

**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
January 8, 2014

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
JANUARY 8, 2014**

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.

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.

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 recordings 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.

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 **6:00 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.

"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 Pinole Valley High School**
- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption** (Public Comment)
- * **B.7 Minutes:** December 2, 2013; December 11, 2013; December 19, 2013
- * **B.8 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.

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 January 8, 2014.

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 January 8, 2014.

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 2013-2014 school year are summarized, dated January 8, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
Additional revenue for schools

***CI C.4 Adoption of Resolution No. 51-1314: Replacement of Outdated Warrant**

Comment:
Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Inocencia Dacumos. Staff recommends replacement of the stale dated warrant.

Recommendation:
Recommend approval to replace the outdated warrant

Fiscal Impact:
None

***CI C.5 Notice of Completion: Bid 1631223-09/1041223-16 Vista Alternative High School & Bayview Elementary School Restroom Renovations**

Comment:
Substantial completion notice has been received for: Bid 1631223-09/1041223-16.

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 contractor:

AM Woo Construction. Bid 1631223-09/1041223-16 Vista Alternative High School & Bayview Elementary School Restroom Renovations.

Recommendation:
Recommend approval of these notices of completion

Fiscal Impact:
None

***CI C.6 Out of State Travel for MUNIS Team Members**

Comment:

MUNIS Implementation Manager, Cheryl Lewis and Implementation Team Member, Laurie Dolan will travel to San Antonio, Texas to attend the educational event Tyler Connect 2014. Travel dates are April 13 – 16, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
Approximately \$5,200.00

***CI C.7 Certificated Board Authorization - Education Code 44258.3**

Comment:

Ed Code 44258.3 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.8 Routine Personnel Changes - Certificated**

Comment:

Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

Recommendation:
Ratification and Approve Certificated Personnel Changes

Fiscal Impact:
None

***CI C.9 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:

Approve Classified Personnel Changes

Fiscal Impact:

None

***CI C.10 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.11 Presentation of Initial Bargaining Proposal from West Contra Costa Unified School District to School Supervisors Association (SSA)**

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 (SSA) 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 (SSA) as an information item.

Fiscal Impact:

To Be Determined

***CI C.12 Initial Bargaining Proposal from School Supervisors Association (SSA) 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 School Supervisors Association (SSA) 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:

That the Board of Education adopt the initial bargaining proposal for labor negotiations with the School Supervisors Association.

Fiscal Impact:

To Be Determined

***CI C.13 Joint Initial Bargaining Proposal – with West Contra Costa Unified School District and West Contra Costa Administrators Association (WCCAA)**

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 joint initial proposal of West Contra Costa Administrators Associate (WCCAA) and 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:

That the Board of Education adopt the joint initial bargaining proposal for labor negotiations with the West Contra Costa Administrators Association.

Fiscal Impact:

To Be Determined

***CI C.14 Uniform Complaint Procedures - Board Policy 1312.3 – Community Relations**

Comment:

The Human Resources Department has worked to revise Board Policy 1312.3 – Community Relations; specifically to meet the federal and state requirements on how the District processes the UCP complaints. The policy includes required language from AB 9 ‘Seth’s Law’ and AB 1575, ‘Pupil Fees.’

Recommendation:

That the Board approve the modifications to Board Policy 1312.3

Fiscal Impact:

None

***CI C.15 Appointment of Career Technical Education Advisory Committee**

Comment:

The California Education Code requires the governing board of each school district participating in a career technical education (CTE) program to appoint a CTE advisory committee to develop recommendations on the program and serve as liaison between the district and potential employers.

Proposed Advisory Committee Members:

INDUSTRY SECTOR	COMMITTEE MEMBER	COMPANY
Chairperson	Stacy Martin	Junior Achievement
Health	Dr. Desmond Carson	Doctors Medical Center
Hospitality	Marsha Tomassi	Ultimate Inner Cook
Engineering	Andrea Bailey	Chevron
Information Technology	Ron Whittier	Whittier Foundation/Tech Futures
Environmental Studies	Jerrold Hatchett	Sims Metal/Management
Law	Michael Davenport	D.P. Security
Media	Christian Wimmer	KCRT

Recommendation:
 For Information Only

Fiscal Impact:
 None

***CI C.16 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

Fiscal Impact:
 Total for this action: \$877,360. Funding sources Measure J Bond, Measure D-2010, and Measure E-2012 Bond.

***CI C.17 Approval of Negotiated Change Orders**

Comment:
 Staff is seeking approval of Change Orders on the following current District construction projects: Dover ES MPR Demolition; Kennedy HS Science Wing Renovation; and Portola MS New Building; New Gompers/LPS. Change Orders are fully executed by the District upon signature by the Superintendent’s designee. Board approval is the final step required under state law in order to complete payment and contract adjustment.

Recommendation:
 Approve negotiated Change Orders as noted.

Fiscal Impact:

Total approval by this action: \$103,719.83

***CI C.18 Approval of Additional Program Management General Conditions Reimbursable Expenses**

Comment:

The District has retained Seville Group (SGI) as the Program Manager for the Bond Program. A portion of the Program Management contract for the firm is known as General Conditions Reimbursable expenses (“GCR’s”). These are costs which the District has negotiated as a part of the contract for which the firm bills direct expense, plus markup. General Conditions Reimbursable expenses include computer software/hardware expenses, office equipment, legally required advertisements, postage, security, office supplies, and telephone/fax expense. These types of costs include Network Administrator, and Fiscal Controls Specialist. In addition, these costs include Cost Estimating, Scheduling, and Software Programming.

Recommendation:

Approve additional Program Management General Conditions Reimbursable expense for Seville Group, Inc.

Fiscal Impact:

Total for this action: \$645,557. Funding sources is Measure D, J, D-2010 and E-2012 Bonds. Program Management General Conditions Reimbursable expenses.

***CI C.19 Ratification of Staff Awarded Contract: Hercules Middle High School Health Center (“Project”)**

Comment:

The District conducted a public bid process for the Project. Bids were received on August 1, 2013. Four contractors submitted bids as follows: ERA Construction (\$130,000); Hung Construction (\$168,000); Integra Construction Services, Inc. (\$194,500); and HM Construction (\$249,980). The apparent low bidder was ERA Construction.

On September 11, 2013, the BOE Ratified Award of the Contract to ERA Construction. Thereafter, however, the District received information that there were some unresolved issues raised by the Division of State Architect (DSA) during the review of the Project. Therefore it was recommended that the Board reject all bids. On September 25, 2013, the Board of Education rejected all bids and authorized staff to re-bid the Project after the DSA issues were resolved.

Thereafter, DSA issued Bulletin 13-03, which provides an overview and clarification of DSA approval requirements for construction and alteration of buildings on public school campuses for use as school-based health centers. This clarification confirms the exemption applicable to the Project and resolves the outstanding DSA issues that were the bases for the previous rejection of all bids.

In order to save considerable time and money that would otherwise be required to re-bid the Project, the District would like to reissue the previous Notice of Award (NOA) to ERA Construction, and award the Project for the same price- \$130,000, Contract Documents, and design plans and specifications. ERA Construction has agreed to perform the work pursuant to its original bid submitted in August 2013.

Staff seeks to reissue the NOA and Contract Documents. In order to reissue the NOA and Contract Documents, the Board must rescind its Rejection of all Bids and ratify the award to ERA Construction.

Recommendation:

Rescind previous Rejection of All Bids and Ratify the award the Project to the lowest responsive, responsible bidder: ERA Construction.

Fiscal Impact:

\$130,000. Project will be funded from Fund 25.

***CI C.20 Resolution No. 50-1314: Approving a School Facilities Needs Analysis**

Comment:

Government Code Sections 65995.5, 65995.6, 65995.7 regarding school facilities fees requires that a School Facilities Needs Analysis be conducted yearly to determine the amount to be charged for developer fees for Level II and Level III new residential construction. Due to student generation factors, cost of construction and site acquisition costs, the Level II fee will increase from \$4.42 per square foot to \$4.58 per square foot. The new fee will go into effect January 9th, 2014, if approved by the Board. If not approved by the Board, the District would not be eligible to collect Level II fees, and the Level I fee of \$3.20 per square foot would be charged for new residential construction as well as for construction of additions. This analysis was conducted according to state guidelines.

A copy of the School Facilities Analysis is available for review by the public in the Facilities Planning and Construction Department and at the WCCUSD front desk located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Recommend approval of Resolution No. 50-1314: Approving a School Facilities Needs Analysis, Adopting Alternative School Facilities Fees in Compliance with Government Code Sections 65995.5, 65995.6 and 65995.7 and Making Related Findings and Determinations

Fiscal Impact:

Increase in Level II Developer Fees of \$0.16 cents per square foot

***CI C.21 Citizens' Bond Oversight Committee (CBOC) Appointments:**

Marianne Harrison

Maureen Toms

Peter N. Chau

Stephen L. Purser

Comment:

The following have been recommended to be appointed to the Citizen's Bond Oversight Committee (CBOB):

Marianne Harrison by the Bayside Council of PTA's

Maureen Toms by Pinole City Council

Peter N. Chau by Supervisor John Gioia

Stephen L. Purser by Board Member Randy Enos

Recommendation:

Approve appointments as noted

Fiscal Impact:

None

***CI C.22 Williams Lawsuit Complaints Quarterly Report**

Comment:

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from October 1, 2013 through December 31, 2013.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.23 Community Outreach Consultant**

Comment:

At the December 11, 2013 meeting, the Board reviewed the results of a survey conducted by Godbe Research designed to determine whether voters might support a parcel tax or bond measure in either June or November 2014. The survey results indicated insufficient support for a 2014 parcel tax but showed that a bond measure could pass June 3, 2014.

The next step in the process of considering a measure would be for the District to engage a consultant. The consultant will assist the District in preparing for submitting a bond tax measure to the electorate by establishing community outreach strategies to assess the potential support and opposition to the measure, the public's awareness of the District's bond program, and the overall feasibility of developing a bond measure that could win voter approval. The firm Media and Associates has served the District well in prior assessments of this kind.

Recommendation:

That the Board approve Media and Associates as the community outreach consultant and authorize the Superintendent to sign a contract with the firm.

Fiscal Impact:

Not to Exceed \$75,000

D. AWARDS, RECOGNITIONS, AND REPORTS

* **D.1 Report on Volunteer Efforts in WCCUSD**

Comment:

The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. Volunteer assistance in schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community.

Tonight, we will give a report on our efforts to restructure the WCCUSD Volunteer Process that will increase access and reduce cost for volunteers.

Recommendation:

For Information Only

Fiscal Impact:

None

E. COMMITTEE COMMUNICATIONS

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

* **E.1 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 and School Climate Committee
Citizens’ Bond Oversight Committee	School Supervisors Association
College and Career Readiness Academies	Technology Committee
Community Budget Advisory Committee	United Teachers of Richmond
Facilities Subcommittee	Youth Commission
Ivy League Connection	

* **E.2 Superintendent’s Report**

F. ACTION ITEMS

* **F.1 Presentation of the 2012 – 2013 Audit Report by Crowe Horwath LLP**

Comment:

Charles Raibley, Audit Manager, Crowe Horwath LLP will present their independent audit report of the West Contra Costa Unified School District’s financial position, internal control, and federal and state compliance for the year ended June 30, 2013.

Recommendation:

Staff recommends acceptance of the audit report

Fiscal Impact:

None

* **F.2 Resolution 52-1314: Authorizing Competitive Negotiations for Erate Priority One Data Circuits and Managed VoIP Services pursuant to Public Contract Code Section 20118.2**

Comment:

The District desires to go to bid for ERATE priority one data circuits and managed Voice over IP services. The award will comply with the Public Contract Code 20118.2 which allows the District to select the most qualified bidder(s) whose bid meets the evaluation standards determined by the District and will be the most advantageous to the District with price and all other factors considered or to reject all responses to the Request for Bids, whichever is in the best interest of the District. The District further reserves the right to award specific items or services on an individual per line item basis to one or more of the bidders, whichever is in the best interest of the District. The successful Bidder will be notified in the event of an award. All bidders shall be assessed based on the specific needs of the District and the District will follow the competitive negotiation process described in Public Contract Code section 20118.2.

Public Contract Code section 20118.2 was created due to the highly specialized and unique nature of technology, telecommunications, related equipment, software, and services. Because products and materials of that nature are undergoing rapid technological changes, and in order to allow for the introduction of new technological changes into the operations of the school district, it is in the public's best interest to allow a school district to consider, in addition to price, factors such as performance reliability, standardization, life-cycle costs, delivery timetables, support logistics, the broadest possible range of competing products and materials available, fitness of purchase, manufacturer's warranties, and similar factors in the award of contracts for technology, telecommunications, related equipment, software, and services.

