

**WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT**

BOARD OF TRUSTEES



MISSION STATEMENT

We provide the highest quality education to enable all students to make positive life choices, strengthen our community, and successfully participate in a diverse and global society.

We provide excellent learning and teaching experiences; safe, student-centered learning environments; and support for all students and employees. We develop and maintain productive community partnerships and individual and collective accountability.

MEETING OF
November 19, 2008

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
NOVEMBER 19, 2008**

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:

http://www.wccusd.net/board/APM_index.shtml

VIEWING AND LISTENING TO THE BOARD MEETINGS:

Radio: Regularly scheduled Board meetings are broadcast live over Radio Station KECG 88.1 and 97.7 FM.

Television: Regular Board meetings are also broadcast by the City of Pinole on PCTV Channel 26 and HCTV Channel 25, and the Hercules city cable channel 28.

Audio tapes of Board meetings are kept on file in the Communications Office, Room 215, 1108 Bissell Avenue, Richmond, CA 94801 (510-231-1132). The Board of Education would like to acknowledge the City of Pinole for their generosity 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 (see Exhibit A). The Board will then adjourn to closed session in the Faculty Lounge and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

“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 Stephanie Carillo, Gompers Continuation High School**

Comment:

Student Board Representative Stephanie Carillo will be representing Gompers Continuation High School at the Board of Education on November 19, 2008. We would like to recognize and commend her participation.

Recommendation: For Information Only

Fiscal Impact: None

B.5 Report/Ratification of Closed Session

* **B.6 Agenda Review and Adoption (Public Comment)**

* **B.7 Board Minutes: November 5, 2008**

C. AWARDS, RECOGNITIONS, AND REPORTS

* **C.1 Resolution No. 46-0809: Honoring Dave Brown for Four Years of Service on the Board of Education**

Comment:

A resolution of commendation will be presented to Dave Brown for four years of service on the Board of Education and to the Students, Staff, and Community of the West Contra Costa Unified School District.

Dave Brown has demonstrated his commitment to quality education and youth programs for all our children, and was instrumental in many accomplishments as a Board member including improving learning, increasing levels of parent satisfaction with our schools, increasing student attendance, improving safety, increasing public participation in the decision-making of the Board, improving the focus on post-secondary education, and reducing the number of schools in school improvement.

Recommendation: Recognition and Resolution Honoring Board Member Dave Brown

Fiscal Impact: None

* **C.2 Resolution No. 47-0809: Honoring Karen Pfeifer for Four Years of Service on the Board of Education**

Comment:

A resolution of commendation will be presented to Karen Pfeifer for four years of service on the Board of Education and to the Students, Staff, and Community of the West Contra Costa Unified School District.

Karen Pfeifer has provided leadership for improving safety, initiating a Board focus on student learning through the Academic Subcommittee, forwarding school-based health centers in all six high schools and taking the lead on requiring school uniforms. Her participation at the policy level resulted in many school renovations and improvement to the facilities for our students.

Recommendation: Recognition and Resolution Honoring Board Member Karen Pfeifer

Fiscal Impact: None

* **C.3 Citizens' Bond Oversight Committee Report**

Comment:

The Citizens' Bond Oversight Committee Chairperson, Sue Pricco, will provide an update to the Board.

Recommendation: For Information Only

Fiscal Impact: None

* **C.4 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.

Richard Randolph, retired Custodial Supervisor at Richmond High School, passed away November 2, 2008.

Jeanne Gedda, retired teacher from Madera Elementary School, passed away recently. Ms. Gedda helped inaugurate Madera School in 1956 and retired in 1994.

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

Recommendation: For Information Only

Fiscal Impact: None

D. PUBLIC AND COMMITTEE COMMUNICATIONS
(Education Code 35145.5; Government Code 54950 et seq.)

* **D.1 Superintendent's Report**

* **D.2 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.

E. ACTION ITEMS

*** E.1 Call for Nominations for California School Board Association (CSBA) Delegate**

Comment:

The California School Boards Association is accepting nominations for its Delegate Assembly from April 1, 2009 – March 31, 2011. There are two delegates in Region 7, Sub-Region 7-A, whose terms expire in 2009.

Recommendation: To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate additional delegates for the CSBA Delegate Assembly

Fiscal Impact: None

F. DISCUSSION ITEMS

None

G. 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.

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

Comment:

Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed dated November 19, 2008.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

***CI G.2 Acceptance of Donations**

Comment:

The District has received donations as summarized dated November 19, 2008. 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 G.3 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2008-09 school year are summarized dated November 19, 2008.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

***CI G.4 Summary of Payroll and Vendor Warrant Reports**

Comment:

Payroll and Vendor Warrants issued during the month of October 2008 are summarized.

Total of payroll warrants:	\$ 10,578,478
Total of vendor warrants:	\$ 21,865,343

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted

***CI G.5 Certificated Provisional Internship Permit (PIP) Request(s)**

Comment:

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully credentialed teacher cannot be found. The PIP is issued for one (1) year and is renewable one time only provided the teacher has taken all appropriate subject matter examinations, but has not yet passed those tests.

Recommendation: Recommend Approval

Fiscal Impact: None

***CI G.6 Ratification and Approval of Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified 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: \$335,145. Funding sources as noted.

***CI G.7 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Pinole Valley HS Restrooms and the Richmond College Prep Sitework & Utilities. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the Richmond College Prep and Leadership Public Schools Modularity projects is required by the Board, with special findings as noted below, because this is in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying 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: Ratify negotiated Change Orders as noted

Fiscal Impact: Total ratification and approval by this action: \$180,314.84.

***CI G.8 Emergency Repair Program (ERP) – Pinole Valley High School – Exterior Lighting Contract**

Comment:

The State Allocation Board has approved the exterior lighting project at Pinole Valley High School under the Emergency Repair Program application. The scope of work is: to remove and replace exterior light fixtures throughout the campus; to provide wiring and conduit to new and existing light fixtures; to illuminate outside areas; to relocate existing light fixtures to aesthetically match a walkway and then replace with all new fixtures. Specifications have been prepared by the Seville Group (SGI).

The District conducted a public bid for this project. Bids were received on November 5, 2008. Five Contractors submitted bids. The four responsive bids were as follows: R.A.N. Electric \$53,000.00; ERA Construction \$37,995.00; A&E \$54,200.00; Boddies Electric \$41,022.00. The one non-responsive bid is Hannibals, Inc. at \$17,484.00. The lowest responsive, responsible bidder is ERA Construction at \$37,995.00.

Recommendation: Award contract to the lowest responsive, responsible bidder

Fiscal Impact: \$ 37,995.00 Emergency Repair Program Funds

***CI G.9 Emergency Repair Program (ERP) – Pinole Valley High School – Communication System Replacement Contract**

Comment:

The State Allocation Board has approved the Communication System Replacement at Pinole Valley High School under the Emergency Repair Program application. The scope of work is to furnish and install materials and equipment required to provide a new operational IP Clock, Intercom and Public Address system. The work will include new wiring and conduit. Specifications have been prepared by the Seville Group (SGI).

The District is currently conducting a public bidding process for the project. Bids are due on November 18, 2008. Staff will bring a recommendation forward to the meeting of November 19, 2008.

Recommendation: Award contract to the lowest responsive, responsible bidder

Fiscal Impact: \$ _____. Emergency Repair Program Funds

***CI G.10 Approval of WCCUSD Dell Technology Refresh Lease/Purchase Plan Agreement**

Comment:

The District seeks approval to enter into a 48 month Lease/Purchase Plan Agreement with Dell Financial Services for delivery of 500 workstations allocated to newly constructed El Cerrito High School and other facilities. At the end of the lease term, the District has the opportunity to renew the lease under a Technology Refresh option at which point all of the 500 units are replaced with the most current computing technology available at the time. Any defective units or accessories are all eligible for immediate replacement throughout the length of this agreement. This agreement utilizes the Western States Contracting Alliance (WSCA) master agreement #A63307 with Dell. There is a California Participating Addendum to the master agreement. This was Board approved on September 17, 2008.

Recommendation: Recommend approval

Fiscal Impact: Bond funds

***CI G.11 Ratification of Contract with Pearson for PowerSchool Student Information System (SIS)**

Comment:

The district has been using the application software SASI as its student information system (SIS) for many years. The company that developed and supported SASI over the years is discontinuing the product line and this required the district to select another application.

The Board approved the staff recommendation to enter into contract negotiations with Pearson School System on October 15, 2008. The contract is now being brought back for ratification.

Recommendation: Recommend approval

Fiscal Impact: Approximately \$398,840. Microsoft Voucher Grant

***CI G.12 Special Education (SPED) SIS & Services, Public Contract Code 20118,
Mt. Diablo RFP 1454**

Comment:

Staff proposes to implement Spectrum's Encore! SPED SIS product, selected by Mt. Diablo USD as their SPED SIS of choice as a result of a competitive bid process, sanctioned under Public Contract Code 20118. This product satisfies District requirements in the following areas: Timelines aligned to California and federal compliance standards for IEP students, forms that capture California-specific data for IEP students, and CASEMIS and other special education reporting. Mt. Diablo USD conducted a public bid process and has referenced other school districts in the state which, under law, may then award contracts as a "piggyback" on the Spectrum contract. The action proposed by this award will be a "piggyback" contract award to the SPED SIS vendor, Spectrum's Encore!

