

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

October 16, 2013

*Minutes of the Joint Meeting of the Board Of Education
And Citizens' Bond Oversight Committee*

A. OPENING PROCEDURES

A.1 Welcome and Meeting Procedures

President Kronenberg called the meeting to order at 6:09 p.m. and welcomed the audience.

A.2 Pledge of Allegiance

A.3 Roll Call

CBOC Members Present:

Charles Cowens, Dennis Hicks, Thomasina Horsley, Ken Jett, Ivette Ricco, Kristin Rosekrans, Tim Warner, Tom Waller, Orlandus Waters

Board Members Present: Randy Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather, Charles Ramsey

Staff Present: Madgy Abdalla, District Engineering Officer; Martin Coyne, Executive Director Bond Finance; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance and Operations; Christina Gallea, Sr. Facilities Planning Specialist; Bruce Harter, Superintendent; Keith Holtslander, Director of Facilities

President Kronenberg turned the meeting over to Chairperson Ivette Rocco to preside.

A.4 Approval of Agenda

MOTION: Chairperson Ricco asked the committee for approval of the agenda. A motion was made by Mr. Cowens and seconded by Mr. Waters to approve the agenda. The committee voted approval by voice vote.

Discussion was held about the differences between the submitted agenda and the published agenda. Mr. Cowens noted the differences being the resolution passed by the committee as a discussion item as well as the format for project status updates.

A.5 Approval of Minutes

MOTION: Chairperson Ricco asked for any changes, revisions, additions, corrections or amendments to the Minutes. A motion to approve the Minutes was made by Ken Jett and seconded by Mr. Cowens. The committee approved by voice vote.

A.6 Chair's Report

Chairperson Ricco spoke of the perception of the CBOC and free flow of information between the District and the community. She expressed concern that changes are needed to insure open communication. She listed areas of concern for the consideration of the Board:

- Facilities Subcommittee meeting reports of actions taken
- A Board member present at CBOC meetings
- Eliminate the photo project update status reports
- Better data for the public and method for handling public requests for information

Ms. Ricco invited committee members to speak.

Mr. Waters commented about the Facilities Operations Center relocation and transition. He expressed concern for a budget including costs of renovation and equipping the site for occupancy, as well as loitering of transients and a security plan to offset potential damage by vagrants.

Mr. Hicks addressed the committee regarding monitoring safety at current construction sites. He particularly spoke of an incident at the Portola site. Mr. Fay responded.

Ms. Wanda Brady and Mr. Marcos Montez, PG & E representatives, presented the District with a check for building design efficiency for the DeAnza High School construction project. The District has received almost a \$1 million in incentive funds for participation the energy efficiency program Saving by Design.

A.7 Future Joint Meetings

Chairperson Ricco spoke about the joint meetings and working with the Board to coordinate future meetings. Mr. Cowens asked about the meeting dates for the coming year. Dr. Harter responded.

B. DISCUSSION ITEMS

B.1 Mid-Year Report Review

Mr. Abdalla and Mr. Coyne presented staff's response to five areas of concern addressed in the performance audit of last year. The areas of concern were Program Management, Bidding and Procurement, Change Order Procedures, Claim Avoidance Procedures, and Measure J Expenditures and Payment Procedures.

Public Comment:

None

Discussion:

Mr. Jett expressed objection about the appropriateness for staff to respond to the audit. Committee members asked questions regarding procedures to which Mr. Abdalla and Mr. Coyne provided clarification.

Auditor Vern Webber recommended reading the full audit review rather than just the midyear review report. He provided more information regarding the performance audit and the goal of 100% compliance. Mr. Webber addressed additional questions from the committee.

B.2 Performance Audit

Mr. Coyne provided information regarding the third year performance review by Total School Solutions for the year 2012-2013. Mr. Coyne and Mr. Webber provided an overview of the process for data collection, staff and construction project personnel interviews, and review and editing of the report presented to the Board in March of that year.

Public Comment:

None

Discussion:

Committee discussion was held about involving the committee in the internal draft response.

B.3 Project Status Report

In consideration of the length of the meeting, this item was presented to the committee in printed format. Mr. Ramsey and Mr. Warner addressed projects in design that were not included in the listing of projects.

Public Comment:

None

Discussion:

Mr. Fay and Mr. Abdalla gave a brief update.

B.4 Membership: Current Status and Improvements

Mr. Cowens reported on the active role of the Superintendent in recruiting new members to fill vacancies. Superintendent Harter provided an update on three pending appointments.