Recommendation:

Recommend Adoption of Resolution No. 52-1314 – Authorizing Competitive Negotiations for Erate Priority One Data Circuits and Managed VoIP Service Pursuant To Public Contract Code Section 20111.6

Fiscal Impact:

No fiscal impact or implications associated with the approval of these documents

G. DISCUSSION ITEMS

* **G.1 Local Control Accountability Committee**

Comment:

As a requirement of the Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), the District must form a parent advisory committee to advise and give input into the District's Local Control and Accountability Plan regarding priorities and resources from the Local Control Funding Formula (LCFF).

Before the Board can adopt the LCAP, the Superintendent is required to present a draft of the LCAP to the parent advisory committee as well as the Multilingual District Advisory Committee for comments

and suggestions. The Superintendent is required to respond, in writing, to comments received from these groups. While the District currently has a long-established Multilingual District Advisory Committee, there is currently no parent group which would fulfill the requirements of the law. Thus, the need arises to create a new committee -- the District Local Control Accountability Parent Committee.

The members of the District Local Control Accountability Parent Committee will serve two year terms except that half of initial group which would serve for three years to assure continuity. The membership of the committee should reflect the diversity of the community and the student body. The District would invite the following groups to submit the name of one current WCCUSD parent or legal guardian to serve on the committee: Strategic Plan Steering Committee, Multilingual District Advisory Committee, Special Education CAC, Citizens Budget Advisory Committee, Bayside PTA, Concilio Latino, Building Blocks for Kids and the NAACP as well as one WCCUSD parent or legal guardian representing the membership of UTR, Local 1, SSA and WCCAA. The Superintendent would also recommend parents/legal guardians from each high school attendance area and parents/legal guardians of other underrepresented groups such as foster home, group home or the homeless. The Superintendent would also recommend one student from each of the high schools as well as the Youth Commission as ex officio members.

This District Local Control Accountability Parent Committee (DLCAPC) will meet three times per year, twice in the spring to review the draft LCAP plan, and once in the early fall (beginning in September 2015) to review the results from the prior school year.

At the January 29, 2014 meeting, the Board will consider approving the charge to the committee, its composition and bylaws. Members will be recommended at subsequent Board of Education meetings until the membership is complete.

Recommendation:

That the Board review the general framework for the District Local Control Accountability Parent Committee and provide direction for its membership and operating framework for adoption at the January 29, 2014 meeting.

Fiscal Impact:

To be determined but minimal.

* **G.2 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
- Construction Status Reports
- Helms Update

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 – January 29, 2014

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

January 8, 2014

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

[Government Code Section 54956.9(a)]

- a. WCCUSD v. Orrick
- b. Palmer and Pollack 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)

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

To: Board of Education

Meeting Date: January 8, 2014

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from Pinole Valley High School.

Background Information:

A Student Board Representative from Pinole Valley High School will attend the Board of Education on January 8, 2014. 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 Special Board of Education Meeting
DeJean Middle School
Multipurpose Room
3400 Macdonald Ave.
Richmond, CA 94805**

Agenda Item B.7

December 2, 2013

B. OPENING PROCEDURES

President Kronenberg called the Public Session to order at 6:34 P.M.

B.1 Pledge of Allegiance

President Kronenberg led those in attendance in the pledge of allegiance.

B.2 Welcome and Meeting Procedures

President Kronenberg offered welcome and instructions to the public regarding the meeting.

B.3 Roll Call

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

Staff Present: Magdy Abdalla, Engineering Officer; Carol Butcher, Executive Director K-12; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent for Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent for Secondary Schools; Rhonda Haney, Coordinator Disaster Preparedness / Safety; Superintendent Bruce Harter; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Cecilia Mendoza, Executive Director K-12; Tashaka Merriweather, Coordinator School to Health; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Vince Rhea, Principal Gompers High School; Adam Taylor, Executive Director K-12; Marin Trujillo, Coordinator Community Coordinator; Ken Whittemore, Assistant Superintendent for Human Resources

B.4 Report/Ratification of Closed Session

None

B.5 Agenda Review and Adoption (Public Comment)

MOTION: Mr. Ramsey moved approval of the Agenda including moving item D.2 to follow B.5. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D.2 Ratification of Staff Awarded Contract: El Cerrito High School Stadium Project

Mr. Fay asked the Board to ratify the staff award of contract for the El Cerrito Stadium Project. He said that all issues have been cleared. Mr. Abdalla addressed Mr. Ramsey's concerns about scheduling mark-up meetings and contract signing.

Public Comment:

None

Board Comment:

Mr. Ramsey said he was very excited about this long overdue project. He was excited that the El Cerrito football team has been playing at such high levels. Mr. Ramsey had questions for architect Kevin MacQuarrie of WLC Architects about the assignment of a senior project manager. Mr. MacQuarrie provided clarification.

Mr. Enos expressed wishes of good luck for El Cerrito Gaucho football team.

MOTION: Mr. Ramsey moved to ratify the Staff Awarded Contract: El Cerrito High School Stadium Project. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, and President Kronenberg voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

C. AWARDS, RECOGNITIONS, REPORTS

C.1 School Climate

Mr. Greer presented information regarding an overview of the School Climate including work with five community partners. He also highlighted four Board Policies to promote a positive school climate and provide for a school environment free from harassment and hate motivated behavior. Mr. Greer addressed suspension rates over the last three years noting areas of suspensions related to bullying and or harassment.

Mr. Tashaka Merriweather spoke about the programs and services in the Kennedy and El Cerrito families and focused on data for the types of programs and percentages of students reached where those services are directed.

Ms. Jenn Radar spoke of services provided through the James Morehouse Project Health Center at El Cerrito High School, including collaboration with teachers, partners and students. She spoke about embracing young people who are acting out due to challenges they face. She said the goal is not to exclude and separate them from school and classroom, but to see their actions as trauma behavior and work from that perspective.

Ms. Millie Burns of Catholic Charities of the East Bay spoke about the Restorative Justice program as staff is trained to shift the way they respond to human behavior that results in excluding and disengaging children. She remarked that trauma is often associated with poverty and violence.

Representative Alicia Rangel from the Kaiser Educational Theater program for middle and elementary schools spoke about engaging students through theater to make educated decisions regarding their health. This partnership with the District aligns their services with the goals and objectives of the Safety & Climate Schools Committee.

Student speakers from Kennedy High, Hercules High School and Youth Against Violence spoke about their experiences.

Briana Ruiz, representative for STAND! For Families Free of Violence, spoke about program offerings at schools.

Kate Gillooly with YMCA of the East Bay provided some history of the 28 year old program which provides counseling and mental health services in 15 schools

RYSE Center Community Director Kanwarpal Dhaliwal provided information about their programs for young people ages 14-21.

Mr. Greer concluded the report by recapping the 27 years of support by these various organizations. He also acknowledged staff members in the audience who work to support students.

Public Comment:

Doris Snodgrass, Karen Mason, Elana Bolds, Fayza Ayyad, Yolanda Stokes, Deshaz Harris, Devin Houston, Sarah Creeley, Karla Woods

Board Comment:

Mr. Ramsey thanked presenters and staff for their efforts in bringing these issues to light. He said he looked at District regulations that are outdated and asked staff to bring updated policies and regulations to the Board for review and action in January.

Mr. Enos said he agreed with re-evaluating the language put in front of administrators, putting an emphasis on making schools safer places for students.

Ms. Merriweather said she enjoyed the presentations so that the public can be aware of the programs. She spoke about the trauma issue and parent involvement in making students safe on campus.

Mr. Groves apologized to every student who was every singled out in school as a target of harassment. He apologized that the District has not been able to eradicate the injury that does not go away.

President Kronenberg remarked that the District has made great strides and is purposeful in responding to the social and emotional needs of students. Unidentified trauma continues to be a reason for failure to succeed. She said the District needs to make sure that adult staff members get support and the professional development training to work with students. She spoke of the District having six of the eight school based health centers in the entire county.

D. ACTION ITEMS

D.1 Approve the following new job description: Title IX Educational Equity Director

Superintendent Harter spoke about the ability for this position to coordinate services in high schools and at the District level to address issues. Mr. Greer spoke about coordination, along with training and outreach programs aligned to meet needs of student stakeholders.

Public Comment:

None

Board Comment:

Mr. Enos asked about the salary and the job description. Mr. Greer explained that the position is ranked as a Director with 30% of cost as benefits and a competitive salary.

Mr. Ramsey asked whether the Office for Civil Rights (OCR) had reviewed the job description for compliance. Mr. Greer affirmed that this has been vetted by OCR's legal staff. He added that this is one of the steps as part of the recent legal judgment.

Ms. Merriweather said she agreed that this position was needed and will validate the District.

Mr. Groves asked about other districts that have comparable positions and who currently handles the District's compliance issues. Mr. Whittemore responded that some of these duties are currently assigned to various positions within the Human Resources Department.

President Kronenberg asked whether the job description was drafted by the federal government. Mr. Greer replied that the job description had been developed with Human Resources looking at similar job descriptions from other entities and with OCR. He said it was written specifically to respond to the OCR judgment.

MOTION: Mr. Ramsey moved approval of the to Title IX Educational Equity Director job description. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, and President Kronenberg voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D.2 Ratification of Staff Awarded Contract: El Cerrito High School Stadium Project

This item was moved to follow item B.5.

D.3 Approve the following Reclassification: Staff Secretary

Mr. Whittemore addressed the reclassification process with specific employees and their union as a result of increased responsibilities and duties.

Public Comment:

None

Board Comment:

None

MOTION: Mr. Ramsey moved to approve the job Reclassification: Staff Secretary. M. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, and President Kronenberg voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D.4 Job Reclassifications: Senior Administrative Secretary (Confidential), Senior Personnel assistant (Confidential), Executive Secretary to Superintendent (Confidential)

Mr. Whittemore summarized the reclassification process for the Confidential positions.

Public Comment:

None

Board Comment:

None

MOTION: Mr. Ramsey moved to approve Job Reclassifications: Senior Administrative Secretary (Confidential), Senior Personnel assistant (Confidential), Executive Secretary to Superintendent (Confidential). Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, and President Kronenberg voting yes, with no abstentions and no absences. Motion carried 5-0-0.

E. DISCUSSION ITEMS
None

E. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Ramsey spoke of the commitment of the Board and heart felt emotions shared during the meeting. He joined Mr. Groves in apologizing to those who have been bullied or harassed. He wanted the District to be honest about the problem in order to address and make things better.

Mr. Ramsey congratulated the El Cerrito Gaucho football team for their successful season.

Mr. Enos spoke about the community understanding positive outcomes for each student.

Ms. Merriweather said that the District is on the right track and moving forward doing everything possible to make children safe. She read a quote from Frederick Douglass about it being easier to build strong children than to repair broken men.

Mr. Groves said he heard the intention and call of the District to lead to ensure students are physically and emotionally safe on campus.

President Kronenberg said that she learned that our educators need the tools to support emotionally wounded students.

President Kronenberg adjourned the meeting in honor of the El Cerrito Gaucho football team.

F. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING
Lovonya DeJean Middle School – December 11, 2013

G. ADJOURNMENT

President Kronenberg adjourned the meeting at 9:09 PM.

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

December 11, 2013

A. CLOSED SESSION

B. OPENING PROCEDURES

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

B.1 Pledge of Allegiance

President Kronenberg led the pledge of allegiance.

B.2 Welcome and Meeting Procedures

President Kronenberg offered welcome and instructions to the public regarding the meeting.

B.3 Roll Call

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

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

B.4 Annual Organization Meeting

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

B.6 Report/Ratification of Closed Session

None

B.7 Agenda Review and Adoption

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

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

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

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

B.9 WCCUSD Public Comment

Paul Elischer, Jackie Thompson, Mike Ali

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Acceptance of Donations

C.3 Approval of Fund-Raising Activities

C.4 Contracted Services

C.5 Summary of Payroll and Vendor Warrant Reports

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

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

C.8 Modification of Requirement for Volunteer Tuberculosis Testing

C.9 Approve the following new job descriptions:

Early Learning, Preschool, Instructional Assistant

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

Early Learning, Transitional Kindergarten (TK), Instructional Assistant

Early Learning, Preschool, Instructional Assistant - Bilingual

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

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

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

C.13 Procurement Contract for Data Center and Wireless Infrastructure

This item was pulled from Consent Items for separate action.

