

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

April 1, 2015

A. CLOSED SESSION

B. OPENING PROCEDURES

President Groves called the meeting to order at 5:00 P.M. The Board recessed into Closed Session. President Groves called the Public Session to order at 6:36 P.M.

B.1 Pledge of Allegiance

President Groves led the Pledge of Allegiance.

B.2 Welcome and Meeting Procedures

President Groves offered welcome and instructions to the public regarding the meeting

B.3 Roll Call

Board Members Present: Liz Block, Valerie Cuevas, Randall Enos, Todd Groves, Madeline Kronenberg

Staff Present: Patty Cuevas, Translator; Otilia Espinoza, Translator; Luis Freese, District Engineer; 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 & Accountability; Lisa LeBlanc, Associate Superintendent M & O/Bond Program; David Luongo, El Cerrito High Principal; Vince Meyer, Executive Director Maintenance/Operations; Mary Phillips, Chief Technology Officer; Adam Taylor, Executive Director K-12; Ken Whittemore, Assistant Superintendent Human Resources; Darrin Zaragoza, Curriculum Specialist

B.4 Presentation of Student Board Representative from El Cerrito High School

Mr. Nadir Morgan provided a report of activities regarding El Cerrito High School.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify action taken in Closed Session to approve a settlement agreement reached in Contra Costa County Superior Court, case number 1400044.

MOTION: Ms. Kronenberg moved to ratify action taken in Closed Session to approve a settlement agreement reached in Contra Costa County Superior Court, case number 1400044. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

Superintendent Harter asked the Board to ratify action taken in Closed Session to appoint administrators:

Jody Couick, Coordinator of Special Education
Kevin Nazario, Director of Special Education, Secondary

MOTION: Mr. Enos moved to ratify action taken in Closed Session to approve the administrative appointments of Jody Couick and Kevin Nazario. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.6 Agenda Review and Adoption

Ms. Cuevas requested that Consent Items C. 4 and C.5 be pulled for separate discussion and action.

MOTION: Ms. Kronenberg moved approval of the agenda as amended. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.7 Minutes: March 4, 2015; March 18, 2015

Public Comment:

None

Board Comment:

None

MOTION: Ms. Kronenberg moved approval of the Minutes of March 4, 2015. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only), and President Groves yes, with no abstentions and no absences. Motion carried 5-0-0-0.

MOTION: Ms. Kronenberg moved approval of the Minutes of March 18, 2015. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.8 WCCUSD Public Comment

Tom Panas, Joanna Pace

C. BUSINESS ITEM

C.1 Acceptance of Donations

C.2 Approve Fund-Raising Activities

C.3 Notice of Completion: Bid 1401347-00 Montalvin Elementary School New Classroom Building

C.4 Acceptance of Contra Costa County Office of Education 2nd Quarterly Report for Williams Settlement Legislation

This item was pulled for separate discussion and action.

C.5 Delete Board Policy 0420.1

This item was pulled for separate discussion and action.

C.6 Technology Equipment & Services for Coronado Elementary - RFP Dated February 6, 2015

C.7 Close Up Visitation of Washington D.C., April 4 – April 10, 2015

C.8 Ratification and Approval of Engineering Services Contracts

C.9 Approval of Negotiated Change Orders

C.10 Approval of Negotiated Change Orders – M&O

C.11 Ratification of Staff Awarded Contracts (CUPCCAA): July 1, 2014 – December 31st, 2014

C.12 Approval of Board Member Travel

MOTION: Ms. Cuevas moved Approval of Consent Items C. 1 – C.3, C.6 - C.12. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Nadir Morgan (advisory vote only), and President Groves voted, with no abstentions and no absences. Motion carried 5-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Recognition of El Cerrito High School Basketball Team

Mr. Greer invited the Board to join in recognizing the 2015 North Coast Section Basketball Champion team from El Cerrito High School. Mr. Zaragoza and Mr. Adam Taylor congratulated Coach Michael Booker on this his first NCS championship, and the proud moment for his coaching staff. Coach Booker shared highlights of the season speaking of the players as good athletes, good citizens and good young men. He also commended the coaching staff and support of school administrators. Athletic Director George Austin also commended the coaching staff and students. Plaques were awarded to the players. The Board and the team took advantage of the photo opportunity. Coach Booker concluded the presentation with a video clip highlighting the players and their successful season.

