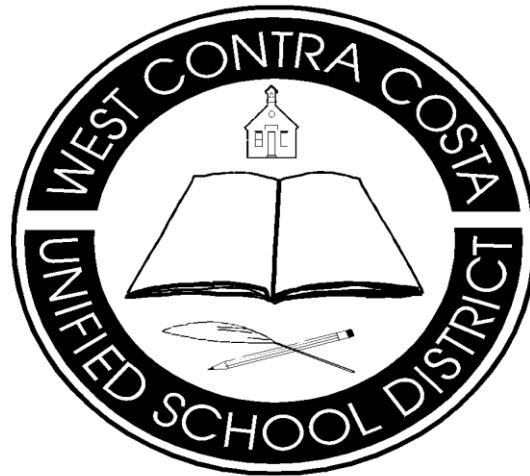


**WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT**

BOARD OF TRUSTEES



MISSION STATEMENT

WCCUSD, in partnership with the community, serves the whole child, preparing every student to succeed in higher education, career, and life by pairing high quality academics with social, emotional, and wellness support.

“Whole Child, Whole Community”

MEETING OF
September 17, 2014

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
SEPTEMBER 17, 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 **5:30 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

Special Accommodations: Upon written request to the District, disability-related modifications or accommodations, including auxiliary aids or services, will be provided. Please contact the Superintendent's Office at 510-231-1101 at least 48 hours in advance of meetings.

"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 El Cerrito High School**
- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption** (Public Comment)
- * **B.7 Minutes:** September 3, 2014
- * **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 Acceptance of Donations**

Comment:

The District has received donations as summarized, dated September 17, 2014.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

*CI **C.2 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2014-15 school year is summarized, dated September 17, 2014.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

***CI C.3 Summary of Payroll and Vendor Warrant Reports**

Comment:

The summaries of Payroll and Vendor Warrants issued during the month of August 2014 are provided.

Total of payroll warrants (August 2014):	\$ 10,299,922
Total of vendor warrants (August 2014):	\$ 21,990,489

Recommendation:

Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:

As noted above

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

Comment:

Substantial completion notice has been received for: Bid 1541223-03

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:

Hung Construction Builders, Bid 1541223-03 Shannon Elementary Miscellaneous Repairs.

Recommendation:

Recommend approval of this notice of completion

Fiscal Impact:

None

***CI C.5 Bond Finance Team for Potential Bond Issuance 2015**

Comment:

In anticipation of issuing new money general obligation bonds in 2015, staff is requesting that the Board appoint a Bond Finance Team. The Bond Finance Team is recommended as follows:

Bond Counsel: Nixon Peabody
Sr. Manager, Underwriting: Piper Jafray
Co-Manager, Underwriting: Backstrom, McCarley, Berry & Co., Stifel
Financial Advisors: KNN Public Finance
Disclosure Council: Nixon Peabody

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.6 Routine Personnel Changes - Certificated**

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

Recommendation:
Ratify and Approve Certificated Personnel Changes

Fiscal Impact:
None

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

Comment:
These positions and the background for these positions are generated from recommendations by the WCCUSD Strategic Plan. The School Community Outreach Workers and School Community Outreach Workers, Bilingual will play an instrumental role in fostering community partnerships to develop a full service community school district. These positions also will support the Director of Community Engagement to coordinate community and district resources to engage families in the educational process such that all students have equitable opportunities for learning and are prepared for post K-12 success. These positions follow the WCCUSD Strategic Plan.

The District has met all Education Code and contractual requirements in negotiating the job classifications, job descriptions and commensurate salaries with the union.

Recommendation:
Recommend Approval

Fiscal Impact:
Included in 2014-2015 budget

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

Comment:
California Department of Education has recommended revisions to Board Policies to reflect the name changes of student testing programs.

Recommendation:
That the Board approve the revisions to Board Policies

Fiscal Impact:

None

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

Comment:

California Department of Education has recommended local school districts to revise their Board Policy 3513.3 to address the growing concerns with e-cigarettes and/or nicotine delivery devices across the county.

Recommendation:

That the Board approve the revisions to Board Policies

Fiscal Impact:

None

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

Comment:

The West Contra Costa Unified School District applauds the many contributions made by the Hispanic population and recognizes September 15 - October 15, 2014 as Hispanic Heritage Month.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.11 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: \$172,337.00. Funding sources are Bond Fund and Fund 40.

***CI C.12 Approval of Negotiated Change Orders**

Comment:

Staff is seeking approval of Change Orders on the following current District construction projects: Harding ES Ext. Repairs and Roofing; Helms MS Sports Field & Landscaping; Olinda ES Fire Alarm Replacement; Shannon ES Fire Alarm Replacement; Korematsu MS (Portola) New School; Pinole MS New Playfields; El Cerrito HS Stadium. 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.

In accordance with Public Contract Code 20118.4, the Board, by approving these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Approve negotiated Change Orders as noted

Fiscal Impact:

Total approval by this action: \$172,329.86

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

Comment:

DLM Architects has prepared plans and specifications for the project. Scope of work includes: construction of a new Building 10 Linked Learning classroom and maintenance building, miscellaneous site work including, but not limited to, landscaping, artificial turf playfields and playground equipment.

The District conducted a public bid process for the project. Bids were opened on September 9, 2014. Six contractors submitted bids, C. Overaa & Company \$15,872,164 (bid withdrawal); BHM Construction, Inc. \$17,817,795; S.J. Amoroso Construction Company Inc. \$18,278,367; Landmark Construction \$18,651,689; Alten Construction \$18,752,480; Roebbelen Contracting Inc. \$18,951,295.80. Total bid is the sum of base bid and unit pricing. The apparent lowest responsive, responsible bidder is BHM Construction, Inc.

Determining the award is based on two components; the lump sum base bid and unit cost multiplied by quantities to be determined in the field. This benefits the District by locking in unit pricing to be used in negotiating future change orders. The contract award is only associated with the lump sum base bid.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder, at the expiration of the bid protest period.

Fiscal Impact:

Funded from Bond Fund

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

Comment:

Alana Buick & Bers has prepared plans and specifications for the project. Scope of work includes: removal and replacement of existing mechanical and rooftop equipment; demolition and removal of existing screen wall; removal of existing roof inclusive of gutters and rain water leaders; installation of new roof, inclusive of new gutters, rain water leaders, and mechanical platforms and curbs; installation of new prefabricated screen wall system.

The District conducted a public bid process for the project. Bids were opened on September 4, 2014. Seven contractors submitted bids; JUV, Inc., \$767,000; Cal Pacific Construction, Inc., \$779,071 (non-responsive); Western Roofing Service, \$784,301; John Pope Construction, Inc, \$795,008 (non-responsive); Stronger Building Services, \$850,004; BEST Contracting Services, Inc., \$925,530; CF Contracting, Inc., \$1,284,000. Total bid is the sum of base bid and unit pricing. The apparent lowest responsive, responsible bidder is JUV, Inc.

Determining the award is based on two components; the lump sum base bid and unit cost multiplied by quantities to be determined in the field. This benefits the District by locking in unit pricing to be used in negotiating future change orders. The contract award is only associated with the lump sum base bid.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder at the expiration of the bid protest period.

Fiscal Impact:

Funded from Bond Fund

***CI C.15 Valley View Elementary School Portable Lease**

Comment:

As a part of the new Valley View Elementary School construction project, the District will lease twenty-six DSA Approved Reconditioned Portable Classroom buildings for the temporary campus.

The District issued an RFP and received proposals on September 10th, 2014. One vendor provided a proposal, Mobile Modular \$1,623,275.19. The apparent lowest responsive, responsible vendor is Mobile Modular.

Recommendation:

Award contract to the lowest responsive, responsible vendor.

Fiscal Impact:

Funding source Bond Funded

***CI C.16 Citizens' Bond Oversight Committee (CBOC) Appointment: Margaret Browne**

Comment:

City of Richmond Mayor, Gayle McLaughlin, has forwarded a recommendation that Margaret Browne be the Richmond City Council's appointee on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

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

Comment:

The District prepared plans and specifications for two ASA 5585 Firewalls and associated services. The scope of work included providing the district with equipment and installing and configuring the devices.

The District solicited competitive bids for the project. The RFP was advertised on July 21, 2014 and closed August 22, 2014. Six companies submitted bids. One company, CDWG, was deemed nonresponsive as their equipment list was incorrect. Of the five remaining, their bids are as follows: NWN \$575,851.30; DecoTech \$599,776.34; AEKO \$640,768.53; PTI Solutions \$702,123.96 and Development Group \$724,221.02.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder: NWN

Fiscal Impact:

\$575,851.30, funded from Bond Fund

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Summer of Innovation 2014-15 Grantees**

Comment:

The new 2014 Summer of Innovation contest has created a WCCUSD pathway where innovative ideas can truly become a reality. WCCUSD classified and certificated staff members or teams were able to submit, during the 2014 summer, fantastic ideas in the areas of communication, collaboration, Common Core, or building classroom culture.

There were multiple submittals, and we will celebrate our 2014-15 Summer of Innovation grantees.

Recommendation:

Information and celebration

Fiscal Impact:

Up to \$30,000 (in Common Core and LCFF monies)

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

Comment:

The Local Control Accountability Plan represents the District’s comprehensive plan of actions, services, and expenditures that support schools to ensure students become college and career ready, able to make life choices with productive outcomes.

Staff will provide information to the Board four times throughout the year, sharing information on the LCAP actions and services being carried out. This will be the first report.

Recommendation:

Report

Fiscal Impact:

None

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

Comment:

Barbara Jellison, Director of the Food Services Department, will provide a report and acknowledge the report presented to the Board at the August 13 meeting by the students working with the Urban Nutrition Institute.

The Food Services Department of the West Contra Costa Unified School District served over 1,210,000 breakfasts, 3,500,000 lunches and 675,000 after school suppers to its students during the 2013/2014 school year through the support of the National School Meal Program.

In our District’s elementary schools 69% of our students participate in our meal programs; our middle schools have a participation of 59% and at our high schools the participation is 41%. The Food Service Department offers a breakfast program at 13 of the secondary sites and 24 elementary sites.

In addition to the school year activities the Food Services Department plays a critical role in ensuring that many children get enough to eat during summer months through its Summer Feeding Program. This summer’s program provided over 335,000 nutritious meals to children age 18 and below.

The Food Service Department of WCCUSD also hosts the District’s coordinated school health council that reinforces health literacy through health education, physical education and activity, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

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
Citizens’ Bond Oversight Committee	Safety and School Climate Committee
College and Career Readiness Academies	Technology Subcommittee
Community Budget Advisory Committee	United Teachers of Richmond
Facilities Subcommittee	Youth Commission
Ivy League Connection	

* **E.2 Superintendent’s Report**

* **E.3 In Memory of Members of the School Community**

Comment:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Lawrence (Larry) Chapman began working for the District in 1949, retiring in 1982. He was the principal at Kennedy and Richmond High Schools.

Our thoughts go out to the family and friends in the loss of their loved one.

Recommendation:

For Information Only

Fiscal Impact:

None

F. ACTION ITEMS

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

Comment:

By September 15 of each year, the District must file the Unaudited Actuals Financial Report for the prior year with the Contra Costa County Office of Education and the California Department of Education. This report reflects the financial activities of the District by major object of revenue and expense for each fund operated in the district.

Staff will present an overview of the financial activity and its impact on the ending balance.

Included in the Unaudited Actuals is a Summary of the General Fund and all Funds. The complete Unaudited Actuals Financial Report will be delivered under separate cover.

Recommendation:

Staff requests approval to file this report with the County Superintendent

Fiscal Impact:

Year-end closing

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

Comment:

The City of San Pablo, working with the Contra Costa Transportation Authority, engaged in a major redesign of the San Pablo Dam Road interchange on I-80. The work for the redesign of this busy, and very congested, interchange extends all the way from the El Portal Exit to the Barrett Avenue off-ramp. As part of the redesign, the Barrett Avenue off-ramp will be eliminated and a new frontage road is proposed for access to Barrett. This frontage road will extend from the San Pablo Dam Road interchange and will require the demolition and reconstruction of the pedestrian overcrossing which currently lands on Amador Street opposite Riverside Elementary School. During consideration of options for the reconstruction of the pedestrian overcrossing, it was determined that one appropriate design would be to have the landing be on the school side of Amador Street. This would mean that students and parents of Riverside School would not have to cross Amador Street and would mean an increase in student pedestrian safety.

In 2008 the Contra Costa Transportation Authority conducted a community meeting and meetings with Riverside staff to review the proposed configuration. District staff reviewed the proposal. A presentation was made to the Facilities Subcommittee of the Board and at the September 25, 2008 meeting; the Board of Education approved a letter of concurrence which allows the project to move forward for review under the California Environmental Quality Act (“CEQA”). The letter incorporated staff concerns regarding mitigation of impacts and commits the parties to a planning process which will help to ensure an appropriate, safe, and aesthetic design.

The West Contra Costa School District (“District”) owns real property located at 1300 Amador St. San Pablo, Ca 94806, known as Riverside Elementary School (“School Site”). As part of Contra Costa County’s (“County”) I-80 San Pablo Dam Road Interchange Improvement Project, County intends to construct, among other improvements, a new Riverside Avenue pedestrian overcrossing (“POC”) which will be slightly north of the existing POC and will extend over Amador Street onto the School Site. The County anticipates the Project will significantly improve pedestrian/bicycle traffic by enhancing operations and safety within the interchange area.