C.14 Ratification and Approval of Engineering Services Contracts

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

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

A brief recess was taken due to technical difficulties.

D. AWARDS, RECOGNITIONS, AND REPORTS

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

Board members offered congratulations and presented certificates.

Public Comment:
None

Board Comment:
None

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

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

Public Comment:
None

Board Comment:
None

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

E.1 Standing Reports

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

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

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

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

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

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

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

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

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

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

E.3 In Memory of Members of the School Community

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

Public Comment:

None

Board Comment:

None

F. ACTION ITEMS

C.13 Procurement Contract for Data Center and Wireless Infrastructure

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

Public Comment:

None

Board Comment:

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

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

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

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

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

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

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

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

Student Representative Sariah Adviento left the meeting for the evening.

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

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

Public Comment:
None

Board Comment:
None

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

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

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

Public Comment:
None

Board Comment:
None

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

F.3 First Interim Report, 2013-2014

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

Public Comment:
None

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

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

Board Member Elaine Merriweather left the meeting for the evening.

D.2 Survey Results

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

Public Comment:
K. K. Kinney, Mike Ali

Board Comment:
Board Members participated in discussion of the details.

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

G. DISCUSSION ITEMS

G.1 Update on School Funding Eligibility

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

Public Comment:
None

Board Comment:
None

G.2 Project Status Report

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

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

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

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

Ms. Kronenberg thanked the staff for their hard work.

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

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

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – January 8, 2014

K. ADJOURNMENT

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

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

BH:dh

**West Contra Costa Unified School District
Minutes of the Special Board of Education Meeting
DeJean Middle School
Multipurpose Room
3400 Macdonald Ave.
Richmond, CA 94805**

Agenda Item B.7

December 19, 2013

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 6:00 P.M. The Board recessed into Closed Session.
President Ramsey called the Public Session to order at 6:30 P.M.

B.1 Pledge of Allegiance

President Ramsey led those in attendance in the pledge of allegiance.

B.2 Welcome and Meeting Procedures

President Ramsey offered welcome and instructions to the public regarding the meeting.

B.3 Roll Call

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

Staff Present: Magdy Abdalla, Engineering Officer; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent for Operations; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-12 Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Keith Holtslander, Director of Facilities; David Luongo, El Cerrito High School Principal; Ken Whittemore, Assistant Superintendent for Human Resources, Darrin Zaragoza, District Athletic Director

B.4 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify action taken in Closed Session to appoint Mr. Julio Franco to the position of Executive Director of Educational Services.

MOTION: Ms. Kronenberg moved approval of the action taken Closed Session to appoint Mr. Julio Franco to the position of Executive Director of Educational Services. Ms. Merriweather seconded. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.5 Agenda Review and Adoption

MOTION: Mr. Groves moved approval of the Agenda, including moving item D.1 to follow B.5. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Kronenberg, Ms. Merriweather, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D.1 Recognition of El Cerrito High School Varsity Football Team

Mr. Greer and Mr. Zaragoza acknowledged the El Cerrito High student athletes, many of whom have been on the football team since their freshman year. Mr. Zaragoza spoke about the student's adopted lifestyle of education and hard work. Head Coach Kenny Kahn, El Cerrito graduate of the Class of 2000, spoke of his pride as an alumni and head coach. He spoke of the accomplishments of the young athletes both academically and on the playing field. Mr. Greer presented certificates to staff and team members in acknowledgement of their successful season and NCS Division Playoffs.

Public Comment:

David Luongo

Board Comment:

Mr. Enos spoke of his years of coaching and having worked with one of the El Cerrito coaches. He offered congratulations to the team for a super season.

Ms. Kronenberg commended Coach Kahn for the inspiration he brought to the team. She acknowledged the players for their successful motivation. She said she looked forward to next year's season continuing the tradition.

Ms. Merriweather said she was very proud of the coaches and all the young men making up the team. She remarked that it is important to know they are winners and nothing can stop them from being winners in life.

Mr. Groves spoke about knowing several of the young men and the pride of their accomplishments for their school.

President Ramsey spoke of the school's strong football history over the last 50 years.

B.6 WCCUSD Public Comment

Ellen Hartigan-O'Connor, Heidi Bartsch, Romy Douglass, Kristy Van Herick, Susan Riggle, Lonnie Morris

C. BUSINESS ITEMS

C.1 Board Calendar for 2014

**C.2 Chevron's "Energy for Learning" STEM Education program funds
WCCUSD's Middle School Mathematics and Science Initiative (MSMSI)**

**C.3 Chevron's "Energy for Learning" STEM Education program funds
WCCUSD'S Chevron Science Initiative – Richmond (CSIR)**

Public Comment:

Rebecca Garcia-Gonzalez

C.4 Montalvin Elementary School Classroom Building Project Award of Contract

This item was moved to follow F.2.

C.5 Ratification and Approval Engineering Services Contracts

MOTION: Mr. Enos moved approval of Consent Items C.1 – C.3 and C.5. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D. ACTION ITEMS

D.1 Recognition of El Cerrito High School Varsity Football Team

This item was moved to follow item B.5.

E. ACTION ITEMS

E.1 Approval of Agreement with United Teachers of Richmond (UTR) / AB1200 Public Disclosure of Collective Bargaining Agreement with UTR

Mr. Whittemore asked the Board for approval of the UTR ratified agreement. He also pointed out the corrected dates in the revised document.

Public Comment:

Diane Brown, Mel Collins

Board Comment:

None

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

E.2 Resolution 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Projects

This item was moved to follow F.2.

F. DISCUSSION ITEMS

F.1 Project Status Report for Portola Middle School

Mr. Abdalla along with Mr. Lee Pollard of HY Architects provided detailed information regarding design and construction of the Portola campus on the former Castro site. Project Manager Jose Chapa and Master Scheduler David Page provided clarification to questions from Board Members.

Public Comment:
None

Board Comment:
President Ramsey asked several questions about the progress of the project. Mr. Chapa, Mr. Abdalla, Mr. Pollard and Mr. Page provided responses.

Ms. Merriweather asked about the remaining wooden structure building. Mr. Lee explained that it is a retrofitted building left from the old Castro site because the neighborhood had an attachment to its ceramic tile mural constructed by students and fitting the character of the community.

F.2 Project Status Report

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

Public Comment:
None

Board Comment:
Mr. Ramsey had questions about various phases of the construction projects. Mr. Abdalla provided clarification.

C.4 Montalvin Elementary School Classroom Building Project Award of Contract

Mr. Fay reported on the number of contract bids for this project. He said that staff is currently awaiting completion of the three day period to award the contract.

Public Comment:
None

Board Comment:
Mr. Ramsey had questions about concerns expressed from the building trades unions. Mr. Steve Manthe of Employees Advocates, Attorney Cate Boskoff, Mr. Kareem Nasab and Tim Peele, Construction Project Managers, provided information regarding the process for awarding contracts and subsequent mark-up meetings.

MOTION: Ms. Kronenberg moved approval of the Montalvin Elementary School Classroom Building Award of Contract. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

E.2 Resolution 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Projects

Mr. Fay reported that the item has been reworked from its previous version. Attorney Cate Boskoff explained that the previous version contained various exhibits which have been removed as well as revisions to the appeals process and references to the Richmond Swim Center. She explained the need to approve this item in order to meet the mandatory prequalification evaluation to be in place by January 1, 2014.

Public Comment:
None

Board Comment:
Mr. Ramsey had questions to which Mr. Abdalla and Ms. Boskoff provided clarification.

MOTION: Mr. Enos moved approval of Resolution 44-1314: Adoption of Uniform System of Prequalifying and Rating Prospective Bidders for Construction Projects. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

G. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Enos wished everyone a good winter vacation.

Ms. Kronenberg spoke about teacher Tiffani Neal being awarded the Symetra Teacher Hero of the Week. She will be recognized at an upcoming Forty-Niner football game at Candlestick Park. She concluded by wishing the audience happy holidays.

Ms. Merriweather wished everyone a Merry Christmas and Happy New Year.

Mr. Groves expressed appreciation to colleagues and staff for their work throughout the year.

President Ramsey reflected on the first year for some of his colleagues and remarked on the conclusion for a year without a state trustee. He commented on the adoption of a strategic plan and implementation funding. He concluded with remarks about the fiscal soundness of District.

President Ramsey thanked the bargaining teams and staff members who participated in successful negotiations and said that he wants 2014 to be focused on kids and instruction.

H. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – January 8, 2014

I. ADJOURNMENT

President Ramsey adjourned the meeting at 8:39 PM.

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: January 8, 2014

From: Sheri Gamba
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 January 8, 2014.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
 January 8, 2014 Board Meeting

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
Kaiser Permanente Youth & Trauma Informed Care	\$50,000 1/1/14 - 12/31/14	Kaiser Permanente's Northern California Community Benefit Programs	To assist more people in obtaining access to the resources they need to lead a healthier life. Grant # 20635468
John Swett USD - Mathematics Coaching Resource 9630	\$40,000 11/15/13 - 6/30/14	John Swett Unified School District	MCC to provide coaching, web based services and assistance in state and federal reporting.

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: January 8, 2014

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 January 8, 2014. 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.

DISPOSITION BY BOARD OF EDUCATION		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

West Contra Costa Unified School District
 January 8, 2014 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Mr. Mateo Sanchez	Materials and Supplies	\$67.30	Cameron School
Mother of Perpetual Help	Materials and Supplies	\$1,000.00	Cameron School
Target Take Charge of Education	Materials and Supplies	\$318.07	Fairmont Elementary
Save Mart Supermarket	Special Administrative Account	\$243.36	Hanna Ranch Elementary
PG&E Corporation	Special Administrative Account	\$165.00	Hanna Ranch Elementary
Wells Fargo Foundation Educational Matching Gift Program	Special Administrative Account	\$322.34	Ohlone Elementary
Wells Fargo Foundation Educational Matching Gift Program	Special Administrative Account	\$322.34	Ohlone Elementary
Daily Good	Special Administrative Account	\$21.39	Ohlone Elementary
Target Take Charge of Education	Special Administrative Account	\$507.53	Ohlone Elementary
Healthy Weight Commitment Foundation	Materials and Supplies	\$1,000.00	Sheldon Elementary
Target Take Charge of Education	Materials and Supplies	\$230.93	Wilson Elementary
Mr. Robert Thompson	Materials and Supplies	\$350.00	State Preschool
Mr. Robert Thompson	Materials and Supplies	\$350.00	State Preschool
Mr. Eduardo Vargas	Materials and Supplies	\$14.00	Kennedy High
Ms. Sandra Kay Davis	Materials and Supplies	\$215.39	Kennedy High
Symetra-Retirement	Materials and Supplies	\$1,000.00	Kennedy High
California Retired Teachers Assn. Div. # 58	Materials and Supplies	\$1,500.00	Kennedy High
Ms. Patti Boucher	Materials and Supplies	*\$200.00	Kennedy High

*Estimated values for the non-cash donations are provided by the donor
 Donation Précis 010814

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: January 8, 2014

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 2013-14 school year is summarized on the attached sheet dated January 8, 2014.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Bayview Elementary	Spell-a-Thon	Bayview Teachers and Parents
Bayview Elementary	Sweetheart Dance	Bayview Teachers and Parents
King Elementary	Sell World's Finest Chocolate	Parents and Teachers
King Elementary	Sell T-Shirts and Hoodies	Parents and Teachers
Ohlone Elementary	Students Bringing in Money for Disaster Relief in Philippines	Ohlone Parents and Students
Olinda Elementary	Sell of Popsicles, Cookies, Candies and Christmas Ornaments	Olinda 6th Grade Parents
De Anza High	Sell World's Best Chocolates	DAHS Shimada Club
Hercules Middle High	Scholastic Book Fair	HMHS Librarian & Parents
Hercules Middle High	Asking for Direct Donation Equivalent to One Book	HMHS Librarian & Parents
Pinole Valley High	Sell Hot Chocolate	PVHS Leadership
Pinole Valley High	Yogurt Land to sell Yogurt	PVHS Leadership
Pinole Valley High	Sell Jamba Juice	PVHS Leadership
Pinole Valley High	Sell See's Candy	PVHS Leadership
Pinole Valley High	Give Out Flyers for Yogurt land Where 20% Profit Goes to Junior Class	PVHS Class of 2015
Pinole Valley High	Sell of Krispy Kreme Donuts	PVHS Class of 2015

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: January 8, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Adoption of Resolution No. 51-1314: Replacement of Outdated Warrant

Background Information: Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Inocencia Dacumos. Staff recommends replacement of the stale dated warrant.

