

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

**March 26, 2014**

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

Clerk Groves called the meeting to order at 5:45 P.M. The Board recessed into Closed Session. Clerk Groves called the Public Session to order at 6:33 P.M.

**B.1 Pledge of Allegiance**

Clerk Groves led the pledge of allegiance.

**B.2 Welcome and Meeting Procedures**

Due to the absence of President Ramsey, Clerk Groves offered welcome and instructions to the public regarding the meeting.

**B.3 Roll Call**

**Board Members Present:** Randall Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather  
President Ramsey arrived at 6:46 PM.

**Staff Present:** Magdy Abdalla, Engineering Officer; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Operations & Operations; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Keith Holtslander, Director Facilities & Construction; Nicole Joyner, Director Data and Accountability; Tashaka Merriweather, School to Health Coordinator; Mary Phillips, Chief Technology Officer; Lyn Potter, Director Categorical & Instructional Support Services; Nia Rashidchi, Assistant Superintendent Educational Services; Reyna Touriel, Translator; Marin Trujillo, Coordinator Community Engagement; Ken Whittemore, Assistant Superintendent Human Resources; Darrin Zaragoza, Athletics Coordinator

**B.4 Presentation of Student Board Representative from the Youth Commission**

Ms. LaVonia Bobo provided a report of activities for the Youth Commission.

**B.5 Report/Ratification of Closed Session**

Superintendent Harter asked the Board to ratify action taken in Closed Session to approve the following:

Four Administrative Appointments including:  
Summer School Principals for Special Education Services – Alison Makela and Eric Peterson  
Director Business Services - Regina Webber  
Director Data and Accountability – Nicole Joyner

**MOTION: Ms. Kronenberg moved approval of action taken in Closed Session to appoint administrators. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.**

Superintendent Harter also asked the Board to ratify action taken in Closed Session approving placement of a certificated staff member on unpaid administrative leave.

**MOTION: Ms. Kronenberg moved approval of action taken in Closed Session to approve placement of a certificated teacher on administrative leave. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.**

**B.6 Agenda Review and Adoption**

**MOTION:** Ms. Kronenberg moved approval of the agenda. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

**B.7 Minutes:** March 12, 2014

**MOTION:** Ms. Merriweather moved approval of the Minutes of March 12, 2014. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

**B.8 WCCUSD Public Comment**  
Mary Flanagan

**C. BUSINESS ITEMS**

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

**C.2 Acceptance of Donations**

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

**C.4 Contracted Services**

**C.5 Notice of Completion: Bid J068194 DeAnza High School Replacement Campus**

**C.6 Routine Personnel Changes – Classified**

**C.7 Ratification and Approval of Engineering Services Contracts**

**C.8 Ratification and Approval of Negotiated Change Orders**

**C.9 Annual Financial Audit of District Bond Program**

**C.10 Annual Proposition 39 Performance Audit of District Bond Program**

**C.11 Ratification of Staff Awarded Contract: Pinole Valley High School Interim Campus Site Work Project**

**C.12 Richmond Swim Center Award of Contract**

Superintendent Harter read an amendment to this item into the record including information about the public bid process held on March 25, 2014. *The District conducted a public bid process for the project. Bids were opened on March 25, 2014. Three contractors submitted bids. Total bids are as follows: ARNTZ Builders, Inc. \$7,652,876; Midstate Construction \$7,988,093; Gonsalves & Stronck Construction Company \$8,123,900. The Total Bid Price includes Base Bid plus alternates and unit pricing. The apparent lowest responsive, responsible bidder is ARNTZ Builders, Inc.*

**C.13 Proposition 39 Final Offers of Space to Caliber Beta Academy and Richmond Charter Academy Middle School**

**C.14 Hosted VoIP to standardize and upgrade communication systems for all District sites (“Project”)**  
**Public Comment:**

Rhonda Lutz

**C.15 Assessment System for Common Core State Standards**

**C.16 High School Physical Education Exemption Process and Physical Fitness Testing**

This item was pulled from the Consent Items for separate action.