The County has requested that the District convey an easement for certain portions of the School Site for the POC. The District does not need the easement area for classroom buildings or educational purposes. The District’s Governing Board needs to adopt Resolution No. 28-1415, by two-thirds of its members, to declare its intent to convey the easement.

Recommendation:

Approve Resolution No. 28-1415: A Resolution of the Governing Board of the West Contra Costa Unified School District Declaring Its Intention to Convey an Easement to Contra Costa County at the Riverside Elementary School Site.

Fiscal Impact:

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

G. DISCUSSION ITEMS

* **G.1 BP 5141.52 Suicide Prevention Policy**

Comment:

The District recognizes that suicide is a major cause of death among youth. The District would like to have a policy in place to establish procedures to be followed when a suicide attempt, threat or disclosure is reported and to provide students, parents/guardians and staff with education that helps them recognize the warning signs of severe emotional distress and take preventive measures to help potentially suicidal students.

Recommendation:

For Discussion Only

Fiscal Impact:

None

* **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

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 – October 1, 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

September 17, 2014

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

[Government Code Section 54956.9(d)(1)]

- a. Palmer and Pollack v. WCCUSD
- b. California Charter School Association v. WCCUSD

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/SIGNIFICANT EXPOSURE TO LITIGATION

[Government Code Section 54956.9(d)(2) or (d)(3)]

Six cases

4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/INITIATION OF LITIGATION

[Government Code Section 54956.9(d)(4)]

5. LIABILITY CLAIMS (Government Code Section 54956.95)

6. 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

7. PUBLIC EMPLOYEE APPOINTMENT

Associate Superintendent of Facilities, Maintenance, Operations, and Bond Program
Instructional Specialist

8. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

9. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

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

11. 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: September 17, 2014

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from El Cerrito High School

Background Information:

A Student Board Representative from El Cerrito High School will attend the Board of Education on September 17, 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 Board of Education Meeting
Lovonya DeJean Middle School
3400 Macdonald Avenue
Richmond, CA 94805

Agenda Item B.6

September 3, 2014

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 5:45 P.M. The Board recessed into Closed Session. President Ramsey called the Public Session to order at 6:30 P.M.

B.1 Pledge of Allegiance

President Ramsey led the pledge of allegiance.

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

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

Ms. Merriweather was away from her seat during roll call.

Staff Present: Steve Collins, SELPA Director; Denise Cifelli, Sr. Administrative Secretary; Martin Coyne, Executive Director Bond Finance; Bob Evans, DeAnza High School Principal; Sheri Gamba, Associate Superintendent Business Services; Bruce Harter, Superintendent; Joshua Herrera, Electronics Technician; Keith Holtlander, Director Facilities & Construction; Allison Huie, Kennedy High School Assistant Principal; Phil Johnson, Kennedy High School Principal; Sonja Neely-Johnson, Director Educational Services; Leticia Oregon, Translator; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Liz Torio, Director Academic Intervention; Marcus Walton, Communications Director; Ken Whittemore, Assistant Superintendent Human Resources

B.4 Presentation of Student Board Representative from DeAnza High School

Alfred Machacon provided a report of activities at DeAnza High School.

Ms. Merriweather returned to the meeting.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify action taken in Closed Session to appoint the following interim administrators:

Wendy Gonzalez, Elementary Assistant Principal – District Wide

James Allardice, Elementary Assistant Principal – District Wide

Finy Prak, Secondary Assistant Principal – District Wide

MOTION: Mr. Groves moved approval of action taken in Closed Session to appoint administrators Wendy Gonzalez, James Allardice and Finy Prak. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.6 Agenda Review and Adoption

President Ramsey requested that the Consent Calendar be moved after Agenda Review and Adoption and Item D.3 follow Item D.1.

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

C. BUSINESS ITEM

C.1 Grants/Awards/Agreements

- C.2 **Contracts**
- C.3 **Approval of District's Response to Grand Jury Report on Capital Appreciation Bonds**
- C.4 **Mandated Cost Block Grant**
- C.5 **Certificated Board Authorization - Education Code 44258.3 – Waivers and Consent**
- C.6 **Routine Personnel Changes - Certificated**
- C.7 **Routine Personnel Changes – Classified**
- C.8 **Ratification and Approval of Engineering Services Contracts**
- C.9 **Approval of Negotiated Change Orders**
- C.10 **Approval of Negotiated Change Orders – M&O**
- C.11 **Resolution 16-1415: Proclamation of September as Attendance Awareness Month**

MOTION: Mr. Kronenberg moved Approval of Consent Items C. 1 - C.11. Mr. Groves seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Student Representative Alfred Machacon (advisory vote only), and Ms. Kronenberg voted yes, with President Ramsey abstaining and no absences. Motion carried 4-0-1-0.

B.7 Minutes: August 11, 2014; August 13, 2014

MOTION: Ms. Kronenberg moved approval of the Minutes of August 11, 2014 and August 13, 2014. Mr. Enos seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Alfred Machacon (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.8 WCCUSD Public Comment
Jorge Lopez, Angela Cox and Anthony Ramirez

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Report on Young Scholars Program

Mr. Greer gave an update on the Young Scholars Program (YSP) and achievements over the past four years highlighting the increased success of African American male students, also raising the graduation rate to 70%. Mr. Greer introduced Ms. Jacqueline Rushing who presented information on the "Help A Brother Go 2 and Through College" program that the District is partnering with. Ms. Rushing also presented President Ramsey with a T-shirt from Howard University. James Carter, senior at DeAnza High School shared his views on the attributes of the program and what he's learned. Damon Henderson and Jonathan Brown, also members of the YSP joined at the podium. Mr. Evans, Principal De Anza High School, expressed his appreciation for the program and commented positively on the work the students have done.

Public Comment:

None

Board Comment:

None

D.2 Sprint Project Connect Grant

This item was moved to follow item D.3.

D.3 2014 Summer School Programs, Data, and Learning

Ms. Rashidchi introduced Ms. Liz Torio who provided information on the curriculum and key learnings of the Summer School, Extended Learning and other summer programs that took place this summer. Assisting in the presentation was Ms. Sonja Neely-Johnson who shared experience and insight from the campuses. Jamey Williams, senior at Richmond High, attended the Cal Berkeley Upward Bound Program and spoke about his positive experience and learnings. Student work was displayed in the back of the room for the Board's and public's viewing pleasure.

Public Comment:

None

Board Comment:

None

D.2 Sprint Project Connect Grant

Ms. Phillips provided background on the Project Connect Sprint Grant which awarded 65 Kennedy High students, currently without technology in their home, free laptops and internet access to use both at home and at school. Kennedy Principal Phil Johnson and Assistant Principal Allison Huie provided details on the program and criteria for selection. Contra Costa Supervisor John Gioia congratulated the Board for forming the partnership with Sprint. Chris Brydon, Sprint Area Director of Northern California presented a check for \$100,000.

Public Comment:

None

Board Comment:

None

E. COMMITTEE COMMUNICATIONS

E.1 Standing Reports

Community Bond Oversight Committee. Chairperson Yvette Ricco reported on recent CBOC activities highlighting an electronic report and calendar now available in order to request information from the District and the addition of three new subcommittees: Training Subcommittee, Pinole Valley High School Subcommittee, and Change Order Subcommittee.

Safety and School Climate Committee. Ms. Merriweather stated the next meeting is scheduled for September 9 at DeAnza High School.

Youth Commission. Ms. Kronenberg advised the next meeting is September 15 at Hercules High School.

Academic Subcommittee. Ms. Merriweather reported the next meeting will be held on September 9 at DeAnza High School.

Ivy League Connection. President Ramsey reported that Yale University will be sponsoring an admissions essay workshop at El Cerrito High School on October 2 from 6:15 – 7:30 p.m.

Facilities Subcommittee. President Ramsey said the committee reviewed the upcoming auditor selection at the recent special meeting. The committee will begin working on the next bond issuance at future meetings.

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

Public Comment:

None

Board Comment:

None

F. ACTION ITEMS

F.1 Selection of the Independent Performance Auditor for the Bond Program

Superintendent Harter recapped the revision to item F.1 adding that the Citizens' Bond Oversight Committee has requested the opportunity to review the scope and recommend amendments, and authorizing the Superintendent to finalize the scope of the audit after CBOC's final review. Dr. Harter recommended approval of Vavrinek, Trine, Day & Company, LLP (VTD) as Performance Auditor.

Public Comment:

Yvette Ricco, Peter Chau

Board Comment:

President Ramsey asked whether the audit could be complete prior to the March 31, 2015 deadline. Ms. Terry Montgomery, Office Managing Partner for VTD, agreed it should be complete by end of November with time to run through the various committees by December and January, meeting the March 31 deadline. President Ramsey made note of the depth and scale of the audit as much more detailed than in other districts. Ms. Montgomery agreed that the level of detail is much more involved than any other district she has worked with over a 15-20 year period.

MOTION: Mr. Enos moved approval of the Selection of the Independent Performance Auditor for the Bond Program. Mr. Groves seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voted yes, Student Representative Alfred Machacon (advisory vote only) abstained, and no absences. Motion carried 5-0-0-0.

G. DISCUSSION ITEMS

G.1 Updates on Seismic Upgrades and Effort for Additional State Seismic Funding

Mr. Abdalla and members of the construction team provided an update on the seismic upgrades at various school sites. A presentation by Matthew Pettler from School Facility Consultants provided information on state seismic programs, funds available and status of potential funding for the District.

Public Comment:

None

Board Comment:

President Ramsey had various questions about the project which the team responded to with information and/or clarification.

Mr. Enos commented that students are the District's first concern and the Board and District are their best advocates for safety.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Kronenberg thanked Ms. Rushing for her incredible work on the Young Scholars Program. She commended everyone for their work on the summer programs and felt they did an incredible job.

Ms. Merriweather commented on the summer program and how impressed she was with the District's work. She said that she believed the District will be a model for other districts.

President Ramsey hoped that the District is addressing the needs of all students and was pleased with the progress being made. He also asked the Board to consider more outreach to remind families of programs offered that will keep children occupied and outdoors.

President Ramsey adjourned the meeting in the names of former Board members Karen Pfeifer, Dave Brown and Audrey Miles.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – September 17, 2014

K. ADJOURNMENT

President Ramsey adjourned the meeting at 9:30 PM.

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


BH:dc

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: September 17, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.1

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated September 17, 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
September 17, 2014 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Ms. Janis Garcia	Instructional Aid for Kindergarten Class	\$150.00	Nystrom Elementary
Follett School Solutions, Inc.	Materials and Supplies	\$33.80	Kennedy High

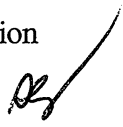
*Estimated values for the non-cash donations are provided by the donor
Donation Précis 091714

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: September 17, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2014-15 school year is summarized on the attached sheet dated September 17, 2014.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

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

West Contra Costa Unified School District
 September 17, 2014 Board Meeting

APPROVAL OF FUND-RAISERS


<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Harding Elementary School	Families and Community are invited to participate in ordering local produce from Farmigo to pick up at Harding. Profit will benefit Harding PTA	Harding PTA
Harding Elementary School	Book Fair	Harding PTA
Kensington Elementary School	6th grades with their parents to sell pizza after school to raise money for scholarships.	Kensington 6th grade and Parents
Olinda Elementary School	Pledge Drive	Olinda PTA
Olinda Elementary School	Monthly Gift Basket Raffle	Olinda PTA
Olinda Elementary School	Fall Festival	Olinda PTA
Olinda Elementary School	Spring Fun Run	Olinda PTA
Crespi Middle School	Popcorn Sales	Juan Crespi Parents' Club
Crespi Middle School	Jamba Juice Sales	Juan Crespi Parents' Club
Crespi Middle School	See's Candy Sales	Juan Crespi Parents' Club
Crespi Middle School	Jog-a-thon	Juan Crespi Parents' Club
Crespi Middle School	Krispy Kremes	Juan Crespi Parents' Club
Crespi Middle School	Dinner at Kaliente's, Little Ceasars, Mountain Mikes & Yogurtland	Juan Crespi Parents' Club
Hercules High School	Buying from Yogurtland Frozen Yogurt Shop where 20% of proceeds will go towards Junior class of 2016	Yogurtland Frozen Yogurt Shop
Hercules High School	Buying from L&L Hawaiian Barbecue Restaurant where 20% of proceeds will go towards Junior class of 2016	L&L Hawaiian Barbecue Restaurant
Hercules High School	Buying from Kinder's Meat Deli BBQ Restaurant where 15% of proceeds will go towards Junior class of 2016	Kinder's Meat Deli BBQ Restaurant
Hercules High School	Buying from Claws & Crows Restaurant where 20% of proceeds will go towards Junior class of 2016	Claws & Crows Restaurant

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: September 17, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.3

Subject: Summary of Payroll and Vendor Warrant Reports

Background Information:

Attached are the summaries of Payroll and Vendor Warrants issued during the month of August 2014.

