

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
September 15, 2010

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
SEPTEMBER 15, 2010**

BOARD AGENDA PACKETS AND INFORMATION:

Complete Board meeting packets are available for review at the Administration Building, the District's six high schools, and at public libraries throughout West County.

Complete Board agendas and packets are available online at: www.wccusd.net/Documents/Board/boardinformation.aspx

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 1108 Bissell Avenue, Richmond, CA 94801 during normal business hours. In addition, such writings and documents may be posted on the District's website as noted above.

VIEWING THE BOARD MEETINGS:

Television:

Live television broadcast of regularly scheduled Board meetings is available by the City of Pinole on PCTV Channel 26/28, the City of Richmond KCRT Channel 28 and the City of Hercules Cable Channel 28. Please check the city websites for local listings of broadcast schedules.

You may also find the complete meeting available on a tape-delay basis through the Richmond City Web Page at: <http://www.kcrt.com> within a few days of the recording date.

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

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

ATTENDING BOARD MEETINGS:

The public is warmly invited to attend and participate in all WCCUSD Board of Education meetings.

Location: **LOVONYA DEJEAN MIDDLE SCHOOL
3400 MACDONALD AVENUE
RICHMOND, CA 94805**

Time: The **Board of Education's Open Session meeting will begin at 6:30 PM.** The Board will convene at **5:00 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

*"of children be more careful than anything."
e.e. cummings*

B. OPENING PROCEDURES

B.1 Pledge of Allegiance

B.2 Welcome and Meeting Procedures

B.3 Roll Call

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

Comment:

A Student Board Representative from DeAnza High School will attend the Board of Education meeting on September 15, 2010. We would like to recognize and commend their 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 Minutes:** September 1, 2010

C. BUSINESS ITEMS

CONSENT ITEMS (Routine Matters)

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

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

Comment:

Formal acceptance is requested from the Board of Education to accept the grants/awards/agreements as detailed, dated September 15, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

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

Comment:

The District has received donations as detailed, dated September 15, 2010. Staff recommends acceptance of these donations.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per donations summary

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

Comment:

The planned fund-raising events for the 2010-11 school year are detailed, dated September 15, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

***CI C.4 Summary of Vendor Warrant Reports**

Comment:

Summaries of Payroll and Vendor Warrants issued during the month of August 2010:

Total of payroll warrants (August 2010):	\$ 3,716,883.00
Total of vendor warrants accrual (2009-2010):	\$ 1,848,135.00
Total of vendor warrants (2010-2011):	\$14,727,726.00

Recommendation:

Recommend approval of the vendor warrant reports

Fiscal Impact:

As noted above

***CI C.5 Notification of Claim Rejected**

Comment:

The District has received a claim requesting compensation for property damage. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

Recommendation:

Ratify the rejection of claim

Fiscal Impact:

None

***CI C.6 Acceptance of Contracts for Placement of Student Teachers**

Comment:

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

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed dated September 15, 2010.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.7 Notices of Completion: Bid E068185 Crespi Kitchen Flooring Demolition & Replacement**

Comment:

Substantial completion notice has been received for: Bid E068185.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractor:

Michael McKim Company E068185 Crespi Kitchen Flooring Demolition & Replacement

Recommendation:

Recommend approval of this notice of completion

Fiscal Impact:

None

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

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

***CI C.9 Certificated Personnel Changes**

Comment:

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

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.10 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 C.11 Right of Entry Agreement with the West County Wastewater District for Construction Access and Work at Seaview Site**

Comment:

The West County Wastewater District (“WCWD”) has existing drainage and sewer easements across the Seaview site. The WCWD needs to perform significant upgrade work on these systems and has requested access to the site to perform construction. The Right of Entry agreement has been prepared by the WCWD and modified after review with the school District’s legal counsel. The agreement requires the WCWD to protect all improvements on our site and to restore the site to the existing conditions. A description of the work is also included. None of the work impacts the existing structures. This work will provide a significant upgrade to the sanitary system of the WCWD. It is anticipated that there will be a future action by the Board to grant a new easement at this site.

Recommendation:

Approve Right of Entry Agreement with West County Wastewater District for work at the Seaview site

Fiscal Impact:

None

***CI C.12 Richmond High School Security Cameras Project Change Order Approval**

Comment:

The Richmond High Security Cameras project is completed. Walsh Electronic Systems Technology is the contractor. This project includes installation of a full system of surveillance cameras with all supporting infrastructure and head end equipment. The Board has previously approved a change in the work to include high resolution cameras. This final change order closes out the project and includes the following: Electrical power feeds to multiple video recorder locations; additional pan tilt zoom cameras at the football field area; and a new conference room monitoring station. These increases to the project have resulted in potential change orders in excess of Public Contract Code 10% limit. Staff is requesting Board approval of change orders, with the findings as noted below, on the project as follows:

Base Bid	\$ 308,988
Allowance	\$ 30,000
Total Base Contract Award	\$ 338,988
Change Order #1	\$ 208,186
Previous Adjusted Amount	\$ 547,184
Change Order #2	\$ 43,001
Adjusted Total Contract Amount	\$ 590,185

Approval is required by the Board, with special findings, because this is in excess of the Public Contract Code limits of 10% of the original contract value. In accordance with Public Contract code 20118.4, the Board, by approving these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Adopt findings of futility and approve Change Order to CF Contracting

Fiscal Impact:

Total for this action: \$43,001. Funded by the Measure J Bond, Richmond HS Fence and Gates Project

***CI C.13 Ratification and Approval of Engineering Services Contracts**

Comment:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation:

Ratify and approve contracts as noted

Fiscal Impact:

Total for this action: \$910,290. Funding sources as noted

***CI C.14 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of change orders on the following current District construction project: Portola Temporary Campus Construction Sitework Phase II. 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.

Recommendation:

Ratify negotiated Change Orders as noted

Fiscal Impact:

Total ratification and approval by this action: \$126,929.27

***CI C.15 Citizens' Bond Oversight Committee (CBOC) Appointment: Linda Ruiz-Lozito to represent the Contra Costa Taxpayers Association**

Comment:

The appointee from the Contra Costa Taxpayers Association, Sue Pricco, has completed her term on the CBOC. The Association has recommended Linda Ruiz-Lozito as their new representative to the committee.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.16 Resolution No. 23-1011: Resolution in Opposition to Proposition 19**

Comment:

The West Contra Costa Unified School District Board of Education opposes Proposition 19 as an increased risk to student and employee health and safety, a possible threat to receipt of critical federal funding, and a potential source of costly workplace litigation.

Recommendation:

Recommend Approval of Resolution No. 23-1011

Fiscal Impact:

None

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Mexican Independence Day 2010**

Comment:

Mexican Independence Day, September 16, celebrates the events and people that eventually resulted in Mexico's independence from Spanish rule.

A few of our schools will share presentations that showcase and celebrate some of the cultural traditions of Mexico.

Recommendation:
For Information Only

Fiscal Impact:
None

* **D.2 National Education Association's (NEA) Priority Schools Campaign**

Comment:
The National Education Association (NEA) is committed to transforming the nation's persistently low-performing, priority schools into great public schools for all students.

Through a six-year Priority Schools Campaign (NEA's title for these schools), NEA will partner with state and local affiliates to assist priority schools identified by the U.S. Department of Education. The Campaign began in Spring 2010 and will run through 2015-2016.

The main objective of the campaign is to increase student achievement through four actions:

- Creating strong partnership between schools and students' families;
- Augmenting the skills and effectiveness of school staffs,
- Increasing community-provided social and health services for students and their families, and
- Finely-tuning district and union collaboration practices

NEA representative, Dr. Sheila Simmons, will give a report on the Priority Schools Campaign.

Recommendation:
For Information Only

Fiscal Impact:
None

* **D.3 Standing Reports**

Representatives of the following committees and employee unions are invited to provide a brief update to the Board. Representatives from these groups need to sign up to speak prior to the beginning of this item on the agenda by submitting a "Request to Address the Board" form. Five minutes may be allowed for each subcommittee or group listed below:

Academic Subcommittee
Bayside Parent Teacher Association
Citizens' Bond Oversight Committee
Community Budget Advisory Committee
Facilities Subcommittee
Ivy League Connection
Linked Learning – Multiple Pathways
Safety Committee
Special Education Citizens Advisory Committee
Youth Commission

Public Employees Local 1
School Supervisors Association
United Teachers of Richmond
West Contra Costa Administrators Association

* **D.4 2010 Academic Performance Index Growth (API) Targets – Recognition of Schools
2010 Adequate Yearly Progress (AYP) – Recognition of Schools**

Comment:

API -The California Department of Education (CDE) sets API growth targets for all public schools annually and has computed Academic Performance Indices (APIs) for all public schools since 1999. California draws achievement information from state assessments to calculate one number called the API.

In order for a school to make its API, it must achieve its schoolwide target, as well as targets for all numerically significant subgroups. Any subgroup for which there are 100 valid scores or 50 valid scores comprising at least 15% of the valid scores for a school is identified by CDE as a numerically significant subgroup. Possible numerically significant subgroups include: African American, American Indian, Asian, Filipino, Hispanic, Pacific Islander, White, Socioeconomically Disadvantaged, English Learners, and Students with Disabilities. Meeting the comparable improvement target means that each student subgroup in the school met its individual achievement goals.

AYP - The No Child Left Behind Act of 2001 is Federal legislation that established an accountability program including AYP for all schools and Local Educational Agencies beginning with the 2002-2003 school year.

In order for a school to make AYP, it must achieve all of the schoolwide targets as well as targets for all numerically significant subgroups. AYP targets are set by the California Department of Education (CDE) for participation rate, percent proficient in English Language Arts and Math, Academic Performance Index (API) and graduation rate.

Tonight we recognize the schools for making API and/or AYP targets (subject to release of results from the California Department of Education).

Recommendation:

School Board recognition of schools meeting all 2010 API and/or 2010 AYP criteria (*)

Fiscal Impact:

None

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

* **E.1 Request to Address the Board – Youth Leadership Forum and College Career Options**

Comment:

Executive Director Carol Lee Tolbert has requested opportunity to address the Board of Education regarding Civic Pride’s upcoming Youth Leadership Forum and College Career Options Fair planned for October 9, 2010. Workshops for students in grades 6 – 12, parents, educators and organizations will be offered. This event will offer a roadmap to stay on track for college, internships, careers and community service.

Recommendation:

For Information Only

Fiscal Impact:

None

* **E.2 Superintendent’s Report**

* **E.3 WCCUSD Public Comment**

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

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

F. ACTION ITEMS

* **F.1 Adoption of a Mandatory Local Business Capacity Utilization Program for the District’s Bond Construction Projects**

Comment:

The District’s Bond Construction program currently has Local Hiring and Local Business Utilization programs in place to ensure that bonds support local businesses and go toward hiring local residents. While the programs have been successful, their goals are currently not mandatory, requiring only a good faith effort by contractors. Over the last year the District’s Local Capacity Building Committee has considered ways to strengthen the programs, especially for the utilization of local businesses. After extensive review of other school district and public agency models, and after legal review of the proposed structure, the committee has recommended that the provided Mandatory Local Business Capacity Utilization program be adopted for the District’s Bond Construction projects. The key element of the program is a project by project determination of available local capacity to perform work in the

project. Once that capacity is determined, the mandatory local business goal for the project is set. This will ensure maximum local business utilization but not set unrealistic goals for any one project. Staff will provide a full presentation of the proposed program elements at the Board meeting and be available to answer questions. The Board's Facilities Subcommittee reviewed the program at its meeting of August 24, 2010 and recommended it for approval by the full Board.

Recommendation:

Approve new Mandatory Local Business Capacity Utilization Program

Fiscal Impact:

Not known. Consulting costs for Local Business Capacity Utilization outreach, review, and certification estimated at less than \$100,000 based upon anticipated projects.

* **F.2 Approval of the 2009-2010 Unaudited Actuals Financial Report**

Comment:

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

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

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

Recommendation:

Staff requests approval to file this report with the County Superintendent

Fiscal Impact:

Year end closing

* **F.3 Resolution No. 20-1011: Adoption of Gann Limit, 2010-2011**

Comment:

Education Code Section 42132 specifies that school district governing boards shall adopt a resolution identifying their annual appropriations limit for the preceding fiscal year, known as the Gann Limit. The Gann Limit Calculation is part of the year end closing, unaudited actuals, reports submitted under separate cover. It establishes limits on allowable growth in government spending.

Recommendation:

Staff requests Board adoption of the 2010-2011 annual appropriations

Fiscal Impact:

None

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – October 6, 2010

K. ADJOURNMENT

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

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

A. CLOSED SESSION

A.1 CALL TO ORDER

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

A.3 RECESS TO CLOSED SESSION AS SCHEDULED

See Exhibit A

(Government Code Section 54954.5)

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

EXHIBIT A

(Government Code Section 54954.5)
CLOSED SESSION AGENDA

September 15, 2010

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

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

1. Srago v. WCCUSD
2. WCCUSD v. Orrick

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

Four cases

4. LIABILITY CLAIMS (Government Code Section 54956.95)

5. CONFERENCE WITH LABOR NEGOTIATORS

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

- c. Unrepresented Employees
 - Confidential and Management

6. PUBLIC EMPLOYEE APPOINTMENT

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

- a. Expulsions

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

- a. Certificated Employee Dismissal
- b. Release of Temporary Certificated Teachers

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: September 15, 2010

From: Ann Reinhagen,
Assistant Superintendent Human Resources

Agenda Item: A.9

Subject: Release of Temporary Certificated Employees

Background Information: Due to decrease in enrollment it is necessary to release temporary teachers, the Board must take action pursuant to Education Code Section 44954. Thereafter the Superintendent or designee must notice the identified temporary teachers.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from DeAnza High School

Background Information:

A Student Board Representative from DeAnza High School will attend the Board of Education on September 15, 2010. We would like to recognize and commend their participation.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

Agenda Item B.7

September 1, 2010

A. CLOSED SESSION

B. OPENING PROCEDURES

President Madeline Kronenberg called the meeting to order at 6:00 PM. The Board recessed into Closed Session. President Kronenberg called the Public Session to order at 6:34 PM.

B.1 Pledge of Allegiance

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

B.2 Welcome and Meeting Procedures

President Kronenberg offered welcome to the public regarding the meeting.

B.3 Roll Call

Board Members Present: Madeline Kronenberg, Antonio Medrano, Audrey Miles, Charles Ramsey, Tony Thurmond (arrived at 7:24 p.m.)

Staff Present: Pamela Blake, Director Adult Education; Andre Bell, Executive Director Business Services; Sherry Bell, Educational Services Coordinator; Roxanne Brown-Garcia, Principal Kennedy High School; Steve Collins, SELPA Director; Rosa Cornejo, Confidential Secretary; Martin Coyne, Director; Cliff Dorton, Electronics Technician; Lisa Erwin Director, Executive Director Business Services; Otilia Espinosa, Interpreter; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; David Johnston, Director of General Services; Nia Rashidchi, Assistant Superintendent Educational Services; Ann Reinhausen, Assistant Superintendent Human Resources; Bill Savidge, District Engineering Officer

B.4 Presentation of Student Board Brian Orr, Middle College High School.

Mr. Orr spoke about his experiences and participation at Middle College.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the vote taken in Closed Session to appoint the following administrator for the 2010-2011 school year:

Armando Torres, Interim Instructional Specialist, Helms Middle School

Motion: Mr. Medrano moved approval of the ratification to appoint an administrator for the 2010-2011 school year. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey and President Kronenberg voted yes, with no abstentions, and Mr. Thurmond absent. Motion carried 4-0-0-0.

Superintendent Harter asked the Board to ratify the vote taken in Closed Session for approval of a student settlement agreement.

Motion: Mr. Medrano moved approval of the ratification of a student settlement agreement. Mr. Ramsey seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, and President Kronenberg voted yes, with no abstentions, and Mr. Thurmond absent. Motion carried 4-0-0-0.

