

**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**  
June 22, 2010

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
JUNE 22, 2010**

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**BOARD AGENDA PACKETS AND INFORMATION:**

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

Complete Board agendas and packets are available online at: [www.wccusd.net/Documents/Board/boardinformation.aspx](http://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.

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**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.

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**ATTENDING BOARD MEETINGS:**

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

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

**Time:**            The **Board of Education's Open Session meeting will begin at 6:30 PM.** The Board will convene at **5:00 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

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

**B. OPENING PROCEDURES**

**B.1 Pledge of Allegiance**

**B.2 Welcome and Meeting Procedures**

**B.3 Roll Call**

**B.4 Report/Ratification of Closed Session**

\* **B.5 Agenda Review and Adoption (Public Comment)**

\* **B.6 Minutes: June 2, 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 June 22, 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 June 22, 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 June 22, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

**\*CI C.4 Procurement Contracts for the School Year 2010-11**

Comment:

Under Public Contract Code Section 20118 (K-12) our District is able to utilize the following procurement contracts which have been publicly bid, or negotiated for the use by other public entities. These contracts will be utilized during the school year 2010-11. The contracts will allow the District to procure classroom and teacher materials and supplies, along with computers, equipment, and services at a discounted rate saving the District time and money.

Alameda County Corporate Purchasing Agreement  
Alameda County Office of Education Cooperative Purchasing Program  
Apple Computer, Inc  
AUSD – Bid #2005-110 (Southwest School and Office Supplies)  
California Multiple Award Schedules (CMAS)  
CalSave  
Cisco WSCA Contract 7-08-70-13  
County of Los Angeles #43469  
Microsoft Academic SLP #SLP-07-70-0025G  
National Joint Powers Alliance (NJPA)  
NJPA Emergency Response Equipment #032509-CDWG  
School Specialty California Educational Resource Program Contract #V-4  
Toshiba America Business Solutions, Inc. (TABS) Glendale USD Contract #P-12  
The Cooperative Purchasing Network (TCPN)  
US Communities Government Purchasing Alliance  
Western States Contracting Alliance (WSCA) Master Agreement #A63307

Recommendation:

Recommend approval to utilize the above contracts

Fiscal Impact:

None

**\*CI C.5 Disposal of Obsolete and Damaged District Personal Property for the School Year 2010-11**

Comment:

Per Board Policy BP 3279 Sale and Disposal of Books, Equipment and Supplies (Personal Property) and Administrative Regulation AR 3270 the Governing Board recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the District. The Purchasing Department shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of state law.

Recommendation:

Recommend approval

Fiscal Impact:

No cost to the District

**\*CI C.6 Contracted Services**

Comment:

Permission is requested of the Board of Education to approve the contracts for services as dated June 22, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

**\*CI C.7 Notification of Claims Rejected**

Comment:

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

Recommendation:

Ratify the rejection of claims

Fiscal Impact:

None

**\*CI C.8 Notification of Claims Approval and Settlement Payments**

Comment:

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

Recommendation:

Ratify the authorized approval of claims and payment for property damage.

Fiscal Impact:

Self-Insurance Program

**\*CI C.9 Summary of Payroll and Vendor Warrant Reports**

Comment:

Summaries of Payroll and Vendor Warrants issued during the month of May, 2010:

Total of payroll warrants:	\$ 9,652,824
Total of vendor warrants:	19,844,631

Recommendation:

Approval of the payroll and vendor warrant reports

Fiscal Impact:

As noted above

**\*CI C.10 Resolution No. 94-0910 In Support of Robles-Wong v. California Challenging the State's School Finance System**

Comment:

On May 20, 2010, a historic lawsuit was filed against the State of California requesting that the current education finance system be declared unconstitutional and that the State be required to establish a school finance system that provides all students an equal opportunity to meet the academic goals set by the State.

The case, Robles-Wong, et al. v. State of California, asks the court to compel the State to align its school finance system-its funding policies and mechanisms-with the educational program that the State had put in place.

This lawsuit was brought forth by a broad coalition, including more than 60 individual students and their families, nine school districts from throughout the State, the California School Boards Associate (CSBA), California State PTA, and the Association of California School Administrators (ACSA).

Recommendation:

Approval of Resolution No. 94-0910 In Support of Robles-Wong v. California

Fiscal Impact:

None

**\*CI C.11 Agreements for Nonpublic, Nonsectarian School/Agency Services**

Comment:

Permission is requested of the Board of Education to approve the Master Contracts between the District and named schools/agencies for nonpublic, nonsectarian school/agency services for the period of July 1, 2010 through June 30, 2011.

Recommendation:

Recommend Approval

Fiscal Impact:

\$7,500,000.00 Non-LCI / LCI

**\*CI C.12 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.13 Routine Personnel Changes – Classified**

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

**\*CI C.14 Certificated Provisional Internship Permit (PIP) Request(s)**

Comment:

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully credentialed teacher cannot be found. The PIP is issued for one (1) year and is renewable one time only provided the teacher has taken all appropriate subject matter examinations, but has not yet passed those tests.

Recommendation:

Recommend Approval

Fiscal Impact:

None

**\*CI C.15 High School ELD Textbook Adoption**

Comment:

WCCUSD high school ELD teachers and District staff have piloted new ELD materials and are recommending the following textbook series for adoption:

9<sup>th</sup> – 12<sup>th</sup>: Longman’s Keystone Series, including Keys to Learning

The materials have been available for public preview at Vista High, room 118, since June 9.

Recommendation:

Approval

Fiscal Impact:

\$92,000

**\*CI C.16 Approval of Board Member to Attend Conference**

Comment:

Board Bylaw 9250 stipulates members of the Board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044).

Board member Antonio Medrano will attend the NALEO 27<sup>th</sup> Annual Conference held in Denver, Colorado, June 24-26, 2010. NALEO is the National Association of Latino Elected and Appointed Officials.

Funds for Board travel and conference are budgeted and there is sufficient funding within that budget.

Recommendation:

That the Board authorize member Antonio Medrano to attend the NALEO Conference

Fiscal Impact:

General Fund, approximately \$2000.00.

**\*CI C.17 Change in Board Meeting Dates**

Comment:

Two Board members will be out of town for the regularly scheduled July 21, 2010, meeting. At the June 2, 2010 meeting the Board agreed by consensus to move the July 21 meeting to July 28, 2010.

Recommendation:

That the Board move the July 21, 2010, meeting to July 28, 2010

Fiscal Impact:

None

**\*CI C.18 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: \$974,575. Funding sources as noted

**\*CI C.19 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: DeAnza HS Baseball Field; Multi-site Play Structures; Kennedy HS Fire Alarm Upgrade; Ford Elementary New Campus; El Cerrito HS Temp Campus Removal; and, Crespi Admin Fire Reconstruction. 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: \$176,350.02

**\*CI C.20 Nystrom Elementary Multi-Purpose Building Project Award of Contract**

Comment:

The first project to begin construction as a part of the approved master plan for construction at the Nystrom Elementary site is the new Multi-Purpose Building. This project includes a cafeteria, kitchen, community kitchen, support spaces, parent room, computer lab, and library/media center. The building is oriented and configured to compliment the City of Richmond's future reconstruction of the MLK Rec Center. The District and City are working together to execute a joint-use agreement related to this facility.

Interactive Resources completed plans and specifications for the project. The District conducted a public bid of the project. Bids were opened on June 10, 2010. Five Contractors submitted bids. They are as follows: Zovich and Sons \$5,750,000; Alten Construction \$5,497,000; AJF/BHM \$5,492,000; WA Thomas \$5,449,000; and, John Plane Construction \$5,240,107.

The lowest responsive, responsible bidder is John Plane Construction at \$5,240,107.

Recommendation:

Award contract to the lowest responsive, responsible bidder

Fiscal Impact:

\$5,240,107. Funded from the Measure J Bond.

**\*CI C.21 Stege Elementary School Emergency Repair Program Repairs Contract Award**

Comment:

The District has received funding from the State Emergency Repair Program ("ERP") to replace the seriously deteriorated windows, restroom wall finishes, and retaining walls at Stege Elementary School. Two bid alternates were included with the bid for additional windows to supplement the base packaged.

The smaller number of windows included in alternate 2 recommended for award and is within the project budget. HMR Architects prepared construction documents for the project.

The District conducted a public bid process for the project. Bids opened on May 18, 2010. Four Contractors submitted bids. They are as follows for base bid + alternate 2: NS Construction \$360,400; Pinguelo Construction \$280,356; Kel Tec Builders \$229,833; and, ERA Construction \$224,667. The lowest responsive, responsible bidder is ERA Construction at \$224,667.

Recommendation:

Award contract to lowest responsive, responsible bidder

Fiscal Impact:

\$ 224,667. Funded from the Emergency Repair Program (“ERP”).

**\*CI C.22 Grant Elementary School Emergency Repair Program Repairs Contract Award**

Comment:

The District has received funding from the state Emergency Repair Program (“ERP”) to replace seriously deteriorated portables, complete dry rot repairs, replace Multi-Purpose flooring, remove and replace damaged windows for Grant Elementary School. HMR Architects prepared construction documents for the project.

The District conducted a public bid process for the project. Bids opened on May 20, 2010. Eight Contractors submitted bids. They are as follows for base bid + unit price hardware replacement: CF Contracting \$888,000; Page Construction \$664,299; Albay Construction \$639,600; Southland Construction \$561,913; KCK Builders \$545,500; B-Side Inc. \$515,150; ERA Construction \$506,627; and, JMA Construction \$498,000. The lowest responsible bidder is \$498,800.

Recommendation:

Award contract to lowest responsive, responsible bidder

Fiscal Impact:

\$498,800. Funded from the Emergency Repair Program (“ERP”) with supplemental funding from the Deferred Capital Projects budget Measure J Bond.

**\*CI C.23 Gompers High School Demolition Building Project Award of Contract**

Comment:

The District has moved out of the seismically unsafe and extremely deteriorated older buildings at the Gompers High School site. The next step is to demolish the buildings to make way for the construction of the new permanent Leadership Public Schools campus and the new Gompers Continuation High School campus. The project includes hazardous materials abatement, including underground storage tank removal, demolition and extensive requirements for salvage and recycling.

Beverly Prior Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids opened on June 8, 2010. Five Contractors submitted bids. They are as follows: Grant McKay \$2,322,117; KMS \$2,187,390; Parc Services \$2,128,054; Evans Brothers

\$1,693,000; and Cleveland Wrecking \$1,689,000. The apparent low bidder is Cleveland Wrecking at \$1,689,000.

After the receipt of bids, and in accordance with the timeframes in the contract documents, the second low bidder, Evans Brothers, filed a Bid Protest regarding the failure of the apparent low bidder, Cleveland Wrecking, to provide a notary acknowledgement for their Non-Collusion Affidavit. The District provided the bid protest to Cleveland Wrecking, which indicated that they had mistakenly left the notary document at their office at the time of bid. Staff also reviewed the protest with legal counsel. The requirement to provide a notary acknowledgement of the signature, at the time of bid, on this required bid document clearly stated on the face of the non-collusion affidavit. It is not recommended to waive this requirement. Therefore, recommended that the Cleveland Wrecking bid declared non-responsive.

The lowest responsive, responsible bidder is Evans Brothers at \$1,693,000.

Recommendation:

Award contract to the lowest responsive, responsible bidder

Fiscal Impact:

\$1,693,000. Funded from the Measure J Bond.

**\*CI C.24 Kennedy High School Fence and Gates Project Award of Contract**

Comments:

The fences and gates at all areas of Kennedy High School are in need of upgrade to provide for additional security to the students and staff. This project designated as a priority during the master planning for the high school. The project includes replacement of all perimeter fences and gates, installation of new hardware, provision of wrought iron decorative fence and gates at the front of the campus. The work is consistent with the scope of similar projects completed at Hercules Middle High, Richmond High and El Cerrito High.

Powell and Partners Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids opened on June 8, 2010. Seven contractors submitted bids. They are as follows: Fence Corp. \$644,000; CF Contracting \$633,000; Golden Bay Fence \$599,633; NS Construction \$598,500; JDS Builders \$598,278; Crusader Fence \$467,000; and Chain Link Fence \$461,068. The apparent low bidder is Chain Link Fence at \$461,068.

After the receipt of bids, and in accordance with the timeframes in the contract documents, the second low bidder, Crusader Fence, filed a Bid Protest regarding the failure of the apparent low bidder, Chain Link Fence, to sign their bid form and proposal. The District provided the bid protest to Chain Link Fence, which provided a signed bid form after the fact. Staff also reviewed the protest with legal counsel. The requirement to sign the District's bid form and the proposal is fundamental to the documents required at the time of bid. The District has previously rejected a bid for this failure and recommended the requirement consistently applied. Therefore, recommended that the Chain Link bid declared non-responsive.

The lowest responsive, responsible bidder is Crusader Fence at \$467,000.

Recommendation:

Award contract to the lowest responsive, responsible bidder

Fiscal Impact:

\$467,000. Funded from the Measure J Bond.

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

\* **D.1 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                         | Public Employees Local 1                     |
| Bayside Parent Teacher Association            | School Supervisors Association               |
| Citizens’ Bond Oversight Committee            | United Teachers of Richmond                  |
| Community Budget Advisory Committee           | West Contra Costa Administrators Association |
| Facilities Subcommittee                       |  |
| Ivy League Connection                         |  |
| Safety Committee                              |  |
| Special Education Citizens Advisory Committee |  |
| Youth Commission                              |  |

**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 Ratification of Ground Lease Agreement Between the West Contra Costa Unified School District and the City of San Pablo Regarding the Proposed Community Center at Helms Middle School**

Comment:

Education Code Section 10910 authorizes the governing body of any school district to grant the use of any building, grounds, or equipment of the district to any other public authority for community recreational purposes if such use will not interfere with use of the buildings, grounds, and equipment for any other purpose of the public school system.

The City of San Pablo (“City”) is in need of a Community Center, which be used by the public and by the District for community purposes.

The District has determined that there is space for a Community Center on the Helms Middle School site, located at 2500 Road 20, San Pablo, CA. The Ground Lease Agreement grants a property interest to the City, which allows the City to pursue funding for the construction of the Community Center at Helms Middle School.

The material terms of the ground lease agreement provide that the City, at its sole cost and expense will construct and operate the Community Center in order to maximize use of the Community Center for community purposes. The development, use, and maintenance of the Community Center and the fulfillment generally of the ground lease agreement are in the vital and best interests of the residents of the City and of the District, and of their health, safety, and welfare, and are in accordance with the public purposes and provisions of applicable federal, State and local law. An additional purpose of the ground lease agreement is to ensure a cooperative effort by and between City and District to enable each entity to provide for public use and benefit in the most cost-effective manner. The term of the ground lease agreement is sixty (60) years.

Recommendation:

The Board of Education ratifies the ground lease agreement between the District and the City of San Pablo for the purposes of the City’s construction and operation of the Helms Community Center.

Fiscal Impact:

City will to pay to District an annual rent of One Dollar (\$1.00) for each year during the term of the Ground Lease, payable in a lump sum payment of \$60.00 at the commencement of the lease term.

\* **F.2 Resolution No. 95-0910: Approving Engineer’s Report, Confirming Diagram and Ordering Levy of Assessment for Fiscal Year 2010-11**

Comment:

The Board will hold a public meeting and hear any public comments with regard to the Maintenance and Recreation Assessment District for 2010-11. Staff and the engineer will be available to answer questions on the Maintenance and Recreation Assessment District.

After the public hearing the Board may adopt “A Resolution Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2010-11.” The resolution gives final approval to the engineer’s report and directs that the assessment diagram and assessments be filed with the county. The District will receive funds at the time it receives property tax payments. Proceeds of the MRAD will be deposited in a separate fund.

This is the third and final resolution in the process of levying an annual assessment. On March 24, the Board adopted a resolution ordering the preparation of the engineer's report and then on June 2, adopted a resolution calling a public meeting for June 22, and causing notice of that meeting to be published.

Recommendation:

Recommend approval of this resolution for MRAD

Fiscal Impact:

\$5,500,000 Revenue for MRAD Fund

\* **F.3 Public Hearing and Adoption of the 2010-11 Budget  
Public Hearing for Tier III Programs**

Comment:

Education Code Section 42127 requires the governing board of each school district to adopt a budget for the subsequent year, on or before July 1<sup>st</sup>. The budget including the multi-year plan is subject to the review and approval of the State Trustee and the County Superintendent. Any revisions to the school district's budget which results from passage of the state budget will be presented to the governing board within 45 days after the Governor signs the State Budget Act.

A public hearing will be held, and staff will provide an overview of the proposed budget delineating the significant revenue and expenditure components. The final proposed budget is presented to the Board of Education for approval.

Education Code Section 42605(c)(2) requires a public hearing and the ultimate reporting to the Legislature regarding expenditures in Tier III. The consequence of not conducting the public hearing, or the inability to demonstrate that a public hearing was conducted, is the loss of all Tier III funds.

The public hearing for Tier III Programs is being held in conjunction with the public hearing for the adoption of the 2010-11 budget and documentation provided. The list of Tier III Categorical Programs can be found as Appendix A to the 2010-11 Executive Summary.

Recommendation:

Approval of the 2010-11 Budget including Tier III Provisions  
The detailed 2010-11 budget documentation is delivered under separate cover.

Fiscal Impact:

Adopted Budget

\* **F.4 Resolution No. 96-0910 Temporary Borrowing Between Funds**

Comment:

Due to concerns regarding the status of cash at the State level and the fact that the normal flow of State deposits will be delayed, staff is recommending that the District set in place a contingency plan for cash flow purposes at the local level. Should the need arise, this resolution permits the school district to temporarily borrow cash between funds at the County Treasurer in order to insure that a particular fund does not carry a negative cash balance.

The State Controller has issued a letter indicating the following deposit deferral schedule:

2010-11 K-12 Deferral Timeframe

July 2010 deposit - deferred to September 2010  
October 2010 deposit - deferred to January 2011  
February 2011 deposit - deferred to July 2011  
March 2011 deposit - deferred to April 2011  
April 2011 deposit - deferred to August 2011  
May 2011 deposit - deferred to August 2011  
June 2011 deposit - deferred to July 2011

In the event that temporary borrowing is needed, staff will provide the Board with a report containing detailed information on the transaction.

Education Code Section 42603 permits the Governing Board of any school district to allow for temporary borrowing. This resolution sets forth permission for temporary borrowing for the 2010-11 fiscal year.

Recommendation:

Approve Resolution 96-0910 for Temporary Borrowing Between Funds

Fiscal Impact:

No fiscal impact

\* **F.5 Community Survey on Revenue Enhancement Measures**

Comment:

With the continued deterioration of the State of California's financial outlook and Legislative impasse on revenue increases necessary to fund public education, it appears that the only way for the district to continue to provide the current level of services is to seek local voter approval of a parcel tax measure. To assess the feasibility of such a measure, the Board will need to authorize a random sample survey.

Recommendation:

That the Board approve a proposal from Godbe Research to conduct a survey to aid in assessing community support for a possible local tax measures.

Fiscal Impact:

Estimated to be \$30,840

**G. DISCUSSION ITEMS**

**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 – Wednesday, July 7, 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**

**June 22, 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 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)**

**10. REPORT OF CLOSED SESSION ACTIONS**

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

**From:** Doug Gephart  
Interim, 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, Elementary School  
Vice Principal, Middle School  
Assistant Principal, High School  
K-12 Instructional Specialists

**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  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805**

Agenda Item B.6

**June 2, 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 6:37 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 (arrived 7:16 PM)

**Staff Present:** Andre Bell, Senior Director Bond Finance; Pamala Blake, Director of Alternative Education; Steve Collins, SELPA Director; Otilia Espinosa, Interpreter; Bill Fay, Associate Superintendent for Operations; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Bruce Harter, Superintendent; Linda Jackson, Executive Director, K-12; Joe Mayes, Maintenance Manager; Ken McDaniel, Electronics Supervisor; Nia Rashidchi, Assistant Superintendent Educational Services; Phyllis Rosen, Legal Secretary; Bill Savidge, District Engineering Officer

**B.4 Presentation of Student Board Representative Yaquelin Valencia, John F. Kennedy High School**

Ms. Valencia, a Senior and Vice President of the Youth Advisory Board at John F. Kennedy High School, provided an update of activities and programs at the school.

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

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to expel six (6) students and suspend those expulsions for placement in the West Contra Costa Unified School District.

**Motion: Mr. Medrano moved approval of the expulsion of six (6) students, suspending those expulsions for placement in the West Contra Costa Unified School District. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve two student settlement agreements.

**Motion: Mr. Ramsey moved approval of the vote to approve two student settlement agreements. Mr. Medrano seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve the reappointment, reassignment or appointment of 28 administrative positions.