Total of payroll warrants (August 2014):	\$ 10,299,922
Total of vendor warrants (August 2014):	\$ 21,990,489

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

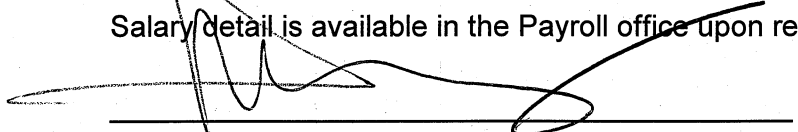
Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District

Month of : August 2014

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Variable	685724	686104	270,811	631,326	902,137
Regular	686146	686841	1,782,479	233,136	2,015,614
Special				0	0
<hr/>					
Variable EFT	442508	443486	927,714	1,834,712	2,762,426
Regular EFT	443487	445826	7,287,752	1,455,033	8,742,784
Special EFT				32,784	32,784
<hr/>					
Typed #1	685724	685725	271	51,629	81,754
Typed #2	686107	686130	24,125		
Typed #3	686136	686142	4,958		
Typed #4	686143	686145	771		
Typed #5					
Typed #6					
Typed #7					
BENEFITS				0	0
Cancelled	Various	Various	1,042	0	1,042
Totals			10,299,922	4,238,618	14,538,541

Salary detail is available in the Payroll office upon request.



Vincent Morales, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

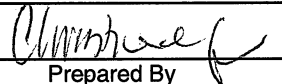
2014-2015

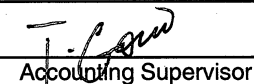
PAYMENT

PAGE-1

DATE: August 5, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	533,009	514,084	1,047,093
7706	CAFETERIA	128,598	341	128,939
7707	CHILD DEVELOPMENT		121	121
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	16,795	157,235	174,030
7710	BUILDING	1,091,027	158,667	1,249,694
7711	CAPITAL FACILITIES		1,565	1,565
7712	SELF INSURANCE PROPERTY & LIABILITY		1,573,900	1,573,900
7713	STATE SCHOOL LEASE/PURCHASE			0
7714	COUNTY SCHOOL FACILITIES			0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY			0
7719	CHARTER SCHOOL			0
7725	MRAD			0
7728	DEBT SERVICE			0
7744	RETIREE BENEFITS	4,763	54,382	59,145
7770	ADULT EDUCATION		193	193
7785	DEFERRED MAINTENANCE		14,900	14,900
7790	BOND INTEREST & REDEMPTN			0
7701	PAYROLL REVOLVING	3,877,937	8,724,686	12,602,623
	TOTALS	5,652,129	11,200,074	16,852,203


Prepared By


Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2014-2015

PAYMENT

PAGE-2

DATE: August 12, 2014.

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	555,054	1,047,093	1,602,147
7706	CAFETERIA	16,090	128,939	145,029
7707	CHILD DEVELOPMENT		121	121
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	109,690	174,030	283,720
7710	BUILDING	4,673,686	1,249,694	5,923,380
7711	CAPITAL FACILITIES		1,565	1,565
7712	SELF INSURANCE PROPERTY & LIABILITY	1,765	1,573,900	1,575,665
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		0	0
7744	RETIREE BENEFITS		59,145	59,145
7770	ADULT EDUCATION	9,233	193	9,426
7785	DEFERRED MAINTENANCE		14,900	14,900
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	367	12,602,623	12,602,990
	TOTALS	5,365,885	16,852,203	22,218,088

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2014-2015

PAYMENT

PAGE-3

DATE: August 19, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	622,572	1,602,147	2,224,719
7706	CAFETERIA	11,286	145,029	156,315
7707	CHILD DEVELOPMENT	220	121	341
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	99,206	283,720	382,926
7710	BUILDING	1,179,678	5,923,380	7,103,058
7711	CAPITAL FACILITIES	7,974	1,565	9,539
7712	SELF INSURANCE PROPERTY & LIABILITY		1,575,665	1,575,665
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		0	0
7744	RETIREE BENEFITS		59,145	59,145
7770	ADULT EDUCATION	572	9,426	9,998
7785	DEFERRED MAINTENANCE	67,313	14,900	82,213
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	400	12,602,990	12,603,390
	TOTALS	1,989,221	22,218,088	24,207,309

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2014-2015

PAYMENT

PAGE-4

DATE: August 26, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	273,384	2,224,719	2,498,103
7706	CAFETERIA	262,609	156,315	418,924
7707	CHILD DEVELOPMENT	3,572	341	3,913
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	67,473	382,926	450,399
7710	BUILDING	2,622,133	7,103,058	9,725,191
7711	CAPITAL FACILITIES	4,030	9,539	13,569
7712	SELF INSURANCE PROPERTY & LIABILITY		1,575,665	1,575,665
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		0	0
7744	RETIREE BENEFITS		59,145	59,145
7770	ADULT EDUCATION	207	9,998	10,205
7785	DEFERRED MAINTENANCE	62,870	82,213	145,083
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	85,073	12,603,390	12,688,463
	TOTALS	3,381,351	24,207,309	27,588,660

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2014-2015

PAYMENT

PAGE-5

DATE: August 6, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL		2,498,103	2,498,103
7706	CAFETERIA		418,924	418,924
7707	CHILD DEVELOPMENT		3,913	3,913
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		450,399	450,399
7710	BUILDING		9,725,191	9,725,191
7711	CAPITAL FACILITIES		13,569	13,569
7712	SELF INSURANCE PROPERTY & LIABILITY		1,575,665	1,575,665
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		0	0
7744	RETIREE BENEFITS		59,145	59,145
7770	ADULT EDUCATION		10,205	10,205
7785	DEFERRED MAINTENANCE		145,083	145,083
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	766,661	12,688,463	13,455,124
	TOTALS	766,661	27,588,660	28,355,321

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2014-2015

PAYMENT

PAGE-6

DATE: August 28, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL		2,498,103	2,498,103
7706	CAFETERIA		418,924	418,924
7707	CHILD DEVELOPMENT		3,913	3,913
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		450,399	450,399
7710	BUILDING		9,725,191	9,725,191
7711	CAPITAL FACILITIES		13,569	13,569
7712	SELF INSURANCE PROPERTY & LIABILITY		1,575,665	1,575,665
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		0	0
7744	RETIREE BENEFITS		59,145	59,145
7770	ADULT EDUCATION		10,205	10,205
7785	DEFERRED MAINTENANCE		145,083	145,083
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	4,835,242	13,455,124	18,290,366
	TOTALS	4,835,242	28,355,321	33,190,563

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: September 17, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Notice of Completion: Bid 1541223-03 Shannon Elementary Miscellaneous Repairs

Background Information:

Substantial completion notice has been received for: Bid 1541223-03

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:

Hung Construction Builders, Bid 1541223-03 Shannon Elementary Miscellaneous Repairs.

Recommendation: Recommend approval of this notice 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, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on September 17, 2014.
5. The work done was: Project 1541223-03 Shannon ES Miscellaneous Repairs.
6. The name and address of the contractor for such work of improvement was Hung Construction Builders, 1293 Amber Court, San Leandro, CA 94577. Date of Contract: 6/2/2014.
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: RLI 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: Shannon ES, 685 Marlesta Rd., Pinole, CA 94564.

Dated: September 17, 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 September 17, 2013, at Richmond, California.

Director, General Services
West Contra Costa USD

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 17, 2014

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Bond Finance Team for Potential Bond Issuance 2015

Background Information: In anticipation of issuing new money general obligation bonds in 2015, staff is requesting that the Board appoint a Bond Finance Team. The Bond Finance Team is recommended as follows:

Bond Counsel: Nixon Peabody
Sr. Manager, Underwriting: Piper Jaffray
Co-Manager, Underwriting: Backstrom, McCarley, Berry & Co., Stifel
Financial Advisors: KNN Public Finance
Disclosure Counsel: Nixon Peabody

Recommendation: Recommend Approval

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: September 17, 2014

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: CI C.6

Subject: Routine Personnel Changes - Certificated

Background Information:

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

Recommendation: Ratify 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

September 17, 2014

CERTIFICATED EMPLOYEE RATIFICATION

NEW HIRES			
Name	Site	Position	Hire Date
Javier, Valery	De Anza High	Counselor	8/11/2014
Milani, Anya	Itinerant	Speech	8/11/2014
Rios, Christina	El Cerrito High	Counselor-One Year Only	8/11/2014
Shelbrick, Cristina	Itinerant	School Psychologist	8/11/2014
Smith, Rachel	Itinerant	School Psychologist	8/11/2014
Abshear, Norman	Hercules High	Algebra/Geometry SEI	8/14/2014
Ajai, Akinwale	Peres	Preschool	8/14/2014
Alcocer Ruiz, Mariela	Korematsu Middle	Spanish SEI	8/14/2014
Bean, Jeffrey	Grant	3rd SEI-One Semester Only	8/14/2014
Breakfield, Christina	Peres	3rd SEI -One Year Only	8/14/2014
Castro, Nora	Dover	3rd SEI	8/14/2014
Chan, Vivian	Helms Middle	Science SEI	8/14/2014
Chang, Yuan-Jen	Harding	5th SEI	8/14/2014
Chu, Nelson	Stege	5th SEI	8/14/2014
Cinfio, Christina	Stege	Kindergarten SEI	8/14/2014
Damico, Alex	Bayview	5th SEI	8/14/2014
Elliot, Grace	Ford	Preschool	8/14/2014
Embretson, Nathan	Helms Middle	English SEI	8/14/2014
Ferrone, Elizabeth	Murphy	3rd SEI	8/14/2014
Flaherty, William	Kennedy High	Music SEI	8/14/2014
Green, Evan	DeJean Middle	English/ELD SEI	8/14/2014
Halloway, Sarah	Nystrom	Kindergarten SEI	8/14/2014
Hirsch, Susan	Crespi Middle	40% Math SEI	8/14/2014
Janovetz, Roy	El Cerrito High	Social Science SEI	8/14/2014
Jones, Alyssa	Bayview	1st SEI	8/14/2014
Kintscher, Jean	Verde	Kindergarten SEI	8/14/2014
Kira, Hazem	Hercules High	Social Science SEI	8/14/2014
Mason, Magdalene	Nystrom	1st SEI	8/14/2014
McArdle, Brittany	Helms Middle	History 7/8 SEI	8/14/2014
Meyer, Benjamin	Helms Middle	History 7 SEI	8/14/2014
Nakhuda, Aaliyah	Harding	2nd SEI	8/14/2014
Napoliello, Sarah	Murphy	6th SEI	8/14/2014
Naritoku, Mutsuko	El Cerrito High	83% Japanese SEI	8/14/2014
Perelman, Milana	King	Kindergarten SEI	8/14/2014
Pfotzer, Lee Ann	Crespi Middle	English/History SEI	8/14/2014
Roehl, Kathy	Harding	NSH SEI	8/14/2014
Ross, Petria	Mira Vista	5th SEI	8/14/2014
Rubin, Moran	Hercules High	Social Science SEI	8/14/2014
Samhan, Catherine	Helms Middle	History 8 SEI	8/14/2014

NEW HIRES CONT.			
Name	Site	Position	Hire Date
Schine, Lloyd	King	3rd SEI	8/14/2014
Smit, Sunshine	Grant	NSH Transitional Kindergarten	8/14/2014
Smith, Brandon	Lincoln	3rd SEI	8/14/2014
Songer, Michelle	Peres	6th SEI	8/14/2014
Streicher, Katie	Gompers	English SEI	8/14/2014
Thomas, Olivia	Highland	Preschool	8/14/2014
Truong, Nhung Nancy	Dover	6th SEI	8/14/2014
Walters, Jessica	Stege	2nd SEI	8/14/2014
West, Charis	Grant	Kindergarten SEI	8/14/2014
Wilson, Peter	Stege	5th SEI	8/14/2014
Wood-Burdick, Haley	Dover	4th SEI	8/14/2014
Wright, Teresa	Lincoln	1st SEI	8/14/2014
Zamora, Alysandra	Stege	4th SEI	8/14/2014
Zepada, Christopher	Nystrom	3rd SEI	8/14/2014
Cummings, Ann	Richmond High	Social Scien/Law Academy SEI	8/15/2014
Carrera, Maria	Richmond High	Spanish SEI	8/15/2015
Jamerson, Malcolm	Gompers/North Campus	Counselor	8/29/2014

REHIRES			
Name	Site	Position	Hire Date
Pierce, Christopher	Educational Services	Project Assistant	8/11/2014
Dean, Tathita	De Anza High	Law & Justice SEI	8/14/2014
Handy, Anthony	Stege	2nd SEI	8/14/2014
Pedroza, Dolores	Chavez	1st TBE	8/14/2014
Melchior, June	Montalvin	SH Preschool	8/14/2014

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: September 17, 2014

From: Kenneth L. Whittemore
Assistant Superintendent Human Resources

Agenda Item: CI C.7

Subject: Approve the following New Job Descriptions:

School Community Outreach Worker, and
School Community Outreach Worker, Bilingual

Background Information: These positions and the background for these positions are generated from recommendations by the WCCUSD Strategic Plan. The School Community Outreach Workers and School Community Outreach Workers, Bilingual will play an instrumental role in fostering community partnerships to develop a full service community school district. These positions also will support the Director of Community Engagement to coordinate community and district resources to engage families in the educational process such that all students have equitable opportunities for learning and are prepared for post K-12 success. These positions follow the WCCUSD Strategic Plan.

The District has met all Education Code and contractual requirements in negotiating the job classifications, job descriptions and commensurate salaries with the union.

Recommendation: Recommend Approval

Fiscal Impact: Included in 2014-2015 budget

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

SCHOOL COMMUNITY OUTREACH WORKER

PRIMARY FUNCTIONS:

Performs a variety of technical duties requiring excellent communication skills to assist in implementing and coordinating the district's student engagement model and programs; utilizes knowledge, skills and resources regarding community organizations, parent networks, committees, ad-hoc coalitions, etc. in support of efforts to increase student achievement; and performs other related duties as assigned.