The Board's action will be to authorize staff to negotiate the contract provisions. The contract will then be brought back for ratification at a future meeting.

Recommendation: Recommend approval

Fiscal Impact: \$171,550 Microsoft Voucher Grant

***CI G.13 Local Hiring and Local Business Participation Goals in Measure J Projects**

Comment:

The District included local hiring and local business participation goals as a part of the project bid documents for the Helms New Campus project. This pilot project was approved by the Board in 2006. The District's Local Capacity Building Committee worked with Davillier Sloan and the District's legal counsel to develop the documents. At the Joint CBOC/Board of Education meeting on September 17, 2008, Davillier Sloan presented the preliminary findings from the Helms project, which indicated continuing increases in local workers and local businesses participating in the construction project. Based upon the success of this pilot, it is appropriate to consider use of Local Hiring and Local Business Participation Goals in upcoming Measure J projects.

Recommendation: Authorize staff to include Local Hiring and Local Business participation goals in upcoming Measure J project bid documents

Fiscal Impact: Not known

***CI G.14 Board Approval of Single Plans for Student Achievement (SPSAs) November 2008
November 2009**

Comment:

In 2006, the District adopted a new template for the Single Plan for Student Achievement (SPSA). The plan serves as a vehicle for communicating information about a school and efforts underway to improve academic achievement, as well as a description of how supplemental categorical funds from the Consolidated Application are used. School plans provide legally-mandated requirements and comprehensive information that includes:

- A description of how parents are involved in the school program;
- Adequate Yearly Progress (AYP) data analysis and assessment of student learning;
- An action plan for improving student achievement and closing the achievement gap;
- A plan to improve attendance; and
- A plan to promote a safe, welcoming and disciplined learning environment.

Training and support were provided to assist schools in using the template and in completing their plans. The plans were developed by and have been approved by the School Site Councils (SSCs). The plans are available for review on the District website and at the State and Federal Programs department located at the Seaview Campus.

The following plans are brought for approval: Delta; Harding; Kappa; Kennedy; King; Mira Vista; Omega; Pinole Middle; Portola Middle.

Recommendation: Board Approval

Fiscal Impact: Categorical revenue

***CI G.15 Certification of Athletic Coaches – Fall Sports**

Comment:

Under California Education Code Section 5593, all athletic team coaches are required to be certified annually. Topics covered during the training include first aid, CPR, coaching techniques, adolescent psychology (as it relates to sports participation), and ethics. Attached are the lists of coaches from each of the high schools for fall sports.

Recommendation: Approval

Fiscal Impact: None

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – December 10, 2008

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 19, 2008

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

1. Negotiator: Superintendent / Dr. Bruce Harter
2. Property: Land located on either side of Lexington Avenue between Stockton Avenue and Eureka Street in El Cerrito, CA. Price and all terms of agreement.
3. Property: 1021 Navellier Street, El Cerrito, CA. Price and all terms of agreement.

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

[Government Code Section 54956.9(a)]

1. WCCUSD v. Charles T. Bryant & Associates (CTBA)
2. WCCUSD v. RDS Architects
3. Lumagbas et al. v. WCCUSD et al.
2. S.H. 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

The following administrative appointment will be reported for the 2008-2009 school year:

Assistant Superintendent for Educational Services

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

- a. Expulsions

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

- a. Teacher Dismissal

10. REPORT OF CLOSED SESSION ACTIONS

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: November 19, 2008

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: A.6

Subject: Administrative Appointments for the 2008-2009 School Year

Background Information:

The following administrative appointment will be reported for the 2008-2009 school year:

Assistant Superintendent for Educational Services

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: November 19, 2008

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative Stephanie Carillo, Gompers Continuation High School

Background Information:

Student Board Representative Stephanie Carillo will be representing Gompers Continuation High School at the Board of Education on November 19, 2008. We would like to recognize and commend her 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 McDonald Avenue
Richmond, CA 94805**

Agenda Item B.7

November 5, 2008

A. CLOSED SESSION

B. OPENING PROCEDURES

Clerk Madeline Kronenberg called the meeting to order at 5:30 PM. The Board recessed into Closed Session. Ms. Kronenberg called the Public Session to order at 6: 34 PM.

B.1 Pledge of Allegiance

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

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

Board Members Present: Madeline Kronenberg, Audrey Miles, Charles Ramsey

Board Members Absent: Dave Brown, President Pfeifer

Staff Present: Alejandro Alonso, Interpreter; Adrienne Blalock, Director of Bond Facilities; Paul Ehara, Director of Communications; Luis Freese, Director of Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Bruce Harter, Superintendent; Debbie Haynie, Executive Assistant to the Superintendent; Ken McDaniel, Interim Electronics Supervisor; Nia Rashidchi, Assistant Superintendent Educational Services; Jessica Romeo, Assistant Superintendent for Human Resources; Bill Savidge, District Engineering Officer.

B.4 Presentation of Student Board Representative Michael Payton, Vista Independent High School

Mr. Payton spoke about Vista High School's unique independent study program for K-12 students. He attributed student success to the one-on-one time with exceptional teachers.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to expel ten (10) students and suspend two (2) of those expulsions from the West Contra Costa Unified School District via the expulsion hearing process.

MOTION: Mr. Ramsey moved approval to ratify the vote taken in Closed Session to expel ten (10) students and suspend two (2) of those expulsions from the West Contra Costa Unified School District via the expulsion hearing process. Ms. Miles seconded. Ms. Miles, Mr. Ramsey, Clerk Kronenberg voted yes, with no abstentions, and Mr. Brown and President Pfeifer absent. Motion carried 3-0-0-2.

Superintendent Harter asked that the Board ratify the vote taken in Closed Session to appoint the following administrators:

Bill Fay, Associate Superintendent for Operations
Hector Franco-Marina, Interim Vice Principal, Helms Middle School
Terri Ishmael, Interim Vice Principal, Adams Middle School

MOTION: Ms. Miles moved approval to ratify the vote taken in Closed Session to appoint administrators. Mr. Ramsey seconded. Ms. Miles, Mr. Ramsey, Clerk Kronenberg voted yes, with no abstentions, and Mr. Brown and President Pfeifer absent. Motion carried 3-0-0-2.

B.6 Agenda Review and Adoption

Mr. Ramsey asked that Item G. Consent Items be moved forward on the agenda to follow Item B.7.

MOTION: Mr. Ramsey moved to approve the agenda and move Consent Items to follow B.7. Ms. Miles seconded. Ms. Miles, Mr. Ramsey, Clerk Kronenberg voted yes, with no abstention, and Mr. Brown and President Pfeifer absent. Motion carried 3-0-0-2.

B.7 Minutes: October 15, 2008

MOTION: Mr. Ramsey moved to approve the Minutes of October 15, 2008. Ms. Miles seconded. Ms. Miles, Mr. Ramsey, Clerk Kronenberg voted yes, with no abstentions, and Mr. Brown and President Pfeifer absent. Motion carried 3-0-0-2.

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**
- G.5 Certificated Personnel Changes**
- G.6 Certificated Provisional Internship Permit (PIP) Request(s)**
- G.7 Routine Personnel Changes - Classified**
- G.8 Modification to Board Policies – Personnel: BP 4111 & BP4154**
- G.9 Ratification and Approval of Engineering Services Contracts**
- G.10 Ratification and Approval of Negotiated Change Orders**
- G.11 Career Technical Education Five Year Plan, 2008-2012**
- G.12 Resolution No. 43-0809: Recognizing Contributions of Veterans to the Country**
- G.13 Resolution No. 44-0809: American Education Week – November 16–22, 2008**

MOTION: Mr. Ramsey moved approval of the Consent Items. Ms. Miles seconded. Ms. Miles, Mr. Ramsey, Clerk Kronenberg voted yes, with no abstentions, and Mr. Brown and President Pfeifer absent. Motion carried 3-0-0-2.

C. AWARDS, RECOGNITIONS, AND REPORTS

C.1 Equitable Distribution of Highly Qualified Teachers and Administrators

Ms. Romeo presented a plan, in compliance with No Child Left Behind and at the request of the California Department of Education, regarding the equitable distribution of highly qualified and effective teachers and administrators. She discussed the background of the plan, data gathering, analysis and the submitted action plan.

C.2 District Enrollment Update

Superintendent Harter presented data regarding declining enrollment in the district over the last few years and the projected continued decline through 2012. A study session was recommended for Wednesday, November 12, 2008 for a more in depth look at potential closure of small schools for future budget stability.

C.3 In Memory of Members of the School Community

Dr. Harter acknowledged contributions of members of the school community who have passed away.

D. PUBLIC AND COMMITTEE COMMUNICATIONS

D.1 Superintendent's Report

Superintendent Harter provided a report of events in district schools.

D.2 WCCUSD Public Comment

Antonio Medrano thanked the Superintendent, Board and community for voting to support Measure D and accomplishing an impossible task in the time of economic crisis.

Genoveva Calloway, San Pablo Council member and Co-Chair for Measure D along with Co-Chair Glen Price proudly thanked all the volunteers who came out – teachers, parents, students, employees, and unions, who supported the successful passage of Measure D. She also offered recognition to Peter Chau, an El Cerrito graduate, for his campaign work with the committee.

E. ACTION ITEMS

None

F. DISCUSSION ITEMS

F.1 Status Reports – Facilities Planning and Construction

Mr. Savidge provided an updated report of the bond program construction in the district.

