MARGARET A FINE  3/9/10
Address Signature Date

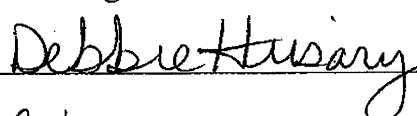
1354 Guald Ave San Pablo CA 94806 510 628456
Name (please print) Signature Date

Julissa Cabrera  03/09/10
Address Signature Date

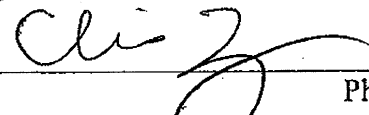
655 21st Street 510 928 0814
Name (please print) Signature Date

Ana Martinez Ana Martinez 03/09/10
Address Signature Date

2807 14 St San Pablo CA 94806 510 233-8521
Name (please print) Signature Date

Debbie Husary  3-9-10
Address Signature Date


115 Woodstock Ct
EL Sobrante CA 94803 510/223-5863
Name (please print) Signature Date

CHRIS ZEICHNER  3-9-10
Address Signature Date

435 41st, RICH. 94805 (510) 233-9424
Name (please print) Signature Date

Celeste Maldonado 3/9/10
Address Signature Date

1971 22 St San Pablo CA 94806 (510) 2328537
Name (please print) Signature Date

Martha Hinojosa  3-9-10
Address Signature Date

219 So. 3rd St Richmond CA 94804 (510) 233 2730
Address Signature Date

TABLE OF CONTENTS

Renewal Charter Petition:

A. Educational Program.....	1
B. Measurable Student Outcomes.....	11
C. Methods of Assessment.....	12
D. Governance.....	16
E. Employee Qualifications.....	18
F. Health and Safety Procedures.....	18
G. Means to Achieve Racial and Ethnic Balance.....	19
H. Admissions Requirements.....	19
I. Financial and Programmatic Audit.....	22
J. Suspension and Expulsion Procedures.....	22
K. Retirement Plan.....	25
L. Attendance Alternatives.....	25
M. Employee Return Rights.....	26
N. Dispute Resolution Procedure.....	26
O. Labor Relations.....	28
P. School Closure Procedures.....	28

Documentation:

ByLaws.....
Articles of Incorporation.....
Policies.....
Curriculum.....
Textbooks	
English	
History	
Mathematics	
Science	
Art	
Physical Education	
Special Education	
Governance.....
Organizational Chart	
Board of Directors	
Administrator	
Brown Act	
Health & Safety.....
Conditional Use Permit	
Fire Safety	
Emergency Plans	
Staff Verification	
Traffic Safety	

Our School

Manzanita Charter Middle School is located at 1615 Carlson Blvd. in Richmond. Manzanita Middle School is a true community school; without a principal or formal administration, parents and teachers work together to create the best possible learning environment for their children. Manzanita Middle School serves 150 students in grades six through eight, predominantly from the surrounding areas. Manzanita is a unique family cooperative that requires parents to contribute volunteer work each month, plus attend monthly membership meetings. Because the parents volunteer, there is a close working relationship between teachers and parents; therefore, students receive more individualized attention. .

The school has been in operation since September 2000 and over this time, it has successfully graduated approximately 341 students. In 2005, Manzanita was designated as a California Distinguished School and in 2007, participated in the pilot phase of the Cambridge Education Charter Program Quality Review (CPQR). Cambridge Education recommended Manzanita for Certified Charter School status through March 2010. Manzanita boasts a high percentage attendance rate (97%), as well as high STAR test scores.

Manzanita Charter Middle School:

- Shall not discriminate on the basis ethnicity, nationality, race, gender, disability, religion, sexual orientation, and/or association with individuals with one or more of the above actual or perceived characteristics [Ref. Education Code Section 47605(d)(1)]
- Shall conduct the student assessments required, pursuant to Education Code Section 60605 and 60851, and any other statewide standards authorized in statute, or student assessments applicable to students in non-charter public schools [Ref. Education Code Section 47605(c)(1)]
- Shall be non-sectarian in its programs, admissions policies, employment practices, and all other operations [Ref. Education Code Section 47605(d)(1)]
- Shall not charge tuition [Ref. Education Code Section 47605(d)(1)]

Our Mission

Through active family involvement in self-governed public education, Manzanita Charter Middle School (a cooperative charter), seeks to create a safe, nurturing, and diverse educational community for our children.

Our vision is to prepare students academically and socially to be well-rounded individuals who contribute positively to themselves, their families, the community, and our world.

Element A: Educational Program

Manzanita Charter Middle School is a parent cooperative, developmentally-based school with a strong emphasis on an academic and creative curriculum, taught within a secure and safe community in which all students belong and feel that they are "part of a family" We believe our children's education involves shared commitment and responsibility among our teachers, our

III. How does learning best occur?

At Manzanita, we foster an environment of respect, caring, and a commitment to academic and creative excellence. Our instructional strategies are designed to ensure that students have multiple avenues to meeting the state standards. We firmly believe in creating a secure environment for our students, based on self-esteem, self-respect, and concern and respect for others. It is precisely such an environment in which students are able to explore and to not be afraid of learning. They learn that making mistakes or taking the risks involved in creative and critical thinking processes lead to new learning and discoveries. At a time in their lives, when many children are coping with feelings of inadequacy or of being different or left out, we seek to actively work as a community on intrapersonal and interpersonal skills, and the recognition and solution of social problems.

We recognize that all students learn in different ways and that an effective academic program must respond to these differences. Accordingly, our teachers will use a broad mix of innovative and traditional teaching styles including:

- cooperative learning (working in groups)
- student-centered learning (teacher as coach)
- Socratic questioning (detailed oral questioning of students)
- technology-based learning (interactive media and Internet)
- lectures and presentations (teacher as coach, multimedia presentations)
- experiential learning (hands-on projects and labs)
- guided instruction (teacher as facilitator)
- direct instruction (lectures and presentations)
- theme based learning (focused themes)
- student study trips (designed to extend learning)
- student initiated and planned academies
- after school and lunchtime support (teachers available for individual work)

Teachers make use of these strategies within their classes in order to provide multiple learning opportunities for students as they master the state standards. Learning is extended through well-designed student study trips and students are provided choice through the implementation of student-planned academies.

Student study trips are key to teaching the whole child at Manzanita Charter School. Study trips are tied directly to course curriculum for hands on learning that also increases Manzanita Charter School students' awareness of the world outside their own neighborhood. Study trips include the entire grade level group, which strengthens the community. Study trips are proposed by both teachers and students and encourage curiosity, new ways of thinking about the world, and familiarity with the public transportation system. Overnight trips are typically held for each grade level and focus on outdoor skills connected to the curriculum. Each year, the 8th grade class will strive to complete their three years of middle school with a study trip to Washington D.C. This trip is dependent on financial resources from parents and fundraising.

MANZANITA CHARTER MIDDLE SCHOOL

strategies that help them both enjoy different types of reading and encourage greater comprehension. At each grade level, many forms of literature including short stories, novels, plays, poetry, and essays are studied and discussed. Cooperative learning is also encouraged.

Across the school, there is a focus on vocabulary and grammar to support the students' understanding of the foundation of the English language. Students write essays, focusing on topics linked to the literature they are reading, topics relevant to them, and topics related to other content areas. Writing is encouraged through journal entries, expository and creative writings, as well as research projects. A Writer's Workshop approach is often used allowing for independence and choice with clear expectations and requirements. Through this workshop process, students learn proofreading, revising, and editing skills that will allow them to publish their final work. Over time, students become more proficient with style, writing mechanics, and further develop their organizational skills.

Mathematics

Mathematics classes are oriented toward the mastery of foundation skills as well as mastering California standards. Instruction techniques include direct instruction, guided practice, independent practice, and multiple ways of assessing student learning. All classes are note-based, project-based, have nightly homework practice, and include regular quizzes and tests. The standards-based curriculum includes a focus on the development of higher order thinking skills. In sixth grade, students focus on computational concepts including fractions, percentages, and decimals while building a deeper understanding of place value and numerical relationships. The curriculum includes exercises and activities that relate these concepts to real life situations. Seventh grade mathematics is an applications-based curriculum linked to the state mathematics standards where students review computation skills including decimal operation, fraction operations, integers, exponents, and pre-algebra while learning about statistics, probability, and geometry. In eighth grade, students learn to manipulate algebraic expressions; learn to solve problems with inequalities, absolute value, quadratics, and rational expressions. They are able to graph lines and curves and extrapolate the equation of a line from two data points.

In order to provide additional support to 7th and 8th grade students, the school implements an independent math period to address skill gaps and provide homework support. The goal of the additional period is to ensure that students are well prepared for high school mathematics.

History/Social Studies

The overall goal of the history/social studies curriculum is to help the students understand social systems and their own roles in society by emphasizing the development of an understanding of history rather than memorizing facts. History Workshops and thematic units are used as appropriate. At all grades, the curriculum units are mapped to the appropriate content standards and students are assessed based on their mastery of the standards.

Sixth Grade: Ancient Civilizations

In sixth grade history, students begin to appreciate the significance of geography in history. Students gain an appreciation for the everyday life of ancient peoples, their relationships to the natural world, as well as the developing political, economic, and social structures of their societies. Students learn about the tools and technology that were used, the literature, architecture, and art that were developed in the ancient world.

