

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
NOVEMBER 16, 2011**

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 tapes of Board meetings are kept on file at the Administration Building, 1108 Bissell Avenue, Richmond, CA 94801 (510-231-1101).

The Board of Education would like to acknowledge Comcast, the cities of Pinole and Richmond, and WCCUSD staff for their generosity and efforts in helping to televise WCCUSD Board of Education meetings.

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: October 26, 2011; November 2, 2011**

C. BUSINESS ITEMS

CONSENT ITEMS (Routine Matters)

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

***CI C.1 Grants/Awards/Agreements**

Comment:

Formal action is requested from the Board of Education to accept the grants/awards/agreements, as detailed, dated November 16, 2011.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

***CI C.2 Acceptance of Donations**

Comment:

The District has received donations as summarized dated November 16, 2011. The estimated values for any non-cash donations are those provided by the donor. Staff recommends acceptance of these donations.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per donations summary

***CI C.3 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2011-12 school year are summarized, dated November 16, 2011.

Recommendation:
Recommend Approval

Fiscal Impact:
Additional revenue for schools

***CI C.4 Contracted Services**

Comment:
Permission is requested of the Board of Education to approve contracts for services as detailed, dated November 16, 2011.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per contracts summary

***CI C.5 Summary of Payroll and Vendor Warrant Reports**

Comment:
The summaries of Payroll and Vendor Warrants issued during the month of October, 2011:

Total of payroll warrants (October 2011):	\$ 8,748,895
Total of vendor warrants (October 2011):	\$ 20,737,213

Recommendation:
Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:
As noted above

***CI C.6 Notice of Completions: Bid J068301 Richmond High School Arts Building Fire & Intrusion Alarm Project, Bid J068217 Kennedy High School Security Fencing Project, Bid J068263 Crespi Middle School Roof Restoration Project**

Comment:
Substantial completion notices has been received for: Bid J068301, Bid J068217, Bid J068263.

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:

Green Leaf Solar dba Eclipse Electric, Bid J068301 Richmond HS Arts Build. Alarm Project
Crusader Fence Co. Inc., Bid J068217 Kennedy High School Security Fencing Project
F. Rodgers Corp., Bid J068263 Crespi Middle School Roof Restoration Project.

Recommendation:

Recommend approval of these notices of completion

Fiscal Impact:

None

***CI C.7 Certificated Board Authorization - Education Code 44285.3**

Comment:

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

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.8 Routine Personnel Changes - Certificated**

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

***CI C.9 Routine Personnel Changes – Classified**

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

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

Comment:

Teachers in this district provide supervision and evaluation for students at California State University, East Bay, seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher at no cost to the district.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed, dated November 16, 2011.

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 as noted

Fiscal Impact:

Total for this action: \$514,432. Funding sources as noted.

***CI C.12 Approval of Wilson Elementary School Construction Document Design Fees**

Comment:

Wilson Elementary School Campus Replacement is one of the listed projects in Measure D-2010 Bond. Master Plan documents have been completed by Interactive Resources, and approved by the Board of Trustees on October 19, 2011. The scope of work includes schematic design, design development, and construction document services by the architect and the architect's sub-consultants.

Recommendation:

Approve proposed Wilson Elementary School Construction Document Design Fees

Fiscal Impact:

Total for this action: \$2,400,000. Funding source is Measure D-2010 Bonds.

***CI C.13 Approval of Superintendent and Board Members Attending California School Boards Association Annual Education Conference**

Comment:

Board Bylaw 9250 stipulates members of the board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044). Superintendent Harter and Board members have expressed interest in attending the California School Boards Association (CSBA) Annual Education Conference, to be held in San Diego. The conference dates are December 1 through 3, 2011 at the San Diego Convention Center. Expenses including registration, travel, food and lodging are estimated to total approximately \$1,440.00 per person. Funds for Board travel and conference are budgeted and there is sufficient funding within that budget.

Recommendation:

That the Board authorizes attendance at the CSBA Annual Education Conference 2011.