Recommendation: Recommend approval to replace the outdated warrant

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO.51-1314
REPLACEMENT OF OUTDATED WARRANT
January 8, 2014

WHEREAS Government Code Section 29802(c) allows the governing board, by resolution, to order that a replacement check be issued for a warrant that is stale dated.

BE IT RESOLVED, by the Board of Education of the West Contra Costa Unified School District, that we issue a check to replace the following stale dated check:

Type: Payroll Check
Payee: Inocencia Dacumas
Check No.: 871092
Amount: \$558.32
Issue Date: October 13, 2011

PASSED AND ADOPTED on the 8th day of January 2014, at a regular meeting of the Board of Education by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing is a full, true and correct copy of a resolution passed at a meeting of the Board of Education, of the West Contra Costa Unified School District.

Bruce Harter
Secretary, Board of Education

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: January 8, 2014

From: Sheri Gamba *shg*
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Notice of Completion: Bid 1631223-09/1041223-16 Vista Alternative High School & Bayview Elementary School Restroom Renovations.

Background Information:

Substantial completion notice has been received for: Bid 1631223-09/1041223-16.

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 contractor:

AM Woo Construction. Bid 1631223-09/1041223-16 Vista Alternative High School & Bayview Elementary School Restroom Renovations.

Recommendation: Recommend approval of these notices of completion.

Fiscal Impact: None.

DISPOSITION BY BOARD OF EDUCATION

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, CA. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on January 8, 2013.
5. The work done was: Project 1631223-09/1041223-16 Vista AHS & Bayview ES Restroom Renovations.
6. The name and address of the contractor for such work of improvement was AM Woo Construction, 11040 Bollinger Canyon Rd., Ste. E508, San Ramon, CA 94582 Date of Contract: July 3, 2013.
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: American Safety Casualty 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: Vista AHS, 2625 Barnard Rd., San Pablo, CA 94806; Bayview ES, 3001 – 16th St., San Pablo, CA 94806.

Dated: January 8, 2014

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 January 8, 2014, at Richmond, California.

Director, General Services
West Contra Costa USD

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: January 8, 2014

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

Agenda Item: CI C.6

Subject: Out of State Travel for MUNIS Team Members

Background Information:

MUNIS Implementation Manager, Cheryl Lewis and Implementation Team Member, Laurie Dolan will travel to San Antonio, Texas to attend the educational event Tyler Connect 2014. Travel dates are April 13 – 16, 2014.

Recommendation: Recommend Approval

Fiscal Impact: Approximately \$5,200.00

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:** January 8, 2014
From: Kenneth L. Whittemore, **Agenda Item:** CI C.7
Assistant Superintendent Human Resources
Subject: Certificated Board Authorization - Education Code 44258.3

Background Information:

Ed Code 44258.3 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 _____

January 8, 2013

WAIVERS

TEACHER NAME

SITE

ASSIGNMENT

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. (Assignment pending fingerprint clearance when applicable)

CONSENT

TEACHER NAME

SITE

ASSIGNMENT

Pamela Bostelmann	Helms Middle School	Exploring the Arts
Greg Ochs	Hercules High School	Leadership
Geneline Adviento	Pinole Valley High School	Student Advocacy
Serpanchy Barzottini	Pinole Valley High School	Student Advocacy
Jenna Bell	Pinole Valley High School	Student Advocacy
Patricia Blades	Pinole Valley High School	Student Advocacy
Lucas Bodwin	Pinole Valley High School	Student Advocacy
Armando Botello	Pinole Valley High School	Student Advocacy
Nora L. Brock	Pinole Valley High School	Student Advocacy
Maria Cardenas Diaz	Pinole Valley High School	Student Advocacy
Thuan Dao	Pinole Valley High School	Student Advocacy
Larry DeMons	Pinole Valley High School	Student Advocacy
Dayna Dibble	Pinole Valley High School	Student Advocacy
Theresa Elliott	Pinole Valley High School	Student Advocacy
Leslie Ganick	Pinole Valley High School	Student Advocacy
William Heyward	Pinole Valley High School	Student Advocacy
Elizabeth Hirshfeld	Pinole Valley High School	Student Advocacy
Quendolyn Huntington Lumb	Pinole Valley High School	Student Advocacy
Caroline King	Pinole Valley High School	Student Advocacy
Michele Lamons	Pinole Valley High School	Student Advocacy
Janeal Lee	Pinole Valley High School	Student Advocacy
David McLean	Pinole Valley High School	Student Advocacy
Adeleh Moghadam	Pinole Valley High School	Student Advocacy
Mary Newton	Pinole Valley High School	Student Advocacy
Steven Niccolls	Pinole Valley High School	Student Advocacy
Camerina Olano	Pinole Valley High School	Student Advocacy
Daniel O'Shea	Pinole Valley High School	Student Advocacy
Kurt Osmer	Pinole Valley High School	Civil Engineering & Architect/Intro to Engineering/ Student Advocacy
Danielle Parreira	Pinole Valley High School	Student Advocacy
Kenneth Porto	Pinole Valley High School	Student Advocacy
Michael Rossi	Pinole Valley High School	Student Advocacy
Christopher Rudd	Pinole Valley High School	Student Advocacy
Brianna Sanchez	Pinole Valley High School	Student Advocacy
James Sanders	Pinole Valley High School	Student Advocacy
Dana Schurr	Pinole Valley High School	Student Advocacy

CONSENT – cont'd

TEACHER NAME

SITE

ASSIGNMENT

Mary Siskin	Pinole Valley High School	Student Advocacy
Kim Stevenson	Pinole Valley High School	Student Advocacy
Kevin Toney	Pinole Valley High School	Student Advocacy
Tiffany Valdehueza	Pinole Valley High School	Student Advocacy
Katherine Villanueva	Pinole Valley High School	Student Advocacy
Bruce Wade	Pinole Valley High School	Student Advocacy
Jennifer Walden	Pinole Valley High School	Student Advocacy
Monica Tennison-Luthy	Pinole Valley High School	Student Advocacy
Leslie Williamson	Pinole Valley High School	Student Advocacy
William L Wilson	Pinole Valley High School	Student Advocacy
Alison Wood	Pinole Valley High School	Student Advocacy
Jeffrey Wright	Pinole Valley High School	Student Advocacy

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:** January 8, 2014
From: Kenneth L. Whittemore, **Agenda Item:** CI C.8
Assistant Superintendent Human Resources
Subject: Routine Personnel Changes - Certificated

Background Information:

Routine personnel changes include actions to hire, promote, or terminate certificated employees in accord with appropriate laws, established policies and procedures.

Recommendation: Ratification and Approve Certificated Personnel Changes

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
January 8, 2014
FOR INFORMATION ONLY

CERTIFICATED BOARD
CHANGES

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Ambra	Dagan	Nystrom Elementary	1st SEI	New Hire	11/4/2013
Robert	Scotfield	Richmond High	Social Scien SEI	New Hire	11/12/2013
Joseph	Barr	Wilson Elementary	RSP SEI	New Hire	11/18/2013
Emily	Nascimento	Lincoln Elementary	1st SEI	New Hire	11/26/2013
Darrell	Kinney	Crespi Middle	English SEI	New Hire	12/2/2013
Venus	Ganih	Nystrom Elementary	Preschool	New Hire	12/20/2013
Sean	Corson	Various	APE SEI	New Hire	1/6/2014
Cassandra	Oruche	Helms Middle	Math SEI	New Hire	1/6/2014
Ronald	Guinto	Mira Vista K-8	7th SEI	New Hire	1/6/2014

TERMINATED/RETIRED

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
Deborah	Crawford	Lincoln Elementary	1st SEI	Resigned	11/6/2013
Charlotte	Collins-Taboada	Richmond High	English SEI	Retired	10/25/2013
Nancy	Krivanka	Mira Vista K-8	7th SEI	EOA	12/20/2013
Maria	Chamberlain	Coronado Elementary	Transitional Kindergarten	Resigned	12/31/2013
Georgina	Franco	Dover Elementary	1st TBE	Retired	12/31/2013

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: January 8, 2014

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

Agenda Item: CI C.9

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: Approve Classified Personnel Changes

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

January 8, 2014

FOR INFORMATION ONLY

Classified Employee Changes

JOB CLASSIFICATION CHANGE			
Espinoza, Otilia	Communications	Bilingual Assessment Registration Tech	7/1/2013
Hochman, Dennis	English Language Develop.	Lead Assessment Technician	7/1/2013
Hochman, Nina	Communications	Bilingual Assessment Registration Tech	7/1/2013
Oregon, Maria	Communications	Bilingual Assessment Registration Tech	7/1/2013
Pharn, Chris	Communications	Bilingual Assessment Registration Tech	8/19/2013
Vela, Beverly	Shannon	Instructional Assistant 43+10%	11/1/2013
NEW HIRE			
Rizvi, Mehdi	Fiscal Services Central Office	Principal Accountant	11/6/2013
LAYOFF RECALL			
Dunn, Carolyn	Special Ed	Typist Clerk II	11/1/2013
RETURN FROM LEAVE			
Cortez, Maria Magda	Hercules High	Classroom Sup Aide	11/12/2013
PROMOTION			
Akesbi, Janice	Health - Central	School Health Aide	11/6/2013
Asfaha, Nahewi	Richmond High	Inst. Assistant Sped	11/12/2013
Ballard, Pierra	Highland	Food Service Aide-Brkfst	11/6/2013
Brown, Timmy	De Anza High	Campus Security Officer I	11/18/2013
Cardenas, Patricia	Middle College	Food Service Worker 1	11/1/2013
Cerda, Laura	Mira Vista	Typist Clerk I	11/5/2013
Dela Cruz, Lovella	Transition	Sped Employment Specialist	11/12/2013
Finley, Reginald	Helms Middle	Classroom Sup Aide	11/25/2013
Ford, Tamika	Grant	Inst. Assistant Sped	11/1/2013
Griffis, Marquita	Ohlone	Typist Clerk I	11/4/2013
Hernandez, Luz	Peres	School Secretary I	11/25/2013
Martinez, Ibeth Yadira	Ford	Graduate Tutor Bil	11/1/2013
Mosley, Binta	Payroll	Payroll Technician	11/11/2013
Nichols Jr, Kevie	Pinole Middle	Behavioral Tech	11/15/2013
Perez Mendoza, Maria	Fairmont	Inst. Assistant Sped	11/4/2013
Perez, Gizabel	Highland	Classroom Sup Aide	11/21/2013
Sanchez, Margarita	Information Technology	Custodian-Floater	10/28/2013
Taylor, Dorian	Olinda	Inst. Assistant Sped	11/22/2013
Tipp, Kyle	Central Copy Department	Duplication Specialist	11/18/2013
Wafer, Giovanni	Shannon	Classroom Sup Aide	11/1/2013
Woodhouse, Miya	Lupine Hills	Classroom Sup Aide	11/18/2013
Yamashita, Julie	Technology - Operational	Data Entry Clerk	11/20/2013

LEAVE

Wiley, Lewellyn	Mira Vista	Graduate Tutor	11/6/13
Wilson, Robin	Elementary Library Center	Library Media Specialist	11/4/13

TERMINATIONS

Burton, Ludrate	De Jean Middle School	Inst. Assistant Sp.ED	11/1/2013
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RESIGNATIONS

Espinoza, Claudia	Richmond High	Inst. Assistant Sp.ED	11/8/13
Russell, Latasha	Richmond High	Inst. Assistant Sp.ED	10/14/13

EXHAUSTION OF LEAVE

Gonzalez, Irene	Nystrom	Food Service Aide	11/5/2013
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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: January 8, 2014

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

Agenda Item: CI C.10

Subject: Presentation of Initial Bargaining Proposal from WCCUSD to Public Employees, 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 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

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 FOR
2013-14 CONTRACT NEGOTIATIONS**

The District is presenting the following article reopeners 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 15 **Benefits**

Article 16 **Compensation**

Supplement 5 **Temporary and Substitute Employees**

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: January 8, 2014

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

Agenda Item: CI C.11

Subject: Presentation of Initial Bargaining Proposal from West Contra Costa Unified School District to School Supervisors Association (SSA)

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 (SSA) 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 (SSA) 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 FOR 2013-14 CONTRACT
NEGOTIATIONS**

The District is presenting the following article reopeners 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 3.1 **Salary**

Article 5 **Benefits**

Article 3.3 **Administrative Positions**

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:** January 8, 2014
From: Kenneth L. Whittmore (KW)
Assistant Superintendent Human Resources **Agenda Item:** CI C.12
Subject: Initial Bargaining Proposal from School Supervisors Association (SSA) 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 School Supervisors Association (SSA) 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: That the Board of Education adopt the initial bargaining proposal for labor negotiations with the School Supervisors Association.

