

**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
April 4, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
APRIL 4, 2012**

BOARD AGENDA PACKETS AND INFORMATION:

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

Complete Board agendas and packets are available online at: www.wccusd.net.

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

VIEWING THE BOARD MEETINGS:

Television:

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

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

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

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

ATTENDING BOARD MEETINGS:

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

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

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

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

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

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

B. OPENING PROCEDURES

B.1 Pledge of Allegiance

B.2 Welcome and Meeting Procedures

B.3 Roll Call

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

B.5 Report/Ratification of Closed Session

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

* **B.7 Minutes: March 21, 2012**

C. BUSINESS ITEMS

CONSENT ITEMS (Routine Matters)

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

***CI C.1 Acceptance of Donations**

Comment:

The District has received donations as summarized, dated April 4, 2012. The estimated values for any non-cash donations are provided by the donor. Staff recommends acceptance of these donations.

Recommendation:

Recommend approval

Fiscal Impact:

As noted per donations summary

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

Comment:

The planned fund-raising events for the 2011-12 school year are summarized, dated April 4, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

***CI C.3 Contracted Services**

Comment:

Permission is requested of the Board of Education to approve the following contracts for services as detailed, dated April 4, 2012.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per contracts summary

***CI C.4 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.5 Routine Personnel Changes – Classified**

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

Recommendation:
For Information Only

Fiscal Impact:
None

***CI C.6 Six students from our district high schools will be participating on a 15 day college tour**

Comment:
Young Scholars Program is a college preparatory program. The students will be participating in a 15 day Historical Black College Tour. There will be 6 students and 1 adult participating.

Recommendation:
Recommend Approval

Fiscal Impact:
\$25,000.00 QEIA Funds

***CI C.7 Board Policy 6170.1 Transitional Kindergarten (TK)**

Comment:
Per state legislation, each Local Educational Agency (LEA) must have a Board Policy for Transitional Kindergarten. Board members reviewed the TK policy at the March 21 board meeting. The policy is now being submitted for approval.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.8 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: \$ 560,406.40. Funding sources as noted.

***CI C.9 Ratification and Approval of Negotiated Change Orders**

Comment:
Staff is seeking ratification of Change Orders on the following current District construction projects: De Anza HS Replacement Campus, Nystrom ES Multipurpose Room, King ES Construction and Demo and Verde ES Toilet Room Restoration. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the Verde ES Toilet Room Restoration project is required by the Board, with special findings as noted, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:
Ratify negotiated Change Orders as noted

Fiscal Impact:
Total ratification and approval by this action: \$284,657.42

***CI C.10 Acceptance of the 2010-2011 Financial Bond Audit Report**

Comment:

Crowe Horwath LLP has prepared the independent financial bond audit report. The Citizen Bond Oversight Committee recommended at their meeting on March 28, 2012, that the Financial Bond Audit Report would be presented to the Board of Education. The Financial Bond Audit Report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the financial bond audit report, for the year ending June 30, 2011.

Fiscal Impact:

None

***CI C.11 Approval of El Cerrito High School Stadium and Field Replacement Additional Design Fees**

Comment:

El Cerrito High School Stadium Replacement is one of the listed projects in Measure D-2010 Bond. The project was initiated with the scope and budget as identified under the project program for the Campus Replacement under Measure J bond. However, extensive soil and geotechnical issues, and increases in project scope have required substantial coordination and design modifications by WLC and its consultants. Fees will address these services for the additional scope.

Recommendation:

Approve Additional Design Fees proposed for El Cerrito High School Stadium and Field Replacement.

Fiscal Impact:

Total for this action: \$432,000. Funding source: Measure D-2010 Bond.

***CI C.12 Coronado Elementary School at Kennedy High School Portable Lease**

Comment:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Classroom and support buildings for Coronado Elementary School at a site within the Kennedy High School campus. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be sixty (60) months.

The District engaged in a public bid process for the project. Bids were opened on March 12, 2012. One vendor submitted a bid. The bid was from Mobile Modular for \$1,158,128. The apparent lowest bidder is Mobile Modular.

Recommendation:

Award contract to Mobile Modular

Fiscal Impact:

\$1,158,128. Funded from the Measure D-2010 Bond.

***CI C.13 Kennedy High School Science Classrooms Portable Lease**

Comment:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Science Classrooms and support buildings at a site within the Kennedy High School campus. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be twenty-four (24) months.

The District engaged in a public bid process for the project. Bids were opened on March 13, 2012. One vendor submitted a bid. The bid was from Mobile Modular for \$752,568. The apparent lowest bidder is Mobile Modular.

Recommendation:

Award contract to Mobile Modular

Fiscal Impact:

\$752,568. Funded from the Measure J Bond.

***CI C.14 Multipurpose Room Audio-Visual Project at Helms MS**

Comment:

The scope of work for this project consist of the installation of audiovisual systems at Helms Middle School's Multipurpose Room, including, but not limited to, loudspeaker system, portable AV rack with mixing board, operation mode plate, self-powered stage monitors, wireless RF Hearing Assistance System, and wireless microphone channels.

The District engaged in a public bid process for the project. Bids were opened on March 20, 2012. Three contractors submitted bids. They are as follows: Triumph Construction Group, \$58,890; ERA Construction, \$67,570; AM Woo Construction, Inc., \$78,200. The apparent lowest bidder is Triumph Construction group.

Recommendation:

Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact:

\$58,890. Funded from the Measure D Bond.

***CI C.15 Multipurpose Room Audio-Visual Project at Pinole MS**

Comment:

The scope of work for this project consist of the installation of audiovisual systems at Pinole Middle School's Multipurpose Room, including, but not limited to, loudspeaker system, portable AV rack with mixing board, operation mode plate, self-powered stage monitors, wireless RF hearing assistance system, and wireless microphone channels.

The District engaged in a public bid process for the project. Bids were opened on March 20, 2012. Four contractors submitted bids. They are as follows: Point One Electrical Systems, \$71,722.34; ABG Group, \$72,400; AM Woo Construction, Inc., \$80,800; ERA Construction, Inc., \$85,800. The apparent lowest bidder is Point One Electrical Systems.

Recommendation:

Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact:

\$71,722.34. Funded from the Measure D-2010 Bond.

***CI C.16 Nystrom Elementary School Portable Lease**

Comment:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Classrooms and support buildings at a City of Richmond site adjacent to the Nystrom Elementary School Site. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. Furthermore, one portable classroom shall be provided to the Leadership Public School temporary campus, which is located on the same city block. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be thirty (30) months.

The District engaged in a public bid process for the project. Bids were opened on December 19, 2011. Two vendors submitted bids. They are as follows: Mobile Modular, \$637,288; William Scottsman, \$889,662. The apparent lowest bidder is Mobile Modular.

Recommendation:

Award contract to the lowest responsive, responsible bidder

Fiscal Impact:

\$637,288. Funded from the Measure J Bond.

***CI C.17 Nystrom Elementary School Temporary Campus Site Work Project Award of Contract**

Comment:

As part of the preparation for the Modernization of Nystrom Elementary School's main classroom building, the District is preparing a temporary campus adjacent to the school, on City of Richmond

property. Scope of the project will include grading and paving of the site, installation of requisite utility infrastructures, receiving and connecting of portable classroom, administration, and support buildings. Removal of potentially contaminated soil is also within the project scope.

Interactive Resources has prepared plans and specifications for the project. The District conducted a public bid process for the project. Bids were opened on March 1, 2012. Five Contractors submitted bids. One of the bidders submitted their bids without a signed acknowledgement of all addenda and was rejected as non-responsive. The apparent low bidder subsequently submitted a withdrawal letter due to a mathematical error in its bid. The second contractor claimed a mathematical error by their listed sub-contractor, but, was willing to honor their bid, but, needed to substitute said sub-contractor. Given this situation it is appropriate for the District to reject all bids and rebid the project.

Recommendation:

Reject all bids and direct staff to rebid the project

Fiscal Impact:

Not known at this time. Funded by the Measure J Bond, under the Nystrom Elementary School Modernization Project budget.

***CI C.18 Williams Lawsuit Complaints Quarterly Report**

Comment:

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from January 1, 2012 through March 31, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

None

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Recognition of John Iwawaki for his 100th Escape Club Camping Trip**

Comment:

For the last twelve years, DeJean teacher John Iwawaki has been leading overnight camping trips for students to places like Yosemite, Mt. Diablo State Park, Monterey Bay Aquarium, SF Zoo, Golden Gate Bridge, Fort Point, Marine Mammal Center, Angel Island, Whale Watching in Monterey, Sledding in the Sierras, Año Nuevo State Park, Slide Ranch, Alamere Falls in Pt. Reyes National Seashore, Yosemite National Park, Albany Bowl, Oakland Ice Center. The work is underwritten by grants and service clubs such as the Richmond Rotary. The idea behind the trips, which are all taken outside of school time, is to broaden the student's understanding of nature, empower them to work in teams and experience the world in ways that they have not before.

Recommendation:

Recognition Only

Fiscal Impact:

None to the District General Fund

* **D.2 Budget Update**

Comment:

Associate Superintendent Business Services will provide an update on the budget.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.3 Closing the Achievement Gap Update**

Comment:

The Board would like to have an ongoing conversation about closing the achievement gap and moving all students to high levels of achievement. Staff will give an overview of relevant District-wide programs and data, as well as share effective classroom practices and protocols.

Recommendation:

Board to continue the conversation about closing the achievement gap

Fiscal Impact:

None

* **D.4 Board Priority on Middle School Mathematics - It All Adds Up**

Comment:

At the January Board retreat, the Board identified improving middle school mathematics as a priority for 2012. The Board named three strands as part of that priority: 1) Improve communication flow and data analysis to improve student math achievement; 2) Improve programmatic content; and 3) Increase student success through summer and extended day initiatives that are nurturing, challenging, inclusive and safe (physically and socially). Since the Board retreat, district staff have designed activities and timelines to reach the objectives that the Board had established. That work has been presented to the Board's Academic Subcommittee and shared with middle and high school teachers from throughout the district. The plan was updated after those meetings and is ready for Board review.

Recommendation:

That the Board review the plan for implementing the Board priority on middle school mathematics – “It All Adds Up.”

Fiscal Impact:

Budgeted for 2011-12

* **D.5 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
Select Committee on High Schools
Youth Commission
Public Employees Local 1
School Supervisors Association
United Teachers of Richmond

* **D.6 In Memory of Members of the School Community**

Comment:

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

In 1975, Ms. Ann Marie Orozco began working with the District. Ms. Orozco worked at Chavez Elementary for many years until her retirement in 2008.

Ms. Annie Soo worked for twenty years in District schools including Roosevelt Junior High, El Cerrito High and Harry Ells High teaching English, journalism, and serving as newspaper and yearbook advisors.