**Motion: Mr. Medrano moved approval of the vote to approve the reappointment, reassignment or appointment of 28 administrators. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

The following Administrative appointments and reassignments were made:

Location	Position	Appointee
Adult Ed	Assistant Principal	Jim Trombley
Adult Ed	Principal	Raul Ramirez
Bissell	Assistant Superintendent – Human Resources	Ann Reinhausen
Bissell	Executive Director / Educational Services	Antoinette Henry-Evans
Cameron	Administrator	Barbara Kitagawa
Chavez	Elementary Principal	Jeanette Ramirez
Crespi Middle	Assistant Principal	Debbie Narasaki
Crespi Middle School	Principal	Pat Martin
DeAnza High	Assistant Principal	Guthrie Fleischman
DeJean	Principal	Sylvia Greenwood
DeJean	Assistant Principal	Morenike O'Neal
DeJean	Instructional Specialist	Hector Franco-Marina
Downer	Instructional Specialist	Eddie Scruggs-Smith
Gompers	Principal	Latoya Williams
Hanna Ranch	Elementary Principal	Greg Santiago
Hercules M/H	Assistant Principal	Jessica Smith-Kennan
Hercules M/H	Assistant Principal	Ken Gardner
Madera	Elementary Principal	Cheryl Cotton
Olinda	Elementary Principal	Barbara Mallon
Pinole Valley High	Assistant Principal	Ryan Kolb
Pupil Services Center	Administrator Special Education - Interim	Rachel Bartlett Preston
Richmond High	Assistant Principal	Kibby Kleiman
Riverside	Elementary Principal	Alicia Azcarraga
Valley View	Elementary Principal	April Scott
Vista Hills	Coordinator – Educational Services	Sonja Neely-Johnson
Vista Hills	Coordinator- Educational Services	Sherry Bell
Vista Hills	Director of Curriculum	Lyn Potter
Wilson	Elementary Principal	Kim Moses

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to deny an appeal of a grievance.

**Motion: Mr. Medrano moved approval of the vote to deny the appeal of a grievance. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

#### **B.6 Agenda Review and Adoption**

**MOTION: Mr. Ramsey moved to approve the agenda, with a request to move Item G.1 to follow Item D.1. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Valencia (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

**B.7 Minutes: May 12, 2010**

**MOTION: Mr. Ramsey moved to approve the Minutes of May 12, 2010. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

**C. BUSINESS ITEMS**

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

**C.2 Acceptance of Donations**

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

**C.4 Notices of Completion: Bids: JO68194, JO68210**

**C.5 Waiver of California High School Exit Exam (CAHSEE) for Ten West Contra Costa Unified School District Special Education Students**

**C.6 Certification of Athletic Coaches – Spring Sports**

**C.7 DeAnza High School Exchange Group Students to Shimada, Japan**

**C.8 Notification of Claim Rejected**

**C.9 Routine Personnel Changes - Certificated**

**C.10 Routine Personnel Changes – Classified**

**C.11 Resolution No. 93-0910 Non-Reelection of Probationary Certificated Employees**

**C.12 Approve the Following Reclassification, Revised Job Description: Facilities Use Technician**

**C.13 Approval of Contract for Furniture - Setup and Installation at Kennedy High School**

**C.14 Ratification and Approval of Engineering Services Contracts**

**C.15 Ratification and Approval of Negotiated Change Orders**

**C.16 Adams Middle School Emergency Repair Program Paving, Drainage, and Site Repairs Contract Award**

**C.17 Adams Middle School Emergency Repair Program Music Room Roof Repair Contract Award**

*This item was tabled.*

**C.18 Portola Middle School Temporary Campus Utilities Hookup Award of Contract**

**C.19 Community Advisory Committee (CAC) for Special Education**

**C.20 Resolution 91-0901, Limiting Travel to Arizona and Calling on the Arizona Legislature to Repeal SB 1070**

**C.21 Resolution No. 89-0910: Specifications of the Election Order**

**C.22 Appointment to the Citizens' Bond Oversight Committee**

**MOTION: Ms. Miles moved approval of the Consent Items C.1-C.16 and C.18-C.22, with Item C.17 tabled. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Valencia (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-1.**

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

**D.1 Report from LGBTQ Task Force**

Mr. Greer introduced the LGBTQ Task Force presentation. He recognized the task force for being steadfast and working on behalf of district students since its establishment in 2002. Ms. Julie Lienert spoke about the history, efforts and success of the program. Also present to speak about the program were committee members Jennifer Rader, Terra Cheney, Irene Rojas-Carroll, Susan Wehrle and Sharon Lewis. Mr. Greer presented a certificate of recognition to the task force for their valuable contribution to ensure safety for all students.

**Board Comment:**

Mr. Ramsey thanked the speakers for an excellent report and expressed his ongoing support of the work of the task force. Mr. Medrano commented that things have come a long way, but that there is still fear of being recognized and being different.

President Kronenberg said she was delighted that the District is in the forefront of this initiative and it is important to meet all of the District's children's needs.

Mr. Ramsey thanked Ms. Rader for her work and spoke about standing for tolerance and inclusion.

Ms. Valencia applauded the young leaders and said it is great they are speaking out for the LGBTQ community.

**G.1 Richmond College Prep K-5 Charter**

Superintendent Harter introduced a presentation made by Richmond College Prep on behalf of its charter renewal petition. David Rosenthal, Founder and Chairman of the Board, presented an overview of the school's history, composition and philosophy and spoke about the school's success, uniqueness and commitment to the community.

Speaking on behalf of the charter school renewal were Principal Linda Delgado, Michelle Grant, Quran, Susana Ramirez, Pamela Dawson, and Rosetta Davis.

President Kronenberg opened the public hearing.

*Mr. Thurmond arrived at 7:16 PM.*

**Public Comment:** Tana Monteiro, Dennis Itua

**Board Comment:**

Mr. Ramsey thanked the presenters and said he enjoyed their enthusiasm, excitement and confidence. He said that he looks forward to renewing the charter and is impressed by the API test scores.

Mr. Medrano said he applauds the work of the school and that he constantly hears good things about the school.

Ms. Miles thanked the presenters for their great work. She said she was impressed to see young people who are so empowered.

Mr. Thurmond thanked the presenters, families and staff for the impressive information, saying the school warrants renewal. He asked Mr. Rosenthal to what he attributed the school's success. Mr. Rosenthal responded, saying everyone at the school is committed to the vision of putting children first.

President Kronenberg said she is incredibly impressed by Richmond College Prep and the wonderful job it is doing with the community it serves. She spoke about finding ways to connect with neighboring schools to learn from each other.

President Kronenberg closed the public hearing.

**Motion on the Agenda:** Mr. Ramsey moved to amend the agenda by moving Item F.2 to follow Item G.1. Mr. Thurmond seconded, adding a request to move Item F.1 to follow Item D.4. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, Student Representative Valencia (advisory vote only) and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

**F.2 Resolution No. 92-0910 Intention to Levy Assessments for Fiscal Year 2010-11, Preliminarily Approving Engineer's Report and Providing for Notice of a Public Hearing**

**Public Comment:** Charles Cowens

**MOTION:** Mr. Ramsey moved to approve Item F.2 Resolution No. 92-0910 Intention to Levy Assessments for Fiscal Year 2010-11, Preliminarily Approving Engineer's Report and Providing for Notice of a Public Hearing. Mr. Thurmond seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, Student Representative Valencia (advisory vote only) and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.

**D.2 Recognition of Juanita Stephen, Regional Science Competition Award Winner**

Mr. Greer introduced Antoinette Henry-Evans, Principal DeJean Middle School, to recognize District Science Fair winners Brenda Quintanilla, Diana Portillo and Marcos Delgado, with special recognition to Juanita Stephen, who went on to win fourth place in the San Francisco Bay Area Regional Science Fair and receive special acknowledgement for a public health award. Ms. Stephen expressed appreciation on behalf of her peers and thanked teachers, friends and parents for their inspiration. The students provided a brief presentation on their projects. Mr. Greer provided certificates of recognition.

**Board Comment:**

Mr. Thurmond congratulated the students, teachers, staff and family members commenting on the relevance of the projects.

Mr. Ramsey congratulated the students and spoke about his special interest in work related to diabetes.

Mr. Medrano said he was proud of the students for their excellent work.

President Kronenberg said the ideas were very creative and she thanked Ms. Stephen for going to San Francisco and representing the District.

Ms. Valencia congratulated the students and encouraged them to keep going forward.

**D.3 Recognition of the Smith Family McDonald’s Scholarship Contribution**

Mr. Greer recognized the Smith Family McDonald’s Scholarship, which provides annual scholarships to African American students in pursuit of higher education. He personally thanked Ms. Smith and her family for their contributions and expressed regrets that Ms. Smith was unable to be present.

**D.4 Recognition of the Hercules High School Journalism Students**

Mr. Greer recognized Hercules High School journalism teacher Natalie Wojinski and her students who were recognized in the 2010 High School Journalism Contest for Northern CA Press Women. Ms. Wojinski provided background and overview of the program and introduced Sabrina Saktikul and Andrew Asuelo to briefly talk about their experience and what they learned. Mr. Greer provided Ms. Saktikul and Mr. Asuelo certificates for their achievement.

**Board Comment:**

Mr. Ramsey congratulated the Hercules students for the work they did. He commented on the possibility of expanding the Ivy League Connection program to Syracuse University which has a top journalism program. Ms. Miles said she appreciated the process of including writing as an essential part of the curriculum, as it is essential for college exams, and congratulated the students on their success. Mr. Thurmond congratulated the students and encouraged them to cover the Board meetings anytime. President Kronenberg congratulated the students saying that writing is the key to everyone’s future and success.

**F.1 School Improvement Grant (SIG) Application for Lincoln School**

Ms. Rashidchi introduced Mimi Melodia, Principal at Lincoln Elementary School, to give a brief presentation on the School Improvement Grant application. Ms. Melodia said she is proud to speak about the changes to be made at Lincoln next year if awarded the grant and provided an overview of how the plan was created, proposed actions and timeline.

**Board Comment:**

Mr. Ramsey wished Ms. Melodia good luck, expressed his support, and spoke about the importance of focus and commitment to have success. Mr. Medrano expressed the full support for the project and wished Ms. Melodia good luck. Ms. Valencia offered congratulations and good luck, thanking Ms. Melodia for the wonderful presentation. Ms. Miles praised the presentation which was also made at the Academic Subcommittee and said that with the staff and parents on board, the school is bound for success. Mr. Thurmond expressed thanks for the presentation and praised the staff for their commitment. Mr. Thurmond inquired about longer days and safety issues. Ms. Melodia responded. Superintendent Harter commented on the requirements for a city paid crossing guard, and the volume of traffic on Sixth and Chanslor Streets. Mr. Medrano inquired about the abandoned homes in the neighborhood. Ms. Melodia responded. President Kronenberg asked what would happen if the District did not win the grant. Ms. Rashidchi responded. President Kronenberg inquired about communication with the United Teachers of Richmond and the need for a fully signed Memorandum of Understanding. Ms. Rashidchi responded. Mr. Thurmond commended the Board and staff for their support. He proposed that at a future meeting, the Board consider formal adoption of a program for Lincoln by the city and county and local businesses to bring in additional resources.

**MOTION: Mr. Thurmond moved to approve Item F.1 School Improvement Grant (SIG) Application for Lincoln School. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Mr. Thurmond, Student Representative Valencia (advisory vote only) and President Kronenberg voted yes with no abstentions and no absences. Motion carried 5-0-0-0.**

**D.5 Standing Reports**

**Community Budget Advisory Committee.** Charles Cowens, Chair, said that the May meeting was rescheduled to June 24 at 6:30 PM at Alvarado Adult School. He expressed appreciation that the District homepage is being kept up to date of all committee meetings.

**Community Bond Oversight Committee.** Robert Studdiford, Vice Chair, spoke about the recent tour of the new Helms Middle School. Mr. Medrano welcomed a new appointment, Ivette Ricco, to the CBOC.

**Academic Subcommittee.** Ms. Rashidchi reported on two agenda items at the last meeting, the SIG for Lincoln Elementary School and the presentation from the Alameda County Office of Education on strategies for math



programs for students and staff. Ms. Miles and Mr. Greer provided additional information on the math enrichment program.

**Youth Commission.** Mr. Thurmond said the Youth Commission is wrapping up its work for the year and interviewing candidates for the next school year. He invited Board Members to a wind-down event on Friday, June 11 that will celebrate graduating seniors.

**Safety Committee.** Mr. Thurmond said the Safety Committee took up the issue of truancy prevention and several students from all high school spoke about the cause of truancy and how to prevent it. President Kronenberg said it is important have a more comprehensive conversation around truancy and welcomed anyone to participate.

**Facilities Subcommittee.** Mr. Medrano reported the next meeting will be June 9, 4:00 to 6:00 PM.

**Ivy League Connection.** Mr. Ramsey said they will be visiting about 25 colleges this summer and will be setting up events to engage admissions officers. Mr. Thurmond commented on his attendance at the Cornell dinner and offered congratulations to Mr. Ramsey, President Kronenberg and Don Gosney for putting together a great program. President Kronenberg spoke about the different ways in which the program is expanding and directed those interested to: [ivyleagueconnection.blogspot.com](http://ivyleagueconnection.blogspot.com). Mr. Medrano spoke about the multicultural event with Brown University at LaStrada Restaurant, saying it was a very effective presentation.

**D.6 In Memory of Members of the School Community**

Dr. Harter recognized contributions of members of the community who have passed away,

**Board Comment:**

Mr. Ramsey commented that prior to 1965, the District was called the Richmond Union School District.

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

**E.1 Superintendent's Report**

Superintendent Harter reported on the District bond construction program and the contributions it has made and said he is looking forward to continuing and expanding the program.

**E.2 WCCUSD Public Comment**

**Public Comment:** Charles Cowens, Robert Studdiford

**Board Comment:**

Mr. Thurmond responded to Mr. Cowen's request for an update on the funds the District is to receive from the City of Richmond to keep three Richmond schools open in 2010-11, and said he wanted to make sure the public understood that no schools will be closing in the coming school year.

Mr. Ramsey commented that Lake and Shannon Elementary Schools are also part of this issue, clarifying that the WCCUSD Board of Education did not spearhead the Save Our Schools Initiative.

**F. ACTION ITEMS**

**F.1 School Improvement Grant (SIG) Application for Lincoln School**

*This item was moved to follow Item D.4.*

**F.2 Resolution No. 92-0910 Intention to Levy Assessments for Fiscal Year 2010-11, Preliminarily Approving Engineer's Report and Providing for Notice of a Public Hearing**

*This item was moved to follow Item G.1*

**G. DISCUSSION ITEMS**

**G.1 Richmond College Prep K-5 Charter**

*This item was moved to follow Item D.1*

## **G.2 Preliminary Budget for 2010-11**

Ms. Gamba provided a brief report on the preliminary budget for 2010-11, focusing on issues around the May Revision of the Governor's budget proposal, oversight of the state budget at the Governor's level and how it will affect the West Contra Costa School District. Ms. Gamba commented that for the most part, the May Revision contains no further cuts to K-12 education other than what was anticipated in January; however, there has been a revision in how those cuts were calculated since January and that just the revision of how they do the math on those cuts has changed our estimate to an additional \$1.2 million in cuts to our school district.

### **Board Comment:**

Ms. Miles asked for further clarification of the possibility of additional cuts. Ms. Gamba explained that the Governor's May Revision had changed some of the mathematical formularies which school districts relied on in the past, leaving the District with shorter money than was anticipated in January.

Ms. Miles commented on the need to be pro-active in planning for the 2011-12 budget, and inquired about plans for property sale and leasing. Mr. Fay responded that a real estate consultant has been engaged and will be providing information.

Mr. Ramsey thanked Ms. Gamba for the report, saying the State of California has made it clear that schools must find funding locally. He asked Ms. Gamba for an update on Qualified School Construction Bonds (QSCBs). Ms. Gamba responded indicating the deadline will be met and the process completed before the next board meeting on June 22.

Mr. Medrano asked that Ms. Gamba clarify what QSCBs are for the public audience. Ms. Gamba said that Qualified School Construction Bonds, are a method of issuing bonds against a current bond measure already voted on by our voters, and are part of the federal stimulus package providing an interest subsidy back to the taxpayers of our community. She further clarified this is part of the overall planning process the Board is engaged in to build facilities out as planned.

Mr. Thurmond asked that Ms. Gamba continue to provide feedback regarding the Helms School community as it relates to QEIA funding and class size reduction. Ms. Gamba responded, saying the state has not been reliable and has been late provided funding.

Mr. Thurmond asked whether the schools are still held to the obligations if the money comes late. Ms. Rashidchi responded yes, schools are still held accountable for the goals that were put in place for the QEIA legislation.

President Kronenberg commented that the State of California is not a reliable partner in funding this school district, and it is clear that we must find additional resources.

## **G.3 Status Reports – Facilities Planning and Construction**

Mr. Savidge provided a brief review of the District's facilities planning and construction projects, including an update on the fire restoration of the Administration Building at Crespi Middle School.

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

None

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

Ms. Valencia thanked the Board for the opportunity to serve.

Mr. Ramsey wished congratulations to all graduating seniors and their families.

Mr. Medrano thanked Mr. Savidge and SGI for the Open House at Helms Middle School. He said that he attended the Reclassification Ceremony at the Richmond Civic Center where over 900 students were honored, and thanked the Board for their support of the Arizona Resolution and for supporting human and civil rights of individuals living in Arizona.

Ms. Miles congratulated all graduates, and in particular those at Middle College who also received their AA degree. She acknowledged the teachers who are closing down the schools at a stressful time of year.

Mr. Thurmond expressed his interest in and support for the Arizona Resolution, although he was unable to be present for the vote. He offered congratulations to all graduates and announced the Honor Roll Barbeque Saturday, June 5, thanking fellow Board members for making the statement that this Board supports academics. Superintendent Harter said there was a phenomenal response of over 2,000 students and family members who have committed to attend the event.

President Kronenberg said that neither she nor Mr. Ramsey will be in town on July 21<sup>st</sup> and asked whether the other Board members would consider changing the meeting date. The Board, by consensus, agreed to change the date to July 28<sup>th</sup>.

President Kronenberg encouraged everyone to vote on June 8, when Measure D will be on the ballot. She congratulated all those graduating and also the teachers, administrators, classified and members of the District family who worked so hard this year.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**  
Lovonya DeJean Middle School – June 22, 2010

**K. ADJOURNMENT**  
President Kronenberg adjourned the meeting at 9:55 PM.

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

BH:pr

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 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 June 22, 2010.

**Recommendation:** Recommend Approval

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

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

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
Administrator Training Program  Resource # 4036	\$863 Amendment #2 7/1/08 - 9/1/10	California Department of Education - Administrative and Fiscal Services Office	For Administrator Training  PCA # 14344-00
Early Head Start Program Enhancement Services At Cameron	\$58,800  7/1/10 - 12/31/10	Contra Costa County Employment & Human Services	Head Start Program for fourteen students at Cameron  Contract # 38-865-6

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 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 June 22, 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.

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

West Contra Costa Unified School District  
 June 22, 2010 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Richmond Elem. School, Inc.	School Supplies	\$585.00	Comm. Engagement Dept.
23 <sup>rd</sup> Street Merchants Assoc.	Reclassification Ceremony	\$250.00	English Learner Dept.
United Teachers of Richmond	Reclassification Ceremony	\$100.00	English Learner Dept.
Hanna Ranch PTA	School Supplies	\$1,124.37	Hanna Ranch Elementary
Ms. Debora Martinez	Donation for Digital Sign	\$100.00	Kennedy High School
The West County Public Ed Fund	Close-Up Going to Washington	\$500	Kennedy High School
Chevron Humankind	Temporary Teacher	\$500.00	Lupine Hills Elementary
Chevron	Football AASU	\$122.52	Pinole Valley High School
Gateway Travel/Ms Fimi Schultz	*Office Furniture & Maps	\$5,000.00	Richmond High School
Roberto Arias	Elementary Instr. Music	\$20.00	Stewart Elementary
Alexander C. Belan	Elementary Instr. Music	\$20.00	Stewart Elementary
Norberto Castro	Elementary Instr. Music	\$20.00	Stewart Elementary
Rodelson . Farrales	Elementary Instr. Music	\$10.00	Stewart Elementary
Francis Feliciano	Elementary Instr. Music	\$20.00	Stewart Elementary
Michelle D. Jerge	Elementary Instr. Music	\$20.00	Stewart Elementary
Roel Lapitan	Elementary Instr. Music	\$20.00	Stewart Elementary
Michelle D. Jerge	Elementary Instr. Music	\$20.00	Stewart Elementary
Jose L. Moran	Elementary Instr. Music	\$20.00	Stewart Elementary
Francisco Mendez	Elementary Instr. Music	\$20.00	Stewart Elementary
Kevin Da Moude	Elementary Instr. Music	\$60.00	Stewart Elementary
Vivien Pajar	Elementary Instr. Music	\$40.00	Stewart Elementary
Dominic Quinonez	Elementary Instr. Music	\$20.00	Stewart Elementary
Alfredo Saucedo	Elementary Instr. Music	\$20.00	Stewart Elementary
Juan Villalobas	Elementary Instr. Music	\$20.00	Stewart Elementary
Levin Richmond Terminal Corp	Honor Roll BBQ	250.00	WCCUSD Honor Roll Event

\*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**

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**To:** Board of Education

**Meeting Date:** June 22, 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 June 22, 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

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<b><u>School</u></b>	<b><u>Fund-Raising Activity</u></b>	<b><u>Activity Sponsor</u></b>
El Cerrito High School	Photo Album Fundraiser	El Cerrito and local State and National Businesses
Pinole Valley High School	Car Washes – Held off site	Pinole Valley High School and State Farm Insurance in Pinole

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:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.4

**Subject:** Procurement Contracts for the School Year 2010-11

**Background Information:** Under Public Contract Code Section 20118 (K-12) our District is able to utilize the following procurement contracts which have been publicly bid, or negotiated for the use by other public entities. These contracts will be utilized during the school year 2010-11. The contracts will allow the District to procure classroom and teacher materials and supplies, along with computers, equipment, and services at a discounted rate saving the District time and money.