Fiscal Impact: To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

SCHOOL SUPERVISORS ASSOCIATION (SSA)
P.O. BOX 21264, El Sobrante, CA 94820
ssamail1977@yahoo.com

December 12, 2013

TO: Mr. Ken Whittemore, Assistant Superintendent, Human Resources

FROM: School Supervisors Association, Mary Jones, President, Sandra Falk, Executive Director and SSA Negotiating Team

**RE: REQUEST TO BEGIN BARGAINING RE:
CONTRACT REOPENER ARTICLES**

This is the formal proposal from School Supervisors Association to begin bargaining regarding Contract Reopeners.

In accordance with Article 10, Section 10001.01 Contract Reopeners of the 2013 – 2105 negotiated agreement between WCCUSD and SSA, School Supervisors Association (SSA), we formally request that we begin bargaining regarding Article 3.1 Salary; Article 5, Benefits; Section 11002, Seminars, Workshops and Training.

We look forward to negotiating with the District in Good Faith in accordance with PERB regulations, in a manner that is mutually collaborative, respectful and beneficial to the members represented by SSA

12/12/13

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: January 8, 2014

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

Agenda Item: CI C.13

Subject: Joint Initial Bargaining Proposal – with West Contra Costa Unified School District and West Contra Costa Administrators Association (WCCAA)

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 joint initial proposal of West Contra Costa Administrators Associate (WCCAA) and 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: That the Board of Education adopt the joint initial bargaining proposal for labor negotiations with the West Contra Costa Administrators Association.

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'S
JOINT INITIAL PROPOSAL WITH THE WEST CONTRA COSTA ADMINISTRATORS
ASSOCIATION FOR 2013-2014 CONTRACT NEGOTIATIONS**

The following articles are the joint initial bargaining reopeners between the West Contra Costa Unified School District and West Contra Costa Administrators Association are:

Article 3- Salary

Article 12- Benefits

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: January 8, 2014

From: Kenneth L. Whittmore *(KW)*
Assistant Superintendent Human Resources

Agenda Item: CI C.14

Subject: Uniform Complaint Procedures - Board Policy 1312.3 – Community Relations

Background Information:

The Human Resources Department has worked to revise Board Policy 1312.3 – Community Relations; specifically to meet the federal and state requirements on how the District processes the UCP complaints. The policy includes required language from AB 9 ‘Seth’s Law’ and AB 1575, ‘Pupil Fees.’

Recommendation: That the Board approve the modifications to Board Policy 1312.3.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Uniform Complaint Procedures

BP 1312.3

Community Relations

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The district shall investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, bullying **and noncompliance with laws relating to pupil fees** in accordance with the district's uniform complaint procedures.

The district shall use uniform complaint procedures to resolve any complaints alleging unlawful discrimination, harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.

Uniform complaint procedures shall also be used to address any complaints alleging the district's failure to comply with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs and special education programs.

In regards to complaints of noncompliance with laws relating to pupil fees, if the district finds merit in a complaint a remedy will be provided to all affected pupils, parents and guardians, that, where applicable, will include reasonable efforts by the Superintendent or designee to ensure full reimbursement to all affected pupils, parents and guardians.

A pupil fees complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with laws relating to pupils fees.

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. **Any complaint alleging** discrimination, **harassment, intimidation, or bullying** shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This

may include keeping the identity of the complainant confidential, as appropriate and except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee, on a case-by-case basis.

The Board prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of discrimination, **harassment, intimidation, or bullying**. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

- 1. Sufficiency of textbooks or instructional materials**
- 2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff**
- 3. Teacher vacancies and misassignments**
- 4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination**

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
8200-8498 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32289 School safety plan, uniform complaint procedure
35186 Williams uniform complaint procedure
37254 Intensive instruction and services for students who have not passed exit exam
41500-41513 Categorical education block grants
48985 Notices in language other than English
49013 Student fees
49060-49079 Student records
49490-49590 Child nutrition programs
52160-52178 Bilingual education programs
52300-52490 Career-technical education
52500-52616.24 Adult schools

52800-52870 School-based coordinated programs
54000-54028 Economic impact aid programs
54100-54145 Miller-Unruh Basic Reading Act
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

6301-6577 Title I basic programs
6601-6777 Title II preparing and recruiting high quality teachers and principals
6801-6871 Title III language instruction for limited English proficient and immigrant students
7101-7184 Safe and Drug-Free Schools and Communities Act
7201-7283g Title V promoting informed parental choice and innovative programs
7301-7372 Title V rural and low-income school programs

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
U.S. Department of Education, Office for Civil Rights:
<http://www.ed.gov/about/offices/list/ocr/index.html>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: November 7, 2007 Richmond, California
revised: April 16, 2008
revised: November 6, 2013
revised:

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: January 8, 2014

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

Agenda Item: CI C.15

Subject: Appointment of Career Technical Education Advisory Committee

Background Information:

The California Education Code requires the governing board of each school district participating in a career technical education (CTE) program to appoint a CTE advisory committee to develop recommendations on the program and serve as liaison between the district and potential employers.

Proposed Advisory Committee Members:

INDUSTRY SECTOR	COMMITTEE MEMBER	COMPANY
Chairperson	Stacy Martin	Junior Achievement
Health	Dr. Desmond Carson	Doctors Medical Center
Hospitality	Marsha Tomassi	Ultimate Inner Cook
Engineering	Andrea Bailey	Chevron
Information Technology	Ron Whittier	Whittier Foundation/Tech Futures
Environmental Studies	Jerrold Hatchett	Sims Metal/Management
Law	Michael Davenport	D.P. Security
Media	Christian Wimmer	KCRT

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

To: Board of Education **Meeting Date:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.16
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.

Fiscal Impact: Total for this action: **\$877,360**. Funding sources Measure J Bond, Measure D-2010, and Measure E-2012 Bond.

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

Project/Funding	Dates	Firm	Contract Cost	Reference
Kennedy High School Science Building Modernization Project Measure D-2010 Bond (PID:3601211-13)	December 2013 through January 2014	Powell & Partners	\$3,830	Additional Design Services for wireless remote access.
Dover Elementary School Site Improvements Project Measure J Bond (PID:1151201-05)	December 2013 through January 2014	HY Architects, Inc.	\$13,266	Additional Design Services for Shade Structure.
Montalvin Elementary School New Classroom Building Project Measure D-2010 Bond (PID:1401347-00)	January 2014 through January 2015	SGI Construction Management, Inc.	\$168,451	Construction Management Services.
Pinole Valley High School Interim Housing Campus Project Measure D-2010 Bond (PID:3621377-02)	December 2013 through February 2014	The Consulting Group	\$19,000	Security Assessment and Design services.
Stege Elementary School Campus Replacement Project Measure D-2012 Bond (PID:1571381-02)	December 2013 through June 2014	Grossman Design Group	\$45,000	Waterproofing design consultation.
Portola Middle School Campus Replacement Project 183830 Measure Bond (PID:2141103-06)	December 2013 through January 2014	RGA Environmental, Inc.	\$18,650	Additional Environmental Engineering Services.
Bond Program Management Various Sites Measure J, D-2010, E- 2012 Bond (PID:6151396-00)	January 2014 through June 2014	SGI Construction Management, Inc.	\$449,163	Design Management Services.

January 8, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Various Sites Measure E-2012	January 2014 through June 2014	Aeko	\$160,000	Wireless Deployment services.
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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:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.17
Associate Superintendent for Operations
Subject: Approval of Negotiated Change Orders

Background information:

Staff is seeking approval of Change Orders on the following current District construction projects: Dover ES MPR Demolition; Kennedy HS Science Wing Renovation; and Portola MS New Building; New Gompers/LPS. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board approval is the final step required under state law in order to complete payment and contract adjustment.

Recommendation:

Approve negotiated Change Orders as noted.

Fiscal Impact: Total approval by this action: \$103,719.83

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

January 8, 2014 Change Order Ratification Summary

	Project	Company	Original Contract	Previously Approved CO's	CO's Pending Approval	Change Percent	Total CO's	Total CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	Dover ES MPR Demolition	V.E.M. General Engineering	\$135,675.00	\$0.00	\$8,425.00	6.210%	\$8,425.00	6.21%	\$144,100.00	1
2	Kennedy HS Science Wing Renovation	BHM Construction, Inc.	\$4,136,303.00	\$0.00	\$2,328.00	0.056%	\$25,987.00	0.63%	\$4,162,290.00	1
					\$1,250.00	0.030%				2
					\$11,520.00	0.279%				3
					\$2,822.00	0.068%				4
					\$8,067.00	0.195%				5
3	Portola MS New Building	Arntz Builders, Inc.	\$42,762,406.00	\$27,352.38	\$37,100.00	0.087%	\$88,792.21	0.21%	\$42,851,198.21	2
					\$6,084.00	0.014%				3
					\$588.44	0.001%				4
					\$17,667.39	0.041%				5
					\$2,500.00	0.005%				20
4	New Gompers/LPS	Lathrop Construction Assoc.	\$53,887,350.00	\$270,431.00	\$7,868.00	0.015%	\$278,299.00	0.52%	\$54,165,649.00	21
					-\$5,000.00	-0.009%				22
					\$2,500.00	0.005%				23

Total Board Action	\$103,719.83
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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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent for Operations
Subject: Approval of Additional Program Management General Conditions Reimbursable Expenses

Background Information:

The District has retained Seville Group (SGI) as the Program Manager for the Bond Program. A portion of the Program Management contract for the firm is known as General Conditions Reimbursable expenses ("GCR's"). These are costs which the District has negotiated as a part of the contract for which the firm bills direct expense, plus markup. General Conditions Reimbursable expenses include computer software/hardware expenses, office equipment, legally required advertisements, postage, security, office supplies, and telephone/fax expense. These types of costs include Network Administrator, and Fiscal Controls Specialist. In addition, these costs include Cost Estimating, Scheduling, and Software Programming.

Recommendation:

Approve additional Program Management General Conditions Reimbursable expense for Seville Group, Inc.

Fiscal Impact: Total for this action: \$645,557. Funding sources is Measure D, J, D-2010 and E-2012 Bonds. Program Management General Conditions Reimbursable expenses.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.19
Associate Superintendent for Operations
Subject: Ratification of Staff Awarded Contract: Hercules Middle High School Health Center ("Project")

Background information:

The District conducted a public bid process for the Project. Bids were received on August 1, 2013. Four contractors submitted bids as follows: ERA Construction (\$130,000); Hung Construction (\$168,000); Integra Construction Services, Inc. (\$194,500); and HM Construction (\$249,980). The apparent low bidder was ERA Construction.

On September 11, 2013, the BOE Ratified Award of the Contract to ERA Construction. Thereafter, however, the District received information that there were some unresolved issues raised by the Division of State Architect (DSA) during the review of the Project. Therefore it was recommended that the Board reject all bids. On September 25, 2013, the Board of Education rejected all bids and authorized staff to re-bid the Project after the DSA issues were resolved.

Thereafter, DSA issued Bulletin 13-03, which provides an overview and clarification of DSA approval requirements for construction and alteration of buildings on public school campuses for use as school-based health centers. This clarification confirms the exemption applicable to the Project and resolves the outstanding DSA issues that were the bases for the previous rejection of all bids.

In order to save considerable time and money that would otherwise be required to re-bid the Project, the District would like to reissue the previous Notice of Award (NOA) to ERA Construction, and award the Project for the same price- \$130,000, Contract Documents, and design plans and specifications. ERA Construction has agreed to perform the work pursuant to its original bid submitted in August 2013.

Staff seeks to reissue the NOA and Contract Documents. In order to reissue the NOA and Contract Documents, the Board must rescind its Rejection of all Bids and ratify the award to ERA Construction.

Recommendation:

Rescind previous Rejection of All Bids and Ratify the award the Project to the lowest responsive, responsible bidder: ERA Construction.

Fiscal Impact: \$130,000. Project will be funded from Fund 25.