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

Recommendation:

For Information Only

Fiscal Impact:

None

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

* **E.1 Superintendent’s Report**

* **E.2 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 agendaized, but may refer these to staff for response and/or placement on future agendas.

F. ACTION ITEMS

G. DISCUSSION ITEMS

*** G.1 Project Status Report**

Comment:

The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

Recommendation:

For Information Only

Fiscal Impact:

None

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – April 25, 2012

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

April 4, 2012

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

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

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

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

Four cases

4. LIABILITY CLAIMS (Government Code Section 54956.95)

5. CONFERENCE WITH LABOR NEGOTIATORS

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

- c. Unrepresented Employees
 - Confidential and Management

6. PUBLIC EMPLOYEE APPOINTMENT

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

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

Certificated / Classified Employee Dismissal

10. REPORT OF CLOSED SESSION ACTIONS

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: April 4, 2012

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from Gompers High School

Background Information:

A Student Board Representative from Gompers High School will attend the Board of Education on April 4, 2012. 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

March 21, 2012

SPECIAL JOINT MEETING WITH SAN PABLO CITY COUNCIL

President Ramsey called the Special Joint Meeting to order at 6:29 P.M.

B.1 Pledge of Allegiance

President Ramsey offered welcome and provided instructions to the public. President Ramsey then led the Pledge of Allegiance.

A. Roll Call

Board Members Present: Madeline Kronenberg, Antonio Medrano, Elaine Merriweather, Charles Ramsey, Tony Thurmond

City Council Members Present: Genoveva Garcia Calloway, Leonard R. McNeil, Paul V. Morris,

City Council Members Absent: Mayor Cecilia Valdez

City Manager Present: Matt Rodriguez

B. Public Comment

Eric Swabeck, Brenda Surgers

C. Study Session

C-1. Presentations in Recognition of César Chávez Day
Students of Downer Elementary School performed.

C-2. Report on programs and services provided to schools and youth by the City of San Pablo
Mr. Rodriguez provided presentations and led discussion regarding:
After-school programs
Crossing Guard program
Youth Commission
Police Y.E.S. Unite/School Resource Officers
Direct City funding support for schools
Girls Circle Program
San Pablo Team for Youth

C-3. Bond Program in San Pablo and the City's use of school facilities
Mr. Abdalla provided a presentation of bond construction updates at schools in San Pablo. The discussion included joint use agreement and access to school facilities.

C-4. Partnership Opportunities
Mr. Rodriguez led dialogue regarding:
Expansion and support for Full Service Schools and the Helms Community Partnership
Childhood Obesity Prevention
Summer Learning
Helms Recreation Complex / Community Center
Communications and future meetings

C-5 June 2012 Ballot Measures
Mr. Rodriguez shared information about the City Council's approval of a June 5 ballot for a city wide sales tax, Measure Q.

Superintendent Harter spoke about the District's Measure K parcel tax initiative which will also be on the June 5 ballot for voter approval.

Closing Comments:

President Ramsey spoke in recognition of Mayor Cecilia Valdez and former City Council Member Arturo Cruz. Ms. Calloway thanked all who attended, saying this was a productive meeting and urged continuing the discussion. Mr. Morris said he was excited that this meeting was held and would like to see regular and continued collaboration. Mr. Rodriguez thanked the Board for opportunity to share in a joint meeting, hopeful that both will continue collaboration and communication. He was supportive of joint meetings in the future. Vice Mayor McNeil spoke of going forward with regularly scheduled meetings and follow up with individual Council Members and Board Members. Mr. Thurmond invited Council Members to attend the next safety committee meeting to be held at Helms Middle School. He spoke with appreciation of the partnership with San Pablo and their support for students over the years.

D. Adjournment

President Ramsey adjourned this portion of the meeting at 8:17 PM.

REGULAR BOARD OF EDUCATION MEETING

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 5:45 P.M. The Board recessed into Closed Session. President Ramsey called the Public Session to order at 8:27 P.M.

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

Board Members Present: Madeline Kronenberg, Antonio Medrano, Elaine Merriweather, Charles Ramsey, Tony Thurmond

Staff Present: Magdy Abdalla, Director Facilities Construction; Pat Calvert, Director Certificated Personnel; Steve Collins, SELPA Director; Martin Coyne, Executive Director Business Services; Susan Dunlap, Coordinator State and Federal Programs; Lisa Erwin, Executive Director Business Services; Bill Fay, Associate Superintendent for Operations; Erin Fleming, Director Classified Personnel; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Marco Gonzales, Downer Principal; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holtslander, Director of Facilities and Construction; Ken McDaniel, Building Maintenance Supervisor; Ann Reinhausen, Assistant Superintendent Human Resources; Reyna Ortiz de Tourel, Translator; Janice Thompson, Coordinator Preschool; Marin Trujillo, Community Engagement Coordinator

B.4 Presentation of Student Board Representative from Pinole Valley High School

Mr. Yoordy Aguilar Lepe provided a report of activities involving the academies at Pinole Valley High.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the action taken in Closed Session regarding the March 21, 2012 recommendation to approve expulsion cases #001 - 003 and suspend those expulsions for placement within the West Contra Costa Unified School District.

Motion: Mr. Medrano moved to ratify the action taken in Closed Session regarding the recommendation of March 21, 2012 for expulsion cases #001 – #003. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond and President Ramsey voted yes, Ms. Merriweather abstained and no absences. Motion carried 4-0-1-0.

B.6 Agenda Review and Adoption

MOTION: Mr. Thurmond moved approval of the agenda, including moving item F.1 to follow Consent Items. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, Student

Representative Yoordy Aguilar Lepe (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.7 Minutes: February 15, 2012

MOTION: Ms. Kronenberg moved approval of the Minutes of February 15, 2012. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, Student Representative Yoordy Aguilar Lepe (advisory vote only) and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

Mr. Thurmond left the dais.

C. BUSINESS ITEMS

- C.1 Grants/Awards/Agreements**
 - C.2 Acceptance of Donations**
 - C.3 Approval of Fund-Raising Activities**
 - C.4 Summary of Payroll and Vendor Warrant Reports**
 - C.5 Notification of Claims Approval and Settlement Payments**
 - C.6 Certificated Provisional Internship Permit (PIP) Request(s)**
 - C.7 Approval of School Calendar for 2012-2013**
 - C.8 De Anza Single Plan for Student Achievement (SPSA)**
 - C.9 Updated Physical Education Board Policy 6142.7**
 - C.10 Resolution No. 95-1112: Day of Recognition for César Chávez March 31, 2012**
 - C.11 Students from Kennedy are attending the Oregon Shakespeare Festival-April 20-22, 2012**
 - C.12 Students from Stewart Middle School will go to Washington D.C. May 28-June 3, 2012**
 - C.13 Ratification and Approval of Engineering Services Contracts**
 - C.14 Ratification and Approval of Negotiated Change Orders**
 - C.15 Citizens' Bond Oversight Committee (CBOC) Appointment: Tim Bañuelos appointed by City of Pinole**
 - C.16 Citizens' Bond Oversight Committee (CBOC) Appointment: Kris Hunt representing Taxpayers' Organization**
 - C.17 Citizens' Bond Oversight Committee (CBOC) Appointment: Kristin Rosecrans appointed by Trustee Thurmond**
 - C.18 Citizens' Bond Oversight Committee (CBOC) Appointment: Tim Warner appointed by Trustee Kronenberg**
 - C.19 Annual Performance Audit of District Bond Program**
 - C.20 Approval of Measure J Program Management Additional Fees**
 - C.21 Custodial Equipment and Facility Maintenance Purchase Award of Contract for Dover Elementary School, Ford Elementary School, King Elementary School, and Pinole Middle School**
 - C.22 Microsoft Services Premier Support License**
 - C.23 Microsoft District Volume License – Microsoft Approved Vendor: SHI International Corp**
 - C.24 Nystrom Elementary School Temporary Campus Award of Contract**
- This item was tabled by staff.

MOTION: Mr. Medrano moved approval of Consent Items C.1 – C.23. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Student Representative Yoordy Aguilar Lepe (advisory vote only) and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-1-0.

Mr. Thurmond returned to the dais.

F.1 Resolution No. 96-1112: Conditionally Approve the Charter Petition for Richmond Charter Academy Middle School

Ms. Linda Jackson, Executive Director Emeritus, provided information regarding the staff recommendation for a conditional approval of the Richmond Charter Academy Middle School charter petition.

Public Comment:
None

Board Comment:

Ms. Merriweather addressed areas of concern. Mr. Thurmond asked for the recommendation to be restated. Ms. Jackson clarified that the recommendation is for conditional approval of the charter based upon the petitioner correcting the conditions of the finding within sixty days. Ms. Merriweather continued with questions based upon the petitioner meeting conditions. Ms. Jackson responded.

Mr. Thurmond asked questions regarding the charter's financial standing to start the school year. Ms. Jackson responded. Mr. Medrano had questions about the English Language Learners. Ms. Jackson responded that the applicant has reviewed and indicated that he is able to correct the areas of concerns.

MOTION: Mr. Medrano moved approval of Resolution No. 96-1112: Conditionally Approve the Charter Petition for Richmond Charter Academy Middle School. Ms. Kronenberg seconded. A roll call vote was taken with Ms. Kronenberg, Mr. Medrano, Mr. Thurmond, Student Representative Yoordy Aguilar Lepe (advisory vote only) and President Ramsey voting yes, Ms. Merriweather voting no, with no abstentions and no absences. Motion carried 4-1-0-0.

Upon leaving the meeting, President Ramsey passed the gavel to Clerk Medrano who presided over the remainder of the meeting.

E.2 WCCUSD Public Comment

Christian Anderson, Ben Steinberg, Janet Johnson, Patricia Miles, Todd Groves, Karen Martensen, Debora Morrison, Sam Tsitrin, Kristen Pursley, Evelia Villa.

E.3 Request to Address the Board – Sharon Lambie

Ms. Sara Danielson, acting co-administrator of West Contra Costa Administrators Association, spoke about the Board bylaw on public criticism of employees.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.2 Standing Reports

Citizens' Bond Oversight Committee. Don Gosney spoke about the 2011 performance audit. Robert Studdiford provided an update of the last meeting where discussion items included revision of bylaws, review of the performance audit and presentation of bond sales report. He announced the next meeting for March 28, 6:00 p.m. at the Facilities Operations Center where new members will be seated.

Community Budget Advisory. Ms. Gamba announced the next meeting for March 22 at the Alvarado Adult Education Center.

Facilities Subcommittee. Mr. Medrano reported on the March 13 meeting which included approval of the Pinole Valley High traffic study and approval of the new construction budget for the El Cerrito stadium. Next meeting is calendared for April 17.

Ivy League Connection. Don Gosney reported on the number of students from district-wide schools accepted for this summer's cohorts. He reported that these students will be presented to the Board for recognition in May. Ms. Kronenberg listed the university programs and the individual students attending.

