

Friday Memo
January 6, 2017

Upcoming Events – Matthew Duffy

January 9: Kindergarten Registration Begins
January 9: Agenda Setting, Superintendent's Office, 3:30 PM
January 9: Technology Advisory Subcommittee, IT Center, 4:00 PM
January 9: Special Education CAC, Cameron School, 7:00 PM
January 9: Youth Commission, Helms, 6:30 PM
January 11: Housing Task Force, Supervisor Gioia's Office, 3:00 PM
January 11: LCAP Townhall, Pinole Middle, 6:00 PM
January 13: Parent University Graduation, Montalvin Elementary, 6:00 PM
January 16: Martin Luther King, Jr. Holiday, Schools and Offices Closed
January 17: Secondary Work Day, No School Middle & High
January 17: Facilities Subcommittee, FOC, 4:00 PM
January 18: Board of Education Meeting, DeJean, 6:30 PM
January 19: Safety/Climate Committee, Hercules High, 9:00 AM
January 20: Parent University Graduation, Richmond High, 5:30 PM
January 21: El Cerrito Theater Performance, 7:00 PM
January 24: Parent University Graduation, King Elementary, 6:00 PM

LCAP Town Hall Meeting – Nia Rashidchi

WCCUSD is inviting families, staff, students, and community members to attend the Local Control Accountability Plan (LCAP) Community Town Hall Meeting. These meetings are a great opportunity to engage in the decisions that impact our children and schools.

The LCAP is a planning tool for districts to show how they will improve outcomes for all students including low-income, English learners, and foster youth. District staff will listen to the suggestions and concerns of stakeholders regarding the LCAP. Participation and feedback in town hall meetings will help to inform LCAP funding priorities for the next several years.

The final Town Hall meeting of the year is scheduled on **Wednesday, January 11, 2017** at Pinole Middle School in the Cafeteria/Multipurpose Room. Translation and childcare services will be provided.

Folks can visit wccusd.net/lcap for more information or call 510-307-4502. You can also click on the links to download a flyer in [English](#) or [Spanish](#) and invite others to attend.

Richmond Charter Academy (RCA) Special Education Population – Nia Rashidchi

During the January 4 board meeting a question arose regarding the percentage of Special Education students served by RCA. The attached report clarifies the special education percentage of students served at RCA: 6.5%. As mentioned in the presentation, these are low incidence students with needs such as resource and speech.

Dedicated/House Substitute Teacher – Ken Whittemore

During the Board of Education meeting on January 4, 2017 a discussion occurred about House or Dedicated substitute teachers for sites. Currently, we have Dedicated/House substitutes at the following sites:

Bayview	Helms (2)
Crespi	Kennedy (2)
DeJean (2)	King (2)
Dover	Mira Vista
El Cerrito HS	Peres
Greenwood	Pinole Valley HS
Richmond HS	Special Education (2)

We continue to monitor and make matches of substitute teachers with schools to expand this program.

If you have any questions or comments, please contact me.

Citizen Bond Oversight Committee (CBOC) Comments On Forensic Audit – Lisa Leblanc

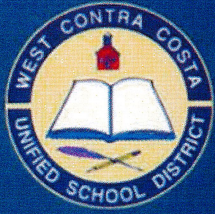
At the December 21, 2016 CBOC meeting, a motion was passed to submit the CBOC's response to the Forensic Audit Report to the Board of Education, staff and forensic auditor. The motion further requested that this response be posted to the WCCUSD Website under the area for Forensic Audit public comments. Attached are the comments on Forensic Audit Report Section FI (6) received from the CBOC which have already been posted on the website. The comments will also be e-mailed to the auditor. These comments will be taken into consideration during implementation of the audit's recommendations.

City of San Pablo, Solar Panel Placement Concern- Lisa LeBlanc

The District received a letter dated December 19, 2016 from the City of San Pablo Mayor expressing concern about the placement of the solar panels in front of the San Pablo Community Center which is adjacent to Helms Middle School. The District has been in frequent communication with the City and shared the plans early on in the design process. However, in light of the concerns being raised at this time, the District will meet with the solar provider to determine if there are alternative locations to accommodate and support the City of San Pablo's request and further strengthen the shared collaborative relationship. Anticipated installation of the Helms solar panel system is the summer of 2017.

Public Records Log – Marcus Walton

Included in this week's memo is the log of public records requests received by the district. If you have any questions, please contact me.



2016-17 WCCUSD LCAP Community Town Hall Meetings

WCCUSD welcomes students, families, staff, and community members to attend our Community Town Hall Meetings!