Alameda County Corporate Purchasing Agreement  
Alameda County Office of Education Cooperative Purchasing Program  
Apple Computer, Inc  
AUSD – Bid #2005-110 (Southwest School and Office Supplies)  
California Multiple Award Schedules (CMAS)  
CalSave  
Cisco WSCA Contract 7-08-70-13  
County of Los Angeles #43469  
Microsoft Academic SLP #SLP-07-70-0025G  
National Joint Powers Alliance (NJPA)  
NJPA Emergency Response Equipment #032509-CDWG  
School Specialty California Educational Resource Program Contract #V-4  
Toshiba America Business Solutions, Inc. (TABS) Glendale USD Contract #P-12  
The Cooperative Purchasing Network (TCPN)  
US Communities Government Purchasing Alliance  
Western States Contracting Alliance (WSCA) Master Agreement #A63307

**Recommendation:** Recommend approval to utilize the above contracts

**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:** June 22, 2010

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

**Agenda Item:** CI C.5

**Subject:** Disposal of Obsolete and Damaged District Personal Property for the  
School Year 2010-11

**Background Information:** Per Board Policy BP 3279 Sale and Disposal of Books, Equipment and Supplies (Personal Property) and Administrative Regulation AR 3270 the Governing Board recognizes that the District may own personal property which is unusable, obsolete, or no longer needed by the district. The Purchasing Department shall arrange for the sale or disposal of District personal property in accordance with Board policy and the requirements of state law.

**Recommendation:** Recommend approval.

**Fiscal Impact:** No cost to the District

DISPOSITION BY BOARD OF EDUCATION

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

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

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI c.6

**Subject:** Contracted Services

**Background Information:** Permission is requested of the Board of Education to approve the following contracts for services as detailed on the attached sheets dated June 22, 2010.

**Recommendation:** Recommend Approval

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

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

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

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<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
Business Services	7/1/10 Thru 6/30/11	School Innovations and Advocacy R20936	\$53,000 Fiscal Services	To assist the district in the preparation and filing of reimbursement and estimated claims for mandated costs.

## CONTINUING CONTRACTED SERVICES

The following continuing services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONTRACTOR NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
Associate Superintendent Educational Services	7/1/2010 Thru 6/30/11	Riverside Publishing	\$102,203 No Child Left Behind	For use of internet based assessment and instructional tools which are accessible through the URL and other sites owned or operated by Edusoft and West Contra Costa Unified School District.
Central Copy Department	7/1/2010 Thru 6/30/11	Oce North America Inc.	\$98,693 Copy Central	Maintenance agreement for the equipment and printers in the District Print Shop
Facilities/Bond Program	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$94,708 Measure J	Continuing contract for 19 Modular's Located at Ford Elementary School.
Facilities/Bond Program	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$154,248 Measure J	Continuing contracts on Bond Leased Modular's located at Ford Elementary School campus.
Facilities/Bond Program	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$86,100 Measure J	Continuing contracts on Bond Leased Modular's located at Pinole Middle School Campus.
Facilities/Bond Program	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$77,898 Measure J	Continuing contracts on Bond Leased Modular's located at De Anza High School campus.
Facilities/Bond Program	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$113,700 Measure J	Continuing contract for 6 Bond Leased Modular's on the Leadership Public School temporary campus.
Risk management-liability	7/1/2010 Thru 6/30/11	Northern California Relief	\$1,275,697 Self Insurance	Premiums for property liability, electronic data processing equipment, crime, equipment breakdown and excess liability.
Information Technology	7/1/2010 Thru 6/30/11	Blackboard Incorporated	\$117,278 Data Processing Services	Provide blackboard connect ed services to send notifications home to parents/guardians. Customer can send unlimited anytime messages to parents, administrators, faculty, staff & board members.
Information Technology	7/1/2010 Thru 6/30/11	Sungard Bi-Tech Inc	\$275,400 Data Processing Services	Bi-Tech management License and Support Agreement - Business & Human Resource Software
Information Technology	7/1/2010 Thru 6/30/11	Uptime Resources	\$90,000 Data Processing Services	Service Agreement to provide printer supplies and services as stated in proposal entitled "Total Printer management".
Information Technology	7/1/2010 Thru 6/30/11	Sprint	\$160,000 Utilities Communication	For Nextel/Sprint cell phone services for the West Contra Costa Unified School District.
Maintenance & Operations	7/1/2010 Thru 6/30/11	Olympian	\$180,000 Maintenance Vehicle	Encumber funds for renewal of continuing contract to purchase fuel for district vehicles and additional supplies for the 2008-09 year. Fuel purchased via "card lock svstem".

CONTINUING CONTRACTED SERVICES

The following continuing services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONTRACTOR NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
Maintenance & Operations	7/1/2010 Thru 6/30/11	Golden Bear Transfer Station	\$50,000 Operations Utilities	Continuing contract for the disposal of trash for the West Contra Costa Unified School District Maintenance and Operations Departments
Maintenance & Operations	7/1/2010 Thru 6/30/11	Siemens Building Technologies	\$56,646 Security	Perform the required annual test and inspection of the fire alarm system, Using NFPA recommended functional test frequencies and methods.
Maintenance & Operations	7/1/2010 Thru 6/30/11	Communication Service Company	\$61,920 Security	Contract services for annual monitoring of all West Contra Costa USD sites for the fire alarm.
Operational Support Services	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$51,420 Capital Facilities	Continuing contract for 6 Modular's Located at 2465 Dolan Way North Campus.
Operational Support Services	7/1/2010 Thru 6/30/11	Mobile Modular Management Corporation	\$71,712 Capital Facilities	Continuing contract for 11 District Leased Modular's on the Hercules Middle School Campus.

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:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.7

**Subject:** Notification of Claims Rejected

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

**Recommendation:** Ratify the rejection of claims

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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



West Contra Costa Unified School District  
June 22, 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>
Portola Middle School	3/8/10	District Student	Personal Injury	Rejected
Richmond High School	10/24/09	Jane Doe, et al (City of Richmond)	Personal Injury	Rejected
Portola Middle School	12/18/09	Mustapha Cannon	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**

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**To:** Board of Education

**Date:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.8

**Subject:** Notification of Claims Approval and Settlement Payments

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

**Recommendation:** Ratify the authorized approval of claims 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  
June 22, 2010

2009-2010 CLAIM SETTLEMENT

<u>Plaintiff</u>	<u>Defendant</u>	<u>Settlement</u>
California Casualty Insurance	WCCUSD	\$4873.03
Reliant General Claims	WCCUSD	\$1321.01

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:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.9

**Subject:** Summary of Payroll and Vendor Warrant Reports

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

Total of payroll warrants: \$ 9,652,824

Total of vendor warrants: 19,844,631

**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 : May 2010

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Regular	598947	599778	2,017,861	16,521,445	18,539,305
Reg. EFT	265017	266983	5,956,596	45,556,191	51,512,788
Variable	597552	598877	884,315	7,976,042	8,860,358
Var. EFT	263729	265016	747,794	6,869,310	7,617,103
Special	598878	598946	37,402	293,966	331,368
Special EFT				0	0
Typed	297058	297073	18,557	132,276	150,833
BENEFITS	577523	577791		130,698	130,698
Cancelled	Various	Various	(9,701)	(133,811)	(143,512)
Totals			9,652,824	77,346,117	86,998,941

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: May 5, 2010

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	425347	425433	6,286,871	77,688,707	83,975,578
7706	CAFETERIA	425361	425556	33,562	4,253,953	4,287,515
7707	CHILD DEVELOPMENT	425359	425359	266	251,136	251,402
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	425469	425511	52,442	5,108,296	5,160,738
7710	BUILDING	425357	425537	677,567	49,760,152	50,437,719
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				2,996,532	2,996,532
7713	STATE SCHOOL LEASE/PURCHASE					0
7714	COUNTY SCHOOL FACILITIES					0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY					0
7719	CHARTER SCHOOL					0
7725	MRAD					0
7728	DEBT SERVICE					0
7744	RETIREE BENEFITS	425370	425563	6,255	278,679	284,934
7770	ADULT EDUCATION	425359	425515	9,874	244,829	254,703
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING				50,324,759	50,324,759
	TOTALS			7,066,837	192,246,338	199,313,175

*Christina J. Long*  
Prepared By

*J. Gow*  
Accounting Supervisor

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

PAYMENT

PAGE-2

DATE: May 12, 2010

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	425595	425787	311,073	83,975,578	84,286,651
7706	CAFETERIA	425609	425786	170,968	4,287,515	4,458,483
7707	CHILD DEVELOPMENT	425747	425747	1,707	251,402	253,109
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	425677	425733	25,830	5,160,738	5,186,568
7710	BUILDING	425594	425785	1,028,851	50,437,719	51,466,570
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY	425616	425782	146,643	2,996,532	3,143,175
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				284,934	284,934
7770	ADULT EDUCATION	425614	425781	6,347	254,703	261,050
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING				50,324,759	50,324,759
	TOTALS			1,691,419	199,313,175	201,004,594

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

PAYMENT

DATE: May 24, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	425790	425873	985,248	84,286,651	85,271,899
7706	CAFETERIA	425816	426058	140,060	4,458,483	4,598,543
7707	CHILD DEVELOPMENT	426041	426041	804	253,109	253,913
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,186,568	5,186,568
7710	BUILDING	425803	426081	769,443	51,466,570	52,236,013
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				3,143,175	3,143,175
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				284,934	284,934
7770	ADULT EDUCATION	425801	426063	3,128	261,050	264,178
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING				50,324,759	50,324,759
	TOTALS			1,898,683	201,004,594	202,903,277



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

PAYMENT

DATE: May 24, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	426088	426272	713,769	85,271,899	85,985,668
7706	CAFETERIA	426137	426242	1,218	4,598,543	4,599,761
7707	CHILD DEVELOPMENT	426098	426098	328	253,913	254,241
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	426109	426186	19,957	5,186,568	5,206,525
7710	BUILDING	406089	426270	2,820,856	52,236,013	55,056,869
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY	426098	426217	35,491	3,143,175	3,178,666
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				284,934	284,934
7770	ADULT EDUCATION	426105	426233	6,853	264,178	271,031
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING				50,324,759	50,324,759
	TOTALS			3,598,472	202,903,277	206,501,749

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

PAYMENT  
DATE: May 6, 2010

PAGE-5

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				85,985,668	85,985,668
7706	CAFETERIA				4,599,761	4,599,761
7707	CHILD DEVELOPMENT				254,241	254,241
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,206,525	5,206,525
7710	BUILDING				55,056,869	55,056,869
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				3,178,666	3,178,666
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				284,934	284,934
7770	ADULT EDUCATION				271,031	271,031
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING	425568	425593	802,193	50,324,759	51,126,952
	TOTALS			802,193	206,501,749	207,303,942

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

PAYMENT

DATE: May 28, 2010

PAGE-6

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				85,985,668	85,985,668
7706	CAFETERIA				4,599,761	4,599,761
7707	CHILD DEVELOPMENT				254,241	254,241
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				5,206,525	5,206,525
7710	BUILDING				55,056,869	55,056,869
7711	CAPITAL FACILITIES				453,623	453,623
7712	SELF INSURANCE PROPERTY & LIABILITY				3,178,666	3,178,666
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				284,934	284,934
7770	ADULT EDUCATION				271,031	271,031
7785	DEFERRED MAINTENANCE				885,672	885,672
7701	PAYROLL REVOLVING	426273	426331	4,787,027	51,126,952	55,913,979
	TOTALS			4,787,027	207,303,942	212,090,969

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:** June 22, 2010  
**From:** Sheri Gamba **Agenda Item:** CI C.10  
Associate Superintendent Business Services  
**Subject:** Resolution 94-0910 In Support of Robles-Wong v. California Challenging the State's School Finance System

**Background Information:**

On May 20, 2010, a historic lawsuit was filed against the State of California requesting that the current education finance system be declared unconstitutional and that the State be required to establish a school finance system that provides all students an equal opportunity to meet the academic goals set by the State.

The case, Robles-Wong, et al. v. State of California, asks the court to compel the State to align its school finance system-its funding policies and mechanisms-with the educational program that the State had put in place.

This lawsuit was brought forth by a broad coalition, including more than 60 individual students and their families, nine school districts from throughout the State, the California School Boards Associate (CSBA), California State PTA, and the Association of California School Administrators (ACSA).

**Recommendation:** Approval of Resolution 94-0910 In Support of Robles-Wong v. California

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

**West Contra Costa Unified School District  
Resolution No. 94-0910**

**Resolution in Support of Robles-Wong v. California  
Litigation Challenging the State's School Finance System**

**WHEREAS**, education is a fundamental right of every child in California; and

**WHEREAS**, California's constitution requires a public school system that prepares students to become informed citizens and productive members of society; and

**WHEREAS**, California has set clear requirements for what schools are expected to teach and what students are expected to learn; and

**WHEREAS**, the State has an obligation to maintain and support a school finance system that provides districts and county offices of education the resources necessary to meet these requirements; and

**WHEREAS**, California's school finance system is unsound, unstable, insufficient, and thus unconstitutional; and

**WHEREAS**, the State's school finance system prevents West Contra Costa Unified School District from providing all of the education programs and services our students need to become proficient in the State's academic standards and to obtain a well-rounded education; and

**WHEREAS**, as a result of the broken school finance system, students are being denied the opportunity to master the required education program; and

**WHEREAS**, severe budget cuts over the last several years have made a dire situation worse by forcing districts to increase class size, lay off teachers, eliminate many programs necessary to support student learning and well-being; and

**WHEREAS**, the lawsuit, *Robles-Wong v. California*, filed on May 20, 2010 in Alameda County seeks to remedy the broken school finance system by (1) declaring it unconstitutional and (2) requiring State lawmakers to uphold their constitutional duty to design and implement a school finance system that provides all students equal access to the required education program; and

**WHEREAS**, filing this lawsuit was a last resort—the Governor and lawmakers have known for some time that the current school finance system is harming students, schools and districts, and they have done nothing to remedy the crisis; and

**WHEREAS**, the West Contra Costa Unified School District believes it is imperative to provide a sound, stable, and sufficient school finance system so that all children have equal educational opportunities;

**NOW, THEREFORE, BE IT RESOLVED** that West Contra Costa Unified School District strongly supports *Robles-Wong v. California*, the litigation challenging the State's school finance system.

**PASSED AND ADOPTED** by the Board of Education of the West Contra Costa Unified School District on the twenty-second day of June 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 June 22, 2010.

---

Bruce Harter  
Secretary, Board of Education

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.11

**Subject:** Agreements for Nonpublic, Nonsectarian School/Agency Services

**Background Information:** Permission is requested of the Board of Education to approve the Master Contracts between the District and named schools/agencies for nonpublic, nonsectarian school/agency services for the period of July 1, 2010 through June 30, 2011.

**Recommendation:** Recommend Approval

**Fiscal Impact:** \$7,500,000.00 Non-LCI / LCI

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

**CONTRACT FOR NON-PUBLIC SCHOOLS / AGENCIES 2010-2011 BOARD APPROVAL**

<b>Name of School</b>	<b>Address</b>	<b>City / State</b>	<b>Zip</b>
1 Jean Weingarten Peninsula	3518 Jefferson Ave.	Redwood City	94062
2 A Better Chance School	4138 Lakeside Drive	Richmond	94806
3 Aldea School	4002 Jefferson Street	Napa	94558
4 Aspen Ranch	2000 West Dry Valley Road	Loa, UT	84747
5 CEID	1035 Grayson	Berkeley	94710
6 Challenge to Learning	924 Balboa Street	San Francisco	94118
7 Childrens Learning Center	1910 Central Avenue	Alameda	94501
8 Copper Hills Youth Center	5899 W. Rivendell Drive	West Jordan, UT	84088
9 Devereux Foundation	5850 T.G. Lee Boulevard, Suite 400	Orlando, FL	32822
10 Edgewood Children's Center	1801 Vicente Street	San Francisco	94116
11 Excelsior Youth Center	15001 E. Oxford Avenue	Aurora, CO	80014
12 Family Life Center	365 Kuck Lane	Petaluma	94952
13 Keystone Education	11980 Mt. Vernon	Grand Terrace	92313
14 La Cheim School/Michael Thomas	1 Bolivar Drive	Berkeley	94710
15 Lincoln Child Center	4368 Lincoln Avenue	Oakland	94602
16 Lynn Center	950 El Pueblo Avenue	Pittsburg	94565
17 Milhous School, Inc	10591 Milhous Drive	Nevada City	95959
18 Oakhill School	300 Sunny Hills Dr., Building 6	San Anselmo	94960
19 Raskob Day School	3520 Mountain Boulevard	Oakland	94619
20 Sands Path Academy	1218 S. Van Ness Avenue	San Francisco	94110
21 Seneca Center	2275 Arlington Drive	San Leandro	94578
22 Spectrum Center	16360 San Pablo Ave	San Pablo	94806
23 Springstone Community High School	1085 Carol Lane	Lafayette	94549
24 Star Academy	4470 Redwood Highway	San Rafael	94903
25 Starlight	455 Silicon Valley Blvd.	San Jose	95138
26 Sunny Hills Children's Services	300 Sunny Hills Drive	San Anselmo	94960
27 Via Center	2126 Sixth Street	Berkeley	94710

<b>Name of Agency</b>	<b>Address</b>	<b>City / State</b>	<b>Zip</b>
1 Accentcare Home Health	2300 Contra Costa Blvd #125	Pleasant Hill	94523
2 Alta Bates Summit Medical Center (Herrick Campus)	2001 Dwight Way	Berkeley	94704
3 Augmentative Communications & Technology (A.C.T.S.)	350 Santa Ana Avenue	San Francisco	94127
4 Beyond the Classroom	3020 El Cerrito Plaza #125	El Cerrito	94530
5 CARD Center for Autism Related Disorders	19019 Ventura Blvd., Suite 300	Tarzana	91356
6 Career Staff Unlimited	5000 Hopyard Road #220	Pleasanton	94588
7 Center for Accessible Technology	2547 8th Street, 12-A	Berkeley	94710
8 Children's Hospital Autism Intervention	747 52nd Street	Oakland	94609
9 Contra Costa County Office of Education/JPA	77 Santa Barbara Road	Pleasant Hill	94523
10 Contra Costa ARC/George Miller Pool	20 Allen Street, #120	Martinez	94553
11 Contra Costa Health Department/Mental Health	525 Green Street	Martinez	94553
12 Donna Slater, OTR/L	2350 Farnsworth Drive	Livermore	94551
13 Dori Maxon	5830 Sacramento Avenue	Richmond	94804
14 East Bay Therapy/Bonnie Groth	2307 Grosvenor Heights Court	Livermore	94550
15 Ed Support Services	5426 Brookdale Ave.	Oakland	94619
16 Educational Based Services (EBS)	343 Soquel Avenue	Santa Cruz	95062
17 Faltz Associates, Inc	4279 Piedmont Avenue	Oakland	94611
18 Global Health Care	433 N 4th Street, Suite 101	Montebello	90640
19 Hallsten Speech Pathology	2436 Woolsey Street	Berkeley	94705
20 Hearing Conservation	10952 South Airport Way	Manteca	95336
21 Holly Kaiser Therapy	321 Karen Way	Tiburon	94920
22 Imagine Consulting	15 W. Santa Inez Avenue	San Mateo	94402
23 Interpreting and Consulting Services	836 B Southhampton Rd #353	Benicia	94510
24 Lindamood Bell	416 Higuera Street	San Luis Obispo	93401
25 MacMillian, Anne	85 Crestmont Drive	Oakland	94619
26 Maxim Health Care	1900 Powell Street, Suite 450	Emeryville	94608
27 Method Management Consultants	2725 Broderick Street	San Francisco	94123
28 Pacific Child & Family Associates	410 Arden Ave., #203	Glendale	91203
29 Professional Tutors of America	3350 East Birch Street, Suite 108	Brea	92521
30 Progressus Therapy	2701 N. Rocky Pt. Drive #650	Tampa, FL	33607
31 Quality Behavioral Outcomes	4900 Hopyard Road #100	Pleasanton	94588
32 Rose Stamm/OT/Cameron	6753 Glen Mawr Avenue	El Cerrito	94530
33 Speech Pathology/Susan Stark	2021 Ygnacio Valley Road, C-201	Walnut Creek	94598
34 STE Consultants	2560 9th Street, Suite 319A	Berkeley	94710
35 The Independent Speech Pathology Network	1 Peralta Court	Moraga	94556
36 Welcome Transport Group	1542 Sherman Street	Alameda	94501
37 Williams-Masters, Donna	16032 Windsor Drive	San Leandro	94578
38 Yellow Cab Express	771 McLaughlin Street	Richmond	94805