MANZANITA CHARTER MIDDLE SCHOOL

In addition to the state-mandated summative assessments, student progress towards meeting the outcomes identified in Element B is regularly assessed through a range of formative assessments including formal and informal classroom assessments. When possible, assessments will be developmentally based, and attention will be given to the variety of learning modalities and strengths among the students. The school supports regular, ongoing communication between teachers and parents through scheduled, formal parent-teacher conferences and accountability reports distributed to parents every two months.

More specifically, Manzanita assesses its students in each of the core academic skill areas using multiple local assessments. These assessments are aligned to the mission, curriculum, and statewide standards and include, but are not limited to:

- Teacher-designed assessments (quizzes and tests)
- Curriculum-embedded assessments
- Projects and reports (visual and written)
- Oral presentations
- Student reflections
- One-on-one conferences
- Portfolios of student work

Following is a chart outlining each of our pupil outcomes (described above in Element B) and the specific assessment measures to evaluate student progress toward achieving them:

Methods to Assess Progress toward Pupil Outcomes

Outcome	Assessment
Proficiency in English language arts	<ul style="list-style-type: none"> • California State tests (CST, CELDT) • Projects and Reports (visual and written) • Oral presentations • Teacher designed quizzes and tests • Student reflections • Portfolios • Grades and other school-designed assessments
Proficiency in mathematics	<ul style="list-style-type: none"> • California Standards test (CST) • Curriculum-embedded assessments • Teacher designed quizzes and tests • Grades and other school-designed assessments
Proficiency in history-social science	<ul style="list-style-type: none"> • California Standards test (CST) • Curriculum-embedded assessments • Portfolios • Teacher-designed quizzes and tests • Projects and Reports (visual and written) • Grades and other school-designed assessments

MANZANITA CHARTER MIDDLE SCHOOL

At the *Classroom level*, aggregated classroom data is managed by each teacher and reviewed on a regular basis for indications of curricular elements that have been mastered and those that need to be re-taught. Additionally, individual student progress on the classroom level is reviewed by each teacher and used to create bimonthly accountability reports, quarterly progress reports, and semester report cards. Classroom-based assessment tools are used to monitor student progress in their mastery of the California State standards for each subject. The regular review uses the analysis tools built into ZOOM! Data Source which allow for both aggregate and disaggregated analysis.

At the *Grade level*, student progress by grade level is reviewed upon the creation of bimonthly accountability reports, quarterly progress reports, and semester report cards. Eighth grade students are also monitored on academic and social/emotional levels one-on-one by their mentors on a monthly basis. ZOOM! Data Source reports of both aggregate and disaggregated data are reviewed monthly by staff for each grade level to assess academic growth or decline. STAR test scores are reviewed annually by both grade and subject area to ensure progress and address any challenges. Progress of eighth-grade students in particular is discussed at weekly staff meeting as part of the 8th grade mentoring program.

At the *School level*, staff members review ZOOM! Data Source reports including both aggregate and disaggregated data monthly staff to assess school-wide growth. STAR test scores are reviewed annually for growth or decline in each subject area as well as disaggregated by demographic characteristics to identify equity issues.

Based on the analysis of student performance data, Manzanita Charter School has modified its strategic plan through the creation of programs in areas of need (examples include an after-school academics program and additional support for EL students). The curriculum has been modified at the classroom level in response to similar analysis. Students may spend a larger amount of time reviewing material, or creating projects, to help better understand a difficult topic.

Reports to Stakeholders

Manzanita Board and staff believe that parent support for their students' education is a key to student success. The school believes that regular information sharing fosters parent's ability to support their students. Every two weeks, parents receive an accountability report which includes current grades, unexcused absences and tardies, and behavioral comments. Parents also receive formal quarterly and semester grades. Twice a year, the school schedules formal parent-teacher conferences to discuss student progress and informal parent-teacher contact through phone calls and informal meetings happen throughout the year.

The school staff also prepares periodic reports on aggregated and disaggregated grade-level and schoolwide data both to the school's governing Board as well as to the school's membership.

MANZANITA CHARTER MIDDLE SCHOOL

majority vote. The Board of Directors may initiate and carry on any program, activity, or may otherwise act in any manner which is not in conflict with, or inconsistent with, or preempted by, any law and which is not in conflict with the purposes for which California charter schools are established. The Board of Directors may execute any powers delegated by law to it and shall discharge any duty imposed by law upon it, and the Board may delegate to an officer or employee of the school any of those duties; provided, however, the Board of Directors retains ultimate responsibility over the performance of any powers or duties so delegated.

The Manzanita Membership will function as a second source of decision-making, as described in the Bylaws. Meetings of the membership will be regularly scheduled throughout the school year. Each family will be represented at these meetings. Decisions will be made following a modified consensus model. If consensus cannot be reached by following the consensus process as outlined in the Bylaws, then a vote will be taken. Each family will have one vote, and decisions are determined by a majority vote.

The administrative on-site manager or other designee will facilitate the day-to-day business of the school. The administrator or designee will be responsible for providing general information to the public about the school, directing questions to the proper Director(s), keeping accurate school records, helping to resolve day-to-day conflicts with the assistance of parents, teachers, and the school community, and overseeing daily operations as outlined in our Bylaws. The manager or designee will be hired as a contract employee pursuant to written job specifications developed jointly by the Board and the teaching staff, with contract terms and compensation determined by the Board. After hiring, the manager will report to the Board.

Both the Manzanita Board and the Manzanita Membership shall act in accordance with the Bylaws and the Manzanita Charter Middle School charter. As a publicly supported, public benefit corporation, the Manzanita Charter Middle School acknowledges its responsibility to permit public access to its deliberations and documents. Therefore, the Manzanita Charter Middle School Board of Directors and the meetings of the Manzanita Membership shall comply with the Ralph M. Brown Act (Gov. Code §§ 54950, et seq.), Public Records Act (Gov. Code §§ 6450, et seq.), and all other statutes applicable to charter schools, subject to the exemptions therefore set out in Education Code § 35147, and such other statutory provisions as may be enacted from time to time.

Parent Involvement

As a parent cooperative, parents are actively involved in the operation and decision-making of the school. Each family has a vote at Membership meetings, ensuring that parents have a role in making major decisions about the school. Additionally, parents are encouraged to play an active role at the school through volunteering at the school. Parent volunteer activities include supporting teachers in the classroom and with administrative tasks; chaperoning field trips; providing for school maintenance; and supporting all school activities.

MANZANITA CHARTER MIDDLE SCHOOL

- Policies relating to the administration of prescription drugs and other medicines.
- A policy establishing that the school functions as a drug, alcohol, and tobacco free workplace.
- A policy that each employee of the school submits to a criminal background checks and furnishes a criminal record summary pursuant to Education Code Section 44237.

Additional Health and Safety policies have been incorporated as appropriate into the school's student and staff handbooks. These handbooks are reviewed by school administrative staff and the Board on an ongoing basis to ensure continued compliance with laws governing charter schools.

In furtherance of its commitment to serve the educational needs of the local school community, the Manzanita Charter Middle School Board of Directors uses its best efforts to continue maintain the principal educational site of the school, within the geographic boundaries of the District. The school's current location is at 1615 Carlson Blvd. in Richmond, CA.

Element G: Racial and Ethnic Balance

Manzanita Charter Middle School has an open enrollment policy with the goal of attracting a population of students that is representative of the racial, ethnic, and socio-economic demographics of the District's population. Manzanita aims to create a demographic balance through conducting recruitment activities throughout the community and by targeting under-represented student populations. Specifically, in an effort to create and maintain a school community environment that is attractive to and supportive of students and families from diverse backgrounds, the school:

- Publicizes Manzanita Charter School in the various neighborhoods being served (e.g., distributes written materials and attends community events that offer visibility and contact with diverse groups of potential families).
- Hosts open houses and campus tours.
- Provides an anti-bias curriculum.
- Maintains non-sectarian policies with respect to the school's programs, admissions, employment practices, and all other operations and shall not discriminate against any student on the basis of ethnicity, national origin, gender, or disability.

Element H: Admissions

Manzanita Charter Middle School will be open to all students of middle school age living in the state of California. No student will be required to attend this school. No tuition will be charged by the school. Through an active recruitment, the racial and ethnic balance of the school will seek to be reflective of the general population of the community served.

MANZANITA CHARTER MIDDLE SCHOOL

Within three weeks of the application deadline, written notices will be mailed to families of applicants who are offered admission as well as to those who are not. In some special cases we may not be able to give a final decision on this date.

Within five weeks of the application deadline, Manzanita Charter School must receive the Student Enrollment Packet from the families who accept admission to Manzanita Charter School. Families who fail to return the Student Enrollment Packet may lose their space at Manzanita Charter School, and the space may be offered to another family.

Advertising

The Manzanita Charter School website will be updated with the dates of information events. Approved flyers or brochures also will be distributed. The Educational Reporter at West County Times (Bay Area News Group: also publisher of CC Times & El Cerrito Journal) will be sent an email two weeks prior to information events. An ad may be placed in the West County Times, the Richmond Globe, Parents Press, or Kensington Outlook. Notices will be posted on online appropriate message boards and online venues including Craigslist.

