

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

**December 11, 2013**

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

President Kronenberg called the meeting to order at 5:30 P.M. The Board recessed into Closed Session. President Kronenberg called the Public Session to order at 6:30 P.M.

**B.1 Pledge of Allegiance**

President Kronenberg led 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:** Randall Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather, Charles Ramsey

**Staff Present:** Magdy Abdalla, Engineering Officer; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance / Operations; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holtlander, Director of Facilities; Ken McDaniel, Maintenance Supervisor; Cecilia Mendoza, Executive Director K-12; Mary Phillips, Chief Technology Officer; Germaine Quiter, Director Budget & Accounting; Nia Rashidchi, Assistant Superintendent Educational Services; Reyna Touriel, Translator; Ken Whittmore, Assistant Superintendent Human Resources

**B.4 Annual Organization Meeting**

President Kronenberg thanked her colleagues and staff for their support during the past year and talked about the bright future with Common Core State Standards and Local Control Funding Formula.

She called on Mr. Groves for a nomination for the position of President of the Board of Education for the coming year.

**MOTION: Mr. Groves nominated Mr. Charles Ramsey for the position of President. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Mr. Ramsey, and Ms. Kronenberg voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

Mr. Ramsey assumed the gavel and continued to conduct the meeting. He called on Ms. Kronenberg for a nomination for the position of Clerk of the Board.

**MOTION: Ms. Kronenberg nominated Mr. Todd Groves for the position of Clerk. A roll call vote was taken with Mr. Groves, Ms. Kronenberg, and President Ramsey voting yes, Mr. Enos, and Ms. Merriweather voting no, with no abstentions and no absences. Motion carried 3-2-0-0.**

Mr. Groves assumed the seat to the left of President Ramsey.

President Ramsey said that he would announce individual committee appointments at the January 4 Board Retreat.

Discussion included consideration of meeting dates for the 2014 calendar. Superintendent Harter will bring the adjusted dates to the next meeting for ratification.

**MOTION: Mr. Groves moved approval of the Board Calendar for 2014. Ms. Merriweather seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

President Ramsey called for a motion to appoint the Superintendent as Secretary of the Board as prescribed by law.

**MOTION: Ms. Kronenberg moved approval of the appointment of the Superintendent as Secretary of the Board. Ms. Merriweather seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

President Ramsey called for a motion to authorize the President to sign documents and for the Clerk to sign documents in the absence of the President.

**MOTION: Ms. Kronenberg moved approval to authorize the President to sign documents and for the Clerk to sign documents in the absence of the President. Ms. Merriweather seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.5 Presentation of Student Board Representative from Pinole Valley High School**

Ms. Sariah Adviento provided a report of activities at Pinole Valley High School.

**B.6 Report/Ratification of Closed Session**

None

**B.7 Agenda Review and Adoption**

**MOTION: Mr. Groves moved approval of the agenda including moving item D.2 to follow F.3. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Sariah Adviento (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.8 Minutes: November 13, 2013; November 20, 2013**

**MOTION: Ms. Kronenberg moved approval of the Minutes of November 13, 2013 and November 20, 2013. Mr. Groves seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Sariah Adviento (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

A brief recess was taken at this time due to technical difficulties

**B.9 WCCUSD Public Comment**

Paul Elischer, Jackie Thompson, Mike Ali

**C. BUSINESS ITEMS**

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

**C.2 Acceptance of Donations**

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

**C.4 Contracted Services**

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

**C.6 Notice of Completion: Bid 1151202-04 Dover Elementary School MPR Demolition and Site Improvements**

**C.7 Resolution No. 45-1314: Certificate of Signatures**

**C.8 Modification of Requirement for Volunteer Tuberculosis Testing**

**C.9 Approve the following new job descriptions:**

Early Learning, Preschool, Instructional Assistant

Early Learning, Transitional Kindergarten (TK), Instructional Assistant – Bilingual

Early Learning, Transitional Kindergarten (TK), Instructional Assistant

Early Learning, Preschool, Instructional Assistant - Bilingual

**C.10 Approve the following new job description: Early Learning Community Worker**

**C.11 Approve the following new job description: Special Education Assistant – Autistic Classroom**

**C.12 Approve the following new job description: Facilities Maintenance Manager**

**C.13 Procurement Contract for Data Center and Wireless Infrastructure**

This item was pulled from Consent Items for separate action.