B.6 Agenda Review and Adoption

MOTION: Mr. Ramsey moved to approve the agenda. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Brian Orr (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

B.7 Minutes: August 18, 2010

MOTION: Mr. Ramsey moved to approve the Minutes of August 18, 2010. Mr. Medrano seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Brian Orr (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

C. BUSINESS ITEMS

- C.1 Grants/Awards/Agreements**
- C.2 Acceptance of Donations**
- C.3 Approval of Fund-Raising Activities**
- C.4 Contracted Services**
- C.5 Notification of Claims Approval and Settlement Payments**
- C.6 Notification of Claim Approval and Settlement Payment**
- C.7 Certificated Personnel Changes**
- C.8 Citizens' Bond Oversight Committee (CBOC) Appointment:** Wayne Ellis representing Contra Costa County, Supervisor John Gioia
- C.9 Ratification and Approval of Negotiated Change Orders**
- C.10 Ratification and Approval of Engineering Services Contracts**
- C.11 Richmond High School Fence and Gates Project Change Order Approval**
- C.12 Ohlone Elementary School Temporary Roofing Repairs Contract Award Ratification**
- C.13 Approval of Construction Management Services for additional project and Design Phase Management Component of Program Management Services**
- C.14 Resolution No. 19-1011: In Appreciation of the Cities of Richmond and San Pablo**
- C.15 Approval for Board Travel**
- C.16 Resolution No. 18-1011: Hispanic Heritage Month, September 15, 2010 – October 15, 2010**
Ms. Rashidchi presented an amendment to the resolution.

MOTION: Mr. Ramsey moved approval of Consent Items C.1 – C16. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Brian Orr (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

MOTION: Mr. Ramsey motioned to reopen the agenda and move Section E before Section D to accommodate members of the public in attendance. Ms. Miles seconded. Mr. Medrano, Ms. Miles, Mr. Ramsey, Student Representative Brian Orr (advisory vote only) and President Kronenberg voted yes with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

This section was moved to follow Business Items / Consent Items

E.1 Request to Address the Board – Campaign Contribution Limits

Mr. Anton Jungherr spoke about campaign contributions for Board candidates, expressing his concerns about the unlimited contributions. He urged the Board to consider contribution limits and proposed a limit of \$2500.00 per individual contribution.

Public Comment:

Charles Cowens

Board Comments:

President Kronenberg thanked Mr. Jungherr for his presentation and for bringing this topic to the Board's attention. Mr. Medrano said he would like to discuss this topic at the Board's next retreat.

E.2 Superintendent's Report

Superintendent Harter reported on the opening of school and shared information on a partnership between Chevron and Donors Choose. He welcomed all the new teachers in the District and reminded the public what the passage of Measure M will provide for students in the District.

E.3 WCCUSD Public Comment

Public Comment:

Ken Lindgren, Don Gosney

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Standing Reports

United Teachers of Richmond. President Diane Brown recognized teachers and introduced UTR's new Executive Board:

Mel Collins, State Council Representative
Robert Ellis, Treasurer
Lucy Giusto, State Council Representative
Amanda Henderson, Vice President
Christine Nordstrom, Area 3 Director
Thomas Prather, Area 2 Director
Michael Rossi, Area 1 Director
Holly Ruff, Elementary Director
Karen VanWinkle, Secretary
Greg Wahling, Senior High Director
Pallop Wilairat, Jr. High/Middle School Director

Citizens' Bond Oversight Committee. Robert Studdiford gave an update of the recent Citizens' Bond Oversight Committee meeting.

Facilities Sub Committee. Mr. Medrano gave an update from the last meeting where discussion included the lighting at Helms Middle School, a recommendation of turf for the Helms field projects, as well as a recommendation of new hiring and local capacity building program.

Ivy League Connection. Mr. Ramsey announced that Dartmouth would host a Bay Area information session at El Cerrito High in October. He also mentioned that the University of Chicago and North Western University will host information sessions in the District.

Citizens' Budget Advisory Committee. Ms. Gamba reported on the last meeting where financial reports were reviewed. She said that the next meeting is scheduled for September 28, 2010.

D.2 Report on the Teach for American History (TAH) Grant Award by the Department of Education

Ms. Bell shared information about the American History Grant that has been awarded to the District. Ms. Bell introduced Natalie Wojinski, teacher at Hercules High School, who will coordinate the program. Ms. Wojinski provided information on how the funds will be used and program implementation. She expressed excitement for the program and how enriching this will be for the teachers as well as the students.

Public Comment:

No comments

Board Comment:

Mr. Medrano asked whether Native American cultural studies would be included in the program. Ms. Wojinski responded affirmatively.

President Kronenberg thanked Ms. Wojinski and asked she provide periodic reports.

Meeting adjourned for a brief recess at 7:36 p.m.

Meeting reconvened at 7:41 p.m.

D.3 Expulsion Process

Ms. Blake gave a presentation on the District's Expulsion Process.

Public Comment:

No Comments

Board Comment:

Ms. Miles commended Ms. Blake for her work with students and noted a decrease with expulsion rates within the last three years.

Mr. Medrano thanked Ms. Blake for the information provided.

Mr. Ramsey also thanked Ms. Blake.

Mr. Thurmond asked for clarification about the term “recommendation for expulsion”. Ms. Blake offered clarification.

Mr. Thurmond asked about the percentage of appeals of expulsions. Ms. Blake responded that since she has been handling expulsion hearings there has only had one appeal. Mr. Thurmond asked about panel selection and training and Ms. Blake provided clarification. Ms. Blake also shared information about how a student would re-enter a District school.

Ms. Miles commented about peer counseling services provided.

President Kronenberg asked whether the policy differs from district to district. Ms. Blake explained that the policies are the same in any district.

Mr. Thurmond asked about a student expelled from an alternative school. Ms. Blake responded that the student would be referred to Independent Study or to the County Day program.

President Kronenberg thanked Ms. Blake for all the information she provided.

D.4 Budget Update for 2010-11

Ms. Gamba provided an update on the budget.

Public Comment:

No comments

Board Comment:

President Kronenberg commented on how the budget brings everyone to silence.

D.5 In Memory of Members of the School Community

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

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

This section was moved to follow Business Items / Consent Items

F. ACTION ITEMS

None

G. DISCUSSION ITEMS

G.1 Status Reports – Facilities Planning and Construction

Mr. Savidge provided a review of the District’s facilities planning and construction projects.

Public Comment:

None

Board Comment:

Mr. Ramsey asked Superintendent Harter about the City of Richmond and easement issues with the Nystrom Project.

Mr. Ramsey thanked everyone for the transformation of the King Elementary campus.

Mr. Medrano commented on a conversation he had with a resident of the King area. Mr. Medrano also mentioned the work that has been completed at Richmond High School and expressed concern about gates not being locked properly.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Thurmond thanked everyone for all their work on the State Improvement Grant.

Mr. Medrano announced a fundraiser for the YMCA.

President Kronenberg reminded everyone to attend the Richmond City Council Meeting on September 7.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – September 15, 2010

K. ADJOURNMENT

President Kronenberg adjourned the meeting at 8:29 PM.

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

BH:rc

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.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 sheet dated September 15, 2010.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

<p style="text-align: center;">DISPOSITION BY BOARD OF EDUCATION</p> <p>Motion by: _____ Seconded by: _____</p> <p>Approved _____ Not Approved _____ Tabled _____</p>
--

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
Alternative Certification Intern Program	\$130,162	Commission on Teacher Credentialing	To support the Intern Program
Resource # 6260	7/1/10 - 6/30/11		Grant # 981
Paraprofessional Program	\$60,749	Commission on Teacher Credentialing	To support the paraprofessional program.
Resource # 6263	7/1/10 - 6/30/11		Grant # 314
City of San Pablo/After School Program	\$104,002	City of San Pablo	To help fund the after school programs at Bayview, Downer and Riverside.
Resource # 9567	8/19/10 - 6/30/10		
Quest Foundation Riverside - Playworks Contract	\$25,000	Quest Foundation	Riverside - 1/2 Playworks Contract
Resource # 9594	7/1/10 - 6/30/11		
Readiness & Emergency Management for Schools	\$578,262	U.S. Department of Education	Readiness & Emergency Management for Schools
	9/1/10 - 8/31/12		PR Award # Q184E100354

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

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

Agenda Item: CI C.2

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated September 15, 2010. The estimated values for any non-cash donations (as indicated by an asterisk) are those provided by the donor. Staff recommends acceptance of these donations.

Recommendation: Recommend Approval

Fiscal Impact: As noted per donations summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
September 15, 2010 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Latin Solutions	Leadership Student Body Fund	\$500.00	Pinole Valley High

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

Donations 0901510

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.3

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2010-11 school year are summarized on the attached sheet dated September 15, 2010.

Recommendation: Recommend Approval

Fiscal Impact: Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
September 15, 2010 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Olinda Elementary School	Olinda Fall Festival	Olinda PTA
Olinda Elementary School	Olinda Bunny Hop	Olinda PTA
Riverside Elementary School	Avon	Riverside Student Body
Riverside Elementary School	Box tops for Education	Riverside Student Body
Riverside Elementary School	Carnival	Riverside Student Body
	Cerrito Theater Night	
Riverside Elementary School	Fundraiser	Riverside Student Body
Riverside Elementary School	Chevy's Night	Riverside Student Body
Riverside Elementary School	Chocolate/Candy Sales	Riverside Student Body
Riverside Elementary School	E-Scrip	Riverside Student Body
Riverside Elementary School	Fall Catalog Fund Raiser	Riverside Student Body
Riverside Elementary School	Family Events	Riverside Student Body
Riverside Elementary School	Individual and Class Pictures	Riverside Student Body
Riverside Elementary School	Jump Rope for Heart	Riverside Student Body
Riverside Elementary School	Office Depot 5% Back to Schools Program	Riverside Student Body
Riverside Elementary School	One Cause/Schoolpop.com	Riverside Student Body
Riverside Elementary School	PEAK CFL Light Bulb Fundraiser	Riverside Student Body
Riverside Elementary School	Pennies for Patients	Riverside Student Body
Riverside Elementary School	Raley's quality of Life Scrip Program	Riverside Student Body
Riverside Elementary School	Recycling	Riverside Student Body
Riverside Elementary School	Rubio's Night	Riverside Student Body
Riverside Elementary School	Scholastic Book Sales	Riverside Student Body
Riverside Elementary School	SchoolStore.com	Riverside Student Body
Riverside Elementary School	SHARES Program	Riverside Student Body
Riverside Elementary School	Spelling Bee	Riverside Student Body
Riverside Elementary School	T- Shirts Sales	Riverside Student Body
Riverside Elementary School	Target	Riverside Student Body
Riverside Elementary School	Used Ink Jet Cartridge Collection	Riverside Student Body
Valley View Elementary School	Fall Festival	Valley View Parent Club

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

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

Agenda Item: CI C.4

Subject: Summary of Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of August, 2010.

Total of payroll warrants (August 2010):	\$3,716,883.00
Total of vendor warrants accrual (2009-2010):	\$1,848,135.00
Total of vendor warrants (2010-2011):	\$14,727,726.00

Recommendation: Recommend approval of the vendor warrant reports

Fiscal Impact: As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____


Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District

Month of : August 2010

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Regular	604526	605008	88,317	20,901,137	20,989,454
Variable	604070	604506	414,018	11,202,735	11,616,753
Special	604507	604525	13,530	1,127,190	1,140,721
Reg. EFT	273443	274117	873,094	58,980,944	59,854,038
Var. EFT	274118	274984	2,339,609	9,507,978	11,847,586
Special EFT				3,619,780	3,619,780
Typed	297100	297105	4,715	178,772	183,487
BENEFITS	577523	577791		130,698	130,698
Cancelled	Various	Various	(16,400)	(176,758)	(193,158)
Totals			3,716,883	105,472,476	109,189,359

Salary detail is available upon request in the Payroll office.


 Cheryl Lewis, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010 (ACCRUAL)

PAYMENT

DATE: August 5, 2010

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	428826	428998	1,029,045	101,299,697	102,328,742
7706	CAFETERIA	428867	428867	18,449	5,154,015	5,172,464
7707	CHILD DEVELOPMENT	428904	428949	197	296,488	296,685
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	428921	428942	7,646	6,753,986	6,761,632
7710	BUILDING	428828	428996	371,359	69,596,754	69,968,113
7711	CAPITAL FACILITIES	428834	428994	28,244	744,418	772,662
7712	SELF INSURANCE PROPERTY & LIABILITY	428839	428949	289,296	4,378,626	4,667,922
7713	STATE SCHOOL LEASE/PURCHASE					0
7714	COUNTY SCHOOL FACILITIES					0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY					0
7719	CHARTER SCHOOL					0
7725	MRAD					0
7728	DEBT SERVICE					0
7744	RETIREE BENEFITS				291,321	291,321
7770	ADULT EDUCATION	428841	428949	4,843	308,948	313,791
7785	DEFERRED MAINTENANCE				995,555	995,555
7701	PAYROLL REVOLVING				61,664,107	61,664,107
	TOTALS			1,749,079	251,483,915	253,232,994

Christine Long
Prepared By

J. Brown
Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2009-2010 (ACCRUAL)

PAYMENT

PAGE-2

DATE: August 6, 2010

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	429055	429075	99,056	102,328,742	102,427,798
7706	CAFETERIA				5,172,464	5,172,464
7707	CHILD DEVELOPMENT				296,685	296,685
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				6,761,632	6,761,632
7710	BUILDING				69,968,113	69,968,113
7711	CAPITAL FACILITIES				772,662	772,662
7712	SELF INSURANCE PROPERTY & LIABILITY				4,667,922	4,667,922
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				291,321	291,321
7770	ADULT EDUCATION				313,791	313,791
7785	DEFERRED MAINTENANCE				995,555	995,555
7701	PAYROLL REVOLVING				61,664,107	61,664,107
	TOTALS			99,056	253,232,994	253,332,050


WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

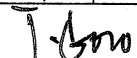
PAYMENT

DATE: August 5, 2010

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	429000	429024	3,743,582	3,768,764	7,512,346
7706	CAFETERIA	429001	429052	98,833	0	98,833
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	428999	428999	7,424	458,364	465,788
7710	BUILDING	429036	429038	12,383	4,753	17,136
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,275,721	1,275,721
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS	429004	429053	7,030	6,201	13,231
7770	ADULT EDUCATION				75	75
7785	DEFERRED MAINTENANCE				0	0
7701	PAYROLL REVOLVING				2,071,411	2,071,411
	TOTALS			3,869,252	7,595,520	11,464,772


Prepared By


Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT
DATE: August 11, 2010

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	429100	429159	379,239	7,512,346	7,891,585
7706	CAFETERIA	429114	429114	61,943	98,833	160,776
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	429101	429158	128,075	465,788	593,863
7710	BUILDING	429106	429161	361,672	17,136	378,808
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY	429140	429152	36,719	1,275,721	1,312,440
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				13,231	13,231
7770	ADULT EDUCATION				75	75
7785	DEFERRED MAINTENANCE				0	0
7701	PAYROLL REVOLVING				2,071,411	2,071,411
	TOTALS			967,648	11,464,772	12,432,420

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT

PAGE-3

DATE: August 18, 2010

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	429167	429291	638,480	7,891,585	8,530,065
7706	CAFETERIA	429165	429292	40,101	160,776	200,877
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	429163	429288	1,360,541	593,863	1,954,404
7710	BUILDING	429162	429290	1,180,683	378,808	1,559,491
7711	CAPITAL FACILITIES	429176	429241	201,687	0	201,687
7712	SELF INSURANCE PROPERTY & LIABILITY	429195	429224	8,424	1,312,440	1,320,864
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				13,231	13,231
7770	ADULT EDUCATION	429197	429255	6,801	75	6,876
7785	DEFERRED MAINTENANCE				0	0
7701	PAYROLL REVOLVING				2,071,411	2,071,411
	TOTALS			3,436,717	12,432,420	15,869,137