MAJOR DUTIES AND RESPONSIBILITIES:

- Processes parent, caretaker and community requests for assistance/support by providing district resources and coordinating comprehensive responses.
- Develops, produces and distributes community related materials.
- Assists with the distribution of resources to increase parent understanding and leadership to support their child's goals toward high school graduation and college and career planning.
- Supports effective and consistent practices for home-to-school communications about school programs, student progress and site-based and district parent programs.
- Analyzes community awareness and determines appropriate messages to communicate regarding key strategic change initiatives.
- Participates in the recruitment and development of parent leaders to serve on various site and district leadership bodies, including but not limited to: School Leadership Teams, School Site Council (SSC) English Language Advisory Committee (ELAC) and other district advisory committees.
- Collaborates with family engagement and community partners to bring resources and services to sites for students and parents.
- Assists in researching and editing content for newsletters, websites and other weekly communications.
- Facilitates training for all parents and all community members regarding empowering all parents toward more participation at their site and at the district level.
- Assists school sites in creating educational equity and closing the achievement gap through parent engagement maximization.
- Assists schools in developing and enhancing parent communications, school site plans and school reporting for parent involvement.
- Develops ongoing partnerships with local, regional, state and federal advocates, children's advocates, senior services, disability advocates and other community groups to increase resources and support for district students and staff.
- Assists in planning and scheduling meetings for district staff for presentations to key members and organizations in the community regarding the district's progress and education reform plan.
- Coordinates regular town hall style meetings with district staff and coordinate necessary follow-up.
- Assists in planning various district sponsored initiatives to improve student life (e.g. development of a district or site wellness policy, health fair, etc.).
- Assists with internal communication efforts to build employee commitment to key strategic initiatives and disseminates key information to staff, students, parents and other stakeholders.
- Assists district departments on all community engagement events and activities;
- Assists to capture and report data on program and resource utilization by parents, staff and students;
- Attends training workshops and professional development as directed.

QUALIFICATIONS:

Knowledge of:

- School-based collaborative or ability to learn.
- Methods to interpret, apply and explain rules, regulations, policies and procedures.
- Urban education and school improvement efforts.
- Training programs and techniques.
- Parent advocacy, parent organization, empowerment and community engagement.
- District policies, rules and regulations.
- Effective oral and written English communication skills.

Ability to:

- Perform a variety of proficient, specialized duties in parent engagement involving specialized knowledge and independent judgment.
- Build relationships with parents, community and staff.
- Prioritize responsibilities to provide timely support to schools in using a broad range of tools, activities and resources.
- Train parents to become effective organizers for school change.
- Be an effective leader with diverse groups across race, ethnicity, religion gender, class and sexuality.
- Prepare presentations and facilitate discussions and meetings.
- Work with computer software, hardware and related technology.
- Write and speak English at a level sufficient to fulfill the duties to be performed by this job classification.
- Work cooperatively with others.
- Organize, coordinate and prioritize activities, programs and services.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Work independently without close supervision.
- Establish and maintain cooperative and effective working relationships with other staff.
- Carry out oral and written directions.

EDUCATION AND EXPERIENCE:

Education:

- High school diploma or equivalent.
- Associates Degree or equivalent, preferred.

Experience:

- Working with parents in education environment.
- Working with school based programs.
- School-based collaboratives, preferred.
- Demonstrated high level of customer service.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License. Candidates must provide (and maintain) official motor vehicle driving record, and proof of compliance with district safe driving standards.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- School site setting with some phones, customer drop-ins and other communications.
- School sites; indoor and outdoor.

Physical Abilities:

Employees in this position must have/be able to:

- Hear and understand speech at normal levels and on the telephone with/without assistive devices.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others in English.
- Bend at the waist.
- Reach overhead, above the shoulders and horizontally; grasp.
- Sit for extended periods of time with intermittent walking.
- Dexterity of hands and fingers to operate assigned office equipment.

SALARY:

Schedule: 10
Salary Range: 53

Approved by the Human Resources Division
Approved by the Board of Education _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

SCHOOL COMMUNITY OUTREACH WORKER - BILINGUAL

PRIMARY FUNCTIONS:

Performs a variety of technical duties requiring excellent communication skills in Spanish to assist in implementing and coordinating the district's student engagement model and programs; utilizes knowledge, skills and resources regarding community organizations, parent networks, committees, ad-hoc coalitions, etc. in support of efforts to increase student achievement; and performs other related duties as assigned.

MAJOR DUTIES AND RESPONSIBILITIES:

- Processes parent, caretaker and community requests for assistance/support by providing district resources and coordinating comprehensive responses.
- Develops, produces and distributes community related materials in both English and Spanish.
- Assists with the distribution of resources to increase parent understanding and leadership to support their child's goals toward high school graduation and college and career planning.
- Supports effective and consistent practices for home-to-school communications about school programs, student progress and site-based and district parent programs.
- Analyzes community awareness and determines appropriate messages to communicate regarding key strategic change initiatives.
- Participates in the recruitment and development of parent leaders to serve on various site and district leadership bodies, including but not limited to: School Leadership Teams, School Site Council (SSC) English Language Advisory Committee (ELAC) and other district advisory committees.
- Collaborates with family engagement and community partners to bring resources and services to sites for students and parents.
- Assists in researching and editing content for newsletters, websites and other weekly communications.
- Facilitates training for all parents and all community members regarding empowering all parents toward more participation at their site and at the district level.
- Assists school sites in creating educational equity and closing the achievement gap through parent engagement maximization.
- Assists schools in developing and enhancing parent communications, school site plans and school reporting for parent involvement.
- Develops ongoing partnerships with local, regional, state and federal advocates, children's advocates, senior services, disability advocates and other community groups to increase resources and support for district students and staff.
- Assists in planning and scheduling meetings for district staff for presentations to key members and organizations in the community regarding the district's progress and education reform plan.
- Coordinates regular town hall style meetings with district staff and coordinate necessary follow-up.
- Assists in planning various district sponsored initiatives to improve student life (e.g. development of a district or site wellness policy, health fair, etc.).
- Assists with internal communication efforts to build employee commitment to key strategic initiatives and disseminates key information to staff, students, parents and other stakeholders.
- Assists district departments on all community engagement events and activities;
- Assists to capture and report data on program and resource utilization by parents, staff and students;
- Attends training workshops and professional development as directed.

QUALIFICATIONS:

Knowledge of:

- School-based collaborative or ability to learn.
- Methods to interpret, apply and explain rules, regulations, policies and procedures.
- Urban education and school improvement efforts.
- Training programs and techniques.
- Parent advocacy, parent organization, empowerment and community engagement.
- District policies, rules and regulations.
- Effective oral and written English communication skills.

Ability to:

- Perform a variety of proficient, specialized duties in parent engagement involving specialized knowledge and independent judgment.
- Build relationships with parents, community and staff.
- Prioritize responsibilities to provide timely support to schools in using a broad range of tools, activities and resources.
- Train parents to become effective organizers for school change.
- Be an effective leader with diverse groups across race, ethnicity, religion gender, class and sexuality.
- Prepare presentations and facilitate discussions and meetings.
- Work with computer software, hardware and related technology.
- Write and speak English and Spanish at a level sufficient to fulfill the duties to be performed by this job classification.
- Work cooperatively with others.
- Organize, coordinate and prioritize activities, programs and services.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Work independently without close supervision.
- Establish and maintain cooperative and effective working relationships with other staff.
- Carry out oral and written directions.

EDUCATION AND EXPERIENCE:

Education:

- High school diploma or equivalent.
- Associates Degree or equivalent, preferred.

Experience:

- Working with parents in education environment.
- Working with school based programs.
- School-based collaboratives, preferred.
- Demonstrated high level of customer service.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License. Candidates must provide (and maintain) official motor vehicle driving record, and proof of compliance with district safe driving standards.
- Passing score on the district's Spanish proficiency exam.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- School site setting with some phones, customer drop-ins and other communications.
- School sites; indoor and outdoor.

Physical Abilities:

Employees in this position must have/be able to:

- Hear and understand speech at normal levels and on the telephone with/without assistive devices.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others in English and Spanish.
- Bend at the waist.
- Reach overhead, above the shoulders and horizontally; grasp.
- Sit for extended periods of time with intermittent walking.
- Dexterity of hands and fingers to operate assigned office equipment.

SALARY:

Schedule: 10
Salary Range: 54

Approved by the Human Resources Division
Approved by the Board of Education _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 17, 2014

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

Agenda Item: CI C.8

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

Background Information:

California Department of Education has recommended revisions to Board Policies to reflect the name changes of student testing programs.

Recommendation: That the Board approve the revisions to Board Policies

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Student Assessment

BP 6162.5

Instruction

The Governing Board believes that the primary goal of student assessments should be to help students, parents/guardians and teachers identify individual student's academic accomplishments, progress and areas needing improvement in order to enhance teaching and learning.

The Superintendent or designee shall ensure that assessments are conducted for purposes of determining students' eligibility for and appropriate placement in district programs, need for supplemental instruction and eligibility for graduation.

The Board desires to use a variety of evaluation measures to reach the above-stated goal. To have validity, tests must correspond to the material that is being taught and reliably measure the extent to which students meet specified standards of achievement.

The effectiveness of the schools' instructional programs and district shall be evaluated in part on the basis of these student assessments.

When district wide and school-level results of student assessments are published, the Superintendent or designee may provide supplementary information to assist parents/guardians and the local community in interpreting test results and evaluating school performance.

Individual Record of Accomplishment

The Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the achievement test administered under the ~~Standardized Testing and Reporting program~~ **California Assessment of Student Performance and Progress** pursuant to Education Code 60640-60647
2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

Legal Reference:

EDUCATION CODE

51041 Evaluation of educational program

51450-51455 Golden State Seal Merit Diploma
60600-60649 Assessment of academic achievement
60800 Physical fitness testing
60810 Assessment of language development
60850-60856 Exit examination
CODE OF REGULATIONS, TITLE 5
850-870 Standardized Testing and Reporting program
880-901 Designated primary language test
1200-1216 High School Exit Examination

Management Resources:

CDE PROGRAM ADVISORIES

Students with Disabilities: Guidelines for Testing the California Standardized Testing and Reporting Program

0327.86 Reporting norm-referenced standardized achievement test scores to parents

CSBA ADVISORIES

0306.01 California Assessment Update

0313.00 Districts must ensure that all required student data is submitted to the publisher, or face financial penalty #00-01

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2001

WEB SITES

CDE: <http://www.cde.ca.gov>

CSBA: <http://www.csba.org>

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: June 6, 2007 Richmond, California

West Contra Costa USD

Board Policy

Standardized Testing and Reporting Program

BP 6162.51

Instruction

The Superintendent or designee will administer mandatory student assessments within the state ~~Standardized Testing and Reporting (STAR)~~ **California Assessment of Student Performance and Progress** program as required by law and in accordance with Board policy and administrative regulation.

The Governing Board requires, as specified by Education Code, all students at the applicable grade levels to participate in the ~~STAR~~ **CAASPP** assessments in order to maximize the usefulness of the data and enable the district to meet participation levels required for state and federal accountability systems. The Superintendent or designee will notify students and parents/guardians about the importance of these assessments and will develop strategies to encourage student participation. Students will be exempted from participation only in accordance with law and administrative regulation.

The Board desires to use the results of the achievement tests to evaluate the performance of district students against the state's academic standards, the performance of students in other districts across the state, and national norms.

The Board will annually examine ~~STAR~~ **CAASPP** results by school, grade level, and student subgroup as part of the Board's discussion of each school's ranking on the statewide Academic Performance Index (API).

Legal Reference:

EDUCATION CODE

51041 Evaluation of educational program

52056 Board discussion of Academic Performance Index rankings, including STAR results

56345 Individualized education program, contents

60600-60630 Assessment of academic achievement

60640-60649 Standardized Testing and Reporting Program

60660-60663 Electronic learning assessment resources

60810 Assessment of language development

99300-99301 Early Assessment Program

CODE OF REGULATIONS, TITLE 5

850-870 Standardized Testing and Reporting Program

UNITED STATES CODE, TITLE 20

1412(a)(17) Participation of students with disabilities in state assessments

6311 Adequate yearly progress
CODE OF FEDERAL REGULATIONS, TITLE 34
200.1 Standards and assessment

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Matrix of Test Variations, Accommodations and Modifications for Administration of California Statewide Assessments

CALIFORNIA STATE UNIVERSITY PUBLICATIONS

The Early Assessment Program: Handbook for School Site Leaders, 2008

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2000

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, STAR Program: <http://www.cde.ca.gov/ta/tg/sr>

California Learning Resources Network: <http://clrn.org>

California State University, Early Assessment Program: <http://www.calstate.edu/eap>

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: June 6, 2007 Richmond, California

West Contra Costa USD

Board Policy

Test Integrity/Test Preparation

BP 6162.54

Instruction

The Governing Board desires to protect the integrity of student assessment processes in order to obtain an accurate assessment of student achievement in the district and maintain accountability to the community and state. Students and staff are expected to maintain a high level of integrity in the completion and handling of student assessments.

