

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

September 17, 2014

A. CLOSED SESSION

B. OPENING PROCEDURES

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

B.1 Pledge of Allegiance

President Ramsey led the pledge of allegiance.

B.2 Welcome and Meeting Procedures

President Ramsey 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; Carol Butcher, Executive Director K-12; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-12 Operations; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Keith Holtslander, Director Facilities & Construction; Barbara Jellison, Director Food Service; Nicole Joyner, Director Data & Accountability; Cecilia Mendoza, Executive Director Linked Learning; Mimi Melodia, Coordinator EL Services; Mary Phillips, Chief Technology Officer; Lynn Potter, Director Educational Services; Leticia Oregon, Translator; Nia Rashidchi, Assistant Superintendent Educational Services; Marcus Walton, Communications Director; Regina Webber, Director Business Services; Ken Whittemore, Assistant Superintendent Human Resources

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

Mr. Nadir Morgan provided a report of activities at El Cerrito High School.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify action taken in Closed Session to appoint Ms. Lisa LeBlanc as Associate Superintendent of Facilities, Maintenance, Operations and Bond Program.

MOTION: Mr. Groves moved approval of action taken in Closed Session to appoint Ms. Lisa LeBlanc as Associate Superintendent of Facilities, Maintenance, Operations and Bond Program. Ms. Kronenberg 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.

B.6 Agenda Review and Adoption

President Ramsey requested that items G. 1, D.1, D.2, and D.3 be moved to follow item B.6.

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

G.1 BP 5141.52 Suicide Prevention Policy

Mr. Greer presented information regarding a proposed Board Policy in order to bring awareness to parents and guardians regarding emotional stress among students. The purpose of the policy will be to establish procedures to follow in the event of a suicide attempt, threat, or disclosure is reported. It will aid students, parents/guardians and staff with education in recognizing the warning signs of severe emotional distress.

Public Comment:

None

Board Comment:

President Ramsey said that there is always someone that students can talk to and suicide does not have to be a choice. There are many individuals available to go to for help.

D.1 Summer of Innovation 2014-15 Grantees

Ms. Rashidchi announced the eleven grantees for this year's Summer of Innovation grants along with their topic of submission. Board members individually congratulated the award winners.

Public Comment:

None

Board Comment:

None

D.2 Local Control Accountability Plan (LCAP) Actions/Services Report #1

Superintendent Harter provided background information about the development of the District's Strategic Plan and the first Local Control Accountability Plan. Staff will return to report quarterly progress to the Board. The first stage of reporting concerns how the District has done with the commitments. Ms. Rashidchi introduced Carol Butcher and Cecilia Mendoza who provided information regarding the overall updates including goals, related priorities and current status of the eleven priorities.

Public Comment:

None

Board Comment:

None

D.3 Report Update 2013-2014 – Food service Department

Ms. Jellison provided a report of the 2013-2014 student meal service program including breakfast, lunch and supper, as well as summer meals. She described a typical school meal as well as the federally required standards including the five components for lunch which include milk, vegetables, fruits and grains as well as calories, fats, sodium portion size.

Public Comment:

None

Board Comment:

Student Representative Nadir Morgan spoke about his experience with school lunch at El Cerrito High. He also asked about afterschool snacks for athletes. Ms. Jellison provided information for clarification and agreed to follow up with Mr. Morgan and other students.

Mr. Ramsey asked about providing a way for students to communicate with Food Service Staff while on campus. He hoped to present opportunity for meaningful feedback right away.

Mr. Groves acknowledged the amount of expansion and development of this department over the past year.

Ms. Kronenberg commended the amount of collaboration that Ms. Jellison and her staff have accomplished. She said she appreciated the modeling done by Ms. Jellison and the Food Service Dept.

Mr. Enos commented on the number of meals produced and changes in the system to take care of students.

Ms. Merriweather thanked Ms. Jellison and said that she has seen many of these programs at work, in particular children having breakfast during their recess time.

B.7 Minutes: September 3, 2014

MOTION: Mr. Groves moved approval of the Minutes of September 3, 2014. Mr. Enos seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only) and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.8 WCCUSD Public Comment

Raul Valencia, Valeria Valencia, Nidia Yamira Garcia, Herlinda Hernandez, Silvia Avila, Elóra Henderson, Ana Viera, Maria Magdaleno, Cruz Leon, Marcella Cota, George Vincent

C. BUSINESS ITEM

C.1 Acceptance of Donations

C.2 Approval of Fund-Raising Activities

C.3 Summary of Payroll and Vendor Warrant Reports

C.4 Notice of Completion: Bid 1541223-03 Shannon Elementary Miscellaneous Repairs

C.5 Bond Finance Team for Potential Bond Issuance 2015

This item was pulled for separate action.