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT

DATE: August 25, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	429436	429501	906,702	8,530,065	9,436,767
7706	CAFETERIA	429446	429624	129,544	200,877	330,421
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	429491	429549	514,596	1,954,404	2,469,000
7710	BUILDING	429439	429629	2,249,769	1,559,491	3,809,260
7711	CAPITAL FACILITIES	429592	429592	300,000	201,687	501,687
7712	SELF INSURANCE PROPERTY & LIABILITY	429605	429605	100	1,320,864	1,320,964
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				13,231	13,231
7770	ADULT EDUCATION	429561	429588	1,350	6,876	8,226
7785	DEFERRED MAINTENANCE	429573	429573	1,145	0	1,145
7701	PAYROLL REVOLVING				2,071,411	2,071,411
	TOTALS			4,103,206	15,869,137	19,972,343

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT

DATE: August 18, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				9,436,767	9,436,767
7706	CAFETERIA				330,421	330,421
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				2,469,000	2,469,000
7710	BUILDING				3,809,260	3,809,260
7711	CAPITAL FACILITIES				501,687	501,687
7712	SELF INSURANCE PROPERTY & LIABILITY				1,320,964	1,320,964
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS	429295	429434	58,201	13,231	71,432
7770	ADULT EDUCATION				8,226	8,226
7785	DEFERRED MAINTENANCE				1,145	1,145
7701	PAYROLL REVOLVING				2,071,411	2,071,411
	TOTALS			58,201	19,972,343	20,030,544

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT

DATE: August 10, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				9,436,767	9,436,767
7706	CAFETERIA				330,421	330,421
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				2,469,000	2,469,000
7710	BUILDING				3,809,260	3,809,260
7711	CAPITAL FACILITIES				501,687	501,687
7712	SELF INSURANCE PROPERTY & LIABILITY				1,320,964	1,320,964
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				71,432	71,432
7770	ADULT EDUCATION				8,226	8,226
7785	DEFERRED MAINTENANCE				1,145	1,145
7701	PAYROLL REVOLVING	429076	429099	632,668	2,071,411	2,704,079
	TOTALS			632,668	20,030,544	20,663,212

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2010-2011

PAYMENT

DATE: August 31, 2010

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				9,436,767	9,436,767
7706	CAFETERIA				330,421	330,421
7707	CHILD DEVELOPMENT				10,231	10,231
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				2,469,000	2,469,000
7710	BUILDING				3,809,260	3,809,260
7711	CAPITAL FACILITIES				501,687	501,687
7712	SELF INSURANCE PROPERTY & LIABILITY				1,320,964	1,320,964
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				71,432	71,432
7770	ADULT EDUCATION				8,226	8,226
7785	DEFERRED MAINTENANCE				1,145	1,145
7701	PAYROLL REVOLVING	429633	429667	1,660,034	2,704,079	4,364,113
	TOTALS			1,660,034	20,663,212	22,323,246

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: September 15, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Notification of Claim Rejected

Background Information: The District has received a claim requesting compensation for property damage. The District's risk management firm has investigated the claim and is requesting the School Board to ratify the authorized claim rejection.

Recommendation: Ratify the rejection of claim

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
September 15, 2010

2010-2011 CLAIM REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Richmond High School	6/11/10	Shi Jean Bon Ley	Property Damage	Rejected

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Date: September 15, 2010

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.6

Subject: Acceptance of Contracts for Placement of Student Teachers

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

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed on the attached sheet dated September 15, 2010.

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
September 15, 2010

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF STUDENT TEACHERS

The following institutions of higher education have submitted a contract with West Contra Costa Unified School District. These institutions intend to place student teachers in the West Contra Costa Unified School District schools.

Loyola Marymount University Intern Partnership (approved August 18, 2010)

University of Phoenix Internship Contract Agreement

Bethany University-Student Teacher/Field Experience Agreement

University of San Francisco, Memorandum of Understanding and Agreement

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

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

Agenda Item: CI C.7

Subject: Notices of Completion: Bid E068185 Crespi Kitchen Flooring Demolition & Replacement.

Background Information:

Substantial completion notice has been received for: Bid E068185.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractor:

Michael McKim Company E068185 Crespi Kitchen Flooring Demolition & Replacement

Recommendation: Recommend approval of this notice of completion.

Fiscal Impact: None.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO
NAME WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT
STREET
ADDRESS 1108 BISSELL AVENUE
CITY &
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on 9/15/10.
5. The work done was: Project E068185 Crespi Kitchen Flooring Demo & Replacement
6. The name and address of the contractor for such work of improvement was Michael McKim Company Date of Contract: 07/30/09
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Western Surety Company
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Crespi Middle School, 1121 Allview Ave El Sobrante, CA 94803.

Dated: September 15, 2010

Director, General Services
West Contra Costa USD

VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 15, 2010, at Richmond, California.

Director, General Services
West Contra Costa USD

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

ITEM REQUIRING ATTENTION—BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Ann Reinlagen,
Assistant Superintendent Human Resources

Agenda Item: CI C.8

Subject: Routine Personnel Changes - Certificated

Background Information:

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

Recommendation: 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

September 15, 2010

FOR INFORMATION ONLY

CERTIFICATED BOARD CHANGES**NEW HIRE/RE HIRE/TRANSFER**

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Johathan	Adams	Collins	5th SEI	Re Hire	8/24/2010
Sylvester	Adams	Wilson	3rd SEI	Re Hire	8/24/2010
Julie	Addiego	Murphy	SH Primary	New Hire	8/24/2010
Brittany	Adkins-Williams	Helms	Math SEI	Re Hire	8/24/2010
Paula	Adsit	PSC	36% Speech	Re Hire	8/19/2010
Nancy	Aguirre	Dover	6th SEI	New Hire	8/24/2010
Stephanie	Alberti	Nystrom	K SEI	New Hire	8/24/2010
Mary	Allen	PSC	39% Speech	Re Hire	8/19/2010
Tara	Anderson	King	4 th SEI	New Hire	8/24/2010
James	Andretta	Cameron	School Psych	New Hire	8/12/2010
Julie	Asplund	Peres	3 rd SEI	Re Hire	8/24/2010
Carmen	Ausserer	Cameron/ Head Start	SH Preschool	New Hire	8/24/2010
Jeremy	Austin	KHS	English SEI	New Hire	8/24/2010
Rachel	Avanessian	PSC	School Psych	New Hire	8/12/2010
Heather	Baltz	Downer	1st SEI	Re Hire	8/24/2010
Gulbahor	Barclay	Dover	6th SEI	New Hire	8/24/2010
Keith	Barlow	RHS	Math SEI	Re Hire	8/24/2010
Deborah	Barone	PSC	.3766% Speech	Re Hire	8/19/2010
Dorian	Barrero-Dominguez	Lincoln	K TBE	New Hire	8/24/2010
Noelle	Baumann	PMS	RSP SEI	New Hire	8/24/2010
Gwen	Beauchamp	PSC	.3838% Speech	Re Hire	8/19/2010
Randall	Beaudreault	DAHS	Chemistry SEI	New Hire	8/24/2010
Alice	Belton	Coronado	TOSA	Re Hire	8/24/2010
Tara	Benesch	Grant	2 nd /3 rd SEI	New Hire	8/24/2010
Diana	Bergen	Wilson	1st SEI	New Hire	8/24/2010
Ignatius	Bergenguer	Grant	2nd/3rd TBE	New Hire	8/24/2010
Caitlin	Bergman	Lincoln	K SEI	New Hire	8/24/2010
Sundip	Bilan	Montalvin	NSH SEI	New Hire	8/24/2010
Daphne	Bills	Ford	4th SEI	Re Hire	8/24/2010
Margaret	Bishop	Lincoln	4 SEI	New Hire	8/24/2010
Elizabeth	Blade	King	40% K SEI	Re Hire	8/24/2010
Allyson	Bogie	Portola	Librarian	New Hire	8/24/2010
Sharlena	Bolden	APE Office	APE	New Hire	8/24/2010
Nancy	Botta	Collins	6 th SEI	Re Hire	8/24/2010
Caroline	Braun	DAHS	Spanish SEI	New Hire	8/24/2010
Jill	Brickner	PSC	School Nurse	New Hire	8/24/2010
Laura	Brodman Larson	Helms	80% Science SEI	New Hire	8/24/2010
Matthew	Brunelle	PVHS	Math SEI	New Hire	8/24/2010
Nancy	Cabral	PSC	Teacher 40% (Assessments)	Re Hire	8/24/2010
Adrienne	Carlson	Murphy	6th SEI	New Hire	8/24/2010

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Leonard	Carmona	Portola	Spanish SEI	Re Hire	8/24/2010
Blanca	Carrillo	RHS	Spanish SEI	Re Hire	8/24/2010
Phillip	Casanares	Bayview	3rd SEI	New Hire	8/24/2010
Sheree	Catingub	Tara Hills	6th SEI	New Hire	8/24/2010
Vanessa	Cavalli	Stege	K SEI	New Hire	8/24/2010
Steven	Cederborg	PSC	25% School Psych	Re Hire	8/12/2010
Greta	Chang	RHS	20% RSP SEI	Re Hire	8/24/2010
Christine	Cho	Vista	Independent Study	Re Hire	8/24/2010
Teresa	Chow	PSC	Orientation & Mobility	Re Hire	8/24/2010
Christopher	Clark	DAHS	Sports Medicine	New Hire	8/24/2010
Hien Le	Clayton	APE Office	APE	New Hire	8/24/2010
Ellen	Cohen	Fairmont	K SEI	New Hire	8/24/2010
Aaron	Colacion	KHS	Soc Sci SEI	New Hire	8/24/2010
Elizabeth	Cole	PSC	30% RSP SEI	Re Hire	8/24/2010
Amanda	Compadre	RHS	Science SEI	New Hire	8/24/2010
Nerissa	Contawe	Peres	3rd/4th SEI	New Hire	8/24/2010
Cristina	da Silva	Helms	Science SEI	New Hire	8/24/2010
Jennifer	Dahme	Helms	English SEI	New Hire	8/24/2010
Jessica	Dailey	Downer	Preschool	New Hire	8/24/2010
Cathryn	Daniels	PSC	VI	New Hire	8/24/2010
Brittany	Dannon	Grant	Preschool	New Hire	8/24/2010
Emily	Davidson	RHS	Chemistry SEI	New Hire	8/24/2010
Timothy	de Lorimier	Washington	6th SEI	New Hire	8/24/2010
Jean Pierre	DeOliveira	RHS	Counselor	Re Hire	8/19/2010
Caitlin	Duke	Bayview	3rd SEI	New Hire	8/24/2010
Monique	Duncan	KHS	Alg 1/Geo SEI	New Hire	8/24/2010
Jones	Dyson	PMS	Science 7 SEI	Re Hire	8/24/2010
Michael	Edwards	Bayview	1st SEI	New Hire	8/24/2010
Shannon	Elizondo	King	50% K SEI SEI	New Hire	8/24/2010
Francisca	Etim	DAHS	English SEI	Re Hire	8/24/2010
Veronica	Faber	Montalvin	K SEI	New Hire	8/24/2010
Jordan	Fernandez	Pinole MS	NSH SEI	Re Hire	8/24/2010
Mario	Ferrari	RHS	ROP SEI	Re Hire	8/24/2010
Caitlin	Fitzpatrick	Stege	2 nd SEI	Re Hire	8/24/2010
Richard	Fletcher	Nystrom	K SEI	New Hire	8/24/2010
Neil	Gagen	RHS	Soc Sci SEI	New Hire	8/24/2010
Arturo	Garcia	Helms	Soc Sci SEI	Re Hire	8/24/2010
Glendaly	Gascot	Wilson	4th/5th SEI	New Hire	8/24/2010
Jennette	Gay	Lupine Hills	1st SEI	New Hire	8/24/2010
Nancy	Gin	PSC	38% Speech	Re Hire	8/19/2010
Greg	Golsan	ECHS	ROP Auto	Re Hire	8/24/2010
Yecenia	Gomez	PVHS	Counselor	New Hire	8/19/2010
Joshua	Gonzalez	RHS	Math SEI	New Hire	8/24/2010
Margaret (Greta)	Gordon	PSC-Lincoln	38% Speech	Re Hire	8/19/2010
Donald	Griffiths	PVHS	ROP SEI	Re Hire	8/24/2010
Russell	Grindel	Transition Program	SH	New Hire	8/24/2010
Sandra	Hagood	PSC	37% Speech	Re Hire	8/19/2010
William	Hamilton	Helms	Soc Sci SEI	New Hire	8/24/2010

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Danielle	Harris	ECHS	Math SEI	New Hire	8/24/2010
Heidi	Hata	PSC	School Psych	Re Hire	8/24/2010
David	Hemminger	Hercules	RSP SEI	New Hire	8/24/2010
James	Henderson	KHS	ROP SEI	Re Hire	8/24/2010
Katherine	Hendon	Verde	5th SEI	Re Hire	8/24/2010
Laurie	Herron	Stewart	20% 1st SEI	New Hire	8/24/2010
Tiffany	Holliday	PVHS	English SEI	Re Hire	8/24/2010
Patricia	Holman	ECHS	Biology SEI	Re Hire	8/24/2010
Kathryn	Holt	DeJean	Science SEI	New Hire	8/24/2010
Philip	Hope	Verde	2nd SEI	Re Hire	8/24/2010
Astrid	Howard-Taylor	Verde	4th/5th SEI	Re Hire	8/24/2010
Prudence	Howes	Pinole MS	Math SEI	Re Hire	8/24/2010
Shana	Hurley	Washington	6th DI	New Hire	8/24/2010
Eric	Husted	Tara Hills	NSH SEI	New Hire	8/24/2010
Erin	Inada	Cameron	Speech	Re Hire	8/19/2010
Shirley	Jackson	Stege	K SEI	Re Hire	8/24/2010
Tiffany	Jackson	Portola	Soc Sci SEI	New Hire	8/24/2010
Marianne	Jacobi	Lincoln	5th SEI	New Hire	8/24/2010
Deborah	Johnson	Downer	NSH SEI	New Hire	8/24/2010
Dyson	Jones	PMS	English SEI	Re Hire	8/24/2010
Kenneth	Jones	Portola	English SEI	Re Hire	8/24/2010
Benjamin	Kallam	DAHS	Math SEI	New Hire	8/24/2010
Samuel	Kary	Lincoln	6th SEI	New Hire	8/24/2010
Sarah	Kavrell	Lincoln	3 SEI	New Hire	8/24/2010
Ian	Keough	Verde	3rd SEI	New Hire	8/24/2010
William	Kiser	DAHS	Soc Sci/AVID/ Leadership SEI	New Hire	8/24/2010
Sarah	Kozanevich	Stege	1st SEI	New Hire	8/24/2010
Kymberly	Kuzmic	PMS	English SEI	New Hire	8/24/2010
Samantha	Labrador	Sheldon	4th SEI	Re Hire	8/24/2010
Javier	Laguillo	Helms	Biology SEI	New Hire	8/24/2010
Laurel	LaMontagne	Lincoln	1st SEI	New Hire	8/24/2010
Ian	Lawrence	RHS	Chem/Physics SEI	New Hire	8/24/2010
Kathryn	Lenahan	KHS	Chemistry SEI	New Hire	8/24/2010
Marshall	Leng	PSC	36% Speech	Re Hire	8/19/2010
Ignacio	Leon	Chavez	5th SEI	New Hire	8/24/2010
Cameron	Leroy	Washington	3 TBE	Re Hire	8/24/2010
Benjamin	Levy	Helms	Chemistry SEI	New Hire	8/24/2010
Julia	Liepman	Lake	4th SEI	Re Hire	8/24/2010
John	Lineback	PMS	Soc Sci SEI	New Hire	8/24/2010
Allison	Lloyd	Crespi	Biology SEI	New Hire	8/24/2010
Kathy	Love	Wilson	Inst. Support, Reading & ELD Coach	New Hire	8/19/2010
Brenda	Lynn	Montalvin	Inst. Support, Reading & ELD Coach	New Hire	8/19/2010
Megan	MacPherson	Nystrom	6th SEI	New Hire	8/24/2010
Maria	Madrigal	Grant	3rd SEI	New Hire	8/24/2010
Sayuni	Malle	DeJean	Math SEI	Re Hire	8/24/2010
Lauren	Mallett	Washington	5th DI	New Hire	8/24/2010