Test Integrity

In the administration of standardized tests, staff shall not:

1. Provide inappropriate test preparation
2. Modify test administration procedures, except as allowed by law
3. Provide inappropriate assistance to students during test administration
4. Change or fill in answers on student answer sheets
5. Provide inaccurate data on student header sheets
6. Discourage or exclude certain students from taking the test
7. Engage in any other practice to artificially raise student scores without actually improving underlying student achievement

Preparation for State Tests

Staff may prepare students for assessments by providing instruction in the content specified in state and district academic standards and teaching general test-taking strategies that are designed to improve their performance on tests included in the ~~Standardized Testing and Reporting program~~ **California Assessment of Student Performance and Progress**, the California High School Exit Examination, or the California English Language Development Test. Such strategies may include, but not be limited to, using time efficiently, understanding directions, placing answers correctly on answer sheets, checking answers, problem-solving tactics, and exposing students to various test formats.

The Superintendent or designee, principals, and teachers shall not implement any program of specific preparation for the statewide student assessment program or a particular test used within

that program. (Education Code 60611)

Practice tests provided by the publisher of the state achievement test may be used for the limited purpose of familiarizing students with the use of ~~seanable~~ **scannable** test booklets or answer sheets and the format of test items. No alternate or parallel form of the test shall be administered or used. (5 CCR 854)

Staff shall not use released test questions to develop practice tests that mimic or parallel state tests, or for teaching or drilling students only on the released items.

Investigation and Consequences of Testing Irregularities

Reports of student cheating on assessments shall be submitted to the principal or designee for investigation. Students found to have cheated on assessments shall be subject to disciplinary procedures in accordance with Board policy and administrative regulations.

A staff member found to have committed testing irregularities shall be subject to discipline in accordance with law, where applicable, collective bargaining agreements, Board policy, and administrative regulations.

The Superintendent or designee shall immediately investigate with due diligence any reports of inappropriate test preparation or other testing irregularities.

If the Superintendent or designee is made aware of a testing irregularity on state assessments, he/she shall report the irregularity to the California Department of Education.

Legal Reference:

EDUCATION CODE

60600-60649 California Assessment of Academic Achievement, especially:

60611 Inappropriate test preparation

60850-60859 California High School Exit Examination

GOVERNMENT CODE

54957 Complaints against employees, closed session

CODE OF REGULATIONS, TITLE 5

850-870 Standardized Testing and Reporting program, especially:

854 Advance preparation for STAR test

880-901 Designated primary language test

1200-1225 California High School Exit Examination, especially:

1215 Cheating on the high school exit examination

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Guidelines on Academic Preparation for State Assessments, April 2004

WEB SITES:

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
adopted: June 6, 2007 Richmond, California

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: September 17, 2014

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

Agenda Item: CI C.9

Subject: Board Policy 3513.3 “Tobacco-Free Schools”

Background Information:

California Department of Education has recommended local school districts to revise their Board Policy 3513.3 to address the growing concerns with e-cigarettes and/or nicotine delivery devices across the county.

Recommendation: That the Board approve the revisions to Board Policies

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Tobacco-Free Schools

BP 3513.3

Business and Noninstructional Operations

The Governing Board recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for students and staff.

The Board prohibits the use of **products containing tobacco products or nicotine, including but not limited to, smokeless tobacco, snuff, chew, and clove cigarettes**, at any time in district-owned or leased buildings, ~~on district~~ property and in district vehicles. **This prohibition also applies to electronic nicotine delivery systems, such as electronic cigarettes, electronic hookahs, and other vapor emitting devices, with or without nicotine content, that mimic the use of tobacco products any time.** (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students and visitors **and civic use permit holders** at any instructional program, activity or athletic event. **However, this section does not prohibit the use or possession of prescription products, or other FDA-approved cessation aids such as nicotine patches or nicotine gum. Student use or possession of such products must conform to laws governing student use and possession of medications on school property.**"

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

HEALTH AND SAFETY CODE

39002 Control of air pollution from non-vehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

LABOR CODE

6404.5 Occupational safety and health: use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7111-7117 Safe and Drug Free Schools and Communities Act

PERB RULINGS

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

CDE: <http://www.cde.ca.gov>

California Department of Public Health, Tobacco Control:

<http://www.cdph.ca.gov/programs/tobacco>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>

Environmental Protection Agency: <http://www.epa.gov>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: February 6, 2008 Richmond, California

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: September 17, 2014

From: Nia Rashidchi, Assistant Superintendent

Agenda Item: CI C.10

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

Background Information:

The West Contra Costa Unified School District applauds the many contributions made by the Hispanic population and recognizes September 15 - October 15, 2014 as Hispanic Heritage Month.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**West Contra Costa Unified School District
Resolution No. 30-1415**

**In Recognition of Hispanic Heritage Month
Celebrating History, Heritage, and the American Dream
September 15 - October 15, 2014**

WHEREAS, the State of California is home for more than 3,239,296 Hispanic Students from kindergarten through grade twelve; and

WHEREAS, the West Contra Costa Unified School District has 15,078 Hispanic students from kindergarten through grade twelve; and

WHEREAS, the diversity of this group includes persons who have their origins in Mexico, Central and South America, Portugal, Spain and the Spanish speaking Caribbean Island (representative countries like Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, Puerto Rico, Venezuela, Dominican Republic, Cuba, Columbia, Panama, and Ecuador); and

WHEREAS, since the inception of European contact with our continent, Hispanics have always been an integral part of this nation's early exploration and California's discovery and early settlement; and

WHEREAS, while the impact of the Hispanic Culture and traditions are manifested in our State's customs, traditions, and law; and

WHEREAS, Hispanic Americans continue to make important contributions to our society in American government, business, agriculture, commerce, Armed Forces, education, the arts, science and sports; and

WHEREAS, the History-Social Science Framework for California Public Schools states that the history curriculum of the community, state, region, nation and world must reflect the experiences of men and women of different racial, religious and ethnic groups; and

WHEREAS, the California State Board of Education recognized in its Multicultural Educational Policy that each student needs an opportunity to understand the common humanity underlying all people; and

NOW THEREFORE BE IT RESOLVED that the Board of Education and the West Contra Costa Unified School District proclaim the month of September 15 through October 15, 2014 as Hispanic Heritage Month and encourage all educational communities to commemorate this occasion with appropriate instructional activities; and be it further

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on this seventeenth day of September 2014, by the following vote:

AYE's _____ NO's _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the Board of Education of the West Contra Costa Unified School District, Contra Costa County, at a meeting of said Board on the seventeenth of September 2014.

President of the Board of Education

Secretary of the Board of Education

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI C.11
Superintendent
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: \$172,337.00. Funding sources are Bond Fund and Fund 40.

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
Bond Program Management Bond Measure Funded	July 2014 through June 2015	Tempral Logic Systems	\$44,362	Primavera Hosting Services.
Bond Program Management Bond Measure Funded	July 2014 through June 2015	Jack Schreder & Associates	\$43,500	Consulting Services to Apply for and Obtain Public Agency Funding.
Crespi Middle School Restroom Modernization Project Fund 40 (PID:20610071-00)	July 2014 through September 2014	Architects MA	\$3,415	Additional Design Services.
Ohlone Elementary School East Campus Project Bond Measure Funded (PID:1461206-03)	September 2014 through December 2014	Environmental Technical Services, Inc.	\$23,400	Environmental Site Assessment Services.
Pinole Valley High School Hillside Stabilization Project Bond Measure Funded (PID:3621377-04)	August 2014 through June 2015	Consolidated Engineering Laboratories	\$50,000	Material Testing and Construction Inspection Services.
Richmond High School Bldg A Project Bond Measure Funded (PID:3641380-08)	September 2014 through October 2014	Subtronic	\$1,160	Partial Utility Survey Services.
Valley View Elementary School Interim Campus Bond Measure Funded (PID:1601382-02)	September 2014 through October 2014	Kleinfelder	\$6,500	Geotechnical Subsurface Exploration

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:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI C.12
Superintendent
Subject: Approval of Negotiated Change Orders

Background information:

Staff is seeking approval of Change Orders on the following current District construction projects: Harding ES Ext. Repairs and Roofing; Helms MS Sports Field & Landscaping; Olinda ES Fire Alarm Replacement; Shannon ES Fire Alarm Replacement; Korematsu MS (Portola) New School; Pinole MS New Playfields; El Cerrito HS Stadium. 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.

In accordance with Public Contract Code 20118.4, the Board, by approving these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Approve negotiated Change Orders as noted.

Fiscal Impact: Total approval by this action: \$172,329.86

DISPOSITION BY BOARD OF EDUCATION

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

September 17, 2014 Change Order Approval 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	Harding ES Ext. Repairs and Roofing	Best Contracting Services	\$918,600.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%	\$918,600.00	1 (time ext.)
2	Helms MS Sports Field & Landscaping	Robert A. Bothman, Inc.	\$5,951,048.00	\$536,035.64	\$31,486.12	0.53%	\$567,521.76	9.54%	\$6,518,569.76	29
3	Olinda ES Fire Alarm Replacement	BBJ Electric Inc.	\$297,704.00	\$0.00	\$6,622.96	2.22%	\$13,073.36	4.39%	\$310,777.36	1
					\$6,450.40	2.17%				2
4	Shannon ES Fire Alarm Replacement	BBJ Electric Inc.	\$296,767.00	\$0.00	\$3,042.18	1.03%	\$3,042.18	1.03%	\$299,809.18	1
5	Korematu MS (Portola) New School	Arntz Builders, Inc.	\$42,762,406.00	\$300,854.09	\$40,000.00	0.09%	\$368,839.29	0.86%	\$43,131,245.29	26
					\$6,003.28	0.01%				27
					\$21,981.92	0.05%				28
6	Pinole MS New Playfields	Roebbelen Contracting	\$3,959,000.00	\$0.00	\$13,743.00	0.35%	\$3,946.00	0.10%	\$3,962,946.00	1
					-\$9,797.00	-0.25%				2
7	El Cerrito HS Stadium	Wright Contracting Inc.	\$13,438,000.00	\$20,270.00	\$13,465.00	0.10%	\$73,067.00	0.54%	\$13,511,067.00	5
					\$28,277.00	0.21%				6
					\$6,214.00	0.05%				7
					\$1,990.00	0.01%				8
					\$2,851.00	0.02%			9	

Total Board Action	\$172,329.86
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Note: the proposed Board Action is to Approve all Change Orders below ten percent (10%) of the Contract Value.

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:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI, C.13
Superintendent
Subject: Ratification of Staff Awarded Contract: Component 7: Building 10 Linked Learning

Background Information:

DLM Architects has prepared plans and specifications for the project. Scope of work includes: construction of a new Building 10 Linked Learning classroom and maintenance building, miscellaneous site work including, but not limited to, landscaping, artificial turf playfields and playground equipment.

The District conducted a public bid process for the project. Bids were opened on September 9, 2014. Six contractors submitted bids, C.Overaa & Company \$15,872,164 (bid withdrawal); BHM Construction, Inc. \$17,817,795; S.J. Amoroso Construction Company Inc. \$18,278,367; Landmark Construction \$18,651,689; Alten Construction \$18,752,480; Roebbelen Contracting Inc. \$18,951,295.80. Total bid is the sum of base bid and unit pricing. The apparent lowest responsive, responsible bidder is BHM Construction, Inc.

Determining the award is based on two components; the lump sum base bid and unit cost multiplied by quantities to be determined in the field. This benefits the District by locking in unit pricing to be used in negotiating future change orders. The contract award is only associated with the lump sum base bid.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder, at the expiration of the bid protest period.

Fiscal Impact: Funded from Bond Fund.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI C.14
Superintendent
Subject: Ratification of Staff Awarded Contract: Information Technology Center

Background Information:

Alana Buick & Bers has prepared plans and specifications for the project. Scope of work includes: removal and replacement of existing mechanical and rooftop equipment; demolition and removal of existing screen wall; removal of existing roof inclusive of gutters and rain water leaders; installation of new roof, inclusive of new gutters, rain water leaders, and mechanical platforms and curbs; installation of new prefabricated screen wall system.

The District conducted a public bid process for the project. Bids were opened on September 4, 2014. Seven contractors submitted bids; JUV, Inc., \$767,000; Cal Pacific Construction, Inc., \$779,071 (non-responsive); Western Roofing Service, \$784,301; John Pope Construction, Inc, \$795,008 (non-responsive); Stronger Building Services, \$850,004; BEST Contracting Services, Inc., \$925,530; CF Contracting, Inc., \$1,284,000. Total bid is the sum of base bid and unit pricing. The apparent lowest responsive, responsible bidder is JUV, Inc.

Determining the award is based on two components; the lump sum base bid and unit cost multiplied by quantities to be determined in the field. This benefits the District by locking in unit pricing to be used in negotiating future change orders. The contract award is only associated with the lump sum base bid.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder at the expiration of the bid protest period.

Fiscal Impact: Funded from Bond Fund.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI C.15
Superintendent
Subject: Valley View Elementary School Portable Lease

Background Information:

As a part of the new Valley View Elementary School construction project, the District will lease twenty-six DSA Approved Reconditioned Portable Classroom buildings for the temporary campus.

The District issued an RFP and received proposals on September 10th, 2014. One vendor provided a proposal, Mobile Modular \$1,623,275.19. The apparent lowest responsible, responsive vendor is Mobile Modular.

Recommendation:

Award contract to the lowest responsive, responsible vendor.

Fiscal Impact: Funding source Bond Funded.

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:** September 17, 2014
From: Bruce Harter **Agenda Item:** CI C.16
Superintendent
Subject: Citizens' Bond Oversight Committee (CBOC) Appointment: Margaret Browne

Background Information:

City of Richmond Mayor, Gayle McLaughlin, has forwarded a recommendation that Margaret Browne be the Richmond City Council's appointee on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment 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:** September 17, 2014
From: Mary Phillips **Agenda Item:** CI C.17
Chief Technology Officer
Subject: Firewall for WCCUSD - RFP Dated 7/21/2014

Background Information:

The District prepared plans and specifications for two ASA 5585 Firewalls and associated services. The scope of work included providing the district with equipment and installing and configuring the devices.