Public Comment:

None

Board Comment:

Ms. Miles said she was pleased to see progress at King and Kennedy. She said she hoped that additional federal funds will be available for projects.

G. BUSINESS ITEMS – This item was moved to follow B.7

H. UNFINISHED REQUESTS TO ADDRESS THE BOARD

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Ramsey thanked Committee Chairs Calloway and Price for putting together a large coalition of supporters for Measure D. He further recognized Peter Chau who served as a student board representative in 2004. He offered special thanks to individuals and businesses for their financial contributions. He also thanked Dr. Harter for his experience, focus and commitment. Mr. Ramsey welcomed new board members Antonio Medrano and Tony Thurmond, and thanked outgoing board members Dave Brown and Karen Pfeifer for their service.

Ms. Miles said this is an era of change with major things happening in the world community. She thanked the community that rallied to support Measure D. She welcomed new board members, urging everyone to work together to accomplish tasks ahead and continue to work for the good of the community.

Michael Payton said that we are living in an era of dramatic change and he was proud to be here. He thanked Mr. Ramsey and Board members for working on behalf of students.

Ms. Kronenberg said it takes a village to succeed as evidenced by the process of determined steps toward the passage of Measure D. The number of supportive voters showed that the community supports schools and their children. The Adult Education community also came out to support Measure D both at the recent rally and by voting. She thanked those in leadership for their commitment. She said that Dr. Harter never stopped telling his team about the importance of Measure D. She concluded with thanks to the voters.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – November 19, 2008

K. ADJOURNMENT

Clerk Kronenberg adjourned the meeting at 7:44 PM.

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

BH:dh

Approved

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** C.1
Superintendent
Subject: Resolution No. 46-0809: Honoring Dave Brown for Four Years of Service on the Board of Education

Background Information: A resolution of commendation will be presented to Dave Brown for four years of service on the Board of Education and to the Students, Staff, and Community of the West Contra Costa Unified School District.

Dave Brown has demonstrated his commitment to quality education and youth programs for all our children, and was instrumental in many accomplishments as a Board member including improving learning, increasing levels of parent satisfaction with our schools, increasing student attendance, improving safety, increasing public participation in the decision-making of the Board, improving the focus on post-secondary education, and reducing the number of schools in school improvement.

Recommendation: Recognition and Resolution Honoring Board Member Dave Brown

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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

**West Contra Costa Unified School District
Resolution No. 46-0809**

**Resolution of Commendation
to
Dave Brown
for
Dedicated Service to Students, Staff and the Community
November 19, 2008**

WHEREAS, He has been a member of the Board of Education for four years, and was Board Clerk for one year; and

WHEREAS, He was active as liaison to the Cities of Hercules and Pinole as well as other community groups and organizations; and

WHEREAS, He worked hard for the students of our District in the Measure J and Measure D campaigns; and

WHEREAS, He has demonstrated his commitment to quality education and youth programs for all our children and was instrumental in many accomplishments as a Board member including improving learning, increasing levels of parent satisfaction with our schools, increasing student attendance, improving safety, increasing public participation in the decision-making of the Board, improving the focus on post-secondary education, and reducing the number of schools in school improvement; and

WHEREAS, His participation at the policy level resulted in many school renovations and improvement to the facilities for our students; and

WHEREAS, His encouragement of student participation in the district and his advocacy for student voice helped our young people prepare for the future; and

NOW THEREFORE, BE IT RESOLVED, the Board of Education, students, faculty, parents, staff, and community, extend to Dave Brown our sincere appreciation for the last four years of dedicated service.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on the nineteenth day of November 2008, by the following vote:

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly introduced, passed, and adopted by the Board of Education at a meeting held on November 19, 2008.

Madeline Kronenberg, Clerk
Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** November 19, 2008
From: Bruce Harter **Agenda Item:** C.2
Superintendent
Subject: Resolution No. 47-0809: Honoring Karen Pfeifer for Four Years of Service on the Board of Education

Background Information: A resolution of commendation will be presented to Karen Pfeifer for four years of service on the Board of Education and to the Students, Staff, and Community of the West Contra Costa Unified School District.

Karen Pfeifer has provided leadership for improving safety, initiating a Board focus on student learning through the Academic Subcommittee, forwarding school-based health centers in all six high schools and taking the lead on requiring school uniforms. Her participation at the policy level resulted in many school renovations and improvement to the facilities for our students.

Recommendation: Recognition and Resolution Honoring Board Member Karen Pfeifer

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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

**West Contra Costa Unified School District
Resolution No. 47-0809**

**Resolution of Commendation
To
Karen Pfeifer
For
Dedicated Service to Students, Staff and the Community
November 19, 2008**

WHEREAS, She has been a member of the Board of Education for four years, and was Board President for two years; and

WHEREAS, She was active as liaison to the City of Richmond as well as other community groups and organizations; and

WHEREAS, She worked hard for the students of our District in the Measure J and Measure D campaigns; and

WHEREAS, She has demonstrated her commitment to quality education and youth programs for all our children, and was instrumental in many accomplishments as a Board member including improving learning, increasing levels of parent satisfaction with our schools, increasing student attendance, improving safety, increasing public participation in the decision-making of the Board, improving the focus on post-secondary education, and reducing the number of schools in school improvement; and

WHEREAS, She has provided leadership for improving safety, initiating a Board focus on student learning through the Academic Subcommittee, forwarding school-based health centers in all six high schools and taking the lead on requiring school uniforms; and

WHEREAS, Her participation at the policy level resulted in many school renovations and improvement to the facilities for our students; and

WHEREAS, Her encouragement of student participation in the district and her advocacy for student voice helped our young people prepare for the future; and

NOW THEREFORE, BE IT RESOLVED, the Board of Education, students, faculty, parents, staff, and community, extend to Karen Pfeifer our sincere appreciation for the last four years of dedicated service.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on the nineteenth day of November 2008, by the following vote:

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly introduced, passed, and adopted by the Board of Education at a meeting held on November 19, 2008.

Madeline Kronenberg, Clerk
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: November 19, 2008

From: Bruce Harter
Superintendent

Agenda Item: C.3

Subject: Citizens' Bond Oversight Committee Report

Background Information:

The Citizens' Bond Oversight Committee Chairperson, Sue Pricco, will provide an update to the Board.

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** C.4
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.

Richard Randolph, retired Custodial Supervisor at Richmond High School, passed away on November 2, 2008.

Jeanne Gedda, retired teacher from Madera Elementary School, passed away recently. Ms. Gedda helped inaugurate Madera School in 1956 and retired in 1994.

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

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** E.1
Superintendent
Subject: Call for Nominations for California School Board Association (CSBA) Delegate Assembly

Background Information: The California School Boards Association is accepting nominations for its Delegate Assembly from April 1, 2009 – March 31, 2011. There are two delegates in Region 7, Sub-Region 7-A, whose terms expire in 2009.

Recommendation: To discuss and ascertain if the West Contra Costa Unified School District (WCCUSD) Board of Education will nominate additional delegates for the CSBA Delegate Assembly.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

RECEIVED

NOV 03 2008

California School Boards Association

TIME SENSITIVE – For Board ACTION –
Nominations due Wednesday, January 7, 2009.

Please deliver to all members of the governing board. Thank you.

October 31, 2008

MEMORANDUM

TO: Board Presidents and Superintendents - CSBA Member Boards of Education

FROM: Paul H. Chatman, President

SUBJECT: **Call for Nominations for CSBA Delegate Assembly**

DEADLINE DATE: Nominations and Biographical Sketch forms for CSBA's Delegate Assembly will be accepted until Wednesday, January 7, 2009. Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses by using the enclosed nomination form or submitting a letter of nomination. All nominees must submit the enclosed **required** biographical sketch along with their nomination form. (An optional one-page, one-sided résumé may also be submitted.) The U.S. Post Office postmark or fax deadline for this required nomination and biographical sketch and optional résumé is Wednesday, January 7, 2009. (A mailed copy is preferable to a fax.)

CSBA Delegate serve two-year terms. Those elected in 2009 will serve beginning April 1, 2009 through March 31, 2011. There are two Delegate Assembly meetings each year, one in May prior to CSBA's Legislative Action Conference in Sacramento and one preceding the CSBA Annual Education Conference in November/December. Each Delegate is required to attend these two meetings each year.

For further information about the Delegate Assembly, please contact Charlyn Tuter in the Administration department at (800) 266-3382. You may also visit our Web site at <http://www.csba.org/AboutCSBA.aspx> to complete the forms, print and send to CSBA.

Enclosures: All forms are available online at <http://www.csba.org/AboutCSBA.aspx>

- Nomination Form
- Biographical Sketch Form (Available in editable PDF form online)
- Important Dates
- List of all Delegates whose term expires in 2009
- Delegate Assembly Flyer





CSBA

2009 Delegate Assembly Nomination Form

Due: Wednesday, January 7, 2009 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

CSBA Region/subregion # ____/____

The Board of Education of the _____
(Nominating School District/COE name)

wishes to nominate: _____
(Nominee name)

The nominee is a member of the _____
(Nominee School District/COE name)

and is a member of the California School Boards Association.