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

- C.15 Ratification and Approval of Negotiated Change Orders**
- C.16 Citizens’ Bond Oversight Committee (CBOC) Appointment: Tashia Flucas**
- C.17 Resolution No. 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Project**  
This item was pulled from Consent Items for separate action.
- C.18 Resolution No. 46-1314: Joint Use Lease Agreement for Use of Existing Space for Child Care Purposes – Collins Elementary School**
- C.19 Resolution No. 47-1314: Joint Use Lease Agreement For Use of Recreational Fields – Pinole/Hercules Little League (Collins, Crespi, Ellerhorst & Stewart)**
- C.20 Resolution No. 48-1314: Joint Use Lease Agreement For Use of Recreational Fields – Tara Hills Recreation Association (North Campus/Pupil Services Center)**
- C.21 Resolution No. 49-1314: Joint Use Lease Agreements for Use of Existing Space for After School Child Care Program - YMCA East Bay (Multiple School Sites)**
- C.22 Umbrella Joint Use Agreement for Recreational Facilities and Grounds - City of El Cerrito**

**MOTION: Mr. Groves moved approval of Consent Items C.1 – C.12, C.14 – C.16, and C.18 – C.21. Mr. Enos seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Sariah Adviento (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

A brief recess was taken due to technical difficulties.

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

- D.1 National Board for Professional Teaching Standards (NBPTS) Certification Recognition**  
Ms. Rashidchi acknowledged the newly certified National Board Certified teachers. Ms. Cinda Rapp provided background on the program and assisted in the introductions. Ms. Rapp presented the four newly certified teachers; Beth Levine, Maria Evelyn Smith, Farnaz Heydari, and Mary Ann LaFosse.

Board members offered congratulations and presented certificates.

**Public Comment:**  
None

**Board Comment:**  
None

- D.2 Survey Results**  
This item was moved to follow item F.2.

- D.3 Religious/Cultural Celebration**  
Mr. Greer presented information about the District and stakeholder sensitivity to all cultures and communities represented within schools. He spoke of the internet link on the District website giving further information.

**Public Comment:**  
None

**Board Comment:**  
None

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

**E.1 Standing Reports**

**Citizens’ Bond Oversight Committee.** Chairperson Ivette Ricco spoke about hopeful news regarding the committee. She announced the nominations of individuals to fill vacant positions and work to seek additional nominations. The committee’s concern is to provide the public with information to complete the work they’ve been tasked to do.

**Safety and School Climate Committee.** Ms. Merriweather announced the next meeting for January 7, 2014 which will review Board Policies regarding bullying.

**Technology Committee.** Ms. Phillips spoke of the December 9, 2013 meeting where discussion included a new assessment system to better accommodate students and staff, and making better data driven decisions in alignment with the Common Core Standards. The committee is also piloting tablet computers to determine meeting the needs of students. The next meeting is scheduled for January 13, 2014.

**Youth Commission.** Mr. Groves said the next meeting is scheduled for December 16, 2013 at Helms Middle School.

**Academic Subcommittee.** Ms. Rashidchi announced the next meeting for December 17 at DeAnza High School. Discussion will include a presentation on resiliency, focus and self-control co-presented by Celina Jackson and Board Member Elaine Merriweather.

**College and Career Readiness Academies.** Ms. Cecilia Mendoza provided background on the week's activities regarding meetings in Burbank regarding Linked Learning and Common Core. She also provided information on the upcoming Pathway Trust Grant. She recapped activities taking place in various high school academies in the District.

**Community Budget Advisory Committee.** Ms. Gamba provided a report on the recent meeting which consisted of discussion of the Local Control Accountability Plan and how the committee can be a part of the oversight and disseminate information to the community. In January committee members will attend a budget workshop.

**Facilities Subcommittee.** President Ramsey said discussion was held regarding a debt limit waiver for Measure J and the decision was to wait to see whether the Board will put a facility measure before the community. He expressed concern about the ability to access funding from Measure J. Updates were provided to the committee regarding the Montalvin and Ohlone projects. Discussion also included professional fees to bond council representatives. The next meeting will be January 14, 2014.

**Ivy League Connection.** Ms. Kronenberg said the committee interviewed students for the Vanderbilt summer program. Next week's interviews will be held for the Cornell Freedom and Justice program.

## **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 contributions of members of the community who have passed away.