**C.17 Approval of Physical Education Course Offerings for grades 9 through 12**

**C.18 Resolution No. 68-1314 - Day of Recognition for César Chávez - March 31, 2014**

**C.19 Board Approval of Single Plans for Student Achievement (SPSAs) and Title I Parental Involvement Policies**  
**Public Comment:**

Georgio Cosentino

**C.20 Approval of District Local Control Accountability Plan Parent Committee Nominees**

Superintendent Harter read an amendment to this item into the record adding the name of Alma Gomez to the Local Control Accountability Committee as the representative of the Concilio Latino.

President Ramsey arrived and assumed the gavel.

**MOTION:** Mr. Groves moved Approval of Consent Items C. 1 – C.15, C.17 - C.20. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

**D. AWARDS, RECOGNITIONS, AND REPORTS**

**D.1 Recognition of Schools Selected by California Business for Education Excellence for Prestigious Honor Roll**

Mr. Greer led the recognition of six schools that have received commendations from the California Business Schools Excellence Honor Roll. The recognitions were in two categories. Star School award winners have shown significant populations of socioeconomic disadvantaged students showing significant increases in grade level proficiencies over time. Scholar Schools have shown significant academic achievement over time but do not have a significant number of socioeconomically disadvantaged students. They share common factors for high performing schools. Mr. Greer presented the following schools for recognition and awards.

Star Schools - Olinda Elementary, Montalvin Elementary, Middle College  
Scholar Schools – Hanna Ranch Elementary, Kensington Elementary, Madera Elementary

**Public Comment:**

None

**Board Comment:**

Ms. Merriweather spoke for the entire Board in commending the schools for these honors. She remarked on the job as role models portrayed by the teachers and principals.

**D.2 Recognition of Jenn Rader**

Mr. Tashaka Merriweather provided background of Ms. Rader and her recognition as recipient of the 2014 School Health Champion award by the California School Based Health Alliance. Ms. Rader thanked the Board for their commendation and recognized her colleagues at the other District high school health centers who also advocate for improving school climate.

**Public Comment:**

None

**Board Comment:**

Mr. Enos spoke of working with Ms. Rader and commended her dedication.

President Ramsey recessed the meeting into Closed Session at 7:00 PM.

President Ramsey reconvened the meeting into Public Session at 7:17 PM

**F.1 Board Policy Revisions - BP 4111, BP 4211, BP 4311**

Mr. Whittemore provided background on the policy revisions to ensure that all new or returning employees have references called for verification before beginning employment. Certificated, classified and management employees will all be subject to background checks as well as for substitute employees.

**Public Comment:**

None

**Board Comment:**

President Ramsey asked about assurances for the public. Mr. Whittemore spoke of cross training of the personnel staff with review of the resume, background checks and fingerprint clearance by the Assistant Superintendent before any person can go into the field. Mr. Whittemore explained the reporting process for the State Teacher's Credentialing Commission. Discussion continued regarding substitute teachers.

Discussion addressed certificated employees at charter schools as well as District schools.

Superintendent Harter addressed the concern of the Board to require charter schools in applying for renewal petitions to include reporting of teachers who left employment under a cloud of suspicion. The same request could be forwarded to the County Office of Education to require similar information from the schools under County jurisdiction.

Discussion also included communication with parents about teacher initiated study trips requiring approval by the school principal as proof of a school sponsored event.

Superintendent Harter summarized the discussion and commitment to have the Board review the check list implemented by Human Resources to record specifics regarding employee background checks, and provisions in charter school memorandums of understanding to implement employee background checks and required reporting of employees leaving under a cloud of suspicion. Staff will work to set up communication with parents around the District forms used for approval of school sponsored study trips and distribution of literature regarding district approval of trips.