Lottery Process

If at the end of the application process, the school has received more applications than the school can accommodate, the school will conduct a lottery to fill the remaining slots at the school. In the lottery process, admission priorities will be given in the following order:

- To continuing students in good standing.
- To siblings of continuing students or of students who have graduated whose families were in good standing. We include this priority for the sake of the continuity of the school community and the viability of the cooperative model.
- To students who reside within WCCUSD.
- To students who reside outside the WCCUSD.

In the event that, after applying the foregoing admission priorities, we have more applicants than spaces available, a public random drawing will take place within the priority category that has exceeded the spaces available. The Administrator or designee will schedule a date with a WCCUSD designee who would conduct the lottery (pull the names). The district designee will sign a form stating that the lottery was conducted by an impartial party, and on what date.

A notice will be posted at the Manzanita Charter School site which states the lottery is open to the public. Applicants will be notified of the lottery date in writing, notified that the lottery is open to the public as required by law.

Families of students who have been admitted through the lottery will be notified in writing. Those families must return the Student Enrollment Packet by the due date, or their spot may be offered to another family.

MANZANITA CHARTER MIDDLE SCHOOL

The Administrative Manager (or other person designated by the Manzanita Charter School Board); also known as the "Administrator" may, pursuant to adopted policies, suspend students who fail to comply with these policies at any time. Students who habitually fail to comply with these policies and/or who present an immediate threat to health and safety may also be suspended and later expelled by the Manzanita Charter School Board of Directors upon recommendation of the Administrator.

The policies have been developed to conform to applicable federal law regarding students with exceptional needs. A student identified as an individual with disabilities pursuant to the Individual with Disabilities Education Act is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students except to the extent that federal and state law or the student's Individualized Educational Plan (IEP) mandates additional or different procedures for that student. Manzanita will follow all federal and state law when imposing any form of discipline on a student identified as an individual with disabilities including scheduling a Manifestation Hearing and according due process to such students.

Prior to expulsion, students are accorded due process unless the student's conduct presents an immediate threat to the health or safety of others. A student may be suspended or expelled for any of the enumerated acts listed below if the act is related to school activity or school attendance occurring at Manzanita: (a) while on school grounds; (b) while going to or coming from school; (d) during, going to, or coming from a school-sponsored activity. A Manzanita student shall be recommended for suspension or expulsion for the following acts:

- Aggressive behavior
- Failure to serve detention
- Defying authority
- Leaving class/school without permission
- Cheating/plagiarizing
- Theft/receipt of stolen property
- Starting/participating in a fight
- Physical abuse
- Threatening/intimidation/verbal abuse
- Excessive disruptive behavior
- Destruction of school property/vandalism
- Possession of a weapon/imitation weapon
- Possession/use/sale of illegal substances
- Violent act/causing injury
- Sexual harassment/obscene act

Note: sexual harassment is defined as:

Verbal conduct such as epithets, derogatory comments, slurs, unwanted sexual advances, invitation or comments; physical conduct such as assault, blocking normal movement, or interference with work directed at the individual because of gender; retaliation for having reported the harassment. The school's goal is to provide an environment free of sexual harassment. The teachers discuss this policy with the students in age-appropriate ways and assure them that they need not endure any form of sexual harassment.

MANZANITA CHARTER MIDDLE SCHOOL

Presentation of Evidence:

While technical rules of evidence do not apply to an expulsion hearing, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the expulsion panel to expel must be supported by substantial evidence that the student committed any of the acts listed in "Grounds for Suspension and Expulsion" above.

Finding of facts shall be based solely on the evidence at the hearing. While no evidence shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

The decision of the expulsion panel shall be in the form of a recommendation to the charter school Board of Directors which will make a final determination regarding the expulsion.

The charter school Administrator following a decision of the charter school Board of Directors to expel shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

- 1) The specific offense committed by the student from the acts listed in "Grounds for Suspension and Expulsion" above
- 2) Notice of the right to appeal the expulsion
- 3) Notice of the student's or parent /guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the charter school

If a pupil is expelled or leaves the charter school without graduating or completing the school year for any reason, the charter school shall notify the superintendent of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including a transcript of grades or report card, and health information. Upon expulsion from the charter school, students will attend school pursuant to the procedure of their district of residence pertaining to expelled students.

Element K: Teacher's Retirement

Manzanita Charter Middle School teachers participate in the State Teachers Retirement System (STRS). The school also offers Public Employees Retirement System (PERS) for all eligible staff. Manzanita makes the required employer contribution for both STRS and PERS.

Additionally, Manzanita Charter School makes the required employer contribution toward federal social security for those employees not covered by PERS. The school's Employee Handbook contains information on employee retirement rights.

Element L: Public School Attendance Alternatives

No student is required to attend Manzanita Charter Middle School as a school of choice; no student is assigned to attend the school. Students not wishing to attend Manzanita Charter School may attend their school of residence in compliance with their local district's policy.

MANZANITA CHARTER MIDDLE SCHOOL

forty-five calendar days of the event giving rise to the demand.

- The mediation shall commence within forty-five calendar days from the date of the receipt of the Mediation Demand, and shall be concluded no later than fifteen calendar days thereafter.
- The administrative costs of conducting the mediation shall be shared equally between the parties.

In the event that the dispute is not resolved through mediation, upon the written request of either party delivered within ten calendar days of the conclusion of mediation, the matter shall be submitted to nonbinding arbitration conducted in Contra Costa County, California before a single neutral arbitrator pursuant to the rules of the American Arbitration Association or other mutually-acceptable set of procedures. The arbitration shall commence within forty-five calendar days from the date of the receipt of the Arbitration Demand, and shall be concluded no later than fifteen calendar days thereafter. The arbitrator shall be selected from a panel by a process of alternating elimination of the other panelists by the parties. The panelists must be attorneys at law with not less than five (5) years experience in California school law or other mutually acceptable professionals. All proceedings shall be audio recorded and copies of the recorded proceedings made promptly available to the parties. The arbitrator shall prepare in writing and provide to the parties a determination together with the reasons therefore. The administrative costs of conducting the arbitration shall be shared equally between the parties.

II. Charter Oversight, Renewal, and Term

Manzanita Charter School and the chartering district will work together to fully implement this charter, including but not limited to, the submission of any necessary and duly-prepared waiver requests to the State Board of Education. The grants of the charter shall be for a five-year term.

The District receives and reviews the annual fiscal and programmatic audit and performance report as specified in Element I. Within two months of the receipt of this annual review, the chartering district must notify Manzanita Charter School as to whether it considers the school to be making satisfactory progress relative to the goals specified in this charter. This annual notification will include the specific reasons for the conclusions of the chartering district. If, in its review of the school's annual report, the chartering district determines the school is making satisfactory progress toward its goals, this charter, and any mutually agreeable amendments, will be renewed for no less than five years.

The charter may be amended, from time to time, by the Manzanita Charter School Board of Directors with notice to and consent of the District. In the event of any disagreement over a proposed charter amendment, the Manzanita Charter School Board representatives will meet and confer with District representatives to resolve the issues and, if necessary, work through the dispute resolution process set forth under this Element (Element N).

III. Revocation

The District may revoke this Charter upon a finding by the Board of Trustees of the District that Manzanita Charter School has done any of the following:

MANZANITA CHARTER MIDDLE SCHOOL

records of the charter school or distribute student records to the district of residence of each student with a copy to the family.

The Manzanita Charter School Board will promptly notify the WCCUSD, the California Department of Education (CDE), the Contra Costa County Office of Education (CCCOE), (STRS) the retirement system in which school employees participate, and the parents or guardians of students. Notice of the closure to the parties listed shall include: the effective date of the closure, the contact information for the person(s) handling inquiries regarding the closure, the students' school districts of residence, how parent or guardians may obtain copies of student records. Notification to the CDE must also include: a description of the circumstances of the closure and the location of student and personnel records.

As soon as reasonably practical, but no later than 60 days after closure, Manzanita Charter Middle School shall prepare final financial records. Manzanita Charter School will also have an independent audit completed as soon as reasonably practical, generally no more than six months after closure and will pay for the final audit. The audit will be prepared by a qualified Certified Public Accountant selected by Manzanita Charter Middle School and will be provided to the WCCUSD promptly upon its completion. In the case that Manzanita Charter School either does not pay for or have an independent audit completed within one month of the applicable timelines, the WCCUSD may, at its option, pay for an audit to be completed and subtract such payment from any funds due to the Charter School.

Upon closure of Manzanita Charter School, all assets of the school, including but not limited to all leaseholds, personal property, intellectual property and all ADA apportionments and other revenues generated by students attending Manzanita Charter School, remain the sole property of the Manzanita Charter Middle School, non-profit corporation and shall be distributed to another governmental entity engaged in public education upon the dissolution of the nonprofit public benefit corporation in accordance with the nonprofit's Articles of Incorporation. On closure, Manzanita Charter Middle School shall remain solely responsible for all liabilities arising from the operation of the school.