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Lisa	Maloney	Valley View	K/1st SEI	New Hire	8/24/2010
Alison	Marek	Cameron	SH Preschool	Re Hire	8/24/2010
Angelique	Markle	DeJean	English SEI	New Hire	8/24/2010
Martha	Martinez Rivera	Downer	Preschool	Re Hire	8/24/2010
Sean	McAlindin	Helms	English SEI	New Hire	8/24/2010
Robert Bruce	McCormick	PVHS	English SEI	New Hire	8/24/2010
Brian	McDonnell	PVHS	English SEI	Re Hire	8/24/2010
Robert	McDuff	DAHS	Math SEI	New Hire	8/24/2010
Ashley	McHugh	Portola	Art SEI	New Hire	8/24/2010
Rachel	McLachlin	Mira Vista	20% K SEI	New Hire	8/24/2010
Melissa	McMillion	Lupine Hills	1st SEI	New Hire	8/24/2010
Barbara	Midney	Crespi/ DeJean	60% Music SEI	Re Hire	8/24/2010
Walter	Milam	DAHS/PVHS	ROP Construction/Woodshop SEI	Re Hire	8/24/2010
Leah	Miller	Stege	6 th SEI	New Hire	8/24/2010
Laura	Mitchell	Nystrom	3rd SEI	Re Hire	8/24/2010
Folashade	Wolfe-Modupe	KHS	Biology SEI	New Hire	8/24/2010
Joseph	Monasta	Helms	Soc Sci SEI	New Hire	8/24/2010
Nuno-Miguel	Monteiro	KHS	Math SEI	New Hire	8/24/2010
Natasha	Moore	Stege	3rd SEI	New Hire	8/24/2010
Ann Margit	Moreland	Hercules	English SEI	New Hire	8/24/2010
Kristen	Morrison	Tara Hills	Preschool	New Hire	8/24/2010
Elsa	Morse	Harding	4 TH SEI	Re Hire	8/24/2010
Janine	Mortan	Harding	2 nd SEI	Re Hire	8/24/2010
Anna	Munoz	PSC	37% Speech	Re Hire	8/19/2010
Marie	Muscardini	Cameron	SH Infant/Toddler	Re Hire	8/24/2010
Jasmine	Nakagawa	PMS	RSP SEI	New Hire	8/24/2010
Stanley	Nakahara	RHS	ROP Sports Medicine SEI	New Hire	8/24/2010
Heather	Nault	DAHS/PVHS	Dance/PE SEI	New Hire	8/24/2010
Aneeta	Nayar	Lake	Resource	Re Hire	8/24/2010
Tiffany	Neal	Gompers	Science SEI	Re Hire	8/24/2010
Julie	Nesbitt	Lupine Hills	4th/5th SEI	New Hire	8/24/2010
Cornelius	Noble	DAHS	Math SEI	New Hire	8/24/2010
Luz	Nunez	RHS	Soc Sci SEI	New Hire	8/24/2010
Lea	O'Dell	PSC	School Nurse	New Hire	8/24/2010
Amalia	Ojeda	Gompers	Math SEI	New Hire	8/24/2010
Sandra	Oliver	Highland	Assist. Technology	New Hire	8/24/2010
Carla	Orozco	Dover	K SEI	New Hire	8/24/2010
Noralee	Ortiz	Portola	DHH	New Hire	8/24/2010
Kaycee	Paller	Lincoln	2nd SEI	New Hire	8/24/2010
Kaila	Pearlman	Dover	Preschool	New Hire	8/24/2010
Piper	Pehrson	King	K SEI	New Hire	8/24/2010
Michele	Pereira	Kensington	RSP SEI	Re Hire	8/24/2010
Tyler	Peters	Nystrom	6th SEI	New Hire	8/24/2010
D'Boraah	Peters	Chavez	6 th SEI	Re Hire	8/24/2010
Nina	Peters	Murphy	4th SEI	New Hire	8/24/2010
Aaron	Peterson	Murphy	NSH SEI	New Hire	8/24/2010

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Andrew	Phillips	Hercules	Bio/Chem SEI	New Hire	8/24/2010
Melynda	Piezas	Nystrom	K SEI	Re Hire	8/24/2010
Delina	Pleasants	Bayview	2nd SEI	New Hire	8/24/2010
Julian	Pont	PMS	Soc Sci SEI	Re Hire	8/24/2010
Ashley	Potts	RHS	Math SEI	New Hire	8/24/2010
Danielle	Pulliam	Highland	Inst. Support, Reading & ELD Coach	New Hire	8/19/2010
Rachel	Avanessian	PSC	School Psych.	New Hire	8/24/2010
Jose	Ramirez	KHS	Spanish SEI	Re Hire	8/24/2010
Gianna	Ramos	RHS	Biology SEI	New Hire	8/24/2010
Tatjana	Ravnik	Pinole MS	Librarian	New Hire	8/24/2010
Mirel	Rivera	DAHS	Math SEI	New Hire	8/24/2010
Anjeli	Rodrigues	Stewart	5th SEI	New Hire	8/24/2010
Gabriela	Rodriguez	Nystrom	1st SEI	New Hire	8/24/2010
Misha	Ross	King	2 nd SEI	Re Hire	8/24/2010
Christopher	Rudd	PVHS	Soc Sci SEI	New Hire	8/24/2010
Saybah	Russ	ECHS	Science SEI	New Hire	8/24/2010
Jacqueline	Ryan	Pinole MS	Math SEI	New Hire	8/24/2010
Calvin	Sadhu	DeJean	Soc Sci SEI	New Hire	8/24/2010
Mario	Sagastume	RHS	Soc Sci SEI	New Hire	8/24/2010
Emily	Santiago	PSC	80% School Psych	New Hire	8/12/2010
Verena	Schelling	PSC	.3766% Speech	Re Hire	8/12/2010
Kirsten	Scheu	Lincoln	1st TBE	New Hire	8/24/2010
Kaitlin	Schiff	Lincoln	2nd SEI	New Hire	8/24/2010
Anousheh	Shafa	RHS	Biology SEI	New Hire	8/24/2010
Melody	Shah	ECHS	ROP	Re Hire	8/24/2010
Shannon	Shrestha	PSC	Assist. Technology	Re Hire	8/24/2010
Matthew	Sloan	Collins	RSP SEI	New Hire	8/24/2010
Christina	Smith	Chavez	3rd SEI	New Hire	8/24/2010
Katrina	Soelter	Grant	K/1st SEI	New Hire	8/24/2010
Melissa	Sonsten	PSC	School Psych	Re Hire	8/12/2010
Shannon	Stice	PSC	VI	New Hire	8/24/2010
Suzanne	Stiller	PSC	40% School Psych	Re Hire	8/12/2010
Candace	Sullivan	Collins	SH Preschool DHH	Re Hire	8/24/2010
Melissa	Suva	Cameron	SH Infant/Toddler	Re Hire	8/24/2010
Sammantha	Tai	DeJean	Science SEI	New Hire	8/24/2010
Keiko	Takenaka	DAHS	80% Japanese SEI	New Hire	8/24/2010
Leonardo	Tamayo Torres	Hercules	Soc Sci SEI		8/24/2010
Monica	Tennison-Luthy	PVHS	Soc Sci SEI	New Hire	8/24/2010
Neil	Terpkosh	Helms	Math SEI	New Hire	8/24/2010
Michael	Thayer	DeJean	SH	New Hire	8/24/2010
Christina	Tolomei	PVHS	Photo/ Yearbook SEI	New Hire	8/24/2010
Ryan	Tsugawa	Mira Vista	5th/6th SEI	New Hire	8/24/2010
Victoria	Vasquez	PVHS	Soc Sci SEI	New Hire	8/24/2010

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Robbie Marie	Vaughn	Portola	English SEI	New Hire	8/24/2010
Sarah	Vigna	Harding	5th SEI	New Hire	8/24/2010
Richard	Volberg	Helms	Science SEI	Re Hire	8/24/2010
Michelle	Walsh	Ohlone	K SEI	Re Hire	8/24/2010
Yu-Ting	Wang	ECHS	Chemistry SEI	Re Hire	8/24/2010
Daniel	Weber	PVHS	Math SEI	New Hire	8/24/2010
Robert	Welborn	Helms	Science SEI	New Hire	8/24/2010
Allison	Welch	Nystrom	2nd SEI	New Hire	8/24/2010
Jessie	Welch	Nystrom	2nd SEI	New Hire	8/24/2010
Jamil	Wells	KHS	Soc Sci SEI	New Hire	8/24/2010
Ronie Elizabeth	Whitson	Stege	4th/5th SEI	New Hire	8/24/2010
Nicole	Wiegand	Manzanita/Richmond Charter	RSP SEI	New Hire	8/24/2010
Rachel	Williams	Portola	Math SEI	New Hire	8/24/2010
Folashade	Wolfe-Modupe	KHS	Biology SEI	New Hire	8/24/2010
Glenn	Yeremian	Lincoln	PE Prep SEI	Re Hire	8/24/2010
Jonathon	Zane	King	5 TH SEI	Re Hire	8/24/2010

TERMINATED/RETIRED

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>TERM DATE</u>
Rebecca	Kim	Wilson	Unpaid Leave	Terminated	6/11/2010

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Ann Reinhausen,
Assistant Superintendent Human Resources

Agenda Item: CI C.9

Subject: Certificated Personnel Changes

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

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

September 15, 2010

	Site	Assignment
<u>Waivers</u>		
Torres, Armando	Helms Middles School	K-12 Instructional Specialist

Definition: Variable term waivers provide applicants with additional time to complete the requirements for the credential that authorizes the service or provide employing agencies with time to fill the assignment with an individual who either holds an appropriate credential or qualifies under one of the assignment options. (Assignment pending fingerprint clearance when applicable)

Consent

Robert Kirker	Juan Crespi	Read 180
Chavon Pangilinan-Green	Juan Crespi	Read 180
Danielle Navarro	Richmond High School	Read 180/AVID
Joshua Hastings	Richmond High School	Leader Ship
Mark Rousseau	Richmond High School	Multimedia
Shaun Hurtado	De Anza	Leader Ship
Lynda Cartwright	Hercules Middle	Work Experience
Janet Headington	Hercules High	Career Guidance
Anthony Ramirez	Dover Elementary	Nutrition
Jeffrey Koutz	North Campus	Math/English Cahsee
Rebecca Robinson	Vista	Independent Study
Cheryl Patterson	Vista	Independent Study
Mary Zolly	Vista	Independent Study
Sonya Blevins	Vista	Independent Study
Margaret Love	Vista	Independent Study
Ronald Olson	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: September 15, 2010

From: Ann Reinhausen,
Assistant Superintendent Human Resources

Agenda Item: CI C.10

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 _____

September 15, 2010

Action Taken

<u>PIP</u>	<u>SITE</u>	<u>ASSIGNMENT</u>
Johnson, Keith Yap, Michael	El Cerrito High Pinole Valley High	Music RSP

District Intern

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bill Fay **Agenda Item:** CI C.11
Associate Superintendent for Operations
Subject: Right of Entry Agreement with the West County Wastewater District for Construction Access
and Work at Seaview Site.

Background Information:

The West County Wastewater District ("WCWD") has existing drainage and sewer easements across the Seaview site. The WCWD needs to perform significant upgrade work on these systems and has requested access to the site to perform construction. The attached Right of Entry agreement has been prepared by the WCWD and modified after review with the school District's legal counsel. The agreement requires the WCWD to protect all improvements on our site and to restore the site to the existing conditions. A description of the work is also included. None of the work impacts the existing structures. This work will provide a significant upgrade to the sanitary system of the WCWD. It is anticipated that there will be a future action by the Board to grant a new easement at this site.

Recommendation: Approve Right of Entry Agreement with West County Wastewater District for work at the Seaview site.

Fiscal Impact: None.

DISPOSITION BY BOARD OF EDUCATION

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

RIGHT OF ENTRY AGREEMENT

FOR PROPERTY AT: ADDRESS Tara Hills Dr., Pinole, CA 94564

APN 403-020-009-3 and 403-482-043-3

This agreement, by and between the **West County Wastewater District**, a public agency, ("**DISTRICT**"), and **WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**, ("**OWNER**"), is made with reference to the following facts:

- A. **OWNER** owns the property listed above (the "Property").
- B. **DISTRICT** desires to abandon an existing sanitary sewer pipeline and install new sanitary sewer pipelines in the **OWNER'S** Property (the "Work") See Exhibit A.
- C. It is necessary for **DISTRICT** to enter onto the Property in order to perform the Work.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. **OWNER** hereby grants to **DISTRICT** its employees, agents, contractors, and representatives the right to enter, as set forth below, upon **OWNER'S** Property to perform the Work.

2. **DISTRICT** shall be fully responsible for the cost of the Work on **OWNER'S** Property, as set forth below.

3. **DISTRICT** shall, at **DISTRICT'S** sole cost and expense, repair any damage to the Property caused by the **DISTRICT** while performing the Work. Except as provided in subparagraph's 3A through 3C, **DISTRICT** shall restore the Property as nearly as reasonably practicable to the condition in which it existed prior to performance of the Work.

- A. The **DISTRICT** shall in good faith attempt to reasonably match any asphalt pavement, concrete, or other hardscape that is damaged while the Work is being performed, reasonable wear and tear accepted. **OWNER** understands and agrees that a perfect match of asphalt pavement, concrete or other hardscape will likely not be possible.
- B. Damaged or removed trees shall be replaced with 15-gallon size trees without compensation to the **OWNER** for loss of larger trees or trees that the **OWNER** believes are more valuable.
- C. Damaged or removed shrubs, bushes or plants shall be replaced with 1-gallon size shrubs, bushes or plants without compensation to the **OWNER** for loss of larger shrubs, bushes or plants that the **OWNER** believes are more valuable.

4. **DISTRICT** personnel, contractors, agents, and representatives shall not use **OWNER'S** water, electricity, telephone or other utilities without **OWNER'S** documented consent.

5. **DISTRICT** shall take photographs of the property prior to the start and immediately upon completion of the Work.

6. This right of entry shall expire once the Work has been completed to the satisfaction of the **DISTRICT**.

7. The portion of the **OWNER'S** Property to be used by the **DISTRICT** is more specifically described in Exhibit "A", attached hereto and incorporated herein by reference ("Project Site"). The **OWNER** hereby grants and conveys and **DISTRICT** accepts a nonexclusive right of entry for access to the Project Site to perform construction, beginning at 7:00 a.m. on _____, 2010, and continuing through 6:00 p.m. on _____, 2010 ("Term"), to the **DISTRICT**, its employees, authorized agents, contractors, subcontractors, and engineers (" **DISTRICT** Workers"), to enter and pass onto the Project Site. If the Work is not completed prior to the expiration of the Term, the **DISTRICT** may, with consent of **OWNER** not unreasonably withheld, extend the Term for a reasonable time to permit the completion of the Work.

8. All construction costs and performance costs and expenses for the Project shall be the sole responsibility of the **DISTRICT**. The Project Site shall remain at all times **OWNER** property, subject to the current permanent sewer easement of record. The **OWNER** shall bear no cost for the Project.

9. The **DISTRICT** shall perform, or cause to be performed by **DISTRICT** Workers under **DISTRICT** supervision, all Work related to the Project, and the **OWNER** is in no way responsible to perform any Work related to the Project. The **DISTRICT** may perform Work during the Term between 7:00 a.m. and 6:00 p.m., Monday through Saturday. The **DISTRICT** shall not perform any Work on Sunday.

10. Prior to accessing the Project Site during school days, notice shall be given to the School's Principal to determine the timing of entry by any **DISTRICT** Workers onto the Project Site.