Attached is the nominee's required completed one-page
biographical sketch and optional one-page, single-sided, résumé

Board Clerk or Board Secretary (signed)

Date

Board Clerk or Board Secretary (printed)

PLEASE NOTE:

The nomination and biographical sketch form must be faxed or U.S.
postmarked no later than **Wednesday, January 7, 2009**. **Nominations**
U.S. postmarked or faxed after January 7 cannot be accepted. Any
questions, please contact Charlyn Tuter at (800) 266-3382.

Return nomination to:

California School Boards Association
3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660
(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 or (916) 669-3305 | www.csba.org

**CSBA****2009 Delegate Assembly Biographical Sketch Form****Due: Wednesday, January 7, 2009** (*U.S. Postmark or fax – 916.669.3305 or 916.371.3407*)

Please complete this **required**, one-page, single-sided, biographical sketch form. An optional, single-sided, one-page résumé may also be submitted, both will be copied exactly as received. Please **do not** state “See résumé” and please do not or re-type this form. Any additional page(s) exceeding this one page, single-sided biographical sketch will **not** be accepted. An electronic copy of this form is available on our web site at <http://www.csba.org/AboutCSBA.aspx>.

Name	Contact Phone Number	E-mail Address
School District or COE Name	Years on board	ADA
CSBA Region/Subregion ____/____	Are you a continuing Delegate? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? ____

Please describe your activities/involvement or interests in your local district.

Please describe any other education-related activities/involvement.

Please describe your activities/involvement in CSBA and explain why you are interested in serving as a CSBA Delegate.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature

Date

IMPORTANT

Deadline date for nomination and biographical sketch forms: **Wednesday, January 7, 2009**

Important 2009 Dates to keep in mind:

- Wednesday, January 7: U.S. Postmark or fax deadline for *required* Nomination and Biographical Sketch Forms
- By Friday, January 30: Ballots mailed to Member Boards
- February 1 – March 16: Boards vote for Delegates
- Monday, March 16: Deadline for the ballots to be returned to CSBA (U.S. Postmark ONLY) Normal deadline is March 15, however in 2009 this falls on a Sunday, therefore the deadline will be Monday, March 16.
- By Tuesday, March 31: Ballots to be tallied
- By Wednesday, April 1: Election results, except for run-offs, will be posted on CSBA's Web site
- Thursday, April 30: Deadline for run-off ballots (U.S. Postmark ONLY)
- Saturday, May 16 – Sunday, May 17: Delegate Assembly meeting in Sacramento



California School Boards Association
3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660
(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 or (916) 669-3305 | www.csba.org

CSBA DELEGATES WHOSE ELECTED TERM EXPIRES IN 2009

Below are the names of Delegates in each region/subregion whose term expires in 2009 and are up for re-election, if they choose to run. Delegates must be nominated by a CSBA member board that is located within the region or subregion. If a subregion is not listed, it is because the Delegate's term has not expired. *Nomination and Biographical Sketch forms are due by January 7, 2009.*

REGION 1 - Counties: Del Norte, Humboldt, Lake, Mendocino

Subregion 1-A (Del Norte, Humboldt)

Virginia Vance (Fortuna Union ESD)

Subregion 1-B (Lake, Mendocino)

Jennifer Owen (Fort Bragg USD)

REGION 2 - Counties: Lassen, Modoc, Plumas, Shasta, Siskiyou, Trinity

Subregion 2-A (Modoc, Siskiyou, Trinity)

George Winkelman (Siskiyou Union HSD)

Subregion 2-B (Shasta)

Constance K. Pepple (Shasta Union HSD)

REGION 3 - Counties: Marin, Napa, Solano, Sonoma

Subregion 3-A (Sonoma)

Karyn Pulley (Cotati-Rohnert Park USD)

Subregion 3-B (Napa)

Marco DiGiulio (Calistoga Joint USD)

Subregion 3-C (Solano)

Douglas J. Ford (Solano COE)

Raymond Mommsen (Vallejo City USD)

REGION 4 - Counties: Butte, Colusa, Glenn, Nevada, Placer, Sierra, Sutter, Tehama, Yuba

Subregion 4-B (Butte)

Kathy White (Oroville City ESD)

Subregion 4-C (Colusa, Sutter, Yuba)

Sharman Kobayashi (Yuba City USD)

Subregion 4-D (Nevada, Placer, Sierra)

Susan Goto (Roseville City SD)

Margaret Meagher (Nevada City SD)

REGION 5 - Counties: San Francisco, San Mateo

Subregion 5-B (San Mateo)

Maria Diaz-Slocum (Redwood City ESD)

Carrie Du Bois (San Carlos ESD)

David K. Mineta (Jefferson Union HSD)

Laura Rich (Menlo Park City ESD)

REGION 6 - Counties: Alpine, Amador, El Dorado, Mono, Sacramento, Yolo

Subregion 6-B (Sacramento)

Richard Shaw (Folsom-Cordova USD)

Roger D. Westrup (Twin Rivers USD)

Vacant

Vacant

Vacant

Subregion 6-C (El Dorado, Amador, Alpine, Mono)

Lyle Eichert (Buckeye Union ESD)

REGION 7 - Counties: Alameda, Contra Costa

Subregion 7-A (Contra Costa)

Arthur M. Clarke (Walnut Creek ESD)

Teresa Gerringer (Lafayette ESD)

Subregion 7-B (Alameda)

Sarah Gonzales (Hayward USD)

Denis King (Dublin USD)

Linda Perry (San Leandro USD)

Nancy Thomas (Newark USD)

REGION 8 - Counties: Calaveras, Mariposa, Merced, San Joaquin, Stanislaus, Tuolumne

Subregion 8-A (San Joaquin)

Ken Davis (Lodi USD)

Ernie Tyhurst (Ripon USD)

Subregion 8-B (Calaveras, Mariposa, Tuolumne)

Sherri Reusche (Calaveras USD)

Subregion 8-C (Stanislaus)

Mark O. Hughes (Salida Union SD)

Cynthia Lindsey (Sylvan Union ESD)

REGION 9 - Counties: Monterey, San Benito, San Luis Obispo, Santa Cruz

Subregion 9-A (San Benito, Santa Cruz)

Allison Niday (Scotts Valley USD)

Subregion 9-B (Monterey)

Kathryn Ramirez (Salinas Union HSD)

Subregion 9-C (San Luis Obispo)

Jeanne Dugger (Paso Robles Joint USD)

REGION 10 - Counties: Fresno, Kings, Madera**Subregion 10-A (Madera)**

John E. Reynolds (Yosemite USD)

Subregion 10-B (Fresno)

Peter Filippi (Sanger USD)

Oscar Sablan (Firebaugh-Las Deltas USD)

Kathy Spate (Caruthers USD)

Randel M. Yano (Clay Joint ESD)

REGION 11 - Counties: Santa Barbara, Ventura & Las Virgenes USD**Subregion 11-A (Santa Barbara)**

Dean Nevins (Goleta Union ESD)

Subregion 11-B (Ventura County and Las Virgenes USD)

Suzanne Kitchens (Pleasant Valley SD)

Catherine Sepulveda (Santa Paula Union HSD)

REGION 12 - Counties: Kern, Tulare**Subregion 12-A (Tulare)**

Dean Sutton (Exeter Union ESD)

Subregion 12-B (Kern)

Kevin Burton (Fruitvale ESD)

Blaine Geissel (Rosedale Union ESD)

Steven Skalisky (Richland SD)

Dee Whitley (Panama-Buena Vista Union SD)

REGION 15 - Counties: Orange County and Lowell Jt. USD

Bonnie Castrey (Huntington Beach Union HSD)

Judith Edwards (Fountain Valley ESD)

Karin Freeman (Placentia-Yorba Linda USD)

Celia Jaffe (Huntington Beach Union ESD)

Sue Kuwabara (Irvine USD)

Jose F. Moreno (Anaheim City SD)

Robert A. Singer (Fullerton Joint Union HSD)

Elizabeth Swift (Buena Park ESD)

REGION 16 - Counties: Inyo, San Bernardino**Subregion 16-A (Inyo)**

Catherine George (Lone Pine USD)

Subregion 16-B (San Bernardino)

Susan Brown (Yucaipa-Calimesa Joint USD)

Tom Courtney (Lucerne Valley USD)

Karen Gray (Silver Valley USD)

Karen S. Morgan (Victor ESD)

Kathy A. Thompson (Central ESD)

Charles Uhalley (Chaffey Joint Union HSD)

REGION 17 - County: San Diego

Blanca Brown (Lemon Grove ESD)

Twila Godley (Lakeside Union SD)

Kelli Moors (Carlsbad USD)

Janet W. Mulder (Jamul-Dulzura Union ESD)

Barbara Ryan (Santee ESD)

Priscilla Schreiber (Grossmont Union HSD)

Carol Skiljan (Encinitas Union ESD)

REGION 18 - Counties: Imperial, Riverside**Subregion 18-A (Riverside)**

Donald Aikens (Palm Springs USD)

John J. Chavez (Jurupa USD)

Robin J. Crist (Murrieta Valley USD)

Raymond Pinero (Perris ESD)

David Sanchez (Beaumont USD)

Shari Stewart (Palm Springs USD)

Subregion 18-B (Imperial)

Ralph Fernandez (Brawley Union HSD)

REGION 20 - County: Santa Clara

Josephine Lucey (Cupertino Union SD)

Nancy A. Newton (Fremont Union HSD)

Pamela Parker (Campbell Union HSD)

Vacant

REGION 22 - County: North Los Angeles

Rose Koscielny (Saugus Union ESD)