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

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

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**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Doug Gephart, *Dmg* **Agenda Item:** CI C.12  
Interim, Assistant Superintendent Human Resources  
**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**

June 22, 2010

FOR INFORMATION ONLY

**CERTIFICATED BOARD CHANGES****TERMINATE/RETIRED**

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
ALFRED	MARTIN	BAYVIEW	INTERVENTION TEACHER	RESIGN	5/8/2010
CAROL	AKINS	Pinole Middle	NSH SEI	RETIRE	6/11/2010
MICHAEL	ANDERSON	GOMPERS	MATH SEI	TERMINATE	6/11/2010
LESSIE	BARNES	OHLONE	2ND SEI	RETIRE	6/11/2010
KATHARYN	BATEMAN	STEWART	1ST SEI	RETIRE	6/11/2010
FELICITY	BENSCH	EL CERRITO HIGH	ELD/SOC SCI SEI	RETIRE	6/11/2010
SUSAN	BERRY	HELMS	SCIENCE SEI	RETIRE	6/11/2010
ANDREW	BOZANT	EL CERRITO HIGH	MATH SEI	TERMINATE	6/11/2010
MICHAEL	CANAVAN	RICHMOND HIGH	ELD/LATIN SEI	RETIRE	6/11/2010
GEOFFREY	CANTRELL	DE ANZA HIGH	MATH SEI	RETIRE	6/11/2010
ROBERT	CHANCE	APE OFFICE	ADAPTIVE P.E.	RETIRE	6/11/2010
ELAINE	CLAUDEANOS	PSC	SCHOOL NURSE	RETIRE	6/11/2010
MARY	CLEMONS	GRANT	K SEI	RETIRE	6/11/2010
VICKI	COOTS	EL CERRITO HIGH	ART	RETIRE	6/11/2010
RENA	CUTRIGHT	HANNA RANCH	3RD SEI	RETIRE	6/11/2010
PEGGY	DABEL	HELMS	SCIENCE SEI	RETIRE	6/11/2010
SHARON	DEBOLT	VALLEY VIEW	3RD SEI	RETIRE	6/11/2010
ANA	EDGERTON	KENNEDY HIGH	ELD SEI	RESIGN	6/11/2010
TERESA	FELIX	HERCULES HIGH	PE/DANCE SEI	RETIRE	6/11/2010
ROBIN	FRANKLIN	GOMPERS	SCIENCE SEI	RETIRE	6/11/2010
ISABELLE	GASS	HELMS	MATH SEI	RETIRE	6/11/2010
MARILYN	GONZALEZ	DEJEAN	ENGLISH SEI	RETIRE	6/11/2010
ROGER TIMOTHY	GRICE	PSC	VI SEI	RESIGN	6/11/2010
DIANE	HALL	MONTALVIN	1ST SEI	RETIRE	6/11/2010
MICHAEL	HERROLD	HIGHLAND	4TH/5TH SEI	RETIRE	6/11/2010
TERRANCE	JAKES	DOWNER	4TH SEI	RETIRE	6/11/2010
JANA	JOHNSON	CRESPI	P.E. SEI	RETIRE	6/11/2010
ANNA	KRAUSE	KING	K SEI	RETIRE	6/11/2010
SWEE-CHIN JASMIN	KUAN LAU	OLINDA	K SEI	RETIRE	6/11/2010
SUEIYING	LEW	PSC	SCHOOL NURSE	RETIRE	6/11/2010
MARY	LUERSON	PINOLE VALLEY HIGH	ENGLISH SEI	RETIRE	6/11/2010
MARTIN	MAGID	LINCOLN	4th SEI	RETIRE	6/11/2010
CELESTE	MCALLISTER	CHAVEZ	6TH SEI	TERMINATE	6/11/2010
PATRICK	MONIS	HELMS	6TH SEI SELF CONTAINED	RETIRE	6/11/2010
SANDRA	MORALES-MILLER	CRESPI	SPECIAL ED	TERMINATE	6/11/2010
MARK	NEMOYTON	LUPINE HILLS	5TH SEI - 1YO	RETIRE	6/11/2010
FRANCES	NG	PSC	SCHOOL NURSE	RETIRE	6/11/2010
ROBERT	NICOL	Pinole Middle	PE SEI	RETIRE	6/11/2010
DOLORES	PEDROZA	DOVER	K APL	RETIRE	6/11/2010
PHILLIP	REDD	HERCULES MIDDLE	RSP SEI	RESIGN	6/11/2010
PATRICIA	RICE	SHANNON	4th SEI	RETIRE	6/11/2010
JOANNE	SCOTT	COLLINS	K SEI	RETIRE	6/11/2010
ANDRE	SHIE	EL CERRITO HIGH	MATH SEI	TERMINATE	6/11/2010
STEVEN	STEWART	STEWART	5TH SEI	RETIRE	6/11/2010

RONALD	STOLARZ	OHLONE	4th SEI	RETIRE	6/11/2010
JASON	STRICKLAND	HERCULES MIDDLE	PE SEI	TERMINATE	6/11/2010
JESS	STULLMAN	HARBOUR WAY	ENG/MATH SEI	TERMINATE	6/11/2010
PEGGY	SUGARS	SHANNON	3RD SEI	RETIRE	6/11/2010
CHRISTINE	TRAVERSO- PUCCINELLI	VALLEY VIEW	K SEI	RETIRE	6/11/2010
ELIZABETH	UNDERWOOD	MIRA VISTA	K SEI	RETIRE	6/11/2010
ADRIAN	VILCHEZ	RICHMOND HIGH	MATH SEI	RETIRE	6/11/2010
MORGAN	WATSON	PORTOLA	HISTORY SEI	RESIGN	6/11/2010
STEPHANIE	WHITBECK	TARA HILLS	1ST SEI	RESIGN	6/11/2010
CAROLYN	WILSON	COLLINS	K SEI	RETIRE	6/11/2010
NANCY	ZAPPARELLI	WASHINGTON	6TH SEI	RESIGN	6/11/2010
ADRIENNE	LAPIN	VISTA HILLS	PA - BTSA	RETIRE	6/16/2010
JAMERSINA	PRESTON	DEJEAN	VICE PRINCIPAL	RETIRE	6/16/2010
MARY	ALLEN	PSC	SPEECH	RETIRE	6/16/2010
CHRISTINA	MCCOY	ADULT ED	VICE PRINCIPAL	RETIRE	6/18/2010
SANDRA	RIED	PSC	SCHOOL PSYCHOLOGIST	RETIRE	6/18/2010
JAMES	ELLIS	HELMS	K-12 INSTRUCTIONAL SPECIALIST	RETIRE	6/24/2010
LINDA	ADAMS	STEGE	PRINCIPAL	RETIRE	6/26/2010
L. RENEE	FRANKLIN	SEAVIEW STAFF DEV.	COORDINATOR	RETIRE	6/26/2010

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

**From:** Doug Gephart,   
Interim, Assistant Superintendent Human Resources

**Agenda Item:** CI C.13

**Subject:** Routine Personnel Changes – Classified

**Background Information:**

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

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

**WEST CONTRA COST UNIFIED SCHOOL DISTRICT**

May 1, 2010 through May 31, 2010

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

OLIVIER, STACIA M	SCHOOL LUNCH WORKER I	RESIGNATION	5/25/2010
FERNANDEZ, LYDIA	SCHOOL LUNCH WORKER I	FAILURE TO RETURN FROM LEAVE	4/26/2010

**NEW HIRES**

BALOGUN, WAHEED A	DIRECTOR	FACILITIES	5/17/2010
BULOS, BETTY	SENIOR ACCOUNT CLERK	FISCAL SERVICES	5/24/2010
CARTER, ALICIA DENISE	SECONDARY SITE SUPERVISOR	EL CERRITO HIGH	5/10/2010
CHEATHAM, MERCEDES ARELY	SCHOOL LUNCH WORKER I	DEJEAN MIDDLE	5/12/2010
COMPTON KALFSBEEK, ROBERTA JUNE	SENIOR ADMIN SECRETARY	OPERATIONAL SUPPORT SRV	5/17/2010
ELLIS, JILL	TYPIST CLERK II	DE ANZA HIGH	5/20/2010
HASKINS, JENTRY TREMALE	CUSTODIAN	PINOLE MIDDLE	5/24/2010
LANDEROS, ALMA VEGA	SCH COMMUNITY WORKER	PINOLE VALLEY HIGH	5/05/2010
LOYOLA, MIGUEL ANGEL	CUSTODIAN	PERES	5/19/2010
MCPHERSON, DONALD	BUSINESS APPLICATION ANALYST	TECHNOLOGY	5/10/2010
MIXER, ANDREW K	BOND REGIONAL FACILITY PROJ MGR	FACILITIES	5/10/2010
MONTGOMERY, GERALD	SECONDARY SITE SUPERVISOR	HERCULES HIGH	5/10/2010
MOORE, KRISTINA L.	OFFICE MANAGER MIDDLE/JR HIGH	PINOLE MIDDLE	5/03/2010
MORRIS, EILEEN	SCHOOL LUNCH WORKER I	PORTOLA MIDDLE	5/12/2010
OLIVA, CARLOS	SCH COMMUNITY WORKER BILINGUAL	MONTALVIN	5/04/2010
RAMIREZ, FRANCISCO	TYPIST CLERK I	VERDE	5/03/2010
RAMIREZ-MENDOZA, SHEILA	SCH COMMUNITY WORKER BILINGUAL	DOVER	5/19/2010
RIDGE, DION JAMARI	MAILROOM TECH/DELIVERY WORKER	BINDERY/PRINTSHOP	5/05/2010
SOLORZANO, XIOMARA RAQUEL	FOOD SERVICE AIDE	STEWART	5/11/2010
THOMAS, RODRICK DAVID	SECONDARY SITE SUPERVISOR	RICHMOND HIGH	5/10/2010
TIPP, KYLE	MAILROOM TECH/DELIVERY WORKER	BINDERY/PRINTSHOP	5/05/2010
WARREN, JOSEPHINE	FOOD SERVICE AIDE	PERES	5/21/2010

**PROMOTIONS**

ALLISON, IVAN	CUSTODIAL SUPV JR HIGH SCHOOL	CRESPI JUNIOR	5/04/2010
CARRILLO, ROXANA	CUSTODIAN	OPERATIONS	5/27/2010
CHEUNG, IVAN	SCHOOL LUNCH WORKER II	NUTRITION CENTER	5/04/2010
GOCO, TOMAS ENRICO	ACCOUNTING SUPERVISOR	ACCOUNTING	5/19/2010
HAYES, ARNOLD	FIELD MAINT. LEAD WORKER	GROUNDS	4/29/2010
MELGOZA, CAROLINA	HEAD CUSTODIAN ELEMENTARY	KENSINGTON	5/26/2010
MENDOZA-MARTIN, MARTHA A	SCHOOL LUNCH CASHIER	HERCULES MIDDLE	5/11/2010
PALACIOS, DILCIA OLIVIA	SCH COMMUNITY OUTREACH SPECLST	BAYVIEW	5/03/2010
SCOLLARD, VERONICA H.	SCHOOL LUNCH WORKER II	NUTRITION CENTER	5/04/2010
TIMMONS, DONNA MARIE	OFFICE MANAGER MIDDLE/JR HIGH	PORTOLA MIDDLE	5/10/2010
VAZQUEZ JR, SERGIO	SR WAREHOUSE WORKER	WAREHOUSE	5/24/2010

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

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

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**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Doug Gephart **Agenda Item:** CI C.14  
Interim, Assistant Superintendent Human Resources  
**Subject:** Certificated Provisional Internship Permit (PIP) Request(s)

**Background Information:**

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully credentialed teacher cannot be found. The PIP is issued for one (1) year and is renewable one time only provided the teacher has taken all appropriate subject matter examinations, but has not yet passed those tests.

**Recommendation:** Recommend Approval

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

June 22, 2010

**Action Taken**

**District Interns/Preliminary  
Education Specialist**

Teach for America/Oakland Practitioner Teacher Program

	<u>SITE</u>	<u>ASSIGNMENT</u>
Erdman, Emily	Richmond High School	NSH
Granzotto, David	DeAnza High School	NSH
Husted, Eric	Tara Hills Elementary School	NSH
Nazario, Kevin	John F. Kennedy High School	RSP

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

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

**Agenda Item:** CI c.15

**Subject:** High School ELD Textbook Adoption

**Background Information:**

WCCUSD high school ELD teachers and district staff have piloted new ELD materials and are recommending the following textbook series for adoption:

9<sup>th</sup> – 12<sup>th</sup>: Longman's Keystone Series, including Keys to Learning

The materials have been available for public preview at Vista High, room 118, since June 9.

**Recommendation:** Approval

**Fiscal Impact:** \$92,000

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

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

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

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**To:** Board of Education

**Meeting Date:** June 22, 2010

**From:** Bruce Harter, Superintendent

**Agenda Item:** CI C.16

**Subject:** Approval of Board Member to Attend Conference

**Background Information:**

Board Bylaw 9250 stipulates members of the Board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044).

Board member Antonio Medrano will attend the NALEO 27<sup>th</sup> Annual Conference held in Denver, Colorado, June 24-26, 2010. NALEO is the National Association of Latino Elected and Appointed Officials.

Funds for Board travel and conference are budgeted and there is sufficient funding within that budget.

**Recommendation:**

That the Board authorize member Antonio Medrano to attend the NALEO Conference

**Fiscal Impact:** General Fund, approximately \$2000.00.

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:** June 22, 2010

**From:** Bruce Harter, Superintendent

**Agenda Item:** CI C.17

**Subject:** Change in Board Meeting Dates

**Background Information:**

Two Board members will be out of town for the regularly scheduled July 21, 2010, meeting. At the June 2, 2010 meeting the Board agreed by consensus to move the July 21 meeting to July 28, 2010.

**Recommendation:**

That the Board move the July 21, 2010, meeting to July 28, 2010

**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:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.18  
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: \$974,575. Funding sources as noted

DISPOSITION BY BOARD OF EDUCATION

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

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Helms Middle School Pedestrian & Traffic Safety Improvements  Measure J Bond	June 2010 thru August 2010	Luk and Associates	\$16,800	Civil Engineering services for work on Road 20 pedestrian safety, traffic, drop-off improvements.
Administration Building Upgrades  Special Reserve for Capital Facilities	June 2010 thru August 2010	Burks Toma Architects	\$7,175	Preparation of base drawings and building documentation for upcoming work.
Ohlone Elementary Existing Campus Roof Repairs  Measure J Deferred Capital Projects	June 2010 thru September 2010	Allana Buick and Bers	\$31,900	Roofing repairs documents, bidding, and construction administration.
Nystrom Elementary School Main Building Modernization  Measure J Bond	June 2010 thru July 2010	Interactive Resources	\$31,300	Additional services for revised existing at south property line.
Leadership Public Schools & Gompers Continuation High School  Measure J Bond	June 2010 thru August 2010	Luk and Associates	\$9,000	Topographic survey updates for replacement campus project.
Richmond HS Future Renovations  Measure J Bond	May 2010 thru August 2010	Baker Vilar Architects	\$64,500 + \$5,000 Reimburse expenses.	Master Planning for future projects. Ratify previous Board authorization with specific fee for services.
Valley View Elementary Future Reconstruction  Measure J Bond	May 2010 thru August 2010	DLM Architects	\$187,500 + \$10,000 Reimburse expenses.	Master Planning for future projects. Ratify previous Board authorization with specific fee for services.

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Fairmont Elementary Future Reconstruction  Measure J Bond	May 2010 thru August 2010	HY Architects	\$194,000 + \$10,000 Reimburse expenses.	Master Planning for future projects. Ratify previous Board authorization with specific fee for services.
Wilson Elementary Future Reconstruction  Measure J Bond	May 2010 thru August 2010	Interactive Resources	\$192,000 + \$10,000 Reimburse expenses.	Master Planning for future projects. Ratify previous Board authorization with specific fee for services.
Stege Elementary Future Reconstruction  Measure J Bond	May 2010 thru August 2010	Powell and Partners Architects	\$195,400 + \$10,000 Reimburse expenses.	Master Planning for future projects. Ratify previous Board authorization with specific fee for services.

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:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.19  
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: DeAnza HS Baseball Field; Multi-site Play Structures; Kennedy HS Fire Alarm Upgrade; Ford Elementary New Campus; El Cerrito HS Temp Campus Removal; and, Crespi Admin Fire Reconstruction. 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: **\$176,350.02.**

DISPOSITION BY BOARD OF EDUCATION

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

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

**June 22, 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	De Anza HS Baseball Field	Bay Cities Paving & Grading	\$1,350,000.00	\$44,906.00	\$15,953.61	\$0.00	\$60,859.61	4.51%	\$1,410,859.61	3
2	Multi-Site Play Structures	Gold Spring Construction	\$1,481,889.00	\$18,665.54	\$22,540.39	\$0.00	\$41,205.93	2.78%	\$1,523,094.93	3
3	Kennedy HS Fire Alarm	Emard Electric	\$516,500.00	\$0.00	\$2,915.00	\$0.00	\$2,915.00	0.56%	\$519,415.00	1
4	Ford ES New School	Alten Construction, Inc.	\$16,734,206.00	\$27,289.00	\$89,550.00	\$0.00	\$116,839.00	0.70%	\$16,851,045.00	4, 5
5	El Cerrito HS Portable Utility Removal & Site Work	Michael Paul Company, Inc.	\$326,662.00	\$0.00	\$3,348.00	\$0.00	\$3,348.00	1.02%	\$330,010.00	1
6	Crespi MS Fire Reconstruction	Bollo Construction	\$3,080,850.00	\$74,225.46	\$42,043.02	\$0.00	\$116,268.48	3.77%	\$3,197,118.48	6

Pending Board Actions	Ratifications	\$176,350.02
	Approvals	\$0.00
	<b>Total Board Action</b>	<b>\$176,350.02</b>

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

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

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

---

**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.20  
Associate Superintendent for Operations  
**Subject:** Nystrom Elementary Multi-Purpose Building Project Award of Contract

**Background Information:**

The first project to begin construction as a part of the approved master plan for construction at the Nystrom Elementary site is the new Multi-Purpose Building. This project includes a cafeteria, kitchen, community kitchen, support spaces, parent room, computer lab, and library/media center. The building is oriented and configured to compliment the City of Richmond's future reconstruction of the MLK Rec Center. The District and City are working together to execute a joint-use agreement related to this facility.

Interactive Resources completed plans and specifications for the project. The District conducted a public bid of the project. Bids were opened on June 10, 2010. Five Contractors submitted bids. They are as follows: Zovich and Sons \$5,750,000; Alten Construction \$5,497,000; AJF/BHM \$5,492,000; WA Thomas \$5,449,000; and, John Plane Construction \$5,240,107.

The lowest responsive, responsible bidder is John Plane Construction at \$5,240,107.

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

**Fiscal Impact:** \$5,240,107. Funded from 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**

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**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.21  
Associate Superintendent for Operations  
**Subject:** Stege Elementary School Emergency Repair Program Repairs Contract Award

**Background Information:**

The District has received funding from the State Emergency Repair Program (“ERP”) to replace the seriously deteriorated windows, restroom wall finishes, and retaining walls at Stege Elementary School. Two bid alternates were included with the bid for additional windows to supplement the base packaged. The smaller number of windows included in alternate 2 recommended for award and is within the project budget. HMR Architects prepared construction documents for the project.

The District conducted a public bid process for the project. Bids opened on May 18, 2010. Four Contractors submitted bids. They are as follows for base bid + alternate 2: NS Construction \$360,400; Pinguelo Construction \$280,356; Kel Tec Builders \$229,833; and, ERA Construction \$224,667. The lowest responsive, responsible bidder is ERA Construction at \$224,667.