Public Comment:

None

Board Comment:

Ms. Kronenberg said the team had set the standard high for teams following them. She saluted the players, coaching staff and principal for setting the tone of excellence and offered her congratulations.

Mr. Enos congratulated the players and remarked that they will remember their teammates and coaches as people with whom they accomplished this championship. He said they also carried the responsibility of encouraging those athletes who will follow them. Mr. Enos congratulated the coaching staff saying good things happen to good people.

Ms. Block offered her congratulations and said she enjoyed seeing their great team work in the video. She commended the players.

Ms. Cuevas said that she enjoyed seeing the players' faces as they watched the video clip, saying she could see the love of basketball in their reactions. She thanked them for their hard work and for bringing the championship to their school and the District.

President Groves commended and congratulated the student athletes and their coaching staff.

Student Representative Nadir Morgan left the meeting for the evening.

D.2 Local Control Accountability Plan (LCAP) Goals & Progress Indicators Report #3

Ms. Joyner thanked the Board for the opportunity to present the third report regarding LCAP progress indicators. She provided information detailing improved student achievement for all students, improved student engagement and climate outcomes, as well as increased parent engagement, involvement and satisfaction. Ms. Joyner made comparisons between last year and this year, pointing out this year's targets.

Public Comment:

None

Board Comment:

Mr. Enos spoke about making the link between the data and performance in the classroom. He also spoke about goals for students with parent support and the District striving to have the best teachers in classrooms.

Ms. Block spoke of the need to stress academic rigor in classrooms along with support from site leadership. She commended Ms. Joyner for compiling the mountain of data in to a sharable format. Ms. Block said that she would like to hear more about parent involvement concerns. She concluded by asking about a District dashboard to reflect all the components of a data driven district. Ms. Joyner responded affirmatively about the development of a dashboard.

Ms. Kronenberg commended Ms. Joyner for the presentation saying she appreciated the interactive aspects of the LCAP information available on the website. She asked about state mandated goals as well as District goals. Ms. Joyner responded that state has not set goals but that the County Office of Education worked with the District in setting attainable goals last year to begin the process of implementation. She also spoke of the amenability of the plan as data is reviewed along with actions and services implemented by the District.

Ms. Cuevas spoke about translating the data into betterment for students and how it is the responsibility of District representatives to set the standard for progress. She was thoughtful about how the District will translate the data into operational progress.

President Groves had questions regarding changes in the EAPE becoming tied to the Smarter Balance test targeting 11th graders becoming a college readiness test similar to the SAT. He said that in looking at those tests and the increased rigor that those tests aim for, perhaps there is a need for proactive planning to prepare students earlier in their academic career. He said he had concern about mixed signals with tests changing while still named that same. Ms. Joyner said the District is working with the College Board regarding the test changes, as well as changes to Ready Step, an 8th grade assessment test. She said that the Education Services division is working closely with the College Board on staff training in order to become familiar with the changes. President Groves asked whether the data would lead to reports with concrete steps to take in order to mitigate problems for students regarding college readiness. Ms. Joyner responded with information about administering the College Board's Early Participation Program score report that students receive in January. She said it mapped out strengths and weaknesses. She also said that the PSAT report, online SAT prep courses, and the college and career counselors funded with LCAP are all tools currently in use by schools.

E. COMMITTEE COMMUNICATIONS

E.1 Standing Reports

Academic Subcommittee. Mr. Enos announced the upcoming Collaboration Colloquium planned for April 21st at DeJean Middle school. He said that teachers, coaches, principals, and others will share strategies, tools, and specialized knowledge with their colleagues.

College and Career Readiness Academies. Mr. Greer announced Cal Day, April 18, for about 1200 tenth and eleventh graders to attend events on the University of California Berkeley campus as an outreach opportunity to expose students to college. He thanked the University for its commitment to students.

Community Budget Advisory Committee. Ms. Gamba introduced Ms. Elizabeth Bundschu-Mooney as the new committee chairperson. In addition to the April meeting the committee planned to attend the May the Governor's budget workshop to learn about how school budgets work in California. The current challenge to the committee has been to achieve a quorum at meetings. The members feel the need to outreach to all parties in order act as an affective committee. Ms. Gamba said that there are two vacancies coming up, the parent liaison and business liaison. The District is actively seeking outreach to fill these vacancies.