Suzan T. Solomon (Newhall ESD)

Steven M. Sturgeon (William S. Hart Union HSD)

REGION 23 - Counties: San Gabriel Valley and East Los Angeles County**Subregion 23-A**

Mary W. Boger (Glendale USD)

Ted Bunch (Burbank USD)

Subregion 23-B

Heidi L. Gallegos (Rowland USD)

Helen Hall (Walnut Valley USD)

Janye Iberri (El Monte City SD)

Subregion 23-C

Doris Blum (Glendora USD)

Ilean Ochoa (Azusa USD)

REGION 24 - County: Southwest Crescent - Los Angeles County

Sonya Cuellar (Paramont USD)

Alice Grigsby (Inglewood USD)

Ralph Pacheco (Whittier Union HSD)

Armin Reyes (ABC USD)

Joseph Rivera (El Rancho USD)

Ana Valencia (Norwalk-La Mirada USD)

10/10/2008



California School Boards Association

3100 Beacon Blvd., P.O. Box 1660 | West Sacramento, CA 95691-1660

(916) 371-4691 (800) 266-3382 | Fax: (916) 371-3407 | E-Mail: csba@csba.org | www.csba.org



Providing Leadership for California's School Districts and County Offices of Education

ABOUT THE DELEGATE ASSEMBLY

CSBA's Delegate Assembly is a vital link in the Association's governance structure. The Delegate Assembly sets the general policy direction for the Association. Working with local districts, county offices, the Board of Directors and Executive Committee, Delegates ensure that the Association reflects the interests of school districts and county offices of education throughout the state.

The Delegate Assembly is made up of approximately 270+ Delegates who are elected by local board members in 21 geographic regions throughout the state. Some geographic regions have been further divided into subregions. Ex-officio members of the Delegate Assembly with all privileges of membership include members of CSBA's Board of Directors, past presidents of CSBA and the immediate past

president of the California County Boards of Education (CCBE).

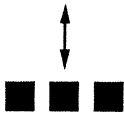
Delegates serve two-year terms beginning April 1. They meet twice a year to conduct business, and may also meet with the other Delegates and the Director within their region. Furthermore, they participate in CSBA events and they maintain contact with local boards in their region.

CSBA GOVERNANCE

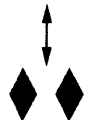
Delegates and Directors are CSBA's key governance links. They enable the Association to serve California's more than 1,000 school districts and county offices of education and its more than 5,000 locally elected school board members.



1,000+ School Districts and County Offices of Education with 5,000+ School and County Board Members
(Divided into geographic regions)



Delegate Assembly
(270+ Delegates elected by local boards in each CSBA region)

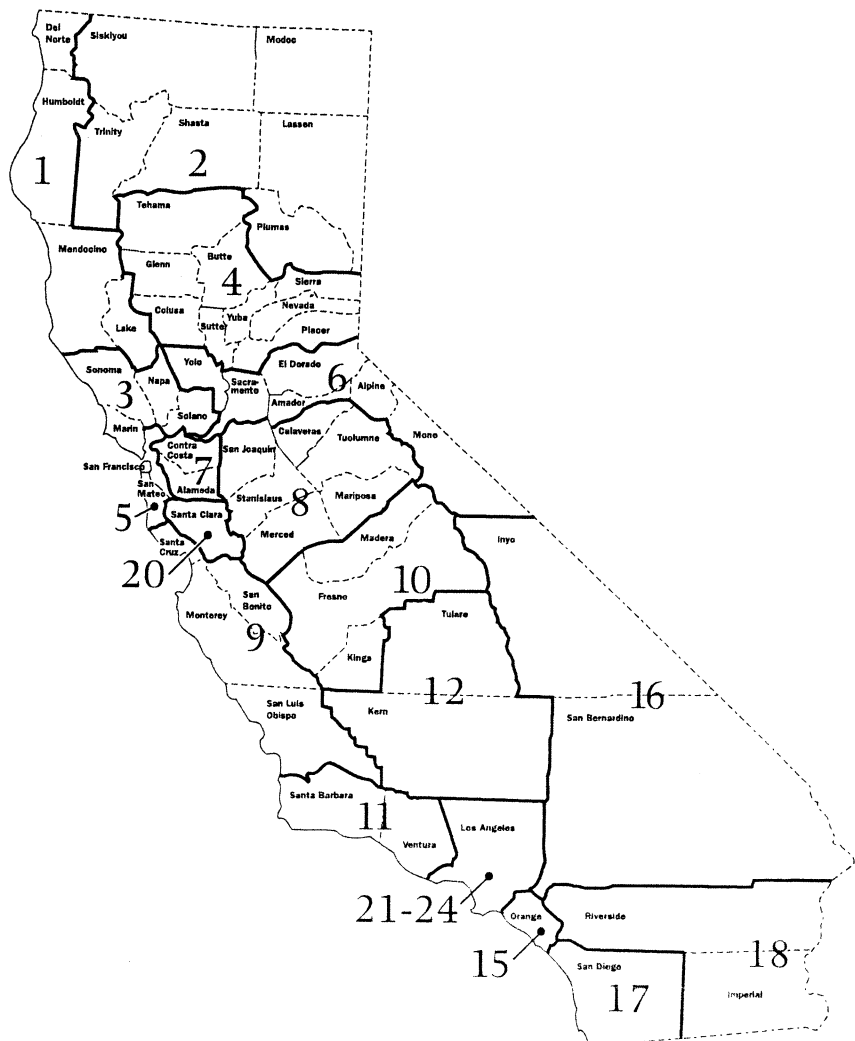


Board of Directors
(26 Directors elected by the Delegate Assembly)



Executive Committee
(4 officers elected by the Delegate Assembly, plus the Executive Director)

CSBA GEOGRAPHIC REGION MAP



(continued)

BECOMING A DELEGATE

QUALIFICATIONS

To be eligible to serve on CSBA's Delegate Assembly, a board member must:

- be a trustee of a district or county office of education that is a current member of CSBA; and
- be a trustee of a district or county office of education within the geographic region or subregion which the Delegate will represent.

TERM OF OFFICE

The term of office for each Delegate is two years and begins on April 1. Within each region, approximately half of the Delegates are elected in even-numbered years and half in odd-numbered years.

APPOINTMENTS TO THE DELEGATE ASSEMBLY

Districts with an ADA of 30,000–39,999 may appoint one Delegate. Additional appointments may be made as follows:

40,000–99,999 ADA:

two Delegate seats

100,000–299,999 ADA:

three Delegate seats

300,000 ADA or higher:

seven Delegate seats

These districts also may participate in the nomination and selection of the other Delegates from that region or subregion.

ROLES AND RESPONSIBILITIES OF DELEGATES

Delegates set the general policy direction and fulfill a critical governance role within the Association. They communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Delegates give policy and legislative direction through the adoption of the Policy Platform every two years and the adoption of other policy statements as needed. They also speak on issues and provide direct advocacy on behalf of the Association.

Delegates play an important communications and support role within their region. They also elect the Association's officers and Board of Directors. The authority and primary duties of Delegates are contained in the CSBA Bylaws.

NOMINATIONS AND ELECTIONS

NOMINATIONS

Nominations for Delegate Assembly seats are made each year between the last Friday in October and January 7.

A board member must be formally nominated by a board in the region or subregion and may be nominated by his or her own district or county office. The nomination is an action that is taken in a public board meeting and requires a majority vote. A board may nominate as many individuals as it wishes. Nominees must sign a confirmation that they are willing to serve. *It is critical that nominations and biographical sketch forms be delivered to the CSBA office, faxed or postmarked on or before January 7; late nominations and biographical sketch forms will not be accepted.*

ELECTIONS

Ballots are mailed by February 1 to each district or county board within the region or subregion which has a vacancy. Ballots must be delivered to the CSBA office or postmarked by March 15 in order to be accepted. Ballots may not be faxed.

Voting for Delegates is an action of the entire board rather than individual board members; therefore, it is done at a public meeting and requires a majority vote. Each board may vote for as many persons as there

are positions to be filled within the region or subregion. The ballot will indicate how many positions are available. For example, if the terms of four Delegates are expiring, each board may vote for up to four persons. County boards vote only for the county seat within the region.

TIMELINE FOR DELEGATE ELECTIONS

Last Friday in October–Jan. 7	Nominations and biographical sketches are submitted by local boards.
Feb. 1–March 15	Local boards vote and return ballots to CSBA.
April 30	Closing date for any run-off election held in regions or subregions with a tie vote.
By May 11	Final results are distributed to the CSBA membership.
May Delegate Assembly	Seating of new Delegates.

DELEGATES' ROLES AND RESPONSIBILITIES

Primary responsibilities of Delegates include:

- providing a link to other public officials at the local, state and national levels;
- providing a communications link between local board members and the regional Director;
- attending all Delegate Assembly meetings;
- adopting the Policy Platform which guides the Association's policy and political leadership activities;
- as needed, adopting policies and positions to supplement the Platform;
- providing testimony and input on critical issues;
- electing the officers, Board of Directors and Nominating Committee members;
- adopting the Association's Bylaws;
- serving on committees, task forces and focus groups; and
- supporting the Association's activities and events.