### **Public Comment:**

None

### **Board Comment:**

None

## **F. ACTION ITEMS**

### **C.13 Procurement Contract for Data Center and Wireless Infrastructure**

President Ramsey led discussion about the process to utilize public contracts while he considered the District's bond program large enough to utilize its own systems.

### **Public Comment:**

None

### **Board Comment:**

Mr. Groves spoke about the sense of urgency around the Smarter Balance testing upcoming in the Spring and possibly back filling the funding with incoming E Rate funds. Keeping with the sense of urgency, he asked Superintendent Harter to withdraw the item for the time being and review for a broader process within the timeline.

President Ramsey expressed concern on the grounds of accountability to the public.

Ms. Kronenberg restated President Ramsey's reluctance to support the item due to funding and the vendor selection process. Discussion continued.

Superintendent Harter reiterated the objections from the Board regarding the CDWG contract, but he related that staff has sought competitive bids for the Voice Over IP portion of this item. He urged the Board to approve this portion of the item and allow staff to bring back the remainder of the item regarding the upgrades of the wireless infrastructure at eleven schools sites. Board members were in consensus.

**MOTION: President Ramsey moved approval of the \$1.4 million for Voice Over IP communications. Ms. Merriweather seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Sariah Adviento (advisory vote only), and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**C.17 Resolution No. 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Project**

President Ramsey led the discussion regarding this item and his concerns with specific provisions.

Mr. Kimball Cook with Orback, Huff, and Suarez and Mr. Abdalla addressed President Ramsey's concerns. After further discussion Superintendent Harter said that staff would withdraw this item in order to strike and update specific language in the document for the December 19, 2013 special meeting.

Student Representative Sariah Adviento left the meeting for the evening.

**F.1 Approval of Agreement with West Contra Costa Administrators Association / AB1200 Public Disclosure of Collective Bargaining Agreement with WCCAA**

Mr. Whittemore said that through the collective bargaining and interest-based processes the District had reached an agreement ratified by the West Contra Costa Administrators Association. He asked the Board to approve.

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Mr. Enos moved approval of the Collective Bargaining Agreement with WCCAA. Ms. Kronenberg seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.2 Salary and Health Benefits Package for Unrepresented Management, Cabinet, Board Members and Confidential Employees / AB 1200 Public Disclosure**

Mr. Whittemore asked the Board to approve this salary and health benefits package.

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Mr. Enos moved approval of the Salary and Health Benefits Package for Unrepresented Management, Cabinet, Board Members and Confidential Employees. Ms. Merriweather seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.3 First Interim Report, 2013-2014**

Ms. Gamba provided the Board with a review of the First Interim Financial Report for the period ending October 31, 2013. She provided a detailed report including updated information for funds, the latest information from the State of California, utilizing budget expenditure assumptions recommended by the County Office of Education and the new Local Control Funding Formula calculator.

**Public Comment:**

None

**Board Comment:**

Board members participated in a robust inquiry of details and discussion.

**MOTION: Ms. Kronenberg moved approval of the First Interim Report, 2013-2014. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

Board Member Elaine Merriweather left the meeting for the evening.

**D.2 Survey Results**

Superintendent Harter introduced Bryan Godbe of Godbe Research to present the findings of the recent bond and parcel tax feasibility study.

**Public Comment:**

K. K. Kinney, Mike Ali

**Board Comment:**

Board Members participated in discussion of the details.

President Ramsey asked Dr. Harter to initiate further investigation and measure the climate of the community for a June ballot measure for Board consideration.

**G. DISCUSSION ITEMS**

**G.1 Update on School Funding Eligibility**

Mr. Matt Pettler of School Facility Consultants provided a report on funding strategies, including receiving state facility funding to reduce the burden on the District's local bond program.

**Public Comment:**

None

**Board Comment:**

None

**G.2 Project Status Report**

This item was tabled to the December 19, 2013 Special Meeting.

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

None

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

Mr. Enos wished the Gaucho football team success in their upcoming playoff game.

Mr. Groves acknowledged the hard work of staff over the past year. He remarked on the extraordinary accomplishments of the Board over the year.

Ms. Kronenberg thanked the staff for their hard work.

President Ramsey commented on the remarkable season of the El Cerrito High School football team. He also acknowledged the successful season of the Hercules High football team.

President Ramsey announced the Special Board Meeting called for December 19, 2013 at 6:30 PM in the DeJean Middle School multipurpose room.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – January 8, 2014

**K. ADJOURNMENT**

President Ramsey adjourned the meeting at 11:15 P.M.

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

BH:dh