Facilities Subcommittee. Ms. Kronenberg announced the next meeting for April 14, 2015.

Ivy League Connection. Ms. Kronenberg said the committee plans a report to the Board next month listing the ILC students and their college acceptances.

Safety and School Climate Committee. Mr. Enos reported on the recent meeting where the committee reviewed the experiences at DeAnza when students used civil disobedience to demonstrate. He commended the staff for working with students to keep things peaceful. He said the committee also looked at the health and wellness program, and the recent shooting incident outside El Cerrito High School. He commended staff and students for the great job of cooperating with police department during the lock down. He concluded by saying that a student experiencing bullying has returned to school and is doing well. Ms. Cuevas thanked staff for handling the tough situations in keeping students safe. She committed that the District will continue working with parents and the community when situations happen.

Technology Subcommittee. Ms. Phillips announced the next meeting for April 13, 2015 at 4:00 PM.

Youth Commission. President Groves said that commissioners were engaged in preparations for the April 16 youth town hall for the Local Control Accountability Plan. Students in grades 9-12 will participate, and the event is open to all students of the District. He saw this as a unique event for outreach to students and their peers. Ms. Block asked how influential the students might be to the input of the Local Control Accountability Plan. President Groves assured that all voices heard are collected for public opinion and carry the same weight as other members of the public. He emphasized that adjustments and changes can be made in the plan. Ms. Cuevas spoke about students having as much opportunity as any adult, and the importance of their faith and empowerment as they respond.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

E.3 In Memory of Members of the School Community

Superintendent Harter recognized the contributions of members of the community who have passed away. President Groves asked everyone to stand for a moment of silence.

Public Comment:

None

Board Comment:

None

Ms. Block left the dais.

C.4 Acceptance of Contra Costa County Office of Education 2nd Quarterly Report for Williams Settlement Legislation

Ms. Cuevas asked Mr. Whittemore questions about receiving the County Williams Report. Mr. Whittemore affirmed that there were no findings of violations as far as instructional materials, school facilities, or uniform complaints; and there were no teacher vacancies or misassignments. Ms. Cuevas thanked staff for seeing to circumstances that resulted in this positive report. Mr. Whittemore commended the Human Resources staff for their work.

MOTION: Ms. Kronenberg moved approval to Accept the Contra Costa County Office of Education 2nd Quarterly Report for Williams Settlement Legislation. Mr. Enos seconded. Ms. Cuevas, Mr. Enos, Ms. Kronenberg, and President Groves voted yes, with no abstentions and Ms. Block absent. Motion carried 4-0-0-1.

Ms. Block returned to the dais.

C.5 Delete Board Policy 0420.1

Ms. Cuevas said she wanted to demonstrate clarity to confirm that this action is not an elimination of School Site Councils (SSCs). Mr. Whittemore confirmed this information. She clarified that elimination of language is the result of SSCs no longer dealing with categorical funding. Mr. Whittemore emphasized the continuing role of SSCs in monitoring the Single Plans for Student Achievement reports, as well as review and designation of funds through the LCAP. Ms. Cuevas asked about policy language to reinforce the role of SSCs. Mr. Whittemore responded with information about the District's commitment to update policies. Ms. Cuevas said she looked forward to more conversation about integrating SSCs into LCAP work.

MOTION: Mr. Enos moved approval of the Deletion of Board Policy 0420.1. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F. ACTION ITEMS

F.1 Long Range Facilities Master Plan

Ms. LeBlanc provided an overview of the bond program, projects and sequencing, as well as funding authority available through Measures C, D and J. She said that this report had also been shared with the Facilities Subcommittee and the Citizens' Bond Oversight Committee. She explained that a long range master plan would provide an opportunity to prioritize, plan and include Proposition 39 facilities requests. She explained the targeted issuance schedule regarding funding availability for bond measures, remaining bond authority, estimated revenue and current project expenditures. She detailed the process to seek Requests for Qualifications (RFQ) from qualified consultants who might assist the District in facilitation of the development of the long range plan, issuing Requests for Proposals (RFP) to invite qualified consultants to submit proposals for the work, and proceeding with the scope of work with the selected firm. She said the hope is to develop a Facilities Master Plan within ten months of the approval of the consultant contract.

Public Comment:

Terrence Boyd, Reginald Humdy

Board Comment:

Ms. Block asked the speakers about where their outreach services currently take place. She thanked them for their work in the community. Ms. Cuevas asked the Superintendent to have staff follow up regarding the speakers' request.