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

**Fiscal Impact:** \$ 224,667. Funded from the Emergency Repair Program (“ERP”).

DISPOSITION BY BOARD OF EDUCATION

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

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



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

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

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**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.22  
Associate Superintendent for Operations  
**Subject:** Grant Elementary School Emergency Repair Program Repairs Contract Award

**Background Information:**

The District has received funding from the state Emergency Repair Program (“ERP”) to replace seriously deteriorated portables, complete dry rot repairs, replace Multi-Purpose flooring, remove and replace damaged windows for Grant Elementary School. HMR Architects prepared construction documents for the project.

The District conducted a public bid process for the project. Bids opened on May 20, 2010. Eight Contractors submitted bids. They are as follows for base bid + unit price hardware replacement: CF Contracting \$888,000; Page Construction \$664,299; Albay Construction \$639,600; Southland Construction \$561,913; KCK Builders \$545,500; B-Side Inc. \$515,150; ERA Construction \$506,627; and, JMA Construction \$498,000. The lowest responsible bidder is \$498,800.

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

**Fiscal Impact:** \$498,800. Funded from the Emergency Repair Program (“ERP”) with supplemental funding from the Deferred Capital Projects budget 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:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.23  
Associate Superintendent for Operations  
**Subject:** Gompers High School Demolition Building Project Award of Contract

**Background Information:**

The District has moved out of the seismically unsafe and extremely deteriorated older buildings at the Gompers High School site. The next step is to demolish the buildings to make way for the construction of the new permanent Leadership Public Schools campus and the new Gompers Continuation High School campus. The project includes hazardous materials abatement, including underground storage tank removal, demolition and extensive requirements for salvage and recycling.

Beverly Prior Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids opened on June 8, 2010. Five Contractors submitted bids. They are as follows: Grant McKay \$2,322,117; KMS \$2,187,390; Parc Services \$2,128,054; Evans Brothers \$1,693,000; and Cleveland Wrecking \$1,689,000. The apparent low bidder is Cleveland Wrecking at \$1,689,000.

After the receipt of bids, and in accordance with the timeframes in the contract documents, the second low bidder, Evans Brothers, filed a Bid Protest regarding the failure of the apparent low bidder, Cleveland Wrecking, to provide a notary acknowledgement for their Non-Collusion Affidavit. The District provided the bid protest to Cleveland Wrecking, which indicated that they had mistakenly left the notary document at their office at the time of bid. Staff also reviewed the protest with legal counsel. The requirement to provide a notary acknowledgement of the signature, at the time of bid, on this required bid document clearly stated on the face of the non-collusion affidavit. It is not recommended to waive this requirement. Therefore, recommended that the Cleveland Wrecking bid declared non-responsive.

The lowest responsive, responsible bidder is Evans Brothers at \$1,693,000.

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

**Fiscal Impact:** \$1,693,000. Funded from 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:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** CI C.24  
Associate Superintendent for Operations  
**Subject:** Kennedy High School Fence and Gates Project Award of Contract

**Background Information:**

The fences and gates at all areas of Kennedy High School are in need of upgrade to provide for additional security to the students and staff. This project designated as a priority during the master planning for the high school. The project includes replacement of all perimeter fences and gates, installation of new hardware, provision of wrought iron decorative fence and gates at the front of the campus. The work is consistent with the scope of similar projects completed at Hercules Middle High, Richmond High and El Cerrito High.

Powell and Partners Architects completed plans and specifications for the project. The District conducted a public bid of the project. Bids opened on June 8, 2010. Seven contractors submitted bids. They are as follows: Fence Corp. \$644,000; CF Contracting \$633,000; Golden Bay Fence \$599,633; NS Construction \$598,500; JDS Builders \$598,278; Crusader Fence \$467,000; and Chain Link Fence \$461,068. The apparent low bidder is Chain Link Fence at \$461,068.

After the receipt of bids, and in accordance with the timeframes in the contract documents, the second low bidder, Crusader Fence, filed a Bid Protest regarding the failure of the apparent low bidder, Chain Link Fence, to sign their bid form and proposal. The District provided the bid protest to Chain Link Fence, which provided a signed bid form after the fact. Staff also reviewed the protest with legal counsel. The requirement to sign the District's bid form and the proposal is fundamental to the documents required at the time of bid. The District has previously rejected a bid for this failure and recommended the requirement consistently applied. Therefore, recommended that the Chain Link bid declared non-responsive.

The lowest responsive, responsible bidder is Crusader Fence at \$467,000.

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

**Fiscal Impact:** \$467,000. Funded from 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**

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**To:** Board of Education **Meeting Date:** June 22, 2010  
**From:** Bill Fay **Agenda Item:** F.1  
Associate Superintendent for Operations  
**Subject:** Ratification of Ground Lease Agreement Between the West Contra Costa Unified School District and the City of San Pablo Regarding the Proposed Community Center at Helms Middle School

**Background Information:**

Education Code Section 10910 authorizes the governing body of any school district to grant the use of any building, grounds, or equipment of the district to any other public authority for community recreational purposes if such use will not interfere with use of the buildings, grounds, and equipment for any other purpose of the public school system.

The City of San Pablo ("City") is in need of a Community Center, which be used by the public and by the District for community purposes.

The District has determined that there is space for a Community Center on the Helms Middle School site, located at 2500 Road 20, San Pablo, CA. The Ground Lease Agreement grants a property interest to the City, which allows the City to pursue funding for the construction of the Community Center at Helms Middle School.

The material terms of the ground lease agreement provide that the City, at its sole cost and expense will construct and operate the Community Center in order to maximize use of the Community Center for community purposes. The development, use, and maintenance of the Community Center and the fulfillment generally of the ground lease agreement are in the vital and best interests of the residents of the City and of the District, and of their health, safety, and welfare, and are in accordance with the public purposes and provisions of applicable federal, State and local law. An additional purpose of the ground lease agreement is to ensure a cooperative effort by and between City and District to enable each entity to provide for public use and benefit in the most cost-effective manner. The term of the ground lease agreement is sixty (60) years.

**Recommendation:** The Board of Education ratifies the ground lease agreement between the District and the City of San Pablo for the purposes of the City's construction and operation of the Helms Community Center.

**Fiscal Impact:** City will to pay to District an annual rent of One Dollar (\$1.00) for each year during the term of the Ground Lease, payable in a lump sum payment of \$60.00 at the commencement of the lease term.

DISPOSITION BY BOARD OF EDUCATION

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

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

**GROUND LEASE AGREEMENT BETWEEN THE WEST CONTRA COSTA UNIFIED  
SCHOOL DISTRICT AND THE CITY OF SAN PABLO REGARDING THE  
CONSTRUCTION AND USE OF A COMMUNITY CENTER AT HELMS MIDDLE SCHOOL**

This Ground Lease Agreement ("Lease", or "Agreement") is entered into on \_\_\_\_\_ 2010 by and between the West Contra Costa Unified School District, ("District") and the City of San Pablo ("City") collectively, the "Parties".

**Recitals**

- A. Chapter 10 of Division 1 of the California Education Code, commencing with Section 10900, authorizes public entities to cooperate with one another to organize, promote, and conduct programs for community recreation that will contribute to the attainment of general recreational and educational objects for children and adults of this State.
- B. Educational Code Section 10905 specifically authorizes public entities to cooperate with one another to establish, improve, or maintain recreation facilities.
- C. Education Code Section 10910 authorizes the governing body of any school district to grant the use of any building, grounds, or equipment of the district to any other public authority for community recreational purposes if such use will not interfere with use of the buildings, grounds, and equipment for any other purpose of the public school system.
- D. The City is in need of a Community Center which may be used by the public and by the District for community purposes.
- E. The District has determined that there is space for a Community Center on an existing school known as Helms Middle School, located at 2500 Road 20, San Pablo, CA. 94806 ("Premises"). This parcel of real property and the general location of the proposed Community Center at Helms Middle School is depicted on Attachment A, attached hereto and incorporated in full by this reference.
- F. City has funds or intends to pursue funds as opportunities arise to fund the Community Center at Helms Middle School project ("Project"). This Agreement allows the City to pursue such funds and is not to be construed as a commitment to construct the Project, should City be unable to secure or expend adequate funding.
- G. The purpose of this Agreement is to facilitate and effectuate the desires of City to jointly develop a Community Center located on Property owned by the District and to set forth the terms and conditions agreed to by the Parties for the funding, construction, operation, and use of the Community Center.
- H. City desires to enter into this Ground Lease Agreement with District and to lease the Premises for the purpose of constructing and operating the Community Center.
- I. It will be beneficial to District and City to accept improvements made by City within the leased Premises for enjoyment by District students and the general public.

- J. The Parties desire to work collaboratively to design and construct such Community Center on the Premises and agree to cooperate in the construction and operation of the Community Center in order to maximize use of the Community Center for community purposes as more fully set-forth herein.
- K. The development, use, and maintenance of the Premises and the fulfillment generally of this Agreement are in the vital and best interests of the residents of the City and of the District, and of their health, safety, and welfare, and are in accordance with the public purposes and provisions of applicable federal, State and local law. An additional purpose of this Agreement is to ensure a cooperative effort by and between City and District to enable each entity to provide for public use and benefit in the most cost-effective manner.

**THEREFORE, DISTRICT AND CITY AGREE AS FOLLOWS:**

**Section 1: LEASE OF PREMISES AND TERM OF LEASE**

**Agreement to Lease**

1.01. For and in consideration of the rents to be paid and covenants to be performed by City under this Lease, District agrees to lease Premises to City, and City agrees to lease Premises from District, on the terms and conditions set forth in this Lease. Except as expressly otherwise provided in this Lease Agreement, the leased premises includes the real property plus any appurtenances and easements and including any Improvements now or subsequently located on Premises, notwithstanding that any Improvements may or shall be construed as affixed to and as constituting part of the described Premises, and without regard to whether ownership of the improvements is in District or in City.

**Status of Title**

1.02. Title to the leasehold estate created by this Lease Agreement is subject to all exceptions, easements, rights, rights-of-way, and other matters of record which are in effect at the time of the execution of this Lease Agreement. District represents that Premises is not subject to any superior liens.

**Term of Lease**

1.03. The term of this Lease shall commence on the date on which the Board of Education executes this Agreement and shall continue for a period of sixty (60) years, until 2070, and be irrevocable for that period except only by mutual consent or for cause as set forth herein. At the termination of this agreement, City shall have the right to renew for an additional term of up to fifteen (15) years, at City's discretion. Upon expiration of this period, renewal of the terms may be executed by mutual agreement of the parties.

Upon expiration of the lease and before the City exercises its right to renew for the additional fifteen (15) year term, District and its authorized representatives shall have the right to enter Premises to determine whether Premises are in good condition and whether City is complying with its obligation under the Lease; 2) to perform any acts that may be necessary to protect District's interest in Premises; and 3) to perform District's duties under the Lease.

## **Termination by Parties**

1.04 City shall have the right to terminate this lease if adequate funding for Project cannot be attained or budgeted. District shall have the right to terminate this lease if City fails or is unable to commence preliminary design work within five years of the effective date of this Lease.

## **Section 2: RENT**

City agrees to pay to District annual rent of One Dollar (\$1.00) ("Minimum Rent") for each year during the term of this Lease. Rent shall be due and payable in a lump sum payment of \$60.00 at the commencement of the Lease Term.

## **Section 3: USE OF PREMISES**

City shall use the Leased premises for the purpose of improving and operating a public Community Center and other necessary improvements and buildings which shall be necessary for the efficient operation of a public Community Center. City may determine in its sole discretion that portions of the facility may be devoted to other uses deemed necessary or desirable by City.

District shall have the right to use the Leased premises for parking purposes until such time as City notifies District that the premises are required for the commencement of construction activities; provided that such use by District shall not interfere with soils boring or other necessary pre-construction activities by City.

## **Section 4: UTILITIES**

City agrees to pay charges for electricity, gas, heat, cooling, telephone, sewer use, water, refuse collection and other utilities used in or for the Community Center.

## **Section 5: CONSTRUCTION BY CITY**

### **Construction of Improvements**

5.01. At City's sole cost and expense, City shall construct on Premises, improvements as set forth in its construction documents, and in accordance with applicable State, local and federal law; provided, however, that City Council has exercised its discretion to budget sufficient funds to complete and maintain such facility.

### **Consultation with District**

5.02. City shall consult with District on the design of the Community Center Project to ensure the adequacy and acceptability of Premises for public use.

### **Zoning and Use Permits**

5.03. Should City deem it necessary or appropriate to obtain any use permit, variance, or rezoning of Premises to operate the Community Center facility, District agrees to execute any documents, petitions, applications, and authorizations that may be reasonably necessary or appropriate to that end.

### **Ownership of Improvements**

5.04. Title to all improvements at the Premises, including the Helms Community Center Project constructed on Premises by City shall be owned by City until expiration of the term of this Lease. All improvements on Premises at the expiration of the term of this Lease, or any mutually agreed to extensions shall, with compensation to City in an amount to be determined via a valuation method to be agreed upon by the parties, become District's property; provided, that the building can be utilized for adaptive re-use under the standards set-forth in the Division of State Architect's "FEASIBILITY GUIDELINES FOR SELECTION OF EXISTING NON-CONFORMING FACILITIES FOR REHABILITATION TO PUBLIC SCHOOLS AND CALIFORNIA COMMUNITY COLLEGES".<sup>1</sup> The regulations of Title 24, C.C.R. apply to any existing non-conforming building for purchase or lease by a district for use as a public school.. If the improvements are non suitable for adaptive re-use, City shall remove improvements and return the property to the District in its pre-lease condition.

### **Time for Construction**

5.05. City and District understand that any work of construction on Premises will take place during school hours and may take place on evenings or weekends. The parties agree to coordinate with each other to schedule such work and arrange for appropriate precautions to ensure that the work may be performed safely, without unreasonable delay, and with minimal disruption to District's operation of the public school at Helms Middle School and on Premises.

### **California Environmental Quality Act**

5.06. The parties to the Agreement recognize and acknowledge that this agreement does not constitute a commitment to construct any project, and that adequate funding must be obtained and the project defined. Once the project is defined, such activities will require an environmental review and compliance with the California Environmental Quality Act ("CEQA"). City shall be responsible for complying with all requirements of CEQA with regard to this agreement and this project. The parties recognize that, as a result of information obtained by means of the CEQA process, the parties may decide to modify, condition, or disapprove the activities set forth in this Agreement. City shall defend, indemnify and hold District harmless from any claims or lawsuits, or damages or attorneys fees arising therefrom, challenging the CEQA approval process.

### **Water Quality**

5.07. City and District are committed to the implementation of the programs to manage activities on the property in a manner which aids in the protection of Contra Costa County's water quality. All maintenance and construction activities shall comply with the Environmental Protection Agency's National Pollution Discharge Elimination System program

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<sup>1</sup> [http://www.documents.dgs.ca.gov/dsa/pubs/feasibility\\_guidelines\\_pub\\_dsa\\_reh\\_01.pdf](http://www.documents.dgs.ca.gov/dsa/pubs/feasibility_guidelines_pub_dsa_reh_01.pdf)



and the Clean Water Act to prevent storm water pollution and a Storm Water Pollution Prevention Plan (SWPPP) approved by the appropriate governing authority, if applicable.

## **Section 6: REPAIRS AND RESTORATION**

### **Maintenance by City**

6.01. Premises shall be maintained by City at the sole cost and expense of City. If adequate funding cannot be obtained in City's sole discretion, City shall have the right to terminate this Lease and all improvements upon the Premises shall become District's property.

6.02. City will maintain any and all fencing and gates on and surrounding Premises and keep the fencing and gates in a good and safe condition for public and school use.

### **Option to Terminate Lease for Destruction**

6.03. City shall have the right to terminate this Lease if, during the Lease's term, the improvements are damaged or destroyed by a casualty and the cost to City to repair or restore the damaged or destroyed Improvements exceeds 50 percent of the fair market value of the improvements immediately before the damage or destruction.

## **Section 7: INDEMNITY AND INSURANCE**

### **Indemnity Agreement**

7.01. City agrees to indemnify, reimburse, hold harmless, and defend District, its trustees, officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of City's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of District, its employees or agents. This indemnification shall not apply in those instances where District had actual knowledge and failed to inform City of an actual hazardous condition of the premises.

7.02. District agrees to indemnify, reimburse, hold harmless, and defend City, its trustees, officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of District's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of City, its employees or agents. This indemnification shall not apply in those instances where City had actual knowledge and failed to inform District of an actual hazardous condition of the premises.

## **Liability Insurance**

7.03. Each party acknowledges that it is permissibly self-insured under the applicable Government Code provision and agrees to provide on an annual basis to the other party adequate proof of self-insurance and excess liability coverage. Each party shall provide to the other a Certificate of Insurance naming the other as an additional insured with respect to the obligations under this Agreement and the use of Premises. Each party shall provide a letter of self-insurance and give a copy to the other party.

## **Section 8: EMINENT DOMAIN**

If the whole or any portion of Premises is taken by any paramount public authority under the power of eminent domain, then the rights and obligations of the parties shall be determined as follows: If Premises are totally taken by condemnation; this Lease shall terminate on the date of taking. If any portion of Premises is taken by condemnation, City shall have the right to either terminate this Lease or to continue in possession of the remainder of Premises under the terms of this Lease or to continue in possession of the remainder Premises under the terms of this Lease. Such right to terminate must be exercised by notifying District within ninety(90) days after possession of the part taken by eminent domain. All damages awarded for such taking shall belong to and be the property of District; provided, however, that District shall not be entitled to any portion of the award made for loss of installations or improvements made by City in accordance with this Lease.

## **Section 9: ENTRY**

District and its authorized representatives shall have the right to enter Premises at all reasonable times for any of the following purposes: 1) to determine whether Premises are in good condition and whether City is complying with its obligation under the Lease; 2) to perform any acts that may be necessary to protect District's interest in Premises; and 3) to perform District's duties under the Lease.

## **Section 10: DEFAULT AND REMEDIES**

### **Breach and Default**

10.01. The occurrence of any of the following shall constitute a default:

- a. Failure to perform any other material provision of this Lease if the failure to perform is not cured within 30 days after notice has been given to the Party. If the default cannot reasonably be cured within 30 days, Party shall not be in default of this Lease if Party commences to cure the default within the 30 day period and diligently and in good faith continues to cure the default.
- b. Notices given under this paragraph shall specify the alleged default and the applicable Lease provisions, and shall demand that the defaulting Party perform the provisions of this Lease within the applicable period of time, or pay to the non-defaulting Party just compensation for such default. The purpose of the notice requirement set forth in this section is to extend the notice requirements of the unlawful detainer statutes of California.

## **Remedies**

10.02. The Parties shall have the following remedy if the other Party commits a default. This remedy is not exclusive; however, during the term of this Lease, unless otherwise specified, Parties shall not have the right to terminate this Lease.

## **Right to Cure or Seek Specific Performance**

10.03. A Party, at any time after the other Party commits a default, can cure the default at the other Party's cost or seek specific performance of the terms of this Lease by the defaulting Party. If the Party at any time, by reason of the other Party's default, pays any sum or does any act that requires the payment of any sum, the sum paid by the Party shall be due immediately from the defaulting Party to the Party at the time the sum is paid, and if paid at a later date shall bear interest at the maximum rate individual is permitted by law to charge from the date the sum is paid by the Party until the Party is reimbursed by defaulting Party.

## **Waiver of Breach**

10.04. The waiver by a Party of any breach by the other Party of any of the provisions of this Lease shall not constitute a continuing waiver or a waiver of any subsequent breach by the other Party of either the same or a different provision of this Lease.

## **Section 11: OTHER PROVISIONS**

### **Force Majeure**

11.01. Except as otherwise expressly provided in this Lease, if the performance of any act required by this Lease to be performed by either District or City is prevented or delayed by reason of any act of God, strike, lockout, labor trouble, inability to secure materials, restrictive governmental laws or regulations, or any other cause (except financial inability) not the fault of the party required to perform the act, the time for performance of the act will be extended for a period equivalent to the period of delay and performance of the act during the period of delay will be excused. However, nothing contained in this section shall excuse the prompt payment of rent by City as required by this Lease or the performance of any act rendered difficult or impossible solely because of the financial condition of the party required to perform the act.

### **Notices to District**

11.02. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Lease or by law to be served on or given to District by City or any Lender described in this Lease shall be in writing and shall be deemed duly served and given when personally delivered to District, to any managing employee of District, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to District at: Superintendent of Schools, West Contra Costa County Unified School the District, 1108 Bissell Avenue, Richmond, CA 94801-3136. District may change District's address for the purpose of this section by giving written notice of that change to City in the manner provided in Section 11.03.

