

West Contra Costa Unified School District
Minutes of the Board of Education Meeting
Lovonya DeJean Middle School
3400 McDonald Avenue
Richmond, CA 94805

As Amended 10-1-08
Correction in Bold Italics

September 17, 2008

A. CLOSED SESSION

B. OPENING PROCEDURES

President Karen Pfeifer called the meeting to order at 6:00 PM. The Board recessed into Closed Session. President Pfeifer called the Public Session to order at 6:44 PM.

B.1 Pledge of Allegiance

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

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

Board Members Present: Dave Brown, Madeline Kronenberg, Audrey Miles, President Karen Pfeifer

Board Members Absent: Charles Ramsey

Staff Present: Andre Bell, Senior Director of Business Services Interim; Adrienne Blalock, Director of Bond Facilities; Jeff Edmison, Associate Superintendent for Operations; Paul Ehara, Director of Communications; Lisa Erwin, Senior Director of Business Services; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent for Secondary Operations; Bruce Harter, Superintendent; Nina Hurley, Facilities Planning Specialist; Lance Jackson, Bond Manager, SGI; Joe Mayes, Maintenance Manager; Ken McDaniel, Interim Electronics Supervisor; Kevin McQuarrie, Master Architect WLC; Karim Nassab, SGI – Bond Team; Jessica Romeo, Assistant Superintendent for Human Resources; Phyllis Rosen, Legal Assistant; Bill Savidge, District Engineering Officer.

B.4 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to approve the following administrative appointments:

Luis Freese – Executive Director Maintenance and Operations

MOTION: Ms. Kronenberg moved to ratify the vote taken in Closed Session to approve the administrative appointment. Ms. Miles seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

B.5 Agenda Review and Adoption

MOTION: Ms. Kronenberg moved to table Item G.20 and approve and adopt the remainder of the agenda as presented. Ms. Miles seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

B.6 Board Minutes: September 3, 2008

MOTION: Ms. Miles moved to approve the minutes of September 3, 2008. Ms. Kronenberg seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

C. AWARDS, RECOGNITIONS, AND REPORTS

None

D. PUBLIC AND COMMITTEE COMMUNICATIONS

D.1 Superintendent's Report

Superintendent Harter provided a report of events in District schools. He recognized Cate Burkhart who is retiring after 25 years on the Ed Fund Board and thanked Jeff Edmison for his great service with the District over the past two years.

D.2 WCCUSD Public Comment

Christina Slamon provided an update on the start of school at Portola Middle School and announced upcoming school events. She recognized new principal Denise Van Hook and music teacher Tiffany Carrico and said the PTA unanimously endorsed Measure D.

E. ACTION ITEMS

E.1 Approval of the 2007-08 Unaudited Actuals Financial Report and 2008-09 Operating Budget Updates

Sheri Gamba provided background information about state and county requirements for this report and presented a summary of the information. She recognized staff members for their hard work to meet the required deadlines.

MOTION: Ms. Kronenberg moved to approve Item E.1 2007-08 Unaudited Actuals Financial Report. Ms. Miles seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

E.2 Resolution No. 38-0809, Adoption of Gann Limit, 2007-08 and 2008-09

Sheri Gamba spoke briefly about the Gann Limit, which she said accompanied the Unaudited Actuals Report.

MOTION: Ms. Kronenberg moved to approve Item E.2. Resolution No. 38-0809, Adoption of Gann Limit, 2007-08 and 2008-09. Ms. Miles seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

E.3 CIF-NCS School Board Representative Election Ballot

Mr. Greer asked for board approval for one candidate to be eligible to participate in the North Coast Session of the CIF-NCS School Board. He recommended Percy McGee, Jr. from Pittsburg Unified School District.

Board Comment:

Mr. Brown spoke in favor of Mr. McGee since the Pittsburg Unified School District is most similar to WCCUSD and Mr. McGee is most likely to bring similar issues forward.