Linked Learning. Ms. Kronenberg reported on attending a recent conference in Porterville with Mr. Medrano where they had opportunity to visit classrooms to see the linked learning program implementation. Mr. Medrano spoke of the public education high school reform movement in California as supported by the Irvine Foundation.

Safety Committee. Mr. Thurmond announced the next meeting for April 18, 6:00 PM at Helms Middle School. Discussion will include review of suspension and expulsion data as well as a discussion of the Full Service Community Schools program. Ms. Merriweather added that discussion at the last meeting included a report on restorative justice for students with consequences rather than punishment as used at Richmond High School.

Select Committee on High Schools. Mr. Medrano announced the next meeting for March 22, 6:30 at Pinole Valley High School.

Youth Commission. Mr. Thurmond said the next meeting will be held March 26 at the Pinole Round Table Pizza.

United Teachers of Richmond. President Diane Brown spoke of continuing concerns at Lupine Elementary.

Student Representative Yoordy Aguilar Lepe left the meeting for the evening.

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

E.1 Superintendent's Report
This item was not presented due to the lateness of the hour.

E.2 WCCUSD Public Comment
This item was moved to follow item F.

E.3 Request to Address the Board – Sharon Lambie
This item was moved to follow E.2.

F. ACTION ITEMS

F.1 Resolution No. 96-1112: Conditionally Approve the Charter Petition for Richmond Charter Academy Middle School
This item was moved to follow Consent Items.

F.2 Second Interim Report, 2011-12 / Financial Update
Ms. Gamba provided a report of financial projections and as well as the second interim report covering the financial and budgetary status of the District for the period ending January 31, 2012.

Public Comment:
None

Board Comment:
Mr. Thurmond had questions about class sizes. Both Ms. Gamba and Mr. Greer responded.
Ms. Merriweather had additional questions about the current parcel tax funding for class size reduction. Ms. Gamba responded.
Ms. Kronenberg spoke of maintaining class sizes across grade levels.

MOTION: Mr. Thurmond moved approval of the Second Interim Report, 2011-12. Ms. Merriweather seconded. A roll call vote was taken with Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond, voting yes, no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

G. DISCUSSION ITEMS

G.1 Board Policy 6170.1(a) Transitional Kindergarten (TK) – First Read
Superintendent Harter explained the proposed overview policy for the Board's initial review regarding Transitional Kindergarten. The policy sets the standards for the program including eligibility requirements, overview of curriculum and staffing, and how traditional kindergarten will continue. The policy will return to a future meeting with a recommendation for approval.

Public Comment:
None

Board Comment:
Mr. Thurmond asked the about costs to families to enroll and clustering of classes geographically across the District. Superintendent Harter responded.

H. UNFINISHED REQUESTS TO ADDRESS THE BOARD (continued from Item E)
None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Kronenberg thanked City of San Pablo for joining the meeting. She spoke highly of their support for children.

Ms. Merriweather also thanked San Pablo's City Council and said she admires their commitment to the youth of their city.

Mr. Thurmond echoed the thoughts about partnering with San Pablo. He also thanked the student performers here this evening. He congratulated his third grade daughter, Maya, for her 1st place ribbon received for her science fair entry.

Clerk Medrano also thanked the City of San Pablo for their work and collaboration. He reminded the audience about the SB 540 conference to be held at Los Medanos College.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – April 4, 2012

K. ADJOURNMENT

Clerk Medrano adjourned the meeting at 10:18 P.M.

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

BH:dh

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 4, 2012

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI . C.1

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated April 4, 2012. 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
April 4, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Book Smarts c/o Charles Tai	Materials and Supplies	\$380.00	Bayview Elementary
Mr. Chad Shepard	Field Trip	\$500.00	Chavez Elementary
Wells Fargo Foundation	Special Account	\$108.00	Fairmont
Wells Fargo Foundation	Special Account	\$108.00	Fairmont
Target Take Charge of Education	Materials and Supplies	\$193.21	Shannon Elementary
Bay Alarm	Materials and Supplies	\$500.00	Shannon Elementary
Mr. Tane Chen	Materials and Supplies	\$300.00	Shannon Elementary
Philanthropic Ventures Foundation	Supplies	\$500.00	Shannon Elementary
Oliver World Class Labs	Supplies	\$1,999.00	Helms Middle
California Retired Teachers Assoc.	Materials and Supplies	\$1,500.00	Portola Middle
Ms. Barbara S. Mackey	Close-up Going to Washington	\$50.00	Kennedy High
Mr. Kevin James Mackey	Close-up Going to Washington	\$20.00	Kennedy High
BP Fabric of America Fund	Baseball Supplies	\$300.00	Pinole Valley High
Ms. Pat Dornan	Supplies	\$180.00	Pinole Valley High
Wells Fargo Foundation	Supplies	\$180.00	Pinole Valley High
Shaw, Jacobsmeyer, Crain and Claffey, LLP	Forensic Supplies	\$200.00	Pinole Valley High
El Cerrito High PTSA	Toshiba Copier	\$1,000.00	El Cerrito High

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 040412

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: April 4, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2011-12 school year are summarized on the attached sheet dated April 4, 2012.

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
April 4, 2012 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Lupine Hills Elementary	Selling Tickets for Movie Night	PTA Member and Associates
Pinole Valley High	Jamba Juice	PVHS Class of 2015
Pinole Valley High	Selling Ribbons	PVHS Leadership Disabilities Committee
Pinole Valley High	Selling Cups of Fruits	PVHS Disease Committee
Pinole Valley High	Selling World's Finest Chocolate	PVHS Anime Club
Pinole Valley High	Selling Beef Jerky	PVHS Leadership

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: April 4, 2012

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

Agenda Item: CI C.3

Subject: Contracted Services

Background Information: Permission is requested of the Board of Education to approve the following contracts for services as detailed on the attached sheets dated April 4, 2012.

Recommendation: Recommend Approval

Fiscal Impact: As noted per contracts summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
April 4, 2012 Board Meeting

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Curriculum-State Project	3/22/12 thru 6/30/12	Community Alliance for Learning R34035	\$56,250 QEIA	Community Alliance for Learning (CAFL) will hire staff to recruit and train community volunteers as writer coaches in preparation for bringing its Writer Coach Connection program to Richmond High School in the 2012-2013 school year. A volunteer coordinator and part-time community liaisons will work to provide coaches solely for Richmond High School and staff; they will devote a significant amount of time to the planning process. Planning process includes: hire a community liaison, develop recruitment and training materials, identify sources and recruit volunteers, hire volunteer trainers, schedule and conduct volunteer trainings, maintain records of prospective coaches, meet with teachers and administrators, hire a site coordinator, and plan the program and logistics for Richmond High School. The coaches will be trained to work one-on-one with students to improve their writing and critical-thinking skills and to serve ELD 4 students.

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: April 4, 2012

From: Ann Reinhausen,
Assistant Superintendent Human Resources

Agenda Item: CI C.4

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
April 4, 2012
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>
Kate	Warren	Cameron	Speech	New Hire	2/01/2012
Joseph	Baptist	Ohlone	4th SEI	New Hire	2/07/2012
Susan	Overhauser	Pinole Middle	English SEI	New Hire	3/02/2012
Lisa	Barratt	Bayview	K/1 SEI	New Hire	3/05/2012
Tabea	Mastel	Bayview	3rd SEI	New Hire	3/06/2012
Kenneth	Balderrama	Richmond High	Biology SEI	New Hire	3/22/2012

Terminated/Retired

<u>First Name</u>	<u>Last Name</u>	<u>Site</u>	<u>Position</u>	<u>Status</u>	<u>Term Date</u>
Sandra	Swidler	Shannon	SH K-3	Retire	3/03/2012
Brian	McDonnell	Pinole Middle	English SEI	Resigned	3/06/2012
Philip	Wharton	Richmond High	Biology SEI	Retire	5/19/2012
Sally	Emeson	Transition	SH	Retire	6/02/2012
Monique	Duncan	Kennedy	Algebra/Geom SEI	Resign	6/09/2012
Stephen	Nelson	No. Campus	Home/Hospital SEI	Retire	6/09/2012
Carmen	Rentschler	Bayview	2nd SEI	Retire	6/09/2012
Robert H.	Smith	PMS	PE SEI	Retire	6/09/2012
Robert	Welborn	Helms	Science 8 SEI	Resign	6/09/2012
Benjamin	Levy	Helms	Science 8 SEI	Resign	6/09/2012

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: April 4, 2012

From: Ann Reinhagen,
Assistant Superintendent Human Resources

Agenda Item: CI C.5

Subject: Routine Personnel Changes – Classified

Background Information:

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

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

April 4, 2012

FOR INFORMATION ONLY**Classified Personnel Changes**

PROMOTION			
ANAYA, WILLIAM ENRIQUE	SCHOOL LUNCH WORKER I	HERCULES MIDDLE	1/12/2012
CHAVEZ, ANGELA M	INST ASST SP ED HEARING IMPAIR	ELLERHORST	1/3/2012
CLAY, DENNIS L	FISCAL/PROJECT ACCT ANALYST	FISCAL SERVICES	1/1/2012
CORNEJO, ROSA MATILDE	SENIOR ADMIN SECRETARY	ED SVC ELEM/SEC ASSOC SUPT	1/25/2012
DELGADO, GRACE CARAGAN	SCHOOL LUNCH WORKER I	HERCULES MIDDLE	1/17/2012
FABY, LANCE DOMINIC	CUSTODIAN	KENNEDY HIGH	1/26/2012
HERNANDEZ, MARIA A.	TYPIST CLERK I BILINGUAL	ADULT ED SERRA	1/25/2012
HOLTSLANDER, EMMETTE KEITH	DIRECTOR	FACILITIES-PLANNING/ENGINEERING	1/5/2012
OBERMEIER, JENNIFER RACHEL	SPECIAL EDUCATION ASSISTANT	FAIRMONT	1/5/2012
SMITH, JANICE	CLASSROOM SUPPORT AIDE	TRANSITION	1/17/2012
SPARKS, LUANNE	GARDENER LEAD WORKER	GROUPS DISTRICTWIDE	1/23/2012
TIDWELL, JANNIKA M.	INST ASSISTANT SPECIAL ED	DE ANZA HIGH	1/3/2012
ADKINS, AHMAD RASHAD	CUSTODIAN	PINOLE VALLEY HIGH	2/3/2012
BARRAGAN, ARACELI	INST. ASST. SPEC. ED BILINGUAL	WASHINGTON	2/13/2012
GUTIERREZ, BLANCA LIZBETH	TYPIST CLERK I	WILSON	2/1/2012
HIGGS, CAROLYN GRACE	FOOD SERVICE AIDE/CLERK	OHLONE	2/27/2012
LINDER, FRED SHANELL	FOOD SERVICE AIDE	FORD	2/9/2012
URENA, ROSA	CLASSROOM SUPPORT AIDE	TARA HILLS	2/15/2012