Since Manzanita is organized as a nonprofit public benefit corporation, the Manzanita Charter School Board will follow the procedures set forth in the California Corporations Code for the dissolution of a nonprofit public benefit corporation, which may include bankruptcy, and file all necessary documents with the appropriate state and federal agencies.

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: May 12, 2010

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

Agenda Item: F.2

Subject: Revision of Board Policy 5141 Students – Health Care and Emergencies

Background Information:

The district would like to revise current policy to further clarify and provide guidelines for the existence and use of automated external defibrillators (AEDs).

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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

WCCUSD
Board Policy

BP 5141
Students

Health Care and Emergencies

The Governing Board recognizes the importance of taking appropriate action whenever an emergency threatens the safety, health, or welfare of a student at school or during school-sponsored activities.

The Superintendent or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible when student accidents and injuries occur and that parents/guardians are notified as appropriate.

The Superintendent or designee shall ask parents/guardians to provide emergency contact information in order to facilitate communication in the event of an accident or illness.

District staff shall appropriately report and document student accidents.

Resuscitation Orders

The Board believes that staff members should not be placed in the position of determining whether or not to follow any parental or medical "do not resuscitate" orders. Staff shall not accept or follow any such orders unless they have been informed by the Superintendent or designee that the request to accept such an order has been submitted to the Superintendent or designee, signed by the parent/guardian, and supported by a written statement from the student's physician and an order from an appropriate court.

The Superintendent or designee shall ensure that all parents/guardians are informed of this policy.

Automated External Defibrillators

The Board authorizes the placement of automated external defibrillators (AEDs) at designated school sites for use by designated personnel who have volunteered to receive training in the use of AEDs.

~~The Superintendent or designee shall develop guidelines for employees regarding the use of these devices and shall ensure that employees receive training on their proper use and handling. The guidelines shall also specify the placement, security, and maintenance of the AED.~~

~~The authorization of AEDs in district schools shall not be deemed to create a guarantee or obligation to use the AED in the case of an emergency nor any expectation that an AED~~

~~or trained employee will be present and/or able to use an AED in an emergency or any expectation that the AED will operate properly.~~

When an automated external defibrillator (AED) is placed in the school, the principal or designee shall ensure that:

1. School employees annually receive a brochure, with contents and style approved by the American Heart Association or American Red Cross that describes the proper use of an AED;
2. The American Heart Association or American Red Cross brochure or similar information is posted next to every AED;
3. School employees are annually notified of the location of all AED units on school grounds;
4. The AED be maintained and regularly tested according to maintenance guidelines of the American Red Cross, American Heart Association and/or AED provider;
5. Be checked for readiness after each use and once every thirty (30) days if the AED has not been used in the preceding thirty (30) days.

The District shall designate the trained employees who shall be available to respond to an emergency that may involve the use of an AE during the hours of classroom instruction or when a school-sponsored activity is occurring on school grounds.

The District shall further designate employees who shall be responsible for maintaining the readiness of the AED pursuant to a maintenance schedule supplied by the AED provider.

Legal Reference:

EDUCATION CODE

32040-32044 First aid equipment

49300-49307 School safety patrols

49407 Liability for treatment

49408 Emergency information

49409 Athletic events; physicians and surgeons; emergency medical care; immunity

49470 Medical and hospital services for athletic program

49471 Medical and hospital services not provided or available

49472 Medical and hospital services for pupils

49474 Ambulance services

51202 Instruction in personal and public health and safety

CIVIL CODE

1714.21 Defibrillators; CPR; immunity from civil liability

FAMILY CODE

6550-6552 Caregivers

HEALTH AND SAFETY CODE

1797.196 Automatic external defibrillators, immunity from civil liability

CODE OF REGULATIONS, TITLE 8

5193 California Bloodborne Pathogens Standard

Management Resources:

WEB SITES

American Heart Association: <http://www.americanheart.org>

American Red Cross: <http://www.redcross.org>

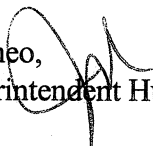
California Department of Health Services: <http://www.dhs.ca.gov>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Adopted: [Enter Month, day and year] Richmond, California

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:** May 12, 2010
From: Jessica R. Romeo,  Assistant Superintendent Human Resources **Agenda Item:** F.3
Subject: Resolution No. 88-0910: Declaration to Hire 30-Day Substitutes on CBEST Waivers

Background Information:

There is a statewide shortage of qualified substitutes. The requirement that each 30-day substitute CBEST waiver request be approved by the Board of Education before the waiver request is submitted has been relaxed by the Commission on Teacher Credentialing (CCTC). Instead, they will require a governing board to declare that the district has hired teachers from the substitute pool to implement the Class Size Reduction Program and is now experiencing difficulty in recruiting individuals who qualify for the 30-day Substitute Teaching Permit. This declaration need be approved only once for all CBEST waiver requested in 2010-2011. This item may not appear on the consent calendar for the governing board meeting. Our district will continue to recruit and search for fully credentialed teachers while using this assignment option.

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

RESOLUTION NO. 88-0910

DECLARATION TO HIRE 30-DAY SUBSTITUTES ON CBEST WAIVERS

WHEREAS, the governing board of West Contra Costa Unified School District declares that teachers were hired from the district substitute pool to implement class size reduction and, as a consequence of this action, the district is unable to recruit substitutes who have had an opportunity to take and pass the California Basic Educational Skills Test (CBEST). The district anticipates employing 15-25 substitutes on variable term CBEST waivers.

PASSED and ADOPTED by the governing board of the West Contra Costa Unified School District of Contra Costa County, California, on May 12, 2010, by the following vote:

AYES: _____

NOYS: _____

ABSENT: _____

ABSTAIN: _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the governing board of the West Contra Costa Unified School District at a public meeting held on May 12, 2010, and that the foregoing is an excerpt from the journal of said governing board for said meeting.

BRUCE HARTER
Secretary, Board of Education

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

ITEM REQUIRING ATTENTION—BOARD OF EDUCATION

To: Board of Education

Meeting Date: May 12, 2010

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: F.4

Subject: Resolution No. 90-0910: Resolution to Terminate Certificated Employees

Background Information:

Pursuant to Education Code, the Board of Education must adopt a resolution to Terminate Certificated Employees as a result of a reduction of particular kinds of services so that those affected employees may be notified prior to May 15, 2010. This action is necessary for the District to make the needed budget cuts for the 2010-2011 school year.

Recommendation: Recommend Approval

Fiscal Impact: To Be Determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**BEFORE THE BOARD OF TRUSTEES
OF THE
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CONTRA COSTA COUNTY, CALIFORNIA**

Resolution and Decision Not to)
Reemploy Certificated Employees) **RESOLUTION NO. 90-0910**
_____)

WHEREAS, the Board of Trustees of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT adopted a Resolution on March 3, 2010, authorizing and directing the Superintendent or Superintendent's designee, to initiate and pursue procedures necessary to not reemploy the equivalent of 147 full-time certificated employees of this District pursuant to Education Code sections 44949 and 44955 because of a reduction and/or discontinuance of particular kinds of services; and

WHEREAS, the Superintendent, or Superintendent's designee, duly and properly served notice on the certificated employees listed on Attachment "A" on March 10, 2010, indicating that the Governing Board did not intend to reemploy them to the extent indicated in the Resolution and Notice for the 2010-2011 school year; and

WHEREAS, the certificated employees listed on Attachment "A" were informed of their right to request a hearing and that failure to do so in writing by March 19,2010, would constitute a waiver of the right to a hearing; and

WHEREAS, the certificated employees listed in Attachment "B" did request a hearing by March 19, 2010; and

WHEREAS, a layoff hearing was scheduled to convene on April 29, 2010 by the Office of Administrative Hearings, State of California, for those certificated employees requesting a hearing; and

WHEREAS, on April 29, 2010, prior to the scheduled hearing, a settlement agreement was entered into with all employees who requested a hearing, a true and correct copy of which is marked Exhibit "1", attached hereto, and by this reference made a part hereof; and

WHEREAS, the Board has duly considered said Settlement Agreement and finds that said Agreement, should be adopted as the decision of this Board;

WHEREFORE, THE BOARD HEREBY FINDS that those matters found in said Agreement do constitute sufficient cause for not reemploying the certificated employees

and do relate to the welfare of the schools of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT and pupils thereof,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the aforesaid Settlement Agreement, and it hereby is, adopted as the decision of the Board of Trustees of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT and said Agreement shall be effective immediately;

FURTHERMORE, considering the certificated staffing requirements of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT for the 2010-2011 school year, as well as the seniority and qualifications of each of the certificated employees of the District, it is necessary that the services of the certificated employees listed on Attachment "C" will not be required for the ensuing school year to the extent indicated in the March 3, 2010 Resolution and March 10, 2010 Notice to the Employee;

BE IT FURTHER RESOLVED that the Superintendent of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT, or Superintendent's designee, is authorized and directed to notify those certificated employees listed on Attachment "C" pursuant to Section 44949 of the Education Code that their services to the extent indicated in the March 3, 2010 Resolution, will not be required by this District for the ensuing 2010-2011 school year. Said notice shall be given by serving upon the certificated employees listed on Attachment "C" a true copy of this Resolution and Decision Not to Reemploy Certificated Employees.

