

**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**  
November 14, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
NOVEMBER 14, 2012**

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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](http://www.wccusd.net).

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 **5:30 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.

**Order of Business:**    **ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

**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 Presentation of Student Board Representative from Kennedy High School**

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

\* **B.6 Agenda Review and Adoption (Public Comment)**

\* **B.7 Minutes: October 24, 2012**

**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 action is requested from the Board of Education to accept the grants/awards/agreements, as detailed, dated November 14, 2012.

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 November 14, 2012. 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 2012-13 school year are summarized, dated November 14, 2012.

Recommendation:  
Recommend Approval

Fiscal Impact:  
Additional revenue for schools

**\*CI C.4 Summary of Payroll and Vendor Warrant Reports**

Comment:  
The summaries of Payroll and Vendor Warrants issued during the month of October 2012 are provided.

Total of payroll warrants (October 2012): \$ 9,347,320  
Total of vendor warrants (October 2012): \$ 22,612,279

Recommendation:  
Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:  
As noted above

**\*CI C.5 Contracted Services**

Comment:  
Permission is requested of the Board of Education to approve contracts for services as detailed, dated November 14, 2012.

Recommendation:  
Recommend Approval

Fiscal Impact:  
As noted per contracts summary

**\*CI C.6 Master Contracts for Nonpublic, Nonsectarian School/Agency Services**

Comment:  
On June 27, 2012 the Board of Education approved \$7,500,000.00 for Master Contracts for nonpublic, nonsectarian school/agency services for the 2012/2013 School Year. Permission is requested of the Board of Education to approve the Master Contracts with the additional named agencies for nonpublic, nonsectarian school/agency services for the period of November 15, 2012 through June 30, 2013.

Non Public School/Agency's  
EMQ Families First  
2100 5<sup>th</sup> Street  
Davis, CA 95618

Recommendation:  
Recommend Approval

Fiscal Impact:

\$124,718.00 – Licensed Children’s Institution

**\*CI C.7 Notice of Completion: Bid 1101612-02 Collins Elementary School New Fire Alarm**

Comment:

Substantial completion notice has been received for: Bid 1101612-02.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

Watson Electric Inc. Bid 1101612-02 Collins Elementary School New Fire Alarm

Recommendation:

Recommend approval of these notices of completion

Fiscal Impact:

None

**\*CI C.8 403 (b) Plan Amendment**

Comment:

The District maintains a plan document for the 403 (b) program which is a pre-tax retirement savings option allowed by the Internal Revenue Service. District employees are permitted to participate in this voluntary salary deduction program in order to fund savings toward their retirement. The District has an agreement with TDS, a firm that monitors compliance and files the required tax forms on behalf of the District and participating employees. From time to time TDS alerts the District that certain amendments are needed to keep the plan up to date with current regulations and option. The amendment provided updates language for eligible plan contributions and loan repayment options.

Recommendation:

Approve the 403(b) plan amendment

Fiscal Impact:

None

**\*CI C.9 CalPERS Retiree Benefit Resolutions**

RESCIND – Resolution adopted on October 24, 2012

Resolution No. 34-1213: Unrepresented Classified Confidential

Resolution No. 35-1213: Public Employees Union, Local 1

Resolution No. 36-1213: School Supervisors Association

Resolution No. 37-1213: Unrepresented Certificated Management

Resolution No. 38-1213: Unrepresented Classified Management

Resolution No. 39-1213: United Teachers of Richmond

Resolution No. 40-1213: West Contra Costa Administrators Association

ADOPT

- Resolution No. 44-1213: Unrepresented Classified Confidential
- Resolution No. 45-1213: Public Employees Union, Local 1
- Resolution No. 46-1213: School Supervisors Association
- Resolution No. 47-1213: Unrepresented Certificated Management
- Resolution No. 48-1213: Unrepresented Classified Management
- Resolution No. 49-1213: United Teachers of Richmond
- Resolution No. 50-1213: West Contra Costa Administrators Association

Comment:

Permission is requested of the Board of Education to approve resolutions fixing the employer's contribution for retiree medical benefits for those who retired after June 30, 2010. The minimum contribution resolution will be effective January 1, 2013. CalPERS notified the District on November 4, 2012 that the forms originally provided by CalPERS for this purpose were incorrect. These new resolution forms were provided by CalPERS.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted on resolutions

**\*CI C.10 Acceptance of Contracts for Placement of Student Teachers**

Comment:

Teachers in this District provide supervision and evaluation for student teachers seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed, dated November 14, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

None

**\*CI C.11 Certificated Board Authorization - Education Code 44285.3**

Comment:

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

Recommendation:

Recommend Approval

Fiscal Impact:

None

**\*CI C.12 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.13 Presentation of Initial Bargaining Proposal from WCCUSD to Public Employees, Local One**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to Public Employees, Local One is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Recommendation:

The Board of Education accept the initial bargaining proposal with Public Employees, Local One as an information item.

Fiscal Impact:

To be determined

**\*CI C.14 Presentation of Initial Bargaining Proposal from Local One to the West Contra Costa Unified School District**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of Public Employees, Local One to the West Contra Costa Unified School District is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Recommendation:

The Board of Education accept the initial bargaining proposal with Public Employees, Local One as an information item.

Fiscal Impact:

To be determined

**\*CI C.15 Presentation of Initial Bargaining Proposal from WCCUSD to School Supervisors Association**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Recommendation:

The Board of Education accept the initial bargaining proposal with School Supervisors Association as an information item.

Fiscal Impact:

To be determined

**\*CI C.16 Presentation of Initial Bargaining Proposal of School Supervisors Association to the West Contra Costa Unified School District**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Recommendation:

The Board of Education accept the initial bargaining proposal with School Supervisors Association as an information item.

Fiscal Impact:

To be determined

**\*CI C.17 Presentation of Initial Bargaining Proposal from WCCUSD to the United Teachers of Richmond**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to the United Teachers of Richmond is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Recommendation:

The Board of Education accept the initial bargaining proposal with United Teachers of Richmond as an information item.



Fiscal Impact:  
To be determined

**\*CI C.18 NCLB Supplemental Educational Services (SES) Tutoring Contracts**

Comment:

The No Child Left Behind (NCLB) Act of 2001 requires school districts to set aside an amount equivalent to 20% of the Title I entitlement for the purposes of providing Transportation for Choice and Supplemental Educational Services (SES). In WCCUSD 20% of the entitlement is \$1,559,201. Of this amount, \$70,000 is needed for Transportation for Choice leaving \$1,489,201 available for SES tutoring.

Federal guidance regarding Supplemental Educational Services was released on January 14, 2009. The guidance specifies the roles and responsibilities of the U.S. Department of Education, the State Board of Education and the Local Educational Agency. The guidance has been used to inform the implementation of this initiative in WCCUSD. Each year the Department of Education sets the official per pupil allotment (PPA) for each district, which represents the maximum amount to be expended per participant. The official rate for 2012-13 is \$1,269.58 per student; therefore, approximately 1,172 eligible students may be served.

Parent/guardians of all students participating in the free and reduced lunch program at the 25 Title I schools in year 2 and beyond of NCLB Program Improvement were informed of the opportunity to receive these tutoring services. An informational catalog and application were created in English and Spanish with descriptions of the programs offered by the State-approved providers. These materials were mailed to all eligible families in August. In addition, catalogs are available in the front office of all participating schools. Furthermore, many of the participating schools hosted provider fairs for their school communities.

Permission is requested of the Board of Education to approve contracts between the District and named State-approved SES providers per parental choice for the period of November 26, 2012 through June 30, 2013 per the list provided.

Recommendation:  
Recommend Approval

Fiscal Impact:  
Appropriate expenditure of Title I SES reservation

**\*CI C.19 Resolution No. 43-1213: American Education Week – November 11-17, 2012**

Comment:

American Education Week was established in 1921 to increase public understanding and appreciation of America's schools, to encourage parents and non-parents to visit schools, to build civic and community pride and support education.

Co-sponsors of American Education Week include the National Parent Teacher Association, the United States Department of Education, the National School Board Association, the National Education

Association, the American Federation of Teachers, the American Association of School Administrators, and the American Legion.

Recommendation:  
Recommend Approval

Fiscal Impact:  
None

**\*CI C.20 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: \$249,311. Funding sources as noted.

**\*CI C.21 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Coronado ES Interim Housing, Kennedy HS ADA Upgrades, Collins ES Fire Alarm, De Anza HS Replacement Campus, Nystrom ES Interim Housing/Site Package, and Pinole MS MPR Audio-Visual. 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.

In addition to normal ratification, approval of the noted Change Orders for the Coronado ES Interim Housing, Nystrom ES Interim Housing/Site Package and Pinole MS MPR Audio-Visual projects is required by the Board, with special findings as noted, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:  
Ratify negotiated Change Orders as noted

Fiscal Impact:  
Total ratification and approval by this action: \$570,616.92

**\*CI C.22 Ratification of Staff Awarded Contract: Coronado Elementary School Reconstruction Demolition Project**

Comment:

WLC Architects, Inc. has prepared plans and specifications for the project. Scope of work includes demolition of the existing campus buildings, walkways, fencing, walls, concrete stairways, selective salvage and inventory of selected windows, doors, frames and hardware as identified in the plans and specifications. Work also includes hazardous material abatement and site grading.

The District received nine bids for the project: Wreck Age Demolition, Inc., \$403,955; Cleveland Wrecking Company (non-responsive), \$453,500; Applied Water Resources Company, \$464,500; Joseph J. Albanese, Inc., \$462,710; S&H Construction, Inc., \$552,300; Evans Brothers, Inc., \$493,700; Vila Construction Co., \$505,261; PARC Services, Inc., \$526,668; and Cal-Pacific Construction, Inc., \$703,390.

In consideration of the need to complete the work expeditiously, the Superintendent's designee authorized award of a contract for the project to the lowest responsive, responsible bidder: Wreck Age Demolition, Inc. for \$403,955.

The Education Code requires the Board to ratify this award action by the Superintendent's designee.

Recommendation:

Ratify staff awarded contract as noted

Fiscal Impact:

\$403,955. Project will be funded from the Measure D-2010 Bond.

**\*CI C.23 Ratification of Staff Awarded Contract: Pinole Middle School Security Raceway Infrastructure Project**

Comment:

Security by Design has prepared plans and specifications for the project. Scope of work includes provision and installation of conduit, junction boxes, pull strings, labels and miscellaneous parts to create a raceway infrastructure for future security installation of access control, video, and alarm systems.

The District received four bids for the project: AM Woo Construction, \$96,900; Arthulia, Inc., \$106,000; ERA Construction, \$107,500; and B-Side, Inc., \$110,000.

In consideration of the need to complete the work expeditiously, the Superintendent's designee authorized award of a contract for the project to the lowest responsive, responsible bidder: AM Woo Construction for \$96,900.

The Education Code requires the Board to ratify this award action by the Superintendent's designee.

Recommendation:

Ratify staff awarded contract as noted

Fiscal Impact:

\$96,900. Project will be funded from the Measure D Bond.

**\*CI C.24 Resolution No. 42-1213: Recognizing Contributions of Veterans to the Country**

Comment:

Resolution No. 42-1213 acknowledges the contributions of our veterans and encourages all citizens, staff, faculty, students and families to participate in the celebration of Veterans' Day.

Recommendation:

Recommend adoption of resolution

Fiscal Impact:

None

**\*CI C.25 Approval of Board Members to Attend Conferences**

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 members have expressed interest in attending the following conferences:

- California School Boards Association Annual Education Conference, San Francisco, November 29 – December 1, 2102
- Community Schools Fundamentals Conference, New York City, December 5 – 6, 2012

Expenses including registration, travel and food are budgeted and there is sufficient funding within that budget.

Recommendation:

Recommend Approval

Fiscal Impact:

General Fund

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

**\* D.1 The Ed. Fund Grant Winners for 2012**

Comment:

For the 29<sup>th</sup> year, the Ed. Fund will be awarding Mini-grants and School-wide grants to WCCUSD Schools. The Ed. Fund Grants program is designed to create a sustainable change in our classrooms and schools. Utilizing standards-based curriculum, these imaginative projects transform our students' academic, social, and emotional growth by making learning come to life. Each year The Ed. Fund Grants program affects the lives of nearly 10,000 students.

This year The Ed. Fund awarded \$35,000 in grant money to 48 amazing projects destined to ignite imagination and create change in our schools. The Ed. Fund was able to award grants to 27 different schools throughout the District. This is by far the most diverse set of awardees we have had in terms of the distribution of grants to different schools.

We are thrilled by the enormous impact our School-wide Grants will have on a large populations of students. One such grant is “PEACH (Providing Eating Accessibility through Cooking at Home),” a project that allows students to learn the benefits and differences between cooking at home and fast food consumption through preparing and cooking healthy meals.

In the classroom, our teachers continue to come up with innovative ways to engage their students through vibrant and exciting projects. “Hatching Young Biologists,” a Mini-Grant at Mira Vista Elementary School, will introduce first graders to the growth cycle of a chicken as they incubate actual eggs and care for the hatched chicks.

The Ed. Fund would like to thank our corporate, foundation, and private sponsors who have made our grants program possible for 28 years. We are proud of our continued support to WCCUSD and our teachers and students in the classroom. We wish all of our winners the best of luck in implementing their projects and thank them for their tireless dedication to our students.

Recommendation:  
For Information Only

Fiscal Impact:  
None

\* **D.2 WriterCoach Connection and WCCUSD schools**

Comment:  
WriterCoach Connection collaborates with WCCUSD teachers and recruits, trains, and coordinates volunteers as writing coaches to provide one-on-one coaching sessions to students on their classroom writing assignments.

Staff and WriterCoach Connection will provide information on the program, as well as the work being carried out for this school year.

Recommendation:  
Report Only

Fiscal Impact:  
None

\* **D.3 California Common Core Standards and Assessments**

Comment:  
The State Board of Education (SBE) adopted the California Common Core Standards and Assessments in August 2010. These standards represent what students should know and be able to do throughout the K-12 educational system. The goal is for every student to be College and Career Ready when they graduate

from WCCUSD. The SBE expects every Local Educational Agency (LEA) to transition to the California Common Core Standards and Assessment by 2014-15.

Staff will give a report on the work that West Contra Costa Unified School District teachers, principals, and other staff members are carrying out to transition to the California Common Core Standards and Assessments.

Recommendation:  
Report Only

Fiscal Impact:  
None

\* **D.4 Budget Update**

Comment:  
Associate Superintendent Business Services will provide an update on the budget.

Recommendation:  
For Information Only

Fiscal Impact:  
None

\* **D.5 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  | Safety Committee               |
| Citizens’ Bond Oversight Committee  | School Supervisors Association |
| Community Budget Advisory Committee | United Teachers of Richmond    |
| Facilities Subcommittee             | Youth Commission               |
| Ivy League Connection               |                                |
| Linked Learning – Multiple Pathways |                                |

**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 K-6 English Language Arts (ELA) Instructional Materials Adoption Recommendation**

Comment:

The K-6 ELA pilot committee conducted a comprehensive curriculum review and pilot process of updated state-approved instructional materials. The committee is comprised of teachers from across the District.