The District solicited competitive bids for the project. The RFP was advertised on July 21, 2014 and closed August 22, 2014. Six companies submitted bids. One company, CDWG, was deemed nonresponsive as their equipment list was incorrect. Of the five remaining, their bids are as follows: NWN \$575,851.30; DecoTech \$599,776.34; AEKO \$640,768.53; PTI Solutions \$702,123.96 and Development Group \$724,221.02.

Recommendation: Ratify the award to the lowest responsive, responsible bidder: NWN

Fiscal Impact: \$575,851.30, funded from Bond Fund

DISPOSITION BY BOARD OF EDUCATION

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

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 17, 2014
From: Nia Rashidchi, Assistant Superintendent **Agenda Item:** D.1
Educational Services
Subject: Summer of Innovation 2014-15 Grantees

Background Information:

The new 2014 Summer of Innovation contest has created a WCCUSD pathway where innovative ideas can truly become a reality. WCCUSD classified and certificated staff members or teams were able to submit, during the 2014 summer, fantastic ideas in the areas of communication, collaboration, Common Core, or building classroom culture.

There were multiple submittals, and we will celebrate our 2014-15 Summer of Innovation grantees.

Recommendation: Information and celebration

Fiscal Impact: Up to \$30,000 (in Common Core and LCFF monies)

DISPOSITION BY BOARD OF EDUCATION

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

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 17, 2014

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: D.2

Subject: Local Control Accountability Plan (LCAP) Actions/Services Report #1

Background Information: The Local Control Accountability Plan represents the district's comprehensive plan of actions, services, and expenditures that support schools to ensure students become college and career ready, able to make life choices with productive outcomes.

Staff will provide information to the board four times throughout the year, sharing information on the LCAP actions and services being carried out. This will be the first report.

Recommendation: Report

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:** September 17, 2014
From: Sheri Gamba **Agenda Item:** D.3
Associate Superintendent for Business Services
Subject: Report Update 2013/14– Food Service Department

Background Information:

Barbara Jellison, Director of the Food Services Department, will provide a report and acknowledge the report presented to the Board at the August 13 meeting by the students working with the Urban Nutrition Institute.

The Food Services Department of the West Contra Costa Unified School District served over 1,210,000 breakfasts, 3,500,000 lunches and 675,000 after school suppers to its students during the 2013/2014 school year through the support of the National School Meal Program.

In our District's elementary schools 69% of our students participate in our meal programs; our middle schools have a participation of 59% and at our high schools the participation is 41%. The Food Service Department offers a breakfast program at 13 of the secondary sites and 24 elementary sites.

In addition to the school year activities the Food Services Department plays a critical role in ensuring that many children get enough to eat during summer months through its Summer Feeding Program. This summer's program provided over 335,000 nutritious meals to children age 18 and below.

The Food Service Department of WCCUSD also hosts the District's coordinated school health council that reinforces health literacy through health education, physical education and activity, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

Recommendation: For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 17, 2014
From: Bruce Harter **Agenda Item:** E.3
Superintendent
Subject: In Memory of Members of the School Community

Background Information:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Lawrence (Larry) Chapman began working for the District in 1949, retiring in 1982. He was the principal at Kennedy and Richmond High Schools.

Our thoughts go out to the family and friends in the loss of their loved one.

Recommendation: For Information Only

Fiscal Impact: None

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

dh

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 17, 2014

From: Sheri Gamba *sg*
Associate Superintendent Business Services

Agenda Item: F.1

Subject: Approval of the 2013-2014 Unaudited Actuals Financial Report

Background Information: By September 15 of each year, the district must file the Unaudited Actuals Financial Report for the prior year with the Contra Costa County Office of Education and the California Department of Education. This report reflects the financial activities of the District by major object of revenue and expense for each fund operated in the district.

Staff will present an overview of the financial activity and its impact on the ending balance.

Included in the Unaudited Actuals is a Summary of the General Fund and all Funds. The complete Unaudited Actuals Financial Report will be delivered under separate cover.

Recommendation: Staff requests approval to file this report with the County Superintendent.

Fiscal Impact: Year-end closing

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: September 17, 2014

From: Bruce Harter
Superintendent

Agenda Item: F.2

Subject: Resolution of Intent to Convey an Easement to Contra Costa County for a Pedestrian Bridge at Riverside Elementary School

Background Information:

The City of San Pablo, working with the Contra Costa Transportation Authority, engaged in a major redesign of the San Pablo Dam Road interchange on I-80. The work for the redesign of this busy, and very congested, interchange extends all the way from the El Portal Exit to the Barrett Avenue off-ramp. As part of the redesign, the Barrett Avenue off-ramp will be eliminated and a new frontage road is proposed for access to Barrett. This frontage road will extend from the San Pablo Dam Road interchange and will require the demolition and reconstruction of the pedestrian overcrossing which currently lands on Amador Street opposite Riverside Elementary School. During consideration of options for the reconstruction of the pedestrian overcrossing, it was determined that one appropriate design would be to have the landing be on the school side of Amador Street. This would mean that students and parents of Riverside School would not have to cross Amador Street and would mean an increase in student pedestrian safety.

In 2008 the Contra Costa Transportation Authority conducted a community meeting and meetings with Riverside staff to review the proposed configuration. District staff reviewed the proposal. A presentation was made to the Facilities Subcommittee of the Board and at the September 25, 2008 meeting, the Board of Education approved a letter of concurrence which allows the project to move forward for review under the California Environmental Quality Act ("CEQA"). The letter incorporated staff concerns regarding mitigation of impacts and commits the parties to a planning process which will help to ensure an appropriate, safe, and aesthetic design.

The West Contra Costa School District ("District") owns real property located at 1300 Amador St. San Pablo, Ca 94806, known as Riverside Elementary School ("School Site"). As part of Contra Costa County's ("County") I-80 San Pablo Dam Road Interchange Improvement Project, County intends to construct, among other improvements, a new Riverside Avenue pedestrian overcrossing ("POC") which will be slightly north of the existing POC and will extend over Amador Street onto the School Site. The County anticipates the Project will significantly improve pedestrian/bicycle traffic by enhancing operations and safety within the interchange area.

The County has requested that the District convey an easement for certain portions of the School Site for the POC. The District does not need the easement area for classroom buildings or educational purposes. The District's Governing Board needs to adopt Resolution No. 28-1415, by two-thirds of its members, to declare its intent to convey the easement.

Recommendation:

Approve Resolution No. 28-1415, A Resolution of the Governing Board of the West Contra Costa Unified School District Declaring Its Intention to Convey an Easement to Contra Costa County at the Riverside Elementary School Site.

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 _____

Recorded at the request of:
Contra Costa County

Return to:
Contra Costa County
Public Works Department
Real Estate Division
255 Glacier Drive
Martinez CA 94553
Attention: C. Piña-Sandoval

EXEMPT FROM RECORDING FEES PURSUANT TO GOV'T. CODE SECTION 27383 AND DOCUMENTARY TRANSFER TAX PURSUANT TO REVENUE AND TAXATION CODE SECTION 11922.

Portion of Assessor's Parcel No. 418-030-014

GRANT OF EASEMENT

THIS INDENTURE, made by and between WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT SUCCESSOR TO SAN PABLO DISTRICT OF CONTRA COSTA COUNTY, hereinafter called the GRANTOR, and CONTRA COSTA COUNTY, a political subdivision of the State of California, hereinafter called the GRANTEE,

WITNESSETH:

That the GRANTOR, for value received, hereby grants to the GRANTEE, and to its successors and assigns, an easement for pedestrian/bicycle bridge purposes, and incidents thereto, within the following described real property in the County of Contra Costa, State of California, described as follows:

FOR DESCRIPTION SEE EXHIBIT "A" & "B", ATTACHED HERETO

The Grantee agrees upon the completion of any of its works hereunder to restore the surface of the ground as near as possible to the condition in which it was prior to the commencement of said work.

TO HAVE AND TO HOLD, all and singular, the rights above described unto the GRANTEE and the GRANTEE's successors and assigns forever.

IN WITNESS WHEREOF, the GRANTOR has executed this indenture this _____ day of _____, 2014.

West Contra Costa Unified School
District Successor to San Pablo District
of Contra Costa County

By _____
Its _____

By _____
Its _____

ATTACH APPROPRIATE ACKNOWLEDGEMENT

EXHIBIT "A"
LEGAL DESCRIPTION

ALL THAT REAL PROPERTY SITUATED IN THE CITY OF SAN PABLO, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA.

PARCEL 63740-1 PERMANENT EASEMENT

BEING ALL OR PORTIONS OF THE LANDS DESCRIBED/SHOWN IN THE FOLLOWING CONVEYANCE INSTRUMENTS;

1. ALL OF LOT 16 IN BLOCK 2, AS SAID LOT AND BLOCK ARE SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF EAST RICHMOND BOULEVARD TRACT" FILED APRIL 6, 1908, IN VOLUME 1 OF MAPS, AT PAGE 19, OFFICIAL RECORDS OF SAID COUNTY, AND
2. A PORTION OF THAT CERTAIN PARCEL OF LAND DESIGNATED AS PARCEL ONE, AS SAID PARCEL IS DESCRIBED IN THE GRANT DEED TO SAN PABLO SCHOOL DISTRICT RECORDED NOVEMBER 14, 1941 IN BOOK 619, AT PAGE 482, OFFICIAL RECORDS OF SAID COUNTY;

ALL OF WHICH IS MORE PARTICULARLY DESCRIBE AS FOLLOWS;

AN EASEMENT FOR PEDESTRIAN BRIDGE PURPOSES, AND APPURTENANCES THERETO, WITHIN THE FOLLOWING DESCRIBED:

BEGINNING AT A POINT ON THE WESTERLY LINE OF SAID LOT 16, FROM WHICH THE NORTHWESTERLY CORNER THEREOF BEARS NORTH 19°37'37" WEST 50.90 FEET;

1. THENCE NORTH 69°37'27" EAST 101.38 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 10.50 FEET;
2. THENCE EASTERLY AND SOUTHEASTERLY 16.49 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00";
3. THENCE SOUTH 20°22'33" EAST 7.00 FEET TO THE BEGINNING OF A CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 10.50 FEET;
4. THENCE SOUTHERLY AND SOUTHWESTERLY 16.49 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00";
5. THENCE SOUTH 69°37'27" WEST 101.75 FEET TO THE WESTERLY LINE OF SAID PARCEL ONE;
6. THENCE NORTH 19°37'37" WEST 28.00 FEET ALONG LAST SAID LINE AND SAID WESTERLY LINE OF LOT 16 TO THE **POINT OF BEGINNING**.

CONTAINING 3,091 SQUARE FEET (0.071 ACRES), MORE OR LESS.

PARCEL 63740-2 TEMPORARY CONSTRUCTION EASEMENT EXPIRES 12/31/16

BEING ALL OR PORTIONS OF THE LANDS DESCRIBED/SHOWN IN THE FOLLOWING CONVEYANCE INSTRUMENTS;

1. ALL OF LOT 16 IN BLOCK 2, AS SAID LOT AND BLOCK ARE SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF EAST RICHMOND BOULEVARD TRACT" FILED APRIL 6, 1908, IN VOLUME 1 OF MAPS, AT PAGE 19, OFFICIAL RECORDS OF SAID COUNTY, AND
2. ALL OF LOT 1, TOGETHER WITH PORTIONS OF LOT 2 AND LOT 3 IN BLOCK 1, AS SAID LOTS AND BLOCK ARE SHOWN ON THAT CERTAIN MAP ENTITLED "MAP OF MUFICH NORTH RICHMOND HEIGHTS TRACT" FILED JUNE 3, 1913, IN BOOK 10 OF MAPS, AT PAGE 232, OFFICIAL RECORDS OF SAID COUNTY, AND
3. A PORTION OF THAT CERTAIN PARCEL OF LAND DESIGNATED AS PARCEL ONE, AS SAID PARCEL IS DESCRIBED IN THE GRANT DEED TO SAN PABLO SCHOOL DISTRICT RECORDED NOVEMBER 14, 1941 IN BOOK 619, AT PAGE 482, OFFICIAL RECORDS OF SAID COUNTY;

ALL OF WHICH IS MORE PARTICULARLY DESCRIBE AS FOLLOWS;

A TEMPORARY EASEMENT TO TERMINATE DECEMBER 31, 2016 FOR CONSTRUCTION PURPOSES AND INCIDENTS THERETO, UPON, IN, OVER AND ACROSS A PARCEL OF LAND DESCRIBED AS FOLLOWS:

BEGINNING AT SAID NORTHWESTERLY CORNER OF LOT 16;

1. THENCE NORTH 70°20'39" EAST 136.87 FEET ALONG THE NORTHERLY LINE OF SAID LOT 16 AND NORTHERLY LINE OF SAID LOT 1;
2. THENCE SOUTH 88°55'06" EAST 110.53 FEET ALONG LAST SAID LINE AND THE NORTHERLY LINE OF SAID LOT 2 AND LOT 3;
3. THENCE SOUTH 02°11'42" WEST 62.07 FEET;
4. THENCE SOUTH 68°12'56" WEST 28.99 FEET;
5. THENCE NORTH 88°29'41" WEST 28.33 FEET;
6. THENCE SOUTH 01°15'45" WEST 25.08 FEET;
7. THENCE SOUTH 58°24'52" WEST 36.63 FEET TO THE BEGINNING OF A CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 35.00 FEET;
8. THENCE SOUTHWESTERLY AND SOUTHERLY 47.90 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 78°24'52"
9. THENCE SOUTH 70°00'00" WEST 39.22 FEET;
10. THENCE NORTH 20°00'00" WEST 42.20 FEET;
11. THENCE SOUTH 70°00'00" WEST 49.78 FEET TO SAID WESTERLY LINE OF PARCEL ONE;
12. THENCE NORTH 19°37'37" WEST 32.48 FEET ALONG LAST SAID LINE;
13. THENCE NORTH 69°37'27" EAST 101.75 FEET TO THE BEGINNING OF A CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 10.50 FEET;
14. THENCE NORTHEASTERLY AND NORTHERLY 16.49 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00";
15. THENCE NORTH 20°22'33" WEST 7.00 FEET TO THE BEGINNING OF A CURVE CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 10.50 FEET;
16. THENCE NORTHWESTERLY AND WESTERLY 16.49 FEET ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 90°00'00";
17. THENCE SOUTH 69°37'27" WEST 101.38 FEET TO SAID WESTERLY LINE OF LOT 16;
18. THENCE NORTH 19°37'37" WEST 50.90 FEET ALONG LAST SAID LINE TO THE **POINT OF BEGINNING.**

CONTAINING 21,836 SQUARE FEET (0.501 ACRES), MORE OR LESS.