11. According to generally accepted construction practices, the **DISTRICT** will be solely and completely responsible for conditions on the Project Site, including safety of all persons and property during completion of the Work. This requirement will apply continuously and not be limited to normal working hours. Implementation and maintenance of safety programs shall be the sole responsibility of the **DISTRICT**.

12. The **DISTRICT** shall furnish and place proper guards for the prevention of accidents including, but not limited to, fencing around the Project Site. The **DISTRICT** shall provide and maintain any other necessary measures required to secure safety of life or property.

13. The **DISTRICT** shall pay when due all claims for labor and material furnished to the Project Site. **OWNER** may elect to record and post notices of non-responsibility on the Project Site.

14. All communication with the **OWNER** related to the Project, the Project Site, and the Work shall be with the **OWNER'S** designated representative. The **OWNER**

shall not be required or asked to communicate with any of the **DISTRICT** Workers or to direct the Work of the **DISTRICT** Workers. Nothing in this paragraph shall prohibit the **OWNER** from communicating with any of the **DISTRICT'S** agents, employees, contractors, subcontractors, or engineers on the Project Site to inquire about any matters and, if necessary, to immediately stop the Work on the Project Site for any reason, at the **OWNER'S** sole discretion.

15. During the term of this License, the **DISTRICT** Workers shall have the right to enter upon the Project Site on the days and at the times detailed herein to perform any and all construction activities as may reasonably be necessary or desirable to perform the Work on the Project Site. The **DISTRICT** shall use care and consideration in connection with all of its construction and activities. The **DISTRICT** agrees to coordinate its activities with the **OWNER** to minimize any inconvenience to or interruption of the conduct of the **OWNER'S** activities on the Subject Premises. If requested to by the **OWNER**, the **DISTRICT** shall adjust its schedule to conform to the **OWNER'S** requirements so as not to interfere, in any way, with the uses of the Subject Premises.

16. The **DISTRICT** shall promptly and properly clean and maintain the Project Site and the surrounding area as it progresses with the Work. The **DISTRICT** is responsible to provide a debris container for clean-up of all debris directly associated with the **DISTRICT'S** construction activities.

17. The **DISTRICT** shall protect and preserve the Project Site and any adjoining **OWNER** property from all damage or accident. The **DISTRICT** shall be responsible for damage done to existing structures, furnishings, equipment, buildings, walks, roads, trees, landscaping and/or improvements in all working areas, including, without limitation, on the Project Site and any adjoining property of the **OWNER**. The **DISTRICT** shall provide adequate protection therefor. If temporary removal is necessary of any improvements, or damage occurs to improvements, **DISTRICT** shall replace same at **DISTRICT'S** expense with same kind, quality and size of the improvements damaged.

18. The **DISTRICT** is responsible for verifying all measurements and existing conditions including, but not limited to, the location of any underground utilities, conduits, pipes, or similar improvements, in and around the Project Site prior to the start of any Work. The **DISTRICT** shall maintain in operation during the term of the License, drainage lines, storm drains, sewers, water, gas, electrical, steam, telephone, data transmission and other utility service lines within or in the vicinity of the Project Site.

19. The **DISTRICT**, at no expense to the **OWNER**, shall obtain any and all required approvals, permits, inspections, or similar items, if any, from all agencies or authorities with jurisdiction.

20. Each of the undersigned hereby represents and warrants that he or she is authorized to execute this License on behalf of the respective parties to the License and that this License, when executed by those parties, shall become a valid and binding obligation, enforceable in accordance with its terms.

21. This License cannot be assigned by either party without the prior written consent of the other. This License shall be binding as to the parties' respective representatives, successors, heirs, and assigns.

22. **DISTRICT** agrees to indemnify, defend and hold harmless **OWNER**, its governing board, employees, agents, representatives, consultants, and contractors from and against any and all claims, suits, actions, flooding or other damages, costs, liabilities, obligations, expenses, fines or penalties (collectively, "Claims") resulting from or arising out of injury or death of any person, damage or loss to property, any non-compliance with any federal, state or local laws or regulations, the performance of the Work on the Project Site, investigations and/or remediation by **DISTRICT** or consultants, contractors or agents, except to the extent that such Claims result from the sole negligence or willful misconduct of **OWNER** or **OWNER'S** governing board, employees, agents, representatives, consultants or contractors.

23. Throughout the term of this License, **DISTRICT**, and/or **DISTRICT** Workers, or any other person permitted onto the Project Site on behalf of **DISTRICT**, shall obtain and maintain the following insurance, which shall be primary and non-contributory:

- a. Commercial General Liability Insurance. Commercial general liability insurance, or similar coverage through a public joint powers agency for liability coverage, with combined single-limit coverage of not less than One Million Dollars (\$1,000,000) for any one occurrence (covering personal injury, bodily injury, liability, death and property damage) and not less than Two Million Dollars (\$2,000,000) in the aggregate for any one policy year.
- b. Automobile Insurance. Combined single limited automobile liability insurance, or similar coverage through a public joint powers agency for liability coverage, covering personal injury, bodily injury and property damage in an amount not less than One Million Dollars (\$1,000,000) for any one occurrence (covering personal injury, bodily injury, liability, death and property damage) and not less than Two Million Dollars (\$2,000,000) in the aggregate for any one (1) policy year. Said automobile insurance shall cover all owned, non-owned, and hired vehicles used by **DISTRICT** Workers in the performance of the Work.
- c. Workers Compensation Insurance. **DISTRICT** Workers shall maintain statutory workers' compensation insurance to meet all applicable requirements of the Labor Code of the State of California and occupational disease insurance as applicable.
- d. Certificates of Insurance. Copies of the policies, certificates of insurance or endorsements, naming the **OWNER** as an additional insured on all policies except workers' compensation liability, shall be provided prior to beginning Work on the Project.

24. Any notice, consent, requirements, reports, demands, or other document given to or made upon the parties hereto, shall be in writing and be delivered to or mailed to the receiving party at its address.

25. If the work is being performed on an operational school site, the **DISTRICT** shall be responsible for ensuring compliance with all applicable fingerprinting and criminal background investigation requirements described in Education Code section 45125.1. As such, **DISTRICT** shall submit, and shall ensure that **DISTRICT** Workers, including any contractors or subcontractors and the employees of each, that will access the Subject Premises under this License, submit as required, a Criminal Background Investigation Certification ("Certification") in the form attached to this License as Exhibit B. The Certification shall be provided in writing to **OWNER** prior to each individual's access to the Subject Premises.

26. **OWNER** and **DISTRICT** agree as follows with respect to the existence or use of Hazardous Materials (as defined below) on the Subject Premises including any improvements made by **DISTRICT**.

a. Definition. As used herein, the term "Hazardous Materials" means any hazardous or toxic substance, material or waste which is or becomes regulated by any local governmental authority, the State of California or the United States Government. The term "Hazardous Materials" includes, without limitation, petroleum products, asbestos, PCB's, and any material or substance which is (i) defined as hazardous or extremely hazardous pursuant to Title 22 of the California Code of Regulations, Division 4.5, Chapter 11, Article 4, Section 66261.30 et seq. (ii) defined as a "hazardous waste" pursuant to Section (14) of the federal Resource Conservation and Recovery Act, 42 U.S.C. 6901 et. seq. (42 U.S.C. 6903), or (iii) defined as a "hazardous substance" pursuant to Section 10 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. 9601 et. seq. (42 U.S.C. 9601). As used herein, the term "Hazardous Materials Law" shall mean any statute, law, ordinance, or regulation of any governmental body or agency (including the U.S. Environmental Protection Agency, the California Regional Water Quality Control Board, and the California Department of Health Services) which regulates the use, storage, re-licensing or disposal of any Hazardous Material.

b. Hazardous Materials. **DISTRICT** shall not cause or permit any Hazardous Material to be generated, brought onto, used, stored, or disposed of in or about the Subject Premises and any improvements constructed by **DISTRICT** or **DISTRICT** Workers. **DISTRICT** shall comply with all environmental laws.

c. Any handling, transportation, storage, treatment, disposal or use of Hazardous Materials in or about the Subject Premises and any Project improvements shall be the responsibility of **DISTRICT** and shall strictly comply with all applicable Hazardous Materials Laws and the provisions of this License.

d. Indemnification. **DISTRICT** shall indemnify, defend upon demand with counsel reasonably acceptable to **OWNER**, and hold harmless **OWNER** and its trustees, agents, representatives, and employees from and against any liabilities, losses, claims, damages, lost profits, consequential damages, interest, penalties, fines, monetary sanctions, attorneys' fees, experts' fees, court costs, remediation costs, investigation costs, and other expenses which result from or arise in any manner whatsoever out of the use, storage, treatment, transportation, release, disposal, or presence from any cause or source whatsoever of Hazardous Materials on or about the Subject Premises and any Project improvements.

e. In the event that **DISTRICT** causes any Hazardous Materials to be released, spilled or otherwise exposed through its work on the Subject Premises, **DISTRICT** shall be solely responsible for all costs associated with the proper handling, mitigation, remediation and disposal of the Hazardous Materials and all related cleanup.

27. This License constitutes the entire agreement between the parties and supersedes all prior discussions, negotiations and agreements, whether oral or written. This License may be amended or modified only by a written instrument executed by both parties.

28. This License shall in all respects be governed by the laws of the State of California which are applicable to agreements executed and to be fully performed therein.

IN WITNESS WHEREOF, the parties have executed this Agreement effective

OWNER:

PRINT NAME _____

SIGNATURE _____

ADDRESS _____

DATE _____

WEST COUNTY WASTEWATER DISTRICT

E J Shalaby, GENERAL MANAGER

DATE _____

EXHIBIT A
DESCRIPTION OF WORK

Seaview Site West County Wastewater District Project

Description of work on WCCUSD Property

A new 12-inch C-900 (polyvinyl chloride) gravity sewer pipe will connect the existing 10-inch DIP (ductile iron pipe) gravity sewer pipe in the school yard on the north side of the Seaview Elementary School to a new siphon that will cross under Garrity Creek. The centerline to center line distance of the manholes at the upstream and downstream ends of the new 12-inch C-900 PVC gravity sewer pipe is approximately 128.87 lf. The centerline to centerline distance of the manholes at the upstream and downstream end of the siphon is approximately 367.7 lf. The siphon will include a 6-inch HDPE (high density polyethylene) siphon pipe, a 10-inch HDPE siphon pipe, and a 6-inch air jumper pipe. The upstream end of the siphon (east end) will be inside an approximately 99 lf steel casing pipe (minimum size 26-inch). The downstream end of the siphon (west end) will be inside approximately 80 lf steel casing pipe (minimum size 26-inch). The middle section of the siphon (under Garrity Creek) will not be inside a steel casing pipe.

The existing 10-inch DIP gravity sewer and 12-inch DIP gravity sewer pipe downstream of the new manhole in the school yard on the north side of the Seaview Elementary School will be cleaned, plugged, and abandoned in place.

EXHIBIT B

CRIMINAL BACKGROUND
INVESTIGATION/ FINGERPRINTING CERTIFICATION

PROJECT/CONTRACT NO.: _____ between the
_____ School District (DISTRICT) and _____
_____ (CONTRACTOR).

The undersigned does hereby certify to the governing board of the District as follows:

That I am a representative of the Contractor currently under contract with the District; that I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Contractor certifies that it has taken at least one of the following actions with respect to the construction Project that is the subject of the Contract (check all that applies):

_____ The Contractor has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Contractor's employees and all of its subcontractors' employees who may have contact with District pupils in the course of providing services pursuant to the Contract, and the California Department of Justice has determined that none of those employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of Contractor's employees and of all of its subcontractors' employees who may come in contact with District pupils during the course and scope of the Contract is attached hereto; and/or

_____ Pursuant to Education Code section 45125.2, Contractor has installed or will install, prior to commencement of Work, a physical barrier at the Work Site, that will limit contact between Contractor's employees and District pupils at all times; and/or

_____ Pursuant to Education Code section 45125.2, Contractor certifies that all employees will be under the continual supervision of, and monitored by, an employee of the Contractor who the California Department of Justice has ascertained has not been convicted of a violent or serious felony. The name and title of the employee who will be supervising Contractor's employees and its subcontractors' employees is

Name: _____

Title: _____

_____ The Work on the Contract is at an unoccupied school site and no employee and/or subcontractor or supplier of any tier of Contract shall come in contact with the District pupils.

Contractor's responsibility for background clearance extends to all of its employees, Subcontractors, and employees of Subcontractors coming into contact with District pupils regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Date: _____

Proper Name of Contractor: _____

Signature: _____

Print Name: _____

Title: _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.12

Subject: Richmond High School Security Cameras Project Change Order Approval

Background Information:

The Richmond High Security Cameras project is completed. Walsh Electronic Systems Technology is the contractor. This project includes installation of a full system of surveillance cameras with all supporting infrastructure and head end equipment. The Board has previously approved a change in the work to include high resolution cameras. This final change order closes out the project and includes the following: Electrical power feeds to multiple video recorder locations; additional pan tilt zoom cameras at the football field area; and a new conference room monitoring station. These increases to the project have resulted in potential change orders in excess of Public Contract Code 10% limit. Staff is requesting Board approval of change orders, with the findings as noted below, on the project as follows:

Base Bid	\$ 308,988
Allowance	\$ 30,000
Total Base Contract Award	\$ 338,988
Change Order #1	\$ 208,186
Previous Adjusted Amount	\$ 547,184
Change Order #2	\$ 43,001
Adjusted Total Contract Amount	\$ 590,185

Approval is required by the Board, with special findings, because this is in excess of the Public Contract Code limits of 10% of the original contract value. In accordance with Public Contract code 20118.4, the Board, by approving these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation: Adopt findings of futility and approve Change Order to CF Contracting.

Fiscal Impact: Total for this action: **\$43,001**. Funded by the Measure J Bond, Richmond HS Fence and Gates Project.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bill Fay **Agenda Item:** CI C.13
Associate Superintendent for Operations
Subject: Ratification and Approval of Engineering Services Contracts

Background Information:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation: Ratify and approve contracts as noted.

Fiscal Impact: Total for this action: **\$910,290.** 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
Coronado Elementary Reconstruction Measure J Bond	September 2010 thru November 2010	WLC Architects	\$8,760	Additional services for requested civil, topographic work related to new school project.
Nystrom Elementary School New Multi-Purpose Building Measure J Bond	September 2010 thru July 2011	Kleinfelder	\$39,200	Geotechnical engineering services and observation during construction.
Crespi Middle School Fire Reconstruction Fire Insurance Funds	September 2010 thru November 2010	Enovity	\$23,390	Mechanical, electrical systems and controls commissioning services.
Kennedy High School Renovations: Science Classrooms Reconstruction Measure J Bond	September 2010 thru December 2012	Powell and Partners Architects	\$397,400	Architectural and engineering services from design to construction.
Gompers/LPS High School Reconstruction Project Measure J Bond	August 2010 thru October 2010	Beverly Prior Architects	\$161,000	Additional services for schematic design phase due to updated scope of project.
Ohlone Elementary Reconstruction Phase I Measure J Bond	September 2010 thru November 2010	Grossman Design Group	\$15,000	Roofing and Waterproofing systems peer review.

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Project/Funding	Dates	Firm	Contract Cost	Reference
El Cerrito High School Fields Project Measure J Bond	Retroactive approval of previously directed changes January 2010 thru October 2010	WLC Architects	\$165,540	Additional services for Fields Project: scope changes. Landscape design, structural, electrical engineering.
DeAnza High School New Campus Project Measure J Bond	Retroactive approval of previously directed changes thru 2012	DLM Architects	\$100,000	Additional services: Valley View Access Rd. Redesign, Baseball Field Rear Hillside, Revisions to Low Voltage Systems, and Basketball & Hardcourts Temp Campus.

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

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bill Fay **Agenda Item:** CI C.14
Associate Superintendent for Operations
Subject: Ratification and Approval of Negotiated Change Orders

Background information:

Staff is seeking ratification of change orders on the following current District construction project: Portola Temporary Campus Construction Sitework Phase II. 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.

Recommendation: Ratify negotiated Change Orders as noted.