**MOTION: Ms. Kronenberg moved approval of Board Policy Revisions - BP 4111, BP 4211, and BP 4311. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonja Bobo (advisory vote only), and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

## **E. COMMITTEE COMMUNICATIONS**

### **E.1 Standing Reports**

President Ramsey left the dais; Clerk Groves assumed the gavel.

**West Contra Costa Administrators Association.** Co-Executive Directors Sarah Danielson and Sharon Lambie, introduced the executive board members.

Katie VonHusen, President and Central Office Representative  
Marco Gonzalez, Elementary Principal Representative  
Sylvia Greenwood, Vice President and Middle School Principal Representative  
Wendy Forest, At Large Member  
Ken Talken, Central Office Representative  
Sharon Lambie, Co-Executive Director  
Kim Moses, Treasurer and Elementary Principal Representative  
Debbie Narasaki, Middle School Principal Representative  
Greg Santiago, Elementary School Principal Representative  
Jose DeLeon, High School Principal Representative  
Jen Bender, High School Principal Representative

**Academic Subcommittee.** Ms. Rashidchi reported on the last meeting where Superintendent Harter talked about Local Control Accountability Plan, information was presented regarding physical education as well as discussion about best practices. She announced the next meeting for April 22 and the upcoming May 22 Best Practices Conference.

**Community Budget Advisory Committee.** Ms. Gamba announced the next meeting for March 27, 2014 at Alvarado Adult Education Campus and invited the public to learn more about the District's budget.

**Facilities Subcommittee.** Ms. Kronenberg said the next meeting was scheduled for April 15 at the Facilities Operations Center.

**Ivy League Connection.** Ms. Kronenberg said that interviews are scheduled for certificated employees to serve as chaperones for the summer program.

**Safety and School Climate Committee.** Ms. Merriweather announced the next meeting for April 3, 2014 at Lupine Elementary School, 9:00 AM. Mr. Enos said that discussion will include school safety regarding employee background checks.

**Technology Subcommittee.** Ms. Phillips announced the next meeting for April 14, 2014, at 1300 Potrero Avenue in Richmond.

**Youth Commission.** Mr. Groves reported the next meeting will be held April 14, 2014 at Helms Middle School.

### **C.16 High School Physical Education Exemption Process and Physical Fitness Testing**

Mr. Groves asked about the new policy around the high school exemption process. Mr. Greer and Mr. Zaragoza reported that the high school exemption policy stands in compliance with state regulations. Mr. Groves asked whether this policy modified middle school exemptions. Mr. Zaragoza responded for clarification speaking about the

guidelines allowing exemptions. This is an effort to streamline for compliance purposes the tracking and monitoring of students for PE testing and exemptions. Mr. David Perry, Physical Education chairperson and athletic director at Kennedy High School, was available to respond to questions.

**Public Comment:**

None

**Board Comment:**

Mr. Enos asked that the Board be provided with any updates and changes.

**MOTION: Ms. Kronenberg moved approval of the High School Physical Education Exemption Process and Physical Fitness Testing. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonja Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.**

**E.2 Superintendent's Report**

Superintendent Harter provided a report of activities in the District.

**F. ACTION ITEMS**

**F.1 Board Policy Revisions - BP 4111, BP 4211, BP 4311**

This item moved to follow item D.2.

President Ramsey returned and resumed the gavel.

**F.2 Second Interim Report, 2013-14 / Financial Update**

Ms. Gamba provided a financial report for the period closing January 31, 2014. The Second Interim Report for 2013-14 contained updated information for all funds. She recapped revenue growth, use of ending fund balance, and fund balances for the reserve.

Student Representative LaVonja Bobo left the meeting for the evening.

**Public Comment:**

Pat Miles

**Board Comment:**

President Ramsey had specific questions about class size reduction and school resource officers for Pinole and San Pablo. Discussion included increasing the reserve funds to six (6) percent with Ms. Merriweather expressing concern.