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:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.20
Associate Superintendent for Operations
Subject: Resolution No. 50-1314: Approving a School Facilities Needs Analysis

Background Information:

Government Code Sections 65995.5, 65995.6, 65995.7 regarding school facilities fees requires that a School Facilities Needs Analysis be conducted yearly to determine the amount to be charged for developer fees for Level II and Level III new residential construction. Due to student generation factors, cost of construction and site acquisition costs, the Level II fee will increase from \$4.42 per square foot to \$4.58 per square foot. The new fee will go into effect January 9th, 2014, if approved by the Board. If not approved by the Board, the District would not be eligible to collect Level II fees, and the Level I fee of \$3.20 per square foot would be charged for new residential construction as well as for construction of additions. This analysis was conducted according to state guidelines.

A copy of the School Facilities Analysis is available for review by the public in the Facilities Planning and Construction Department and at the WCCUSD front desk located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Recommend approval of Resolution No. 50-1314: Approving a School Facilities Needs Analysis, Adopting Alternative School Facilities Fees in Compliance with Government Code Sections 65995.5, 65995.6 and 65995.7 and Making Related Findings and Determinations

Fiscal Impact: Increase in Level II Developer Fees of \$0.16 cents per square foot.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

RESOLUTION NO. 50-1314

RESOLUTION OF THE BOARD OF TRUSTEES OF THE WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT APPROVING A SCHOOL FACILITIES NEEDS ANALYSIS, ADOPTING ALTERNATIVE SCHOOL FACILITY FEES IN COMPLIANCE WITH GOVERNMENT CODE SECTIONS 65995.5, 65995.6 AND 65995.7 AND MAKING RELATED FINDINGS AND DETERMINATIONS

WHEREAS, the Board of Trustees ("Board") of the West Contra Costa Unified School District ("District") provides for the educational needs for Grade K - 12 students within the Cities of West Contra Costa County ("County"); and

WHEREAS, the Board of the District, has adopted and imposed statutory school facility fees ("Statutory School Facility Fees") pursuant to Education Code Section 17620 presently in the amounts of \$3.20 per square foot of assessable space of new residential construction in the District as defined in Government Code Section 65995(b)(1) ("Assessable space"), and \$0.51 per square foot of chargeable covered and enclosed space for all categories of new commercial/industrial development in the District ("Commercial/Industrial Fees") as defined in Government Code Section 65995(b)(2); and

WHEREAS, the Board of the District therefore has elected to participate in the school facilities funding program established pursuant to the Leroy F. Greene School Facilities Act of 1998 ("SFP") for both modernization and new construction projects and appointed a representative ("District Representative") for such purposes and for the purpose of requesting an Eligibility Determination relative to considering the adoption of alternative school facility fees and amounts pursuant to Government Code Sections 65995.5 ("ASF/Level 2 Fees") and 65995.7 ("ASF/Level 3 Fees") (and collectively, "Alternative School Facility Fees"); and

WHEREAS, the District Representative has caused the completion and certification of Form SAB 50-01, the Enrollment Certification/Projection ("ECP"), form SAB 50-02, the Existing School Building Capacity ("ESBC") and Form SAB 50-03, the Eligibility Determination ("ED"), and has submitted the ECP, ESBC and ED to the State Allocation Board ("SAB") for approval pursuant to the SFP; and

WHEREAS, the District has met the requirements established by Government Code Section 65995.5; and

WHEREAS, new residential construction continues to generate additional students for the District's schools and the District is required to provide K - 12 (grade level) school facilities ("School Facilities") to accommodate those students; and

WHEREAS, overcrowded schools within the District have an impact on the District's ability to provide an adequate quality education and negatively impact the educational opportunities for the District's students; and

WHEREAS, the District does not have sufficient funds available for the construction of the School Facilities, including acquisition of sites, construction of permanent School Facilities, and acquisition of interim School Facilities, to accommodate students from new residential construction; and

WHEREAS, the Board caused to be prepared a report entitled, "Facilities Needs Analysis for the West Contra Costa Unified School District" dated November 21, 2013 pursuant to applicable law including, but not by way of limitation, Government Code Section 65996.6 prior to the adoption of Alternative School Facility Fees; and

WHEREAS, the Board has received and considered the West Contra Costa Unified SD-2013/SFNA which includes all matters required by applicable law, including an analysis of (a) the purpose of the Alternative School Facility Fees, (b) the use to which the Alternative School Facility Fees are to be put, (c) the nexus (roughly proportional and reasonable relationship) between the residential construction and (1) the facilities for which the Alternative School Facility Fees are to be used, (2) the need for School Facilities, (3) the cost of School Facilities and the amount of Alternative School Facility Fees from new residential construction, (d) an evaluation and projection of the number of students that will be generated by new residential construction by grade levels of the District as described by Government Code Section 65995.6(e) a description of the new School Facilities that will be required to serve such students and (f) the present estimated cost of such School Facilities; and

WHEREAS, the West Contra Costa Unified SD-2013/SFNA in its final form has been available to the public, for at least thirty (30) days before the Board considered at a public hearing the adoption of the Alternative School Facility Fees; and

WHEREAS, all notices of the West Contra Costa Unified SD-2013/SFNA and adoption of Alternative School Facility Fees have been given in accordance with applicable law and copies of the West Contra Costa Unified SD-2013/SFNA have been provided thirty (30) days prior to all written requests filed with the District forty-five (45) days prior to a public hearing which was held in a manner required by law at a meeting of the Board of the District relating to the proposed adoption of the West Contra Costa Unified SD-2013/SFNA and Alternative School Facility Fees; and

WHEREAS, the West Contra Costa Unified SD-2013/SFNA has been provided to all local agencies responsible for land use planning for review and comment in compliance with Government Code Section 65995.6(c); and

WHEREAS, as to the approval of the West Contra Costa Unified SD-2013/SFNA and Alternative School Facility Fees, Government Code Section 65995.6(g) provides that the California Environmental Quality Act, Division 13 (commencing with Section 21000) of the Public Resources Code may not apply to the preparation, adoption, or update of the West Contra Costa Unified SD-2013/SFNA or adoption of this Resolution; and

WHEREAS, the District desires to approve the West Contra Costa Unified SD-2013/SFNA and adopt Alternative School Facility Fees pursuant to Government Code Sections 65995.5 and 65995.7 for the purpose of establishing Alternative School Facility Fees that may be imposed on residential construction calculated pursuant to Government Code Section 65995(b);

NOW THEREFORE, THE BOARD OF TRUSTEES OF THE WEST CONTRA COSTA SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:

1. That the Board does hereby find and determine that the foregoing recitals and determinations are true and correct and that the West Contra Costa Unified SD-2013/SFNA meets all applicable legal requirements.
2. That the District has met the requirements established by Government Code Section 65995.5.

That the District has cause to prepare the West Contra Costa Unified SD-2013/SFNA which is on file at the District office address and is incorporated herein by this reference, which complies with all applicable statutory requirements, including the provisions of Government Code Section 65995.6.

3. That the Board hereby approves and adopts the West Contra Costa Unified SD-2013/SFNA for the purpose of establishing Alternative School Facility Fees as to future residential construction within the District.

4. That the Board finds that the purpose of the Alternative School Facility Fees imposed upon residential construction are to fund the additional School Facilities to serve the students generated by the residential construction upon which the Alternative School Facility Fees are imposed as provided in the West Contra Costa Unified SD -2013/SFNA and applicable law.

5. That the Board finds the Alternative School Facility Fees are hereby established as applicable and will be used to fund those School Facilities described in the West Contra Costa Unified SD-2013/SFNA and that these School Facilities are to serve the students generated by the residential construction within the District as provided in the West Contra Costa Unified SD-2013/SFNA.

6. That the Board finds that there is a roughly proportional reasonable relationship between the use of the Alternative School Facility Fees and the new residential construction within the District because the Alternative School Facility Fees imposed on new residential construction by this resolution will be used to fund School Facilities which will be used to serve the students generated by such new residential construction in accordance with applicable law set forth in the West Contra Costa Unified SD-2013/SFNA and on less than an estimated actual cost of the School Facilities estimated to result from additional residential construction as set forth in the West Contra Costa Unified SD-2013/SFNA.

7. That the Board finds that there is a roughly proportional reasonable relationship between the new residential construction upon which the Alternative School Facility Fees are imposed and the need for additional School Facilities in the District because new students will be generated from new residential construction within the District and the District does not have students capacity in the existing School Facilities to accommodate these students.

8. That the Board finds that the amount of the Alternative School Facility Fees imposed on new residential construction as set forth in this Resolution is roughly proportional and reasonably related to, and does not exceed the cost of, providing the School Facilities required to serve the students generated by such new residential construction within the District.

9. That the Board finds that a separate fund ("Fund") of the District and two or more sub-funds ("Sub-Funds") have been created or are authorized to be established for all Statutory School Facility Fees received by the District for the deposit of Statutory School Facility Fees, ASF/Level 2 Fees and ASF/Level 3 Fees, Commercial/Industrial Fees and mitigation payments ("Mitigation Payments") imposed on residential construction within the District and that said Fund and Sub-Funds at all times have been separately maintained, except for temporary investments, with other funds of the District as authorized by law.

10. That the Board finds that the monies of the separate Fund or the separate Sub-Funds, described in Section 12, consisting of the proceeds of Statutory School Facility Fees, ASF/Level 2 Fees, and ASF/Level 3 Fees, Commercial/Industrial Fees and Mitigation Payments have been imposed for the purposes of constructing those School Facilities necessitated by new residential construction as further set forth in the West Contra Costa Unified SD-2013/SFNA, and thus these monies may be expended for all those purposes permitted by applicable law.

11. That the West Contra Costa Unified SD-2013/SFNA determine the need for new School Facilities for unhoused pupils that are attributable to projected enrollment growth from the construction of new residential units over the next five years, based on relevant planning agency information and the historical generation rates of new residential units constructed during the previous five years that are of a similar type of unit to those anticipated to be constructed within the District, the Cities, or the County.

12. That the Board has identified and considered, and/or subtracted, as set forth in the West Contra Costa Unified SD-2013/SFNA, the following information in determining amounts of the ASF/Level 2 Fees and ASF/Level 3 Fees:

- (i) any surplus property owned by the District that can be used as a school site or that is available for sale to finance school facilities pursuant to Government Code Section 65995.6(b)(1);

- (ii) the extent to which projected enrollment growth may be accommodated by excess capacity in existing facilities pursuant to Government Code Section 65995.6(b)(2);
- (iii) local sources other than fees, charges, dedications, or other requirements imposed on residential construction available to finance the construction of school facilities needed to accommodate any growth in enrollment attributable to the construction of new residential units pursuant to Government Code Section 65995.6(b)(3);
- (iv) the full amount of local funds the Board has dedicated to facilities necessitated by new construction, including fees, charges, dedications or other requirements imposed on commercial or industrial construction pursuant to Government Code Section 65995.5(c)(2).

13. That the Board has calculated, as set forth in the West Contra Costa Unified SD-2013/SFNA, the maximum square foot fees, charges, or dedications to be established as Alternative School Facility Fees that may be collected in accordance with the provisions of Government Code Sections 65995.5(c) and 65995.7(a).

14. That the West Contra Costa Unified SD-2013/SFNA in its final form has been made available to the public for a period of not less than thirty (30) days.

15. That the public has had the opportunity to review and comment on the West Contra Costa Unified SD-2013/SFNA and the Board has responded to written comments it has received regarding the West Contra Costa Unified SD-2013/SFNA.

16. That notice of the time and place of the public hearing to adopt the West Contra Costa Unified SD-2013/SFNA ("Hearing"), including the location and procedure for viewing or requesting a copy of the proposed West Contra Costa Unified SD-2013/SFNA and any proposed revision therefore has been published in at least one newspaper of general circulation within the junction of the District at least thirty (30) days prior to the Hearing.

17. That the Board has mailed a copy of the West Contra Costa Unified SD-2013/SFNA no less than thirty (30) days prior to the Hearing to any person who made a written request forty-five (45) days prior to the Hearing.

18. That the West Contra Costa Unified SD-2013/SFNA has been provided to all local agencies responsible for land use planning for review and comment in compliance with Government Code Section 65995.6(c).

19. That the Board conducted the required Hearing on January 8, 2014 prior to the adoption of the West Contra Costa Unified SD-2013/SFNA and the Alternative School Facility Fees, at which time all persons desiring to be heard on all matters pertaining to the West Contra Costa Unified SD-2013/SFNA were heard and all information presented was duly considered.