Fiscal Impact: Total ratification and approval by this action: **\$126,929.27.**

DISPOSITION BY BOARD OF EDUCATION

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

September 15, 2010 Change Order Ratification Summary

					Items Pending Board Action					
	Project	Company	Original Contract	Previously Approved CO's	CO's Pending Ratification	CO's Pending Approval	Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	Portola MS Site Work Phase II	B Brothers Construction Inc	\$1,357,000.00	\$0.00	\$126,929.77	\$0.00	\$126,929.77	9.35%	\$1,483,929.77	1, 2

Pending Board Actions	Ratifications	\$126,929.77
	Approvals	\$0.00
	Total Board Action	\$126,929.77

Note: The proposed Board action is to ratify all change orders below ten percent (10%) of the contract value; the change order amounts pending Board approval is the portion of the change order(s) above 10%.

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bruce Harter **Agenda Item:** CI C.15
Superintendent
Subject: Citizens' Bond Oversight Committee (CBOC) Appointment: Linda Ruiz-Lozito to represent the
Contra Costa Taxpayers Association

Background Information:

The appointee from the Contra Costa Taxpayers Association, Sue Pricco, has completed her term on the CBOC. The Association has recommended Linda Ruiz-Lozito as their new representative to the committee.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

CONTRA COSTA **TAXPAYERS** ASSOCIATION

P.O. Box 27, Martinez, CA 94553 ■ 925-228-5610 ■ krishunt@cocotax.org ■ www.cocotax.org

RECEIVED

SEP 01 2010

SUPERINTENDENT

OFFICERS

Kurt King
President
Will Rigney
Vice President
Pete Conrad
Secretary/Treasurer
Kris Hunt
Executive Director

August 30, 2010

DIRECTORS

Homeowners
Hon. Bill Baker
Linda Best
Pete Chrobak
Richard Colman
Paul Dickey
Joe Fitzpatrick
Olga Jones
Ken Hambrick
Wendy Lack
Don Lively
Jack Weir
John Wolfe, Jr.

Bruce Harter Ph.D.
Superintendent
West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, CA 94804

RE: Nomination of Linda Ruiz-Lozito to be the Contra Costa Taxpayers
Representative on the Bond Oversight Committee

Dear Dr. Harter:

With our prior representative on the Bond Oversight Committee, Sue Pricco, having
termed out, I would like to nominate Linda Ruiz-Lozito to replace her. Ms. Ruiz-
Lozito has been involved in the schools and the larger community as well. I believe
she will be an excellent member of the committee.

I have attached her application and resume for your perusal. If you have any
questions, please feel free to call me at 925-228-5610.

Sincerely,



Kris Hunt
Executive Director

Agriculture

Michael Vukelich

Commercial

Clarence Gribbon
Larry Lippow
Bielle Moore
James Pezzaglia
Robert Schroder
Jessica Weatherford

Industrial

Scott Anderson
Jay Clements
Dave Fry
Tom Guarino
Alan Gardner
Scott Gundmundsen
Henry Thatcher
W. B. Vick

Emeritus Board

Louis Mangini
John Christensen

cc: Anton Jungherr

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bruce Harter **Agenda Item:** CI C.16
Superintendent
Subject: Resolution No. 23-1011: Resolution in Opposition to Proposition 19

Background Information:

The West Contra Costa Unified School District Board of Education opposes Proposition 19 as an increased risk to student and employee health and safety, a possible threat to receipt of critical federal funding, and a potential source of costly workplace litigation.

Recommendation:

Recommend Approval of Resolution No. 23-1011

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**West Contra Costa Unified School District
Resolution No. 23-1011**

Resolution in Opposition to Proposition 19

WHEREAS, Proposition 19, an initiative placed on the November 2, 2010 ballot, changes state law to (1) legalize the possession and cultivation of limited amounts of marijuana for personal use by individuals age 21 or older, and (2) authorizes various commercial marijuana-related activities under certain conditions. Despite these changes to state law, these marijuana-related activities would continue to be prohibited under federal law; and

WHEREAS, the West Contra Costa Unified School District is responsible for the education and safety of approximately 27,540 students while on its campuses in 2010-2011; and

WHEREAS, Proposition 19 raises numerous potential legal conflicts with federal laws and regulations, especially with compliance with the Federal Drug-Free Workplace Act of 1988, it will likely lead to costly and protracted litigation potentially jeopardizing and/or disrupting federal funds for school districts;

NOW THEREFORE BE IT RESOLVED that the West Contra Costa Unified School District Board of Education opposes Proposition 19 as an increased risk to student and employee health and safety, a possible threat to receipt of critical federal funding, and a potential source of costly workplace litigation; and be it further

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on this 15th day of September 2010, by the following vote:

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

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the Board of Education of the West Contra Costa Unified School District, Contra Costa County, at a meeting of said Board on the 15th of September 2010.

President of the Board of Education

Secretary of the Board of Education

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

From: Nia Rashidchi *NR*
Assistant Superintendent

Agenda Item: D.1

Subject: Mexican Independence Day 2010

Background Information:

Mexican Independence Day, September 16, celebrates the events and people that eventually resulted in Mexico's independence from Spanish rule.

A few of our schools will share presentations that showcase and celebrate some of the cultural traditions of Mexico.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Nia Rashidchi, Assistant Superintendent, Educational Services **Agenda Item:** D.2
Subject: National Education Association's (NEA) Priority Schools Campaign

Background Information:

The National Education Association (NEA) is committed to transforming the nation's persistently low-performing, priority schools into great public schools for all students.

Through a six-year Priority Schools Campaign (NEA's title for these schools), NEA will partner with state and local affiliates to assist priority schools identified by the U.S. Department of Education. The Campaign began in Spring 2010 and will run through 2015-2016.

The main objective of the campaign is to increase student achievement through four actions:

- Creating strong partnership between schools and students' families;
- Augmenting the skills and effectiveness of school staffs,
- Increasing community-provided social and health services for students and their families, and
- Finely-tuning district and union collaboration practices

NEA representative, Dr. Sheila Simmons, will give a report on the Priority Schools Campaign.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Nia Rashidchi, Assistant Superintendent, Educational Services **Agenda Item:** D.4
Wendell Greer, Associate Superintendent, K-Adult Schools
Subject: 2010 Academic Performance Index Growth (API) Targets – Recognition of Schools
2010 Adequate Yearly Progress (AYP) – Recognition of Schools

Background Information:

API -The California Department of Education (CDE) sets API growth targets for all public schools annually and has computed Academic Performance Indices (APIs) for all public schools since 1999. California draws achievement information from state assessments to calculate one number called the API.

In order for a school to make its API, it must achieve its schoolwide target, as well as targets for all numerically significant subgroups. Any subgroup for which there are 100 valid scores or 50 valid scores comprising at least 15% of the valid scores for a school is identified by CDE as a numerically significant subgroup. Possible numerically significant subgroups include: African American, American Indian, Asian, Filipino, Hispanic, Pacific Islander, White, Socioeconomically Disadvantaged, English Learners, and Students with Disabilities. Meeting the comparable improvement target means that each student subgroup in the school met its individual achievement goals.

AYP - The No Child Left Behind Act of 2001 is Federal legislation that established an accountability program including AYP for all schools and Local Educational Agencies beginning with the 2002-2003 school year.

In order for a school to make AYP, it must achieve all of the schoolwide targets as well as targets for all numerically significant subgroups. AYP targets are set by the California Department of Education (CDE) for participation rate, percent proficient in English Language Arts and Math, Academic Performance Index (API) and graduation rate.

Tonight we recognize the schools for making API and/or AYP targets (subject to release of results from the California Department of Education).

Recommendation: School Board recognition of schools meeting all 2010 API and/or 2010 AYP criteria (*)

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Carol Lee Tolbert **Agenda Item:** E.1
Civic Pride, Community Organization
Subject: Request to Address the Board – Youth Leadership Forum and College Career Options Fair

Background Information:

Executive Director Carol Lee Tolbert has requested opportunity to address the Board of Education regarding Civic Pride's upcoming Youth Leadership Forum and College Career Options Fair planned for October 9, 2010. Workshops for students in grades 6 – 12, parents, educators and organizations will be offered. This event will offer a roadmap to stay on track for college, internships, careers and community service.

Recommendation:

For Information Only

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education **Meeting Date:** September 15, 2010
From: Bill Fay **Agenda Item:** F.1
Associate Superintendent for Operations
Subject: Adoption of a Mandatory Local Business Capacity Utilization Program for the District's Bond Construction projects.

Background information:

The District's Bond Construction program currently has Local Hiring and Local Business Utilization programs in place to ensure that bonds support local businesses and go toward hiring local residents. While the programs have been successful, their goals are currently not mandatory, requiring only a good faith effort by contractors. Over the last year the District's Local Capacity Building Committee has considered ways to strengthen the programs, especially for the utilization of local businesses. After extensive review of other school district and public agency models, and after legal review of the proposed structure, the committee has recommended that the attached Mandatory Local Business Capacity Utilization program be adopted for the District's Bond Construction projects. The key element of the program is a project by project determination of available local capacity to perform work in the project. Once that capacity is determined, the mandatory local business goal for the project is set. This will ensure maximum local business utilization but not set unrealistic goals for any one project. Staff will provide a full presentation of the proposed program elements at the Board meeting and be available to answer questions. The Board's Facilities Subcommittee reviewed the program at its meeting of August 24, 2010 and recommended it for approval by the full Board.

Recommendation: Approve new Mandatory Local Business Capacity Utilization Program.

Fiscal Impact: Not known. Consulting costs for Local Business Capacity Utilization outreach, review, and certification estimated at less than \$100,000 based upon anticipated projects.

DISPOSITION BY BOARD OF EDUCATION

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

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MANDATORY LOCAL CAPACITY BUSINESS UTILIZATION PROGRAM

In order to provide economic opportunity for its residents and businesses and stimulate economic development, the West Contra Costa Unified School District ("District") has resolved establish a mandatory Local Capacity Building Program (LCBP) to further encourage and facilitate full and equal opportunities for local and small West Contra Costa County business owners who are interested in doing business and working on the District's General Obligation Bond Projects. The District's goal is to partner with the local community and demonstrate its leadership through this program, aimed at harnessing local resources to achieve maximum local benefits.

The LCBP establishes mandatory local participation requirement (as a percentage of the overall prime contract) on a project by project basis and takes into consideration the type of construction work to be performed and the current capacity of the local contracting community.

INTENDED IMPACTS OF THE LOCAL CAPACITY BUILDING PROGRAM

The intended impacts include:

- Increase the number of West Contra Costa County businesses participating in all aspects of District construction contracting projects and professional services agreements;
- Alleviate unemployment and underemployment of West Contra Costa community residents;
- Increasing participation of under utilized local businesses, otherwise qualified to participate in District construction contracting projects;
- Increase the circulation of local dollars within the West Contra Costa County community and thus stimulate a stronger economic base; and
- Promote, develop and enhance the capacity of Certified West Contra Costa County businesses through mentor/protégé relationships.

The LCBP provides economic opportunity to local residents and businesses by supporting local economic development, while paying competitive prices for goods and services.

DEFINITIONS

- 1) **Availability** - The number of Certified LCBP firms, by trade, ready and willing to compete for work within the District's existing geographical boundaries.
- 2) **Contractor/Consultant/Vendor** - The individual, partnership, corporation or other legal entity entering into a contractual agreement with the District.
- 3) **District** - Depending upon context, reference to District may include the West Contra Costa Unified School District, its Board of Education, Superintendent and other authorized representatives.
- 4) **Fixed office** - A fixed office is dedicated office space, owned or leased by the local business, in an established building where regular work pertinent to the contract is conducted. For small local businesses the fixed office shall be the primary business location of the business. In addition, for small local businesses, a residence may qualify as a fixed office provided that all the following conditions are met: (a) the business conducted in the residence complies with

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all applicable city zoning regulations relating to Home Occupations; and (b) the residence is the primary business location of the business and contributes not less than 51% of the gross receipts of business.

- 5) **Geographic Location Requirements** -The businesses must be located in a fixed office within the geographical boundaries of the District and not in a temporary or moveable office, a post office box, or a telephone answering service.

The geographic area of West Contra Costa Unified School District is as follows: Crockett, El Cerrito, El Sobrante, Hercules, Hilltop Mall, Kensington, Montalvin, North Richmond, Pinole, Point Richmond, Richmond, Rodeo, San Pablo and Tara Hills.

- 6) **Local Business** - A Local Business is one that (a) has a substantial presence within the District's geographic boundaries; (b) has been actively conducting business for at least 12 consecutive months, and; (c) holds a valid business tax certificate.
- 7) **Local Capacity Building Program Consultant** - Davillier - Sloan, Inc. Attention: Mr. Jake Sloan Jakesloan@aol.com.
- 8) **Manufacturer** - A firm that operates or maintains a factory or establishment that produces on the premises the materials or supplies obtained by the contractor.
- 9) **Public works contract** - Any construction, alteration, demolition, or repair work done under contract and paid for in whole or in part with public funds.
- 10) **Small Business**- A Small Business is one that (a) has gross receipts at or below Five Million Dollars \$5,000,000 (based upon a three-year average); (b) has a substantial presence within the District's geographic boundaries; (c) has been actively conducting business for at least six (6) consecutive months, and; (d) holds a valid business tax certificate.
- 11) **Subcontractor/Sub-consultant** - The individual, partnership, corporation or other legal entity that contracts to perform part of or all of the obligations of another's contract.
- 12) **Substantial Presence** - A fixed and established place where work is carried on of a clerical, administrative, professional or production nature directly pertinent to the business being certified. A job trailer placed to oversee a construction project does not qualify. Businesses with offices both within and outside of the District that seek to be certified as a Local Business must demonstrate the existence of a bona fide local office in accordance with the following criteria:
- a) Independent Office Site: The local office can and does function as an independent office site. The local office is not merely a sham operation set up by a non-local business for the purpose of gaining LCBP certification;
 - b) Fixtures and Equipment: The local office contains all fixtures and/or equipment, including but not limited to, as appropriate, computer(s) software, copy machine(s), furniture, vehicle(s), tools, appliances and/or machinery necessary to operate the business for which the registration is sought;
 - c) Space: The local office contains all space necessary to operate the business for which registration is sought, including but not limited to, as appropriate, office space, warehouse space, parking, yard area and/or shop area;
 - d) Dedicated Personnel: The local office must be the main office for assigned personnel who conduct a full range of the business' activities out of the local office including but not limited to, as appropriate, professional, clerical and/or administrative staff assigned and

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dedicated to the local office as necessary to operate the business for which certification is sought;

- e) Daily Function: The local office functions on a daily basis or a regular basis as otherwise appropriate, providing all services to operate the business for which certification is sought.

- 13) **Vendor and/or Supplier** - A firm that (a) owns operates and maintains a store, warehouse, or other establishment in which the materials or supplies required for the performance of the contract are brought, kept in stock, and regularly sold to the public in the usual course of business; (b) engages in, as its principal business and in its own name, the purchase and sale of the products in question, and (c) a vendor and/or supplier of bulk items such as steel, cement, stone and petroleum products need not keep such products in stock, if it owns or operates distribution equipment.

PROGRAM REQUIREMENTS

Determining Capacity:

Contractors are required to submit a completed Subcontractor Participation Worksheet on the form provided by the District with the bid solicitation. The Subcontractor Participation Worksheet provides the District with a formal list of subcontractors, the trade or service area to be provided, bid amounts and certification status on businesses that will be used on the project.

The Subcontractor Participation Worksheet will be used by the District to calculate the level of certified local and small business participation. Unless a requirement is waived due to limited availability, the determination of responsive and responsible will include meeting the minimum participation requirement.

For purposes of determining that the mandatory minimum participation is met and is valid, the District has adopted a list of certified business. Davillier Sloan, Inc., the current LCBP compliance firm, shall be responsible for ensuring that the certified firms meet the District's size and location requirements.

Each prime or lead contractor must obtain from each certified subcontractor, **prior to bid**, a copy of the Certification Letter issued by the District through its LCBP compliance firm. The process for obtaining certification is detailed below.