Public Comment:

None

Discussion:
None

C. PUBLIC AND COMMITTEE COMMUNICATIONS

C.1 Public Comment – for items not on the agenda:

James Erickson, Judd Goodman, Sherry Drobner, Giorgio Cosentino, Claudia Bugatto

D. ADJOURNMENT

Chairperson Ricco announced the next meeting for December 4, 2013 and adjourned the meeting at 7:31 PM.

*Minutes of the WCCUSD Board Of Education
October 16, 2013*

A. CLOSED SESSION

B. OPENING PROCEDURES

President Kronenberg called the meeting to order at 5:00 P.M. The Board recessed into Closed Session and reconvened for the joint meeting with the Citizens Bond Oversight Committee at 6:09 PM. President Kronenberg called the Public Session for the regular meeting to order at 7:40 P.M.

B.1 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: Randy Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather, Charles Ramsey

Staff Present: Magdy Abdalla, Engineering Officer; Martin Coyne, Executive Director Bond Finance; Linda Delgado, Coordinator; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance/Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holtslander, Ken McDaniel, Maintenance Supervisor; Leticia Oregon, Interpreter; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Ken Whittemore, Assistant Superintendent Human Resources

B.4 Presentation of Student Board Representative from El Cerrito High School

Mr. Bowie Lee provided a report of activities at El Cerrito High School.

B.5 Report/Ratification of Closed Session

None

B.6 Agenda Review and Adoption

MOTION: Mr. Ramsey moved approval of the agenda. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.7 Minutes: September 25, 2013; October 2, 2013

Mr. Groves made a correction to the September 25, 2013 Minutes.

MOTION: Mr. Ramsey moved approval of the corrected September 25 Minutes as well as the October 2 Minutes. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.8 Request to Address the Board – Billie Alexander

This item was moved to follow D.2.

B.9 WCCUSD Public Comment

Don Gosney

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Approval of Donations

- C.3 Approval of Fund-Raising Activities**
- C.4 Summary of Payroll and Vendor Warrant Reports**
- C.5 Adoption of Resolution No. 39-1314: Replacement of Outdated Warrant**
- C.6 Certificated Board Authorization – Education Code 44258.3**
- C.7 Approve the Following New Job Description – Field and Facilities Use Worker**
- C.8 Ratification and Approval Engineering Services Contracts**
- C.9 Ratification and Approval of Negotiated Change Orders**
- C.10 Ratification of Staff Awarded Contracts (CUPCCAA)**
- C.11 Williams Lawsuit Complaints Quarterly Report**
- C.12 Approval of Board Members Travel**

MOTION: Mr. Ramsey moved approval of Consent Items C.1 – C.12. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Employee Service Anniversary Recognition

Mr. Whittemore invited the Board to join him in recognizing employees with 1950 combined years of service. Individual employees were recognized with 20, 25, 30 and 35 years of service to the District.

Public Comment:

None

Board Comment:

None

D.2 Citizens’ Bond Oversight Committee (CBOC) Resolution 13-1

Mr. Fay responded to Citizens’ Bond Oversight Committee Resolution 13-1. He said that the comments were reviewed at the last committee meeting and this was a formal written statement in response. He continued with information about updates to the website and a suggested Frequently Asked Questions section to enable the communication process and requests for information from the public. Overall the committee is seeking more transparency and for staff to rededicate itself to recognizing their volunteerism and tremendous efforts to better the program. Mr. Fay spoke of his communication process to log and monitor requests, staff responses, and monthly reports back to the committee. He concluded by stating that the resources are available and committed to assist the committee with site tours, general contractors activities, as well as filling vacancies on the committee.

Public Comment:

Charles Cowens, Ivette Ricco

Board Comment:

Mr. Groves reinforced the importance of a Board member being present at every Citizen’s Bond Oversight Committee meeting. He suggested putting all presentations on the website for full public information.

Ms. Merriweather said she appreciated all the work done by CBOC members and hoped that the concerns expressed will be addressed. She said she wanted their great work for the public to continue.

Mr. Enos voiced the same appreciation and concerns urging committee members to share concerns with Board members.

President Kronenberg thanked the committee members and commented about her own service on the committee at one time. She understood the level of volunteerism and commitment. She confirmed the importance of the resolution.

B.8 Request to Address the Board – Billie Alexander

Mr. Alexander spoke about 2012 voter approval of Proposition 30 as a tax to fund education and public safety. He asked the Board to consider a public hearing specifically to inform parents about Proposition 30 and changes coming about in education with STEM and Common Core that will demand separate curriculums.