A PLAT MAP IS ATTACHED HERETO AND MADE A PART HEREOF

THE BEARINGS AND DISTANCES USED IN THE ABOVE DESCRIPTION ARE BASED ON CALIFORNIA COORDINATE SYSTEM 1983, ZONE 3, AND EPOCH 1991.35. MULTIPLY DISTANCES SHOWN ABOVE BY 1.0000677 TO OBTAIN GROUND LEVEL DISTANCES.

THIS REAL PROPERTY DESCRIPTION HAS BEEN PREPARED BY ME, OR UNDER MY DIRECTION, IN CONFORMANCE WITH THE PROFESSIONAL LAND SURVEYORS ACT:



DAN S. SCOTT III, PLS 7840

MAY 8, 2014
DATE



Coordinates, bearings and distances are based on the California Coordinate System of 1983, Zone 3, Epoch 1991.35. Distances are U.S. Survey Feet unless otherwise noted. Distances and stationing are grid distances. Multiply distances by 1.0000677 to obtain ground level distances.

STATE ROUTE 80 EASTSHORE FREEWAY

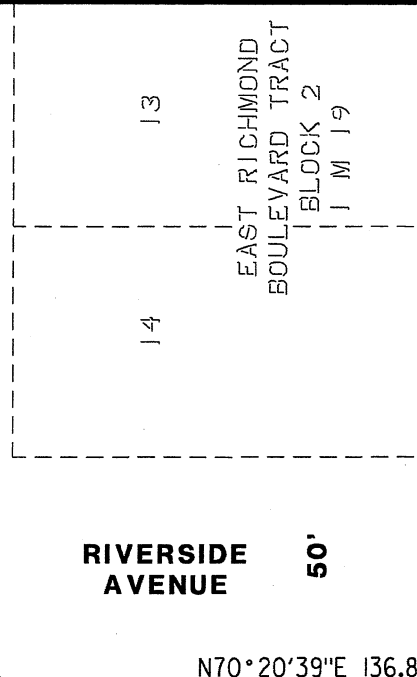
AMADOR STREET

P.O.B.
PCL 63740-2
NW'LY COR
LOT 16

CITY OF
SAN PABLO

SCALE 1" = 40'

N19°37'37"W



63740

WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT
APN 418-030-014

PARCEL ONE
619 OR 482

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH
C1	10.50'	90°00'00"	16.49'
C2	10.50'	90°00'00"	16.49'

LINE TABLE

LINE	BEARING	DISTANCE
L1	S68°12'56"W	28.99'
L2	N88°29'41"W	28.33'
L3	S01°15'45"W	25.08'
L4	S58°24'52"W	36.63'
L5	N20°22'33"W	7.00'

LEGEND

- = ACCESS CONTROLLED
- = DIMENSION POINT
- = EASEMENT FOR PEDESTRIAN BRIDGE
- = TEMPORARY CONSTRUCTION EASEMENT
- = P.O.B. = POINT OF BEGINNING
- = SSE = SANITARY SEWER EASEMENT
- = TERM = TERMINATION DATE
- = ① = 15' SSE 6201 OR 329 & 6201 OR 332

EXHIBIT "B"

PLAT TO ACCOMPANY DESCRIPTION

A PEDESTRIAN BRIDGE AND TEMPORARY CONSTRUCTION EASEMENT OVER THE LANDS OF WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT PARCEL NO. 63740

CITY OF SAN PABLO COUNTY OF CONTRA COSTA CALIFORNIA

URS

ONE CONCORD CENTER
2300 CLAYTON ROAD, SUITE 1400
CONCORD, CA 94520
(925) 446-3800

DATE: MAY 8, 2014 SCALE: 1" = 40' JOB NO: 2011-48

A-10571.01 SHEET 1 OF 1

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

RESOLUTION NO. 28-1415

**A RESOLUTION OF THE GOVERNING BOARD OF THE WEST CONTRA COSTA UNIFIED
SCHOOL DISTRICT DECLARING ITS INTENTION TO CONVEY AN EASEMENT TO
CONTRA COSTA COUNTY AT THE RIVERSIDE ELEMENTARY SCHOOL SITE**

WHEREAS, the West Contra Costa Unified School District (“District”) owns real property located at 1300 Amador Street, San Pablo, CA 94806 (A.P.N.: 418-030-014), commonly known as the Riverside Elementary School (“School Site”); and

WHEREAS, Contra Costa County, a political subdivision of the State of California (“County”), intends to construct, as part of its I-80 San Pablo Dam Road Interchange Improvement Project, a new Riverside Avenue pedestrian overcrossing (“POC”), which will be slightly north of the existing POC and will extend over Amador Street onto the School Site, and County has requested that the District convey certain portions over, through and on the real property owned by the District, as identified in Exhibit “A” attached hereto, in the form of a permanent and temporary construction easement for the POC (“Easement”); and

WHEREAS, the proposed Easement that includes the description and location of the Easement is set forth in Exhibit “A” attached hereto and incorporated herein by this reference; and

WHEREAS, the District does not need the Easement area for classroom buildings or educational purposes; and

WHEREAS, the District may convey the Easement if, after adoption of this Resolution of Intent and publication of notice, the District’s Governing Board adopts, in a regular open meeting (“Public Hearing”), by a two-thirds vote of all its members, a resolution authorizing and directing the Superintendent, or Superintendent’s designee, to execute and deliver the Easement; and

WHEREAS, notice of the Governing Board’s intent to convey the Easement (“Notice”) shall be given pursuant to Education Code section 17558 by posting copies of this Resolution of Intent signed by the members of the Governing Board, or majority thereof, in three (3) public places in the District not less than ten (10) days before the date of the Public Hearing, and by publishing the Notice once not less than five (5) days before the date of the Public Hearing in a newspaper of general circulation, published in the District, if there is one, or if there is no such newspaper published in the District, then in a newspaper published in the county in which the District or any part thereof is situated and having a general circulation in the District; and

WHEREAS, the Public Hearing shall be held on October 15, 2014, at 6:30 p.m., or as soon thereafter as the matter may be heard in the Lovonya DeJean Middle School Multipurpose Room, located at 3400 Macdonald Ave., Richmond, CA 94805.

NOW THEREFORE, BE IT RESOLVED, that the District’s Governing Board hereby finds, determines,

declares, orders and resolves as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. The real property upon which the Easement is to be located is not needed for school classroom buildings or educational purposes.

Section 3. The District intends to dedicate or convey the Easement.

Section 4. The Superintendent and Superintendent's designee is hereby authorized to provide public notice as required by Education Code section 17588.

Section 5. The District's Governing Board shall hold a public hearing on October 15, 2014 at 6:30 p.m. at its regular place of meeting for a public hearing, or as soon thereafter as the matter may be heard and shall consider authorizing the dedication or conveyance of the Easement from the District to County in accordance with the Easement attached hereto as Exhibit "A".

APPROVED, PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on this 17th day of September, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing is a full, true and correct copy of a Resolution adopted, at a Regular Meeting of the Governing Board of the West Contra Costa Unified School District held on September 17, 2014.

Board of Education

West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, California 94801
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 17, 2014

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

Agenda Item: G.1

Subject: BP 5141.52 Suicide Prevention Policy

Background Information:

The district recognizes that suicide is a major cause of death among youth. The district would like to have a policy in place to establish procedures to be followed when a suicide attempt, threat or disclosure is reported and to provide students, parents/guardians and staff with education that helps them recognize the warning signs of severe emotional distress and take preventive measures to help potentially suicidal students.

Recommendation: For discussion only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Suicide Prevention

BP 5141.52

Students

The Governing Board recognizes that suicide is a major cause of death among youth and that all suicide threats must be taken seriously. The Superintendent or designee shall establish procedures to be followed when a suicide attempt, threat or disclosure is reported. The district shall also provide students, parents/guardians and staff with education that helps them recognize the warning signs of severe emotional distress and take preventive measures to help potentially suicidal students.

The Superintendent or designee shall incorporate suicide prevention instruction into the curriculum.

The Superintendent or designee shall also offer parent education or information which describes the severity of the youth suicide problem and the district's suicide prevention curriculum. This information shall be designed to help parents/guardians recognize warning signs of suicide, learn basic steps for helping suicidal youth and identify community resources that can help youth in crisis.

Suicide prevention training for certificated and classified staff shall be designed to help staff recognize sudden changes in students' appearance, personality or behavior which may indicate suicidal intentions, help students of all ages develop a positive self-image and a realistic attitude towards potential accomplishments, identify helpful community resources, and follow procedures established by the Superintendent or designee for intervening when a student attempts, threatens or discloses the desire to commit suicide. The training shall be offered under the direction of a trained district counselor/psychologist or in cooperation with one or more community mental health agencies.

Staff shall promptly report suicidal threats or statements to the principal or mental health counselor, who shall promptly report the threats or statements to the student's parents/guardians. These statements shall otherwise be kept confidential.

Legal Reference:

EDUCATION CODE

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

Management Resources:

CDE PUBLICATIONS

Suicide Prevention Program for California Schools, 1987

Health Framework for California Public Schools, 1994

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Adopted:

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: September 17, 2014

From: Bruce Harter
Superintendent

Agenda Item: G.2

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

Recommendation:

For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

PROJECT STATUS REPORT

Coronado Elementary School - Reconstruction

Period Ending: 8/30/2014

Scope: Reconstruction Project

Construction Status:

Architect: WLC Architects
 Project Manager: Rene Barrera, SGI Construction Management
 Project Engineer: Marcus Blackmon, Amanco, Inc.
 Contractor: Lathrop Construction Associates
 Inspector: Kris Gilbert
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	1/6/2014	Original	Approved	Projected
Construction Schedule (days):	510			
Original Completion Date:	5/31/2015			
Projected Completion:	5/31/2015			

Buildings:

Building A	Administration
Building C	Classrooms
Building K	Classrooms
Building M	Multi-Purpose Room

Progress This Period:

- Building A
 - Framing & Shear Ply
 - MEP Rough-in
- Building C
 - Electrical & Plumbing Rough-in & Fire Sprinkler Rough-in
- Building K
 - Exterior & Roof (Sheeting) Framing
 - Electrical & Plumbing Rough-In
- Building M
 - Fire Sprinklers
 - Weather Barrier & Exterior Lathing
 - Roof Curbs
- Site Work
 - On-site Sewer and Pump Station
 - Storm Drain Piping (Including Patching/Paving Streets)
 - CMU Footings for Transformer Pad & Trash Enclosure

Anticipated Progress Next Period:

- Building A
 - Wall Ply Installation, Second Floor Wall Layout, Framing & Mechanical/Electrical/Plumbing Rough-in
- Building C
 - Ductwork Installation, Mechanical/Electrical/Plumbing Rough-in, Built-up Roof and Aluminum Window Frame
- Building K
 - Overhead Fire Sprinkler Piping & Electrical and Plumbing Rough-In
- Building M
 - Built-up Roof Installation and Weather Barrier & Lath
- Site Work
 - Lunch Shelter Footing, Ball Field Footings/Retaining Wall

Schedule Assessment/Update:

Construction Duration (Calendar Days):	510
Construction Calendar Days Elapsed:	241
Construction Calendar Days Remaining:	269
Percent of Construction Completed:	40%

Percentage of Work Done	40%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 8/30/2014



Building K Exterior Framing



Building C Corridor (Interior Ply Framing)



Building M Scaffolding Erection (Plaster)

PROJECT STATUS REPORT

El Cerrito High School - Stadium

Period Ending: 8/30/2014

Scope: Stadium

Construction Status:

Architect: WLC Architects
 Project Manager: Hector DeLeon, SGI Construction Management
 Project Engineer: Maria Zupo, SGI Construction Management
 Contractor: Wright Contracting, Inc.
 Inspector: Kris Gilbert, WCCUSD
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed: 1/27/2014

	Original	Approved	Projected
Construction Schedule (days):	608	0	608
Original Completion Date:	9/27/2015		
Projected Completion:	9/27/2015		

Buildings:

Building A	Restrooms & Visitors Team Room
Building B	Weight Room
Building C	Home Locker Room
Building D	Home Restroom
Building E	Concession & Storage
Building F	Storage
New Bleacher	Bleacher and Press Box

Progress This Period:

- Ashbury retaining wall
- Wall drainage system and backfilling with compaction
- Concrete slabs on Building B & D
- Building A CMU walls with under slab utilities
- Building D CMU walls with interior rough plumbing and electrical
- Building C footings are ready for concrete with under slab utilities

Anticipated Progress Next Period:

- Final section of Ashbury Retaining wall and final compaction of subgrade at field level
- Grouting of CMU walls at Building B & D with Interior rough plumbing
- Building A slab poured and completion of CMU wall to full height
- All under ground field utilities
- Building C CMU walls concrete slab

Schedule Assessment/Update:

Construction Duration (Calendar Days):	608
Construction Calendar Days Elapsed:	216
Construction Calendar Days Remaining:	392
Percent of Construction Completed:	33%

Percentage of Work Done	33%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule

Progress Photos: 8/30/2014



Ashbury retaining formwork for concrete pour



Building D Concrete Masonry Units



Central portion of Ashbury Retaining Wall manhole

PROJECT STATUS REPORT

Gompers and LPS Richmond Schools - New Construction

Period Ending: 8/30/2014

Scope: New Construction

Construction Status:

Architect: HMC Architects
 Project Manager: Gregory Smith, SGI Construction Management
 Project Engineer: Supriya Shrestha, 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 plaster & paint
 - Interior gyp board 1st & 2nd floor and metal framing 2nd & 3rd floor
 - Electrical, plumbing & mechanical rough
- Building B**
- Exterior sheathing & windows
 - HVAC equipment set on roof
 - Electrical, plumbing & mechanical rough in
- Building C**
- Ribbon windows
 - Exterior plaster
 - HVAC equipment set
 - Interior gyp board in 1st floor corridors & metal framing in 2nd floor
 - Electrical, plumbing & mechanical rough in

SITE

- Concrete wall along 8th street
- Switch gear at utility yard

Anticipated Progress Next Period:

- Building A**
- Paint exterior
 - Finish gyp board walls, ceilings & tile work
- Building B**
- Finish wall framing and rough in ready for gyp board
 - Install Rain screen and prepare walls for plastering
- Building C**
- Plaster exterior walls & painting
 - Gyp board classrooms

Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	748
Construction Calendar Days Remaining:	342
Percent of Construction Completed:	67%

Percentage of Work Done	67%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule.

Progress Photos: 8/30/2014



Building A - Mechanical units and ductwork at roof area



Building B - Gym: Crane setting HVAC units on roof.



Site: Wall formwork at west side.

PROJECT STATUS REPORT

Harding Elementary School - Exterior Repairs & Select Roofing Replacement Period Ending: 8/30/2014

Scope: Exterior Repairs & Select Roofing Replacement

Construction Status:

Architect: Grossman Design Group
 Project Manager: Willie Robinson, WJR Inc.
 Project Engineer:
 Contractor: Best Contracting Services, Inc.
 Inspector: Grossman Design Group
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	7/21/2014		
	Original	Approved	Projected
Construction Schedule (days):	99	0	0
Original Completion Date:	9/15/2014		
Projected Completion:	10/27/2014		

Buildings:

Buildings A & A1

Progress This Period:

- Mobilization
- Install Electrical for Attic Lighting
- Demolition (roof, Built-up & Singles; and stucco walls)
- Dry Rot repairs at roof sheathing and walls
- Complete Structural Shear Strap Reinforcing Modifications
- Installing Dense-Deck and Ice & Water Membrane
- Fabrication of Surround Flashing for Windows and Storefront

Anticipated Progress Next Period:

- Complete Dense-Deck at Built-up Roofing
- Complete Built-up Roofing Membrane Installation
- Complete Final Layer of Ice & Water Membrane at Shingle Roof
- Start Shingles installation
- Start Installing Surround Flashing at Windows
- Install Metro Wrap at Walls

Schedule Assessment/Update:

Construction Duration (Calendar Days):	99
Construction Calendar Days Elapsed:	42
Construction Calendar Days Remaining:	57
Percent of Construction Completed:	45%

Percentage of Work Done **45%** **Total Project**

Proposed Changes:

General Comment:

Project is on schedule

Progress Photos: 8/30/2014



Stucco Demolition



Building A - Installing Waterproof Membrane



Building A-1 South Roof - Installing Waterproof Membrane

PROJECT STATUS REPORT

Helms Middle School - Environmental & Recycling Center

Period Ending: 8/30/2014

Scope: Environment & Recycling Center

Construction Status:

Architect: Baker Vilar Architects
 Project Manager: Toby Black, SGI Construction Management
 Project Engineer:
 Contractor: Arthulia Inc.
 Inspector: MWC & Associates
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	7/1/2014		
		Original	Approved
Construction Schedule (days):	80		
Original Completion Date:	9/19/2014		
Projected Completion:	9/19/2014		

Buildings:

Trash Enclosure
 Recycling Compactor

Progress This Period:

- Piers & Grade beams
- Rough Electrical
- New Electrical lines in Mechanical Room

Anticipated Progress Next Period:

- Site Grading
- CMU Installation
- Electrical wiring & underground

Schedule Assessment/Update:

Construction Duration (Calendar Days):	80
Construction Calendar Days Elapsed:	62
Construction Calendar Days Remaining:	18
Percent of Construction Completed:	27%

Percentage of Work Done **27%** **Total Project**

Proposed Changes:

General Comment:

Contractor seeking 45 day extension for material procurement.

Progress Photos: 8/30/2014



CMU Rebar Installation



Interior Electrical Conduit Installation in Mechanical Room



Grade Beam Rebar installation & Under Ground Electrical

PROJECT STATUS REPORT

Korematsu Middle School - New Campus

Period Ending: 8/30/2014

Scope: New Campus Project

Construction Status:

Architect: HY Architects
 Project Manager: Jose Chapa, SGI Construction Management
 Project Engineer: Dovie Edwards, 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:

Building A	Administration/Classrooms
Building B	Gymnasium
Building C	Classrooms
Building D	Multipurpose

Progress This Period:

- Building A - Pour topping slab, equipment pads & set door frames
- Building B - Interior Framing locker room and lobby area/ bathroom
- Building C - Structural Steel 2nd floor and elevator metal deck 2nd floor
- Building D - Exterior water proofing and green roof

Anticipated Progress Next Period:

- Building A - Install Storefronts
- Building B - Rough in Fire Sprinkler and Install Window Plan
- Building C - Interior Duct Installation/MEP
- Building D - Install Storefront windows

Schedule Assessment/Update:

Construction Duration (Calendar Days):	960
Construction Calendar Days Elapsed:	439
Construction Calendar Days Remaining:	521
Percent of Construction Completed:	46%

Percentage of Work Done	46%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule

Progress Photos: 8/30/2014



Building A - Door and storefront framing



Building C - metal stairs and metal framing



Building A - Windows and Building D- roof installation

PROJECT STATUS REPORT

Montalvin Elementary School - New Classroom Building
 Period Ending: 8/30/2014

Scope: New Classroom Building & Site Work

Construction Status:

Architect: Baker Vilar Architects
 Project Manager: Paul Orr, SGI Construction Management
 Project Engineer:
 Contractor: W. A .Thomas, Inc.
 Inspector: Mark Eriksen
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed: 2/3/2014

	Original	Approved	Projected
Construction Schedule (days):	270	0	0
Original Completion Date:	10/31/2014		
Projected Completion:	10/31/2014		

Buildings:

New Classroom Building & Site Work

Progress This Period:

New Classroom Building:

- Roofing
- Electrical, Plumbing, HVAC & Rough-in
- Fire Sprinklers
- Interior wall framing

Site Work & Play Yards:

- Site Electrical
- Sanitary sewer line
- ADA ramp & staircase concrete

Anticipated Progress Next Period:

- Flashing, door, window, electrical boxes & fountain.
- Building siding
- Door & Frames
- Window Frames
- MEP continued

Schedule Assessment/Update:

Construction Duration (Calendar Days):	270
Construction Calendar Days Elapsed:	213
Construction Calendar Days Remaining:	57
Percent of Construction Completed:	55%

Percentage of Work Done **55%** **Total Project**

Proposed Changes:

General Comment:

Project is on schedule

Progress Photos: 8/30/2014



Structural steel, metal decking & covered walk way



Roofing systems



West & South elevations

PROJECT STATUS REPORT

Ohlone Elementary School - Interim Housing

Period Ending: 8/30/2014

Scope: Interim Housing

Construction Status:

Architect: Powell & Partners
 Project Manager: Sonya Perkins, SGI Construction Management
 Project Engineer: Lisa Nagai, SGI Construction Management
 Contractor: Trinet Construction
 Inspector: Mark Eriksen
 WCCUSD Mgr: Ferdinand Vergeire

Contract Status:

Notice to Proceed:	6/13/2014		
	Original	Approved	Projected
Construction Schedule (days):	60		1,151
Original Completion Date:	8/12/2014		
Projected Completion:	8/12/2014		

Buildings:

Housing Interim Portable Phase 3

Progress This Period:

- Interim Housing Completed

Anticipated Progress Next Period:

- Close-Out

Schedule Assessment/Update:

Construction Duration (Calendar Days):	60
Construction Calendar Days Elapsed:	79
Construction Calendar Days Remaining:	-19
Percent of Construction Completed:	100%

Percentage of Work Done	100%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 8/30/2014



PROJECT STATUS REPORT

Pinole Middle School - Soccer & Football Fields

Period Ending: 8/31/2014

Scope: Soccer & Football Fields

Construction Status:

Architect: Powell & Partners Architects
 Project Manager: Toby Black, SGI Construction Management
 Project Engineer:
 Contractor: Roebbelen Construction
 Inspector: Brad Williamson
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	5/19/2014			
		Original	Approved	Projected
Construction Schedule (days):	284			
Original Completion Date:	2/27/2015			
Projected Completion:	2/27/2015			

Buildings:

Landscape, Field & Track
 Restroom Building
 Fire Lane

Progress This Period:

- Sanitary Sewer
- Rough grading of the track
- Curbs/ trench drain at track perimeter
- Irrigation main lines at track perimeter
- Concrete pour of footings and slab at restroom building
- Plumbing rough in to restroom building
- Shoring installation for retaining wall
- Retaining wall footing excavation

Anticipated Progress Next Period:

- Concrete pour of the retaining wall footings
- Installation of the retaining wall masonry
- Irrigation main lines
- Installation of the light poles at the track perimeter
- Perimeter fencing installation
- Turf installation at field

Schedule Assessment/Update:

Construction Duration (Calendar Days):	284
Construction Calendar Days Elapsed:	104
Construction Calendar Days Remaining:	180
Percent of Construction Completed;	40%

Percentage of Work Done	40%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule.

Progress Photos: 8/31/2014



Soccer Field - Concrete Slab & Curb @ Restroom Building



Soccer Field - Perimeter trench drain and curb @ track



Soccer Field -Retaining Wall Footing Excavation

PROJECT STATUS REPORT

Pinole Valley High School - Interim Campus Site Work

Period Ending: 8/30/2014

Scope: Installation and connection of portable buildings; site improvements and furnishings.

Construction Status:

Architect: WLC Architects, Inc.
 Project Manager: Marc Alojepan, SGI Construction Management
 Project Engineer: Shawn Fitzgibbons, SGI Construction Management
 Contractor: JUV, Inc.
 Inspector: Mark Eriksen
 WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed: 4/7/2014

	Original	Approved	Projected
Construction Schedule (days):	130	0	0
Original Completion Date:	8/15/2014		
Projected Completion:	9/30/2014		

Buildings:

Portable New: 73; Existing: 19

Progress This Period:

- Interim Campus open for school

Anticipated Progress Next Period:

- Punch-lists & Close-out

Schedule Assessment/Update:

Construction Duration (Calendar Days):	130
Construction Calendar Days Elapsed:	144
Construction Calendar Days Remaining:	-14
Percent of Construction Completed:	98%

Percentage of Work Done 98% **Total Project**

Proposed Changes:

General Comment:

Closeout in process

Progress Photos: 8/30/2014



New Walkway Ramp



Ramp Skirt



New Staircase

PROJECT STATUS REPORT

Kennedy High School - Richmond Swim Center

Period Ending: 8/30/2014

Scope: Richmond Swim Center at Kennedy High

Construction Status:

Architect: Architects MA
 Project Manager: Herman Blackmon Jr., Amanco, Inc.
 Project Engineer:
 Contractor: Arntz Builders, Inc.
 Inspector: Brad Williamson
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	4/28/2014		
		Original	Approved
Construction Schedule (days):	365		
Original Completion Date:	4/28/2015		
Projected Completion:	4/28/2015		

Buildings:

Buildings A, B, C

Progress This Period:

- Pool Demolition
- Sewer & DI Tie-in piping
- CMU Surface Grindings

Anticipated Progress Next Period:

- Still Well Installation
- Pool Edge Framing
- Pour Footing for Pump House

Schedule Assessment/Update:

Construction Duration (Calendar Days):	365
Construction Calendar Days Elapsed:	134
Construction Calendar Days Remaining:	231
Percent of Construction Completed:	32%

Percentage of Work Done	32%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule

Progress Photos: 8/30/2014



Sewer & DI Tie-in



CMU Surface grindings



Pool demolition