REHIRE			
ARELLANO, LUPITA	SCH COMMUNITY WORKER BILINGUAL	FAIRMONT	1/27/2012

RETURN FROM LEAVE			
BALDIZAN, JOYCE	FOOD SERVICE AIDE-BREAKFAST	RIVERSIDE	1/11/2012
EVANS, FAITH S	ATTENDANCE CLERK	EL CERRITO HIGH	1/3/2012
HOLLINS, SAMMY LOUIS	CUSTODIAN	HIGHLAND	1/31/2012
RAMIREZ, ANGELICA ZZ	SCHOOL SECRETARY I	FORD	1/4/2012
ROBINSON, KIANGA T	OCCUPATIONAL THERAPIST	SPECIAL ED	1/3/2012
WILEY, JAMES E	SPECIAL EDUCATION ASSISTANT	TRANSITION	1/17/2012
AGUIRRE, JENY	TYP CLERK II BIL-PRESCHOOL	STATE PRESCHOOL	2/27/2012
HAYNES, NINA C	CLASSROOM SUPPORT AIDE	FAIRMONT	2/1/2012

RETIREMENTS			
JONES, LISA	INSTRUCTIONAL ASST. SP. ED.	PORTOLA	RETRO TO 6/12/2011
CLEMON JR., THURMON	CUSTODIAN	RICHMOND HIGH	2/5/2012
THARP, VINCENT	CUSTODIAN	HERCULES MIDDLE/HIGH	2/16/2012

Classified Personnel Changes - Con't

RESIGNATIONS			
ANDREWS, ASHANNA	GRADUATE TUTOR	DOVER	1/27/2012
BANUELOS, KIMBERLY	CLASSROOM SUPPORT AIDE	TARA HILLS	1/20/2012
FOLEY, TANYA	INSTRUCTIONAL ASST. SP. ED. HEARING IMPAIRED	CAMERON	1/4/2012
JUAREZ, IVANIA	GRADUATE TUTOR	HELMS MIDDLE	1/24/2012
LANERE, WILLIE	CAMPUS SECURITY OFFICER I	HERCULES HIGH	1/20/2012
BURGOS, RAYMOND	CLASSROOM SUPPORT AIDE	DE ANZA	2/10/2012
MERE-COOK, YVETTE	OCCUPATIONAL THERAPIST	CAMERON	2/28/2012
POTTER, LUCILLE	GRADUATE TUTOR	HIGHLAND	2/17/2012
TACTAY, MARINA	SCHOOL LUNCH WORKER 1	NUTRITION CENTER	2/20/2012
YANKAH, PHILOMENA	SENIOR ACCT CLERK	FISCAL CENTRAL	2/1/2012

EXHAUSTION OF LEAVE			
COVERSON, FRANCES	GRADUATE TUTOR	FORD	2/10/2012

TERMINATIONS			
HARRIS, JENAE	SCHOOL LUNCH WORKER 1	EL CERRITO HIGH	2/29/2012
PYE, GEORGE	CAMPUS SECURITY I	HERCULES HIGH	2/1/2012
VILLAVARDE, DUSTIN	EQUIPMENT MECH	GROUND DIST	2/27/2012

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: April 4, 2012

From: Wendell Greer
Associate Superintendent, K-Adult Operations

Agenda Item: CI C.6

Subject: Six students from our district high schools will be participating on a 15 day college tour.

Background Information:

Young Scholars Program is a college preparatory program. The students will be participating in a 15 day Historical Black College Tour. There will be 6 students and 1 adult participating.

Recommendation: Recommend Approval

Fiscal Impact: \$25,000.00 QEIA Funds

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WCCUSD STUDY TRIP REQUEST FORM (Form must be typed)

SCHOOL: Young Scholars Program	Date of Submission:
--	----------------------------

TYPE OF TRIP: Please indicate the type of trip. ☐ DAY TRIP ☒ OVERNIGHT TRIP

Submissions must be received in the Executive Director's office by the following timeline:

<input type="checkbox"/> Chartered Transportation (Bus reservations via district Transportation Office)	25 school days prior to trip date
<input type="checkbox"/> Automobile (Driving to destination)	15 school days prior to trip date
<input checked="" type="checkbox"/> Public Transportation (BART, bus, Amtrak, etc)	15 school days prior to trip date
<input type="checkbox"/> Walking (Attach Form)	15 school days prior to trip date

TRIP AND CHAPERONE INFORMATION: Adult to Student Ratio: K-3 1:5 & 4-12 1:10

Short Term Insurance: K-3 1:4 & 4-12 1:8

Date of Trip: 3/31/12 - 4/15/12	Time Leave: 5:00a Return: 5:00pm	Grade/Group:	Total number of students participating:
Trip Destination: (Include Address/phone) Visiting various states i.e. Alabama, Maryland, Texas, Virginia	Teacher in Charge of Group: (Name, phone, e-mail) Jacqueline Rushing 415-465-2620		Other Teachers Accompanying Group:
Number of chaperones accompanying the group: 2		<input checked="" type="checkbox"/> Names of Chaperones and Position/Title form attached	
Student Study Trip Insurance: The following study trips require insurance: <input type="checkbox"/> Trips a round/near water (including trips near creeks, ponds, etc, trips on boats, to hatcheries, hiking, etc) <input type="checkbox"/> Trips where students will be swimming <input type="checkbox"/> Trips with an overnight stay		<input type="checkbox"/> Insurance form attached <input type="checkbox"/> Check attached/account code listed <input type="checkbox"/> List of student names attached	

TRANSPORTATION ARRANGEMENTS:

Chartered Transportation	CHARTERED TRANSPORTATION REQUEST FORM. All requests using district funds must be booked through the Transportation Office. Completed Chartered Transportation request must be attached to study trip request. FUNDING SOURCE Requests using other funding sources (i.e. PTA) must be booked by trip organizer and paid for at the site level. Funding source MUST be indicated. COMPANY Must be from District approved list as indicated on Bulletin. Attach confirmation from chartered transportation company.	<input type="checkbox"/> Completed form attached. (Funding Source Account Code indicated on form) FUNDING SOURCE ACCOUNT COMPANY NAME AND CONTACT:
Automobile	AUTOMOBILE TRANSPORTATION FORM Form must be completed with driver's information attached. Valid California Drivers license and insurance requirements are mandatory.	<input type="checkbox"/> Completed form attached. <input type="checkbox"/> Valid driver's license and insurance attached
Public Transportation	TYPE OF PUBLIC TRANSPORTATION (BART, BUS, AMTRAK, FERRY) Funding source required if transportation tickets/arrangements are to be purchased using District/School funds. Funding source MUST be indicated.	Funding Source Account Code: Bitech Purchase Order #
Admission Fees	FEES TO DESTINATION, I.E., ZOO, THEATER, MUSEUM, ETC. Funding source account required if tickets are to be purchased using District/School funds. Purchase requisitions should be initiated three weeks in advance of the trip. Funding source name MUST be indicated if using other funding, i.e., PTA, Approved Fundraiser, etc	Funding Source Account Code: 3647400001-5860 Bitech Purchase Order #

EDUCATIONAL VALUE

Must include standards reference number and a brief explanation of how the trip relates to the classroom activity. Attach additional sheet if necessary. Standards Number(s): Young Scholars Program College Tour.		
Substitute(s) Requested	FOR SECONDARY SITES ONLY, SUBSTITUTES NEEDED FOR TEACHERS ON STUDY TRIPS.	Funding Source Account Code: Substitutes Needed for _____ paid periods

LAST DATE FOR SUBMISSION OF STUDY TRIP: **APRIL 20, 2012** **(3RD Friday in April)**

LAST DATE FOR STUDY TRIP TO BE TAKEN: **JUNE 1, 2012** **(1ST Friday in June)**

*** No late requests will be accepted. Study trips should not be scheduled during testing periods.**

STUDY TRIP REQUEST FORM MUST HAVE PRINCIPAL SIGNATURE AND FUNDING SOURCE INDICATED BEFORE SENDING TO THE EXECUTIVE DIRECTOR'S OFFICE. INCOMPLETE STUDY TRIP REQUESTS WILL BE RETURNED AND MAY RESULT IN DELAY IN PROCESSING OR DENIAL OF REQUEST. APPROVALS WILL BE SENT BACK VIA EMAIL TO SECRETARY/OFFICE MANAGER AND PRINCIPAL.

APPROVALS:

Funding Authorization Dept. <i>K-12 Operations</i>	Principal Signature <i>[Signature]</i>	Date <i>3/21/12</i>
Executive Director	Signature	Date

EXECUTIVE DIRECTOR OFFICE USE ONLY:

Received: _____

Approval Sent: _____

By: _____

Date: _____

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: April 4, 2012

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: CI C.7

Subject: Board Policy 6170.1 Transitional Kindergarten (TK)

Background Information: Per state legislation, each Local Educational Agency (LEA) must have a Board Policy for Transitional Kindergarten. Board members reviewed the TK policy at the March 21 board meeting. The policy is now being submitted for approval.

Recommendation: That the Board approves the TK policy.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

WCCUSD

BP 6170.0

Instruction

Transitional Kindergarten

The Governing Board desires to offer a high-quality transitional kindergarten program for eligible children who do not yet meet the minimum age criterion for Kindergarten. The program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The West Contra Costa Unified School District transitional kindergarten shall be the first year of a two-year kindergarten program. (Education Code 48000)

The board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

(cf. 0420 – School Plans/Site Councils)

(cf. 1220 – Citizen Advisory Committees)

(cf. 6020 – Parent Involvement)

Eligibility

The West Contra Costa Unified School District transitional kindergarten program shall admit children whose fifth birthday lies between: (Education Code 48000)

1. November 2 and December 2 in the 2012-13 school year.
2. October 2 and December 2 in the 2013-14 school year.
3. September 2 and December 2 in the 2014-15 school year and each school year thereafter.

Parents/guardians of eligible children shall be notified of the availability of this program and the age, residency, and any other enrollment requirements. Enrollment in the transitional kindergarten program shall be voluntary.

(cf. 5111 – Admission)

(cf. 5111.1 – District Residency)

(cf. 5111.12 – Residency Based on Parent/Guardian Employment)

(cf. 5111.13 – Residency for Homeless Children)

(cf. 5141.22 – Infectious Diseases)

(cf. 5141.3 – Health Examinations)

(cf. 5141.31 Immunizations)

(cf. 5141.32 – Health Screening for School Entry)

Curriculum and Instruction

The West Contra Costa Unified School District transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 – Curriculum Development and Evaluation)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge preschool learning foundations and

kindergarten standards. Such standards shall be designed to facilitate students' development in essential skills which may include, as appropriate, language and literacy, mathematics, physical development, the arts, science, social sciences, English language development, and social-emotional development.