Materials were on physical display at two locations in the district for teachers, administrators, and parents to review. Links were posted on the district website to support on-line review of the instructional materials.

The pilot committee is unanimously recommending K-6 California *Treasures/Tesoros de lectura*. These materials will support our elementary schools to transition to the California Common Core Standards.

Members of the ELA pilot committee and staff will give a report on the pilot process and recommendation.

Recommendation:

Recommend Approval

Fiscal Impact:

Estimated Total K-6 ELA Materials = \$3,000,000 over Three Years (General Fund/Parcel Tax Monies)  
2012-13 = \$1,000,000; 2013-14= \$1,000,000; and 2014-15= \$1,000,000

**\* F.2 Call for Nominations for California School Boards Association (CSBA) Delegate Assembly**

Comment:

The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates will serve a two-year term beginning April 1, 2013 through March 31, 2015 and are required to attend two meetings each year. There are two delegates in Region 7, Sub-Region 7-A, whose terms expire in 2013.

Recommendation:

To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate delegates for the CSBA Delegate Assembly.

Fiscal Impact:

None

**G. DISCUSSION ITEMS**

**\* G.1 Project Status Report**

Comment:

The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

Recommendation:

For Information Only

Fiscal Impact:

None

**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 – November 28, 2012

**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**

**November 14, 2012**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

**2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**  
[Government Code Section 54956.9(a)]

- a. WCCUSD v. Orrick
- b. Srago 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**

**7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

a. Superintendent Evaluation

**8. STUDENT DISCIPLINE (Education Code Section 35146)**

Expulsions

**9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT  
(Government Code Section 54957)**

Certificated / Classified Employee Dismissal

**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:** November 14, 2012

**From:** Wendell C. Greer  
Associate Superintendent, K – Adult Operations

**Agenda Item:** B.4

**Subject:** Presentation of Student Board Representative from Kennedy High School

**Background Information:**

A Student Board Representative from Kennedy High School will attend the Board of Education on November 14, 2012. We would like to recognize and commend their participation.

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

Agenda Item B.7

**October 24, 2012**

**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 6:31 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:** Madeline Kronenberg, Antonio Medrano, Charles Ramsey, Elaine Merriweather, Tony Thurmond.

**Staff Present:** Magdy Abdalla, Engineering Officer; Matthew Burnham, Portola Principal; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent Operations; Wendy Forrest, Montalvin Principal; Keith Holtslander, Director Facilities and Construction; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Joe Mayes, Maintenance Manager; Kim Moses, Wilson Principal; Reyna Ortiz de Touriel, Interpreter; Lyn Potter, Director Categorical & Instructional Support Services; Nia Rashidchi, Assistant Superintendent, Education Services; Adam Taylor, Executive Director K-12; Janice Thompson, Preschool Coordinator; Marin Trujillo, Coordinator Community Engagement; Ken Whittemore, Assistant Superintendent Human Resources

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

Miss Courtney Williams provided a report of activities at El Cerrito High School.

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

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve the Superintendent's annual evaluation and extend his contract by one year.

**MOTION:** Ms. Kronenberg moved to ratify the action taken in closed session to approve the Superintendent's annual evaluation and extend his contract by one year through 2016. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

**B.6 Agenda Review and Adoption**

**MOTION:** Mr. Medrano moved approval of the agenda. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, Student Board Representative Courtney Williams (advisory vote only) and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

**B.7 Minutes: October 10, 2012**

**MOTION:** Ms. Kronenberg moved approval of the Minutes of October 10, 2012. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, Student Board Representative Courtney Williams (advisory vote only) and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

**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 Resolution 23-1213 - Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)**
- C.6 Actuarial Valuation of Postemployment Health Benefits**
- C.7 Routine Personnel Changes - Certificated**
- C.8 Ratification and Approval of Engineering Services Contracts**
- C.9 Ratification and Approval of Negotiated Change Orders**
- C.10 Board Re-Approval of Single Plans for Student Achievement (SPSAs) from Federal Program Monitoring Visit Requirement**
- C.11 Resolution No. 41-1213: Sikh American Awareness and Appreciation Month November 2012**
- C.12 Notification of Claim Rejected**

**MOTION:** Ms. Kronenberg moved approval of Consent Items C.1 – C.12. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, Student Board Representative Courtney Williams (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 2012 Academic Performance Index Growth (API) Targets – Report on and Recognition of Schools**  
Ms. Rashidchi provided a report on the Academic Performance Index growth as well as school-wide and district-wide efforts. She also wanted the Board to celebrate the schools reaching their academic performance index targets this year. She explained the statewide school and district performance measurement system. She explained the 800 target goal for the District and the slow, steady progress toward that goal.

Ms. Rashidchi invited principals Wendy Forrest, Montalvin Elementary; Matthew Burnham, Portola Middle; and Kim Moses, Wilson Elementary, to speak about their school’s approach to meeting API targets. They shared strategies and the impact of the hard work for teachers and students to advance to proficiency in English Language Arts and Mathematics.

Board Members joined in recognizing the following schools for reaching API targets:

- |                                  |                           |
|----------------------------------|---------------------------|
| Chavez Elementary                | Olinda Elementary         |
| Downer Elementary                | Pinole Valley High School |
| Ford Elementary                  | Portola Middle School     |
| Gompers Continuation High School | Tara Hills Elementary     |
| Hanna Ranch Elementary           | Valleyview Elementary     |
| Highland Elementary              | Washington Elementary     |
| Madera Elementary                |                           |

Board Members also joined in recognizing the following schools for reaching API and AYP targets:

- |                            |                      |
|----------------------------|----------------------|
| Kensington Elementary      | Montalvin Elementary |
| Middle College High School | Wilson Elementary    |

**Public Comment:**

None

**Board Comment:**

Mr. Medrano asked for clarification of the Restorative Justice, BEST, and ToolBox programs used for character building by various school sites. Mr. Collins and Ms. Rashidchi clarified.

Mr. Thurmond offered congratulations and remarked about setting high expectations and providing resources to meet those expectations. He said he would like to hear what schools do to assist students who need additional help. Ms. Rashidchi responded with information about the 31 afterschool tutoring programs and supplemental afterschool programs. He further asked about the component of teacher training. Ms. Rashidchi responded. Mr. Thurmond

concluded by asking questions about classroom instruction and teachers finding the time to implement all the standards as well as a longer school day. Ms. Rashidchi responded with information.

Ms. Kronenberg acknowledged three schools with scores in the high 700s - Collins, Washington and Fairmont. She further spoke about the academic success of Tara Hills, Pinole Valley and Kennedy.

Ms. Merriweather commended teachers, students and parents for the successes. She urged keeping up the good work and improvement within the District as well as monitoring the plan going forward.

President Ramsey spoke about the difficulty with limited resources that schools are still finding ways to make academic achievement. He echoed Mr. Burnham's remarks about CST goals and achievement. He also commended Leadership Public Charter School for their API improvements and suggesting sharing their achievement data with the District. He concluded by speaking about the standard of expectation for all high schools.

Mr. Medrano congratulated parents, students, teachers, and community for the improved performance. He would like to see the same enthusiasm carried on to middle and high schools. Mr. Medrano commented on Montalvin Principal Wendy Forrest and her contract to dye her hair blue once students achieved their improvement goals.

Mr. Thurmond challenged the Board to share the experience of Leadership with opportunity to exchange best practices with the charter school to help all students achieve.

Student Representative Courtney Williams left the meeting for the evening.

#### **D.2 Energy Balance 4 Kids**

Ms. Jill West, registered dietitian with Energy Balance 4 Kids and Mr. Evan Kennedy, program manager for Playworks, spoke about the program implemented at four elementary schools. They discussed the aim to reduce childhood obesity and improve nutrition and fitness levels for children. The focus is to promote play and foster a healthier school climate. They commended the District's Food Services staff for its collaboration in implementing healthy menus for students.

#### **Public Comment:**

None

#### **Board Comment:**

President Ramsey spoke of the importance of health and nutrition reiterating the importance of exercise and diet.

Ms. Kronenberg asked whether any of the Energy Balance staff has gone through the Toolbox training. Mr. Kennedy responded that several of the Playworks staff have participated in the training. He will encourage all staff to do the same.

Mr. Medrano complemented the work.

Mr. Thurmond commended Ms. Wendy Gosliner with the UC Berkeley Center for Weight and Health, who had vision for the District to apply for this program.

#### **D.3 Preschool Program Update**

Ms. Rashidchi introduced Dr. Janice Thompson who provided a report on the program. She commented about the 15 schools across the District based upon the state framework core program. She spoke about the curriculum, parent involvement, and developmental appropriate practices. She explained the instructional cycle and assessment of the program. She concluded by explaining the new state required family fees based on income and family size.

#### **Public Comment:**

None

#### **Board Comment:**

Mr. Medrano asked about the public posting of the fee schedule. Ms. Thompson said the schedule will be posted in each classroom. Parents will have to pay for every school day whether or not the student attends that day. Ms. Rashidchi responded about Spanish literature availability and parent meetings in both English and Spanish.

**D.4 Budget Update**

Ms. Gamba provided an update of fund balances and the expected outcomes with and without funding sources from Proposition 30. She commended the Board for their work toward fiscal solvency and weathering the tough economic times ahead. She explained the potential cuts if the proposition funding is not forthcoming. The next steps in the budget process will be preparation of the first interim report for the December 12 Board meeting.

**Public Comment:**

None

**Board Comment:**

Mr. Medrano commented about retiree health benefit costs. Ms. Gamba responded.

**D.5 Standing Reports**

**Academic Subcommittee.** Ms. Rashidchi reported on the recent meet where discussion included the KEYs program and feedback from schools regarding transition to the common core standards. The next meeting is scheduled for November 13, 6:00 PM at Helms Middle School.

**Safety Committee.** Ms. Merriweather reported on the last meeting where discussion focused on school suspension rates. She said that most schools were represented. The next meeting is planned for November 1st, 9:00 AM at DeJean Middle School.

**Youth Commission.** Mr. Thurmond reported that the next meeting will be held Monday, October 29, Helms Middle School, 6:30 PM. An invitation has been extended to students to join the commission by completing the application and attending the meeting. Mr. Greer reported on the recruitment of students wanting to participate.

**Community Budget Advisory Committee.** Ms. Gamba reported that the next meeting is planned for October 25 at Alvarado Adult School. The public is invited.

**Ivy League Connection.** Mr. Don Gosney reported that recruitment of eligible sophomores and juniors has begun. He told about the preparations as students begin looking toward college. The committee is looking to set up the application review process and interviews before the end of the year. He concluded by saying that Ms. Kronenberg will chaperone a group of five students who will attend the Brown University Women in Leadership program in November.

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

**E.1 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.

**E.2 WCCUSD Public Comment**

Crystal Bing

**F. ACTION ITEMS**

**F.1 CalPERS Retiree Benefit Resolutions**

- Resolution No. 28-1213: Unrepresented Classified Confidential**
- Resolution No. 29-1213: Public Employees Union, Local 1**
- Resolution No. 30-1213: School Supervisors Association**
- Resolution No. 31-1213: Unrepresented Certificated Management**
- Resolution No. 32-1213: Unrepresented Classified Management**
- Resolution No. 33-1213: West Contra Costa Administrators Association**

Ms. Gamba provided information about the resolutions.

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Mr. Medrano moved approval of CalPERS Retiree Benefit Resolutions 28-1213 through 33-1213. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**F.2 CalPERS Retiree Benefit Resolutions**

- Resolution No. 34-1213: Unrepresented Classified Confidential**
- Resolution No. 35-1213: Public Employees Union, Local 1**
- Resolution No. 36-1213: School Supervisors Association**
- Resolution No. 37-1213: Unrepresented Certificated Management**
- Resolution No. 38-1213: Unrepresented Classified Management**
- Resolution No. 39-1213: United Teachers of Richmond**
- Resolution No. 40-1213: West Contra Costa Administrators Association**

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Mr. Medrano moved approval of CalPERS Retiree Benefit Resolutions 24-1213 through 40-1213. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**G. DISCUSSION ITEMS**

**G.1 Reducing Suspensions for 2012-13**

Mr. Greer spoke about the goal set at a recent Safety Committee meeting where Board members urged addressing a reduction of suspensions rates at secondary schools. He reported that school sites have developed a 25% reduction plan for the District. He spoke of the best practices at Richmond High and their reduction rate of over 50%. Mr. Greer said that staff is recommending approval of an out of school reduction of suspensions by 25% this school year.

**Public Comment:**

None

**Board Comment:**

Mr. Medrano would like to convene the select committee on secondary schools and reporting of suspension rates by schools. He complimented staff who have worked to reduce expulsions as well.

Mr. Thurmond suggested discussion take place earlier on the agenda at the meeting when constituents are present in the audience. This item will return for action at the November 14<sup>th</sup> meeting. He further highlighted Richmond High and their 50% of reduction of suspensions and the pledge of the DeJean principal to set a similar goal as well. He thanked Ms. Merriweather and Board members for bringing this item forward.

**G.2 Project Status Report**

Mr. Magdy Abdalla provided a report of construction projects in the District.

**Public Comment:**

None

**Board Comment:**

None



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

None

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

Mr. Thurmond commented about a recent meeting with AC Transit about student safety as well as calling attention to an incident with a local hospital carrier regarding an injured student. Mr. Thurmond concluded by commenting on his participation with a recent fourth grade field trip to the Sacramento capitol building.

Ms. Merriweather reminded the community that the next Board meeting will be held after the election and urged voters to get out and vote. She invited the public to attend the upcoming Building Blocks for Kids Empowering Parents Education Summit.

Ms. Kronenberg said that this is the time for people who care about education to go to the polls and vote. She stressed that every vote counts toward education, urging support of Measures E, G, 30, and 38.

Mr. Medrano spoke of recently attending a Restorative Justice program at Richmond High School. He concluded with a reminder about the November 10<sup>th</sup> free College Day for the public at Contra Costa Community College.

President Ramsey congratulated the El Cerrito High football team for their successful season. He also urged the public to vote on November 6th. President Ramsey adjourned the meeting in the name of the Chevron Corporation which made a contribution to the political action committee For the Children of West County.

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

Lovonya DeJean Middle School – November 14, 2012

**K. ADJOURNMENT**

President Ramsey adjourned the meeting at 9:00 P.M.

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

BH:dh

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:** February 15, 2012

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

**Agenda Item:** CI C.1

**Subject:** Grants/Awards/Agreements

**Background Information:** Formal action is requested from the Board of Education to accept the grants/awards/agreements, as detailed on the attached sheet dated November 14, 2012.