Certifications must be current and valid 5 days prior to bid-day in order for the local participation to count toward meeting the mandatory businesses participation requirement. Certification status is confirmed during the compliance evaluation process, below.

Maintaining Participation / Compliance Monitoring and Penalties

Prime Contractors must maintain the Local/Small Business percentages indicated at the time of a contract award and throughout the term of the contract.

Should the prime contractor fail to maintain the Local/Small Business participation listed at the time the contract is awarded, the District may impose a penalty equal to ten percent (10%) of the amount that should have been awarded to the listed Local/Small Business subcontractor, and/or may stop the work upon approval by the full Board of Education. The Prime contractor shall be afforded an opportunity to request a due process hearing before the assessment of penalties and/or any decision to stop the work. Public Contract Code Section 4110.

If the District modifies the original scope of work, the contractor must make reasonable efforts to maintain the time of bid Local/Small Business participation under which the bid was awarded. If

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change orders affect only one discipline, staff may use their discretion to allow adjustments to percentages for the change order portion of the work. Upon request, District staff will help firms to determine methods of maintaining percentages.

To ensure compliance with the program, the contractor shall provide records upon request (within ten calendar days) and permit the District to review all pertinent records and documents of the contractor and subcontractors. The contractor shall provide a copy of all subcontractor agreements, purchase orders and/or other verification of the total amount to be paid to each subcontractor, supplier, etc., prior to commencement of work. In addition to the penalties which may be imposed for failure to maintain participation as specified above, a penalty of one percent (1%) of the contract amount or one thousand dollars (\$1,000) per day (whichever is less) may be applied if records or documents are not provided within the specified time. The District shall deem such refusal a material breach of contract, in which case the District may terminate the contract and/or stop the work upon approval by the full Board of Education until compliance is met. In addition, the contractor or subcontractors may be debarred from participating in future District contracts for a period of six months to five years, and may lose registration.

The subcontractor's progress payment report must be submitted with each progress payment in order for the progress payment to be processed. Also, prime contractors will provide the District with executed copies of its subcontractor agreements to verify dollar amounts stated for all Local/Small Businesses. Contractors must also provide information with each progress payment indicating payments made to Local/Small Businesses in order to receive subsequent progress payments.

Substitution of Listed Subcontractors

In accord with California law, Prime contractors who have entered into a contract agreement with the District cannot substitute a listed subcontractor or sub-consultant, including any listed **Local/Small Business used to meet participation requirements**, without prior approval of the District. Public Contract Code Section 4107 *et seq.*

Local Subcontracting Outreach

To ensure full disclosure of contracting and subcontracting opportunities available through the West Contra Costa Unified School District, the District's awarding department will post contracting opportunities on the District's website, www.wccusd.org. Davillier Sloan, Inc. and the LCBP Committee will provide local outreach and support for Local/Small Businesses in order to build capacity and ensure the LCBP's success.

Mentor Protégé Agreements

The District strongly supports "Mentor-Protégé" relationships because they help to build capacity in underutilized service areas. Typically, prime contractors and large subcontractors help develop the technical and business capabilities of small local businesses. After review and approval of a Mentor-Protégé Agreement, the District shall determine the appropriate amount of credit the approved team shall receive towards meeting the mandatory participation threshold. The credit may be full or partial.

If a prime contractor or large subcontractor is able to develop a "Mentor-Protégé" relationship with a certified Small Business, the mentor will enjoy the benefit of credits against District participation thresholds, *particularly under circumstances where it has been demonstrated that certified firm participation is limited*. In order to earn credit for Mentor-Protégé relationships, the Mentor-Protégé Agreement must be submitted for approval to the District prior to the project bid date, as outlined below. Although an approved Mentor-Protégé agreement may remove the Small

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Business participation requirement, Mentor-Protégé teams are encouraged to utilize additional Small Businesses in their bids.

A written Mentor-Protégé agreement must be completed by both parties, executed before a notary public and submitted no later than seven days (7) following final bid-walk. The agreement must delineate the rights and responsibilities of each mentor and protégé. The parties must agree to enter into the relationship for the life of the project, unless the District agrees to an earlier end date. The District will provide interested firms with a set of guidelines and a draft Mentor-Protégé Agreement that is intended to meet the District's mandatory participation requirements.

During the duration of the contract, both the mentor and protégé must each provide the District agency with a monthly report of the kinds of mentor skills provided to the protégé, which shall include:

- Number of hours expended in the fulfillment of the project by each mentor and protégé partner;
- Managerial assistance provided by mentor (*e.g. bookkeeping services, personnel, payroll, etc.*);
- Technological assistance provided by mentor (*e.g. computer hardware/software, training, etc.*);
- Bonding assistance provided;
- Public works and public school construction bidding and project management assistance provided;
- Financial assistance provided; and
- Additional capacity building services.

The District will work with the team to develop a format for the monthly report that is both effective and efficient.

The protégé must be able to demonstrate that it is an independent business operation prior to submittal of a Mentor-Protégé Agreement and continue to demonstrate this throughout the term of the Agreement. Unless specifically defined as one of the benefits to the protégé and spelled out in the Agreement, the mentor and protégé must maintain separate office spaces while the Mentor-Protégé Agreement is in effect.

Other Program Considerations

Prime contractors shall not impose any unreasonable additional criteria on subcontractors that are not required by the District, nor make a demand on a Local/Small subcontractor that would unfairly change the way the subcontractor does business. The prime contractor shall not selectively impose criteria upon Local/Small certified businesses that are not applied to other business in similar contractual relationships with the prime.

CERTIFICATION PROCESS

The following is the certification process utilized by WCCUSD.

Certification Criteria

LOCAL AREA:

1. A business located and doing business or operating within the geographical boundaries of the West Contra Costa Unified School District: Crockett, El Cerrito, El Sobrante, Hercules, Hilltop Mall, Kensington, Montalvin, North Richmond, Pinole, Point Richmond, Richmond, Rodeo, San Pablo and Tara Hills.

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LEGITIMACY:

2. Local Business: Fully operational in local area for at least twelve (12) **consecutive months prior to applying for certification**.

Small Business: Fully operational in local area for at least six (6) **consecutive months prior to applying for certification**

LOCAL BUSINESS ADDRESS:

3. A fixed office that reflects a substantial presence in the geographical boundaries of the West Contra Costa Unified School District. Post Office boxes, temporary locations, and moveable work sites will not establish status as a local business. In the case of trucking firms, the truck inventory must be located within the District's limits. A fixed office is a dedicated office space, owned or leased by the local business, in an established, non-portable building where regular work pertinent to the contract is conducted. For Small Business certification, the fixed office shall be the primary business location of the business. A residence may qualify as a fixed office provided the following conditions are met: (a) the business conducted in the residence complies with Zoning Regulations relating to Home Occupations; and (b) the residence is the primary business location of the business and contributes not less than 51% of the gross receipts of business. A fixed distribution point is a non-portable warehouse or an outside shipping yard owned or leased by the local business, where shipping, receiving and the owner and employees regularly and exclusively conduct distribution of goods and commodities on behalf of the business.

AUTONOMY:

4. The owner or employees (person hired and paid directly by the local business to conduct work solely on behalf of the business at its fixed office or distribution point) shall be available during normal operating hours.

GENERAL CONSIDERATIONS:

5. All taxes, fees, permit fees, and fines shall be current.
6. Upon request by the District, an entity must possess and make available for inspection the following documentation citing the West Contra Costa County business street address:
- a. Executed (i.e. signed by all parties) copies of past/current contracts;
 - b. Business Tax Certificate and federal tax identification number;
 - c. Executed lease or other written agreement for occupancy of the office;
 - d. Business cards and Utility bills (including but not limited to telephone, gas, electric, or water bills).
 - e. Current Business License
7. Small local businesses must present or make available copies of federal tax returns showing gross revenues for the three most recent fiscal years in order for the District to determine compliance with established business size standards.

APPEAL:

8. Any firm that believes that it has been wrongfully denied certification as a Local/Small business may file an appeal in writing. The written appeal must be signed and dated.
- The appeal shall be filed no later than 30 days after the date of denial. The District may extend the time for filing, or waive the time limit in the interest of justice. The District shall specify in writing the reason for so doing.

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- Third parties, who have reason to believe that another firm has been wrongfully denied or granted certification as a Local/Small Business may advise the District in writing. This information is not considered an appeal.
- The District ensures a prompt investigation, and may at its discretion; decertify the Local/Small Business pending the outcome of the investigation.

Local/Small Certification Process

Step 1 – The Application: Contact the District's LCBP consultant, below. Requests for certification applications can be made by phone, facsimile, electronic mail, in writing or in person. When submitting the application, remember to attach a copy of the most recent Business Tax Certificate and have the application notarized. If you are applying as a small business, attach the last three most recent business tax returns, if available.

Potential participants must submit an application for certification a minimum of three (3) weeks prior to a bid opening or submittal of a proposal.

Davillier-Sloan
6321 Jerilynn Avenue
Richmond, CA 94806
Phone: (510) 835-7603
Fax: (510) 235-3380

Step 2 – The Review Process:

During the process of certification, the District may review any documentation or information it deems necessary to determine whether the applicant meets the definition of a local business or small business.

In order to receive Local or Small Business credit for listed subcontractors and suppliers, certifications must be complete and existing at the date and time of bid opening.

Certification with another agency does not constitute certification with the District. Firms or individuals who knowingly submit false information concerning their local business status are subject to an action for fraud under the State and Federal False Claims Act and will be debarred from bidding on future District work for a period of three (3) years.

Other Considerations

In addition to the above, the District shall give special consideration to the following circumstances in determining eligibility:

- Newly formed firms and firms whose ownership and/or control have changed since the date of the advertisement of the contract are closely scrutinized to determine the reasons for the timing of the formation of or change in the firm.
- Previous and/or continuing employer-employee relationships between or among present owners are carefully reviewed to ensure that the employee-owner has management responsibilities and capabilities.
- Any relationship between a Local or Small Business and a business that is not local or small within this definition and which has an interest in the Local or Small Business, is carefully reviewed to determine if the interest of the non- local / small business conflicts with the ownership and control requirements.

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- In a Mentor-Protégé Agreement the protégé must be certified prior to the submittal of the Agreement for approval.

Re-Certification

A WCCUSD certification is valid for a period of three years, unless otherwise specified. At the end of the certification period the business may apply for re-certification. Notwithstanding the above, the District may require re-submittal of current documentation and information in the event a LOCAL/SMALL Business certification is challenged.

*****END OF SECTION*****

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: September 15, 2010

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

Agenda Item: F.2

Subject: Approval of the 2009-2010 Unaudited Actuals Financial Report

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

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

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

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

Fiscal Impact: Year end closing

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

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - DISTRICT SUMMARY
BALANCE SHEET AND COMPONENTS OF ENDING FUND BALANCE

Schedule 1

	GENERAL FUND			SPECIAL REVENUE FUNDS Schedule 3	CAPITAL OUTLAY FUNDS Schedule 5	OTHER FUNDS Schedule 7	DISTRICT TOTALS
	UNRESTRICTED	RESTRICTED	Total				
ASSETS							
Cash in County Treasury	\$ (7,835,253)	\$ 25,926,944	\$ 18,091,691	\$ 2,971,381	\$ 196,594,483	\$ 46,877,855	\$ 264,535,410
Cash in Banks	(677)	38,786	38,108	189,576	-	-	227,684
Revolving Fund	70,000	-	70,000	-	-	-	70,000
Cash With Fiscal Agent	-	-	-	-	8,466,969	1,316,192	9,783,162
Cash Collections Awaiting Deposit	2,248	1,188	3,436	1,050	-	898	5,383
Investments	93	-	93	5,297,659	24,733,782	11,371,986	41,403,520
Accounts Receivable	27,116,982	14,590,710	41,707,692	3,072,417	427,416	36,435	45,243,961
Due From Other Funds	-	-	-	-	-	-	-
Stores Inventories	260,432	-	260,432	-	-	-	260,432
Prepaid Expense	-	-	-	441,016	-	-	441,016
Total Assets	\$ 19,613,825	\$ 40,557,627	\$ 60,171,452	\$ 11,973,100	\$ 230,222,651	\$ 59,603,366	\$ 361,970,569
LIABILITIES							
Accounts Payable	4,174,405	9,372,534	13,546,939	704,121	21,601,548	1,259,271	37,111,879
Due to Other Funds	-	-	-	-	-	1	1
Temporary Loans	-	-	-	-	-	-	-
Deferred Revenue	-	5,572,566	5,572,566	63,393	5,378,844	-	11,014,803
Other Liabilities	-	-	-	-	-	500,000	500,000
Total Liabilities	4,174,405	14,945,100	19,119,505	767,514	26,980,392	1,759,272	48,626,682
FUND BALANCE							
Reserved for Revolving Fund	70,000	-	70,000	-	-	-	70,000
Reserved for Stores Inventory	260,432	-	260,432	441,016	-	-	701,448
Prepaid Expenditures	-	-	-	-	-	-	-
Legally Restricted Balances	-	25,612,527	25,612,527	-	-	-	25,612,527
Designations of Fund Balance For:	-	-	-	-	-	-	-
Economic Uncertainties	7,975,606	-	7,975,606	-	-	-	7,975,606
Parcel Tax	-	-	-	-	-	-	-
Undesignated Amount	7,133,383	0	7,133,383	10,764,570	203,242,259	57,844,095	278,984,306
Total Fund Balance	15,439,421	25,612,527	41,051,947	11,205,586	203,242,259	57,844,095	313,343,887
Total Liabilities and Fund Balance	\$ 19,613,825	\$ 40,557,627	\$ 60,171,452	\$ 11,973,100	\$ 230,222,651	\$ 59,603,366	\$ 361,970,569

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 UNAUDITED ACTUALS REPORT - DISTRICT SUMMARY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Schedule 2

	GENERAL FUND			SPECIAL	CAPITAL	OTHER	DISTRICT
	UNRESTRICTED	RESTRICTED	TOTAL	REVENUE FUNDS Schedule 4	OUTLAY FUNDS Schedule 6	FUNDS Schedule 8	
REVENUES							
Revenue Limit Sources	\$ 135,289,571	\$ 7,030,506	\$ 142,320,077	\$ -	\$ -	\$ -	\$ 142,320,077
Federal Revenues	-	31,062,400	31,062,400	10,406,867	-	643,039	42,112,306
Other State Revenues	24,476,245	37,009,390	61,485,635	8,224,559	4,153,145	552,276	74,415,615
Other Local Revenues	1,884,533	18,315,447	20,199,980	1,935,881	2,675,845	61,763,891	86,575,597
Total Revenues	161,650,349	93,417,743	255,068,092	20,567,307	6,828,990	62,959,206	345,423,594
EXPENDITURES							
Certificated Salaries	69,902,786	40,791,519	110,694,305	2,753,943	-	-	113,448,248
Classified Salaries	18,111,833	19,712,048	37,823,881	5,257,807	647,559	-	43,729,248
Employee Benefits	36,621,078	23,578,708	60,199,786	2,794,942	246,824	-	63,241,552
Book and Supplies	1,315,370	8,597,039	9,912,409	4,591,987	1,999,003	-	16,503,398
Services and Other Operating Expenditures	7,574,546	35,556,407	43,130,953	1,480,441	14,353,229	21,391,595	80,356,218
Capital Outlay	117,371	1,131,182	1,248,554	392,882	64,886,782	-	66,528,219
Other Outgo	2,648,601	-	2,648,601	97,524	-	40,225,241	42,971,366
Direct/Indirect Support Costs	(2,172,148)	1,440,261	(731,887)	731,887	-	-	-
Total Expenditures	134,119,438	130,807,164	264,926,602	18,101,414	82,133,397	61,616,836	426,778,249
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	27,530,911	(37,389,421)	(9,858,510)	2,465,893	(75,304,408)	1,342,370	(81,354,655)
OTHER FINANCING SOURCES AND (USES)							
Interfund Transfers In	1,000,000	-	1,000,000	7,339,820	570,548	2,354,802	11,265,170
Interfund Transfers Out	926,928	-	926,928	8,339,820	1,998,422	-	11,265,170
Other Sources	-	-	-	-	137,547,031	3,438,329	140,985,360
Other Uses	-	-	-	-	-	-	-
Contributions To Restricted Programs	(31,704,619)	31,704,619	-	-	-	-	-
Total Other Financing Sources and Uses	(31,631,547)	31,704,619	73,072	(1,000,000)	136,119,157	5,793,131	140,985,360
NET CHANGE IN FUND BALANCE	(4,100,636)	(5,684,803)	(9,785,439)	1,465,893	60,814,749	7,135,501	59,630,705
BEGINNING FUND BALANCE JULY 1, 2009	20,049,661	30,787,725	50,837,386	9,739,692	142,427,510	50,708,593	253,713,182
Other Restatements	(509,604)	509,604	-	-	-	-	-
ADJUSTED BEGINNING FUND BALANCE	19,540,057	31,297,329	50,837,386	9,739,692	142,427,510	50,708,593	253,713,182
ENDING FUND BALANCE JUNE 30, 2010	\$ 15,439,421	\$ 25,612,527	\$ 41,051,947	\$ 11,205,586	\$ 203,242,259	\$ 57,844,095	\$ 313,343,887