Ms. Block asked about criteria to be used to evaluate a consultant. Ms. LeBlanc explained that the criteria will be developed with input from the various communities who will be screening qualifications. Ms. Block commended Ms. LeBlanc looking to other districts as models for Long Range Master Plan.

Ms. Kronenberg said that she thought this plan will set the District in a good direction. She said that she had taken time to review the model plans of other districts and felt those districts were in different positions than the District in an overall rejuvenation of facilities. She said the scope of the District's plan might be smaller to reflect the school sites already completed and those not yet touched by bond program. Ms. LeBlanc affirmed the need to consider work concluded and current projects. Ms. Kronenberg continued to say that the District's inventory of sites will inform decisions for the future. She said that she favored delaying projects in order for this review and prioritization to take place. She said her concern was to see that school sites are available for student use.

Mr. Enos thanked Ms. LeBlanc for the informative presentation and said that he agreed that research is needed to determine goals for the best use of resources for students and schools.

Ms. Cuevas remarked that the District has the third largest bond measure in state. She had questions about how to prioritize delivery of the plan and communication in a way that is efficient, effective, and meets needs. Ms. LeBlanc, spoke about the learning process particularly with the review of RFQs to determine who has qualifications and how

they will meet the District's needs. There is information that can be included to alignment with performance audits, planning and sequencing, as well as cash flow.

Superintendent Harter spoke about reviewing the standards previously set that drive certain kinds of expenses, consideration of those during planning and prioritization, as well as review and assess practices to become more efficient to deliver a product that the community will value.

Ms. Block spoke about being mindful of costs when considering whether items are educationally necessary. She commended Ms. LeBlanc for her input into the facilities program and credited Dr. Harter in providing good direction.

President Groves said he was grateful to see this recommendation coming to the Board. He spoke about the Office of the Legislative Analyst reporting on equity for districts receiving facilities funding from the state to assist the poorest communities in state. He expressed hope that the District could benefit, since in his opinion, the Board and community have done more than their part to rejuvenate schools.

MOTION: Ms. Block moved approval of the Long Range Facilities Master Plan. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.2 Ohlone Elementary School Playground & Parking Lot Completion Project Change Order Approval

Ms. LeBlanc spoke of revised procedures regarding change orders and the opportunity to share more information for specific change orders. She provided details regarding the change of scope for the playground and parking project phase of demolition and construction at the Ohlone Elementary site from a prior phase moving the work to next phase.

Public Comment:

Tom Panas, Ben Steinberg

Board Comment:

Ms. Block asked for clarification about the definition of a change order. Ms. LeBlanc defined a change order as a change to the original contract between the District and a contractor, whether change in scope of work, dollar amount, or even a time difference in calendar days requiring a change order.

Ms. Kronenberg asked whether change order was a legal term. Ms. LeBlanc said it is an industry term and believed it is also a legal term. Ms. Kronenberg recommended noting the reason or terms of the change and whether there was a responsibility. She said this might assist the community to feel confident with bond program matters.

Ms. Cuevas said this was an excellent opportunity to engage in best practices to define change orders in order to inform practice moving forward. She said she supported evidence to vote affirmatively on change orders items.

MOTION: Ms. Kronenberg moved approval of the Ohlone Elementary School Playground & Parking Lot Completion Project Change Order Approval. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.3 Program Management and Construction Management Services provided under contract with SGI Construction Management (SGI)

Ms. LeBlanc presented information regarding the SGI request for expenditure authority for a contract approved in 2013. The actual contract with SGI is a five year agreement running from October 1, 2013 through 2018. She explained that the Board on a quarterly and semi-annual basis, as well as project basis, has been approving the budget expenditure authority and then SGI has the ability to invoice from that amount upon staff review and approval. She said that her division continues to align construction management services with project workload.

Public Comment:

None

Board Comment:

Ms. Block said that she was gaining a better understanding of the process and asked about the approval process. Ms. LeBlanc responded for clarification.

President Groves thanked staff for working so hard and asked whether the delay in approval had any impact on time line. Ms. LeBlanc responded.