**Recommendation:** Recommend Approval

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

DISPOSITION BY BOARD OF EDUCATION

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

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

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
Local Assistance Entitlements 2013-12  Resource # 3310	\$5,719,732  7/1/12 - 9/30/14	California Department of Education - Special Ed Student Support & Special Services Branch	Special Ed Programs  PCA # 13379-01
Mental Health Services 2012-13  Resource # 3327	\$190,545  7/1/12 - 9/30/14	California Department of Education - Special Ed Student Support & Special Services Branch	Special Ed Mental Health Services  PCA # 14468-01
Special Education Low Incidence Specialized Services  Resource # 6530	\$11,525  7/1/12 - 9/30/13	California Department of Education - Special Ed Student Support & Special Services Branch	Special Services - Low Incidence  PCA # 24464-01
Personnel Development for Special Education Local Plan Areas  Resource # 6535	\$15,651  7/1/12 - 9/30/13	California Department of Education - Special Ed Student Support & Special Services Branch	Staff Development for Special Ed Programs  PCA # 24722-01

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:** November 14, 2012

**From:** Sheri Gamba *SG*  
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 November 14, 2012. 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  
November 14, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Quest Foundation	Equipment & Playworks	\$16,000.00	Chavez Elementary
Mr. David Smith	Office Supplies	*\$500.00	Collins Elementary
P.G. & E. Corporation Foundation	Materials & Supplies	\$310.00	Downer Elementary
East Bay Zoological Society	Study Trips	\$134.00	Downer Elementary
P.G. & E. Corporation Foundation	Materials & Supplies	\$312.00	Downer Elementary
P.G. & E. Corporation Foundation	Materials & Supplies	\$312.00	Downer Elementary
P.G. & E. Corporation Foundation	Special Administrative Account	\$1,000.00	Hanna Ranch Elementary
P.G. & E. Corporation Foundation	Special Administrative Account	\$190.00	Hanna Ranch Elementary
Save Mart Supermarkets	Special Administrative Account	\$239.19	Hanna Ranch Elementary
Mr. Charles Tai	School Supplies	*\$5,607.00	Murphy Elementary
Mother of Perpetual Help	Materials & Supplies	\$1,320.00	Cameron School
Philanthropic Ventures Foundation Grants	Science Project	\$500.00	DeAnza High
Ms. Laura Hazzaa	Culinary Arts	\$100.00	Hercules M/H
Mr. & Mrs. Anderson	Culinary Arts	\$100.00	Hercules M/H
Truist	Sports Program	\$150.00	Hercules M/H
Truist	Sports Program	\$210.00	Hercules M/H
Church of the Good Shepherd	Close-up Going to Washington	\$50.00	Kennedy High
Mr. Charles Tai	School Supplies	*\$788.12	Lovonya DeJean
Mr. Jason Kondracki	Materials & Supplies	\$750.00	Portola Middle

\*Estimated values for the non-cash donations are provided by the donor  
Donation Précis 111412

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:** November 14, 2012

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

**Agenda Item:** CI C.3

**Subject:** Approval of Fund-Raising Activities

**Background Information:** The planned fund-raising events for the 2012-13 school year are summarized on the attached sheet dated November 14, 2012.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Additional revenue for schools

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

West Contra Costa Unified School District  
 November 14, 2012 Board Meeting

APPROVAL OF FUND-RAISERS

<b><u>School</u></b>	<b><u>Fund-Raising Activity</u></b>	<b><u>Activity Sponsor</u></b>
Dover Elementary	Catalog Sales	Community Resources & Parents Club
Hanna Ranch Elementary	Popsicle Sales	Hanna Ranch PTA
Hanna Ranch Elementary	Avon Sales	Hanna Ranch PTA
Hanna Ranch Elementary	Scholastic Book Fair	Hanna Ranch PTA
Highland Elementary	A's Step Up to the Plate	A's Representative
Kensington Elementary	Scholastic Book Fair	Kensington PTA
Kensington Elementary	Sale of Frozen Cookie Dough	Kensington Education Foundation
Tara Hills Elementary	Sale of School Supplies	Teachers and Parents
Tara Hills Elementary	Sale of Message Grams	Teachers and Parents
Tara Hills Elementary	Sale of Treats	Teachers and Parents
Tara Hills Elementary	Scholastic Book Fair	Teachers and Parents
Tara Hills Elementary	Sale of Ice Cream	6th Grade Teachers
Wilson Elementary	Sale of Jamba Juice	Wilson PTA & Jamba Juice
Wilson Elementary	Harvest Festival	Wilson PTA & Student Council
Wilson Elementary	Sale of School Supplies	Wilson PTA & Student Council
Wilson Elementary	Chuck E Cheese	Wilson PTA & Student Council
El Cerrito High	Panda Express	ECHS PTSA
El Cerrito High	Valentine's Gram	ECHS PTSA
El Cerrito High	Spring Gram	ECHS PTSA
Middle College High	Cultural Day	MCHS PTSA
Middle College High	Restaurant Day	MCHS PTSA
Middle College High	Penny Wars	MCHS PTSA
Middle College High	Sale of Food	MCHS PTSA
Middle College High	Sale of Prom Tickets	MCHS PTSA
Middle College High	MCNC Video	MCHS PTSA
Middle College High	Family Movie Nights	MCHS PTSA
Middle College High	Candy Grams	MCHS PTSA
Middle College High	Sale of Food at Rally	MCHS PTSA
Middle College High	Sale of Yearbooks	MCHS PTSA
Middle College High	Write Sponsorship Letters	MCHS PTSA
Middle College High	Talent Show	MCHS PTSA
Middle College High	Making Presentations to Chamber of Commerce	MCHS PTSA
Pinole Middle	Hoop-a-Thon	Pinole Middle PTSA

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:** November 14, 2012

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

**Agenda Item:** CI C.4

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

**Background Information:** Attached are the summaries of Payroll and Vendor Warrants issued during the month of October 2012.

Total of payroll warrants (October 2012): \$ 9,347,320

Total of vendor warrants (October 2012): \$ 22,612,279

**Recommendation:** Recommend approval of the payroll and vendor warrant reports

**Fiscal Impact:** As noted above

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



**West Contra Costa Unified School District**

Month of : October 2012

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Variable	652858	653805	614,279	1,436,131	2,050,410
Regular	653806	654494	1,560,494	3,663,046	5,223,540
Special				19,167	19,167
Variable EFT	359316	360654	740,770	3,431,608	4,172,378
Regular EFT	360655	362875	6,431,814	14,016,273	20,448,087
Special EFT				0	0
Typed	297551	297554	10,236	34,545	44,781
BENEFITS				0	0
Cancelled	Various	Various	(10,273)	(25,653)	(35,926)
Totals			9,347,320	22,575,117	31,922,437

Salary detail is available in the Payroll office upon request.

  
 Cheryl Lewis, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT

DATE: October 3, 2012

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	456733	456915	4,031,975	13,306,159	17,338,134
7706	CAFETERIA	456736	456905	85,562	313,698	399,260
7707	CHILD DEVELOPMENT	456808	456841	383	12,078	12,461
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	456870	456870	647	13,782	14,429
7710	BUILDING	456738	456914	2,871,345	5,945,706	8,817,051
7711	CAPITAL FACILITIES	456857	456857	19,340	20,129	39,469
7712	SELF INSURANCE PROPERTY & LIABILITY	456855	456855	8,966	1,307,568	1,316,534
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	456762	456910	4,124	109,311	113,435
7770	ADULT EDUCATION	456739	456894	680	32,064	32,744
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				3,394,284	3,394,284
	TOTALS			7,023,022	24,454,779	31,477,801

*Christina [Signature]*  
Prepared By

*J. Gunn*  
Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT  
DATE: October 10, 2012

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	456937	457142	581,158	17,338,134	17,919,292
7706	CAFETERIA	456946	457134	169,516	399,260	568,776
7707	CHILD DEVELOPMENT				12,461	12,461
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				14,429	14,429
7710	BUILDING	456942	457138	903,250	8,817,051	9,720,301
7711	CAPITAL FACILITIES				39,469	39,469
7712	SELF INSURANCE PROPERTY & LIABILITY	457042	457140	35,809	1,316,534	1,352,343
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				113,435	113,435
7770	ADULT EDUCATION	456949	457139	2,844	32,744	35,588
7785	DEFERRED MAINTENANCE	456954	456972	36,000	0	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				3,394,284	3,394,284
	TOTALS			1,728,577	31,477,801	33,206,378

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT  
DATE: October 16, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	457143	457292	773,604	17,919,292	18,692,896
7706	CAFETERIA	457148	457294	135,801	568,776	704,577
7707	CHILD DEVELOPMENT	457270	457270	1,223	12,461	13,684
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				14,429	14,429
7710	BUILDING	457144	457301	2,186,073	9,720,301	11,906,374
7711	CAPITAL FACILITIES				39,469	39,469
7712	SELF INSURANCE PROPERTY & LIABILITY				1,352,343	1,352,343
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				113,435	113,435
7770	ADULT EDUCATION	457183	457296	5,672	35,588	41,260
7785	DEFERRED MAINTENANCE				36,000	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				3,394,284	3,394,284
	TOTALS			3,102,373	33,206,378	36,308,751

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT  
DATE: October 24, 2012

PAGE-4

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	457302	457596	1,408,901	18,692,896	20,101,797
7706	CAFETERIA	457323	457569	196,176	704,577	900,753
7707	CHILD DEVELOPMENT	457419	457419	29	13,684	13,713
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	457510	457568	4,947	14,429	19,376
7710	BUILDING	457314	457593	733,534	11,906,374	12,639,908
7711	CAPITAL FACILITIES	457489	457501	10,748	39,469	50,217
7712	SELF INSURANCE PROPERTY & LIABILITY	457480	457590	14,588	1,352,343	1,366,931
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				113,435	113,435
7770	ADULT EDUCATION	457320	457562	3,813	41,260	45,073
7785	DEFERRED MAINTENANCE				36,000	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				3,394,284	3,394,284
	TOTALS			2,372,736	36,308,751	38,681,487

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT  
DATE: October 30, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	457598	457774	1,386,831	20,101,797	21,488,628
7706	CAFETERIA	457613	457761	217,862	900,753	1,118,615
7707	CHILD DEVELOPMENT				13,713	13,713
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				19,376	19,376
7710	BUILDING	457616	457769	973,518	12,639,908	13,613,426
7711	CAPITAL FACILITIES	457701	457711	71,998	50,217	122,215
7712	SELF INSURANCE PROPERTY & LIABILITY	457662	457662	31	1,366,931	1,366,962
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				113,435	113,435
7770	ADULT EDUCATION	457618	457747	4,605	45,073	49,678
7785	DEFERRED MAINTENANCE				36,000	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				3,394,284	3,394,284
	TOTALS			2,654,845	38,681,487	41,336,332

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT

DATE: October 10, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				21,488,628	21,488,628
7706	CAFETERIA				1,118,615	1,118,615
7707	CHILD DEVELOPMENT				13,713	13,713
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				19,376	19,376
7710	BUILDING				13,613,426	13,613,426
7711	CAPITAL FACILITIES				122,215	122,215
7712	SELF INSURANCE PROPERTY & LIABILITY				1,366,962	1,366,962
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				113,435	113,435
7770	ADULT EDUCATION				49,678	49,678
7785	DEFERRED MAINTENANCE				36,000	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING	456916	456936	907,470	3,394,284	4,301,754
	TOTALS			907,470	41,336,332	42,243,802

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
WEEKLY VENDOR WARRANT REPORT  
2012-2013

PAYMENT

DATE: October 31, 2012

PAGE-7

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				21,488,628	21,488,628
7706	CAFETERIA				1,118,615	1,118,615
7707	CHILD DEVELOPMENT				13,713	13,713
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				19,376	19,376
7710	BUILDING				13,613,426	13,613,426
7711	CAPITAL FACILITIES				122,215	122,215
7712	SELF INSURANCE PROPERTY & LIABILITY				1,366,962	1,366,962
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				113,435	113,435
7770	ADULT EDUCATION				49,678	49,678
7785	DEFERRED MAINTENANCE				36,000	36,000
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING	457775	457835	4,823,256	4,301,754	9,125,010
	TOTALS			4,823,256	42,243,802	47,067,058



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:** November 14, 2012

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

**Agenda Item:** CI C.5

**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 November 14, 2012.

**Recommendation:** Recommend Approval

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

DISPOSITION BY BOARD OF EDUCATION

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>
Curriculum- Federal Project	12/1/12 Thru 8/31/13	Sonoma State University R37889	\$73,539 Teaching American History Grant	Sonoma State will work in conjunction with District grant participants to provide a series of three lecture/workshops during the school year, a two-week summer institute, and develop and support data gathering to satisfy grant requirements. There will also be coaching provided to participant teachers. Professional development for participating 8th grade and 11th grade American history teachers in the West Contra Costa Unified School District (WCCUSD) subject to WCCUSD's teaching American history grant from the U.S. Department of Education.
Business Services	11/15/12 Thru 6/30/13	Kronick Moskovitz, Tiedemann & Girard R38731	\$50,000 Measure D	Increase existing contract of \$50,000 to cover additional legal advice and services relating to the Orrick matter.

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:** November 14, 2012

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

**Agenda Item:** CI C.6

**Subject:** Master Contracts for Nonpublic, Nonsectarian School/Agency Services

**Background Information:** On June 27, 2012 the Board of Education approved \$7,500,000.00 for Master Contracts for nonpublic, nonsectarian school/agency services for the 2012/2013 School Year. Permission is requested of the Board of Education to approve the Master Contracts with the additional named agencies for nonpublic, nonsectarian school/agency services for the period of November 15, 2012 through June 30, 2013.

Non Public School/Agency's

EMQ Families First  
2100 5<sup>th</sup> Street  
Davis, CA 95618

**Recommendation:** Recommend Approval

**Fiscal Impact:** \$124,718.00 – Licensed Children's Institution

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:** November 14, 2012

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

**Agenda Item:** CI C.7

**Subject:** Notice of Completion: Bid 1101612-02 Collins Elementary School New Fire Alarm.

**Background Information:**

Substantial completion notice has been received for: Bid 1101612-02.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

Watson Electric Inc. Bid 1101612-02 Collins Elementary School New Fire Alarm.

**Recommendation:** Recommend approval of these notices of completion.

**Fiscal Impact:** None.

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

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on November 14, 2012.
5. The work done was: Project 1101612-02 Collins Elementary New Fire Alarm
6. The name and address of the contractor for such work of improvement was Watson Electric, Inc. 5040 Commercial Circle Ste. F, Concord, CA 94520 Date of Contract: 06/13/12
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Financial Pacific Insurance Company
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Collins Elementary School 1224 Pinole Valley Rd. Pinole, CA 94564.