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: November 19, 2008

From: Sheri Gamba, Assoc. Supt., Business Services

Agenda Item: CI G.1

Subject: Grants/Awards/Agreements

Background Information: Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements, as detailed on the attached sheets dated November 19, 2008.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
California Partnership Academies Mentor PVHS - Environmental Studies	\$25,000	California Department of Education - High School Initiatives/Career Education Office	Provide guidance and support to five new academies
Resource # 7220	11/1/08 - 6/30/09		Riverside Comm Colg (RCC) M1
Paraprofessional Program	\$126,000	Commission on Teacher Credentialing	Providing support and assistance to participants in the Paraprofessional Program
Resource # 6263	7/1/0/ - 6/30/09		Grant Number 314
Contra Costa County College District	\$77,273	Contra Costa County College District	Contract for Jennifer Crowell, Project Admin. Alternative Ed at Middle College High School
	7/1/08 - 6/30/09		CCCCD No. 6671.1
21st Century Community Learning Centers Prog.	\$263,400	California Department of Education - After School Programs Office	To fund after school programs at Chavez and Pinole Middle Schools
Resource 4124	7/1/08 - 6/30/09		PCA # 14349-5A
21st Century Community Learning Centers Prog.	\$1,059,900	California Department of Education - After School Programs Office	To fund after school programs at Castro, Ford, Grant, Harding, Lake Mira Vista, Montalvin, Stege, Stewart and Washington Schools
Resource 4124	7/1/08 - 6/30/09		PCA # 14349-4A
21st Century Community Learning Centers Prog.		California Department of Education - After School Programs Office	To fund after school programs at Highland and Wilson Schools
Resource 4124	7/1/08 - 6/30/09		PCA # 14349-3A
21st Century Community Learning Centers Prog.		California Department of Education - After School Programs Office	To fund after school programs at El Cerrito and Kennedy High Schools
Resource 4124	7/1/08 - 6/30/09		PCA # 14535-5A

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: November 19, 2008

From: Sheri Gamba, Assoc. Supt., Business Services

Agenda Item: CI G.2

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated November 19, 2008. 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
November 19, 2008 Board Meeting

ACCEPTANCE OF DONATIONS

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Edward M Downer, III	For 6 th grade activities	\$2,500	Downer Elementary School
The Mechanics Bank	For 6 th grade activities	\$2,500	Downer Elementary School
Jeff & Corrina Caballero	3 printers	\$300 *	Harding Elementary School
Betty Lyman	For middle school leadership	\$100	Hercules Middle School
Mr. & Mrs. Dorothy Chin	For Close Up	\$100	Kennedy High School
Mr. Kirby M Seid	For Close Up	\$60	Kennedy High School
John F Kennedy @ 40+	For Journalism, Avid, Dance, House 10X, Music, Drama, Leadership, Young Leaders and Hope Clubs	\$900	Kennedy High School
Mr. & Mrs. Anthony Bushman	For Close Up	\$1,000	Kennedy High School
Ms. Janet Berreman	For Close Up	\$100	Kennedy High School
Radstons Office Plus	96 large glue sticks	\$97 *	Pinole Middle School
Target	For school welfare	\$530	Pinole Valley High School
Earlon Harris	For football	\$50	Pinole Valley High School
Wells Fargp	For band	\$87	Pinole Valley High School
Ron & Ashley Latteri	Umbrellas, chairs and benches	\$3,249 *	Sheldon Elementary School
Athletics In vestment Group, Oakland As	For Athletic program	\$1,050	Fiscal Services

* Estimated values for non-cash donations are provided by the donor.

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: November 19, 2008

From: Sheri Gamba, Assoc. Supt., Business Services

Agenda Item: CI G.3

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2008-09 school year are summarized on the attached sheet dated November 19, 2008.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-raising Activity</u>	<u>Activity Sponsor</u>
De Anza High School	Gift wrapping, book fair for the library	Teacher and students
Hercules Middle High School	Music in the Parks festival, Spell-a-thon	Hercules Music Boosters, parents and teachers
Olinda Elementary School	T-shirt and sweatshirt sales	Parents
Pinole Valley High School	Barnes and Noble sales, book fair, Jamba Juice sales, seat cushion sales	Students, staff, dance class and senior class
Washington Elementary School	Book fair and family movie night	PTA

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: November 19, 2008

From Sheri Gamba, Assoc. Supt., Business Services

Agenda Item: CI G.4

Subject: Summary of Payroll and Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of October, 2008.

Total of payroll warrants: \$10,578,478

Total of vendor warrants: \$21,865,343

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 : Oct. 31, 2008

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Regular	555556	556624	2,738,776	4,759,218	7,497,994
Reg. EFT	207502	209479	6,149,932	9,522,363	15,672,295
Variable	554074	555461	1,010,491	2,390,924	3,401,415
Var. EFT	206423	207501	645,194	2,882,263	3,527,457
Special	555462	555555	41,121	264,255	305,376
Special EFT					0
Typed	296631	296654	33,487	68,231	101,718
Typed					0
Cancelled	Various	Various	(40,523)	(50,006)	(90,529)
Totals			10,578,478	19,837,248	30,415,726

Salary detail is available upon request in the Payroll office.


Linda Castellán, Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT

DATE: October 8, 2008

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	406027	406090	722,060	24,733,125	25,455,185
7706	CAFETERIA	406059	406190	22,252	679,595	701,847
7707	CHILD DEVELOPMENT	406187	406187	79	30,174	30,253
7710	BUILDING	406031	406228	3,405,529	17,265,134	20,670,663
7711	CAPITAL FACILITIES	406116	406173	44,640	32,490	77,130
7712	SELF INSURANCE	406033	406208	576,684	1,848,573	2,425,257
7713	STATE SCHOOL LEASE/PURCHASE					0
7714	COUNTY SCHOOL FACILITIES					0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY	406134	406134	1,500	296,200	297,700
7719	CHARTER SCHOOL					0
7725	MRAD					0
7728	DEBT SERVICE					0
7744	RETIREE BENEFITS				115,133	115,133
7770	ADULT EDUCATION	406039	406222	6,444	97,080	103,524
7785	DEFERRED MAINTENANCE	406108	406114	224,565	278,772	503,337
7701	PAYROLL REVOLVING				20,157,506	20,157,506
	TOTALS			5,003,753	65,533,782	70,537,535

Charmaine Young
Prepared By

W. K. Coe
Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT

DATE: October 15, 2008

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	406253	406492	909,569	25,455,185	26,364,754
7706	CAFETERIA	406264	406480	370,489	701,847	1,072,336
7707	CHILD DEVELOPMENT	406340	406427	18,998	30,253	49,251
7710	BUILDING	406255	406491	600,566	20,670,663	21,271,229
7711	CAPITAL FACILITIES	406271	406491	275,154	77,130	352,284
7712	SELF INSURANCE					
7712	PROPERTY & LIABILITY	406397	406474	22,211	2,425,257	2,447,468
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY	406344	406399	23,572	297,700	321,272
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS	406334	406493	1,190	115,133	116,323
7770	ADULT EDUCATION	406255	406479	20,559	103,524	124,083
7785	DEFERRED MAINTENANCE	406355	406449	62,185	503,337	565,522
7701	PAYROLL REVOLVING				20,157,506	20,157,506
	TOTALS			2,304,493	70,537,535	72,842,028

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT

DATE: October 22, 2008

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	406494	406735	627,391	26,364,754	26,992,145
7706	CAFETERIA	406521	406734	6,970	1,072,336	1,079,306
7707	CHILD DEVELOPMENT				49,251	49,251
7710	BUILDING	406509	406727	1,426,366	21,271,229	22,697,595
7711	CAPITAL FACILITIES	406609	406635	16,512	352,284	368,796
7712	SELF INSURANCE					
7712	PROPERTY & LIABILITY	406506	406729	120,695	2,447,468	2,568,163
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY	406507	406716	32,065	321,272	353,337
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				116,323	116,323
7770	ADULT EDUCATION	406513	406702	9,333	124,083	133,416
7785	DEFERRED MAINTENANCE	406677	406677	1,925	565,522	567,447
7701	PAYROLL REVOLVING				20,157,506	20,157,506
	TOTALS			2,241,257	72,842,028	75,083,285

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT

DATE: October 29, 2008

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	406736	406811	967,931	26,992,145	27,960,076
7706	CAFETERIA	406748	406949	242,284	1,079,306	1,321,590
7707	CHILD DEVELOPMENT	406856	406883	151	49,251	49,402
7710	BUILDING	406742	406957	4,654,842	22,697,595	27,352,437
7711	CAPITAL FACILITIES	406867	406957	7,304	368,796	376,100
7712	SELF INSURANCE					
7712	PROPERTY & LIABILITY	406795	406795	2,465	2,568,163	2,570,628
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				353,337	353,337
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				116,323	116,323
7770	ADULT EDUCATION	406757	406953	31,356	133,416	164,772
7785	DEFERRED MAINTENANCE				567,447	567,447
7701	PAYROLL REVOLVING				20,157,506	20,157,506
	TOTALS			5,906,333	75,083,285	80,989,618

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT
DATE: October 10, 2008

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				27,960,076	27,960,076
7706	CAFETERIA				1,321,590	1,321,590
7707	CHILD DEVELOPMENT				49,402	49,402
7710	BUILDING				27,352,437	27,352,437
7711	CAPITAL FACILITIES				376,100	376,100
7712	SELF INSURANCE					
7712	PROPERTY & LIABILITY				2,570,628	2,570,628
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				353,337	353,337
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				116,323	116,323
7770	ADULT EDUCATION				164,772	164,772
7785	DEFERRED MAINTENANCE				567,447	567,447
7701	PAYROLL REVOLVING	406229	406252	937,691	20,157,506	21,095,197
	TOTALS			937,691	80,989,618	81,927,309