C.6 Routine Personnel Changes - Certificated

C.7 Approve the following New Job Descriptions: School Community Outreach Worker, and School Community Outreach Worker, Bilingual

C.8 Revisions to Board Policies 6162.5 “Student Assessment”, 6162.51 “Standardized Testing and Reporting Program”, and 6162.54 “Test Integrity/Test Preparation”

C.9 Board Policy 3513.3 “Tobacco-Free Schools”

C.10 Resolution No. 30-1415: Hispanic Heritage Month, September 15, 2014 – October 15, 2014

C.11 Ratification and Approval of Engineering Services Contracts

C.12 Approval of Negotiated Change Orders

C.13 Ratification of Staff Awarded Contract: Component 7: Building 10 Linked Learning

Superintendent Harter read a revision to this item into the agenda which included ratifying the award to the lowest responsive, responsible bidder BHM Construction, Inc.

C.14 Ratification of Staff Awarded Contract: Information Technology Center

Superintendent Harter read a revision to this item into the agenda which included ratifying to award to the lowest responsive, responsible bidder JUV, Inc. and correction to the Fiscal Impact as being funded from Fund 40.

C.15 Valley View Elementary School Portable Lease

C.16 Citizens’ Bond Oversight Committee (CBOC) Appointment: Margaret Browne

C.17 Firewall for WCCUSD - RFP Dated 7/21/2014

MOTION: Mr. Groves moved Approval of Consent Items C. 1 – C.4 and C.6 - C.17. Mr. Enos seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only) and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Summer of Innovation 2014-15 Grantees

This item was moved to follow item G.1 earlier on the agenda.

D.2 Local Control Accountability Plan (LCAP) Actions/Services Report #1

This item was moved earlier on the agenda.

D.3 Report Update 2013/14 – Food Service Department

This item was moved earlier on the agenda.

Student Representative Nadir Morgan left the meeting for evening.

President Ramsey requested an amendment to the agenda by moving item F.2 up on the agenda.

MOTION: Mr. Groves moved approval of the amendment to the agenda. Mr. Enos 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.

F.2 Resolution of Intent to Convey an Easement to Contra Costa County for a Pedestrian Bridge at Riverside Elementary School

Superintendent Harter give a brief background of the project since 2008 as part of the Contra Costa Transportation Authority’s plan for a major redesign of the San Pablo Dam Road interchange on Interstate 80. Mr. Hishma Noeimi,

with the Contra Costa County Transportation Authority, provided information regarding proposed pedestrian bridge. He said the project is in final stages of getting the necessary approvals.

Public Comment:
Sally Swanson

Board Comment:
President Ramsey said that the Facilities Subcommittee had reviewed the project. He said that he struggled with the project landing on the Riverside School campus and that he did not support it because, in his opinion, the benefit did not outweigh the impact on the school's adjacent classroom.

Ms. Kronenberg asked questions of Mr. Noeimi regarding public hearings. Mr. Noeimi responded with information saying that the project development moved forward reflecting feedback from the community and District. He elaborated that the design was developed with the cooperation of the community having safety in mind. Ms. Kronenberg said she believed that the project addressed safety issues for families and that she supported the project moving forward.

Mr. Enos spoke about the construction to be done and concern to slow traffic on Amador Street in order to make it safer for students. He was in support of postponement until the San Pablo Dam Road construction was complete.

Ms. Merriweather asked about the loss of parking on the school campus and the new on-street parking allotment. Mr. Noeimi showed photos to reflect the area in question.

Mr. Groves asked about any previous approval from the Board of Education in the last four years. Mr. Noeimi responded that support was assumed through communication with Superintendent Harter and District staff. Mr. Groves asked about estimated costs to redesign the project. Mr. Noeimi said he anticipated a potential loss of \$1 million in funding and over \$4 in construction costs should the project not move forward.

MOTION: Mr. Groves moved approval of the Resolution of Intent to Convey an Easement to Contra Costa County for a Pedestrian Bridge at Riverside Elementary School. Ms. Kronenberg seconded. A roll call vote was taken with Mr. Groves, Ms. Kronenberg, and Ms. Merriweather voting yes, Mr. Enos and President Ramsey voting no, with no abstentions and no absences. Motion carried 3-2-0-0.

E. COMMITTEE COMMUNICATIONS

E.1 Standing Report

Academic Subcommittee. Ms. Rashidchi recapped the September 9 meeting with discussion of the new elementary Common Core report card being piloted this year. Scholar-in-Residence Janet Amani-Scott was introduced to the committee. Discussion included consideration about what first and second year teachers need to be successful, as well as, the needs of fifth year teachers to remain in the District. The next meeting will be held October 7, 2014.

College and Career Readiness. Mr. Greer recognized Richmond High School and the recent celebration with Chevron's Project Lead the Way to recognize students and community partners.

Safety and School Climate Committee. Ms. Merriweather recapped the recent meeting which included a report by the County Health Department on a survey about why or why not students walk to school. The committee also heard a presentation on embracing diversity and ending bullying and name calling. Mr. Enos added that the committee noted important issues needing to be addressed. The next meeting is planned for October 9, 2014 at Lupine Hills Elementary School.