### **Notices to City**

11.03. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Lease or by law to be served on or given to City by District shall be in writing and shall be deemed duly served and given when personally delivered to City, any managing employee of City, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to City at: City of San Pablo, City Manager, 13831 San Pablo Avenue San Pablo, CA 94806. City may change its address for the purpose of this section by giving written notice of that change to District in the manner provided in Section 11.02 of this Lease.

### **Governing Law**

11.04. This Lease, and all matters relating to this Lease, shall be governed by the laws of the State of California in force at the time any need for interpretation of this Lease or any decision or holding concerning this Lease arises.

### **Binding on Successors and Assigns**

11.05. This Lease shall be binding on and shall inure to the benefit of the executors, administrators, successors, and assigns of the parties hereto.

### **Third Party Beneficiaries**

11.06. The parties acknowledge that, except as expressly stated herein, no third party is a beneficiary of this Lease agreement.

### **Partial Invalidity**

11.07. If any provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Lease shall remain in full force and effect unimpaired by the holding.

### **Time of Essence**

11.08. Time is expressly declared to be of the essence of this Lease.

### **Memorandum of Lease for Recording**

11.09. Neither District nor City shall record this Lease without the written consent of the other. However, District and City shall, at the request of either at any time during the term of this Lease, execute a memorandum or "short form" of this Lease for purposes of, and in a form suitable for, recordation. The memorandum or "short form" of this Lease shall describe the parties, set forth a description of the leased premises, specify the term of this Lease, incorporate this Lease by reference, and include any other provisions required by Lender(s).

### **Resolution of Disputes**

11.10. Before resorting to mediation, arbitration or other legal process, the parties shall meet and confer and attempt to amicably resolve any dispute arising from or relating to this

Lease Agreement, subject to the following provisions. Any party desiring to meet and confer shall so advise the other party pursuant to a written notice. Within fifteen (15) days after provision of that written notice by the party desiring to meet and confer, the parties shall meet in person and attempt to amicably resolve their dispute. Each party shall send to the meeting a person with full authority to resolve the dispute, and shall be prepared to devote at least an entire day thereto. If any dispute remains unresolved at the end of the meeting, any party to this Agreement shall have the right to invoke the mediation process provided for in Paragraph 12.09.

11.12. Subject to the provisions of Paragraph 12.08, any dispute that remains unresolved after the meet and confer shall immediately be submitted to non-binding neutral mediation, before a mutually acceptable, neutral retired judge or justice at the San Francisco Office of the Judicial Arbitration and Mediation Service (JAMS). If within five days after the meet and confer the parties are unable to agree upon the selection of a neutral mediator, then the first available retired judge or justice at the San Francisco office of JAMS shall serve as the neutral mediator. The parties agree to commit to at least one full day to the mediation process. The costs of the mediator, if any, will be paid for by each Party on an equal basis. If a mediated settlement is reached, no Party will be the prevailing Party for the purposes of the resolution of the dispute. No Party will be permitted to file legal action without first meeting in mediation and maintain a good faith attempt to reach a mediation resolution.

**Execution in Counterparts**

11.13. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

**Interpretation**

11.14. In interpreting this Agreement, it shall be deemed to have been prepared by the Parties jointly and no ambiguity shall be resolved against either Party on the premise that it or its attorneys was responsible for drafting this Agreement or any provision hereof.

**IN WITNESS WHEREOF**, DISTRICT and CITY have executed this Lease Agreement as of the date written on the first paragraph of this Lease.

DATED: \_\_\_\_\_

**DISTRICT:**  
**West Contra Costa Unified School District**

\_\_\_\_\_  
By: William Fay  
Its: Associate Superintendent - COO

DATED: \_\_\_\_\_

**CITY:**  
**City of San Pablo**

\_\_\_\_\_  
By: Matt Rodriguez  
Its: City Manager

**ATTACHMENT A  
Property Map**

**ATTACHMENT B**  
**Sections of the California Education Code Cited in Lease**  
Excerpted from the website: <http://www.leginfo.ca.gov/calaw.html>

**PART 25 - Employees**  
**CHAPTER 5 - Classified Employees**  
**ARTICLE 1 - Employment**  
**SECTION 45125.2**

**45125.2.**

(a) A school district contracting with an entity for the construction, reconstruction, rehabilitation, or repair of a school facility where the employees of the entity will have contact, other than limited contact, with pupils shall ensure the safety of the pupils by one or more of the following methods:

- (1) The installation of a physical barrier at the worksite to limit contact with pupils.
- (2) Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony. For purposes of this paragraph, an employee of the entity may submit his or her fingerprints to the Department of Justice pursuant to subdivision (a) of Section 45125.1 and the department shall comply with subdivision (d) of Section 45125.1.
- (3) Surveillance of employees of the entity by school personnel.

s/cs/agreements/Helms Community Center Final.5.24.2010.doc

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

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

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**To:** Board of Education **Meeting Date:** June 22, 2010

**From:** Sheri Gamba **Agenda Item:** F.2  
Associate Superintendent Business Services

**Subject:** Resolution No. 95-0910 -- Approving Engineer's Report, Confirming Diagram and Ordering Levy of Assessment for Fiscal Year 2010-11

**Background Information:** The Board will hold a public meeting and hear any public comments with regard to the Maintenance and Recreation Assessment District for 2010-11. Staff and the engineer will be available to answer questions on the Maintenance and Recreation Assessment District.

After the public hearing the board may adopt "A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2010-11." The resolution gives final approval to the engineer's report and directs that the assessment diagram and assessments be filed with the county. The district will receive funds at the time it receives property tax payments. Proceeds of the MRAD will be deposited in a separate fund.

This is the third and final resolution in the process of levying an annual assessment. On March 24, the board adopted a resolution ordering the preparation of the engineer's report and then on June 2, adopted a resolution calling a public meeting for June 22, and causing notice of that meeting to be published.

**Recommendation:** Recommend approval of this resolution for MRAD

**Fiscal Impact:** \$5,500,000 Revenue for MRAD Fund

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



BOARD OF EDUCATION  
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 95-0910

A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING DIAGRAM AND ASSESSMENT AND ORDERING LEVY OF ASSESSMENT FOR FISCAL YEAR 2010-11

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
Maintenance and Recreation Assessment District

June 22, 2010

RESOLVED, by the Board of Education (the "Board") of the West Contra Costa Unified School District (the "District"), County of Contra Costa, State of California, that

WHEREAS, by its Resolution No. 79-0910, A Resolution Directing Preparation of Annual Report for the West Contra Costa Unified School District Maintenance and Recreation Assessment District (the "Maintenance District"), this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972;

WHEREAS, the report was duly made and filed with the Clerk of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 22, 2010, at the hour of 6:30 p.m. in the Lovonya DeJean Middle School Multipurpose Room, 3400 Macdonald Ave., Richmond, California, 94805, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the levy were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED, that:

1. The public interest, convenience and necessity require that the levy be made.
2. The Maintenance District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Secretary of the Board, which map is made a part hereof by reference thereto.

3. The Engineer's Report as a whole and each part thereof, to wit:
  - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
  - (b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the Maintenance District; and
  - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Maintenance District in proportion to the estimated benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto;

are finally approved and confirmed.

4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as herein above determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.

5. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2010-11 is hereby levied. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Annual Report.

6. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount, if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

7. Immediately upon the adoption of this resolution, but in no event later than the third Monday in August following such adoption, the Secretary of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Contra Costa. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown

in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Associate Superintendent of Business Services.

8. Upon receipt of moneys representing assessments collected by the County, the Associate Superintendent of Business Services shall deposit the moneys in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the Maintenance District. Moneys in the improvement fund shall be expended only for the maintenance, servicing, construction or installation of the improvements.

PASSED AND ADOPTED this 22nd day of June, 2010.

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was duly and regularly introduced, passed, and adopted by the Board of the West Contra Costa Unified School District of Contra Costa County, at the meeting of said board on June 22, 2010.

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Dr. 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:** June 22, 2010  
**From:** Sheri Gamba **Agenda Item:** F.3  
Associate Superintendent Business Services  
**Subject:** Public Hearing and Adoption of the 2010-11 Budget  
Public Hearing for Tier III Programs

**Background Information:**

Education Code Section 42127 requires the governing board of each school district to adopt a budget for the subsequent year, on or before July 1<sup>st</sup>. The budget including the multi-year plan is subject to the review and approval of the State Trustee and the County Superintendent. Any revisions to the school district's budget which results from passage of the state budget will be presented to the governing board within 45 days after the Governor signs the State Budget Act.

A public hearing will be held, and staff will provide an overview of the proposed budget delineating the significant revenue and expenditure components. The final proposed budget is presented to the Board of Education for approval.

Education Code Section 42605(c)(2) requires a public hearing and the ultimate reporting to the Legislature regarding expenditures in Tier III. The consequence of not conducting the public hearing, or the inability to demonstrate that a public hearing was conducted, is the loss of all Tier III funds.

The public hearing for Tier III Programs is being held in conjunction with the public hearing for the adoption of the 2010-11 budget and documentation provided. The list of Tier III Categorical Programs can be found as Appendix A to the 2010-11 Executive Summary.

**Recommendation:** Approval of the 2010-11 Budget including Tier III Provisions

The detailed 2010-11 budget documentation is delivered under separate cover.

**Fiscal Impact:** Adopted Budget

DISPOSITION BY BOARD OF EDUCATION

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

# **West Contra Costa Unified School District**



## **2010-11 Executive Summary Budget Information June 22, 2010**

## **West Contra Costa Unified School District 2010-11 Budget**

The State of California requires all school district budgets to adhere to a set of standards and criteria pursuant to Section 33127 of the Education Code. The County Office of Education is the agency which reviews school district budgets and may approve, conditionally approve or disapprove a school district budget based upon the review. This review includes the districts ability to satisfy its multi-year financial commitments. Each year the district provides budget and financial reports to satisfy these requirements.

### **Introduction**

The 2010-11 school year budget represents the continuing economic crisis which has dealt severe blows to Education in California over the past three years. The current recession has our nation in its worst economic crisis since the Great Depression. California, being one of the largest economies in the United States, has been hit particularly hard with job losses and home foreclosures during these past two years. In Contra Costa County, unemployment has gone from 5.1% in 2008 to 12.1% in 2010, more than doubling in size.

We are certainly in unprecedented times. In February of 2009, for the first time in State history, the State budget was enacted four months early. This action set in place the 2009-10 budget along with a re-adoption of 2008-09 that included major mid-year reductions. In the Fall of 2009 a major revision of the 2009-10 budget was enacted, including bills that caused uncertainty at the District level for programs like QEIA (Quality Education Investment Act) as well as the State's intention to fund through to the District Federal Stimulus dollars and continued threats of mid-year reductions. State capital projects were frozen, state offices were closed and employee furloughs became a reality. Within the school district this meant a constant need to track and revise estimates of an ever-changing funding stream from our State and Federal sources.

As the District prepares for the 2010-11 school year it must face the challenge of a State budget which is facing an unprecedented deficit of over \$19 billion and major instability due to the uncertainty of how the budget will be balanced at the State level.

The Governor acknowledges in the May Revision that the State is in serious fiscal crisis. However, the solutions offered up as a part of the plan have serious risks. Some of high risk proposals include the reliance on \$3.4 billion in federal funding for the State, the proposal to eliminate the same expenditures that were impossible to enact in 2009-10 and cuts to the State's social welfare programs.

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

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

As a District, we must close the deficit in order to remain financially viable, and that means we are faced with even more tough decisions that will affect the students, community and employees of the District. Simply put, if we do not close the deficit as we approach 2012-13, funding will run out. While we are hopeful that an economic upturn will result in more funding, we must still provide a balanced budget and assurance that there is cash to pay for the services we provide. This document outlines key areas of the district budget as well as information pertaining to the structural deficit and the corrective action necessary for the fiscal solvency of the District.

## **2010-11 Budget**

The District budget has been prepared based upon the latest information available from the State. Staffing criteria are based upon the 2009-10 school year, with adjustments for enrollment changes, then taking into account the actions of the Board related to reductions to the 2010-11 budget.

## **K-3 Class Size Reduction**

The State 2010-11 budget includes several major changes that were designed to provide financial relief, or at least flexibility, to school districts during these difficult times. In accordance with State funding flexibility, the Board has adopted a modified class size reduction program. Class sizes have been set at 24 for kindergarten, 20 for first and second grades and 28 for third grade. One time Federal Funding (ARRA) is being used as well as a Tier III fund balance sweep in the amount of \$2.0 million from the Deferred Maintenance program. This one time funding source expires at the end of the 2010-11 school year. Therefore, class sizes in grades K-3 will have to be set in 2011-12 using only parcel tax funding to reduce class sizes. Parcel tax funding is provided in the amount of \$1.9 million toward this program, which would be roughly equivalent to 30 teachers. Current legislation for Class Size Reduction indicates that the reduced penalty/flexibility program sunsets in June of 2012. However, there is legislation pending to extend the program through June of 2013. The revenue projections used assumes that the flexibility will extend through 2012-13. Absent this important legislative action the District would lose an additional \$4.0 million in revenue during the 2012-13 school year.

## **State Categorical – The Tier III Shift**

To help offset the impact of revenue cuts, the February 2009 State budget provided two types of flexibility, the restricted fund balance sweep and the Tier III shift. The restricted fund balance sweep allows districts to utilize the unused fund balance dollars from the

2007-08 school year to offset cuts. This is a one-time offset which serves to improve the 2008-09 fund balance. During the 2009-10 school year the Board took action to sweep \$6.0 million in fund balance using the Tier III fund balance flexibility provision, \$4.0 million has been swept from Adult Education and Deferred Maintenance into Special Reserve, while an additional \$2.0 million was swept from Deferred Maintenance to be used for K-3 Class Size Reduction in 2010-11. The \$4.0 million set aside in Special Reserve has been placed into the General Fund for use during the 2011-12 school year in order to ease the strain of cuts that will be necessary to balance the budget during that year.

In order to prepare for the 2010-11 Tier III shift, the board will take action through a public hearing to identify the programs and estimated amounts available for the Tier III shift (see appendix A). The public hearing associated with this budget adoption states the Board's commitment to use the flexibility provided in the State budget toward offsetting the State revenue cuts.

The Board has kept in place portions of certain components of the Tier III programs for 2010-11. The Adult Education program continues to receive \$2.0 million in accordance with Board direction to continue a level of service for that program. If the State fiscal situation continues to get worse, it may be necessary to re-evaluate whether the District can continue this already reduced program.

### **Parcel Tax – Local Support**

The parcel tax program includes support for a wide variety of services to students of the District. The Measure D funding is now accounted for in a locally restricted account. This accounting method provides clarity regarding the specific nature of any fund balances that may be a result of the Measure D program. The following table illustrates a summary of funding levels for these programs for the 2010-11 school year.

<b>West Contra Costa Unified School District Measure D Parcel Tax Expenditure Budget Summary 2010-11</b>		
<b>Library and athletic programs</b>	<b>\$</b>	<b>2,868,134</b>
<b>Reduced class sizes for Kindergarten through third grade</b>	<b>\$</b>	<b>1,920,000</b>
<b>Textbooks and teaching materials</b>	<b>\$</b>	<b>750,000</b>
<b>Teachers and counselors</b>	<b>\$</b>	<b>2,910,572</b>
<b>Custodial support - Facilities clean and in good condition</b>	<b>\$</b>	<b>713,300</b>
<b>Grand Total</b>	<b>\$</b>	<b>9,162,006</b>

### **School Closure**

The West Contra Costa Unified School District has experienced a decline of over 5000 students enrolled since the 2002-03 school year. Many schools have been operating below their facility capacity. School sizes in the West Contra Costa Unified School District have been smaller on average than comparable school districts in California.



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

The City of Richmond has indicated that it will provide \$1.5 million to keep open Olinda Elementary, Grant Elementary and Kennedy High School, which were scheduled for closure in the 2010-11 school year. The City of Richmond has indicated that they will provide the funds in July of 2010, and has included it in their budget. The City of San Pablo has committed \$300,000 per year for the 2009-10 and 2010-11 school years to keep Lake Elementary School open. Since city funding sources are not ongoing, the board has provided specific direction on the closure and consolidation of these schools should the external funding efforts fail. Should funding not be forthcoming, the District will close the schools in the next subsequent year. The following table illustrates the three year school closure plan adopted by the Board.

<b>Facility</b>	<b>Scheduled Closure</b>	<b>Notes</b>
El Sobrante Elementary	June 2009	Closed
Castro Elementary	June 2009	Closed
Adams Middle School	June 2009	Closed
Seaview Center	June 2009	Closed
Furniture Warehouse	June 2009	Closed
Lake Elementary	June 2009 (rescheduled June 2011)	Suspended due to City of San Pablo funding for two years, 2009-10 and 2010-11
Olinda Elementary	June 2010 (rescheduled June 2011)	Suspended due to City of Richmond funding commitment funding for one year 2010-11
Grant Elementary	June 2010 (rescheduled June 2011)	Suspended due to City of Richmond funding commitment funding for one year 2010-11.
Kennedy High School	June 2010 (rescheduled June 2011)	Suspended due to City of Richmond funding commitment funding for one year 2010-11
Shannon Elementary	June 2011	Will be suspended if external funding becomes available.

If West Contra Costa Unified School District were to operate the number of schools corresponding to the average number of students per school in comparable districts, then a district our size would operate 42 schools. This would mean closing 12 schools.

By identifying 8 schools for closure, the District is moving toward addressing its structural deficit.

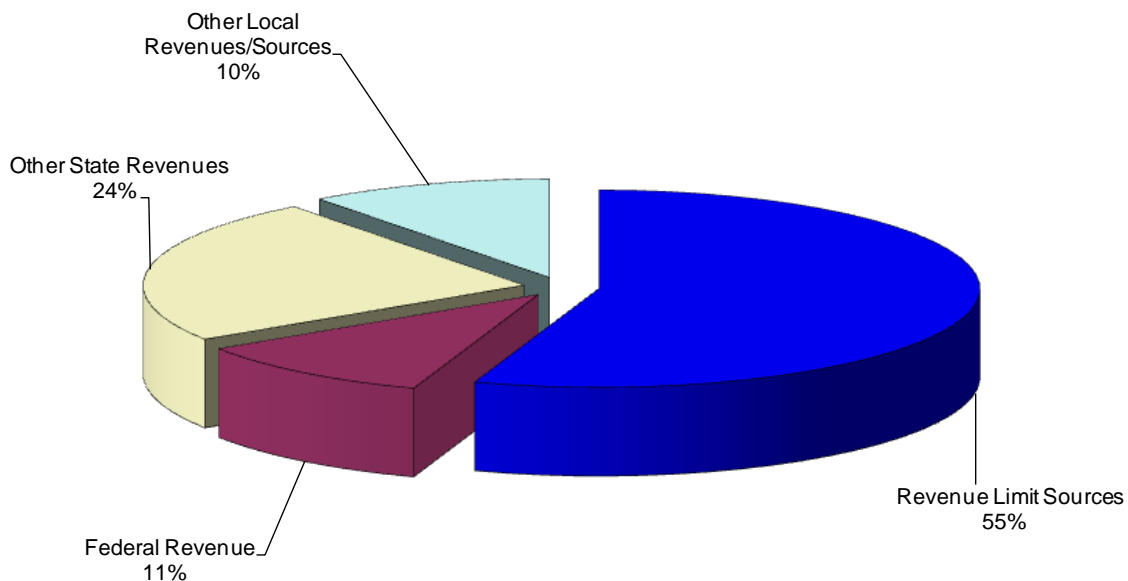
## General Fund Budget Assumptions 2010-11

### Beginning Fund Balance

The estimated unrestricted ending fund balance for 2009-10 is \$12.3 million, and this balance will be carried forward to the 2010-11 year. This estimate is in line with previously estimated fund balances for the 2009-10 year end closing. Based upon the current 2010-11 budget estimates the District will expend \$3.2 million of the fund balance, leaving \$9.0 million in the ending fund balance for 2010-11. This type of deficit spending is known as a structural deficit. This means that operational ongoing expenses exceed the revenues earned by the District. Fund balance dollars are like a savings account. They can be expended on a one time basis. However, if a budget relies on fund balance and plans its programs using a structural deficit, it will soon deplete the fund balance and will no longer be solvent.

The actual ending fund balance figure is likely to increase slightly when staff reports the Unaudited Actuals, due to budget balances that may remain unspent. The restricted beginning fund balance is estimated to be \$7.5 million. This balance is also subject to change, based on the closing of the books, and any fund balance remaining is designated for restricted carry-over. The combined estimated beginning fund balance is \$19.7 million.

**2010-11 TOTAL GENERAL FUND  
REVENUES & OTHER SOURCES by OBJECT  
\$250,708,670**



Revenue Limit

Revenue limit funding is based mainly upon student attendance. West Contra Costa Unified School District is currently considered a declining enrollment district. Therefore, the basis for Revenue Limit funding for 2010-11 is 2009-10 P-2 Average Daily Attendance (K-12 ADA) along with certain annual adjustments. A declining enrollment district is held harmless for one year to help minimize the impact of declining Revenue Limit funding. The District is funded on the greater of current year or prior year ADA.