Dated: November 14, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

### VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on November 14, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

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:** November 14, 2012

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

**Agenda Item:** CI C.8

**Subject:** 403 (b) Plan Amendment

**Background Information:** The District maintains a plan document for the 403 (b) program which is a pre-tax retirement savings option allowed by the Internal Revenue Service. District employees are permitted to participate in this voluntary salary deduction program in order to fund savings toward their retirement. The District has an agreement with TDS, a firm that monitors compliance and files the required tax forms on behalf of the District and participating employees. From time to time TDS alerts the District that certain amendments are needed to keep the plan up to date with current regulations and option. The attached amendment updates language for eligible plan contributions and loan repayment options.

**Recommendation:** Approve the 403(b) plan amendment

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

**AMENDMENT  
TO  
403(b) PLAN ADOPTION AGREEMENT**

**ARTICLE I  
PREAMBLE**

- 1.1 Adoption and effective date of amendment. This amendment of the 403(b) Plan Adoption Agreement is intended as a good faith effort to comply with the Internal Revenue Code 403(b) written plan procedures requirement. The amendment shall be effective as of the date indicated below.
- 1.2 Employer's Election. As of the effective date, the Employer adopts the provisions as elected under Article II. These provisions will remain in effect until a document incorporating the provisions of this amendment is adopted or the provisions become obsolete.
- 1.3 Supersession of inconsistent provisions. This amendment shall supersede the provisions of the Plan Adoption Agreement to the extent those provisions are inconsistent with the provisions of this amendment.

**ADOPTION AGREEMENT ELECTIONS AMENDMENT**

Effective Date. The Effective Date of these amendments are the 1st day of March, 2012.

- 4.a. Eligible Plan Contributions. The Plan permits Roth (after-tax) 403(b) contributions are allowed by all eligible employees in addition to pre-tax elective deferrals which are also permitted. Roth and pre-tax deferrals must not exceed the aggregated amount of the IRS imposed annual maximum limit including 402(g)(7) and 414(v) catch-up provisions.
- 11.a.ii. Loan Repayment. Loans, with the exception of additional loans taken after a default loan as Per Internal Revenue Code, are not required to be repaid through payroll deduction during the duration of the loan or the employment of the participant. Loans may be repaid directly to the investment provider issuing the loan from the Plan.

This amendment has been executed this 14th day of November, 2012.

Plan: West Contra Costa Unified School District 403(b) Plan

Employer: West Contra Costa Unified School District

Signature: \_\_\_\_\_

Print Name: Bruce Harter, Superintendent

Date: November 14, 2012

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:** November 14, 2012

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

**Agenda Item:** CI C.9

**Subject:** CalPERS Retiree Benefit Resolutions

**RESCIND – Resolution adopted on October 24, 2012**

Resolution No. 34-1213: Unrepresented Classified Confidential  
Resolution No. 35-1213: Public Employees Union, Local 1  
Resolution No. 36-1213: School Supervisors Association  
Resolution No. 37-1213: Unrepresented Certificated Management  
Resolution No. 38-1213: Unrepresented Classified Management  
Resolution No. 39-1213: United Teachers of Richmond  
Resolution No. 40-1213: West Contra Costa Administrators Association

**ADOPT**

Resolution No. 44-1213: Unrepresented Classified Confidential  
Resolution No. 45-1213: Public Employees Union, Local 1  
Resolution No. 46-1213: School Supervisors Association  
Resolution No. 47-1213: Unrepresented Certificated Management  
Resolution No. 48-1213: Unrepresented Classified Management  
Resolution No. 49-1213: United Teachers of Richmond  
Resolution No. 50-1213: West Contra Costa Administrators Association

**Background Information:** Permission is requested of the Board of Education to approve resolutions fixing the employer's contribution for retiree medical benefits for those who retired after June 30, 2010. The minimum contribution resolution will be effective January 1, 2013. CalPERS notified the District on November 4, 2012 that the forms originally provided by CalPERS for this purpose were incorrect. These new resolution forms were provided by CalPERS.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted on resolutions.

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



**RESOLUTION #44-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(Unrepresented Classified Confidential)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) Unrepresented Classified Confidential, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees not represented by a bargaining unit have agreed to adopt 22895 and there is no applicable memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**RESOLUTION #45-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(Public Employees Union, Local 1)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) Public Employees Union, Local 1, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees are represented by a bargaining unit have agreed to adopt 22895 and there is a memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**RESOLUTION #46-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(School Supervisors Association)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) School Supervisors Association, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees are represented by a bargaining unit have agreed to adopt 22895 and there is a memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**RESOLUTION #47-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(Unrepresented Certificated Management)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) Unrepresented Certificated Management, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees not represented by a bargaining unit have agreed to adopt 22895 and there is no applicable memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)



**RESOLUTION #48-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(Unrepresented Classified Management)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) Unrepresented Classified Management, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees not represented by a bargaining unit have agreed to adopt 22895 and there is no applicable memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**RESOLUTION #49-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(United Teachers of Richmond)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) United Teachers of Richmond, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees are represented by a bargaining unit have agreed to adopt 22895 and there is a memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than ten years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

**RESOLUTION #50-1213 ELECTING TO ESTABLISH  
A HEALTH BENEFIT VESTING REQUIREMENT FOR FUTURE RETIREES  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT  
(West Contra Costa Administrators Association)**

- WHEREAS, (1) Government Code 22895 provides that a school employer contracting under the Public Employees' Medical and Hospital Care Act may amend its resolution to provide a post retirement vesting requirement, and
- WHEREAS, (2) West Contra Costa Unified School District is a school employer contracting under the Act for participation by members of the (a) West Contra Costa Administrators Association, and
- WHEREAS, (3) West Contra Costa Unified School District certifies, employees are represented by a bargaining unit have agreed to adopt 22895 and there is a memorandum of understanding, and
- WHEREAS, (4) The contracting agency shall provide to the board in the manner prescribed by the board a notification for the agreement established pursuant to this section and any additional information necessary to implement this section;
- RESOLVED, (a) That the employer's contribution for each **active and retired** employee shall be based upon the principles prescribed under Government Code Section 22895.
- RESOLVED, (b) The contribution for active employees cannot be less than what is defined in Section 22892(b)
- RESOLVED, (c) That the employer's contribution for each annuitant under this **vesting resolution** shall be the amount necessary to pay the cost of his enrollment, including the enrollment of his family members, in a health benefits plan up to a maximum of the minimum employer contributions per month as prescribed in Section 22892(b)(1) of the Government Code per month for employees that retired after June 30, 2010; and be it further
- RESOLVED, (d) Post-retirement employer contributions prescribed in Section 22892 (b)(1) shall not be paid to employees with less than five years of credited service with the District. The percentage of employer contribution payable for post retirement health benefits for each retired school employee shall be based on the employee's completed years of credited service with the school employer; plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (e) That West Contra Costa Unified School District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further

RESOLVED, (f) That coverage under the Act be effective on July 1, 2010.

Adopted at a regular meeting of the West Contra Costa Unified School Board at Richmond, California this 14th day of November 2012.

Signed: \_\_\_\_\_  
(President)

Attest: \_\_\_\_\_  
(Secretary or appropriate officer)

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:** November 14, 2012  
**From:** Kenneth L. Whittemore, **Agenda Item:** CI C.10  
Assistant Superintendent Human Resources  
**Subject:** Acceptance of Contracts for Placement of Student Teachers

**Background Information:**

Teachers in this district provide supervision and evaluation for student teachers seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed on the attached sheet dated November 14, 2012.

**Recommendation:** Recommended Approval.

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

West Contra Costa Unified School District  
November 14, 2012

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF STUDENT TEACHERS

The following institution of higher education has submitted a contract with West Contra Costa Unified School District. This institution intends to place student teachers in the West Contra Costa Unified School District schools.

San Francisco State University –Child and Adolescent Development-Internship Agreement  
Walden University –Practice Experience Agreement



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:** November 14, 2012

**From:** Kenneth L. Whittemore,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.11

**Subject:** Certificated Board Authorization - Education Code 44285.3

**Background Information:**

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

**Recommendation:** Recommend Approval

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

November 14, 2012

**Waivers**

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Assignment</u></b>
Kenyetta E. Haynes	DeAnza High School	Hospital/Health Services

Definition: Variable term waivers provide applicants with additional time to complete the requirements for the credential that authorizes the service or provide employing agencies with time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the assignment options.

**Consent**

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Assignment</u></b>
Ancilla Wallace	Crespi Middle School	Leadership
Janet Headington	Hercules High School	Careers in Teaching - ROP
Gerald Belletto	Community Day	Self-Contain

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:** November 14, 2012

**From:** Kenneth L. Whittemore,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.12

**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 COSTA UNIFIED SCHOOL DISTRICT**

November 14, 2012

**FOR INFORMATION ONLY**

## Classified Personnel Changes

<b>PROMOTION</b>			
BEY, ELOHIM	INST. ASSIST. SPECIAL ED. 43+10%	RIVERSIDE	10/15/2012
BIAGI, BRETT STEVEN	INST. ASSISTANT SPECIAL ED	TARA HILLS	10/23/2012
BRICE-BROADWAY, CHARNIKKA L	INST ASST SP ED VISUAL IMPAIR	HERCULES HIGH	10/8/2012
BURROWS, WAYNE A.	CUSTODIAN	GRANT	10/8/2012
DEAN, SARINA M	GRADUATE TUTOR	HIGHLAND	10/17/2012
DUENAS NIEVES, BLANCA E.	SCHOOL LUNCH WORKER I	DEJEAN MIDDLE	10/16/2012
FALL, DIANA L	SPECIAL EDUCATION ASSISTANT	TRANSITION	10/8/2012
KRASHNA, ANDRE WALKER	CAMPUS SECURITY OFFICER I	DE ANZA HIGH	10/16/2012
LAU, DANNY	POT WASHER - FOOD SERVICE	CENTRAL KITCHEN	10/16/2012
LE, LINDA	CLASSROOM SUPPORT AIDE	HERCULES MIDDLE	10/15/2012
LEGIER, ROSAMARIA	SCH COMMUNITY WORKER BIL.	DEJEAN MIDDLE	10/8/2012
LEWIS, CHERYL	BUSINESS APPLICATIONS ANALYST	FISCAL SERVICES	10/1/2012
PADILLA, ROBERTO	CUSTODIAN	EL CERRITO HIGH	10/22/2012
PONCE JR, CARLOS ALBERTO	CAMPUS SECURITY OFFICER I	HELMS MIDDLE	10/16/2012
RAMIREZ, MARIA A	SPECIAL EDUCATION ASSISTANT	DOWNER	10/1/2012
SANTOS, HEBER R.	GRADUATE TUTOR	PORTOLA MIDDLE	10/1/2012
SNYDER, KELLY MARIE	SPECIAL EDUCATION ASSISTANT	RIVERSIDE	10/17/2012
VELIZ, SANDRA NOHELY	GRADUATE TUTOR	DOVER	10/22/2012
WILLIAMSON, MARSHA	GRADUATE TUTOR	GRANT	10/19/2012
YOUNG, DOMINIQUE NICOLE	CAMPUS SECURITY OFFICER I	HELMS MIDDLE	10/16/2012

<b>NEW HIRE</b>			
SULLIVAN, KATHARINE E.	AFTER SCHOOL PROGRAM COORD.	AFTER SCHOOL PROGRAM	10/11/2012

<b>LEAVES</b>			
FALK, MEGAN	ACCOUNTING TECHNICIAN	ADMIN. - FOOD SERVICE	10/1/12

<b>REHIRE</b>			
SCOTT, RAYNELDA	GRADUATE TUTOR	SHELDON	10/15/2012
HILTON, SHAKIMA	GRADUATE TUTOR	GRANT	10/22/2012


<b>RESIGNATIONS</b>			
CHEATHAM, MERCEDES	SCHOOL LUNCH WORKER 1	DE JEAN	8/31/2012
MAYFIELD, MAE V	CLASSROOM SUPPORT AIDE	RIVERSIDE	10/5/2012

<b>RETIREMENTS</b>			
AYALA, CELIA	SLW II	CENTRAL KITCHEN	10/14/2012
BOOKERWELSH, CHERYL	BEHAVIORAL TECH	KENNEDY HIGH	10/5/2012

<b>DECEASED</b>			
GODFREY, AUDREY	CAFETERIA COOK MANAGER	PINOLE VALLEY HIGH	9/30/2012

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:** November 14, 2012  
**From:** Kenneth L. Whittemore,  **Agenda Item:** CI C.13  
Assistant Superintendent Human Resources  
**Subject:** Presentation of Initial Bargaining Proposal from WCCUSD to Publics Employee, Local One

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to Publics Employee, Local One is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

**Recommendation:** The Board of Education accept the initial bargaining proposal with Publics Employee, Local One as an information item.

**Fiscal Impact:** To be determined

**DISPOSITION BY BOARD OF EDUCATION**

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

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

# THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT INITIAL PROPOSAL TO PUBLIC EMPLOYEES, LOCAL ONE

The District opens the following articles and will make proposals in the following areas. Nothing in this initial proposal is intended to preclude the District from making additional proposals in any article that is opened by either the District or Local One.

Article 1 **Term of Agreement:**

Update to reflect new term of Agreement from July 1, 2012 through June 30, 2015.

Article 2 **Union Recognition:**

The District has an interest to update the language to reflect current make-up of the bargaining unit.

Article 3 **Definitions:**

The District has an interest in making appropriate changes to update language.

Article 4 **Release Time:**

Section 5 – The District has an interest in updating the language to reflect current practice.

Article 5 **Personnel Files:**

The District has an interest in bringing the article into compliance with Title V of the California Code of Regulations

Article 6 **Union Rights:**

The District has an interest in updating the language to reflect current practice.

Article 10 **Working Hours, Rest Periods, Lunch Time, Absence from Duty and Call-in Time**

The District has an interest in removing obsolete language and clarifying Section 2.

Article 11 **Leaves of Absence**

The District has an interest in updating the article to reflect current law and practice.

The District also has an interest in negotiating Section 3.

Article 12 **Transfer**

The District has an interest in updating the transfer language.

Article 13     **Evaluation**

The District has an interest in working with Local One to assess and improve the current evaluation system.

Article 15     **Benefits**

The District has an interest in discussing modifications to the benefit plan.

Article 16     **Compensation**

The District has an interest in discussing this article with an emphasis on streamlining the process to allow for schools to be fully staffed when the school year begins.

Article 26     **Staff Development**

The District has an interest in updating this language to reflect current practice.

Side Letter on Direct Delivery and Commodities Purchase Interim Program

The District has an interest in deleting this language as direct delivery is the common practice.

**Supplements 3 - Page 63**

The District has an interest in reviewing and revising this supplemental Article.

**Job Description**

The District has an interest in collaboratively working with Local One to update job descriptions.