BE IT FURTHER RESOLVED that this decision is effective immediately.

Duly and regularly adopted this 12th day of May, 2010 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Trustees of the
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

I, _____, Clerk of the Board of Trustees of the WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Trustees at its meeting held on May 12, 2010.

Clerk, Board of Trustees

ATTACHMENT A

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

LIST OF CERTIFICATED EMPLOYEES
SENT INITIAL LAYOFF NOTICES

Adams	Sylvester	Diberardino	Christine
Adams	Jonathan	Eberle	Catherine
Alegre	Maria	Fitzpatrick	Caitlin
Allardice	James	Flores	John
Allums	William	Fresquez	Anthony
Anderson	Darla	Garcia	Arturo
Anderson	Tara	Garcia	Marco
Balazs	Louis	Good	Robert
Bankston	Richard	Gopal	Nandini
Benaderet	Leigh	Gross	Richard
Berenguer	Ignatius	Guthrie,Jr.	Richard
Bills	Daphne	Hansen	Gina
Blanc	Kara	Harrison	Alicia
Bodwin	Lucas	Hermann	Ivette
Botta	Nancy	Hillyer	John
Brainerd	Rachel	Holliday	Tiffany
Brock	Nora	Hope	Philip
Bryant	Cynthia	Howard-Taylor	Astrid
Carrico	Tiffany	Jackson	Lisa
Cary	Kelly	Jackson	Shirley
Catania	Amy	Jamsheed	Juliet
Catolico	Jonathan	Jensen	Karin
Clark	Cameron	Jones	Kim
Clifton	Robert	Jourdenais	Alisha
Coleman	Cathy	Jun	Soyoung
Coleman	Clifford	Kaplan	Lauren
Crosby	Benjamin	Kavrell	Sarah
Curtis	Laura	King	Tanya
Dailey	Jessica	Kiuruwi	Humphrey
Davey	Richard	Krystek	Alaina
De Mulder Johnston	Catherine	Larson	Sarah
Diaz	Teresa	Layer	Michelle

LeBlanc	Russell	Powell	Connie
Lefkowitz	Corinna	Prak	Finy
Leroy	Cameron	Ransom	Teresa
Lewis	Valerie	Reich	Thomas
Liepman	Julia	Romm	Jeremiah
Lineback	John	Ross	Misha
Lyssand-Silva	Kathleen	Sanchez	Brianna
MacPherson	Megan	Scott	Alana
Magid	Lisa	Scott	April
Maiello	Theresa	Seven	Katherine
Mainini	Steve	Sheridan	Brian
Malone	Angel	Sims	Deidre
Maloney	Lisa	Smith	Justin
Manglona	Thomas	Steinberg	Jessica
Marsh	Reginald	Stewart	Kimberly
Martin	Stevenson	Stewart	Matthew
Mayer	Robert	Strickland	Jason
McAllister	Celeste	Stullman	Jess
McCain	Markell	Sutherlin	Guy
McCreadie	Lauryn	Tamayo Torres	Leonardo
McDonnell	Andrew	Thurmond	Kristin
McMillion	Melissa	Ting	Andrew
McNamara	Elizabeth	Turner	William
Melancon	Mark	Verprauskus	Eric
Mitchell	Laura	Wang	Joshua
Mitchell	Phyllis	Watson	Gary
Moore	Larue	Watson	Morgan
Morris	Estella	Whitson	Elisabeth
Mortan	Janine	Williams	Jeannie
Nalic	Amar	Williams	Michael
Nayar	Aneeta	Williams	Theresa
Olazabal	Aimara	Wilson	Adrian
Palmer	Jeffrey	Wood	Alison
Pamintuan	Maria	Yeremian	Glenn
Parker Carter	Christina	Yu	Angela
Parks	Kevin	Zane	Jonathan
Paulson	Susan		
Pelayo	Richard		
Peters	D'Boraah		
Piezas	Melynda		
Pipkin	Latasha		
Porter	Jennifer		
Porter	Max		

ATTACHMENT B

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

LIST OF CERTIFICATED EMPLOYEES
REQUESTING A LAYOFF HEARING

Adams	Sylvester	Jackson	Shirley
Adams	Jonathan	Jamsheed	Juliet
Alegre	Maria	Jourdenais	Alisha
Allardice	James	Jun	Soyoung
Anderson	Darla	Kaplan	Lauren
Balazs	Louis	Kavrell	Sarah
Bankston	Richard	Krysteck	Alaina
Berenguer	Ignatius	Larson	Sarah
Blanc	Kara	Layer	Michelle
Bodwin	Lucas	LeBlanc	Russell
Botta	Nancy	Lefkowitz	Corinna
Brock	Nora	Lewis	Valerie
Carrico	Tiffany	Liepman	Julia
Catania	Amy	Lyssand-Silva	Kathleen
Catolico	Jonathan	Magid	Lisa
Coleman	Cathy	Maiello	Theresa
Coleman	Clifford	Mainini	Steve
Crosby	Benjamin	Maloney	Lisa
Curtis	Laura	Marsh	Reginald
Davey	Richard	Martin	Stevenson
De Mulder-Johnston	Catherine	Mayer	Robert
Diaz	Teresa	McAllister	Celeste
Eberle	Catherine	McCain	Markell
Fernandez	Cheryln	McCreadie	Lauryn
Fitzpatrick	Caitlin	McDonnell	Andrew
Flores	John	Melancon	Mark
Fresquez	Anthony	Mitchell	Laura
Garcia	Arturo	Moore	Larue
Good	Robert	Morris	Estella
Gopal	Nandini	Mortan	Janine
Gross	Richard	Nalic	Amar
Hansen	Gina	Olazabal	Aimara
Holliday	Tiffany	Parker Carter	Christina
Hope	Philip	Paulson	Susan
Howard-Taylor	Astrid	Peters	D'Boraah
Jackson	Lisa	Piezas	Melynda

Pipkin	Latasha
Porter	Max
Porter	Jennifer
Prak	Finy
Ransom	Teresa
Reich	Thomas
Romm	Jeremiah
Ross	Misha
Sanchez	Brianna
Scott	Alana
Seven	Katherine
Sheridan	Brian
Stewart	Matthew
Stewart	Kimberly
Sutherlin	Guy
Ting	Andrew
Verprauskus	Eric
Williams	Michael
Williams	Jeannie
Williams	Theresa
Wilson	Adrian
Wood	Alison
Wood	Alison
Yeremian	Glenn
Yu	Angela
Zane	Jonathan

ATTACHMENT C**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT****LIST OF CERTIFICATED EMPLOYEES
TO RECEIVE FINAL LAYOFF NOTICE**

Name	Point Total	Rank	FTE	Hire Date	Credentials
Larson, Sarah			1	12/3/2007	PPS
Prak, Finy			1	2/8/2008	PPS
Jones, Kim			1	3/6/2008	PPS
Nalic, Amar			1	8/15/2008	PPS
Pamintuan, Maria			1	8/21/2008	PPS
Martin, Stevenson			1	1/20/2009	SS, English
Garcia, Arturo			1	9/14/2009	SS
Tamayo Torres, Leonardo			0.8	10/12/2009	SS
Lineback, John			0.8	10/14/2009	SS
Parks, kevin	2	7	1	8/21/2008	English, SS, Spanish
Curtis, Laura	2	8	1	8/21/2008	English
Brock, Nora	2	9	1	8/21/2008	English
Malone, Angel	2	1	1	10/16/2008	English, Leadership
Olazabal, Almara	2	2	1	10/16/2008	English, Spanish
Smith, Justin	1	1	1	8/19/2009	English
Lewis, Valerie	1	2	1	8/19/2009	English
Porter, Max	1	3	1	8/19/2009	English
Holliday, Tiffany			1	8/25/2009	English
Bodwin, Lucas			1	4/3/2006	PE
Mitchell, Phyllis			1	9/5/2006	PE
Sheridan, Brian			1	11/9/2006	PE
Sutherlin, Guy	2		1	8/22/2007	PE
Stewart, Matthew			1	8/23/2007	PE
Strickland, Jason			1	9/18/2007	PE
Turner, Williams			1	10/26/2009	PE
Yeremian, Glenn			1	11/6/2009	PE, Health Science
Coleman, Cathy			1	8/29/2003	Art
Gross, Richard			1	1/22/2004	Art
Herman, Ivette			1	8/23/2007	Art
Jun, Soyoung			1	8/20/2008	Art
Good, Robert	1	2	1	11/1/2006	Voc Ed-computers
Moore, Larue			1	8/23/2007	Voc Ed-computers
Carrico, Tiffany			1	9/24/2004	Music
Magid, Lisa			0.6	2/7/2005	Music
Ting, Andrew			1	12/12/2005	Music
Scott, Alana Whitney			0.8	12/1/2009	French STP

EXHIBIT 1

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Copy of Settlement Agreement

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
CERTIFICATED LAY OFF AGREEMENT**

This Agreement is entered into by and between the undersigned employees, ("Employees") and the Unified School District ("District").

WHEREAS, Employees are certificated employees of the District. (A list of Employees, with each person's seniority date and classification, is attached hereto as Attachment 1.).