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-10 UNAUDITED ACTUALS REPORT - SPECIAL REVENUE FUNDS
BALANCE SHEET AND COMPONENTS OF ENDING FUND BALANCE

Schedule 3

SPECIAL REVENUE FUNDS

ASSETS

	ADULT EDUCATION	CHILD DEVELOPMENT	CAFETERIA	DEFERRED MAINTENANCE	SPECIAL RESERVE	TOTAL SPECIAL REVENUE FUNDS
Cash in County Treasury	\$ 454,424	\$ 287,077	\$ 73,867	\$ 1,153,818	\$ 1,002,196	\$ 2,971,381
Cash in Banks	172,087	-	17,489	-	-	189,576
Revolving Fund	-	-	-	-	-	-
Cash With Fiscal Agent	-	-	-	-	-	-
Cash Collections Awaiting Deposit	-	-	1,050	-	-	1,050
Investments	3,186	-	-	-	5,294,473	5,297,659
Accounts Receivable	1,203,135	132,589	1,727,697	2,668	6,329	3,072,417
Due From Other Funds	-	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-	-
Stores Inventories	-	-	441,016	-	-	441,016
Total Assets	\$ 1,832,831	\$ 419,665	\$ 2,261,119	\$ 1,156,486	\$ 6,302,998	\$ 11,973,100

LIABILITIES

Accounts Payable	157,739	124,167	370,973	51,242	-	704,121
Due to Other Funds	-	-	-	-	-	-
Temporary Loans	-	-	-	-	-	-
Deferred Revenue	-	63,393	-	-	-	63,393
Other Liabilities	-	-	-	-	-	-
Total Liabilities	157,739	187,560	370,973	51,242	-	767,514

FUND BALANCE

Reserved for Revolving Fund	-	-	-	-	-	-
Reserved for Stores Inventory	-	-	441,016	-	-	441,016
Prepaid Expenditures	-	-	-	-	-	-
Legally Restricted Balances	-	-	-	-	-	-
Designations of Fund Balance For:	-	-	-	-	-	-
Fund Specific Activities	-	-	-	-	-	-
Undesignated Amount	1,675,092	232,105	1,449,130	1,105,244	6,302,998	10,764,570
Total Fund Balance	1,675,092	232,105	1,890,146	1,105,244	6,302,998	11,205,586
Total Liabilities and Fund Balance	\$ 1,832,831	\$ 419,665	\$ 2,261,119	\$ 1,156,486	\$ 6,302,998	\$ 11,973,100

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - SPECIAL REVENUE FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Schedule 4

SPECIAL REVENUE FUNDS

REVENUES

	ADULT EDUCATION	CHILD DEVELOPMENT	CAFETERIA	DEFERRED MAINTENANCE	SPECIAL RESERVE	TOTAL SPECIAL REVENUE FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	326,556	240,411	\$ 9,839,900	-	-	10,406,867
Other State Revenues	3,805,481	2,529,258	795,312	\$ 1,094,508	-	8,224,559
Other Local Revenues	424,688	239,441	1,248,917	14,297	\$ 8,539	1,935,881
Total Revenues	4,556,725	3,009,110	11,884,129	1,108,805	8,539	20,567,307

EXPENDITURES

Certificated Salaries	1,549,568	1,204,375	-	-	-	2,753,943
Classified Salaries	560,423	690,069	4,007,315	-	-	5,257,807
Employee Benefits	547,747	685,875	1,561,319	-	-	2,794,942
Book and Supplies	64,157	49,506	4,474,579	3,746	-	4,591,987
Services and Other Operating Expenditures	275,662	89,237	446,087	669,456	-	1,480,441
Capital Outlay	10,116	10,116	298,243	74,409	-	392,882
Other Outgo	-	97,524	-	-	-	97,524
Direct/Indirect Support Costs	118,988	140,065	472,834	-	-	731,887
Total Expenditures	3,126,660	2,966,766	11,260,377	747,610	-	18,101,414

**INCREASE OF (DECREASE) IN FUND BALANCE
RESULTING FROM OPERATIONS**

	1,430,064	42,344	623,752	361,195	8,539	2,465,893
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	-	-	-	1,339,820	6,000,000	7,339,820
Interfund Transfers Out	3,000,000	-	-	5,339,820	-	8,339,820
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	(3,000,000)	-	-	(4,000,000)	6,000,000	(1,000,000)

NET CHANGE IN FUND BALANCE

	(1,569,936)	42,344	623,752	(3,638,805)	6,008,539	1,465,893
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BEGINNING FUND BALANCE JULY 1, 2009

	3,245,028	189,762	1,266,394	4,744,049	294,459	9,739,692
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Other Restatements

	-	-	-	-	-	-
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ADJUSTED BEGINNING FUND BALANCE

	3,245,028	189,762	1,266,394	4,744,049	294,459	9,739,692
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ENDING FUND BALANCE JUNE 30, 2010

\$	1,675,092	\$	232,105	\$	1,890,146	\$	1,105,244	\$	6,302,998	\$	11,205,586
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - CAPITAL PROJECTS FUND
BALANCE SHEET AND COMPONENTS OF ENDING FUND BALANCE

Schedule 5

CAPITAL OUTLAY FUNDS

ASSETS

	BUILDING	CAPITAL FACILITIES	COUNTY SCHOOL FACILITIES	SPECIAL RESERVE CAPITAL OUTLAY	TOTAL CAPITAL OUTLAY FUNDS
Cash in County Treasury	\$ 180,009,417	\$ 3,800,521	\$ 45,545	\$ 12,739,000	\$ 196,594,483
Cash in Banks	-	-	-	-	-
Revolving Fund	-	-	-	-	-
Cash With Fiscal Agent	7,867,666	472,924	-	126,380	8,466,969
Cash Collections Awaiting Deposit	-	-	-	-	-
Investments	23,583,037	1,150,746	-	-	24,733,782
Accounts Receivable	214,059	5,936	963	206,458	427,416
Due From Other Funds	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-
Stores Inventories	-	-	-	-	-
Total Assets	\$ 211,674,179	\$ 5,430,126	\$ 46,508	\$ 13,071,838	\$ 230,222,651

LIABILITIES

Accounts Payable	19,288,389	704,678	-	1,608,482	21,601,548
Due to Other Funds	-	-	-	-	-
Temporary Loans	-	-	-	-	-
Deferred Revenue	-	-	-	5,378,844	5,378,844
Other Liabilities	-	-	-	-	-
Total Liabilities	19,288,389	704,678	-	6,987,325	26,980,392

FUND BALANCE

Reserved for Revolving Fund	-	-	-	-	-
Reserved for Stores Inventory	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-
Legally Restricted Balances	-	-	-	-	-
Designations of Fund Balance For:	-	-	-	-	-
Fund Specific Activities	-	-	-	-	-
Undesignated Amount	192,385,790	4,725,449	46,508	6,084,513	203,242,259
Total Fund Balance	192,385,790	4,725,449	46,508	6,084,513	203,242,259
Total Liabilities and Fund Balance	\$ 211,674,179	\$ 5,430,126	\$ 46,508	\$ 13,071,838	\$ 230,222,651

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - CAPITAL PROJECT FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Schedule 6

CAPITAL OUTLAY FUNDS

REVENUES

	BUILDING	CAPITAL FACILITIES	COUNTY SCHOOL FACILITIES	SPECIAL RESERVE CAPITAL OUTLAY	TOTAL CAPITAL OUTLAY FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	570,548	3,582,597	4,153,145
Other Local Revenues	900,737	652,236	5,450	1,117,421	2,675,845
Total Revenues	900,737	652,236	575,998	4,700,018	6,828,990

EXPENDITURES

Certificated Salaries	-	-	-	-	-
Classified Salaries	621,030	-	-	26,530	647,559
Employee Benefits	240,784	-	-	6,040	246,824
Book and Supplies	1,966,563	204	-	32,236	1,999,003
Services and Other Operating Expenditures	9,467,677	386,077	-	4,499,475	14,353,229
Capital Outlay	62,583,387	409,799	1,141,096	752,501	64,886,782
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	74,879,440	796,080	1,141,096	5,316,782	82,133,397

**INCREASE OF (DECREASE) IN FUND BALANCE
RESULTING FROM OPERATIONS**

(73,978,703)	(143,843)	(565,098)	(616,763)	(75,304,408)
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	-	-	570,548	-	570,548
Interfund Transfers Out	1,998,422	-	-	-	1,998,422
Other Sources	137,547,031	-	-	-	137,547,031
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	135,548,609	-	570,548	-	136,119,157

NET CHANGE IN FUND BALANCE

61,569,906	(143,843)	5,450	(616,763)	60,814,749
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BEGINNING FUND BALANCE JULY 1, 2009

130,815,884	4,869,292	41,057	6,701,276	142,427,510
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Other Restatements

-	-	-	-	-
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ADJUSTED BEGINNING FUND BALANCE

130,815,884	4,869,292	41,057	6,701,276	142,427,510
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ENDING FUND BALANCE JUNE 30, 2010

\$ 192,385,790	\$ 4,725,449	\$ 46,508	\$ 6,084,513	\$ 203,242,259
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - OTHER FUNDS
BALANCE SHEET AND COMPONENTS OF ENDING FUND BALANCE

Schedule 7

OTHER FUNDS

	BOND INTEREST AND REDEMPTION	DEBT SERVICE COMPONENT UNIT (COPs)	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
ASSETS						
Cash in County Treasury	\$ 34,004,536	\$ 10,115	\$ 4,707,164	\$ 3,477,275	\$ 4,678,765	\$ 46,877,855
Cash in Banks	-	-	-	-	-	-
Revolving Fund	-	-	-	-	-	-
Cash With Fiscal Agent	-	1,276,877	-	39,316	-	1,316,192
Cash Collections Awaiting Deposit	-	-	-	898	-	898
Investments	-	-	4,263,732	-	7,108,254	11,371,986
Accounts Receivable	15,947	-	7,749	-	12,740	36,435
Due From Other Funds	-	-	-	-	-	-
Stores Inventories	-	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-	-
Total Assets	\$ 34,020,483	\$ 1,286,991	\$ 8,978,644	\$ 3,517,488	\$ 11,799,759	\$ 59,603,366
LIABILITIES						
Accounts Payable	-	-	-	1,258,644	627	1,259,271
Due to Other Funds	1	-	-	-	-	1
Temporary Loans	-	-	-	-	-	-
Deferred Revenue	-	-	-	-	-	-
Other Liabilities	-	-	-	500,000	-	500,000
Total Liabilities	1	-	-	1,758,644	627	1,759,272
FUND BALANCE						
Reserved for Revolving Fund	-	-	-	-	-	-
Reserved for Stores Inventory	-	-	-	-	-	-
Prepaid Expenditures	-	-	-	-	-	-
Legally Restricted Balances	-	-	-	-	-	-
Designations of Fund Balance For:	-	-	-	-	-	-
Fund Specific Activities	-	-	-	-	-	-
Undesignated Amount	34,020,482	1,286,991	8,978,644	1,758,844	11,799,133	57,844,095
Total Fund Balance	34,020,482	1,286,991	8,978,644	1,758,844	11,799,133	57,844,095
Total Liabilities and Fund Balance	\$ 34,020,483	\$ 1,286,991	\$ 8,978,644	\$ 3,517,488	\$ 11,799,759	\$ 59,603,366

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2009-2010 UNAUDITED ACTUALS REPORT - OTHER FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Schedule 8

OTHER FUNDS

REVENUES

	BOND INTEREST AND REDEMPTION	DEBT SERVICE COMPONENT UNIT (COPs)	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	643,039	-	-	-	-	643,039
Other State Revenues	552,276	-	-	-	-	552,276
Other Local Revenues	42,914,272	21	36,705	2,542,306	16,270,588	61,763,891
Total Revenues	44,109,586	21	36,705	2,542,306	16,270,588	62,959,206

EXPENDITURES

Certificated Salaries	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-
Employee Benefits	-	-	-	-	-	-
Book and Supplies	-	-	-	-	-	-
Services and Other Operating Expenditures	-	-	-	5,027,030	16,364,565	21,391,595
Capital Outlay	-	-	-	-	-	-
Other Outgo	39,298,292	926,949	-	-	-	40,225,241
Direct/Indirect Support Costs	-	-	-	-	-	-
Total Expenditures	39,298,292	926,949	-	5,027,030	16,364,565	61,616,836

**INCREASE OF (DECREASE) IN FUND BALANCE
RESULTING FROM OPERATIONS**

4,811,295	(926,928)	36,705	(2,484,725)	(93,977)	1,342,370
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	1,427,874	926,928	-	-	-	2,354,802
Interfund Transfers Out	-	-	-	-	-	-
Other Sources	3,438,329	-	-	-	-	3,438,329
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	4,866,203	926,928	-	-	-	5,793,131

NET CHANGE IN FUND BALANCE

9,677,497	-	36,705	(2,484,725)	(93,977)	7,135,501
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BEGINNING FUND BALANCE JULY 1, 2009

24,342,985	1,286,991	8,941,940	4,243,569	11,893,109	50,708,593
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Other Restatements

-	-	-	-	-	-
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ADJUSTED BEGINNING FUND BALANCE

24,342,985	1,286,991	8,941,940	4,243,569	11,893,109	50,708,593
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ENDING FUND BALANCE JUNE 30, 2010

\$ 34,020,482	\$ 1,286,991	\$ 8,978,644	\$ 1,758,844	\$ 11,799,133	\$ 57,844,095
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
1108 Bissell Avenue
Richmond, California 94801-3135
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: September 15, 2010

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: F.3

Subject: Resolution No. 20-1011: Adoption of Gann Limit, 2010-2011

Background Information: Education Code Section 42132 specifies that school district governing boards shall adopt a resolution identifying their annual appropriations limit for the preceding fiscal year, known as the Gann Limit. The Gann Limit Calculation is part of the year end closing, unaudited actuals, reports submitted under separate cover. It establishes limits on allowable growth in government spending.

Recommendation: Staff requests Board adoption of the 2010-2011 annual appropriations.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 20-1011

RESOLUTION FOR ADOPTING THE "GANN" LIMIT

SEPTEMBER 15, 2010

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits", for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2009-10 fiscal year and a projected Gann Limit for the 2010-11 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2009-10 and 2010-11 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2009-10 and 2010-11 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provide copies of this resolution along with the appropriate attachments to interested citizens of this District.

PASSED AND ADOPTED on September 15, 2010, at a regular meeting of the Board of Education by the following vote:

AYES _____ NOES _____ ABSENT _____

I hereby certify that the foregoing is a full, true and correct copy of a resolution passed at a meeting of the Board of Education of the West Contra Costa Unified School District, in Richmond, California, held on September 15, 2010.

Bruce Harter, Board Secretary