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:** November 14, 2012

**From:** Kenneth L. Whittemore **Agenda Item:** CI C.14  
Assistant Superintendent Human Resources

**Subject:** Presentation of Initial Bargaining Proposal from Local One to the West Contra Costa Unified School District

**Background Information:** Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of Public Employees, Local One to the West Contra Costa Unified School District is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

**Recommendation:** The Board of Education accept the initial bargaining proposal with Public Employees, Local One as an information item.

**Fiscal Impact:** To be determined

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





# Public Employees Union, Local One

THE UNION FOR PUBLIC EMPLOYEES  
ORGANIZED 1941

Mailing Address: 4197 Lakeside Drive, Suite 170 Richmond, CA 94806  
Phone: (510) 222-5012 ♦ Fax: (510) 222-8858  
www.peu1.org ♦ info@peu1.org

**Date:** October 31, 2012

**To:** West Contra Costa Unified School District Board of Education

**RE:** Public notice of Local One Proposals for the Successor Contractual Agreement between Local One and WCCUSD Expiring on December 31, 2012

**Noticed:** WCCUSD Board of Education Meeting November 14, 2012

In accordance with Article 4, Section 2 of the contract between Public Employees Union, Local One (Local One) and EERA Section 3547, Public Employees Union, Local One, as the exclusive representative for non-supervisory classified employees in WCCUSD is providing formal notice of our intent to negotiate the successor contractual agreement presently in force through December 31, 2012.

The following articles and proposed changes are presented by Local One for public review and comment to the Board of Education:

## Article 1

Three and one-half year term for this successor contract January 1, 2013 to June 30, 2016

## Article 2

The Unit identified as *West Contra Costa School Police Service* changed to *West Contra Costa School Safe Services*

## Article 4

Increase to 14 negotiators due to changes in article 2

## Article 8

Change section 3.3 from *Division Head* to *Assistant Superintendent, Human Resources or designee*

## Article 11

Add *Paid Family Leave (PFL)* to section 9, subsection 1 and *California Family Rights Act (CFRA)* to all section where FMLA appears

## Article 14

Add to section 6 procedure for immediate reporting of threats to personal safety

Article 15

Change to District obligation full coverage up to the 2013 Kaiser Family Rate for all Local One members working at least minimum qualifying hours per the Education Code.

Increase cash-in-lieu to \$400.00 per month

Adjust retiree benefit to reflect changes for active employees.

Article 16

Remove sections 9 (c) a, and replace with the following:

Section 9: Salary Adjustments:

- (a) Effective January 1, 2013, there shall be a 3% increase in the salary schedule. The district salary schedules are set forth in Exhibit \_\_\_.
- (b) Effective July 1, 2013, there shall be a 2% increase in the salary schedule. The district salary schedules are set forth in Exhibit \_\_\_.
- (c) Effective July 1, 2014, there shall be a 2% increase in the salary schedule. The district salary schedules are set forth in Exhibit \_\_\_.

Add additional language for equity adjustments for various classifications in all units.

Article 25

Add to Section 1 requirement to Meet and Negotiate with Local One prior to reclassification

Article 26

Add language requiring equal opportunity for rotation of training

Supplement 1

Change language to reflect impact of all changes to contract

Supplement 2

Change language to reflect impact of all changes to contract

Supplement 3

Change language to reflect impact of all changes to contract

Supplement 4

Change language to reflect impact of all changes to contract

Supplement 5


Change language to reflect impact of all changes to contract

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:** November 14, 2012

**From:** Kenneth L. Whittemore,   
Assistant Superintendent Human Resources

**Agenda Item:** CI C.15

**Subject:** Presentation of Initial Bargaining Proposal from WCCUSD to School Supervisors Association

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

**Recommendation:** The Board of Education accept the initial bargaining proposal with School Supervisors Association as an information item.

**Fiscal Impact:** To be determined

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

**THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
INITIAL PROPOSAL TO THE SCHOOL SUPERVISORS ASSOCIATION**

The District opens the following articles and will make proposals in the following areas. Nothing in this initial proposal is intended to preclude the District from making additional proposals in any article that is opened by either the District or SSA.

Article 3

**Work Schedule**

The District has an interest in reviewing the Work Schedule article and discussing modifications to the article.

Article 3.1

**Salary**

The District has an interest in reviewing and making modification to this article.

Article 3.2

**Salary Schedules and Increases**

The District has an interest in making modifications to this article.

Article 3304

**Evaluation**

The District has an interest in working collaboratively with SSA to develop and implement upgraded evaluation process.

Article 5

**Benefits**

The District has an interest in reviewing and making possible modifications to the benefits structure.

Article 5504

**Family and Medical Leave**


The District has an interest in bringing this article up to standard in meeting all state and federal guideline.

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

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**To:** Board of Education

**Meeting Date:** November 14, 2012

**From:** Kenneth L. Whittemore   
Assistant Superintendent Human Resources

**Agenda Item:** CI C.16

**Subject:** Presentation of Initial Bargaining Proposal of School Supervisors Association to the West Contra Costa Unified School District

**Background Information:** Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

**Recommendation:** The Board of Education accept the initial bargaining proposal with School Supervisors Association as an information item.

**Fiscal Impact:** To be determined

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

School Supervisors Association (SSA) is presenting the following proposals for contractual negotiations for the contract period beginning January 1, 2013. These are our initial proposal, subject to Good Faith Bargaining between the District and SSA in accordance with PERB regulations.

**ARTICLE 1.1 RECOGNITION**

Update to reflect added or revised job titles

**ARTICLE 3 WORK SCHEDULE**

**Section 3002.01**

Update to reflect Area Supervisor, Food Services as twelve month employees

**Section 3003**

Delete

**ARTICLE 3.1 SALARY**

Effective January 1, 2013 The Salary schedule for each classification in the SSA unit shall be increased by the total of the CPI Cola Index for the period 2008 – 2012 plus 4 percent. In addition inequity range increase adjustments shall be made to specific job classification which shall be indentified during the negotiations process.

**Section 3101.01 Supervisor/subordinate Pay Ratio**

Modify section to restore language providing The pay range of each supervisor covered by this contract shall not be less than **seven (7) pay ranges** [replacing five] above the highest paid employee directly supervised.

**Section 3111 Longevity**

The Longevity Pay shall be increased by \$25 per month to each of the levels, effective January 1, 2013.

**ARTICLE 3.3 ADMINISTRATIVE POSITIONS**

**Section 3300** shall be updated and revised to reflect all position titles in this category.

**ARTICLE 5, BENEFITS**

**5001** Medical Benefits: Modify to provide that effective January 1, 2013 the District shall pay the full premium cost for medical health insurance premiums for all unit members.

**5001.01** Cash In Lieu: Cash in Lieu Payments shall be increased to \$450, effective January 1, 2013.

**5004** Vision Plan: The District shall continue to pay the full premium cost for the Vision Service Plan (VSP) for all unit members.

**5007** Retiree Health Benefits.: For employees hired prior to January 1, 2007, who attain five continuous years of service with WCCUSD (as defined by PERS) Modify from \$450 to \$550, effective January 1, 2013

a) For employees who have attained twenty (20) years of continuous service with WCCUSD as defined by PERS, The District shall pay the full cost of health, dental and vision insurance for employee and one dependent

2. Ten Years Service, Modify from \$450 to \$650

3. Delete paragraph one

3. a) Modify For employees hired on or after July 15, 2009 who do not attain twenty years service, The District shall pay the cost of health insurances for the employee only, and the employee shall have the option to pay for additional dependent coverage.

Add: The policy regarding dental benefit eligibility for retirees, using the formula of "75" (age plus years of service) shall be included in the contract.

## **ARTICLE 5008 EMPLOYEE PERSONAL PROPERTY**

**5008.02** Increase amount to \$600

**5009 Retirement** Modify: All employees who work half-time or more become... Delete "per day"

## **ARTICLE 5.1 VACATION**

**5100** Add Section 5100.04 Modify: For employees with twenty years or more service, one additional day of vacation per year of service beyond twenty shall be added to the vacation accrual, to a maximum of 5 weeks annually.

## **ARTICLE 5.5 UNPAID LEAVES**

**5504** Family and Medical Leave: This section shall be revised and updated to comply with any revised State and Federal regulations and to include the Personal Family Leave act.

## **ARTICLE 6 SUSPENSION, DEMOTION OR DISMISSAL**

### **Section 6007.01 Procedures**

- 1.) Modify to state: The District and SSA shall mutually agree upon a Hearing Officer

## **ARTICLE 7 GRIEVANCE**

**Section 7001** Informal Procedure: Modify The informal discussion must be requested within thirty work days of the alleged violation (Modify "five days" to **thirty** work days)

## **ARTICLE 8 EVALUATION**

8001 & 8006 Objectives and Evaluation Form: SSA and the District shall revise the Evaluation Form to provide additional Rating options and language to improve the process regarding Recommendations for Improvement, Procedures, Goals and Objectives.

**ARTICLE 10 ENTIRE AGREEMENT**

**10001** Term of Agreement The term of the agreement shall be determined through the negotiations process.

**ARTICLE 11 MISCELLANEOUS PROVISIONS**

**11002 Seminars, Workshops and Training**

Add Paragraph: The District supports Staff and Career Development for SSA Unit Members. Professional Growth for SSA unit members shall be encouraged by the District. Each unit member shall be entitled to utilize three (3) days per year of paid leave to attend professional growth or career development seminars, classes, training or workshops, provided that such training is related to the employee's job or career enhancement. Employees must apply for such leave at least ten work days in advance. The paid time off may be used as individual days off or in a block of time. In addition, employees in the unit shall be entitled to utilize an additional five (5) days per year to attend job related, career enhancing classes, workshops or training seminars and may use either unpaid leave or personal necessity leave, provided that approval must be requested at least ten days in advance.

**10003** Subcommittees Revise and update

**11008** Delete this Section

**11009** Review and Revise this Section

Add New Sections

**NEW ARTICLE PERSONNEL FILES**

(Reference Education Code Section 44031) The District and SSA shall negotiate a provision reflective of the standard provisions, protections and practices regarding Employee Personnel Files.

**NEW ARTICLE CATASTROPHIC SICK LEAVE**

Add the District policy regarding Catastrophic Sick Leave to the contract.

**NEW ARTICLE LAYOFF, PROCEDURES, NOTICE AND BUMPING RIGHTS**

Layoff, Seniority, Bumping Rights and Reemployment rights shall be no less than that as defined by California Education Code. Layoff shall only occur following Board action and shall only be due to lack of work or lack of funds. Advance notice of at least fifteen work days prior to any proposed Board action of layoff of unit members shall be provided to SSA.

The District and SSA agree that when layoff within the unit is anticipated, the parties shall meet in advance of layoff action to explore alternatives to layoff and to conduct impact bargaining.



The District and SSA shall negotiate a provision addressing Layoff, Seniority, Bumping, Transfer and Reemployment rights and procedures in accordance with the Education Code protections and the standard practices of the District.

**Attachments** to the Contract: Attachments shall include all Salary Schedules, the revised Evaluation Form, and the Classified School Calendar.

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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:** November 14, 2012

**From:** Kenneth L. Whittemore, *KLW*  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.17

**Subject:** Presentation of Initial Bargaining Proposal from WCCUSD to the United Teachers of Richmond

**Background Information:**

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to the United Teachers of Richmond is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

**Recommendation:** The Board of Education accept the initial bargaining proposal with United Teachers of Richmond as an information item.

**Fiscal Impact:** To be determined

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

# THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT INITIAL PROPOSAL TO THE UNITED TEACHERS OF RICHMOND

The District opens the following articles and will make proposals in the following areas. Nothing in this initial proposal is intended to preclude the District from making additional proposals in any article that is opened by either the District or UTR.

## Article 10 Hours of Employment

Section 2 – The District has an interest in discussing secondary minutes structure Collaboratively Develop with UTR requirements for Transitional Kindergarten  
Ensure collaboration time at schools  
Review and remove any obsolete language

## Article 12 Class Size

Section 4 – Update language to meet current student needs.  
Section 5 – Discuss distributions of counseling resources. Strike the term Measure D and update language.  
Section 8 – Update language to reflect common practice.  
Section 9 – Delete the use of term Measure D and update language.  
Section 10 – Delete the use of term Measure D and update language.  
Delete all language that has a strike through.

## Article 13 Leaves

Section 17 – The District has an interest in discussing alternatives to this article  
Section 18 – Delete #6 which has a strike through.

## Article 14 Transfers and Reassignments

Section 2 – #3 Discuss alternatives to current language  
Section 4 – Discuss alternate language to become more efficient and become in compliance with California Education Code.

## Article 15 Evaluations

The District has an interest in discussing with UTR the effectiveness of the current evaluation system. Upon discussion if needed modifications made.

## Article 22 School Calendar

The District has an interest in deleting all crossed out language.

## Article 23 Salary

The District has an interest in discussing modifications to the salary structure.

Article 24      **Extra Duty Pay**

The District has an interest in discussing modifications to the extra duty pay structure.

Article 25      **Employee Benefits**

The District has an interest in discussing modification to employee benefits.

Article 36      **Summer School**

The District has an interest in developing a selection process for Summer School Teachers. The district feels Article 14 does not adequately address summer school selection.

Article 50      **Multi-track Year-Round School (MTYRS)**

The District has an interest in deleting this language.

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:** November 14, 2012  
**From:** Nia Rashidchi **Agenda Item:** CI C.18  
Assistant Superintendent, Educational Services  
**Subject:** NCLB Supplemental Educational Services (SES) Tutoring Contracts

**Background Information:**

The No Child Left Behind (NCLB) Act of 2001 requires school districts to set aside an amount equivalent to 20% of the Title I entitlement for the purposes of providing Transportation for Choice and Supplemental Educational Services (SES). In WCCUSD 20% of the entitlement is \$1,559,201. Of this amount, \$70,000 is needed for Transportation for Choice leaving \$1,489,201 available for SES tutoring.

Federal guidance regarding Supplemental Educational Services was released on January 14, 2009. The guidance specifies the roles and responsibilities of the U.S. Department of Education, the State Board of Education and the Local Educational Agency. The guidance has been used to inform the implementation of this initiative in WCCUSD. Each year the Department of Education sets the official per pupil allotment (PPA) for each district, which represents the maximum amount to be expended per participant. The official rate for 2012-13 is \$1,269.58 per student; therefore, approximately 1,172 eligible students may be served.

Parent/guardians of all students participating in the free and reduced lunch program at the 25 Title I schools in year 2 and beyond of NCLB Program Improvement were informed of the opportunity to receive these tutoring services. An informational catalog and application were created in English and Spanish with descriptions of the programs offered by the State-approved providers. These materials were mailed to all eligible families in August. In addition, catalogs are available in the front office of all participating schools. Furthermore, many of the participating schools hosted provider fairs for their school communities.