(cf. 5148.3 Preschool/Early Childhood Education)

(cf. 6011 – Academic Standards)

(cf. 6174 – Education for English Language Learners)

The number of instructional minutes offered in transitional kindergarten may be the same as the district's required kindergarten program or an extended day program (EDK).

(cf. 6111 – School Calendar)

(cf. 6112 – School Day)

(cf. EC sections 8970-8974 authorizes EDK)

Transitional kindergarten students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

Staffing

Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level and ten Early Childhood Education (ECE) units or ECE permit.

(cf. 4112.2 – Certification)

The superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about district standards and effective instructional methods for teaching young children.

(cf. 4131 – Staff Development)

Continuation to Kindergarten

Students who complete the transitional kindergarten program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed parental permission form kindergarten attendance.

A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)

(cf. 5123 – Promotion/Acceleration/Retention)

Policy:
Adopted:

West Contra Costa Unified School District

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.8
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: \$ 560,406.40. 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
Kennedy High School Quad Renovations Project Measure J Bond (PID: 3601211-12)	January 2012 through June 2012	Kleinfelder	\$15,300	Geotechnical construction observation and testing services.
Helms Middle School New Community Center Project Measure J Bond (PID: 2101101-06)	March 2012 through April 2012	Alan Kropp & Associates, Inc.	\$6,800	Supplemental services associated with a CGS review and geologic hazards reports.
Pinole Valley High School Campus Replacement Project Measure D-2010 Bond (PID: 36213770-05)	March 2012 through April 2012	Kleinfelder	\$5,000	Additional services for hillside repair work.
Harding Elementary School Waterproofing Project Measure J Bond (PID: 1271223-00)	March 2012 through April 2012	RGA Environmental, Inc.	\$5,400	Environmental consulting services to develop work plan for crawl space.
Ford Elementary School New School Building Project Measure J Bond (PID: 1241203-01)	March 2012	Sally Swanson	\$3,800	Additional design services to prepare required additional evacuation plans.
Riverside Elementary School Restroom Renovations Project Measure J Bond (PID: 1501223-06)	February 2012 through March 2012	Sally Swanson	\$7,950	Prepare construction documents and provide construction administration for tile repair.
Helms Middle School Sports Field & Landscaping Project Measure J Bond (PID: 2101101-09)	March 2012 through April 2012	Baker Vilar Architects	\$57,000	Additional design services to incorporate toilet room and storage buildings.

April 4, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Downer Elementary School Restroom Repair Project Measure J Bond (PID: 1161223-02)	April 2012	BCA	\$3,307.40	Additional design services to incorporate additional scope.
Ohlone Elementary School Campus Replacement Project Measure J Bond (PID: 1461206-04)	April 2012 through July 2013	Omtrak	\$9,840	Consulting services to create a digital turnover and warranty product for project.
Various Sites Measure J Bond (PID: 6151219-00)	April 2012 thru June 2012	Stormwater Specialists	\$58,500	Additional stormwater prevention planning services related to various project sites.
Gompers CHS/LPS Project Measure D-2010 Bond (PID: 3581366-00)	March 2012 through April 2012	HMC Architects	\$107,000	Additional design services to incorporate revisions to District material and product requirements.
Kennedy High School Swim Center Renovation Project Measure J Bond (PID: 3601364-01)	March 2012 through December 2013	Architects MA	\$158,881	Design and construction administration services.
Pinole Valley High School Campus Replacement Project Measure D-2010 Bond (PID: 36213770-05)	February 2012 thru July 2012	Enovity, Inc.	\$121,628	Consulting services for CHPS commissioning for the new buildings campus buildings.

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.9
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 projects: De Anza HS Replacement Campus, Nystrom ES Multipurpose Room, King ES Construction and Demo and Verde ES Toilet Room Restoration. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the Verde ES Toilet Room Restoration project is required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation: Ratify negotiated Change Orders as noted.

Fiscal Impact: Total ratification and approval by this action: **\$284,657.42**

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

April 4, 2012 Change Order Ratification Summary

	Project	Company	Original Contract	Previously Approved CO's	Items Pending Board Action		Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
					CO's Pending Ratification	CO's Pending Approval				
1	De Anza HS Replacement Campus	Wright Contracting, Inc.	\$62,508,000.00	\$2,237,265.00	\$150,350.00	\$0.00	\$2,387,615.00	3.82%	\$64,895,615.00	18
2	Nystrom ES Multipurpose Room	John Plane Construction	\$5,240,107.00	\$446,013.13	\$18,700.42	\$0.00	\$464,713.55	8.87%	\$5,704,820.55	13
3	King ES Construction and Demo	West Bay Builders	\$15,595,000.00	\$543,370.16	\$94,047.00	\$0.00	\$637,417.16	4.09%	\$16,232,417.16	13
4	Verde ES Toilet Room Restoration	Affordable Painting Services	\$83,000.00	\$0.00	\$8,300.00	\$13,260.00	\$21,560.00	25.98%	\$104,560.00	1

Pending Board Actions	Ratifications	\$271,397.42
	Approvals	\$13,260.00
	Total Board Action	\$284,657.42

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

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.10

Subject: Acceptance of the 2010-2011 Financial Bond Audit Report

Background Information:

Crowe Horwath LLP has prepared the independent financial bond audit report. The Citizen Bond Oversight Committee recommended at their meeting on March 28, 2012, that the Financial Bond Audit Report would be presented to the Board of Education. The Financial Bond Audit Report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the financial bond audit report, for the year ending June 30, 2011.

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.11
Associate Superintendent for Operations
Subject: Approval of El Cerrito High School Stadium and Field Replacement Additional Design Fees.

Background Information:

El Cerrito High School Stadium Replacement is one of the listed projects in Measure D-2010 Bond. The project was initiated with the scope and budget as identified under the project program for the Campus Replacement under Measure J bond. However, extensive soil and geotechnical issues, and increases in project scope have required substantial coordination and design modifications by WLC and its consultants. Fees will address these services for the additional scope.

Recommendation: Approve Additional Design Fees proposed for El Cerrito High School Stadium and Field Replacement.

Fiscal Impact: Total for this action: **\$432,000.** Funding source: Measure D-2010 Bond.

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.12
Associate Superintendent for Operations
Subject: Coronado Elementary School at Kennedy High School Portable Lease

Background Information:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Classroom and support Buildings for Coronado Elementary School at a site within the Kennedy High School campus. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be sixty (60) months.

The District engaged in a public bid process for the project. Bids were opened on March 12, 2012. One vendor submitted a bid. The bid was from Mobile Modular for \$1,158,128. The apparent lowest bidder is Mobile Modular.

Recommendation: Award contract to Mobile Modular.

Fiscal Impact: \$1,158,128. Funded from the Measure D-2010 Bond.

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: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.13

Subject: Kennedy High School Science Classrooms Portable Lease

Background Information:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Science Classrooms and support Buildings at a site within the Kennedy High School campus. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be twenty-four (24) months.

The District engaged in a public bid process for the project. Bids were opened on March 13, 2012. One vendor submitted a bid. The bid was from Mobile Modular for \$752,568. The apparent lowest bidder is Mobile Modular.

Recommendation: Award contract to Mobile Modular.

Fiscal Impact: \$752,568. Funded from the Measure J Bond.

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: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.14

Subject: Multipurpose Room Audio-Visual Project at Helms MS

Background Information:

The scope of work for this project consist of the installation of audiovisual systems at Helms Middle School's Multipurpose Room, including, but not limited to, loudspeaker system, portable AV rack with mixing board, operation mode plate, self powered stage monitors, wireless RF Hearing Assistance System, and wireless microphone channels.

The District engaged in a public bid process for the project. Bids were opened on March 20, 2012. Three contractors submitted bids. They are as follows: Triumph Construction Group, \$58,890; ERA Construction, \$67,570; AM Woo Construction, Inc., \$78,200. The apparent lowest bidder is Triumph Construction group.

Recommendation: Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact: \$58,890. Funded from the Measure D Bond.

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: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.15

Subject: Multipurpose Room Audio-Visual Project at Pinole MS

Background Information: The scope of work for this project consist of the installation of audiovisual systems at Pinole Middle School's Multipurpose Room, including, but not limited to, loudspeaker system, portable AV rack with mixing board, operation mode plate, self powered stage monitors, wireless RF hearing assistance system, and wireless microphone channels.

The District engaged in a public bid process for the project. Bids were opened on March 20, 2012. Four contractors submitted bids. They are as follows: Point One Electrical Systems, \$71,722.34; ABG Group, \$72,400; AM Woo Construction, Inc., \$80,800; ERA Construction, Inc., \$85,800. The apparent lowest bidder is Point One Electrical Systems.

Recommendation: Award contract to the lowest responsive, responsible bidder after the expiration of the protest period.

Fiscal Impact: \$71,722.34. Funded from the Measure D-2010 Bond.

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: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.16

Subject: Nystrom Elementary School Portable Lease

Background Information:

West Contra Costa Unified School District requires the installation of DSA Approved Reconditioned Portable Classrooms and support Buildings at a City of Richmond site adjacent to the Nystrom Elementary School Site. Each portable will provide for power connection, paging and intercom, and data systems. Additionally, it will provide fire alarm system components (smoke detector, pull station, horn, strobe, etc.) and intrusion alarm components for connection to the site's systems. Furthermore, one portable classroom shall be provided to the Leadership Public School temporary campus, which is located on the same city block. The District has selected the proposed vendor based upon the cost for portable buildings delivered to the site with all design and engineering suitable for DSA approval as well as a warranty period of a minimum of three (3) years to repair and replace any defective system components. The term of the lease is anticipated to be thirty (30) months.

The District engaged in a public bid process for the project. Bids were opened on December 19, 2011. Two vendors submitted bids. They are as follows: Mobile Modular, \$637,288; William Scottsman, \$889,662. The apparent lowest bidder is Mobile Modular.

Recommendation: Award contract to the lowest responsive, responsible bidder.

Fiscal Impact: \$637,288. Funded from the Measure J Bond.

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.17
Associate Superintendent for Operations
Subject: Nystrom Elementary School Temporary Campus Site Work Project Award of Contract

Background Information:

As part of the preparation for the Modernization of Nystrom Elementary School's main classroom building, the District is preparing a temporary campus adjacent to the school, on City of Richmond property. Scope of the project will include grading and paving of the site, installation of requisite utility infrastructures, receiving and connecting of portable classroom, administration, and support buildings. Removal of potentially contaminated soil is also within the project scope.