Attending a town hall meeting is a great opportunity for parents, teachers and community members to engage in the decisions that impact their children and schools.



District staff will listen to the concerns and suggestions of all stakeholders regarding the development of the LCAP.



Local Control Accountability Plan (LCAP)

The LCAP is a planning tool for districts to show how they will improve student outcomes and performance for all students, including English learners, low-income students, and foster youth. All eight State priorities must be covered in the plan.

WCCUSD's LCAP is a 3-year plan that addresses the 8 State Priorities through its:

- ➔ 5 LCAP Goals
- ➔ 44 LCAP Measures
- ➔ 42 Actions & Services



LCAP Budget \$45,718,403

1

Tuesday, November 29, 2016

6:30 to 8:00 pm

Kennedy High School, Cafeteria
4300 Cutting Blvd., Richmond, CA 94804

2

Wednesday, January 11, 2017

6:30 to 8:00 pm

Pinole Middle School, Cafeteria
15775 Mann Dr., Pinole, CA 94564



Translation and childcare services will be provided at all meetings.

If you cannot attend a town hall meeting, please send feedback to LCAP@wccusd.net

West Contra Costa Unified School District.7.27.16

Name of school: Richmond Charter Academy			Name of School Leader: Jeff Clinton		
<i>Financial Information</i>			Year	2016-17	
Total Operational Budget	2,804,082		Per Student Revenue	11,352	
Total Expenditure	2,435,627		Expenditure Per Student	9,861	
Balance brought forward from previous year	511,88		Projected balance carried forward to next year	880,343	
<i>Special Populations</i>	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Percentage of students receiving <i>free/reduced lunch</i>	89%	87%	84%	86%	87%
Percentage of ELL students	49%	38%	40%	35%	39%
Number of students with special educational needs	.6%	7%	5%	6%	6.5%
<i>Pupil mobility in the school in prior year</i>				Number of students	
Students who joined the school other than at the usual time of first admission				4	
Students who left the school other than at the usual time of leaving (excluding expulsions)				10	
<i>Attendance for current and prior year</i>				% Attendance	
School data				Prior Year	Current Year
				98.745%	98.673%
<i>Background of students 2015-16</i>	Number of students/Percent of Students		<i>Discipline - prior school year(15-16)</i>	<i>Suspension # of incidents</i>	<i>Expulsion # of incidents</i>
African-American	4 / 2%		African-American	0	0

West Contra Costa Unified School District.7.27.16

Asian/Pacific Islander	10 / 4%		Asian/Pacific Islander	0	0
Hispanic	213 / 96%		Hispanic	6 / 3%	0
White	4 / 2%		White	0	0
Mixed/ No Response	/		Mixed/ No Response	0	0
ELL	82 / 37%		ELL	0	0
SPED	14/ 6%		SPED	0	0
Gender (male/female)	F: 125 / 56% M: 106 / 48%		Gender (male/female)	3 M / 3 F 1% / 1%	0
Homeless Students	5 / 2%		Homeless Students	0	0

<i>Graduation Information</i>	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Graduation Rate	N/A	N/A	N/A	N/A	N/A
Retention Rate (% of graduates enrolled since grade 9)	N/A	N/A	N/A	N/A	N/A
<i>Post-Graduation Plans</i>					
% attending 4-year college	N/A	N/A	N/A	N/A	
% attending 2-year college	N/A	N/A	N/A	N/A	
% attending vocational/ technical training	N/A	N/A	N/A	N/A	
% joined military	N/A	N/A	N/A	N/A	
% working exclusively	N/A	N/A	N/A	N/A	

<i>Teacher Recruitment/Retention</i>					
	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Total # of Teachers	3	7	8	8	8
% New Hires	100%	86%	37%	50%	50%
% Retained from Prior Year	0	14%	63%	50%	50%
Total number of vacant teaching posts currently (FTE)					0

<i>AYP</i>	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
AYP Met?	Yes	-	Yes	-	-
% AMOS Met	-	-	-	-	-
% Proficient-AMOS: African-American	-	-	-	-	-
% Proficient-AMOS: Asian/PI	-	-	-	-	-
% Proficient-AMOS: Hispanic	-	-	-	-	-
% Proficient-AMOS: Mixed/No response	-	-	-	-	-
% Proficient-AMOS: White	-	-	-	-	-
% Proficient-AMOS: Socioeconomically Disadvantaged	-	-	-	-	-