Permission is requested of the Board of Education to approve contracts between the District and named State-approved SES providers per parental choice for the period of November 26, 2012 through June 30, 2013 per the attached list.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Appropriate expenditure of Title I SES reservation

DISPOSITION BY BOARD OF EDUCATION

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

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

## **2012-13 Supplemental Educational Services (SES) Providers**

!#1 Touch Screen Tablet Computer Tutoring	Brain Hurricane, LLC
!1 Computadora Gratis para Ti! Inc.	Bright Sky Learning, Inc.
!123 Maestros Latinos, Inc.	Carter, Reddy & Associates, Inc.
!A+ Grades Up Tutoring	Club Z! In-Home Tutoring Services, Inc.
!ACE Tutoring Services, Inc.	Community College Foundation
#1 At Home Tutors, Inc.	Healthy Families
!Alpha! Innovation Through Education	Innovadia, LLC
1 to 1 Study Buddy Tutoring	Jump Into Reading
100% Learning Fun Center	J-Vision, Inc.
1 on 1 Learning with Laptops	Keep Hope Alive
24 Horas Tutoring, Inc.	Kumon Math & Reading Centers
A Tree of Knowledge Educational Services, Inc.	Learning Curve, The
A+ Educational Centers	Learning Ladder, Inc.
Aavanza	Milestones Family Learning Center
ABC Phonetic Reading School, Inc.	Mobile Minds Tutoring
Academic Advantage, The	Professional Tutors of America
Academic Tutoring Services, Inc.	Rocket Learning
Access to Learning	Studentnest, Inc.
Achievement Academy, The	Sure Prep Learning, LLC
Alternatives Unlimited, Inc.	Sylvan Learning of the Bay Area
Applied Scholastics, Intl.	Total Education Solutions
ARC Associates	TutorWorks, Inc.
ATS Project Success	Ultimate Success Learning
BELL	Xamaze In-Home Tutoring

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:** November 14, 2012  
**From:** Nia Rashidchi, **Agenda Item:** CI C.19  
Assistant Superintendent, Educational Services  
**Subject:** Resolution No. 43-1213: American Education Week – November 11-17, 2012

**Background Information:** American Education Week was established in 1921 to increase public understanding and appreciation of America’s schools, to encourage parents and non-parents to visit schools, to build civic and community pride and support education.

Co-sponsors of American Education Week include the National Parent Teacher Association, the United States Department of Education, the National School Board Association, the National Education Association, the American Federation of Teachers, the American Association of School Administrators, and the American Legion.

**Recommendation:** Recommend Approval

**Fiscal Impact:** None

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

**West Contra Costa Unified School District  
Resolution No. 43-1213**

**American Education Week  
November 11-17, 2012**

**WHEREAS**, public schools are the backbone of our democracy, providing young people with the tools they'll need to maintain our nation's precious values of freedom, civility, and equality; and

**WHEREAS**, schools are the primary influence in children's lives from their families; and

**WHEREAS**, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

**WHEREAS**, education employees – be they custodians or teachers, bus drivers or librarians – timelessly serve our children and communities with care and professionalism; and

**WHEREAS**, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise; and

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Education and West Contra Costa Unified School District proclaims the week of November 11-17, 2012 as American Education Week as the 91<sup>st</sup> observance of American Education Week; and be it further

**PASSED AND ADOPTED** by the Board of Education of the West Contra Costa Unified School District on the fourteenth day of November 2012, 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 November 14, 2012.

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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**

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**To:** Board of Education **Meeting Date:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** CI C.20  
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: \$ 249,311. 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>
Valley View Elementary School Campus Replacement Project  Measure D-2010 Bond (PID: 1601382)	March 2012 through October 2012	Grossmann Design Group	\$110,000	Consulting services for review waterproofing designs for roofing and exterior walls.
De Anza High School Replacement Campus Project  Measure J Bond (PID: 3521208-01)	November 2011 through July 2012	Grossmann Design Group	Not to Exceed, \$30,000	Additional design services for roofing systems and exterior walls during construction phase.
Ellerhorst Elementary School Re-Roof Project  Measure D-2010 (PID: 1171223-12)	August 2012 through October 2012	Grossmann Design Group	Not to Exceed, \$14,715	Consulting services to monitor potential water intrusion during construction phase.
Kensington Elementary School Restroom Repairs Project  Measure J Bond (PID: 1381223-17)	April 2012	HY Architects, Inc.	\$2,160	Additional design services to add electric hand driers in six student restrooms.
Kensington Elementary School Multi-Purpose Building Project  Measure J Bond (PID: 1301223-18)	October 2012 through December 2012	HY Architects, Inc.	\$4,810	Additional Architectural design services to address water intrusion at the multi-purpose building.

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<p>Coronado Elementary School Reconstruction Project</p> <p>Measure D-2010 (PID: 1121341-00)</p>	<p>August 2012 through September 2012</p>	<p>WLC Architects, Inc.</p>	<p>\$14,800</p>	<p>Additional design services to redesign HVAC system and revise Construction Documents.</p>
<p>Bond Program Standards Update Project</p> <p>Measure D-2010</p>	<p>August 2012 through December 2012</p>	<p>Grossmann Design Group</p>	<p>\$6,000</p>	<p>Design services for updating District Standards for exterior building materials.</p>
<p>Harding Elementary School Foundation Ventilation Repairs - Environmental Clean-Up Project</p> <p>Measure J Bond</p>	<p>August 2012 through September 2012</p>	<p>W.J. Robinson &amp; Associates, Inc.</p>	<p>\$7,365</p>	<p>Construction Management services.</p>
<p>Communication Equipment at San Pablo Ridge Project</p>	<p>October 2012 through December 2012</p>	<p>W.J. Robinson &amp; Associates, Inc.</p>	<p>\$9,060</p>	<p>Construction Management services.</p>
<p>Portola at Castro Elementary School Project</p> <p>Measure D-2010 Bond (PID: 2141103-06)</p>	<p>January 2013 through April 2013</p>	<p>GHD</p>	<p>\$50,401</p>	<p>Environmental engineering services during abatement phase.</p>

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:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** CI C.21  
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: Coronado ES Interim Housing, Kennedy HS ADA Upgrades, Collins ES Fire Alarm, De Anza HS Replacement Campus, Nystrom ES Interim Housing/Site Package, Pinole MS MPR Audio-Visual. 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.

In addition to normal ratification, approval of the noted Change Orders for the Coronado ES Interim Housing, Nystrom ES Interim Housing/Site Package and Pinole MS MPR Audio-Visual projects is required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

**Recommendation:** Ratify negotiated Change Orders as noted.

**Fiscal Impact:** Total ratification and approval by this action: **\$570,616.92**

DISPOSITION BY BOARD OF EDUCATION

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

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

**November 14, 2012 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	Coronado ES Interim Housing	Vila Construction	\$1,890,000.00	\$146,976.44	42,023.56	17,436.41	\$206,436.41	10.92%	\$2,096,436.41	7,8,9,10,11
2	Kennedy HS ADA Upgrades and Elevator	CF Contracting	\$836,880.00	\$30,173.67	\$35,883.03	\$0.00	\$66,056.70	7.89%	\$902,936.70	2
3	Collins ES New Fire Alarm	Watson Electric, Inc.	\$239,788.00	\$23,220.31	-\$6,322.08	\$0.00	\$16,898.23	7.05%	\$256,686.23	3
4	De Anza Replacement Campus	Wright Contracting Inc.	\$62,508,000.00	\$2,922,933.00	\$405,819.00	\$0.00	\$3,328,752.00	5.33%	\$65,836,752.00	21
5	Nystrom Interim Housing/Site Package	Alten Construction Inc.	\$1,811,307.00	\$156,029.00	\$25,101.00	\$45,703.00	\$226,833.00	12.52%	\$2,038,140.00	14,15
6	Pinole MS - MPR Audio-Visual	Point One Electrical Systems	\$71,722.34	\$5,933.92	\$1,238.08	\$3,734.92	\$10,906.92	15.21%	\$82,629.26	2

Pending Board Actions	Ratifications	\$503,742.59
	Approvals	\$66,874.33
	<b>Total Board Action</b>	<b>\$570,616.92</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 94801-3135  
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

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**To:** Board of Education **Meeting Date:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** CI C.22  
Associate Superintendent for Operations  
**Subject:** Ratification of Staff Awarded Contract: Coronado Elementary School Reconstruction  
Demolition Project

**Background information:**

WLC Architects, Inc. has prepared plans and specifications for the project. Scope of work includes demolition of the existing campus buildings, walkways, fencing, walls, concrete stairways, selective salvage and inventory of selected windows, doors, frames and hardware as identified in the plans and specifications. Work also includes hazardous material abatement and site grading.

The District received nine bids for the project: Wreck Age Demolition, Inc., \$403,955; Cleveland Wrecking Company (non-responsive), \$453,500; Applied Water Resources Company, \$464,500; Joseph J. Albanese, Inc., \$462,710; S&H Construction, Inc., \$552,300; Evans Brothers, Inc., \$493,700; Vila Construction Co., \$505,261; PARC Services, Inc., \$526,668; and Cal-Pacific Construction, Inc., \$703,390.

In consideration of the need to complete the work expeditiously, the Superintendent's designee authorized award of a contract for the project to the lowest responsive, responsible bidder: Wreck Age Demolition, Inc. for \$403,955.

The Education Code requires the Board to ratify this award action by the Superintendent's designee.

**Recommendation:**

Ratify staff awarded contract as noted.

**Fiscal Impact: \$403,955.** Project will be funded from the Measure D-2010 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 94801-3135  
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

---

**To:** Board of Education **Meeting Date:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** CI C.23  
Associate Superintendent for Operations  
**Subject:** Ratification of Staff Awarded Contract: Pinole Middle School Security Raceway  
Infrastructure Project

**Background information:**

Security by Design has prepared plans and specifications for the project. Scope of work includes provision and installation of conduit, junction boxes, pull strings, labels and miscellaneous parts to create a raceway infrastructure for future security installation of access control, video, and alarm systems.

The District received four bids for the project: AM Woo Construction, \$96,900; Arthulia, Inc., \$106,000; ERA Construction, \$107,500; and B-Side, Inc., \$110,000.

In consideration of the need to complete the work expeditiously, the Superintendent's designee authorized award of a contract for the project to the lowest responsive, responsible bidder: AM Woo Construction for \$96,900.

The Education Code requires the Board to ratify this award action by the Superintendent's designee.

**Recommendation:**

Ratify staff awarded contract as noted.

**Fiscal Impact: \$96,900.** Project will be funded from the Measure D 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 94801-3135  
Office of Superintendent of Schools

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

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**To:** Board of Education **Meeting Date:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** CI C.24  
Associate Superintendent  
**Subject:** Resolution No. 42-1213: Recognizing Contributions of Veterans to the Country

**Background Information:**

Resolution No. 42-1213 acknowledges the contributions of our veterans and encourages all citizens, staff, faculty, students and families to participate in the celebration of Veterans' Day.

**Recommendation:** Recommend adoption of resolution

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Resolution No. 42-1213**

**RECOGNIZING CONTRIBUTIONS OF VETERANS TO THE COUNTRY**

**WHEREAS**, tens of millions of Americans have served in the Armed Forces of the United States during the past century; and

**WHEREAS**, hundreds of thousands of Americans have given their lives while serving in the Armed Forces during the past century;

**WHEREAS**, the willingness of our citizens to give freely and unselfishly of themselves, even their lives, in the defense of our democratic principles, gives this great Nation continued strength and vitality; and

**WHEREAS**, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by Americans; and

**WHEREAS**, on this special day, our hearts and thoughts also turn to those who were disabled while serving their country, their sacrifices and hardships endure, and daily earn additional honor and compassion of a grateful nation.

**WHEREAS**, Americans throughout this great nation set aside Veterans' Day for special remembrance of the men and women who have served to protect our freedom; and

**NOW, THEREFORE, BE IT RESOLVED**, that the President does recognize November 11, 2012, as Veterans' Day, and ask that on this day of honor, all citizens express their gratitude to our veterans; and

**BE IT FURTHER RESOLVED**, that the Governing Board of the West Contra Costa Unified School District does hereby support Veterans' Day, and encourages all citizens, staff, faculty, students and their families to participate in the celebration of Veterans' Day.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the West Contra Costa Unified School District on the fourteenth day of November, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

**I DO HEREBY CERTIFY** that the foregoing resolution was duly and regularly introduced, passed and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on November 14, 2012.

\_\_\_\_\_  
President of the Governing Board of the  
West Contra Costa Unified School District

\_\_\_\_\_  
Clerk of the Governing Board of the  
West Contra Costa Unified School District

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:** November 14, 2012

**From:** Bruce Harter  
Superintendent

**Agenda Item:** CI C.25

**Subject:** Approval of Board Members to Attend Conferences

**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 members have expressed interest in attending the following conferences:

- California School Boards Association Annual Education Conference, San Francisco, November 29 – December 1, 2102
- Community Schools Fundamentals Conference, New York City, December 5 – 6, 2012

Expenses including registration, travel and food are budgeted and there is sufficient funding within that budget.

**Recommendation:**

Recommend Approval

**Fiscal Impact:**

General Fund

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:** November 14, 2012  
**From:** Nia Rashidchi **Agenda Item:** D.1  
Assistant Superintendent Education Services  
**Subject:** The Ed. Fund Grant Winners for 2012

**Background Information:**

For the 29<sup>th</sup> year, the Ed. Fund will be awarding Mini-grants and School-wide grants to WCCUSD Schools. The Ed. Fund Grants program is designed to create a sustainable change in our classrooms and schools. Utilizing standards-based curriculum, these imaginative projects transform our students' academic, social, and emotional growth by making learning come to life. Each year The Ed. Fund Grants program affects the lives of nearly 10,000 students.

This year The Ed. Fund awarded \$35,000 in grant money to 48 amazing projects destined to ignite imagination and create change in our schools. The Ed. Fund was able to award grants to 27 different schools throughout the district. This is by far the most diverse set of awardees we have had in terms of the distribution of grants to different schools.

We are thrilled by the enormous impact our School-wide Grants will have on a large populations of students. One such grant is "PEACH (Providing Eating Accessibility through Cooking at Home)," a project that allows students to learn the benefits and differences between cooking at home and fast food consumption through preparing and cooking healthy meals.

In the classroom, our teachers continue to come up with innovative ways to engage their students through vibrant and exciting projects. "Hatching Young Biologists," a Mini-Grant at Mira Vista Elementary School, will introduce first graders to the growth cycle of a chicken as they incubate actual eggs and care for the hatched chicks.

The Ed. Fund would like to thank our corporate, foundation, and private sponsors who have made our grants program possible for 28 years. We are proud of our continued support to WCCUSD and our teachers and students in the classroom. We wish all of our winners the best of luck in implementing their projects and thank them for their tireless dedication to our students.