MOTION: Mr. Brown moved to vote approval of candidate Percy McGee, Jr., for the 2008-2010 CIF-NCS Contra Costa County School Board Representative. Ms. Miles seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

F. DISCUSSION ITEMS

None

G. BUSINESS ITEMS

Consent Items

G.1 Contracted Services

G.2 Grants/Awards/Agreements

G.3 Acceptance of Donations

G.4 Approval of Fund-Raising Activities

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G.5 Summary of Payroll and Vendor Warrant Reports

G.6 Agreements for Nonpublic, Nonsectarian School/Agency Services

G.7 Acceptance of Contracts for Placement of Student Teachers

G.8 Contracts with Employee Health and Welfare Providers

Resolution No. 21-0809: Public Employees Union, Local #1
Resolution No. 22-0809: School Supervisors Association
Resolution No. 23-0809: Unrepresented Management
Resolution No. 24-0809: Unrepresented Management Retiring Prior to January 1, 2009
Resolution No. 25-0809: United Teachers of Richmond
Resolution No. 26-0809: United Teachers of Richmond Retiring Prior to January 1, 2007
Resolution No. 27-0809: West Contra Costa Administrators Association
Resolution No. 28-0809: Board of Education members
Resolution No. 29-0809: Confidential Employees

G.9 Modification to Board Bylaw 9250

G.10 Procurement Contracts for the School Year 2008-09

G.11 Disposal of Obsolete and Damaged Equipment for the School Year 2008-09

G.12 Certificated Personnel Changes

G.13 Certificated Provisional Internship Permit (PIP) Request(s)

G.14 Ratification and Approval of Engineering Services Contracts

G.15 Ratification and Approval of Negotiated Change Orders

G.16 Leadership Public Schools (LPS) Charter School Administrative Agreement

G.17 Leadership Public Schools (LPS) Charter School Facilities Agreement

G.18 Leadership Public Schools Temporary Campus Sitework Award of Contract

Mr. Edmison read a revision to this item into the record as follows (*changes in italics*):

Background Information: The Leadership Public Schools (“LPS”) Temporary Campus project is the first phase of work that the District is completing as part of meeting its long-term Charter School Facilities responsibilities to LPS under Proposition 39 requirements. The long-term plan includes the demolition of the existing Gompers buildings and the construction of new Charter Facilities at that site. The Board approved this project with the Facilities Master Plan Update of April 4, 2007, and reaffirmed the project in the 2008 Facilities Master Plan updates. While funding for the long-term project has not been secured, nonetheless, given the significant facilities issues at Gompers, it is appropriate to begin removing students from the buildings in order to prepare for demolition. The Temporary Campus at Nystrom Elementary will first house LPS students, then will also be used to house Nystrom Elementary students during the renovations of the existing Nystrom main building.

The Architects for the project, Interactive Resources, have prepared plans and specifications for the LPS Temporary Campus to be located at the rear of the Nystrom Elementary School campus. The Temporary Campus includes modular buildings and use of the existing older bungalow buildings.

The Architects have completed plans and specifications for the project, which have been approved by the Division of State Architect. The work of this contract includes limited grading, plumbing, electrical, fire alarm, data and other hookups to the buildings. Minor renovation of the existing bungalows is a part of the project, which also includes landscape, fencing, site furnishings, shade structures, and other associated work.

The District conducted a public bid process for this project. Two Contractors submitted bids. They are as follows: Bay Cities Paving and Grading \$1,616,000; and, D.L. Falk Construction \$1,550,000. The lowest responsive, responsible bidder is D.L. Falk Construction at \$1,515,000 [sic].

This item is being presented prior to the expiration of the 5 working day Bid Protest period. In consideration of this timing, and in order to expedite the project, the Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting. ()*

Recommendation: *Authorize staff to issue Notice of Award at the end of the bid protest period to the lowest responsive, responsible bidder. [D.L. Falk Construction \$1,550,000]*

Fiscal Impact: *\$1,515,000 [sic]. This project will be funded from the Measure J Bond funds.*

(*)Due to a bid protest, this item will be brought back at a future meeting.

- G.19 Ford Temporary Campus Modularity Award of Contract**
- G.20 Emergency Repair Program (ERP) – Fairmont ES Multipurpose Room Roofing - Award of Contract**
This item was tabled.
- G.21 Emergency Repair Program (ERP) – Transition Learning Center - Paving Award of Contract**
Mr. Edmison read a revision to this item into the record as follows (*changes in italics*):

Background information: The State Allocation Board has approved the paving and drainage project at Transition Learning Center under the Emergency Repair Program application. The scope of work is to provide and install new drain inlet and reset existing for proper drainage. Removal of asphalt, compact sub-grade and placement of new asphalt over prepared sub-grade. Plans and specifications have been prepared by the Seville Group (SGI).