MOTION: Ms. Kronenberg moved approval of Program Management and Construction Management Services provided under contract with SGI Construction Management (SGI). Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

G. DISCUSSION ITEMS

G.1 Governance and Meetings

Superintendent Harter spoke about the Board’s interest in considering the development of a governance handbook, adding a subcommittee on governance, as well as consideration regarding the length of meetings. He said this was an opportunity for discussion among Board members and direction to staff in order to bring this back for consideration as a subsequent meeting.

Public Comment:

Tom Panas, Joanna Pace

Board Comment:

Ms. Cuevas said she saw this as an opportunity related to the goals set at the Board’s January retreat regarding a commitment to continuous improvement. She said that a focus on governance will help provide support to staff as the Board leads implementation.

Mr. Enos said he thought these items were good first steps. He would be happy to work with his colleagues in terms of leading in the development of thoughtful governance policies.

Ms. Block spoke specifically about the development of a handbook and recommended doing so with help of a facilitator who has done this work with other districts in the interest of the best possible outcome.

Ms. Kronenberg said that she has looked at other district handbooks for examples of similarities to this District. She asked about the role of a governance subcommittee and how it would operate. She was interested in knowing about a model. She concluded by saying that she did not favor limiting time for presentations at Board meetings.

Discussion continued among Board members about engaging the community and consideration of changing the time of meetings.

President Groves suggested moving this item forward to enable staff to develop specific recommendations for Board consideration.

G.2 Project Status Report

Mr. Freese provided an update of construction projects in the District.

Public Comment:

None

Board Comment:

Mr. Enos asked about completion dates for current projects. Mr. Freese responded that the information will be provided to the Board.

Mr. Groves asked about the Leadership / Greenwood Academy campus. Mr. Freese responded that there were some issues with furniture availability resulting in moving out the opening date. Superintendent Harter said that the Board will receive a proposal to modify the start day of school for the Sylvester Greenwood Academy to the day after Labor Day, thus allowing sufficient time for the commissioning of the building. Students for both Leadership Public Schools and Greenwood would start in the new campus at the same time with a modification in the school year schedule.

Ms. Kronenberg asked whether the project status reports completion dates were accurate in particular for the El Cerrito football stadium. She shared that the community was interested in that event. Mr. Freese confirmed that the stadium will be available for the scheduled football games.

Ms. Block asked about celebrations for the completion of the buildings. Ms. LeBlanc spoke about the upcoming ribbon cuttings for both Montalvin and the Pinole Middle School track.

President Groves asked about responsiveness to neighbors of El Cerrito and Pinole Valley High Schools. Mr. Freese spoke about providing outreach.

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Cuevas thanked staff for the significant changes she saw as opportunities to continue growth in confidence of the community. She thanked her colleagues for the opportunity to represent the District at a recent NALEO conference that included information regarding updates on federal reauthorizations. She spoke of inviting Congressman DeSaulnier to visit the District's Title I schools. She concluded by taking time to offer condolences and remember her 7th and 8th grade language arts teacher, Ms. Caroline Jansen, who died tragically.

Ms. Block spoke of condolences to the family of former Marin Academy and UC Berkeley soccer player Eloi Vasquez. She continued to speak about having the opportunity to see the recent El Cerrito forensic and speech performance where she was impressed with the talented students. She also commended the El Cerrito High staff and first responders regarding the recent shooting incident in front of the school. She concluded by thanking staff for the hard work and efforts toward greater transparency.

Ms. Kronenberg invited the public to participate in a youth empowerment event, April 11, 2015 at the Bethlehem Missionary Baptist Church in Richmond. She said the event will be cohosted by law enforcement officials and the faith community as well as the Black Prosecutor's Association. This will be an opportunity for students to learn about their rights as citizens and opportunity for conversation with law enforcement representatives. Mr. Greer reported that approximately 200 District youth will attend.

President Groves spoke about a recent discussion of updating the wellness policy and administrative regulations. He spoke of wanting wellness and health for employees to be able to radiate wellbeing in schools in order to address emotional stress and trauma for students. He saw a need to prioritize social and emotional well-being in schools. He spoke of a program to gauge the emotional environment for students to enable students to feel emotionally safe and healthy. He concluded by thanking staff for their hard work and the frank, open conversations in order to move forward.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING
Lovonya DeJean Middle School – April 22, 2015

K. ADJOURNMENT
President Groves adjourned the meeting at 9:57 PM.

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

BH:dh

<p><i>R. Enos</i> Approved 4/22/15</p>