WHEREAS, certain Employees should not be subject to lay off based on seniority and bumping rights (A list of Rescissions is attached as Attachment 2).

WHEREAS, the District and Employees have jointly agreed that there is cause pursuant to the applicable provisions of the Education Code including, but not limited to, Education Code §§ 44949 and 44955, to lay off Employees, listed on Attachment 1, from their employment with the District, effective June 30, 2010.

WHEREAS, the District and Employees have agreed that the District need not proceed with the hearing specified in §§ 44955 and 44949 in order to accomplish the lay off of the Employees listed on Attachment 1, and that in lieu thereof, this Agreement is being executed.

NOW THEREFORE AND IN CONSIDERATION OF THE ABOVE, IT IS AGREED AND COVENANTED as follows:

1. Employees acknowledge that they do not contest the District's reduction-in-force for the 2010-11 school year. Employees specifically withdraw any and all requests for hearing and/or notices of defense previously submitted to the District and decline to exercise their right to a hearing as provided by Education Code §§ 44949 and 44955 and Government Code §11550 *et seq.*

2. The District shall dismiss the Accusation issued in the case entitled, *In the Matter of the Accusation Against Respondents*, OAH Case No. 2010020868.

3. Employees listed on Attachment 1 shall have all those rights which are set forth in Education Code §§ 44956, 44957, and 44958, and any and all other rights and benefits granted to a laid-off probationary and permanent, certificated employee under the Education Code. As set forth in Education Code §§ 44956, 44957, and 44958, the right of reemployment shall be for a period of 24 months for probationary employees and 39 months for permanent employees. Employees must keep the District advised of their current mailing address and/or email address.

4. By no later than May 13, 2010, the District shall prepare and disseminate a Reemployment List to all employees whose positions will be terminated effective the end of the 2009-2010 school year as a result of the District's lay off. The Reemployment List shall list in order of seniority the names of all employees who were laid off and their seniority dates. The District shall adhere to the Reemployment List to offer reemployment to laid-off employees in accordance with their rights under Education Code §§ 44956 and 44957 and paragraphs 3 through 5 of this Agreement.

5. As soon as is practicable upon learning of a part-time or full-time vacancy, the District will immediately mail written notification, or email if an email address has been provided, to each of the employees on the Reemployment List who are credentialed and qualified for the position. The District will take all positively assured attrition into account beginning April 30, 2010, and recall employees from the layoff list based upon credential of the retiring or resigning employee. The District and representatives from United Teachers of Richmond ("UTR") will meet every three weeks after May 15, 2010 to assess the attrition and list of employees on reemployment list.

6. Should reappointment occur, the period of the particular Employee's absence shall, consistent with Education Code §§ 44956, 44957, and 44958, be treated as a leave of absence and shall not be considered a break in the continuity of service. Employees shall retain the classification and order of employment that they had when their services were terminated, as provided in Education Code §§ 44956, 44957, and 44958.

7. The District represents that Employees' lay off is based solely on the grounds set forth in Education Code §§ 44949 and 44955, and in no way relates to Employees' ability or performance.

8. Effective June 30, 2010, Employees listed on Attachment 1 shall be laid off from their employment and their employment shall cease. This Agreement constitutes the notice required pursuant to Education Code § 44949 that the services of the Employees will not be required for the ensuing school year, 2010-2011. Employees waive their right to receive a final notice of non-reemployment pursuant to Education Code §§ 44949 and 44955. No further notice of lay off, notice of non-reemployment, or other notice is required to complete the lay off of Employees.

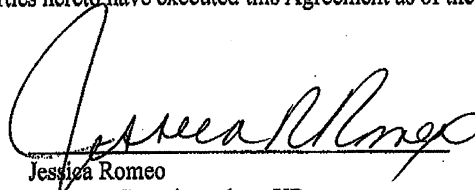
9. The parties agree that the terms of this Agreement shall not constitute a past practice nor would be deemed precedential in any manner whatsoever, but are solely due to the unique circumstances of this matter.

10. The Parties agree that the District will not assign any certificated employee any teaching duties that are beyond the scope of their credential and in an area where there are employees on the reemployment list as a reduction of Particular Kinds of Service Reductions for 2010-2011 school year, such as (but not limited to) Physical Education.

11. This Agreement may be executed in counterparts such that signatures appear on separate signature pages and shall be valid and binding as if all parties signed the same copy. A copy, facsimile transmission or original of this document with all signature pages appended together shall be deemed a fully executed and valid agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above-written.

Dated: 5.4.10



Jessica Romeo
Assistant Superintendent, HR
West Contra Costa Unified School District

On behalf of Respondents and Approved as to form:



Margo A. Steinberg
SCHWARTZ, STEINSAPIR, DOHRMANN,
AND SOMMERS LLP
Attorneys for Employees

Dated: 4/29/10

Approved as to form:

Dated: _____

Namita S. Brown
FAGEN, FRIEDMAN & FULFROST LLP
Attorneys for West Contra Costa Unified School District

Attachment 1

List of Employees to be Laid Off

Name	Point Total	Rank	FTE	Hire Date	Credentials
McMillion, Melissa			1	10/5/2009	MS
Fitzpatrick, Caitlin			1	10/7/2009	MS
Wang, Joshua			1	11/16/2009	MS
Nayar, Aneeta			1	12/13/2009	MS
Adams, Sylvester	1	1	1	1/4/2010	MS
Blanc, Kara	1	2	1	1/4/2010	MS
Larson, Sarah			1	12/3/2007	PPS
Prak, Finy			1	2/8/2008	PPS
Jones, Kim			1	3/6/2008	PPS
Nalic, Amar			1	8/15/2008	PPS
Pamintuan, Maria			1	8/21/2008	PPS
Sanchez, Brianna	2	1	1	8/20/2008	SS
Watson, Morgan	2	4	1	8/20/2008	SS
Manglona, Thomas	2	6	1	8/20/2008	SS
Martin, Stevenson			1	1/20/2009	SS, English
Garcia, Arturo			1	9/14/2009	SS
Tamayo Torres, Leonardo			0.8	10/12/2009	SS
Lineback, John			0.8	10/14/2009	SS
Jackson, Lisa	2	4	1	8/21/2008	Intro English, Art
Steinberg, Jessica	2	5	1	8/21/2008	English
McNamara, Elizabeth	2	6	1	8/21/2008	English
Parks, kevin	2	7	1	8/21/2008	English, SS, Spanish
Curtis, Laura	2	8	1	8/21/2008	English
Brock, Nora	2	9	1	8/21/2008	English
Malone, Angel	2	1	1	10/16/2008	English, Leadership
Olazabal, Almara	2	2	1	10/16/2008	English, Spanish
Smith, Justin	1	1	1	8/19/2009	English
Lewis, Valerie	1	2	1	8/19/2009	English
Porter, Max	1	3	1	8/19/2009	English
Holliday, Tiffany			1	8/25/2009	English
Bodwin, Lucas			1	4/3/2006	PE

Exhibit 1

Mitchell, Phyllis			1	9/5/2006	PE
Sheridan, Brian			1	11/9/2006	PE
Sutherlin, Guy	2		1	8/22/2007	PE
Stewart, Matthew			1	8/23/2007	PE
Strickland, Jason			1	9/18/2007	PE
Turner, Williams			1	10/26/2009	PE
Yeremian, Glenn			1	11/6/2009	PE, Health Science
Coleman, Cathy			1	8/29/2003	Art
Gross, Richard			1	1/22/2004	Art
Herman, Ivette			1	8/23/2007	Art
Jun, Soyoung			1	8/20/2008	Art
Good, Robert	1	2	1	11/1/2006	Voc Ed-computers
Moore, Larue			1	8/23/2007	Voc Ed-computers
Carrico, Tiffany			1	9/24/2004	Music
Magid, Lisa			0.6	2/7/2005	Music
Ting, Andrew			1	12/12/2005	Music
Scott, Alana Whitney			0.8	12/1/2009	French STP

Attachment 2

Rescission List

1. McDonnell, Andrew
2. Hansen, Gina
3. Lefkowitz, Corinna
4. Williams, Michael
5. Crosby, Benjamin
6. Estella Morris
7. Eric Bankston (Bumps into Special Ed, with reemployment rights to PE)

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:** May 12, 2010
From: Jessica R. Romeo, Assistant Superintendent Human Resources **Agenda Item:** F.5
Subject: Resolution No. 81-0910: Authorization to Eliminate Classified Positions and Layoff Classified Employees

Background Information:

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

Recommendation: Recommend Approval

Fiscal Impact: To be determined

DISPOSITION BY BOARD OF EDUCATION

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

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 81-0910
AUTHORIZATION TO ELIMINATE CLASSIFIED POSITIONS
AND LAY OFF CLASSIFIED EMPLOYEES**

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

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

NOW, THEREFORE, BE IT RESOLVED that the following positions should be eliminated as of June 30, 2010:

Eliminate:

Typist Clerk I	1.41 FTE
Typist Clerk II	.43 FTE
Instructional Assistant Special Education	5.70 FTE
Special Education Assistant	1.72 FTE
School Secretary I	1.00 FTE
Behavioral Technician	1.60 FTE
Instructional Assistant	1.00 FTE
School community Worker	.18 FTE
After School Program Supervisor	1.00 FTE

Total: 14.04 FTE

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

BE IT ALSO RESOLVED that the positions enumerated herein being eliminated effective June 30, 2010.