**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  
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:** November 14, 2012  
**From:** Nia Rashidchi, Assistant Superintendent  
Educational Services **Agenda Item:** D.2  
**Subject:** WriterCoach Connection and WCCUSD schools

**Background Information:** WriterCoach Connection collaborates with WCCUSD teachers and recruits, trains, and coordinates volunteers as writing coaches to provide one-on-one coaching sessions to students on their classroom writing assignments.

Staff and WriterCoach Connection will provide information on the program, as well as the work being carried out for this school year.

**Recommendation:** Report Only

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
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:** November 14, 2012  
**From:** Nia Rashidchi, Assistant Superintendent **Agenda Item:** D.3  
Educational Services  
**Subject:** California Common Core Standards and Assessments

**Background Information:** The State Board of Education (SBE) adopted the California Common Core Standards and Assessments in August 2010. These standards represent what students should know and be able to do throughout the K-12 educational system. The goal is for every student to be College and Career Ready when they graduate from WCCUSD. The SBE expects every Local Educational Agency (LEA) to transition to the California Common Core Standards and Assessment by 2014-15.

Staff will give a report on the work that West Contra Costa Unified School District teachers, principals, and other staff members are carrying out to transition to the California Common Core Standards and Assessments.

**Recommendation:** Report Only

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
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:** November 14, 2012

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

**Agenda Item:** D.4

**Subject:** Budget Update

**Background Information:** Associate Superintendent Business Services will provide an update on the budget.

**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  
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:** November 14, 2012  
**From:** Nia Rashidchi, Assistant Superintendent **Agenda Item:** F.1  
Educational Services  
**Subject:** K-6 English Language Arts (ELA) Instructional Materials Adoption Recommendation

**Background Information:**

The K-6 ELA pilot committee conducted a comprehensive curriculum review and pilot process of updated state-approved instructional materials. The committee is comprised of teachers from across the District.

Materials were on physical display at two locations in the district for teachers, administrators, and parents to review. Links were posted on the district website to support on-line review of the instructional materials.

The pilot committee is unanimously recommending K-6 California *Treasures/Tesoros de lectura*. These materials will support our elementary schools to transition to the California Common Core Standards.

Members of the ELA pilot committee and staff will give a report on the pilot process and recommendation.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Estimated Total K-6 ELA Materials = \$3,000,000 over Three Years (General Fund/Parcel Tax Monies) 2012-13 = \$1,000,000; 2013-14= \$1,000,000; and 2014-15= \$1,000,000

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

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

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

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**To:** Board of Education

**Meeting Date:** November 14, 2012

**From:** Bruce Harter  
Superintendent

**Agenda Item:** F.2

**Subject:** Call for Nominations for California School Boards Association (CSBA) Delegate Assembly

**Background Information:** The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates will serve a two-year term beginning April 1, 2013 through March 31, 2015 and are required to attend two meetings each year. There are two delegates in Region 7, Sub-Region 7-A, whose terms expire in 2013.

**Recommendation:** To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate delegates for the CSBA Delegate Assembly.

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_



**TIME SENSITIVE – For Board ACTION –  
Nominations due Monday, January 7, 2013  
Please deliver to all members of the governing board. Thank you.**

October 26, 2012



**MEMORANDUM**

TO: Board Presidents and Superintendents - CSBA Member Boards of Education  
FROM: Jill Wynns, President  
SUBJECT: **Call for Nominations for CSBA Delegate Assembly**

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CSBA's Delegate Assembly is a vital link in the association's governance structure. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the association reflects the interests of school districts and county offices of education throughout the state. **Nomination and Candidate Biographical Sketch forms for CSBA's Delegate Assembly are now being accepted until Monday, January 7, 2013.** All forms and information related to the election process are available to download from the CSBA website at [www.csba.org/AboutCSBA.aspx](http://www.csba.org/AboutCSBA.aspx).

- Any CSBA member board is eligible to nominate board members within their geographical region or subregion.
- Boards may nominate as many individuals as it chooses by using the nomination form.
- Approval from board member to be nominated to CSBA's Delegate Assembly.
- All nominees must submit a one-page, single-sided, candidate biographical sketch form and an optional one-page, one-sided résumé, (résumé cannot be substituted for the candidate biographical sketch form).
- All nomination materials must be postmarked or faxed no later than **Monday, January 7.**
- Delegates serve two-year terms beginning April 1, 2013 through March 31, 2015
- There are two required Delegate Assembly meetings each year, one in May in Sacramento and one preceding the CSBA Annual Education Conference and Trade show in November/December.

For further information about the Delegate Assembly, please contact Charlyn Tuter in CSBA's Leadership Services department at (800) 266-3382. You may download the following forms and find more information at [www.csba.org/AboutCSBA.aspx](http://www.csba.org/AboutCSBA.aspx). Thank you.

- ❖ Delegate Assembly Brochure
- ❖ Nomination Form
- ❖ Candidate's Biographical Sketch Form
- ❖ Important Dates
- ❖ List of all Delegates whose term expires in 2013
- ❖ Alphabetical List of Districts and County offices
- ❖ FAQ

## CSBA DELEGATES WHOSE ELECTED TERM EXPIRES IN 2013

Below are the names of Delegates in each region/subregion whose term expires in 2013 and are up for re-election, if they choose to run. (County Delegates are listed on a separate document.) Delegates must be nominated by a CSBA member board that is located within the region or subregion. If a subregion is not listed, it is because the current Delegate's term has not expired. *Nomination and Candidate Biographical sketch forms are due by Monday, January, 7, 2013.*

### **REGION 1 - Counties: Del Norte, Humboldt, Lake, Mendocino**

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#### ***Subregion 1-A (Del Norte, Humboldt)***

Frances Costello (Del Norte County & USD)

### **REGION 2 - Counties: Lassen, Modoc, Plumas, Shasta, Siskiyou, Trinity**

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#### ***Subregion 2-A (Modoc, Siskiyou, Trinity)***

Margaret DeBortoli (Siskiyou Union HSD)

#### ***Subregion 2-B (Shasta)***

James Schwerdt (Shasta Union HSD)

### **REGION 3 - Counties: Marin, Napa, Solano, Sonoma**

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#### ***Subregion 3-A (Sonoma)***

Ron Abler (Forestville Union ESD)

#### ***Subregion 3-B (Napa)***

Indira Lopez (Calistoga Joint USD)

#### ***Subregion 3-C (Solano)***

David C. Isom (Fairfield-Suisun USD)

Vacant

### **REGION 4 - Counties: Butte, Colusa, Glenn, Nevada, Placer, Sierra, Sutter, Tehama, Yuba**

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#### ***Subregion 4-B (Butte)***

Don Phillips (Oroville Union HSD)

#### ***Subregion 4-C (Colusa, Sutter, Yuba)***

Sharman Kobayashi (Yuba City USD)

#### ***Subregion 4-D (Nevada, Placer, Sierra)***

Trish Gerving (Nevada City SD)

Paige K. Stauss (Roseville Joint Union HSD)

### **REGION 5 - Counties: San Francisco, San Mateo**

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#### ***Subregion 5-B (San Mateo)***

Maria Diaz-Slocum (Redwood City ESD)

Carrie Du Bois (Sequoia Union HSD)

Kevin Martinez (San Bruno Park ESD)

### **REGION 6 - Counties: Alpine, Amador, El Dorado, Mono, Sacramento, Yolo**

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#### ***Subregion 6-B (Sacramento)***

John Gordon (Galt Joint Union ESD)

Lisa Kaplan (Natomas USD)

Richard Shaw (Folsom-Cordova USD)

Edward Short (Folsom-Cordova USD)

Vacant

#### ***Subregion 6-C (El Dorado, Amador, Alpine, Mono)***

Lyle Eichert (Buckeye Union ESD)

### **REGION 7 - Counties: Alameda, Contra Costa**

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#### ***Subregion 7-A (Contra Costa)***

Arthur M. Clarke (Walnut Creek ESD)

Teresa Gerringer (Lafayette ESD)

#### ***Subregion 7-B (Alameda)***

David G. Haubert (Dublin USD)

Lily K. Mei (Fremont USD)

Diana J. Prola (San Leandro USD)

Nancy Thomas (Newark USD)

### **REGION 8 - Counties: Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne**

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#### ***Subregion 8-A (San Joaquin)***

Matthew Balzarini (Lammersville Joint USD)

Brian Jackman (Jefferson ESD)

#### ***Subregion 8-B (Calaveras, Mariposa, Tuolumne)***

Zerrall McDaniel (Calaveras USD)

#### ***Subregion 8-C (Stanislaus)***

Eileen Hamilton (Turlock USD)

Cynthia Lindsey (Sylvan Union ESD)

#### ***Subregion 8-D (Merced)***

Adam Cox (Merced City ESD)

### **REGION 9 - Counties: Monterey, San Benito, San Luis Obispo, Santa Cruz**

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#### ***Subregion 9-A (San Benito, Santa Cruz)***

George Wylie (San Lorenzo Valley USD)

#### ***Subregion 9-B (Monterey)***

Kathryn Ramirez (Salinas Union HSD)

#### ***Subregion 9-C (San Luis Obispo)***

Tami Gunther (Atascadero USD)

### **REGION 10 - Counties: Fresno, Kings, Madera**

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#### ***Subregion 10-A (Madera)***

Barbara Bigelow (Chawanakee USD)

#### ***Subregion 10-B (Fresno)***

Ismael D. Herrera (Menota USD)

James Karle (Sanger USD)

Kathy Spate (Caruthers USD)

Randel M. Yano (Clay Joint ESD)

### **REGION 11 - Counties: Santa Barbara, Ventura & Las Virgenes USD**

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#### ***Subregion 11-A (Santa Barbara)***

Pam Kinsley (Goleta Union ESD)

#### ***Subregion 11-B (Ventura County and Las Virgenes USD)***

Christina Urias (Santa Paula Union HSD)

John Walker (Ventura USD)



**REGION 12 - Counties: Kern, Tulare**

***Subregion 12-A (Tulare)***

Teresa Garcia (Tulare City SD)  
Dean Sutton (Exeter Union ESD)

***Subregion 12-B (Kern)***

Linda Brenner (Panama-Buena Vista Union SD)  
Blaine Geissel (Rosedale Union ESD)  
Deanna Rodriguez-Root (Richland SD)  
Lillian Tafoya (Bakersfield City ESD)

**REGION 15 - Counties: Orange County and Lowell Jt. USD**

Bonnie Castrey (Huntington Beach Union HSD)  
Judith Edwards (Fountain Valley ESD)  
Karin Freeman (Placentia-Yorba Linda USD)  
Celia Jaffe (Huntington Beach City ESD)  
Sue Kuwabara (Irvine USD)  
Barbara Michel (Buena Park ESD)  
Jose F. Moreno (Anaheim City SD)  
Robert A. Singer (Fullerton Joint Union HSD)  
Suzie Swartz (Saddleback Valley USD)

**REGION 16 - Counties: Inyo, San Bernardino**

***Subregion 16-A (Inyo)***

Catherine George (Lone Pine USD)

***Subregion 16-B (San Bernardino)***

Christina Cameron-Otero (Needles USD)  
Chuck Christie (Yucaipa-Calimesa Joint USD)  
Tom Courtney (Lucerne Valley USD)  
Karen Gray (Silver Valley USD)  
Kathy A. Thompson (Central ESD)  
Charles Uhalley (Chaffey Joint Union HSD)

**REGION 17 - County: San Diego**

Twila Godley (Lakeside Union SD)  
Penny Halgren (La Mesa-Spring Valley SD)  
Sharon C. Jones (San Diego COE)  
Kelli Moors (Carlsbad USD)  
Janet W. Mulder (Jamul-Dulzura Union ESD)  
Barbara Ryan (Santee ESD)  
Priscilla Schreiber (Grossmont Union HSD)

**REGION 18 - Counties: Imperial, Riverside**

***Subregion 18-A (Riverside)***

Justin Blake (Palm Springs USD)  
Robin J. Crist (Murrieta Valley USD)  
Memo Mendez (Jurupa USD)  
John I. Norman (San Jacinto USD)  
Vincent O'Neal (Temecula Valley USD)  
Mark Orozco (Beaumont USD)

***Subregion 18-B (Imperial)***

Ralph Fernandez (Brawley Union HSD)  
Diahna Garcia-Ruiz (Heber ESD)

**REGION 20 - County: Santa Clara**

Danielle Cohen (Campbell Union SD)  
Michael Gipe (Saratoga Union ESD)  
Albert Gonzalez (Santa Clara USD)  
Nancy A. Newton (Fremont Union HSD)  
George Sanchez (Franklin-McKinley ESD)

**REGION 22 - North Los Angeles – Los Angeles County**

***John K. Curiel (Westside Union ESD)***

R. Michael Dutton (Keppel Union ESD)  
Rose Koscielny (Saugus Union ESD)

**REGION 23 - San Gabriel Valley and East Los Angeles County**

***Subregion 23-A***

Richard A. Sonner (South Pasadena USD)  
Matthew Stadtler (San Gabriel USD)

***Subregion 23-B***

Heidi L. Gallegos (Rowland USD)  
Helen Hall (Walnut Valley USD)  
Larry L. Redinger (Walnut Valley USD)

***Subregion 23-C***

Hilary LaConte (Claremont USD)  
Christina Lucero (Baldwin Park USD)

**REGION 24 - Southwest Crescent – Los Angeles County**

Jan Baird (South Whittier ESD)  
Maynard G. Law (ABC USD)  
Joseph Rivera (El Rancho USD)  
Patricia Siever (Culver City USD)  
Sophia M. Tse (ABC USD)  
Ana Valencia (Norwalk-La Mirada USD)





## 2013 Delegate Assembly Nomination Form

**Due: Monday, January 7, 2013** (U.S. Postmark or fax - 916.669.3305 or 916.371.3407)

CSBA Region/subregion # \_\_\_\_/\_\_\_\_

The Board of Education of the \_\_\_\_\_  
(Nominating School District or COE)

wishes to nominate \_\_\_\_\_  
(Nominee)

The nominee is a member of the \_\_\_\_\_,  
(Nominee's School District or COE)

**which is a member of the California School Boards Association.**

- The nominee has consented to this nomination.
- Attached is the nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé.
- The nominee's required one-page, single-sided candidate biographical sketch form and optional one-page, single-sided résumé will be sent by the deadline date.

\_\_\_\_\_  
Board Clerk or Board Secretary (signed) \_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk or Board Secretary (printed)

**PLEASE NOTE:** The nomination and candidate biographical sketch forms must be faxed or U.S. postmarked no later than **Monday, January 7, 2013**. **Forms postmarked or faxed after January 7 cannot be accepted.** Please contact Charlyn Tuter at (800) 266-3382 should you have any questions.