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2008-2009

PAYMENT

DATE: October 31, 2008

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				27,960,076	27,960,076
7706	CAFETERIA				1,321,590	1,321,590
7707	CHILD DEVELOPMENT				49,402	49,402
7710	BUILDING				27,352,437	27,352,437
7711	CAPITAL FACILITIES				376,100	376,100
7712	SELF INSURANCE PROPERTY & LIABILITY				2,570,628	2,570,628
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				353,337	353,337
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				116,323	116,323
7770	ADULT EDUCATION				164,772	164,772
7785	DEFERRED MAINTENANCE				567,447	567,447
7701	PAYROLL REVOLVING	406958	407016	5,471,816	21,095,197	26,567,013
	TOTALS			5,471,816	81,927,309	87,399,125

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: November 19, 2008

From: Jessica R. Romeo,
Assistant Superintendent Human Resources

Agenda Item: G.5

Subject: Certificated Provisional Internship Permit (PIP) Request(s)

Background Information: The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to requesting a PIP, the employing agency must verify that a diligent search has been made, and a fully credentialed teacher cannot be found. The PIP is issued for one (1) year and is renewable one time only provided the teacher has taken all appropriate subject matter examinations, but has not yet passed those tests.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

November 19, 2008

Action Taken

<u>PIP</u>	<u>SITE</u>	<u>ASSIGNMENT</u>
Anderson, Michael	Gompers	Math

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** CI G.6
Superintendent
Subject: Ratification and Approval of Engineering Services Contracts

Background Information:

Contracts have been initiated by staff using previously qualified 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: \$335,145. Funding sources as noted.

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
Riverside Elementary Measure J Bond	November 2008 thru December 2008	Engeo	\$2,500	Geotechnical peer review services
Coronado Elementary Window Replacement Project Emergency Repair Funds	November 2008 thru August 2009	HY Architects	\$38,500	Architectural & Engineering Services
Helms Middle School New Campus Measure J Bond	December 2008 thru June 2009	Young Office Solutions	\$11,625	Space planning, furnishing layouts for new school.
Downer Elementary Sitework Measure J Bond	October 2008 thru January 2009	Vallier Design Associates	\$10,000	Play structure, playground upgrades.
Coronado Elementary Multi Purpose Room Replacement Fire Insurance Fund	November 2008 thru September 2009	WLC Architects	\$267,520	Architectural & Engineering Services. In addition, to previously approved \$50,000 startup fee.
Helms Middle School New Campus Measure J Bond	November 2008 thru January 2009	Baker Vilar Architects	\$5,000	Conceptual design to coordinate city work at Road 20 El Portal intersection.

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** CI G.7
Superintendent
Subject: Ratification and Approval of Negotiated Change Orders

Background information:

Staff is seeking ratification of Change Orders on the following current District construction projects: Pinole Valley HS Restrooms and the Richmond College Prep Sitework & Utilities. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the Richmond College Prep and Leadership Public Schools Modulares projects is required by the Board, with special findings as noted below, because this is in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying 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: Ratify negotiated Change Orders as noted

Fiscal Impact: Total ratification and approval by this action: \$180,314.84.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

November 19, 2008 Change Order Ratification Summary

School Site	Company	Original Contract	Previously Approved CO's	Items Pending Board Action			Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
				CO's Pending Ratification	CO's Pending Approval					
1 Pinole Valley HS	Kel-Tec Builders	\$158,750.00	\$7,417.00	\$1,434.00	\$0.00		\$8,851.00	5.58%	\$167,601.00	2
2 Leadership Public School	Mobile Modular	\$690,548.00	\$0.00	\$69,054.80	\$52,433.95		\$121,488.75	17.59%	\$812,036.75	1
3 Richmond College Prep Site + Utilities	Bay Cities	\$888,000.00	\$0.00	\$25,106.09	\$0.00		\$25,106.09	2.83%	\$913,106.09	1, 2
4 Richmond College Prep	Mobile Modular	\$306,560.00	\$0.00	\$30,656.00	\$1,630.00		\$32,286.00	10.53%	\$338,846.00	1
Pending Board Actions				Ratifications \$126,250.89 Approvals \$54,063.95 Total Board Action \$180,314.84						

Note: the proposed Board Action is to Ratify all Change Orders below ten percent (10%) of the Contract Value; the change order amounts pending Board Approval is the portion of the Change Order(s) above 10%.

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

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education **Meeting Date:** November 19, 2008
From: Bruce Harter **Agenda Item:** CI G.8
Superintendent of Schools
Subject: Emergency Repair Program (ERP) – Pinole Valley High School – Exterior Lighting Contract

Background information:

The State Allocation Board has approved the exterior lighting project at Pinole Valley High School under the Emergency Repair Program application. The scope of work is: to remove and replace exterior light fixtures throughout the campus; to provide wiring and conduit to new and existing light fixtures; to illuminate outside areas; to relocate existing light fixtures to aesthetically match a walkway and then replace with all new fixtures. Specifications have been prepared by the Seville Group (SGI).

The District conducted a public bid for this project. Bids were received on November 5, 2008. Five Contractors submitted bids. The four responsive bids were as follows: R.A.N. Electric \$53,000.00; ERA Construction \$37,995.00; A&E \$54,200.00; Boddies Electric \$41,022.00. The one non-responsive bid is Hannibals, Inc. at \$17,484.00. The lowest responsive, responsible bidder is ERA Construction at \$37,995.00.

Recommendation: Award contract to the lowest responsive, responsible bidder

Fiscal Impact: \$ 37,995.00 Emergency Repair Program Funds

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** CI G.9
Superintendent of Schools
Subject: Emergency Repair Program (ERP) – Pinole Valley High School – Communication
System Replacement Contract

Background information:

The State Allocation Board has approved the Communication System Replacement at Pinole Valley High School under the Emergency Repair Program application. The scope of work is to furnish and install materials and equipment required to provide a new operational IP Clock, Intercom and Public Address system. The work will include new wiring and conduit. Specifications have been prepared by the Seville Group (SGI).

The District is currently conducting a public bidding process for the project. Bids are due on November 18, 2008. Staff will bring a recommendation forward to the meeting of November 19, 2008.

Recommendation: Award contract to the lowest responsive, responsible bidder

Fiscal Impact: \$_____. Emergency Repair Program Funds

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:** November 19, 2008
From: Sheri Gamba *SG* **Agenda Item:** CI G.10
Associate Superintendent, Business Services
Subject: Approval of WCCUSD Dell Technology Refresh Lease/Purchase Plan Agreement

Background Information:

The District seeks approval to enter into a 48 month Lease/Purchase Plan Agreement with Dell Financial Services for delivery of 500 workstations allocated to newly constructed El Cerrito High School and other facilities. At the end of the lease term, the District has the opportunity to renew the lease under a Technology Refresh option at which point all of the 500 units are replaced with the most current computing technology available at the time. Any defective units or accessories are all eligible for immediate replacement throughout the length of this agreement. This agreement utilizes the Western States Contracting Alliance (WSCA) master agreement #A63307 with Dell. There is a California Participating Addendum to the master agreement. This was Board approved on September 17, 2008.

Recommendation: Recommend approval

Fiscal Impact: Bond funds

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
From: Sheri Gamba *AG*
Associate Superintendent, Business Services
Meeting Date: November 19, 2008
Agenda Item: CI G.11

Subject: Ratification of Contract with Pearson for PowerSchool Student Information System (SIS)

Background Information:

The district has been using the application software SASI as its student information system (SIS) for many years. The company that developed and supported SASI over the years is discontinuing the product line and this required the district to select another application.

The Board approved the staff recommendation to enter into contract negotiations with Pearson School System on October 15, 2008. The contract is now being brought back for ratification.

Recommendation: Recommend approval

Fiscal Impact: Approximately \$398,840. Microsoft Voucher Grant

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
From: Sheri Gamba 
Associate Superintendent, Business Services
Meeting Date: November 19, 2008
Agenda Item: CI G.12

Subject: Special Education (SPED) SIS & Services, Public Contract Code 20118, Mt. Diablo RFP 1454

Background Information:

Staff proposes to implement Spectrum's Encore! SPED SIS product, selected by Mt. Diablo USD as their SPED SIS of choice as a result of a competitive bid process, sanctioned under Public Contract Code 20118. This product satisfies District requirements in the following areas: Timelines aligned to California and federal compliance standards for IEP students, forms that capture California-specific data for IEP students, and CASEMIS and other special education reporting. Mt. Diablo USD conducted a public bid process and has referenced other school districts in the state which, under law, may then award contracts as a "piggyback" on the Spectrum contract. The action proposed by this award will be a "piggyback" contract award to the SPED SIS vendor, Spectrum's Encore!

The Board's action will be to authorize staff to negotiate the contract provisions. The contract will then be brought back for ratification at a future meeting.