Technology Subcommittee. Ms. Kronenberg reported on the recent meeting where discussion included the deployment of "computers on wheels carts" to all schools as well as expediting additional carts. Discussion also included the surveillance program at Kennedy as well as lesson plan development in collaboration with Google. The next meeting is planned for October 14 at the Information Technology Center.

Youth Commission. Mr. Groves said the kick-off meeting included the Local Control Accountability Plan development and youth life experiences in District.

Ivy League Connection. Superintendent Harter reported on the principal meeting and orientation held this week. He thanked Mr. Gosney for coordinating the information.

Facilities Subcommittee. President Ramsey reported on the Valley View lease approval on portable classrooms. He also described the proposed renaming of the DeAnza law academy after Judge Henry Ramsey. The committee also reviewed the structure and schedule for the bond program and an upcoming sale in 2015. The next meeting is planned for October 14, 2014 at the Facilities Operations Center.

West Contra Costa Administrators Association (WCCAA). Ms. Sara Danielson spoke of the seventeen new administrators who have joined their unit, including eight new first time principals, and four principals new to their sites, encompassing 40% of the membership. She reported that WCCAA is working with the District, in collaboration with Richmond Association of School Administrators (RASA) to support to new administrators. She said the organization is committed to hiring and maintaining high quality administrators.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

President Ramsey requested an amendment to the agenda by moving items F.1 and G.2 up on the agenda.

MOTION: Mr. Groves moved approval of the amendment to the agenda. Mr. Enos 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.

F.1 Approval of the 2013-2014 Unaudited Actuals Financial Report

Ms. Gamba provided a report reflecting the financial activities of the District and the requirement to submit this report to the Contra Costa County Office of Education.

Public Comment:

None

Board Comment:

Mr. Groves had questions about Adult Education funding. Ms. Gamba responded with information about an initiative from the State of California and the contribution from the general fund for adult education.

MOTION: Ms. Kronenberg moved approval of the 2013-2014 Unaudited Actuals Financial Report. 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.

G.2 Project Status Report

Mr. Abdalla provided an update of construction projects in the District.

Public Comment:

None

Board Comment:

Mr. Groves commended the construction team for the \$3 million in projects handled over the ten weeks of summer.

Ms. Kronenberg said she appreciated the recent team building professional development and expressed appreciation for the installation of air conditioning units for the El Cerrito High School dance studio.

E.3 In Memory of Members of the School Community

Superintendent Harter recognized the contributions of members of the community who have passed away. President Ramsey asked everyone to stand for a moment of silence.

Public Comment:

None

Board Comment:

Mr. Enos recalled Mr. Chapman as his junior high school counselor.

C.5 Bond Finance Team

Superintendent Harter spoke of the consent item for approval of the proposed bond finance team. Ms. Gamba invited David Leifer of KNN Public to introduce the members of the financing team for the Board’s consideration. He introduced Lisel Wells and Graham Beck of Nixon Peabody, Jeff Baratta of Piper Jaffrey, Leonard Berry of Backstrom, McCarley, Berry &Co. and Ralph Holmes from Stifel.

Board Comment:

President Ramsey had remarks and asked Ms. Gamba to describe the work of the team. She explained that the team will prepare documentation to move forward with a \$130 million bond sale in 2015. She detailed resolutions to come before the Board as well as behind the scenes construction information for investor outreach, care to stay within legal ramifications, and work with internal staff. This will take place within weekly meetings and a detailed process.

Board Comment:

Board members had several questions to which members of the finance team responded.

MOTION: Mr. Groves moved approval of the proposed Bond Counsel Nixon Peabody. 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.

MOTION: Mr. Groves moved approval of the proposed Disclosure Counsel Nixon Peabody. 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.

MOTION: Mr. Groves moved approval of the proposed Financial Advisor KNN Public Finance. 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.

MOTION: Mr. Groves moved approval of the proposed Senior Manager, Underwriter Piper Jafrey. 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.

MOTION: Mr. Groves moved approval of the proposed Co-Manager Underwriter Backsktrom, McCarley, Berry & Co and Stifel Financial Corporation. 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.

F. ACTION ITEMS

F.1 Approval of the 2013-2014 Unaudited Actuals Financial Report

This item as moved to follow item E.2.

F.2 Resolution of Intent to Convey an Easement to Contra Costa County for a Pedestrian Bridge at Riverside Elementary School

This item was moved to follow item D.3.

G. DISCUSSION ITEMS

G.1 BP 5141.52 Suicide Prevention Policy

This item was moved to follow item B.6.

G.2 Project Status Report

This item was moved to follow item F.1.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Kronenberg remarked about the upcoming Back to School Night for Middle Schools.

Ms. Merriweather commented on the 2014-2015 high school football season for players and cheerleaders.

President Ramsey spoke of the upcoming Board of Education Candidates Forums. He adjourned the meeting in the names of former Board Members Antonio Medrano and Tony Thurmond.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – October 1, 2014

K. ADJOURNMENT

President Ramsey adjourned the meeting at 9:25 PM.

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

BH:dh

<p style="text-align: center;"><u>TAG</u> Approved 10/1/14</p>