West Contra Costa Unified School District.7.27.16

ELL	-	-	-	-	-
Students with disabilities	-	-	-	-	-
<i>CST/ CAASPP</i>	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
ELA					
Proficient/Advanced or Standard Exceeded/ met	CST 6th Grade Advanced/Proficient: 37% 7th Grade Advanced / Proficient: 58%	None	CAASPP 6th Grade Standard Exceeded/ Met: 34% 7th Grade Standard Exceeded/ Met: 56% 8th Grade Standard Exceeded/ Met: 48%	CAASPP 6th Grade Standard Exceeded/ Met; 29% 7th Grade Standard Exceeded/ Met: 56% 8th Grade Standard Exceeded/ Met: 57%	N/A
Basic/Proficient/ Or Standard Nearly Met	CST: 6th Grade: Basic: 44% 7th Grade: Basic: 37%	None	CAASPP 6th Grade Standard Nearly Met:41% 7th Grade Standard Nearly Met: 23% 8th Grade Standard Nearly Met: 42%	CAASPP 6th Grade Standard Nearly Met:44% 7th Grade Standard Nearly Met: 28% 8th Grade Standard Nearly Met: 27%	N/A
Below Basic/Far Below Basic Or	CST: 6th Grade: Below Basic: 11%	None	CAASPP: 6th Grade Standard Not Met: 25%	CAASPP: 6th Grade Standard Not Met: 27%	N/A

West Contra Costa Unified School District.7.27.16

<p>Standard Not Met</p>	<p>Far Below Basic: 7%</p> <p>7th Grade: Below Basic: 6%</p> <p>Far Below Basic: 0%</p>		<p>7th Grade Standard Not Met:21 %</p> <p>8th Grade Standard Not Met:9 %</p>	<p>7th Grade Standard Not Met:17 %</p> <p>8th Grade Standard Not Met:16 %</p>	
<p>MATH</p>					
<p>Proficient/Advanced</p> <p>or</p> <p>Standard Exceeded/met</p>	<p>6th Grade Advanced/ Proficient: 63%</p> <p>7th Grade Advanced/ Proficient: 56%</p>	<p>None</p>	<p>CAASPP 6th Grade Standard Exceeded/ Met: 28%</p> <p>7th Grade Standard Exceeded/ Met: 45%</p> <p>8th Grade Standard Exceeded/ Met: 57%</p>	<p>CAASPP 6th Grade Standard Exceeded/ Met: 18%</p> <p>7th Grade Standard Exceeded/ Met: 45%</p> <p>8th Grade Standard Exceeded/ Met: 50%</p>	<p>N/A</p>
<p>Basic/Proficient/</p> <p>Or</p> <p>Standard Nearly Met</p>	<p>CST: 6th Grade: Basic: 22%</p> <p>7th Grade: Basic: 37%</p>	<p>None</p>	<p>CAASPP 6th Grade Standard Nearly Met:31 %</p> <p>7th Grade Standard Nearly Met:35 %</p> <p>8th Grade Standard Nearly Met: 27 %</p>	<p>CAASPP 6th Grade Standard Nearly Met:40 %</p> <p>7th Grade Standard Nearly Met: 31 %</p> <p>8th Grade Standard Nearly Met: 21 %</p>	<p>N/A</p>
<p>Below Basic/Far Below Basic</p>	<p>CST: 6th Grade:</p>	<p>None</p>	<p>CAASPP: 6th Grade</p>	<p>CAASPP: 6th Grade</p>	<p>N/A</p>

West Contra Costa Unified School District.7.27.16

Or Standard Not Met	Below Basic: 7%		Standard Not Met: 41%	Standard Not Met: 42%	
	Far Below Basic: 7%		7th Grade Standard Not Met:20%	7th Grade Standard Not Met: 24%	
	7th Grade: Below Basic: 7%		8th Grade Standard Not Met: 15%	8th Grade Standard Not Met: 29%	
	Far Below Basic: 0%				

SCIENCE

Proficient/Advanced or Standard Exceeded/ met	None	CST: Advanced/ Proficient: 66%	CST: Advanced/ Proficient: 77%	CST: Advanced/ Proficient: 65%	N/A
Basic/Proficient/ Or Standard Nearly Met	None	CST: Basic: 29%	CST: Basic: 20%	CST: Basic: 19%	N/A
Below Basic/Far Below Basic Or Standard Not Met	None	CST: Below Basic: 5% Far Below Basic: 0%	CST: Below Basic: 3% Far Below Basic: 0%	CST: Below Basic: 7% Far Below Basic: 9%	N/A

AGENDA ITEM

CBOC Response to Forensic Audit Report Section FI(6) Concerning Responsibilities of the CBOC (Pages 247-252)

The forensic audit includes a "work step" to: "Assess the responsibilities of the CBOC based on California Education Code and the California State Constitution and determine what actions taken by the CBOC may overstep their responsibility." The audit section includes three recommendations concerning: (1) providing reports to the CBOC, (2) the wording of the board policy for the CBOC in WCCUSD, and (3) the funding source for supporting the CBOC. The audit section begins with an allegation concerning the CBOC "overstepping" its bounds.