PASSED AND ADOPTED on this 12th day of May 2010, by the Board of Education of the West Contra Costa Unified School District, County of Contra Costa, State of California, by the following vote:

AYES:

NOES:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on May 12, 2010.

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

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** May 12, 2010
From: Bill Fay **Agenda Item:** G.1
Associate Superintendent for Operations
Subject: Status Reports – Facilities Planning and Construction

Background Information:

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

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

Recommendation: For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

PROJECT STATUS REPORT

De Anza High School - Baseball Field

Period Ending: 4/29/2010

Scope: Baseball Field Improvements-New Construction

Construction Status:

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

Contract Status:

Notice to Proceed:	10/28/2009		
		Original	Approved
Construction Schedule (days):	210		
Original Completion Date:	5/28/2010		
Projected Completion:	5/28/2010		

Buildings:

Progress This Period:

- Continuation of Concrete Retaining Wall Installation
- Modular Concrete Retaining Wall Excavation & Backfill
- Installation of Modular Concrete Retaining Wall
- Installation of (N) Site Infrastructure
- Installation of Brick Veneer at Concrete Retaining Wall
- Site Earthwork/Field Layout
- Replacement of Fence & Gates located on Santa Rita Avenue

Anticipated Progress Next Period:

- Continuation of Modular Concrete Retaining Wall Installation
- Continuation of (N) Site Infrastructure Installation
- Continuation of Site Earthwork/Field Layout
- Construction of Baseball Field Access Roads
- Installation of (N) Bleachers
- Installation of (N) Fencing/Backstop

Schedule Assessment/Update:

Construction Duration (Calendar Days):	210
Construction Calendar Days Elapsed:	183
Construction Calendar Days Remaining:	27
Percent of Contract Calendar Days Elapsed:	87%
Percent of Construction Completed:	35%

Percentage of Work Done	35%	Total Project
--------------------------------	------------	----------------------

Mobilization-Surveying/Staking	100%
Site Demo Soil/Tree Removal	100%
Site Infrastructure/Field Layout	75%
Installation (N) Bleachers	0%
Installation (N) Fencing/Backstop	0%
Installation ADA/Tactile Sign Etc.	0%
Installation Elect. Infrastructure	0%
Installation (N) Fence-Gate	0%
Installation Access Roads	0%
Installation Conc. Retaining Wall	100%
Installation Modular Ret. Wall	50%

Proposed Changes:

- None to Date

General Comment:

- Notice Of Award issued on October 12, 2009
- Notice to Proceed issued on October 28, 2009
- Construction Schedule Impacted Due to Rain Delays

Progress Photos: 4/29/2010



Installation of Brick Veneer at Concrete Retaining Wall



Modular Concrete Retaining Wall Excavation & Backfill



Site Earthwork/Field Layout

PROJECT STATUS REPORT

Dover Elementary School

Period Ending: 4/29/2010

Scope: Increment 2

Construction Status:

Architect: HY Architects, Inc.
 Project Manager: Joe Cavanagh, SGI Construction Management
 Project Engineer: Rod Sias, SGI Construction Management
 Contractor: Alten Construction, Inc.
 Inspector: Kris Gilbert
 WCCUSD Mgr:

Contract Status:

Notice to Proceed: 06/15/2009
Original Approved Projected
 Construction Schedule (days): 1,110
 Original Completion Date: 06/29/2012
 Projected Completion: 06/29/2012

Buildings:

Phase 2 Building "A"

Progress This Period:

- Interior Soffit Framing (Building "A"-North and South)
- Electrical Rough-in (Building "A"-North and South)
- Plumbing Rough-in (Building "A"-North and South)
- Mechanical Rough-in (Building "A"-North and South)
- Layout Fire Sprinkler System (Building "A"-North and South)
- Construction of Roof (Building "A"-North and South)
- Shear Panels (Building "A"-South)
- Installation of Roofing Membrane System (Building "A"-North)
- Interior Framing Walls (Building "A"-North and South)
- Installation of Window Assembly (Building "A"-North)
- PG&E Guy-Wire Relocation

Anticipated Progress Next Period:

- Installation of Roof Crickets - Continuation (Building "A" North & South)
- Installation of Roofing Membrane System-(Building "A" North & South)
- Framing of exterior "Pop-outs"
- Installation of Door Frames & Window Assembly
- Technology Infrastructure

Schedule Assessment/Update:

Construction Duration (Calendar Days): 1,110
 Construction Calendar Days Elapsed: 319
 Construction Calendar Days Remaining: 791
 Percent of Contract Calendar Days Elapsed: 28%
 Percent of Construction Completed: 29%

Percentage of Work Done 27% Total Project

Phase	Increment	Percentage
Phase 1--Demolition & Site Work	Increments 1 & 1A	100%
Phase 2--Building "A"	Increment 2	29%
Phase 3--Building "B" & "C"	Increment 2	0%
Phase 4--Demo & Playground	Increment 2	0%

Proposed Changes:

- None

General Comment:

- Construction of Roof in Building "A" (North & South) impacted by adverse weather (February, March April).
- Formal Schedule Recovery to be submitted after the rain season.

Progress Photos: 4/29/2010



Bldg "A" (North) Application of Waterproof Membrane



Bldg "A" (South) Installation of Ext. Plywood Sheathing



Bldg "A" (North) Installation Window Assembly & Skylite Frame

PROJECT STATUS REPORT

El Cerrito High School - Utility Removal and Misc. Site Work

Period Ending: 4/29/2010

Scope: Utility Removal and Misc. Site Work

Construction Status:

Architect: WLC Architects
 Project Manager: Sonya Perkins, SGI Construction Management
 Project Engineer:
 Contractor: Michael Paul Company, Inc.
 Inspector: Steve Cayson
 WCCUSD Mgr:

Contract Status:

Notice to Proceed:	03/15/2010		
		Original	Approved
Construction Schedule (days):	169		
Original Completion Date:	8/31/2010		
Projected Completion:	08/31/2010		

Buildings:

Temp Campus Utility Disconnect/Site Work

Progress This Period:

Disconnect Electrical Power to Temp Campus
 Disconnect Plumbing
 Clean contents out of Portables
 Remove walls in specialty portables
 Remove all fire alarm devices

Anticipated Progress Next Period:

Site Clean up
 Asphalt Removal
 Transport contents to District Warehouse

Schedule Assessment/Update:

Construction Duration (Calendar Days):	169
Construction Calendar Days Elapsed:	45
Construction Calendar Days Remaining:	124
Percent of Contract Calendar Days Elapsed:	26%
Percent of Construction Completed:	30%

Percentage of Work Done 30% Total Project

Proposed Changes:

Remove plywood from perimeter of Locker Rooms.

General Comment:

Progress Photos: 4/29/2010



Pedestrian Walkway / Temporary Fence



Portables being Prep for Transport



Portable Removal/ Clearing Site

PROJECT STATUS REPORT

Ford Elementary School - Building

Period Ending: 4/28/2010

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

Construction Status:

Architect: Kathleen Wong, Jim Fruit, Shao Chen; Sally Swanson Arch
 Project Manager: Lewis Brower, SGI Construction Management
 Project Engineer: Rod Sias, SGI Construction Management
 Contractor: Heather Chierici, Chris Chierici; Alten Construction, Inc.
 Inspector: Mark Eriksen

Progress Photos: 4/28/2010

Contract Status:

Notice to Proceed:	10/12/2009		
		Original	Approved
Construction Schedule (days):	600		
Original Completion Date:	06/04/2011		
Projected Completion:	06/04/2011		



Area A (East); Framing Advances - View to Library

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:

- Area A (West); Wood Framing continues.
- Area A (East); Wood Framing underway.
- Area A; Electrical, Mechanical & Plumbing Rough-Ins continue.
- Area B; Foundation - Preparation for Footing Concrete near complete; Adverse Weather impact delay continues.
- Area C; Foundation - Excavation, Forming & Rebar well Advanced; Adverse Weather impact delay continues.



Area A (West); 2nd Floor Exterior Wall Fabrication

Anticipated Progress Next Period:

- Area A (West); Continue Wood Framing.
- Area A (East); Continue Wood Framing.
- Area A; Continue Electrical, Mechanical & Plumbing Rough-Ins.
- Area B; Foundation Continues - Complete Development.
- Area C; Foundation Continues - Continue Development.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	600
Construction Calendar Days Elapsed:	198
Construction Calendar Days Remaining:	402
Percent of Contract Calendar Days Elapsed:	33%
Percent of Construction Completed:	26%

Percentage of Work Done

Total Project

Site Development	20%
Building; Area A	36%
Building; Area B	7%
Building; Area C	1%
Site Finish	0%

Proposed Changes:

- Miscellaneous issues resulting from AOR issued ASI's and GC RFI Process.
- Resolution of Several Conflicts regarding Placement of Technology Wall & Floorboxes.
- Impact of Adverse Weather & Site Conditions and possible relationship with Dimensional issues.