E. COMMITTEE COMMUNICATIONS

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

E.1 Standing Reports

Academic Subcommittee. Ms. Rashidchi reported on the last meeting where the Common Core working group presented three different subject matters regarding professional development, supplemental materials, and technology. Discussion also included the academic instructional focus each school has picked to address related to Common Core implementation. The next step will be to bring a budget to the Board on November 2nd for public hearing. Mr. Enos commended staff on the good work done at the meeting.

College & Career Readiness. Mr. Greer said that Linked Learning staff will present a district pathway meeting on October 21 and 22 for the seven northern California districts attending. He said that Ms. Rebecca Ross will begin meetings to develop the business advisory group and a spring Principal for a Day event at schools.

Facilities Subcommittee. Mr. Ramsey reported on the discussion regarding the San Pablo I-80 overpass to Riverside Elementary School. He said that all parties will meet again in the next 30-45 days to return with options for further discussion. The next subcommittee meeting will be held November 12.

Ivy League Connection. Mr. Don Gosney reported that the 2014 season is up and running to expand the college going culture in the District. He said that presentations were made to all high schools in the District where he spoke with 425 students, many of whom were freshmen. He said many sophomores were eager to apply. People can contact Mr. Gosney or view the website for more information. Selection interviews will begin in November. Mr. Ramsey reported on meetings with a Yale admissions officer as well as upcoming meetings with Yale and Brown University' mentors.

Safety Committee. Ms. Merriweather reported on the November 3rd meeting where a Catholic Charities representative shared about the Restorative Justice program working in several high schools. The Community Schools initiative is launching a website for the public to access information. Mr. Enos commented that people should pay attention to activities going on around school campuses in an effort to prevent accidents. The next meeting is tentatively scheduled for November 7, 2013 with details to follow.

Technology Advisory Committee. Ms. Phillips reported on the recent meeting where discussion included the technology plan which is being updated and TAC recommendations for alignment with the District's strategic plan to be completed by the end of school year. Much of the meeting was spent discussing professional development. She said that the first tech newsletter is now available and 25% of site infrastructure upgrades have been completed.

Youth Commission. Mr. Groves reported that the commission met last Monday with a robust attendance. He would like to see every high school represented. Commissioners set goals for the year. He expects an engaged year bringing out student views in order to inform the Board. The next meeting will be November 8, 6:30 PM at Helms Middle School.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

E.3 In Memory of Members of the School Community

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

Public Comment:

None

Board Comment:

None

F. ACTION ITEMS

F.1 Public Hearing: Grades K-12 Textbook and Instructional Materials Compliance for Fiscal Year 2013-2014

Ms. Liz Torio presented information about the challenges reaching sufficiency due to the new ELA adoption of textbooks. She said that the challenges included new classes formed after school began and familiarizing staff with all

components of the *Treasures* material. She reported that all materials have been ordered and an action plan is in place to address the matter. She said that staff will return to the Board in November to provide 100 % sufficiency.

President Kronenberg opened the public hearing.

Public Comment:
None

President Kronenberg closed the public hearing.

Board Comment:
Mr. Groves asked about feedback regarding human error in the ordering process. Ms. Torio responded for clarification.

Mr. Enos asked about students receiving all materials by November. Ms. Rashidchi affirmed.

MOTION: Mr. Ramsey moved approval of Resolution No. 35-1314: Resolution For Grades K-12 Textbook And Instructional Materials Compliance For Fiscal Year 2013-2014. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (Advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.2 Report and Recommendation from Naming Committee

Superintendent Harter reported that Mr. Enos and President Kronenberg volunteered to consider naming some portion of DeAnza High School in honor of Ms. Karen Mason. After review, the committee recommendation was to select Building 7, which houses the Language Arts classes, as the ideal location to honor Ms. Mason. If the Board concurred, signage and if possible, a mural will be put in place.

Public Comment:
None

Board Comment:
Mr. Enos said that he supported adopting the recommendation. President Kronenberg concurred.

MOTION: Mr. Ramsey moved approval of the Recommendation from the Naming Committee to name DeAnza High School Building 7 in honor of Ms. Karen Mason. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (Advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

G. DISCUSSION ITEMS

G.1 Board Policy 1312.3 – Community Relations

Mr. Whittemore asked the Board to review the policy regarding community relations and the Uniform Complaint Procedure. This update provides compliance with current laws to include language regarding bullying and CSBA recommendations. This item will return to the next Board meeting for final review and approval.