20. That the Board hereby adopts Alternative School Facility Fees and establishes the Alternative School Facility Fees on new residential construction projects within the district in the following amounts:

A. Pursuant to Government Code Section 65995.6, ASF/Level 2 Fees in the amount of \$4.58 per square foot of Assessable Space for new residential construction, including new residential projects, manufactured homes and mobile homes as authorized under Education Code

Section 17625. However, this amount shall not be imposed on any construction project used exclusively for housing senior citizens, as described in Civil Code Section 51.3, or as described in subsection (k) of Section 1569.2 of the Health and Safety Code or paragraph 9 of subdivision (d) of Section 15432 of the Government Code or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

B. Pursuant to Government Code Section 65995.7, ASF/Level 3 Fees in the amount of \$8.83 per square foot of Assessable Space for new residential construction, including new residential projects, manufactured homes and mobile homes as authorized under Education Code Section 17625. However, this amount shall not be imposed on any construction project used exclusively for housing senior citizens, as described in Civil Code Section 51.3, or as described in subsection (k) of Section 1569.2 of the Health and Safety Code or paragraph 9 or subdivision (d) of Section 15432 of the Government Code or any mobile home or manufactured home that is located within a mobile home park, subdivision, cooperative or condominium for mobile homes limited to older persons as defined by the Federal Fair Housing Amendments of 1988.

21. That the proceeds of the Alternative School Facility Fees increased and established pursuant to this Resolution shall continue to be deposited into those Sub-Funds of the Funds identified in Section 12 of this Resolution, the proceeds of which shall be used exclusively for the purpose for which the Alternative School Facility Fees are to be collected.

22. That the Superintendent, or his/her designee, is directed to cause a copy of this Resolution to be delivered to the building of the Cities within the District's boundaries and the County along with a copy of all supporting documentation referenced herein and a map of the District clearly indicating the boundaries thereof, advising the Cities and County that the new residential construction is subject to the Alternative School Facility Fees increased pursuant to this Resolution and requesting that no building permit or approval for occupancy be issued by any of these entities for any new residential construction project, mobile home or manufactured home subject to the Alternative School Facility Fees absent a certificate of compliance ("Certificate of Compliance") from the District demonstrating compliance of such project with the requirements of the Alternative School Facility Fees, not that any building permit be issued for any non-residential construction absent a certification from this District of compliance with the requirements of the applicable Alternative School Facility Fees.

23. That the Superintendent is authorized to cause a Certificate of Compliance to be Issued for each construction project, mobile home and manufactured home for which there is compliance with the requirement for payment of the Alternative School Facility Fee in the amount specified by this Resolution. In the event a Certificate of Compliance is issued for the payment of Alternative School Facility Fees for a construction project, mobile home or manufactured home and it is later determined that the statement or other representation made by an authorized party concerning the construction project as to square footage is untrue or in the event the zoning is declared invalid, then such Certificate of Compliance shall automatically terminate, and the appropriate City(ies) or County shall be so notified.

24. That regarding the timely provision of a Certificate Compliance by the District for residential construction, although not required by applicable law, the Board hereby determines that the West Contra Costa Unified SD-2013/SFNA is a proposed construction plan for purposes of requiring payment of Alternative School Facility Fees prior to the issuance of any building permit for residential construction in accordance with Government Code Section 66007 and that

all Alternative School Facility Fees are appropriated for the purpose of accomplishing such construction plan.

25. That no statement or provision set forth in this Resolution, or referred to therein shall be construed to repeal any preexisting fee or mitigation amount previously imposed by the District on any residential or non-residential construction.

26. That if any portion or provision hereof is held invalid, the remainder hereof is intended to be and shall remain valid.

27. That the Alternative School Facility Fees shall take effect immediately after adoption of this Resolution and shall be in effect for one year.

APPROVED, ADOPTED, AND SIGNED ON January 8, 2014.

BOARD OF TRUSTEES OF THE WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT

By: _____
Charles T. Ramsey
President of the Board of Trustees 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

To: Board of Education **Meeting Date:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.21
Associate Superintendent for Operations
Subject: Citizens' Bond Oversight Committee (CBOC) Appointments:
Marianne Harrison
Maureen Toms
Peter N. Chau
Stephen L. Purser

Background Information:

The following have been recommended to be appointed to the Citizen's Bond Oversight Committee (CBOB):

Marianne Harrison by the Bayside Council of PTA's
Maureen Toms by Pinole City Council
Peter N. Chau by Supervisor John Gioia
Stephen L. Purser by Board Member Randy Enos

Recommendation:

Approve appointments as noted

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

To: Board of Education **Meeting Date:** January 8, 2014
From: Bill Fay **Agenda Item:** CI C.22
Associate Superintendent of Operations
Subject: Williams Lawsuit Complaints Quarterly Report

Background Information:

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from October 1, 2013 through December 31, 2013.

Recommendation:

For approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____



PRINT

RESET

Quarterly Uniform Complaint Form

[Education Code 35186]

District: West Contra Costa Unified School District

Person completing this form: Bill Fay

Title: Associate Superintendent Operations

Quarterly Report Submission Date: *(check one)*

- April 30, 2013 (Jan-Mar 2013)
- July 31, 2013 (Apr-Jun 2013)
- October 31, 2013 (Jul-Sep 2013)
- January 31, 2014 (Oct-Dec 2013)

Date for information to be reported publicly at governing board meeting: 1-8-14

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	1	1	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	1	1	0
TOTALS	2	2	0

Dr. Bruce Harter

Print Name of District Superintendent

Signature of District Superintendent

Date

Please return completed form to Peggy Marshburn, Chief Communications Officer
 CCCOE – 77 Santa Barbara Rd. Pleasant Hill, CA 94523
 FAX: (925) 942-3454 E-MAIL: pmarshburn@cccoe.k12.ca.us

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:** January 8, 2014
From: Bruce Harter, Superintendent **Agenda Item:** CI C.23
Subject: Community Outreach Consultant

Background Information:

At the December 11, 2013 meeting, the Board reviewed the results of a survey conducted by Godbe Research designed to determine whether voters might support a parcel tax or bond measure in either June or November 2014. The survey results indicated insufficient support for a 2014 parcel tax but showed that a bond measure could pass June 3, 2014.

The next step in the process of considering a measure would be for the District to engage a consultant. The consultant will assist the District in preparing for submitting a bond tax measure to the electorate by establishing community outreach strategies to assess the potential support and opposition to the measure, the public's awareness of the District's bond program, and the overall feasibility of developing a bond measure that could win voter approval. The firm Media and Associates has served the District well in prior assessments of this kind.

Recommendation:

That the Board approve Media and Associates as the community outreach consultant and authorize the Superintendent to sign a contract with the firm.

Fiscal Impact: Not to Exceed \$75,000

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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** January 8, 2014
From: Wendell Greer, Associate Superintendent **Agenda Item:** D.1
K-12 Operations
Subject: Report on Volunteer Efforts in WCCUSD

Background Information:

The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. Volunteer assistance in schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community.

Tonight, we will give a report on our efforts to restructure the WCCUSD Volunteer Process that will increase access and reduce cost for volunteers.

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

To: Board of Education

Meeting Date: January 8, 2014

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: F.1

Subject: Presentation of the 2012 – 2013 Audit Report by Crowe Horwath LLP

Background Information: Charles Raibley, Audit Manager, Crowe Horwath LLP will present their independent audit report of the West Contra Costa Unified School District's financial position, internal control, and federal and state compliance for the year ended June 30, 2013.

Recommendation: Staff recommends acceptance of the audit report.

Fiscal Impact: None

The 2012-2013 Audit report is posted on the WCCUSD web site and a copy is at the reception desk at 1108 Bissell Avenue, Richmond, CA

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:** January 8, 2014
From: Mary Phillips **Agenda Item:** F.2
Chief Technology Officer
Subject: Resolution 52-1314: Authorizing Competitive Negotiations for Erate Priority One Data Circuits and Managed VoIP Services pursuant to Public Contract Code Section 20118.2

Background information: - The district desires to go to bid for ERATE priority one data circuits and managed Voice over IP services. The award will comply with the Public Contract Code 20118.2 which allows the District to select the most qualified bidder(s) whose bid meets the evaluation standards determined by the District and will be the most advantageous to the District with price and all other factors considered or to reject all responses to the Request for Bids, whichever is in the best interest of the District. The District further reserves the right to award specific items or services on an individual per line item basis to one or more of the bidders, whichever is in the best interest of the District. The successful Bidder will be notified in the event of an award. All bidders shall be assessed based on the specific needs of the District and the District will follow the competitive negotiation process described in Public Contract Code section 20118.2.

Public Contract Code section 20118.2 was created due to the highly specialized and unique nature of technology, telecommunications, related equipment, software, and services. Because products and materials of that nature are undergoing rapid technological changes, and in order to allow for the introduction of new technological changes into the operations of the school district, it is in the public's best interest to allow a school district to consider, in addition to price, factors such as performance reliability, standardization, life-cycle costs, delivery timetables, support logistics, the broadest possible range of competing products and materials available, fitness of purchase, manufacturer's warranties, and similar factors in the award of contracts for technology, telecommunications, related equipment, software, and services.

Recommendation: Adopt Resolution No. 52-1314 – Authorizing Competitive Negotiations for Erate Priority One Data Circuits and Managed VoIP Services pursuant to Public Contract Code Section 20118.2

Fiscal Impact: No fiscal impact or implications associated with the approval of these documents.

DISPOSITION BY BOARD OF EDUCATION		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____

RESOLUTION NO. 52-1314
A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
AUTHORIZING COMPETITIVE NEGOTIATION FOR ERATE PRIORITY ONE
DATA CIRCUITS AND MANAGED VoIP SERVICES
PURSUANT TO PUBLIC CONTRACT CODE SECTION 20118.2

WHEREAS, the State Legislature has recognized that it is in the public's best interest to allow school districts to consider factors other than price in the procurement of certain technological supplies, services, equipment and maintenance of said equipment; and

WHEREAS, following the adoption by a school district's governing board of certain findings, Public Contract Code section 20118.2 authorizes such procurement through a competitive negotiation process; and

WHEREAS, the District wishes to contract for the installation and lease of data circuits and managed VoIP telephone systems to be located at each school in the District plus District Administrative sites; and

WHEREAS, the installation and lease of data circuits and managed VoIP telephone systems requires specialized equipment and software, and qualifies for procurement through the legislatively authorized competitive negotiation process set forth in Public Contract Code section 20118.2; and

WHEREAS, the District shall, after the competitive negotiation process, award a contract for the installation and lease of data circuits and managed VoIP telephone systems to the qualified bidder(s) whose proposal(s) are the most advantageous to the District with price and all other factors being considered;

WHEREAS, the District shall, authorize District staff to sign the agreements after the bidding period is concluded and are awarded to the contractor(s) who provide the best value to the District and before the end of the Erate Form 471 filing window that ends on March 26, 2014;

NOW THEREFORE BE IT RESOLVED that the Board of Education of the West Contra Costa Unified School District hereby finds, determines, and orders as follows:

1. The foregoing recitals are adopted as true and correct.
2. The installation and lease of data circuits and managed VoIP telephone systems as described in the recitals in subdivision (b) of Public Contract Code section 20118.2, and furthermore such equipment and services are not available in substantial quantities to the general public, and therefore the Board finds that the District's procurement of such system or systems qualifies under subdivision (b) of Public Contract Code section 20118.2 for purchase through competitive negotiation as described in subdivision (d) of

Public Contract Code section 20118.2, and the Board does hereby authorize such procurement.

3. The Superintendent, or designee, is authorized to engage in a competitive negotiation process in compliance with Public Contract Code section 20118.2 for the procurement and implementation of an installation and lease of data circuits and managed VoIP telephone systems as described in the recitals.
4. The Superintendent, or designee, shall recommend to the Board a qualified bidder for award of a contract for the installation and lease of data circuits and managed VoIP telephone systems, which contract(s) will be the most advantageous to the District with price and all other factors being considered.
5. The Board reserves the right to reject all proposals submitted, pursuant to Public Contract Code section 20118.2.
6. The Superintendent, or designee, is authorized and directed to take such further actions as may be necessary or convenient to carry out said procurement and implementation of the installation and lease of data circuits and managed VoIP telephone systems and signing of the contract(s) thereof.
7. This Resolution shall take effect immediately upon its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on this 8th day of January 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Governing Board
West Contra Costa Unified School District

ATTEST:

Secretary, Governing Board
West Contra Costa Unified School District

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** January 8, 2014
From: Bruce Harter, Superintendent **Agenda Item:** G.1
Subject: Local Control Accountability Committee

Background Information:

As a requirement of the Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP), the District must form a parent advisory committee to advise and give input into the District's Local Control and Accountability Plan regarding priorities and resources from the Local Control Funding Formula (LCFF).