Fiscal Impact:

General Fund

***CI C.14 Resolution No. 73-1112: Supporting the California Cancer Research Act**

Comment:

The American Cancer Society and the American Lung Association have requested that the Board adopt a resolution in support of the California Cancer Research Act of 2012.

Recommendation:

That the Board adopts the resolution in support for the California Cancer Research Act of 2012.

Fiscal Impact:

None for WCCUSD

***CI C.15 Annual Williams Review**

Comment:

Each year the County Office of Education completes a review of the District's compliance with the Williams Settlement. The District is in compliance with the provisions of that statute.

Recommendation:

That the Board accept the Williams Settlement report from the Contra Costa County Office of Education.

Fiscal Impact:

As budgeted

***CI C.16 Resolution No. 72-1112: Educators Recognition Resolution**

Comment:

Board Member Elaine Merriweather would like to propose for consideration recognition of exemplary educators from within the District on a regular basis.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.17 Modification for Policy 7214.2**

Comment:
Board Policy 7214.2 complies with intent of Proposition 39 which was approved in 2000 to establish a Citizens' Oversight Committee (CBOC) to "actively review and report on the use of bond proceeds" whenever the district passes a Proposition 39 bond. At the October 4, 2011 meeting, the Board revised the policy. The proposed revisions will allow the CBOC to establish its own bylaws and operational rules. The proposal also eliminates a position that has been unfilled for several years.

Recommendation:
That the Board approve the modifications to Policy 7214.2, Citizens Bond Oversight Committee.

Fiscal Impact:
None

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Employee Service Anniversary Recognition**

Comment:
The West Contra Costa Unified School District employs 2,897 full and part-time staff members. Tonight the district honors its veteran employees who have reached milestone years for their service. It is with great honor and gratitude that we recognize these individuals by presenting them with service anniversary pins in the following categories:

- the 35-Year Service Pin Award to 6 staff;
- the 30-Year Service Pin Award to 16 staff,
- the 25-Year Service Pin Award to 26 staff,
- the 20-Year Service Pin Award to 17 staff.

It is ultimately the students who benefit from the relationships we have with our veteran staff members. Collectively this group represents more than 1,680 years of experience in serving the students.

Our school communities and the district are indeed fortunate to benefit from our veteran employees' wisdom and accumulated experience which guide and inform our current and future work. Their dedication, caring, creativity, ingenuity, and resilience are an important part of what makes our district special.

Recommendation:
Recognition; for board and public information

Fiscal Impact:

None

* **D.2 Parcel Tax Survey Presentation**

Comment:

At the June 28, 2011 meeting, the Board appointed a subcommittee of Madeline Kronenberg and Antonio Medrano to select a polling firm to conduct a survey and provide outreach services to determine the feasibility of a measure to renew the current parcel tax. The Attorney General has determined that a school district may legally expend district funds to hire a consultant to conduct surveys and establish focus groups to assess the potential support and opposition to a measure, the public's awareness of the district's financial needs, and the overall feasibility of developing a measure that could win voter approval.

The district distributed a request for qualifications (RFQ) to six Bay Area firms that specialize in survey research. After reviewing the proposals, the subcommittee selected Godbe Research to conduct a random sample survey to aid in determining the degree to which the community is willing to support a possible local measure that would help in replacing the vast amount of state funding that has been lost due the State's revenue shortfall. A committee that included the Board members, representatives of the four employee groups and a parent representative assisted in developing the survey that Godbe Research completed in October 2011.

Bryan Godbe will describe the process for implementing the survey and provide the Board with the results of the survey. The next steps included identifying a consulting firm to assist with the community outreach, completing a tracking poll survey sometime in the spring or early summer, and asking the Board to consider adopting a resolution to authorize an election to renew and/or extend the 2008 parcel tax.

Recommendation:

That the Board review the survey results and provide directions for the next steps

Fiscal Impact:

No additional fiscal impact

* **D.3 Report on the School Based Health Centers**

Comment:

In an ongoing effort to provide health education and services to the students of West Contra Costa Unified School District, Health Center coordinators will report on the programs and services that are currently being offered.