Seven million dollars of the Revenue Limit dollars are transferred to the Restricted Special Education Program based on the Special Education ADA generated. The total Revenue Limit funding for the District is estimated at \$138 million.

The Revenue Limit base includes the negative .39% COLA, as recommended at the Governor’s May Revise along with a 3.85% reduction to the base revenue limit. The negative COLA and base reduction is reduced even further due to the inclusion of a deficit factor of 18.355% for the 2010-11 fiscal year.

Lottery and Other State Revenue

Unrestricted lottery funds are estimated at \$111 per ADA, for a total of \$3.1 million. Other State Revenues now include all of the Tier III programs as unrestricted revenue in accordance with the new accounting procedures set in place by the California Department of Education. Total Other State revenue is estimated at \$25.1 million for 2010-11.

Contributions to Restricted Programs

Various programs require contributions from the District’s unrestricted general fund either through law or because the programs cannot be operated within their revenue streams.

Routine Repair and Restricted Maintenance	\$ 4,118,437
Special Education Program	\$20,978,018
Special Education Transportation	\$ 5,701,755

Restricted Revenue

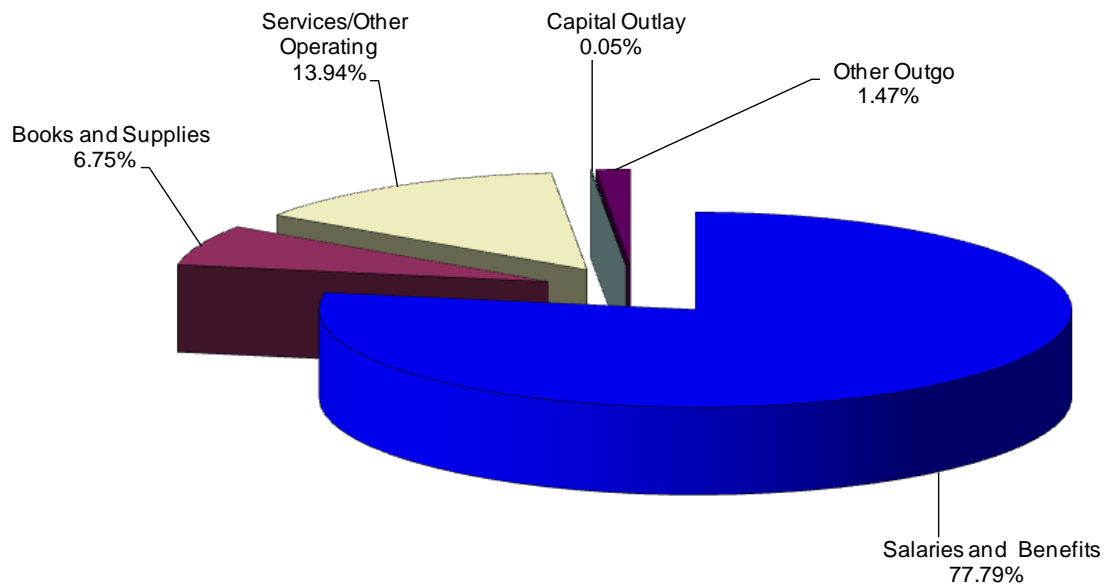
Revenues for the remaining categorical programs have been projected using prior year funding as a base. Budgeted revenue is projected for programs that have supporting documentation for current year funding and assurance of funding in the coming year. Programs for which documentation was not provided will be added to the budget as the funding letters become available. These additions will be brought to the Board as budget increases as a part of the First and Second Interim Reports.

Federal Stimulus Funding

The intent of the American Recovery and Reinvestment Act (ARRA) is to save jobs and stimulate the economy. The reality for California schools is that the ARRA funding is serving to avoid further cutbacks caused by State cuts. There are three main areas in which the school district has received funding: Special Education, State Fiscal Stabilization and Title I. The District is anticipating the use of these funds during the 2010-11 school year to fund a portion of the K-3 Class Size Reduction, classified Site

Safety positions and Special Education professional development and staffing. This funding is one time in nature, therefore all staffing paid for by these funds must be eliminated in the 2011-12 year.

**2010-11 TOTAL GENERAL FUND  
EXPENDITURES & OTHER USES by OBJECT  
\$254,371,802**



Employee Salary and Benefits

Employee salaries include step and column increases. Statutory payroll benefits are based upon actual benefit costs of current employees and estimates for vacant positions. The following salary driven benefit rates have been used for budget development:

State Teacher Retirement System	8.25%
Public Employee Retirement System	10.707%
Unemployment	0.72%
Medicare	1.45%
Worker's Compensation	3.0495%
FICA (Social Security)	6.20%
PERS Reduction	2.313%

Other Expenditures

Books and supplies for school sites have been allocated from unrestricted funding on a per-pupil basis in the amount of \$15 at the elementary level, \$16 at the middle and \$18 at the high school levels. Services and other operating expenses include items such as utilities, telephones, copier service agreements, district memberships, legal and audit expenses. Utilities have been budgeted at the 2009-10 levels.

### Restricted Expenditures

The categorical program expenditures related to grants and entitlements will be subject to change based upon carry-over funds and revised funding levels for the 2009-10 school year.

### **Multi-Year Fiscal Recovery Plan**

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

The budget for 2010-11 includes the savings for school closures identified by the Board and iterated earlier in this narrative. School closure was also identified as a means to address the long term debt of the District when the Board adopted the 2008-09 budget. It is imperative that the Board begin planning for the disposition of these properties in order to generate revenue to pay off the State debt and to avoid the costly expense of caring for vacant buildings and property. Furthermore, the State's fiscal crisis legislation includes provisions to allow any district to utilize site sale funds to assist them through local impact of the funding cuts. This means that the District could use site sale funds to pay off other components of the District's long term debt, such as the Certificates of Participation (COP).

In 2012 the District will make the final payment toward the Voluntary Integration Audit Finding. Therefore the cost for that debt is no longer a part of the ongoing deficit spending in 2012-13. If the COPs were paid off it would save the general fund \$925,000 per year through 2024, paying off IBM would save \$625,000 per year through 2015 and paying off the State I-Bank loan would save \$1.4 million in payments per year through 2018. Paying off these debts would help the District to maintain higher levels of staffing that would otherwise have to be cut in order to balance the budget. Since the District has already reduced staffing to contract levels inside the classroom the Board would have to consider how to cut the entire deficit from school offices, school services and central service categories.

The Board has also indicated an interest in pursuing an additional parcel tax, potentially on the November 2010 ballot. Should the District be successful in attaining this additional source of revenue it could mitigate the deficit currently anticipated in 2011-12.

The Contra Costa County Office of Education recognizes that due to the fiscal crisis, Boards may be submitting the 2010-11 budget without the specific reductions in place for the purpose of the multi-year projection. However, they are requiring districts to provide a certificate indicating the Board's understanding that a list of reductions for 2011-12 and 2012-13 will be required as part of the First Interim Report submission in December of 2010. The certificate will be signed by the Board Secretary and is included as Appendix B.

This assurance is part of the budget adoption in order that the County Office of Education, under Education code 42127, can consider these facts when reviewing the

status of the District and moves to approve, conditionally approve, or disapprove the 2010-11 budget and multi-year plan.

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

2011-12 Assumptions

Funded ADA: 27,443  
Revenue Limit COLA: 2.10%  
Revenue Limit Deficit: 18.355%  
Additional Deficit 3.85%  
California CPI: 2.1%  
Restricted Lottery: \$14.50 per ADA  
Unrestricted Lottery: \$111.00 per ADA  
Reserve for Economic Uncertainty: 3%  
Step and Column: 1.0%  
Retiree Health Benefits: 10%

2012-13 Assumptions

Funded ADA: 27,021  
Revenue Limit COLA: 2.4%  
Revenue Limit Deficit: 18.355%  
Additional Deficit 3.85%  
California CPI: 2.40%  
Restricted Lottery: \$14.50 per ADA  
Unrestricted Lottery: \$111.00 per ADA  
Reserve for Economic Uncertainty: 3%  
Step and Column: 1.0%  
Retiree Health Benefits: 10%

The projected unrestricted ending fund balance for 2010-11 is \$9 million, which is sufficient to meet the 3% requirement for reserves.

The District does not have adequate fund balance to maintain a full 3% reserve requirement in 2011-12 or 2013-13 without the budget plan in place for fiscal recovery.

The unrestricted ending fund balance for 2011-12 is projected to be \$6.4 million. When the required reserve is applied, the result is a negative balance.

Revolving Cash	\$ 70,000
Stores Inventory	\$ 230,000
Reserve for Economic Uncertainties	\$ 7,496,418
Undesignated Balance	\$ -0-
Total Ending Balance	\$(1,375,956)

The unrestricted ending fund balance for 2012-13 is projected to be \$174,478. When the required reserve is applied, the result is a negative balance.

Revolving Cash	\$ 70,000
Stores Inventory	\$ 230,000
Reserve for Economic Uncertainties	\$ 7,579,408
Undesignated Balance	\$ -0-
 Total Ending Balance	 \$(7,704,930)

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

The District currently offers lifetime health benefits for qualifying employees and their dependents. The premiums for the benefits are budgeted on a “pay-as-you-go” basis. The Governmental Accounting Standards Board issued a statement, known as GASB 45, requiring public agencies to recognize the long term liability of retiree benefits offered to employees. The statement requires an actuarial study in order to determine the unfunded liability of the District, as well as the annual required contribution, should the District determine to fully fund the liability.

The most recent actuarial study, completed in 2008, determined the present value of future post employment health care benefits, or GASB 45 liability, to be \$495 million as of July 1, 2008. The year end closing financial statements are required to state the net OPEB obligation as a district liability. This liability is posted to the financial statements much the same as any long term debt or obligation.

The liability in place for those already in retirement grows with each year based upon the increased cost of healthcare and the flow of retirees entering the system. Effective July 1, 2010 no employee of the District will be eligible to enter the retiree benefit program with uncapped lifetime benefits. This change is essential for the long term financial stability of the District. The District is scheduled to restate the liability this summer in a report that will be provided to the Board in September.

**Other Funds**

**Adult Education Fund – Fund 11**

West Contra Costa Adult Education provides educational service to community members of all ages. Programs include vocational education, high school diploma studies, English as a Second Language, basic education geared to promote adult literacy, parent education, adults with disabilities and senior citizen classes. The State of California has placed the state portion of Adult Education funding within the Tier III flexibility program. The Board has approved the Adult fund to retain \$2 Million in flexibility funding in order to operate the program. The operating budget is \$2.5 million, which reflects the reduced programming.

**Child Development Fund – Fund 12**

The Child Development fund is also known as the Preschool fund. Grants are received from both state and federal sources to support early childhood development with the

school district. There is a risk that the Preschool program may be affected by a reduction in childcare funding. First Five, a local agency, provides funding on a pass through contract for services which may be on the State cut list. The operating budget for preschools is \$2.6 million for 2010-11.

### **Cafeteria Fund – Fund 13**

The Food Services Department of West Contra Costa Unified School District serves over 1,100,000 breakfasts, 3,000,000 lunches and almost 640,000 after-school snacks to its students during the regular school year. The program is entirely self sufficient through state and federal grants, with modest fees in place for meals and snacks that are not reimbursable through grants.

The Food Services Department also plays a critical role in ensuring that many children get enough to eat during summer months and provided over 256,000 nutritious meals to children age 18 and below during last year's Summer Feeding program. As the national leader in program innovations to prevent child obesity, the Food Services Department of WCCUSD has become the first school district in the Bay Area to provide a complete resource kit to support healthy food fundraising events by PTA / Student groups. It also continuously provides technical support and education to school administrators, teachers, parents, and students about nutrition and wellness. The Cafeteria Fund has an operating budget of \$11.4 million for 2010-11.

### **Deferred Maintenance Fund – Fund 14**

The Deferred Maintenance Fund provides separate accounting for State apportionments and District matching contributions for deferred maintenance purposes. Deferred maintenance is defined as major repair or replacement of plumbing, heating, air conditioning, electrical, roofing and floor systems, and includes any other items approved by the State Allocation Board. The Board has determined that the program will be suspended from 2010-11 through 2012-13 due to the fiscal crisis, and has set in place a Tier III fund transfer.

### **Special Reserve Fund for Other Than Capital Outlay Projects – Fund 17**

This fund is used primarily to provide for the accumulation of general fund dollars for general operating purposes other than capital outlay. Amounts from this fund must first be transferred to the General Fund, or other appropriate fund, before expenditures can be made. In addition, during the 2009-10 school year the Board adopted a resolution to place \$4 million in Tier III funding in the Special Reserve Fund. It is anticipated that this funding will be used in 2011-12 to ease the cuts that would otherwise be needed to close the budget gap during that year.

### **Building Fund – Fund 21**

This fund accounts for proceeds from the sale of bonds and may not be used for any purpose other than those for which the bonds were issued. The District does not anticipate a bond sale for new construction this year, as it issued adequate bonds during 2009-10 to provide ample cash for the program through 2012.



## **Capital Facilities Fund – Fund 25**

Education Code sections 17620-17626 authorize the District to levy fees on developers or other agencies as a condition of approving a development. This fund is used to account for the receipt and expenditure of the fees collected. Expenditures are restricted by Government Code sections 65970-65981 and are generally limited to those expenditures necessary for the District to provide services to the areas where the development has impacted the District's ability to provide those services. In prior years, the District has received many millions of dollars in developer fees that have been used to support the construction of growth projects throughout the District. These funds have primarily been used to pay for capital leases for portable classrooms. Based on a decline in revenue, the District must adjust program budget and project plans to reflect available forecasted balances. The District anticipates receiving \$615,000 in developer fees during 2010-11.

## **County School Facilities Fund – Fund 35**

This fund was established pursuant to Education Code section 17070.43 to receive apportionments from State School Facilities Funds approved by the voters authorizing the sale of bonds under Propositions 1A, 47, and 55. Fund 35 has no new funding or expenses for 2010-11.

## **Special Reserve Fund for Capital Outlay Projects – Fund 40**

This fund exists to accumulate moneys to fund capital projects. The District deposits facilities-related revenues such as proceeds generated from redevelopment agency pass-through payments, proceeds from lease or sale of property and local facility grants. Funds received are generally available for expenditure subject to certain restrictions and/or requirements of the funding source.

## **Debt Service Funds – Funds 52 and 56**

The Debt Service funds are used to account for various debts of the District. Transfers from the General Fund and other appropriate funding sources are made to fund 56 to provide the principal and interest payment on the District's State Emergency Apportionment Loans. In addition, according to State law, when the District sells property, the proceeds from those sales must be used for debt service of the loan and are accumulated in this fund. Fund 52 has been used to account for repayment of the District's outstanding Certificates of Participation. It is unnecessary to run two separate debt service funds, therefore the District will collapse fund 52 and make a direct payment for COPs from the General Fund in the future. Fund 56 will be necessary until the State Loan is paid off.

## **Self-Insurance Fund – Fund 67**

This fund is used for self-insurance activities from other operating funds of the District. Insurance premiums from the General, Adult Education and Cafeteria funds are deposited to this fund. Funds deposited are then used to purchase insurance and to pay self-insured claims up to \$100,000 per claim. This is the District's deductible or self insured retention. The budget is based on various assumptions and historical trends.

**West Contra Costa Unified School District  
Budget Flexibility Transfer for Tier III Programs**

June 22, 2010

Public Hearing

**Appendix A**

Resource	Tier III Program Name	Estimated 09-10	Estimated 10-11
6258	PE Teacher Incentive Grants	\$ 414,096	\$ 409,279
6260/6263	Alternative Credentialing	\$ 190,911	\$ 190,166
6267	National Board Certification Grant	\$ 16,169	\$ 13,328
6405	School Safety Block Grant	\$ 375,335	\$ 360,827
6760	Arts and Music Block Grant	\$ 419,086	\$ 419,509
7055	CAHSEE Supplemental Instruction	\$ 274,102	\$ 270,712
7080	Supplemental School Counseling Program	\$ 767,839	\$ 776,836
7140	Gifted and Talented (GATE)	\$ 212,247	\$ 189,946
7156	Instructional Materials Fund	\$ 1,687,284	\$ 1,660,373
7271	Peer Assistance Review (PAR)	\$ 124,393	\$ 122,460
7276	Certificated Staff Mentoring Program	\$ 133,083	\$ 147,186
7294	Mathematics and Reading Professional Dev	\$ 235,878	\$ 222,567
7325	Staff Development Administrator Training	\$ 25,000	\$ 26,672
7390	Pupil Retention Block Grant	\$ 1,162,772	\$ 1,157,412
7392	Teacher Credentialing Block Grant (BTSA)	\$ 536,208	\$ 578,204
7393	Professional Development Block Grant	\$ 1,312,520	\$ 1,292,727
7394	Targeted Instructional Improvement Grant (TIIG)	\$ 2,556,384	\$ 2,776,427
7395	School and Library Improvement Block Grant	\$ 1,977,607	\$ 1,947,666
2430	Community Day Schools	\$ 63,854	\$ 65,199
Fund 11	Adult Education Revenue	\$ 1,000,000	\$ 1,000,000
Fund 14	Deferred Maintenance Revenue	\$ 1,000,000	\$ 1,000,000
General Fund	Summer School	\$ 750,000	\$ 752,947
	<b>Total Revenue Transfers - Flex</b>	<b>\$ 15,234,768</b>	<b>\$ 15,380,443</b>
<b>Fund Balance Transfer under Flex Program</b>			
	Adult Education Fund	\$ 2,000,000	
	Deferred Maintenance Fund	\$ 4,000,000	
	<b>Total Fund Balance Transfers</b>	<b>\$ 6,000,000</b>	
<b>Supported Programs/General Fund</b>			
	Teacher Salary & Benefits for K-12 Education		
	GATE Support		
	Pupil Retention Program		
	Special Ed Student Bussing		
	School Safety Staff		



## **2010-11 Budget - Executive Summary**

### **Appendix B**

**DISTRICT: WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

### **MAINTENANCE OF FISCAL SOLVENCY**

In submitting the 2010-11 Adopted Budget, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years. It is recognized that if the Governor's May 2010 Revision is enacted as proposed, or if the fiscal condition further deteriorates, the district will implement an estimated \$3,000,000 in ongoing budget reductions in 2011-12 and an additional estimated \$3,000,000 reductions in 2012-13 to maintain fiscal solvency. It is further recognized that the district will submit a detailed list of Board approved ongoing budget reductions for 2011-12 with the 2010-11 First Interim Report.