Public Comment:
None

Board Comment:
Mr. Ramsey commended this as an important item and looked forward to seeing return for approval

Mr. Groves commended staff for being proactive.

G.2 Project Update for Stege Elementary School Campus Replacement

Mr. Fay introduced Mr. Juan Garrahan of SGI to orchestrate the presentations. Mr. Garrahan provided information regarding the schematic design progress. Architect Fred Powell gave an update of completed items as well as meeting with the principal to review the final development of the project. He reported that staff is working on the design development phase and is on schedule.

Public Comment:

None

Board Comment:

Mr. Groves talked about the building projects promoting learning. He supported strategies that provide new experiences for students.

President Kronenberg said that it may be appropriate to take a new look at District construction standards in order to be dynamic with instructional innovations and universal design in building plans.

Ms. Merriweather asked how far along the design plans were. Mr. Powell responded that the plans are still at a stage to incorporate new technology.

G.3 Project Update for Pinole Middle School football and Soccer Field

Mr. Garrahan said that the football and soccer fields are the last components of the Pinole Middle School modernization. He said that all of the plans have been DSA approved and staff is looking ahead to the first quarter of next year for contractor bids. He expected construction to begin with dry weather next year.

Public Comment:

None

Board Comment:

Mr. Ramsey said that this project should return to the Facilities Subcommittee for final approval. He spoke about concerns from the City of Pinole. Mr. Powell said that the first phase was completed in 2010 and the Building A was completed in 2012. Mr. Ramsey urged getting the final phase for the fields complete and said that he would like to bring this back in January for an update.

G.4 Project Update for Montalvin Manor Elementary School Classroom Building Addition

Mr. Garrahan reported that this project was presented to the Board on July 10. Since that time it has been recognized that the infrastructure component for security needed to be incorporated. He estimates that the package will go to bid in January with construction to begin in February. He estimated a twelve month construction. Architect Jose Vilar spoke about the security design to prepare a package to be incorporated into the new classroom building. This project includes the addition of two classrooms, community kitchen, therapy room, restroom facilities and storage. Mr. Garrahan said that bids and construction are scheduled for 2014.

Public Comment:

None

Board Comment:

None

G.5 Project Update for El Cerrito High School Stadium and Field Replacement

Mr. Garrahan reported on the anticipated bids by October 30th. Architect Kevin MacQuarrie of WLC Architects was present to give information.

Public Comment:

None

Board Comment:

Mr. Ramsey asked Mr. MacQuarrie about the discussion of this project, public meetings and hearings held in 2006. Mr. Ramsey said he felt this project should not be allowed to delay any longer than necessary. Mr. Abdalla spoke about meeting with a group of neighbors, finding that most neighbors are very supportive while some were skeptical. He said that he saw this as a matter of making sure to be attentive to concerns expressed.

Mr. Ramsey asked about the complications of the project. Mr. Abdalla responded about the amount of attention to detail in order to have a successful project. Discussion continued with history of the existing buildings on the field.

Mr. Ramsey asked about the duration of project. Mr. Fay offered the suggestion to go forward with the project and incorporate neighbors' concerns with the Facilities Subcommittee.

Mr. Enos said he agreed with the need to move the facility forward to completion.

Mr. Groves said he is willing to listen to neighbors, but the students have been waiting a long time for completion of the stadium. He said he felt the project needs to get moving for the good of the community.

President Kronenberg spoke about mitigation of neighbors' concerns.

G.6 Project Update for Downer Elementary School Playfield

This item was held over to a future meeting.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Ramsey announced the special meeting planned for October 23rd that will address alignment of the strategic plan with resources and a possible parcel tax. He would like to ask constituents and voters for their input toward implementation. He said he would also like to have the bond finance team return to discuss keeping bond construction projects aligned and moving forward. He spoke about the potential loss of \$1 to 1.5 billion and keeping tax rates down.

Ms. Merriweather asked for clarification about the purpose of the special meeting. Mr. Ramsey responded that discussion will include priorities around funding the strategic plan and what potential voters are willing to pay. He would like to find resources before the Local Control Funding Formula is fully implemented. He also supported polling voters regarding a funding bridge to prevent shut down of construction projects.

Mr. Enos commented about an important element of the strategic plan to hire quality teachers.

President Kronenberg wished everyone a happy College Day and recognized the colleges represented by the Board and staff.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – November 6, 2013

K. ADJOURNMENT

President Kronenberg adjourned the meeting at 9:45 P.M.

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

BH:dh