General Comment:

- Progress in Building Areas B & C continues to be impacted by Adverse Weather since January.
- Impact has been partially mitigated by rescheduling of Activities to progress Building Area A Framing.
- Formal Schedule Recovery to be pursued post Rainy Season.



Areas B (East) - Framing along Corridor - View to South

PROJECT STATUS REPORT

Juan Crespi Middle School - Fire Reconstruction

Period Ending: 4/30/2010

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
 WCCUSD Mgr:

Contract Status:

Notice to Proceed:	09/21/2009		
		Original	Approved
Construction Schedule (days):	426		
Original Completion Date:	11/21/2010		
Projected Completion:	11/21/2010		

Buildings:

Bldg. 400 Administrative Bldg.

Progress This Period:

Mechanical Screens Installation
 Interior Painting
 Ceiling Tiles/ T- Bar
 Install Storefront Windows & Doors
 Epoxy Flooring
 Communication/Low Voltage Work
 Plaster

Anticipated Progress Next Period:

Set Casework
 Refinish Stage
 Install Plumbing Fixtures
 Measure Drapes
 Install TV Brackets
 Install Lighting Fixtures

Schedule Assessment/Update:

Construction Duration (Calendar Days):	426
Construction Calendar Days Elapsed:	221
Construction Calendar Days Remaining:	205
Percent of Contract Calendar Days Elapsed:	51%
Percent of Construction Completed:	65%

Percentage of Work Done 65% Total Project

Proposed Changes:

Additional Heat Detectors/Access Doors
 Bogen Intercom 2000

General Comment:

Project is progressing successfully and is on schedule

Progress Photos: 4/30/2010



Storefront Windows & Doors at Main Entry



Main Office/ Lobby Area



Mechanical Screen frames for HVAC Units

PROJECT STATUS REPORT

Kennedy High School - Restroom Improvements

Period Ending: 4/30/2010

Scope: Restroom Improvements

Construction Status:

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

Contract Status:

Notice to Proceed:	10/12/2009			
		Original	Approved	Projected
Construction Schedule (days):	416			
Original Completion Date:	12/10/2010			
Projected Completion:	12/10/2010			

Buildings:

300-1, 300-2, 600-1,... Buildings 100-800
 Phase 2

Progress This Period:

- Completed Phase 1 - Released Phase 1 Bathrooms to School
- Haz-Mat Abatement - Phase 2 - 85%
- Slab and Demo. Removal - Phase 2 - 85%
- Wood Framing - Phase 2 - 30%
- Concrete Forms - Phase 2 - 20%
- Rough Plumbing - Phase 2 - 5%

Anticipated Progress Next Period:

- Complete Haz-Mat Abatement - Phase 2
- Complete Slab and Demo. Removal - Phase 2
- Complete Wood Framing - Phase 2
- Complete Rough Plumbing - Phase 2
- Complete Rough Mechanical - Phase 2
- Complete Roof Patching - Phase 2
- Complete Concrete Forming and Pour - Phase 2
- Complete Fire Blocking
- Install Hollow Metal Door Frames
- Start Low Voltage - Phase 2
- Install Insulation

Schedule Assessment/Update:

Construction Duration (Calendar Days):	416
Construction Calendar Days Elapsed:	197
Construction Calendar Days Remaining:	219
Percent of Contract Calendar Days Elapsed:	47%
Percent of Construction Completed:	29%

Percentage of Work Done **48%** **Total Project**

Proposed Changes:

- Replace Interior Gym Locker Room Doors with Lockable Doors

General Comment:

Progress Photos: 4/30/2010



Complete Boy's Cafeteria Bathroom



Completed Girl's Cafeteria Bathroom



Slab Demo. Coach's Bathroom

PROJECT STATUS REPORT

King Elementary School - Increment 2 New Construction

Period Ending: 4/29/2010

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
 WCCUSD Mgr:

Contract Status:

Notice to Proceed:	03/25/2009		
	Original	Approved	Projected
Construction Schedule (days):	720	1	20
Original Completion Date:	03/15/2011		
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:
- Insulation at walls and ceilings; hang gypsum boards, tape and prime; installation of gutters; fire sprinkler main lines; asphalt shingle, low slope roof and lath mock-up
- Building B:
- Interior soffit and elevator framing, scaffold, metro wrap walls, roof underlayment, fireproofing of structural steel, MEP rough-in, insulation at outside walls
- Building C:
- Hollow metal door frames and insulation
- Site Work:
- Storm drain and water line installation

Anticipated Progress Next Period:

- Building A:
- Hang gypsum boards and insulation; prime and paint walls; ceiling grid; window trims; lath and plaster; asphalt shingles; low slope roof
- Building B:
- Misc wood framing at elevator and soffits; metro wrap walls; install window flashing and windows; MEP rough-in
- Building C:
- Low slope roof ; install gutters and storefront
- Site Work:
- Backfill water line trench; excavate footing for trash enclosure; shift construction fence on 41st St and demo street sidewalk

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	400
Construction Calendar Days Remaining:	320
Percent of Contract Calendar Days Elapsed:	55%
Percent of Construction Completed:	52%

Percentage of Work Done **52%** **Total Project**

Proposed Changes:

None

General Comment:

None

Progress Photos: 4/29/2010



Building A West: Paint Primer



Building A East: Low Slope Roof Installation



Building B: Metro wrap Building Paper

PROJECT STATUS REPORT

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

Period Ending: 4/29/2010

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
 WCCUSD Mgr: Joe Mayes

Contract Status:

Notice to Proceed: 09/21/2009

	Original	Approved	Projected
Construction Schedule (days):	75	75	175
Original Completion Date:	12/05/2009		
Projected Completion:	5/14/2010		

Buildings:

Collins	70% Completed
Coronado A & B	A - 100% Completed; B - 100% Completed
Ellerhorst	100% Completed
Grant A & B	A - 50% Completed; B - 100% Completed
Hanna Ranch A & B	A - 100% Completed; B - 100% Completed
Highland A & B	A - 100% Completed; B - 90% Completed
Perez A, B & C	A - 100% Cmp't'd; B - 95% Cmp't'd; C - 100% Cmp't'd
Stege A & B	A - 100% Completed; B - 100% Completed
Valley View A, B & C	A - 65% Cmp't'd; B - 100% Cmp't'd; C - 100% Cmp't'd
Wilson A & B	A - 100% Completed; B - 100% Completed

Progress This Period:

- Grant A - Completed installation of Play Matta and final welding.
- Hanna Ranch A - Completed installation of Play Matta.
- Highland B - Completed compacting subbase and started Play Matta installation.
- Perez B - Completed final Play structure & complete installation of Play Matta.
- Stege B - Complete Installation of Matta Mat'l's.
- Wilson A - Completed installation of Play Matta Mat'l's.
- Valley View A - Completed compaction; install Play Structures & Matta Materials.

Anticipated Progress Next Period:

- Complete and turnover play structures at Collins; Grant A; Highland B; Perez B; and Valley View A.
- Repair and install various Play Structure components.
- Provide final audit inspection of all impacted Play Structures.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	75
Construction Calendar Days Elapsed:	220
Construction Calendar Days Remaining:	-145
Percent of Contract Calendar Days Elapsed:	293%
Percent of Construction Completed:	95%

Percentage of Work Done	95%	Total Project
MRAD Funds	51%	54%
Bond Funds	44%	46%

Proposed Changes:

- Request to extend the contract completion due to changes in the original logic and sequence of work.

General Comment:

- The project's progress has been impeded by inclement weather procured materials delays, i.e. Play Structures; Play Matta; and Rain days. An additional 30 days extension is being requested.
- Solicitation is completed for a Contractor to perform the final site and equipment audit of the work performed under this contract.

Progress Photos: 4/29/2010



Valley View re-working of paved area



Ellerhorst Play Yard @ 100% Complete



Highland A @ 100% Complete

PROJECT STATUS REPORT

Pinole Middle School - Modernization Phase II

Period Ending: 4/29/2010

Scope: Modernization Phase II

Construction Status:

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

Contract Status:

Notice to Proceed:	10/05/2009		
		Original	Approved
Construction Schedule (days):	430		
Original Completion Date:	12/04/2010		
Projected Completion:	12/24/2010		

Buildings:

A1 thru A4

Progress This Period:

- Completed sheeting replacement on all roofs.
- Completed rough mechanical in Building A1.
- Completed structural steel installation in buildings A1 & A4.
- Completed roofing prep for roof installation.

Anticipated Progress Next Period:

- Complete roof training and begin installation.
- Begin exterior sheeting replacement and weather resistant barrier.
- Complete rough plumbing in Building A4 (Multi purpose room Kitchen)
- Complete rough electrical in Buildings A2 thru A4.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	430
Construction Calendar Days Elapsed:	206
Construction Calendar Days Remaining:	224
Percent of Contract Calendar Days Elapsed:	47%
Percent of Construction Completed:	32%

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

Proposed Changes:

N/A

General Comment:

Project has fallen behind schedule due to rain and dry out days. General contractor has been notified that he is behind and that he should take necessary steps to recover.

Progress Photos: 4/29/2010



Installing electrical conduit in building A1



Rough framing at structural beam in building A3



Mechanical installing in building A1