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Bruce Harter, Board Secretary  
Phone Number: 510-231-1170

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Date

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Schedule 1

2010-11 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	GENERAL FUND			SPECIAL REVENUE FUNDS	CAPITAL OUTLAY FUNDS	OTHER FUNDS	DISTRICT TOTALS
	UNRESTRICTED	RESTRICTED	TOTAL	Schedule 2	Schedule 3	Schedule 4	
<b>REVENUES</b>							
Revenue Limit Sources	\$ 131,587,692	\$ 6,999,787	\$ 138,587,479	\$ -	\$ -	\$ -	\$ 138,587,479
Federal Revenues	0	26,336,649	26,336,649	9,697,285	-	-	36,033,934
Other State Revenues	25,263,810	34,625,127	59,888,937	7,412,084	7,481,800	-	74,782,821
Other Local Revenues	3,048,320	17,425,683	20,474,003	2,239,772	2,215,000	26,964,329	51,893,104
Total Revenues	159,899,822	85,387,246	245,287,068	19,349,141	9,696,800	26,964,329	301,297,338
<b>EXPENDITURES</b>							
Certificated Salaries	70,822,289	33,060,901	103,883,190	2,305,216	-	-	106,188,406
Classified Salaries	18,806,279	17,561,769	36,368,048	4,418,025	814,078	-	41,600,151
Employee Benefits	35,666,463	21,947,443	57,613,906	2,434,659	310,760	-	60,359,325
Books and Supplies	1,641,305	15,533,170	17,174,475	5,929,280	2,654,638	-	25,758,393
Services and Other Operating Expenditures	8,095,968	27,365,945	35,461,913	784,078	14,955,326	26,636,129	77,837,446
Capital Outlay	112,200	12,000	124,200	129,000	114,558,645	-	114,811,845
Other Outgo	4,447,610	-	4,447,610	-	-	-	4,447,610
Direct/Indirect Support Costs	(1,959,568)	1,258,028	(701,540)	701,540	-	-	-
Total Expenditures	137,632,546	116,739,256	254,371,802	16,701,798	133,293,447	26,636,129	431,003,176
<b>INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS</b>							
	22,267,276	(31,352,010)	(9,084,734)	2,647,343	(123,596,647)	328,200	(129,705,838)
<b>OTHER FINANCING SOURCES AND (USES)</b>							
Interfund Transfers In	5,421,602	-	5,421,602	-	-	1,286,991	6,708,593
Interfund Transfers Out	-	-	-	(4,000,000)	-	(2,708,593)	(6,708,593)
Other Sources	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-
Contributions To Restricted Programs	(30,898,210)	30,898,210	-	-	-	-	-
Total Other Financing Sources and Uses	(25,476,608)	30,898,210	5,421,602	(4,000,000)	-	(1,421,602)	-
<b>NET CHANGE IN FUND BALANCE</b>							
	(3,209,332)	(453,800)	(3,663,132)	(1,352,657)	(123,596,647)	(1,093,402)	(129,705,838)
<b>ESTIMATED BEGINNING FUND BALANCE, JULY 1, 2010</b>							
	12,297,538	7,489,942	19,787,480	9,851,651	151,863,613	21,691,629	203,194,373
<b>PROJECTED ENDING FUND BALANCE JUNE 30, 2011</b>							
	\$ 9,088,206	\$ 7,036,142	\$ 16,124,348	\$ 8,498,994	\$ 28,266,966	\$ 20,598,227	\$ 73,488,535

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
2010-11 JULY 1 ADOPTION**

Schedule 2

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

**SPECIAL REVENUE FUNDS**

**REVENUES**

	<b>ADULT EDUCATION</b>	<b>CHILD DEVELOPMENT</b>	<b>CAFETERIA</b>	<b>DEFERRED MAINTENANCE</b>	<b>SPECIAL RESERVE</b>	<b>TOTAL SPECIAL REVENUE FUNDS</b>
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	270,452	100,000	9,326,833	-	-	9,697,285.00
Other State Revenues	3,057,705	2,529,250	825,129	1,000,000	-	7,412,084
Other Local Revenues	500,592	45,000	1,694,180	-	-	2,239,772
<b>Total Revenues</b>	<b>3,828,749</b>	<b>2,674,250</b>	<b>11,846,142</b>	<b>1,000,000</b>	<b>-</b>	<b>19,349,141</b>

**EXPENDITURES**

Certificated Salaries	1,223,324	1,081,892	-	-	-	2,305,216
Classified Salaries	458,434	-	3,959,591	-	-	4,418,025
Employee Benefits	434,448	421,914	1,578,297	-	-	2,434,659
Books and Supplies	115,535	1,063,615	4,750,130	-	-	5,929,280
Services and Other Operating Expenditures	245,144	-	538,934	-	-	784,078
Capital Outlay	-	-	129,000	-	-	129,000
Other Outgo	-	-	-	-	-	-
Direct/Indirect Support Costs	88,000	106,829	506,711	-	-	701,540
<b>Total Expenditures</b>	<b>2,564,885</b>	<b>2,674,250</b>	<b>11,462,663</b>	<b>-</b>	<b>-</b>	<b>16,701,798</b>

**INCREASE OF (DECREASE) IN FUND BALANCE  
RESULTING FROM OPERATIONS**

	1,263,864	-	383,479	1,000,000	-	2,647,343
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**OTHER FINANCING SOURCES AND (USES)**

Interfund Transfers In	-	-	-	-	-	-
Interfund Transfers Out	(1,000,000)	-	-	(1,000,000)	(2,000,000)	(4,000,000)
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
<b>Total Other Financing Sources and Uses</b>	<b>(1,000,000)</b>	<b>-</b>	<b>-</b>	<b>(1,000,000)</b>	<b>(2,000,000)</b>	<b>(4,000,000)</b>

**NET CHANGE IN FUND BALANCE**

	263,864	-	383,479	-	(2,000,000)	(1,352,657)
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**ESTIMATED BEGINNING FUND BALANCE,  
JULY 1, 2010**

	862,679	189,761	1,502,078	1,002,674	6,294,459	9,851,651
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**PROJECTED ENDING FUND BALANCE  
JUNE 30, 2011**

	\$ 1,126,543	\$ 189,761	\$ 1,885,557	\$ 1,002,674	\$ 4,294,459	\$ 8,498,994
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**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
2010-11 JULY 1 ADOPTION**

Schedule 3

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

**CAPITAL OUTLAY FUNDS**

	<b>BUILDING</b>	<b>CAPITAL FACILITIES</b>	<b>COUNTY SCHOOL FACILITIES</b>	<b>SPECIAL RESERVE FOR CAPITAL OUTLAY</b>	<b>TOTAL CAPITAL OUTLAY FUNDS</b>
<b>REVENUES</b>					
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	-
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	-	7,481,800	7,481,800
Other Local Revenues	600,000	615,000	-	1,000,000	2,215,000
<b>Total Revenues</b>	<b>600,000</b>	<b>615,000</b>	<b>-</b>	<b>8,481,800</b>	<b>9,696,800</b>
<b>EXPENDITURES</b>					
Certificated Salaries	-	-	-	-	-
Classified Salaries	814,078	-	-	-	814,078
Employee Benefits	310,760	-	-	-	310,760
Books and Supplies	2,620,638	10,000	-	24,000	2,654,638
Services and Other Operating Expenditures	6,365,526	270,000	-	8,319,800	14,955,326
Capital Outlay	114,558,645	-	-	-	114,558,645
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
<b>Total Expenditures</b>	<b>124,669,647</b>	<b>280,000</b>	<b>-</b>	<b>8,343,800</b>	<b>133,293,447</b>
<b>INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS</b>	<b>(124,069,647)</b>	<b>335,000</b>	<b>-</b>	<b>138,000</b>	<b>(123,596,647)</b>
<b>OTHER FINANCING SOURCES AND (USES)</b>					
Interfund Transfers In	-	-	-	-	-
Interfund Transfers Out	-	-	-	-	-
Other Sources	-	-	-	-	-
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
<b>Total Other Financing Sources and Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(124,069,647)</b>	<b>335,000</b>	<b>-</b>	<b>138,000</b>	<b>(123,596,647)</b>
<b>ESTIMATED BEGINNING FUND BALANCE, JULY 1, 2010</b>	<b>143,632,221</b>	<b>1,767,232</b>	<b>41,057</b>	<b>6,423,103</b>	<b>151,863,613</b>
<b>PROJECTED ENDING FUND BALANCE JUNE 30, 2011</b>	<b>\$ 19,562,574</b>	<b>\$ 2,102,232</b>	<b>\$ 41,057</b>	<b>\$ 6,561,103</b>	<b>\$ 28,266,966</b>

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

2010-11 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

OTHER FUNDS	CORPORATION DEBT SERVICE	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
<b>REVENUES</b>					
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	-	-	-
Other Local Revenues	-	-	9,400,000	17,564,329	26,964,329
Total Revenues	-	-	9,400,000	17,564,329	26,964,329
<b>EXPENDITURES</b>					
Certificated Salaries	-	-	-	-	-
Classified Salaries	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Books and Supplies	-	-	-	-	-
Services and Other Operating Expenditures	-	-	9,071,800	17,564,329	26,636,129
Capital Outlay	-	-	-	-	-
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	-	-	9,071,800	17,564,329	26,636,129
<b>INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS</b>	-	-	328,200	-	328,200
<b>OTHER FINANCING SOURCES AND (USES)</b>					
Interfund Transfers In	-	1,286,991	-	-	1,286,991
Interfund Transfers Out	(1,286,991)	(1,421,602)	-	-	(2,708,593)
Other Sources	-	-	-	-	-
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	(1,286,991)	(134,611)	-	-	(1,421,602)
<b>NET CHANGE IN FUND BALANCE</b>	(1,286,991)	(134,611)	328,200	-	(1,093,402)
<b>ESTIMATED BEGINNING FUND BALANCE, JULY 1, 2010</b>	1,286,991	8,983,939	58,612	11,362,087	21,691,629
<b>PROJECTED ENDING FUND BALANCE JUNE 30, 2011</b>	\$ -	\$ 8,849,328	\$ 386,812	\$ 11,362,087	\$ 20,598,227

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:** June 22, 2010

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** F.4

**Subject:** Resolution No. 96-0910 Temporary Borrowing Between Funds

**Background Information:** Due to concerns regarding the status of cash at the State level and the fact that the normal flow of State deposits will be delayed, staff is recommending that the District set in place a contingency plan for cash flow purposes at the local level. Should the need arise, this resolution permits the school district to temporarily borrow cash between funds at the County Treasurer in order to insure that a particular fund does not carry a negative cash balance.

The State Controller has issued a letter indicating the following deposit deferral schedule:

**2010-11 K-12 Deferral Timeframe**

July 2010 deposit - deferred to September 2010  
October 2010 deposit - deferred to January 2011  
February 2011 deposit - deferred to July 2011  
March 2011 deposit - deferred to April 2011  
April 2011 deposit - deferred to August 2011  
May 2011 deposit - deferred to August 2011  
June 2011 deposit - deferred to July 2011

In the event that temporary borrowing is needed, staff will provide the Board with a report containing detailed information on the transaction.

Education Code Section 42603 permits the Governing Board of any school district to allow for temporary borrowing. This resolution sets forth permission for temporary borrowing for the 2010-11 fiscal year.

**Recommendation:** Approve Resolution 96-0910 for Temporary Borrowing Between Funds

**Fiscal Impact:** No fiscal impact

DISPOSITION BY BOARD OF EDUCATION

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

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



BOARD OF EDUCATION  
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 96-0910  
TEMPORARY BORROWING BETWEEN FUNDS  
JUNE 22, 2010

WHEREAS, the Board of Trustees of the West Contra Costa Unified School District has determined that there may be insufficient cash to meet current obligations; and

WHEREAS, Education Code Section 42603 permits the Governing Board of any school district to direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds and shall not be available for appropriation or be considered income to the borrowing fund.

NOW, THEREFORE, BE IT RESOLVED that in accordance with Education Code Section 42603, monies may be transferred between funds of the district and repaid in accordance with Education Code Section 42603 for the 2010-11 fiscal year.

PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on this twenty-second day of June, 2010, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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Antonio Medrano, Clerk of the Board  
West Contra Costa Unified School District  
Contra Costa County, 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:** June 22, 2010

**From:** Bruce Harter, Superintendent

**Agenda Item:** F.5

**Subject:** Community Survey on Revenue Enhancement Measures

**Background Information:**

With the continued deterioration of the State of California's financial outlook and Legislative impasse on revenue increases necessary to fund public education, it appears that the only way for the District to continue to provide the current level of services is to seek local voter approval of a parcel tax measure. To assess the feasibility of such a measure, the Board will need to authorize a random sample survey.

**Recommendation:**

That the Board approve a proposal from Godbe Research to conduct a survey to aid in assessing community support for a possible local tax measures.

**Fiscal Impact:** Estimated to be \$30,840

DISPOSITION BY BOARD OF EDUCATION

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

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

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



**GODBE RESEARCH**  
Gain Insight

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**PROPOSAL TO CONDUCT A PARCEL TAX  
MEASURE FEASIBILITY SURVEY**

Presented to the West Contra Costa Unified School District

June 15, 2010

## **ABOUT GODBE RESEARCH**

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Godbe Research, a State of California and Santa Clara Valley Transportation Authority certified small business enterprise (SBE), was founded in January of 1990. The firm is a full-service public opinion research agency that offers its clients extensive experience in public opinion research for revenue measure/assessment feasibility studies, community needs assessments, public education and outreach strategies, strategic and general planning efforts, and public sector marketing efforts. Our offices in San Mateo (San Francisco/Northern California), Newport Beach (Orange County/Southern California), and Bellevue (Seattle/Northwest) house a staff of highly trained and experienced researchers (all Master's or Ph.D. level), and a commitment to providing superior quality research and client services.

The firm has been employed by public and private sector clients, throughout the United States and internationally. The combined expertise of the Godbe Research team spans over 50 years in the field of public opinion research. The Godbe Research Team consists of the President (Bryan Godbe), a Director of Research, a Director of Business Development/Project Strategy, and a staff of Senior Research Managers, Senior Statistical Analysts, and Research Analysts. Each team member has the education and experience commensurate with their position at Godbe Research, and the team regularly lectures, authors, and consults in the field of survey research. In short, you will not find a more experienced and educated team in public opinion research.

Godbe Research has extensive experience in conducting voter opinion research to assess the feasibility of school district parcel tax and bond measures; and in the field of parcel tax polling for successful revenue measures in the Bay Area, our experience is unmatched. Some of our most recent successful school district parcel tax clients (all since 2008) include the San Mateo Foster City School District (2010), Burlingame School District (2010), Dublin Unified School District (2008), Livermore Valley Joint Unified School District (2008), Portola Valley School District (2010), San Carlos School District (2009), Lagunitas School District (2009), Novato Unified School District (2009), Piedmont Unified School District (2009), Woodside School District (2009), Santa Barbara Elementary School District (2008), Santa Barbara High School District (2008), Belmont-Redwood Shores School District (2008), Berryessa Union School District (2008), Live Oak School District (2008), West Contra Costa Unified School District (2008), and Pacifica School District (2008). In addition, we are currently working or have recently worked with the Dublin Unified School District, South San Francisco Unified School District, West Contra Costa Unified School District, Fremont Unified School District, Alum Rock School District, Bear Valley Unified School District, Auburn Union School District, San Juan Unified School District, Dixie Elementary School District, Western Placer Unified School District, and Ross Valley Unified School District on parcel tax or bond measures for the June 2010 ballot or later in 2010 – 2011. Finally, Godbe Research is so respected for our polling for K-12 school district parcel taxes that we have been hired by the San Mateo Community College District, Foothill-De Anza Community College District, San Jose-Evergreen Community College District, and San Francisco Community College District to explore what would be the first community college district parcel taxes in the State of California.

Using survey research, Godbe Research is able to assess baseline support for a parcel tax measure; determine or confirm the election cycle in which the measure would have its best success; rank the projects and programs that would be funded by the parcel tax according to voter preference; determine arguments and features that increase or could potentially decrease voter support; inform the strategy and content

of any public information campaign to educate voters on the need for the measure, as well as; establish the highest tax threshold amount at which the required percentage of voters would support the measure. Collectively, this information allows Godbe Research to determine the best way to package a measure for success including ballot language, campaign content, and election timing.

## **PROPOSED POLLING WORK PLAN**

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Godbe Research believes strongly that any project's success depends on recognizing the individual research needs of our clients, then customizing the research plan to meet these needs. Accordingly, we have put together the following overview of our recommended approach to addressing the specific research needs of the West Contra Costa Unified School District (District or WCCUSD) to indicate the types of considerations that are involved in each of our research projects.

### Research Objectives

Before beginning any research project, Godbe Research spends considerable time reviewing each client's specific and unique research objectives to choose the most appropriate research design. Although the kick-off meeting for the project will be devoted to "fleshing out" the research objectives in great detail, it is our current understanding that the District is interested in placing a parcel tax on the ballot for the November 2010 general election cycle, based on voter support. The parcel tax measure polling, therefore, will be designed to:

- evaluate the spending priorities of voters in the WCCUSD vis-à-vis public education;
- determine baseline and informed support for a proposed parcel tax measure within the District;
- confirm that November 2010 is the best election cycle or recommend another election cycle prior to June 2011 (last cycle for the 2011 – 2012 property tax year);
- determine and rank the projects and programs that would be funded by the proposed parcel tax, according to voter preference/support;
- examine the impact of various statements on voters' support for the tax measure (arguments "for" and "against" the measure);
- identify the maximum tax threshold amount supported by the necessary percentage of District voters for the proposed measure;
- identify how best to package the bond measure so that the necessary percentage of voters can be expected to support the parcel tax measure on election day, *and*;
- collect demographic information on voters in the District not already contained in the voter file for profiling and segmentation purposes.

### Proposed Scope of Work

Based on our understanding of the District's needs, Godbe Research proposes to provide the following services for the parcel tax feasibility survey of District voters:

- Kicking off the project and developing a project work plan in consultation with the District.
- Reviewing background materials, voter and resident demographic data, previous polling studies (e.g., past District polling, Richmond/El Cerrito polling,

other agency polling, etc.), and other information that will aid in the development of the sampling strategy and survey instrument for this specific study.

- Developing a stratified and clustered sample of District voters, likely to vote in the November 2010 general election cycle. The sampling design will be similar to that of the 2008 parcel tax, given that El Cerrito is also considering a measure for the November 2010 ballot. In addition, we can also flag voters in other smaller election cycles between November 2010 and June 2011 (if desired).
- Developing and refining a survey instrument that will achieve the research objectives for the project. At this point, we envision a survey of approximately 18-minutes in length based on recent parcel tax surveys and past polling for the District.
- Pre-testing the survey instrument to ensure that voters can understand the question and response codes and that the survey is of the proper length.
- CATI programming the survey instrument for accurate and efficient data collection.
- Translation and interviewing in Spanish for monolingual Spanish speaking voters or bilingual Latino voters who would prefer to respond in Spanish.
- Conducting telephone interviews with 600 (n=600) total District voters, likely to vote in the November 2010 general election cycle. Cost options are provided later in this proposal.
- Processing the data from the survey according to a strict protocol.
- Weighting the data, as necessary, to ensure that the results reflect opinions that are truly representative of West Contra Costa Unified School District voters, likely to vote in the November 2010 election cycle.
- Analyzing the data from the survey and producing a comprehensive report of findings on the survey results for the District, with District input provided on our draft report prior to submitting a final report. Each of our reports also includes the following value added modules:
  - Feasibility Analysis: We will provide the West Contra Costa Unified School District our recommendation on whether to move forward with the parcel tax measure based on overall voter support and District funding needs or if a longer public education and outreach strategy is needed prior to placing a measure on the ballot.
  - Ballot Question Wording: Godbe Research will recommend a version of the ballot question that reflects the benefit rankings from the survey and work to refine this wording, with District approval. These are the most important 75 words in the process and must follow the benefit rankings from the survey.
  - Election Timing Report: The election timing report section will describe the factors associated the November 2010 election cycle the District is considering, and integrate these factors with survey

findings. We will also advise if November 2010 is not recommended, and if a longer public education and outreach strategy is necessary prior to placing a measure on the ballot.

- Tax Threshold Report: Success in any revenue campaign hinges on selecting a tax amount that is affordable to the local community but still in line with District needs. In many cases, a voter's decision to vote for or against a parcel tax measure depends on how much a measure will cost. Godbe Research's threshold report looks at how various tax levels will affect the District's chance of passing a measure and the resulting level of effort needed for any outreach/education campaign based on those amounts.
  - Household Targeting Report: Godbe Research is a state leader in targeting voters by analyzing various household demographic groupings and geography. Household targeting acknowledges the fact that most local elections rely heavily on direct mail to communicate to voters. When a mail piece reaches a household, a campaign cannot control who will view the piece. In some cases, the addressee will view the piece, other times only the first person to pick up the mail will see the piece, and many times an entire household will view the piece. Because of this, the household targeting report interprets survey results and demonstrates how they can be used to communicate with targetable household groups.
  - Godbe Research's Profile of Voters: Godbe Research has created a proprietary model used to create a profile of "Strong support," "Potential support," and "Strong opposition."
- Presenting the survey results to the District, as well as other key stakeholders identified by the District.
  - Ongoing post-project consulting on the results and recommendations from the voter survey with the District throughout the parcel tax measure process up through Election Day (value added / no additional charge).



## PROJECT COSTS

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Godbe Research takes great pride in delivering usable research projects on time and on budget. In doing so, we prefer to price our proposals using a firm and fixed-fee format rather than hourly rates. We feel that this pricing model provides the most flexibility to our clients and allows our clients to see the maximum a survey would cost based on the two most important factors: sample size and survey length.

For the West Contra Costa Unified School District parcel tax voter polling, Godbe Research recommends an 18 minute survey of 600 (n=600) voters. In addition we have also provided optional costs to translate the survey into Spanish and provide Spanish language interviewing.

The costs listed below are all inclusive fees for Godbe Research to complete the parcel tax feasibility survey process. These fees are firm and fixed as long as the parameters of the project (e.g., sample size, survey length, Spanish translation, etc.) conform to those outlined in this proposal. Should the District needs or research objectives change, we will be happy to provide amended costs prior to proceeding.

### Survey of 600 (n=600) District Voters

<u>Project Task</u>	<u>18-min.</u>
Listed Voter Sample and Sampling Design	\$1,300.00
CATI Programming	\$1,090.00
Survey Pretest	\$150.00
Telephone Interviewing	\$14,280.00
Data Processing	\$870.00
Research Fee	\$8,250.00
Project Management	\$2,750.00
<u>Miscellaneous/Travel Expenses</u>	<u>\$150.00</u>
English Only Total	\$28,840.00
Spanish Translation Fee	\$950.00
<u>Spanish Interviewing Surcharge</u>	<u>\$1,050.00</u>
Total for English and Spanish	\$30,840.00



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