Interactive Resources has prepared plans and specifications for the project. The District conducted a public bid process for the project. Bids were opened on March 1, 2012. Five Contractors submitted bids. One of the bidders submitted their bids without a signed acknowledgement of all addenda and was rejected as non-responsive. The apparent low bidder subsequently submitted a withdrawal letter due to a mathematical error in its bid. The second contractor claimed a mathematical error by their listed sub-contractor, but, was willing to honor their bid, but, needed to substitute said sub-contractor. Given this situation it is appropriate for the District to reject all bids and rebid the project.

Recommendation:

Reject all bids and direct staff to rebid the project.

Fiscal Impact: Not known at this time. Funded by the Measure J Bond, under the Nystrom Elementary School Modernization Project budget.

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:** April 4, 2012
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent of Operations
Subject: Williams Lawsuit Complaints Quarterly Report

Background Information

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from January 1, 2012 through March 31, 2012.

Recommendation: For approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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



Quarterly Uniform Complaint Form

[Education Code 35186]

District: West Contra Costa Unified School District

Person completing this form: Bill Fay Title: Associate Superintendent

Quarterly Report Submission Date: (check one)

- ☒ April 30, 2012 (Jan-Mar 2012)
☐ July 31, 2012 (Apr-Jun 2012)
☐ October 31, 2011 (Jul-Sep 2011)
☐ January 31, 2012 (Oct-Dec 2011)

Date for information to be reported publicly at governing board meeting: April 4, 2012

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Dr. Bruce Harter

Print Name of District Superintendent

Signature of District Superintendent

April 4, 2012

Date

Please return completed form to Peggy Marshburn, Chief Communications Officer
CCCOE – 77 Santa Barbara Rd. Pleasant Hill, CA 94523
FAX: (925) 942-3454 E-MAIL: pmarshburn@cccoe.k12.ca.us

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: April 4, 2012

From: Bruce Harter
Superintendent

Agenda Item: D.1

Subject: Recognition of John Iwawaki for his 100th Escape Club Camping Trip

Background Information:

For the last twelve years, DeJean teacher John Iwawaki has been leading overnight camping trips for students to places like Yosemite, Mt. Diablo State Park, Monterey Bay Aquarium, SF Zoo, Golden Gate Bridge, Fort Point, Marine Mammal Center, Angel Island, Whale Watching in Monterey, Sledding in the Sierras, Año Nuevo State Park, Slide Ranch, Alamere Falls in Pt. Reyes National Seashore, Yosemite National Park, Albany Bowl, Oakland Ice Center. The work is underwritten by grants and service clubs such as the Richmond Rotary. The idea behind the trips, which are all taken outside of school time, is to broaden the student's understanding of nature, empower them to work in teams and experience the world in ways that they have not before.

Recommendation:

Recognition Only

Fiscal Impact: None to the District General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 4, 2012

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: D.2

Subject: Budget Update

Background Information: Associate Superintendent Business Services will provide an update on the budget.

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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 4, 2012

From: Wendell Greer, Associate Superintendent, K-12 Operations
Nia Rashidchi, Assistant Superintendent, Educational Services

Agenda Item: D.3

Subject: Closing the Achievement Gap Update

Background Information: The Board would like to have an ongoing conversation about closing the achievement gap and moving all students to high levels of achievement. Staff will give an overview of relevant District-wide programs and data, as well as share effective classroom practices and protocols.

Recommendation: Board to continue the conversation about closing the achievement gap.

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: April 4, 2012

From: Bruce Harter
Superintendent

Agenda Item: D.4

Subject: Board Priority on Middle School Mathematics - It All Adds Up

Background Information:

At the January Board retreat, the Board identified improving middle school mathematics as a priority for 2012. The Board named three strands as part of that priority: 1) Improve communication flow and data analysis to improve student math achievement; 2) Improve programmatic content; and 3) Increase student success through summer and extended day initiatives that are nurturing, challenging, inclusive and safe (physically and socially). Since the Board retreat, district staff have designed activities and timelines to reach the objectives that the Board had established. That work has been presented to the Board's Academic Subcommittee and shared with middle and high school teachers from throughout the district. The plan was updated after those meetings and is ready for Board review.

Recommendation:

That the Board review the plan for implementing the Board priority on middle school mathematics – "It All Adds Up."

Fiscal Impact: Budgeted for 2011-12

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
Board of Education Retreat Goal 2012

Improve Middle School Mathematics – It All Adds Up

Strand	Objectives	Activities	By when
Improve communication flow and data analysis to improve student math achievement	1. Create conditions for face-to-face communication and data sharing between 6 th grade and middle school math teachers	<ul style="list-style-type: none"> During full-day mathematics professional development meetings, teachers are grouped by Grades 6 through 8 and middle school and high school Algebra I, and are shown how to use the data from the benchmark assessments to create instructional mitigations. Teachers then use the mitigations to transform their instruction, incorporating new content and strategies to reach all students through multiple approaches. 	October and November 2011; January and March 2012
	2. Create conditions for face-to-face communication and data sharing between 8 th grade and high school math teachers	<ul style="list-style-type: none"> ❖ These topics are also covered in collaborative Pizza and Planning after school sessions for middle and high school teachers. 	October, November 2011; January, February, March, April, and May 2012
	3. Include parents and students in town hall and focus group meetings about improving middle school mathematics outcomes	<ul style="list-style-type: none"> • Provide 4 sessions for 8th grade and high school teachers to collaborate, share best practices, and review relevant data. 	October and November 2011; January and March 2012
	4. District math teams to use information from 1-3 above to improve program and report to the Board	<ul style="list-style-type: none"> • Will expand conversation (started at the November 2011 Academic Townhall meeting) to help parents/guardians provide appropriate home support as their children study and learn mathematics in school. 	November 2011 and ongoing
		<ul style="list-style-type: none"> ❖ Developed and posted online a Parents' Guide that outlines the overall WCCUSD mathematics instructional philosophy and strategies. The Parents' Guide will be translated into several languages; currently in English and Spanish. 	January 25, 2012 and ongoing
		<ul style="list-style-type: none"> ❖ Developed and posted online short Parent Mathematics Content Guides on specific mathematics topics (e.g., multiplying fractions). The Parent Mathematics Content Guides will be translated into several languages; currently in English and Spanish. 	January 27, 2012 and ongoing
		<ul style="list-style-type: none"> ❖ Develop and offer Parent University nights for middle schools to inform and empower parents to support their middle school math students. 	March – June 2012
		<ul style="list-style-type: none"> ❖ Include mathematics sessions at spring Academic Townhall meeting 	Spring 2012

		<ul style="list-style-type: none"> • 3 presentations to the Academic Subcommittee per year to give updates, showcase progress, and answer questions. • 2 presentations to the Board per year on program status. • Integration of web-based resources for the WCCUSD community, to provide easy access to parent and community resources through links from the WCCUSD Mathematics web pages directly to the Mathematics Coaching Consortium and California Mathematics Demonstration Center web pages. For example, by clicking on Links from the WCCUSD Mathematics web page at http://www.wccusd.net/math, there are links that go directly to the Parent Guides (https://sites.google.com/a/wccusd.net/mathematics-demonstration-center/cmdc-publications-1) 	<p>December 13, 2011; February 14 and June 2012</p> <p>February and June 2012</p> <p>January 30, 2012</p>
Improve programmatic content	<ol style="list-style-type: none"> 1. Increase rigor in middle school math 2. Create options for high achieving students 3. Improve student achievement outcomes from professional development 4. Increase student commitment to their own success 5. Improve or remove ineffective teachers 6. Develop and publicly review curriculum congruent with the Common Core Standards 	<ul style="list-style-type: none"> • Increase the level of instructional rigor through professional development (afterschool Pizza and Planning, Full-day, and site collaboration PD sessions) <ul style="list-style-type: none"> ❖ Teachers learn to teach multiple methods and representations, and teach student to compare the methods and representations learned, to make connections within mathematics and develop skill and understanding. <ul style="list-style-type: none"> ○ For example, rather than just teaching students how to find common denominators to compare fractions, teachers learn to use benchmark fractions to compare and order fractions. (https://sites.google.com/a/wccusd.net/mcc-wccusd1/home/resources/lessons/grade-6-lessons) ❖ Developed and posted best practice lessons that raise the rigor of the content. Following the example above, the benchmark fraction lesson can be found on the Grade 7 Lesson page, among many other lessons on other topics and in other grades. (https://sites.google.com/a/wccusd.net/mcc-wccusd1/home/resources/lessons) <ul style="list-style-type: none"> ○ Division through the grades, from elementary through Pre-Calculus is shown in the Pizza and Planning presentation for Grades 7-12. (https://sites.google.com/a/wccusd.net/mcc-wccusd1/pizza-planning-presentations) ❖ By showing students multiple methods, teachers provide greater access to more students. 	<p>Ongoing throughout school year; review current PD calendar</p> <p>District-wide PD:</p> <ul style="list-style-type: none"> ❖ After School Pizza and Planning: October, November 2011; January, February, March, April, and May 2012 ❖ Whole Day: October/November 2011; January and March 2012 <p>Ongoing throughout school year; web-based resources are constantly added and updated.</p> <p>January 19, 2012</p>

		<ul style="list-style-type: none"> ○ When students only are shown one method, not all students learn that method, and many students do not learn or understand the mathematics. ○ When students learn multiple ways to perform computations and solve problems, and then are able to select the method that works best for themselves in the context of specific mathematics work and problems, achievement for all students improves. ○ This differentiation supports all learners to achieve and understand a higher level of mathematics, aligned to college preparatory mathematics. 	2010 – ongoing
		<ul style="list-style-type: none"> • Site visits, classroom walk-throughs, as well as full time coaching provide opportunities to gather data on students' commitment to their own success in mathematics. <ul style="list-style-type: none"> ❖ Data is then used in professional development sessions with teachers; focus is on providing specific strategies to increase teacher practice and rigor, as well as student commitment, including lowering the affective filter, providing a supportive environment for student thinking, reasoning, and talking about mathematics, and a requirement for all students to take notes throughout mathematics class. 	Ongoing throughout school year, by coaches and mathematics department
		<ul style="list-style-type: none"> • Conduct site visits and walk-throughs to identify the specific support that grade levels, departments, and schools need to increase student performance, including differentiated levels of support for individual teachers. 	Ongoing throughout school year, by coaches and mathematics department
		<ul style="list-style-type: none"> • Content-focused coaching model includes varied levels of coaching depending on teachers' needs (e.g., providing demonstration lessons, providing planning support, team teaching, and checking in with teachers on the pacing guide) 	Ongoing throughout school year, by coaches and mathematics department
		<ul style="list-style-type: none"> • We have begun to integrate references to Common Core Standards into all professional development provided to teachers by enhancing lessons with best practices. For example, at a secondary Pizza and Planning presentation, these references were included. (https://sites.google.com/a/wccusd.net/mcc-wccusd1/pizza-planning-presentations) 	October 20, 2011
		<ul style="list-style-type: none"> ❖ Provide focused Common Core Basic 101 training for Pre-K-12 teachers. 	Spring 2012
		<ul style="list-style-type: none"> ❖ Develop a Common Core Certification team of teachers, 	Spring 2012