Forensic Audit: <https://goo.gl/LKw81c> [FI (6) pages 247-252]

PACKAGE

[Text of BP 7214.2]

[Text of Forensic Audit FI (6) pages 247-252]

CBOC Response to Forensic Audit Report Section FI(6)

This is the response of the West Contra Costa Unified School District Citizens Bond Oversight Committee (CBOC) to the allegation and to the three recommendations in section FI (6) of the forensic audit.

"Related Allegation

GOV (3) –The CBOC has overstepped its legal responsibilities in providing oversight of the bond Program"

Response: The audit fails to convincingly point out any specific ways the CBOC has overstepped its authority. The board policy for the CBOC echos the permissive language in the Education Code for what the CBOC "may" do. The board policy then includes a few things the CBOC cannot do. There is no evidence that the CBOC has violated any specific limitations in the board policy for the CBOC.

One of these prohibitions is: "Require the district to prepare reports or conduct audits more frequently than those required by law." The CBOC does make requests for information and reports, but is fully aware that it does not have any right to receive particular reports beyond what is required by law. At the same time, the CBOC appreciates the efforts of the staff to go beyond what is strictly required under law and policy in order to help the CBOC and the general public understand better how the bond funds are being used.

"Recommendations

FI6-1. The District and CBOC should evaluate the value (frequency and type) of proposed monthly reporting against the ongoing cost of development and maintenance of the reports as this is not required under the Education Code enumerated duties of a CBOC and runs counter to the existing statement of Board policy."

Response: The CBOC welcomes paying more attention to the costs and benefits of reporting by staff on the construction program. Improving operating efficiencies is an important value to the CBOC. However, we must object to the implication that for the staff to simply provide more reporting than legally required runs "counter" to board policy.

"Recommendations...

FI6-2. The District should consider merging the two statements currently in board policy on use of District resources in support of CBOC into one clear statement. The District should also consider removing the statement "without limit" from the policy to eliminate ambiguity about which District resources are committed to support the CBOC. Having a "without limit" statement in this policy can result in less than optimum use of District resources."

Response: The CBOC is supportive of any efforts to improve the clarity of board policies as long as these efforts don't involve making it harder for the CBOC to accomplish its oversight responsibilities. We would like to scrutinize any such changes. Furthermore, we would like to know the history behind using the phrase "without limit" in the sentence describing contacting various types of people involved in our bond program, before supporting deleting the phrase.

"Recommendations...

FI6-3. As required by Education Code Section 15280 (a) (1), Bond Program resources should not be used to support the CBOC. The CBOC in conjunction with the District should establish a visible separate budget under a District official and charge District time and cost incurred by District staff to support the CBOC in order to provide a transparent and accountable picture to the CBOC members, the District Board, and the public."

Response: The CBOC agrees with this recommendation. Along with its other benefits, if support for CBOC had had a more formal budget before, this use of an incorrect funding source might have been prevented earlier.

Public Records Request Log 2016 - 2017
Week Ending January 5, 2017

	Date of Receipt	Requestor	Requested Records/Information	Current Status
29	9/14/16	Matt Cagle American Civil Liberties Union	Surveillance Technology and Digital Searches beginning January 1, 2013 – Present	12/2/16 Documents sent via email Gathering/Reviewing additional Docs
47	12/20/16	Chansell Evans-Green	2015-2016 WCCUSD Student Data on Student Attendance / Absences for Grades K-12	12/20/16 Acknowledgement email sent
49	12/20/16	Anton Jungherr	Forensic Accounting Investigation Report / Implementation Task Force Meeting of December 16, 2016 / Agenda, Minutes and Backup Docs	1/4/17 Documents sent via email COMPLETED
50	*12/14/16	Mary Selva Richmond Annex Neighborhood	Number of Students attending Public Schools in Richmond Annex	12/22/16 Acknowledgement email sent
51	1/3/17	Anton Jungherr	Revolving Cash Account Payments July 1, 2016 through November 30, 2016	1/4/17 Acknowledgement email sent
52	1/3/17	Anton Jungherr	Authorization to sign Agreements/Contracts less than \$50,000	1/4/17 Acknowledgement email sent