Recommendation:

Report only

Fiscal Impact:

None

* **D.4 Report on Peres Dental Clinic**

Comment:

For many years before Peres Elementary school was renovated, local dentists volunteered their time to provide dental screening and referral to students at that school. With the renovation and added buildings, a dental clinic was added to the school that reopened after construction in 2005. A room was set aside as a dental clinic and was equipped to enhance the work of the volunteer dentists. In 2010, the Board approved an upgrade to the dental lab to add additional equipment and modernization of the facilities so that the volunteer dentists can perform more dental work such as filling cavities for students.

Recommendation:

District staff will provide the Board with an update on the progress and timeline for the modifications to the dental clinic room at Peres.

Fiscal Impact:

None

* **D.5 Measure D 2010 Bond Sale**

Comment:

The Bond Finance Team recently completed the sale of the District's first \$100 million bond issuance towards the Measure D 2010 authorization. The District's Financial Advisor, Dave Olson of KNN, will provide a report.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.6 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
Bayside Parent Teacher Association
Citizens' Bond Oversight Committee
Community Budget Advisory Committee
Facilities Subcommittee
Ivy League Connection

Linked Learning – Multiple Pathways
Safety Committee
Youth Commission
Public Employees Local 1
School Supervisors Association
United Teachers of Richmond

* **D.7 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.

Retired teacher Claire Sapp passed away. Ms. Sapp retired in 1990 after teaching for 20 years at Woods and Hercules Elementary Schools.

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

Recommendation:

For Information Only

Fiscal Impact:

None

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

* **E.1 Superintendent's Report**

* **E.2 Request to Address the Board – Billy Alexander**

Comment:

Mr. Alexander would like to address the Board about Kwanzaa.

Recommendation:

For Information Only

Fiscal Impact:

None

* **E.3 WCCUSD Public Comment**

Members of the public are invited to speak to the Board about any matter that is not otherwise on the agenda and is related to issues affecting public education in the WCCUSD. **Approximately 30 minutes will be allocated for this item.** If there are more requests to speak than can be heard within this time limit, "WCCUSD Public Comment" will continue after Item G. Individuals wishing to speak must submit a "WCCUSD Public Comment" form prior to the beginning of this item on the agenda.

Depending on the number of persons who wish to speak, from one to three minutes will be allocated to each speaker at the discretion of the President of the Board in order to accommodate as many speakers as possible. The Board cannot dialogue on any issues brought before it by the public that have not been previously agendized, but may refer these to staff for response and/or placement on future agendas.

F. ACTION ITEMS

G. DISCUSSION ITEMS

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 – December 7, 2011

K. ADJOURNMENT

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

The public may address items which are marked with an asterisk (*).

A. CLOSED SESSION

A.1 CALL TO ORDER

A.2 DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION
(Government Code 54957.7)

A.3 RECESS TO CLOSED SESSION AS SCHEDULED

See Exhibit A

(Government Code Section 54954.5)

The **Open Session** will resume at the end of the **Closed Session** in the Multi-Purpose Room at approximately **6:30 PM**.

EXHIBIT A

(Government Code Section 54954.5)

CLOSED SESSION AGENDA

November 16, 2011

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

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

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

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED/POTENTIAL LITIGATION
[Government Code Section 54956.9(b)]

Four cases

4. LIABILITY CLAIMS (Government Code Section 54956.95)

5. CONFERENCE WITH LABOR NEGOTIATORS

- a. Superintendent/Dr. Bruce Harter
- b. Employee Organizations
 - UTR
 - Local One
 - School Supervisors Association
 - WCCAA

- c. Unrepresented Employees
 - Confidential and Management

6. PUBLIC EMPLOYEE APPOINTMENT

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

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

Certificated / Classified Employee Dismissal

10. REPORT OF CLOSED SESSION ACTIONS