		principals, and central office administrators to ensure that all certified staff make a smooth transition to the Common Core Standards.	
Increase student success through summer and extended day initiatives that are nurturing, challenging, inclusive and safe (physically & socially)	<ol style="list-style-type: none"> 1. Develop external partnerships for both resources and approaches 2. Redirect existing resources and align the extended program with the regular program 3. Distinguish summer initiative from traditional summer school 4. Create summer math bridges for students moving from 6th to 7th and from 8th to 9th 	<ul style="list-style-type: none"> • With the support of WCCUSD, the already existing Mathematics Coaching Consortium (MCC) is expanding previous work. <ul style="list-style-type: none"> ❖ Program includes over 40 full time mathematics coaches from over 20 districts, including WCCUSD. ❖ MCC meets monthly in WCCUSD and supports the coaches to develop best practice lessons which are then posted online, accessible through the WCCUSD mathematics website. (https://sites.google.com/a/wccusd.net/mcc-wccusd1/home/resources/lessons) ❖ Based on the work of MCC, CDE has funded a California Mathematics Demonstration Center for \$250,000 per year, with leadership and virtual hosting provided by the WCCUSD Mathematics Center, to expand the work of MCC. ❖ Chevron has provided two \$200,000 grants through a competitive application process to develop WCCUSD mathematics coaches at middle and high school. ❖ Chevron has also provided \$1.5 million to CSUEB over three years to develop the Mathematics Achievement Academies (MAA), summer mathematics programs for high school students, with multiple sections of Algebra I, Geometry, and Algebra II in WCCUSD. ❖ The Leshner Foundation has recently awarded \$1.4 million to CSUEB to continue and expand MAA, and to sustain the program in WCCUSD. ❖ The WCCUSD Mathematics Center is aligning all resources with the WCCUSD model for mathematics reform. This alignment includes putting additional coaches in place who are funded by other grants to work in coordination with the WCCUSD Mathematics Center, and to participate in MCC. ❖ Additionally, MAA college mentors, tutors, and volunteers are provided opportunities to learn the MCC best practices to support students. The professional development and coaching provided to 	<p>Monthly professional development throughout school year</p> <p>Monthly professional development throughout school year</p> <p>Started January 2012 – ongoing</p> <p>Middle School: 2011-12 High School: 2012-13</p> <p>2010-2012</p> <p>2012-2014</p> <p>Spring 2012</p> <p>May 2012</p>

		<p>teachers is helping them align support and after school classes with core content and best practices.</p> <ul style="list-style-type: none"> ❖ The MAA program is distinct from traditional summer school. For example, MAA provides a fully scripted curriculum based on MCC best practices, organized in 20 days of summer curriculum. ❖ MAA includes students entering Grade 9. <ul style="list-style-type: none"> ○ Grade 6 to 7 programs are being developed, following the MCC-MAA model. 	<p>Summer 2012</p> <p>January 2012 – ongoing</p>
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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:** April 4, 2012
From: Bruce Harter **Agenda Item:** D.6
Subject: In Memory of Members of the School Community

Background Information:

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

In 1975, Ms. Ann Marie Orozco began working with the District. Ms. Orozco worked at Chavez Elementary for many years until her retirement in 2008.

Ms. Annie Soo worked for twenty years in District schools including Roosevelt Junior High, El Cerrito High and Harry Ells High teaching English, journalism and serving as newspaper and yearbook advisors.

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

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

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

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: April 4, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: G.1

Subject: Project Status Report

Background Information:

The following are provided for review of Facilities Planning and Construction in the District's Bond Program and for information regarding individual projects:

- Engineering Officer's Report – Verbal Presentation
- Construction Status Reports – Current Construction Projects

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

PROJECT STATUS REPORT

De Anza High School - Replacement Campus

Period Ending: 3/21/2012

Scope: Replacement Campus

Construction Status:

Architect: DLM Architects
 Project Manager: Jose Chapa, SGI Construction Management
 Project Engineer: Marc Alojepan, SGI Construction Management
 Contractor: Wright Contracting Inc.
 Inspector: Steve Cayson
 WCCUSD Mgr: Keith Holtslander

Contract Status:

Notice to Proceed: 05/17/2010
Original Approved Projected
 Construction Schedule (days): 1,080
 Original Completion Date: 05/01/2013
 Projected Completion: 05/01/2013

Buildings:

Building 1 Administration & Library
 Building 2 & 3 Theater & Arts
 Building 4 Special Education
 Building 5 Science
 Building 6 & 7 Classrooms
 Building 8 Gymnasium
 Building 9 Cafeteria
 Building 11, 12, & 13 Lobby, Breezeway, & Entrance Structure

Progress This Period:

- Building 1, 2, 3, 4, 5, 8, & 9--Interior Finishes & Casework
- Building 1, 2, 3, 8, & 9--Install Ceiling & Lighting
- Building 4, 5, 6, 7, & 11 Install Storefront, Windows, & Doors
- Building 4, 5, 6, & 7--Install Brick Veneer & Exterior Plaster
- Building 4, 5, 6, 7, 9, & 11--Install HVAC Ducts & Equipment
- Building 5, 6, & 7--Install MEP Rough-Ins
- Building 5, 6, 7, & 11--Install Interior Wall Insulation & Drywall
- Building 8--Install Gym Equipment & Accessories
- Building 9--Install Kitchen Equipment
- Building 12--Install Exterior Metal Stud Framing
- Building 13--Excavate Footing & Install/Form Footing & Rebar

Anticipated Progress Next Period:

- Building 1, 2, 3, 4, 5, 8, & 9--Interior Finishes & Casework
- Building 1, 2, 3, 4, & 5--Install Ceiling & Lighting
- Building 5, 6, & 7--Install Brick Veneer & Exterior Plaster
- Building 5, 6, & 7--Install HVAC Ducts & Equipment
- Building 6 & 7--Install MEP Rough-Ins
- Building 6, 7, & 11--Install Interior Wall Insulation & Drywall
- Building 8 & 9--Install Flooring
- Building 12--Install Exterior Wall Sheathing
- Building 13--Pour Concrete Footings, Curbs, & Grade Beams

Schedule Assessment/Update:

Construction Duration (Calendar Days): 1,080
 Construction Calendar Days Elapsed: 674
 Construction Calendar Days Remaining: 406
 Percent of Contract Calendar Days Elapsed: 62%
 Percent of Construction Completed: 65%

Percentage of Work Done 65% Total Project

Proposed Changes:

General Comment:

Progress Photos: 3/21/2012



Building 1--Administration: Ceiling & Lighting



Building 8--Gymnasium: Interior Finish



Building 13--Entrance: Excavate Footings

PROJECT STATUS REPORT

Dover Elementary School -

Period Ending: 3/21/2012

Scope: Increment 2 - Construction of new school buildings with covered walkway.

Construction Status:

Architect: HY Architects, Inc.
Project Manager: Eddie Law, SGI Construction Management
Project Engineer:
Contractor: Alten Construction, Inc.
Inspector: Kris Gilbert
WCCUSD Mgr: Keith Holtslander

Contract Status:

Notice to Proceed: 06/15/2009

	Original	Approved	Projected
Construction Schedule (days):	1,110	199	1,309
Original Completion Date:	06/29/2012		
Projected Completion:	1/14/2013		

Buildings:

Building A	Main Admin. Building & Classrooms - COMPLETED
Building B	Pre-School/Kindergarten - IN PROGRESS
Building C	Multi Purpose Building - IN PROGRESS
Site Work	Site Work and Covered Walkway

Progress This Period:

Building B:

- Mechanical (HVAC ducts), Electrical, Plumbing (copper and gas), Fire Sprinkler - Completed and inspected/tested
- Window frame and glazing; Exterior door frames and hardware; Insulation - Completed
- Covered walkway and plywood sheathing; Tyvek vapor barrier, building paper and lath; Canopy roofing and cap sheet; Drywall - In progress

Building C:

- Low slope built-up roofing; Exterior door frames and hardware; Spray-on water proofing; Window frames and glazing - Completed
- Metal roof panels at barrel roof; Storefront frame and glazing, MEP and fire sprinkler rough-in - In progress

Anticipated Progress Next Period:

Building B:

- Continuation of exterior weather barrier and lath activities
- Begin plastering activities
- Continuation of built-up roof and cap sheet
- Continuation of drywall activities and tape/mud
- Set roof-top mechanical units

Building C:

- Continuation of in-progress work as noted above
- Insulate walls and begin drywall activities
- Scaffold and begin vapor barrier, building paper and lath

Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,309
Construction Calendar Days Elapsed:	1,010
Construction Calendar Days Remaining:	299
Percent of Contract Calendar Days Elapsed:	77%
Percent of Construction Completed:	78%

Percentage of Work Done	78%	Total Project
Phase 1 -- Demolition & Site Work	Increments 1 & 1A	100%
Phase2 -- Building "A"	Increment 2	100%
Phase 3 -- Building "B" & "C"	Increment 3	55%
Phase 4 -- Site Work & Playground	Increment 3	5%

Proposed Changes:

General Comment:

Progress Photos: 3/21/2012



Building B - Vapor Barrier, Building Paper & Lath



Building B - Insulation Activities



Building C - Entrance Canopy Framing

PROJECT STATUS REPORT

Kennedy High School - ADA Upgrades and Elevator

Period Ending: 3/21/2012

Scope: ADA Upgrades and Elevator Project

Construction Status:

Architect: HMC Architects
 Project Manager: Herman Blackmon Jr., Amanco, Inc.
 Project Engineer:
 Contractor: CF Contracting
 Inspector: Brad Williamson
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	08/15/2011		
	Original	Approved	Projected
Construction Schedule (days):	210		
Original Completion Date:	3/12/2012		
Projected Completion:	7/15/2012		

Buildings:

Progress This Period:

- Constructing Roof - 30%
- Striped for ADA Drop-Off and Parking Space
- Installed Chair Lifts in Multi-Purpose and Drama Rooms
- Completed Electrical Rough-In for Chair Lifts

Anticipated Progress Next Period:

- Hang Drywall in Elevator and Machine Room
- Frame Elevator Interior
- Waterproof Exterior of Elevator and Machine Room and Apply Lath and Stucco
- Start Installation of Elevator
- Complete Electrical Runs to Elevator
- Conduct Inspection and Training for Chair Lifts
- Install Complete Roof and Exhaust Fan

Schedule Assessment/Update:

Construction Duration (Calendar Days):	210
Construction Calendar Days Elapsed:	219
Construction Calendar Days Remaining:	-9
Percent of Contract Calendar Days Elapsed:	104%
Percent of Construction Completed:	46%

Percentage of Work Done	46%	Total Project
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Proposed Changes:

- Add Knox Box at Front of School Per Requirement of the Fire Inspector.