The District conducted a public bid for this project. Bids were received on September 16, 2008. Nine Contractors submitted bids. The nine responsive bids were as follows: Sposeto Engineering \$341,730; Galedrige Construction \$360,526; Alaniz Construction \$341,500; Bruce Carone Paving \$240,000; Bay Cities Paving \$279,600; Granite \$309,900; Ghilloti Bros. \$296,750; Top Grade \$256,160; and OC Jones & Son \$238,130. The lowest responsive, responsible bidder is OC Jones & Son at \$238,130.

This item is being presented prior to the expiration of the five working day Bid Protest period. In consideration of this timing, and in order to expedite the protest, The Board's action will be to authorize staff to issue the Notice of Award effective at the end of the Bid Protest period to the lowest responsive, responsible bidder. This award by staff will then be brought back for ratification at a future meeting.

Recommendation: *Authorize staff to issue Notice of Award upon successful completion of the Bid Protest period.*

Fiscal Impact: \$238,130. Emergency Repair Program Funds

- G.22 Approval of Board Member Attending California School Boards Association, Masters in Governance Training Modules**
- G.23 Approval of Superintendent and Board Members Attending California School Boards Association Annual Education Conference**

MOTION: Ms. Miles moved approval of the Consent Items as amended. Ms. Kronenberg seconded. Mr. Brown, Ms. Kronenberg, Ms. Miles and President Pfeifer voted yes, with Mr. Ramsey absent and no abstentions. Motion carried 4-0-0-1.

H. UNFINISHED REQUESTS TO ADDRESS THE BOARD
None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Board Comment:

Mr. Brown encouraged the public to vote yes on Measure D and to help in the campaign.
Ms. Miles encouraged all parents to participate in Back to School Night on September 18.
Ms. Kronenberg thanked Jeff Edmison for his work with the facilities subcommittee and said she will miss him very much.
Ms. Pfeifer announced upcoming meetings of the Academic Subcommittee and Citizens Budget Advisory Committee.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING
October 1, 2008

K. ADJOURNMENT
President Pfeifer adjourned the meeting at 7:19 PM.

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

**West Contra Costa Unified School District
Minutes of the Joint Meeting of the
Board of Education and Citizens' Bond Oversight Committee
Lovonya DeJean Middle School
3400 McDonald Avenue
Richmond, CA 94805**

September 17, 2008

A. OPENING PROCEDURES

President Karen Pfeifer called the meeting to order at 7:34 PM.

A.1 Welcome and Introductions

President Pfeifer introduced Sue Pricco, Chairperson.

A.2 Welcome and Meeting Procedures

President Pfeifer offered welcome and instructions to the public regarding the meeting and asked for members to give a brief introduction.

A.3 Roll Call

Board Members Present: Madeline Kronenberg, Audrey Miles, President Pfeifer

Board Members Absent: Dave Brown, Charles Ramsey

CBOC Members Present: Adrienne Harris, Representing Charles Ramsey; Leonard McNeil, City of San Pablo; Marcus Mitchell, PEU Local One; Sue Pricco, Chair; Charleen Raines, City of Hercules; Maureen Toms, City of Pinole.

WCCUSD Staff Present: Andre Bell, Senior Director of Business Services Interim; Adrienne Blalock, Director of Bond Facilities; Jeff Edmison, Associate Superintendent for Operations; Paul Ehara, Director of Communications; Lisa Erwin, Senior Director of Business Services; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent for Secondary Operations; Bruce Harter, Superintendent; Nina Hurley, Facilities Planning Specialist; Lance Jackson, Bond Manager, SGI; Joe Mayes, Maintenance Manager; Ken McDaniel, Interim Electronics Supervisor; Kevin McQuarrie, Master Architect WLC; Terry Miller, Don Todd & Associates; Karim Nassab, SGI – Bond Team; Jessica Romeo, Assistant Superintendent for Human Resources; Phyllis Rosen, Legal Assistant; Bill Savidge, District Engineering Officer.