Recommendation: Recommend approval

Fiscal Impact: \$171,550 Microsoft Voucher Grant

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:** November 19, 2008
From: Bruce Harter **Agenda Item:** CI G.13
Superintendent
Subject: Local Hiring and Local Business Participation Goals in Measure J Projects

Background information:

The District included local hiring and local business participation goals as a part of the project bid documents for the Helms New Campus project. This pilot project was approved by the Board in 2006. The District's Local Capacity Building Committee worked with Davillier Sloan and the District's legal counsel to develop the documents. At the Joint CBOC/Board of Education meeting on September 17, 2008, Davillier Sloan presented the preliminary findings from the Helms project, which indicated continuing increases in local workers and local businesses participating in the construction project. Based upon the success of this pilot, it is appropriate to consider use of Local Hiring and Local Business Participation Goals in upcoming Measure J projects.

Recommendation: Authorize staff to include Local Hiring and Local Business participation goals in upcoming Measure J project bid documents

Fiscal Impact: Not known

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:** November 19, 2008
From: Nia Rashidchi *NR* **Agenda Item:** CI G.14
Assistant Superintendent, Educational Services
Subject: Board Approval of Single Plans for Student Achievement (SPSAs) November 2008 – November 2009

Background Information:

In 2006, the District adopted a new template for the Single Plan for Student Achievement (SPSA). The plan serves as a vehicle for communicating information about a school and efforts underway to improve academic achievement, as well as a description of how supplemental categorical funds from the Consolidated Application are used. School plans provide legally-mandated requirements and comprehensive information that includes:

- A description of how parents are involved in the school program;
- Adequate Yearly Progress (AYP) data analysis and assessment of student learning;
- An action plan for improving student achievement and closing the achievement gap;
- A plan to improve attendance; and
- A plan to promote a safe, welcoming and disciplined learning environment.

Training and support were provided to assist schools in using the template and in completing their plans. The plans were developed by and have been approved by the School Site Councils (SSCs). The plans are available for review on the District website and at the State and Federal Programs department located at the Seaview Campus.

The following plans are brought for approval: Delta; Harding; Kappa; Kennedy; King; Mira Vista; Omega; Pinole Middle; Portola Middle.

Recommendation: Board Approval

Fiscal Impact: Categorical revenue

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: November 19, 2008

From: Wendell Greer *WJG*
Associate Superintendent, K – Adult Education

Agenda Item: CI G.15

Subject: Certification of Athletic Coaches – Fall Sports

Background Information:

Under California Education Code Section 5593, all athletic team coaches are required to be certified annually. Topics covered during the training include first aid, CPR, coaching techniques, adolescent psychology (as it relates to sports participation), and ethics. Attached are the lists of coaches from each of the high schools for fall sports.

Recommendation: Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
Associate Superintendent, Secondary Education

MEMORANDUM

DATE: November 01, 2008
TO: Principals
FROM: Vince Rhea, Executive Director
RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

	NAME	SPORT
1.		
2.	Joseph McBride	Football
3.	Emmanuel Anguiano	Football
4.	Tim Johnson	Football
5.	Kenneth Kahn	Football
6.	Donny Davis	Football
7.	Dan Shaughnessy	Football
8.	Samuel Cox	Football
9.	Johnny Holmes	Cross Country
10.	Joseph Stallworth	Cross Country
11.	Peter Cassman	Tennis
12.	David Sin	Volleyball
13.	Aaron Wang	Volleyball
14.		
15.		

Principal: Jason Reimann

School: El Cerrito High School

Signature: 

Date: 11/04/08

West Contra Costa Unified School District
Associate Superintendent, Secondary Education

MEMORANDUM

DATE: November 01, 2008
TO: Principals
FROM: Vince Rhea, Executive Director
RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

NAME	SPORT
1. <u>GERALD MONTGOMERY</u>	<u>FOOTBALL</u>
2. <u>LUKE BODWIN</u>	<u>"</u>
3. <u>JEFF KELLUM</u>	<u>"</u>
4. <u>MARVIN JONES</u>	<u>"</u>
5. <u>MEL ROSALES</u>	<u>"</u>
6. <u>ARYAY VENTURA</u>	<u>"</u>
7. <u>MARIO CHESNEY</u>	<u>"</u>
8. <u>SCOTT BUSHNELL</u>	<u>"</u>
9. <u>DUSTIN ROSS</u>	<u>"</u>
10. <u>LOUIS MONTGOMERY</u>	<u>"</u>
11. <u>GEORGE JACKSON</u>	<u>"</u>
12. <u>GAYLON KERR</u>	<u>"</u>
13. <u>MARCEL MILLER</u>	<u>"</u>
14. <u>ERIC WALLACKER</u>	<u>WATER Polo</u>
15. <u>EMILY CRISTALES</u>	<u>WATER Polo</u>
16. <u>PETER SPEROS</u>	<u>WATER Polo</u>
17. <u>NICOLE GOMES</u>	<u>GIRLS GOLF</u>
Principal: _____	School: _____
18. <u>MIKE HARRIS</u>	<u>GIRLS TENNIS</u>
19. <u>CHRIS ROGERS</u>	<u>CROSS COUNTRY</u>
Signature: _____	Date: _____
20. <u>MONA CHIN</u>	<u>GIRLS VOLLEYBALL</u>
21. <u>JORDAN CANONERO</u>	<u>"</u>
22. <u>JUSTINE HINOJALES</u>	<u>"</u>

REVENA CRID

West Contra Costa Unified School District
Associate Superintendent, Secondary Education

MEMORANDUM

DATE: November 01, 2008
TO: Principals
FROM: Vince Rhea, Executive Director
RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

NAME	SPORT
1. John Antonio	Football
2. Rene Novoa	Football
3. Aechin Jaime Saechao	Volleyball
4. Tommy Saefong	Volleyball
5. Jose Flores	Cross Country
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

Principal: 

School: Richmond High

Signature: John Antonio

Date: 10/03/08

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West Contra Costa Unified School District
Associate Superintendent, Secondary Education

MEMORANDUM

DATE: November 01, 2008
TO: Principals
FROM: Vince Rhea, Executive Director
RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

NAME	SPORT
1. <u>Bates, Lori</u>	<u>Cheerleading</u>
2. <u>Blanchard, Damariea</u>	<u>Football</u>
3. <u>Hebert, Henry</u>	<u>Football</u>
4. <u>Jackson, Tim</u>	<u>Football</u>
5. <u>Jenkins, Diana</u>	<u>Cross Country</u>
6. <u>Lahip, Lawrence</u>	<u>Volleyball</u>
7. <u>Meriweather, Flem</u>	<u>Football</u>
8. <u>Mikaio, Fou</u>	<u>Volleyball</u>
9. <u>Thornton, Olajuwon</u>	<u>Football</u>
10. <u>Viaan, Gaya</u>	<u>Football</u>
11. <u>Williams, Michael</u>	<u>Football</u>
12. <u>Zink, Teresa</u>	<u>Cheerleading</u>
13. _____	_____
14. _____	_____
15. _____	_____

Principal: Kenneth Gardner

School: De Anza High School

Signature: 

Date: 11/3/08

Date _____

West Contra Costa Unified School District
Assistant Superintendent

MEMORANDUM

DATE:

TO:

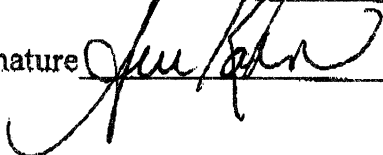
FROM: Wendell Greer, Assistant Superintendent
Vince Rhea, Executive Director K-12 Schools
Matt Stewart, Director of Athletics

RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

	Name	Sport
1	<u>Steve Alameda</u>	<u>Football</u>
2	<u>Ron Elkin</u>	<u>Football</u>
3	<u>Guy Sutherlin</u>	<u>Football</u>
4	<u>Robert Crain</u>	<u>Football</u>
5	<u>Larry DeMons</u>	<u>Football</u>
6	<u>Rico Adkins</u>	<u>Football</u>
7	<u>Andre Krashna</u>	<u>Football</u>
8	<u>Ameer Ross</u>	<u>Football</u>
9	<u>Adam Herkenrath</u>	<u>Football</u>
10	<u>Clay Yoshida</u>	<u>Football</u>
11	<u>Jeff Wright</u>	<u>Golf</u>
12	<u>Albert Kirkman</u>	<u>Tennis/Cross Country</u>
13	<u>Jim Ulversoy</u>	<u>Water Polo</u>
14	<u>Andrew Love</u>	<u>Water Polo</u>
15	<u>Don Richardson</u>	<u>Water Polo</u>

Signature



Date

11/3/08

West Contra Costa Unified School District
Associate Superintendent, Secondary Education

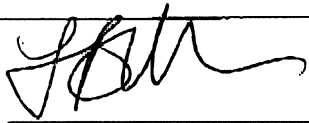
MEMORANDUM

DATE: November 01, 2008
TO: Principals
FROM: Vince Rhea, Executive Director
RE: Certification of Coaches – Fall Sports

I certify that the following individuals are fully qualified and have met all requirements listed in CCR, Section 5593

	NAME	SPORT
1.	JOHN PARKINS	VARSITY Girls Volleyball
2.	HARRY Campbell	J.V. Girls Volleyball
3.	DeLo Hilton	Varsity Boys Football
4.	Clarence Johnson	Varsity Boys Football
5.	CORY Johnson	J.V. Boys Football
6.	Ramon Mondesa	J.V. Boys Football
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Principal:



School:

John F. Kennedy

Signature:

LATOYA Williams

Date:

11-5-08