**Return nomination to:**

California School Boards Association | 3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660  
(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 or (916) 669-3305 | [www.csba.org](http://www.csba.org)

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:** November 14, 2012  
**From:** Bill Fay **Agenda Item:** G.1  
Associate Superintendent for Operations  
**Subject:** Project Status Report

**Background Information:**

The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

**Recommendation:** For information only

Fiscal Impact: None

**DISPOSITION BY BOARD OF EDUCATION**

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

# PROJECT STATUS REPORT

## Collins Elementary School - Fire Alarm Upgrade

### Period Ending: 10/31/2012

**Scope:** Upgrade of Fire Alarm System in existing buildings

**Construction Status:**

Architect: AE3 Architects  
 Project Manager: Toby Black, SGI Construction Management  
 Project Engineer:  
 Contractor: Watson Electric, Inc.  
 Inspector: Roy Jr. Moreno  
 WCCUSD Mgr: Eduardo Donoso

**Contract Status:**

Notice to Proceed:	07/05/2012		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	120		
Original Completion Date:	11/1/2012		
Projected Completion:	11/1/2012		

**Buildings:**

N/A	1, 2, 3, 4, 5, 6, 7, 8,
-----	-------------------------

**Progress This Period:**

- Final fire alarm testing including battery backup test
- Demolition of existing fire alarm system
- Punch list and project close out

**Anticipated Progress Next Period:**

- Project close out.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	120
Construction Calendar Days Elapsed:	118
Construction Calendar Days Remaining:	2
Percent of Contract Calendar Days Elapsed:	98%
Percent of Construction Completed:	99%

<b>Percentage of Work Done</b>	<b>99</b>	<b>Total Project</b>
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**Proposed Changes:**

**General Comment:**

Progress Photos: 10/31/2012



Fire Alarm Control Panel @ Principal's Office



Main Fire Alarm Control Panel



Secondary Fire Alarm Control Panel

# PROJECT STATUS REPORT

## De Anza High School - Replacement Campus

### Period Ending: 10/31/2012

**Scope:** Replacement Campus

**Construction Status:**

Architect: DLM Architects  
 Project Manager: Jose Chapa, SGI Construction Management  
 Project Engineer: Marc Alojepan, SGI Construction Management  
 Contractor: Wright Contracting Inc.  
 Inspector: Steve Cayson  
 WCCUSD Mgr: Keith Holtslander

**Contract Status:**

Notice to Proceed:	05/17/2010		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	1,080	52	1,132
Original Completion Date:	05/01/2013		
Projected Completion:	6/22/2013		

**Buildings:**

Building 1	Administration & Library
Building 2 & 3	Theater & Arts/Delta School
Building 4	Special Education
Building 5	Science
Building 6 & 7	Classrooms
Building 8	Gymnasium
Building 9	Cafeteria
Building 11, 12, & 13...	Lobby, Breezeway, & Entrance Structure/Portico

**Progress This Period:**

- Building 1, 2, 3, 4, 5, 6, 7, 8, & 11--Interior Finishes
- Building 1, 2, 3, 4, 5, 6, 7, 8, & 11--Install Flooring & Carpet
- Building 2--Install Theater Lighting & Equipment
- Building 5, 6, & 7--Install Lockers & Trim
- Building 8 & 12--Install Roof/Canopy Panels
- Building 12, 13, & 14--Install Exterior Lath/Plaster & Roofing System
- Building 13--Install Translucent Skylight Panels
- Site Work--Fine Grade, Ornamental Fencing, Perimeter Wall, Site Structures, Irrigation System, Concrete Flatwork, Signage, Landscaping, and Asphalt Concrete Paving
- PV System--Install Inverters, Racking System, & PV Panels

**Anticipated Progress Next Period:**

- Building 2--Install Theater Lighting & Equipment
- Building 8 & 12--Install Roof/Canopy Panels
- Building 12, 13, & 14--Install Exterior Lath/Plaster & Roofing System
- Building 12, 13, & 14--Install Brick Tile Veneer
- Building 13--Install Translucent Skylight Panels
- Site Work--Fine Grade, Ornamental Fencing, Site Structures, Irrigation System, Concrete Flatwork, Signage, Landscaping, Site Furnishings, and Asphalt Concrete Paving
- PV System--Install Racking System & PV Panels

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	1,132
Construction Calendar Days Elapsed:	898
Construction Calendar Days Remaining:	234
Percent of Contract Calendar Days Elapsed:	79%
Percent of Construction Completed:	92%

**Percentage of Work Done**                      **92%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 10/31/2012



**PV System--Install Panels**



**Site Work--Install Concrete Flatwork**



**Site Work--North Parking Curb Installation & Landscaping**

# PROJECT STATUS REPORT

## Gompers and LPS Richmond Schools - New Construction

Period Ending: 10/31/2012

**Scope:** New Construction

**Construction Status:**

Architect: HMC Architects  
 Project Manager: Tim Peel, SGI Construction Management  
 Project Engineer: Gail Suarez, SGI Construction Management  
 Contractor: Lathrop Construction Associates  
 Inspector: Roy Moreno  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	08/20/2012		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	1,090		
Original Completion Date:	08/15/2015		
Projected Completion:	08/15/2015		

**Buildings:**

Building A	Leadership Public Schools
Building B	Shared Gymnasium
Building C	Gompers High School

**Progress This Period:**

Building pads completed. Drilled piers and foundation in progress. Ground breaking ceremony.

**Anticipated Progress Next Period:**

Piers, underground, and footings

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	72
Construction Calendar Days Remaining:	1,018
Percent of Contract Calendar Days Elapsed:	6%
Percent of Construction Completed:	4%

**Percentage of Work Done**                      **4%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 10/31/2012





# PROJECT STATUS REPORT

Lincoln, Harding, Ellerhorst, and Tara Hills Elementary School - Restroom Finish Upgrades

Period Ending: 10/31/2012

**Scope:** Restroom Finish Upgrades

**Construction Status:**

Architect: Deems Lewis McKinnley  
 Project Manager: Marcus Blackmon, Amanco, Inc.  
 Project Engineer: Toby Black, Terese Sladowska, SGI Construction Managem...  
 Contractor: B-Side Construction  
 Inspector: N/A  
 WCCUSD Mgr: Eduardo Donoso

**Contract Status:**

Notice to Proceed: 07/18/2012

	Original	Approved	Projected
Construction Schedule (days):	120	120	120
Original Completion Date:	11/14/2012		
Projected Completion:	11/14/2012		

**Buildings:**

Lincoln Buildings: A, B & M  
 Harding Buildings: A & M  
 Ellerhorst Buildings: A, C, K & M  
 Tara Hills Buildings: A, I, K, M & P

**Progress This Period:**

- The GC has almost entirely completed the Phase IIA restrooms at the following schools: Harding - A108, A201, M104, M109 & M110; Tara Hills - I-10, I-11, I-13, M4 & M5; Lincoln - B218, B219, B217, B216 and B106A; Ellerhorst - C113 and C116.
- Phase IIA has been completed at Harding and the GC has proceeded with the final Phase IIB that includes restrooms: A130, A131 & A157. Removal of accessories and fixtures, along with demo has taken place last weekend. Cement board install is on going. Door installation at Lincoln has been completed and the adjacent drinking fountain has been removed. Built ADA ramp at Tara Hills E.S. Restroom I10

**Anticipated Progress Next Period:**

- Finalize Punch Correction items for the following phases: IA, IB, IC, IIA & IIB.
- Proceed with the final Phase IIB at Lincoln (C113, C106, C108, B103A, A110), Ellerhorst (M109 and M107) & Tara Hills (K15, k10, K7 and P9).
- Complete installation of roof mounted exhaust fans at Ellerhorst E.S., and begin close out processes.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	120
Construction Calendar Days Elapsed:	105
Construction Calendar Days Remaining:	15
Percent of Contract Calendar Days Elapsed:	87%
Percent of Construction Completed:	75%

**Percentage of Work Done**                      **75%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 10/31/2012



Harding E.S. M104 Restroom Tile Installation



ADA Ramp At Tara Hills E.S.



Installed Transom Door At Lincoln Girl's Restroom

# PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 10/31/2012

**Scope:** West Campus

**Construction Status:**

Architect: Powell & Partners  
 Project Manager: Sonya Perkins, SGI Construction Management  
 Project Engineer: Paul Orr, SGI Construction Management  
 Contractor: Zovich Construction  
 Inspector: Mark Eriksen  
 WCCUSD Mgr: Eduardo Donoso

**Contract Status:**

Notice to Proceed:	08/01/2011		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	780		840
Original Completion Date:	7/20/2013		
Projected Completion:	09/19/2013		

**Buildings:**

Bldg. A Admin/Library/Classrooms  
 Bldg. B Classrooms

**Progress This Period:**

- Framing complete Building A.
- MetroWrap Bldgs. A & B complete.
- MEP/Fire sprinkler rough-in continues, (1) layer underlayment installation on butterfly roof Bldgs. A & B, bituminous roofing complete on Bldg. B and continues on Bldg. A, drywall in elevator shaft, installation of sheet metal corners and window surround flashings at Bay and Clerestory windows

**Anticipated Progress Next Period:**

- MEP/ Fire Sprinkler Rough-in continues, finalize all sheet metal flashing for bldgs.
- PG&E slated for month end and trenching to start for power and gas, install windows/doors, complete roof systems with scuppers, gutters, rain water leaders, install wall penetration flashings, lathe, insulation, drywall, roofing venting, continue to work on stand alone mock up for approval

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	780
Construction Calendar Days Elapsed:	457
Construction Calendar Days Remaining:	323
Percent of Contract Calendar Days Elapsed:	58%
Percent of Construction Completed:	46%

**Percentage of Work Done**                      **46%**                      **Total Project**

**Proposed Changes:**

Roof Venting ASI 61.2, Fire Sprinkler Relocation in Classrooms ASI 15.4, Sheet metal flashings per ASI 7.1-7.5, Casework subcontractor substitution.

**General Comment:**

Progress Photos: 10/31/2012



Underlayment on Butterfly Roofs



Bldg. A with Metro Wrap installed



Bituminous Roofing on Bldg. A

# PROJECT STATUS REPORT

## Peres Elementary School - Modernization

Period Ending: 10/31/2012

**Scope:** The modernization project consists of constructing five (5) new buildings and renovating seven (7) existing buildings to bring the entire school to current structural and architectural standards.

### Construction Status:

Architect: HY Architects  
 Project Manager: Rod Sias, SGI Construction Management  
 Project Engineer:  
 Contractor: Cal-Pacific Construction, Inc.  
 Inspector: Kory Gilbert  
 WCCUSD Mgr: Andrew Mixer

### Contract Status:

Notice to Proceed: 8/2/2012

	Original	Approved	Projected
Construction Schedule (days):	106		159
Original Completion Date:	10/19/2012		
Projected Completion:	11/30/2012		

### Buildings:

Buildings: B, D, E & F

### Progress This Period:

- Installation of Bogen Clocks and Speakers-Building B – COMPLETED.
- Exterior Paining of Building B – COMPLETED.
- Flooring in Building D – IN PROGRESS.
- Building-D 109 Closet – IN PROGRESS.
- Restroom Renovation- Building F1(B), F2(G), I1(B & G) – IN PROGRESS.
- Repair and Paint Stucco Wall-Building E – IN PROGRESS.
- Install Bogen Clocks and Speakers -Building F3, F4 & Library – COMPLETED.

### Anticipated Progress Next Period:

- Phase 2 Covered Walkway – IN PROGRESS.
- Under Ground Utilities at Covered Canopy – IN PROGRESS.
- Under Ground Utilities at SD Area – IN PROGRESS.
- Exterior Painting Bldg. D, F1, F2, F3, F4, H1, H2, – IN PROGRESS.

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	106
Construction Calendar Days Elapsed:	92
Construction Calendar Days Remaining:	14
Percent of Contract Calendar Days Elapsed:	86%
Percent of Construction Completed:	38%

### Percentage of Work Done 38% Total Project

Building B - Administration	99%	5%
Building D -Multi-purpose room-	30%	5%
Restrooms - F1, F2, I1 (B & G)	75%	30%
New Canopy	4%	30%
Site Work/Asphalt/Tree Removal	3%	10%
Exterior Painting	10%	20%

### Proposed Changes:

DSA- Field Change Directive 001- Concrete Strength in Bldg. D - Approved.  
 DSA- Field Change Directive 002- Closet Framing in Bldg. D - Rejected. GC to submit drawings for DSA review and approval.

### General Comment:

Progress Photos: 10/31/2012



Repair and Paint Stucco Wall-Bldg. E - IN PROGRESS



Exterior Painting of Bldg. D - IN PROGRESS



Restroom Renovation F1(B), F2(G), I1(B & G) - IN PROGRESS

# PROJECT STATUS REPORT

## Portola Middle School - BLDG Demo & Site Work

### Period Ending: 10/31/2012

**Scope:** Demolition of the Original Portola Middle School with attending Environmental Waste Management and Materials Salvage.

**Construction Status:**

Architect: HY Architects  
 Project Manager: Hector DeLeon, SGI Construction Management  
 Project Engineer: Jemil Sahle, SGI Construction Management  
 Contractor: Alten Construction  
 Inspector:  
 WCCUSD Mgr:

**Contract Status:**

Notice to Proceed:	5/9/2012	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	225			
Original Completion Date:	12/20/2012			
Projected Completion:	12/20/2012			

**Buildings:**

Mobilization	Fencing, Trailers, Temporary Utilities & Facilities
Start-Up	Salvaging, 3rd Party Contractors/Vendors
Abatement	Buildings and Portables
Demolition	Site, Buildings and Portables
Completion	Grading, Hydroseeding, Fencing and Demobilization

**Progress This Period:**

- Demolition of Shop Building superstructure.
- Begin Demolition of Shop Building foundation and footings.
- Demolition of 400 Building superstructure.
- Begin Demolition of 400 Building foundation and footings.
- Demolition of Gym's second floor and locker rooms.
- Abatement of newly discovered Hazardous Materials in Main Classroom Building and the 400 Building.
- Being Interior Demolition of Main Building.
- Completed soft demolition of Main Building roof.
- Off haul of Metal and Wood Debris from site.

**Anticipated Progress Next Period:**

- Continue Interior Demolition of Main Building.
- Begin Exterior Demolition of Main Building.
- Complete Demolition of Shop Building foundation.
- Complete Demolition of 400 Building foundation.
- Complete Demolition of Gym superstructure and foundation.
- Continue to Off Haul Metal, Wood Debris and Concrete from the site.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	225
Construction Calendar Days Elapsed:	176
Construction Calendar Days Remaining:	49
Percent of Contract Calendar Days Elapsed:	78%
Percent of Construction Completed:	68%

Percentage of Work Done	68%	Total Project
Mobilization		100%
Start-Up		100%
Abatement		100%
Demolition		65%
Completion		0%

**Proposed Changes:**

**General Comment:**

Progress Photos: 10/31/2012



**Gym - Exterior Demolition**



**Main Building - Interior Demolition**



**Shop Building - Demolition of Foundation**