Before the Board can adopt the LCAP, the Superintendent is required to present a draft of the LCAP to the parent advisory committee as well as the Multilingual District Advisory Committee for comments and suggestions. The Superintendent is required to respond, in writing, to comments received from these groups. While the District currently has a long-established Multilingual District Advisory Committee, there is currently no parent group which would fulfill the requirements of the law. Thus, the need arises to create a new committee -- the District Local Control Accountability Parent Committee.

The members of the District Local Control Accountability Parent Committee will serve two year terms except that half of initial group which would serve for three years to assure continuity. The membership of the committee should reflect the diversity of the community and the student body. The District would invite the following groups to submit the name of one current WCCUSD parent or legal guardian to serve on the committee: Strategic Plan Steering Committee, Multilingual District Advisory Committee, Special Education CAC, Citizens Budget Advisory Committee, Bayside PTA, Concilio Latino, Building Blocks for Kids and the NAACP as well as one WCCUSD parent or legal guardian representing the membership of UTR, Local 1, SSA and WCCAA. The Superintendent would also recommend parents/legal guardians from each high school attendance area and parents/legal guardians of other underrepresented groups such as foster home, group home or the homeless. The Superintendent would also recommend one student from each of the high schools as well as the Youth Commission as ex officio members.

This District Local Control Accountability Parent Committee (DLCAPC) will meet three times per year, twice in the spring to review the draft LCAP plan, and once in the early fall (beginning in September 2015) to review the results from the prior school year.

At the January 29, 2014 meeting, the Board will consider approving the charge to the committee, its composition and bylaws. Members will be recommended at subsequent Board of Education meetings until the membership is complete.

Recommendation:

That the Board review the general framework for the District Local Control Accountability Parent Committee and provide direction for its membership and operating framework for adoption at the January 29, 2014 meeting.

Fiscal Impact: To be determined but minimal.

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:** January 8, 2014
From: Bill Fay **Agenda Item:** G.2
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
- Construction Status Reports
- Helms Update

Recommendation:

For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____
Approved _____ Not Approved _____ Tabled _____

PROJECT STATUS REPORT

Gompers and LPS Richmond Schools - New Construction

Period Ending: 12/20/2013

Scope: New Construction

Construction Status:

Architect: HMC Architects
 Project Manager: Gregory Smith, SGI Construction Management
 Project Engineer: Gaile Suarez, SGI Construction Management
 Contractor: Lathrop Construction Associates, Inc.
 Inspector: Roy Moreno, ABC Inspections, Inc.
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	08/20/2012		
		Original	Approved
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 A - Exterior wall mock up, sheathing, interior wall framing, rough mechanical, electrical, and plumbing, roofing, exterior staircase.
- Building B - Architectural concrete portal wall, roofing metal panel installation, west side stair installation, metal stud framing.
- Building C - Metal stud framing, rough mechanical, electrical, and plumbing

Anticipated Progress Next Period:

- Building A - Exterior wall mock up, sheathing, interior wall framing, rough mechanical, electrical, plumbing, roofing, and exterior staircase installation continues.
- Building B - Architectural concrete portal wall, metal stud framing, rough mechanical, electrical, and plumbing.
- Building C - Interior metal stud framing, rough mechanical, electrical, and plumbing.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	486
Construction Calendar Days Remaining:	604
Percent of Contract Calendar Days Elapsed:	44%
Percent of Construction Completed:	44%

Percentage of Work Done **44%** **Total Project**

Proposed Changes:

General Comment:

Site Work - Utility Yard foundation in progress. Project is on schedule.

Progress Photos: 12/20/2013



Building A - Shadow Box mock-up installation



Building B - Roofing



Site Work - Utility Yard Foundation

PROJECT STATUS REPORT

Helms Middle School - Sports Field and Landscaping

Period Ending: 12/19/2013

Scope: Sports Field and Landscaping Project

Construction Status:

Architect: Baker Vilar Architects
 Project Manager: Hector DeLeon, SGI Construction Management
 Project Engineer: Maria Zupo, SGI Construction Management
 Contractor: Robert A. Bothman, Inc.
 Inspector: Brad Williamson, WCCUSD
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	1/7/2013		
	Original	Approved	Projected
Construction Schedule (days):	395	74	469
Original Completion Date:	02/06/2014		
Projected Completion:	4/21/2014		

Buildings:

Building 1	Boys & Girls Restrooms
Building 2	Storage Building
Building 2	Community Center Pad Prep.

Progress This Period:

- Installation of the synthetic Futsal Field on the southeastern portion of the project.
- Concrete stairs between the Futsal fields have been poured.
- Roof framing and sheathing at the restroom building is about 90% complete.
- Skateboard wall has been poured.
- Basketball poles and backboards are about 90% complete and to be completed by 12/20.
- Handball courts have been poured and are about 95% complete.

Anticipated Progress Next Period:

- Paving the remainder of the site and the parking lot of the Community Center is anticipated to be completed.
- The roofing for both the storage building and the restroom building is anticipated to be completed.
- Doors and windows for the storage and restroom building is anticipated to be completed as well.
- Finish the handball courts.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	469
Construction Calendar Days Elapsed:	356
Construction Calendar Days Remaining:	113
Percent of Contract Calendar Days Elapsed:	75%
Percent of Construction Completed:	77%

Percentage of Work Done	77%	Total Project
--------------------------------	------------	----------------------

Proposed Changes:

M&O has requested that additional water be brought to the Futsal fields for the purpose of cleaning. Also a request for possibly installing netting about 30'0" high along the length of the ornamental fencing for the purpose of catching balls that might be kicked onto Road 20.

General Comment:

The General Contractor has continued to progress. Coordination with the General Contractor for the City of San Pablo is becoming more critical. Communication is working well while we are working on areas next to one another. Project is on schedule.

Progress Photos: 12/19/2013



Basketball Poles along the Futsal Field



Futsal Field installation



Concrete Stairs between the school and the Futsal field

PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 12/19/2013

Scope: Ground up Construction of 2 buildings, landscaping and play grounds. Phase I & II.

Construction Status:

Architect: Powell & Partners
 Project Manager: Sonya Perkins, SGI Construction Management
 Project Engineer: Paul Orr, SGI Construction Management
 Contractor: Zovich & Sons Construction Company
 Inspector: Mark Eriksen
 WCCUSD Mgr: Ferdinand Fergeire

Contract Status:

Notice to Proceed: 08/01/2011

	Original	Approved	Projected
Construction Schedule (days):	720		1,151
Original Completion Date:	7/21/2013		
Projected Completion:	6/30/2014		

Buildings:

Bldg. A New Construction- 2 Story Bldg. / Admin & Classrooms
 Bldg. B Classrooms & Restrooms

Progress This Period:

- Building A:
- AC Paving, install site furnishings, install tile, acoustical panels, trim installation, electrical fixtures, mechanical controls, interior sealant, sand & texturing, painting, install casework and flat work.
 - Installation of site furnishings, tile, drywall, railings at stairways, acoustical panels & trim, electrical fixtures & trim, and covered walkway.
- Building B:
- Install light fixtures & trim, technology trim, acoustical panel & trim, casework, and chain link fence piers.

Anticipated Progress Next Period:

- Buildings A & B:
- Interior finishes (cabinets, flooring, wall panels, plumbing fixtures, projector) commissioning/power/hvac start ups. Mecho shades, fog & striping, install ornamental and chain link fences perimeter of site.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	618
Construction Calendar Days Remaining:	102
Percent of Contract Calendar Days Elapsed:	85%
Percent of Construction Completed:	78%

Percentage of Work Done **78%** **Total Project**

Proposed Changes:

General Comment:

Project is behind schedule

Progress Photos: 12/19/2013



Front of Building A w/AC Paving



Building B - Casework Installation



AC Paving in front of Building A

PROJECT STATUS REPORT

Pinole Valley High School - Detention Basin

Period Ending: 12/19/2013

Scope: Detention Basin

Construction Status:

Architect: WLC Architects
 Project Manager: Rod Sias, SGI Construction Management
 Project Engineer: Supriya Shrestha, SGI Construction Management
 Contractor: Bay Cities Paving & Grading
 Inspector: Mark Eriksen
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed: 11/12/2013
 Original Approved Projected
 Construction Schedule (days): 131
 Original Completion Date: 3/22/2014
 Projected Completion: 3/22/2014

Buildings:

Phase 1 Detention Basin

Progress This Period:

- Excavation of Detention Basin - COMPLETED
- Prepared Fill Areas for North and West Slopes - COMPLETED
- Placement of Fill in North & West Slopes – COMPLETED
- Install Pipe In Detention Basin – COMPLETED
- Manhole Installation at SD Basin – COMPLETED
- Pothole POC at SS Tie-in and Utility Crossings – IN PROGRESS
- Backfill The End Of The Basin – IN PROGRESS

Anticipated Progress Next Period:

- Clean/Flush & Install HDPE Liner
- Install Sanitary Sewer Main.
- Install SS MH's and structures.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	131
Construction Calendar Days Elapsed:	28
Construction Calendar Days Remaining:	103
Percent of Contract Calendar Days Elapsed:	16%
Percentage of Construction Completed	16%

Percentage of Work Done	16%	Total Project
--------------------------------	------------	----------------------

Demolition Phase	75%	
Site Grading & Compaction	15%	
Site Underground Utilities	1%	
Installation of Asphalt	0%	
Project Close-out	0%	

Proposed Changes:

General Comment:

Progress Photos: 12/19/2013



Excavation for Detention Basin



Installation of Pipe In Detention Basin



Installation Of Manholes

PROJECT STATUS REPORT

Portola Middle School - New Campus

Period Ending: 12/31/2013

Scope: New Campus Project

Construction Status:

Architect: HY Architects
 Project Manager: Jose Chapa, SGI Construction Management
 Project Engineer: Rene Barrera, SGI Construction Management
 Contractor: Arntz, Builders, Inc.
 Inspector: Steve Cayson
 WCCUSD Mgr: Ferdie Vergeire

Contract Status:

Notice to Proceed:	5/13/2013	Original	Approved	Projected
Construction Schedule (days):	960			
Original Completion Date:	12/29/2015			
Projected Completion:	12/29/2015			

Buildings:

Progress This Period:

- Building B Footings - 90% .
- Building A Exterior Shearwalls 100%.
- Removal of Basement Temp. Structural Supports 100%.
- Building A Electrical Rough-in 20%.
- Building D Structural Steel 50%
- Installation of Main RWL & SS site overall 70%.

Anticipated Progress Next Period:

- Building D Slab on Grade
- Building B Slab on Grade
- Building B 1st Floor Concrete Walls
- Building A RWL & SS 95% complete.
- Building C Footings.
- Building C Form Concrete Walls
- Building A Roofing

Schedule Assessment/Update:

Construction Duration (Calendar Days):	960
Construction Calendar Days Elapsed:	220
Construction Calendar Days Remaining:	740
Percent of Contract Calendar Days Elapsed:	22%
Percent of Construction Completed:	17%

Percentage of Work Done	17%	Total Project
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Proposed Changes:

General Comment:

Contractors Sediment Control Plan was proven effective during November rain days, all sediment remained on site. Contractor continues to advance with construction at an acceptable rhythm.

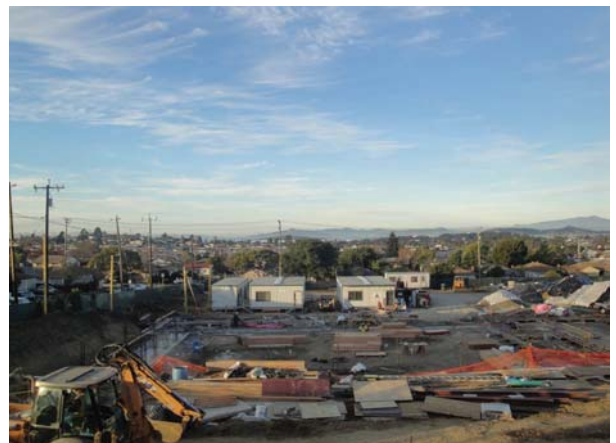
Progress Photos: 12/31/2013



Building D Structural Steel



Building A Exterior Shear Wall



Building B First Floor Concrete Wall Forms