**MOTION: Mr. Enos moved approval of the Second Interim Report and budget development to increase reserves to six (6) percent. Ms. Kronenberg seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Kronenberg, and President Ramsey voting yes, Ms. Merriweather voting no, with no abstentions and no absences. Motion carried 4-1-0-0.**

**F.3 WCCUSD Technology Plan 2014-2017**

Ms. Phillips presented the District's 2014-2017 Technology Plan as required by E-rate. She said it was aligned with the District's strategic plan, LCAP and Common Core Standards. She highlighted the goals and objectives of the plan.

**Public Comment:**

None

**Board Comment:**

President Ramsey reminded the Board that the technology implementation was funded by the bond program to help classrooms. It is expected that other funds will backfill the bond funds.

Ms. Merriweather had questions about the tablet rollout for testing at the sites. Ms. Phillips provided clarification. Ms. Gamba spoke about Common Core State Standards funds earmarked by the District to provide for professional development for teachers rather than technology purchases.

**MOTION: Ms. Kronenberg moved approval of the WCCUSD Technology Plan 2014-2017. Mr. Enos seconded. Roll call vote with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**G. DISCUSSION ITEMS**

**G.1 Strategic Plan / Local Control Accountability Plan Update**

Superintendent Harter presented an update to the Strategic Plan and the Local Control Accountability Plan. He recapped the outline of the District direction and estimates to enable the Board to consider the proportions of staffing and extra-curricular programs for upcoming years.

**Public Comment:**

None

**Board Comment:**

Mr. Enos remarked on the amount of material to review and process.

Ms. Kronenberg had questions about whole school intervention. Superintendent Harter detailed key elements of a longer school day and longer school year while providing the kind of counseling and psychological services for students. He spoke of the positive outcomes of these for students at Helms Middle School and DeAnza High School. The key is to use the additional time to engage students so they are excited about going to school.

Ms. Merriweather asked about the Kennedy fabrication lab funding. Superintendent Harter responded about the grant funding from Chevron for the project and the thinking for the upcoming years develop the STEM academy at Kennedy. Mr. Whittemore responded to questions about recruiting quality teachers.

Mr. Groves remarked that the plan is on target particularly regarding support for students to grow socially and emotionally. He asked about library books for elementary schools, as well as alternatives to suspensions with behavioral and academic support for students. Staff responded.

President Ramsey remarked that the District in a better place than in 1993 when he began service on the Board.

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

None

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

Ms. Kronenberg spoke of attending We Day with 600 district students. She described the event as an organized movement to connect young people locally and internationally in service work to affect social change. She said she also attended the Battle of the Books at El Cerrito High School which included Animoto video presentations that represented books read by students. She concluded her remarks by congratulating Jenn Rader as the first person in California to receive her award and commended the Star and Scholar Schools for outperforming many schools across the country.

Ms. Merriweather said she looked forward to feedback from the Parent LCAP Committee. She remarked that schools have started the Smarter Balance Assessment and she has found it interesting to talk with teachers about it. She wished everyone a restful spring break.

Mr. Enos spoke of taking stock of the budget and measures of student success.

Mr. Groves recalled a recent community event where the organization Blackboard sponsored a program around African American student achievement in the District. This will result in an ongoing conversation about how the District can lift its youngest citizens and motivation to find better solutions. He concluded by recalling the loss of two members of the community: Robert Coleman educator at UC Berkeley, and Haong Tony Dao a long time Richmond resident. He offered comfort to the families.

President Ramsey had questions for Mr. Abdalla regarding the Pinole Valley High School project and the Downer field project. He asked that reports for both of these be brought to a future meeting. He concluded by saying that memorial services for his father, Judge Henry Ramsey, were pending.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**  
Lovonya DeJean Middle School – April 23, 2014

**K. ADJOURNMENT**  
President Ramsey adjourned the meeting at 10:24 PM.

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

BH:dh

**TAG**  
Approved 4/23/14