General Comment:

Progress Photos: 3/21/2012



Elevator Roof Construction



Multipurpose Room Conduit & Framing



Chair Lift Installation

PROJECT STATUS REPORT

Kennedy High School - Concession Stand and Lights

Period Ending: 3/21/2012

Scope: Concession Stand and Lights

Construction Status:

Architect: Powell & Partners
Project Manager: Herman Blackmon Jr., Amanco, Inc.
Project Engineer:
Contractor: B-Side Construction
Inspector: Brad Williamson
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed: 04/01/2011
Original Approved Projected
Construction Schedule (days): 210
Original Completion Date: 10/28/2011
Projected Completion: 4/15/2012

Buildings:

Concession Stand

Progress This Period:

- Completed Exterior Paving
- Installed Bathroom Floor and Wall Tiles
- Installing Bathroom Accessories - 60%
- Installed Overhead Door
- Painted Exterior
- Interior Painting - 60%
- Installed Casework
- Completed Roofing
- Installed Site Lighting

Anticipated Progress Next Period:

- Install HVAC Units on Roof
- Install Roof and Window Flashing
- Install Windows
- Complete Installation of Bathroom Fixtures
- Install Bathroom Partition Door
- Pull Electrical Fiber Optic Wires for POS
- Replace Fencing
- Achieve Substantial Completion

Schedule Assessment/Update:

Construction Duration (Calendar Days): 210
Construction Calendar Days Elapsed: 355
Construction Calendar Days Remaining: -145
Percent of Contract Calendar Days Elapsed: 169%
Percent of Construction Completed: 90%

Percentage of Work Done 90% Total Project

Proposed Changes:

- Install Security Lights and Speakers to Field Light Poles

General Comment:

Progress Photos: 3/21/2012



Terrazzo Sinks



Men's Bathroom Stall



Casework Installation

PROJECT STATUS REPORT

Kennedy High School - Quads Upgrade

Period Ending: 3/21/2012

Scope: Quads Upgrade

Construction Status:

Architect: HMC Architects
Project Manager: Herman Blackmon Jr., Amanco, Inc.
Project Engineer:
Contractor: CF Contracting
Inspector: Brad Williamson
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	12/27/2011	Original	Approved	Projected
Construction Schedule (days):	300			
Original Completion Date:	10/27/2012			
Projected Completion:	8/15/2012			

Buildings:

Progress This Period:

Phase 1

- Installed Irrigation Conduit
- Poured Footings for Seat Walls
- Forming for Seat Walls - 80%
- Removed Abandoned Gas Line
- Install Electrical Conduit for Lights and Outlets
- Repaired Leaks from Existing Lines

Anticipated Progress Next Period:

Phase 1

- Prepare Flatwork for Rebar and Concrete
- Install Stairs
- Pour Concrete for Seat Walls
- Set "K" for Logo and Install Pavers
- Prepare Soil for Planting
- Start Planting

Schedule Assessment/Update:

Construction Duration (Calendar Days):	244
Construction Calendar Days Elapsed:	85
Construction Calendar Days Remaining:	159
Percent of Contract Calendar Days Elapsed:	34%
Percent of Construction Completed:	28%

Percentage of Work Done	28%	Total Project
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Proposed Changes:

- Repair Existing Roof Leader Drain Line

General Comment:

Progress Photos: 3/21/2012



Seat Wall Forming at West Main Quad



Seat Wall Forming at East Wall Quad



Install Electrical Conduit

PROJECT STATUS REPORT

King Elementary School - Increment 2 New Construction

Period Ending: 3/21/2012

Scope: Milestone 1: Const. of (N) School Bldgs. & Site Work; Milestone 2: Teacher & Staff Move; Milestone 3: Demo. of (E) School and site work.

Construction Status:

Architect: Quattrocchi Kwok Architects
Project Manager: Alaric Robinson, Amanco, Inc.
Project Engineer: Eddie Law, SGI Construction Management
Contractor: West Bay Builders
Inspector: Mark Eriksen
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed: 03/25/2009

	Original	Approved	Projected
Construction Schedule (days):	720		129
Original Completion Date:	03/15/2011		
Projected Completion:	5/16/2012		

Buildings:

A Single Story- Classrooms, library and admin. areas
B Two Story- Classrooms
C Single Story- Multi-Use With Stage and Kitchen

Progress This Period:

All Buildings:

- GC completed Back Punch List and requested final AOR review. School in use and operational.

Site:

- All striping and graphics completed.
- All playground equipment and furnishings installed, certified and in use.
- All street encroachment areas completed and approved by the City of Richmond.
- Construction Trailers, temporary fencing at pre-K and K play areas, and temp. power poles removed.
- Drainage Swale filled in, compacted and graded.
- Play fields re-graded and additional top soil added.

Anticipated Progress Next Period:

All Buildings:

- All punch list items to be completed.
- All warranty, repair items to be completed.
- M&O Staff requested items to be specified, priced and scheduled.

Site:

- All construction fencing to be removed.
- All planting and ground cover to be installed.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	1,092
Construction Calendar Days Remaining:	-372
Percent of Contract Calendar Days Elapsed:	151%
Percent of Construction Completed:	98%

Percentage of Work Done	98%	Total Project
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Site Work	95%
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Proposed Changes:

Sod to be installed in lieu of specified hydro-seed per district direction.

General Comment:

Landscaping activities to resume and be completed as weather allows.

Progress Photos: 3/21/2012



Completed Preschool Play Structure and Yard



Completed Kindergarten Play Structure and Yard



Completed Play Yard Graphics

PROJECT STATUS REPORT

Nystrom Elementary School - Multipurpose Room

Period Ending: 3/21/2012

Scope: Multipurpose Room Construction

Construction Status:

Architect: Interactive Resources
Project Manager: Sonya Perkins, SGI Construction Management
Project Engineer: Eddie Law, SGI Construction Management
Contractor: John Plane Construction
Inspector: Kris Gilbert
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	07/26/2010	Original	Approved	Projected
Construction Schedule (days):	515			
Original Completion Date:	12/23/2011			
Projected Completion:	12/23/2011			

Buildings:

Single Story Multi-Use Library, Classrooms, Computer Lab & Kitchens

Progress This Period:

Vandalism damage control of water, paint, graffiti and demo flooring. JPC hired Serv-Pro to perform damage control. RGA was hired by the District to conduct moisture testing

Anticipated Progress Next Period:

Vandalism repairs officially began on 3/16/12. Demo flooring in Multi-Purpose Room, remove all wainscot in corridor to check for moisture.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	580
Construction Calendar Days Elapsed:	604
Construction Calendar Days Remaining:	-24
Percent of Contract Calendar Days Elapsed:	104%
Percent of Construction Completed:	96%

Percentage of Work Done	96%	Total Project
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Proposed Changes:

General Comment:

Vandalism occurred on 2/12/12, John Plane Construction and District agreed to scope of work on 3/16/12. Vandalism demolition of walls started on 3/16/12. IOR, RGA & ATI to inspect wall cavities for moisture content. After inspections John Plane Construction to proceed with repairs.

Progress Photos: 3/21/2012



Vandalism in Multi-Purpose Room



Floor Demo



Remove Wainscot in Corridor

PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 3/21/2012

Scope: West Campus

Construction Status:

Architect: Powell & Partners
Project Manager: Alex Gourtzelis, SGI Construction Management
Project Engineer: Marcus Blackmon, Amanco, Inc.
Contractor: Zovich Construction
Inspector: Mark Eriksen
WCCUSD Mgr: Keith Holtslander

Contract Status:

Notice to Proceed:	08/01/2011	Original	Approved	Projected
Construction Schedule (days):	720			
Original Completion Date:	09/19/2013			
Projected Completion:	09/19/2013			

Buildings:

Building A	Two Story Building.
Building B	Single Story Building.

Progress This Period:

Progress this period for the Ohlone Phase I & II West Campus Project is as follows: Building B - continued clerestory framing, roof framing, low roof plywood, electrical and technological rough in at East and West Walls; Building A - continued installing nailers at curbs, wall and roof framing; Utilities - no work on underground utilities has been performed during the previous period; Site Work - no site work has been performed during previous period.

Anticipated Progress Next Period:

Progress the next period for the Ohlone Phase I & II West Campus Project is presumed to be the following: Building B - continue clerestory, roof and low roof framing. Continue electrical and technological rough in at East and West Walls; Building A - Erect structural steel, erect steel stairs, install nailers, frame walls and roof; Utilities - none anticipated; Site Work - none anticipated.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	233
Construction Calendar Days Remaining:	487
Percent of Contract Calendar Days Elapsed:	32%
Percent of Construction Completed:	30%

Percentage of Work Done	30%	Total Project
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Proposed Changes:

General Comment:

Progress Photos: 3/21/2012



Rough Framing at Building B



Proceeding with Rough Framing at Building A



Building B Interior Classroom Wall Framing

PROJECT STATUS REPORT

Pinole Valley High School -

Period Ending: 3/21/2012

Scope: Installation of Digital Video Surveillance System

Construction Status:

Architect: TCG International
Project Manager: Hector DeLeon, SGI Construction Management
Project Engineer:
Contractor: WEST Corporation
Inspector: Jamal Abki
WCCUSD Mgr: Keith Holtslander

Contract Status:

Notice to Proceed:	2/20/2012		
	Original	Approved	Projected
Construction Schedule (days):	90	90	90
Original Completion Date:	5/20/2012		
Projected Completion:	5/20/2012		

Buildings:

Campus wide

Progress This Period:

Electrical conduit is complete. All penetrations through the buildings are done. 80% of equipment is on site and the contractor has begun installation into the individual IDF rooms. Camera mounts are 80% complete. Cat 6 cable is currently being pulled from camera locations to IDF rooms.

Anticipated Progress Next Period:

Installation of cameras , NVR and wireless system.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	90
Construction Calendar Days Elapsed:	31
Construction Calendar Days Remaining:	59
Percent of Contract Calendar Days Elapsed:	34%
Percent of Construction Completed:	55%

Percentage of Work Done

55%

Total Project

IDF Penetrations	100%	10%
Electrical conduit	100%	20%
Cat 6 Cable pull	30%	15%
Camera Mounts	60%	5%
Equipment Procurement	75%	5%

Proposed Changes:

None to date

General Comment:

Contractor is currently ahead of schedule. Equipment is installed in three of six IDF locations on site. All the electrical rough in and finish is complete. CAT 6 cable installation is currently underway and will be completed by the end of month when the cameras arrive.

Progress Photos: 3/21/2012



Camera mount with CAT 6 Cable



IDF penetrations with corner camera mount and conduit feed onto roof



IDF installation in Building 500 of wireless system