

**NOTICE OF MEETING
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
SUBCOMMITTEE on CLAY INVESTIGATION**

**Tuesday
July 7, 2015
6:30 PM**

**Room 1
Alvarado Adult School
5625 Sutter Ave
Richmond, CA 94804**

AGENDA

- I. Call to Order
- II. Roll Call
- * III. Opportunity for Public Comment on Agenda Items
- III. Review of the Board's Charge to the Subcommittee
- IV. Discussion / Approval of Scoring Guide for Attorney Selection
- V. Discussion of Scope of the Forensic Investigation
- VI. Discussion of Timeline for Completing the Investigation
- IV. Adjournment

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

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.

Draft - July 2, 1015

Scoring Guide For Special Counsel to the Board of Education for the Clay Investigation

		Lawfirm #1	Lawfirm #2	Lawfirm #3	Lawfirm #4
Meets the submittal requirements	Includes transmittal letter, background information, references, proposed time commitment and overall cost of services? 0 to 25 pts.				
Clear of conflict of interest	Asserts that the attorney or firm has no prior experience that could be interpreted as a conflict of interest	Yes or No	Yes or No	Yes or No	Yes or No
Relevant Experience	Does the applicant have experience in effectively working with school Boards and school Districts? 0 to 15 pts				
	Does the attorney have successful experience in directing the work of forensic auditors / examiners? 0 to 15 pts.				
Qualifications	Do the attorney's qualifications support the proposal? 0 to 25 pts.				
Approach	Attorney demonstrates clear understanding of the nature and extent of services required, and can effectively work with a Board subcommittee. 0 to 10 pts.				
	Attorney has a specific outline how the work will be performed. 0 to 5 pts				
	Attorney shows awareness of and capacity for dealing with potential problems in completing this project and has a history of providing problem solving approaches . 0 to 5 pts				
Other factors	Attorney responds to the uniqueness of this situation and /or has strengths not captured by other categories. 0 to 10 pts.				
	Total	0	0	0	0