B. AWARDS, RECOGNITIONS AND REPORTS

B.1 Local Hiring Program

Jake Sloan of Davillier-Sloan presented an overview of the West Contra Costa Unified School District's Local Capacity Building Program, including efforts and progress the program is making to hire community members for district construction projects.

Board/Committee Comment:

Ms. Toms inquired about work for off-site projects that are not part of the school bond program and how that affected the numbers.

Mr. Sloan responded with details comparing program participation at Helms in contrast to other areas, and discussed the first priority area.

President Pfeifer discussed the preference for community members to work on our schools.

Mr. Sloan discussed union support regarding the provision to include projects outside of the district.

Ms. Toms said that the projects not funded by the district should not receive credit.

Mr. Sloan discussed the results with regard to on-site numbers.

Mr. McNeil inquired about data for gender, race and ethnicity.

Mr. Sloan discussed the data and the need for academic assistance with math and English to help pass apprenticeship exams.

Ms. Toms inquired about the apprenticeship program and minorities.

Ms. Harris asked where those hired from outside the community resided.

Mr. Sloan said that they came from all over Northern California.
Ms. Miles inquired about recruiting and educating citizens and working in conjunction with other social organizations to recruit minorities.
Mr. Sloan provided details about efforts to work with other groups.
Ms. Miles asked about working in conjunction with district high school trades program.
Mr. Jackson said the focus needs to be redirected to the future workforce and discussed using the numbers to target areas of improvement. He acknowledged the Adult Ed program for sustaining this program.
Ms. Kronenberg said she is very proud of the program, especially how it connects to Adult Ed. She discussed the importance of going further to approach high school students.
Mr. McNeil suggested branching the first priority into two sections and setting up peer-to-peer outreach.
Mr. Jackson said he welcomed Mr. McNeil's wisdom and discussed recruiting from and partnership with the unions.

B.2 Bond Program Overview

Ms. Pricco provided a brief status update and said the committee is in the process of setting goals and identifying where more structure is needed. She discussed the level of success and commitment made by former members, the need for improving the number of volunteers and setting a schedule for 2008-09. She said there is a plan to create a subcommittee to work on the annual report on an ongoing basis.

Mr. Savidge presented an overview of the bond program entitled *Bond Program 2008: Accomplishments & Challenges*.

C.1 CBOC Membership Requirements and Attendance History

Ms. Pricco provided background information on this topic which was raised by Board Member Charles Ramsey. Mr. Edmison discussed CBOC roles and responsibilities and future membership, citing governing regulations and the legal requirements of membership, and expressed concerns for sufficient interest in positions. He directed the conversation to whether the membership should change from its current makeup of 21 members.

Board/Member Comment:

Ms. Raines said she did not understand the need to eliminate positions as long as the need for a quorum was met and spoke about looking for additional members on an ongoing basis.
Ms. Harris and Ms. Toms spoke about making sure city representatives were aware of the issues.
Ms. Pricco discussed some difficulties facilitating meetings of 21 people and not being able to fill the positions.
Mr. Savidge suggested that the size of the committee should directly reflect the size of the district. He said the district was one of complexity that supports the current membership.
Ms. Harris expressed concern over choosing which positions to eliminate.
Ms. Miles suggested the possibility of a shared appointment and spoke about the importance of being clear what the responsibilities are to potential members.
Ms. Pricco provided closing comments and said this was only a beginning discussion.
Mr. McNeil spoke about informing the public through formal events. Ms. Pricco and Mr. Edmison said that would not be prohibited. Mr. Edmison suggested providing information directly to households in the WCCUSD Reporter and on the District website, which is being updated.
Ms. Pricco agreed that the Reporter would be an appropriate source, as it is paid for by bond funds.
Mr. Savidge suggested reducing the number of meetings to quarterly with two joint meetings.
Ms. Pfeifer wished to acknowledge the work of Mike Mahoney who was on the CBOC for many years and was a major player behind the scenes tutoring young people.

D.1 WCCUSD Public Comment

Jill Wolkenfeld discussed putting on school assemblies for the Local Capacity Building Program. She also expressed safety concerns at Adams Middle School and *said she was interested in the* seismic committee.
Robert Studdiford expressed concern for reducing the committee down to seven members. He spoke in favor of leaving the membership at the current level and reaching out to the community to find new members.

E. ADJOURNMENT

President Pfeifer adjourned the meeting at 9:04 PM.