

**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
June 27, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
JUNE 27, 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 **5:45 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 Report/Ratification of Closed Session

* **B.5 Agenda Review and Adoption (Public Comment)**

* **B.6 Minutes: June 13, 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 June 27, 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

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

Comment:

The planned fund-raising events for the 2011-12 school year are summarized, dated June 27, 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 contracts for services as detailed, dated June 27, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

***CI C.4 Annual Renewal of Continuing Services**

Comment:

Permission is requested of the Board of Education to approve contracts for services as detailed, dated June 27, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

***CI C.5 Agreements for Nonpublic, Nonsectarian School/Agency Services**

Comment:

Permission is requested of the Board of Education to approve the Master Contracts between the District and named schools/agencies for nonpublic, nonsectarian school/agency services for the period of July 1, 2012 through June 30, 2013.

Recommendation:

Recommend Approval

Fiscal Impact:

\$7,500,000.00 Non-LCI / LCI

***CI C.6 Notification of Claims Rejected**

Comment:

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

Recommendation:

Ratify the rejection of claim

Fiscal Impact:

None

***CI C.7 Adoption of Resolution No. 122-1112 Replacement of Outdated Warrant**

Comment:

Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Joseph Bodell. Staff recommend replacement of the stale dated warrant.

Recommendation:

Recommend approval to replace the outdated warrant

Fiscal Impact:

None

***CI C.8 Approve the following Reclassification and New Job Descriptions effective July 1, 2012 for the Human Resources Department:**

Human Resources Technician
Human Resources Credential Technician
Human Resources Clerk
Human Resources Clerk (Bilingual)

Comment:

The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation:

Recommend Approval

Fiscal Impact:

\$37,015.98/ year in increased salary and applicable increases in retirement contributions

***CI C.9 Approve the following Reclassification and Revised Job Description effective July 1, 2012 for the Nutrition Center: Food Transport Driver**

Comment:

The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation:

Recommend Approval

Fiscal Impact:

\$14,500/year in increased salary and applicable increases in retirement contributions

***CI C.10 Approve the following Reclassification and Revised Job Description effective July 1, 2012 for the Special Education Department: Administrative Technician**

Comment:

The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation:

Recommend Approval

Fiscal Impact:

\$3,232/year in increased salary and applicable increases in retirement contributions

***CI C.11 2011-12 Consolidated Application for Funding Categorical Aid Programs, Part II**

Comment:

The Consolidated Application is the vehicle used by the California Department of Education to gather routine district data regarding categorical programs and compliance with NCLB requirements.

The Consolidates Application includes basic information about student demographics which is used to report and calculate state and federal allocations for Title I, Title II, Title III, Title III - Immigrant and Economic Impact Aid for Limited English Proficient and State Compensatory Education (EIA-LEP and SCE).

Recommendation:

Recommend Approval

Fiscal Impact:

Categorical revenue

***CI C.12 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: \$1,466,535.65. Funding sources as noted.

***CI C.13 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of change orders on the following current District construction projects: Ohlone Elementary School New School, Lupine Hills Elementary School Toilet Rooms, Washington Elementary School Restroom Repairs, Dover Elementary School Increment 2 and Riverside Elementary School Restroom Repairs. 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 Gompers LPS Soil Removal and Riverside Elementary School Restroom Repairs projects are 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: \$120,638.15

***CI C.14 Amended Ground Lease Agreement between West Contra Costa Unified School District and the City of San Pablo Regarding the Construction and Use of a Community Center at Helms Middle School**

Comment:

The City of San Pablo will be building a Community Center on the property of Helms Middle School. The work will commence and be completed at the same time that the Field project is constructed by the District. The amended Ground Lease Agreement is provided for review.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.15 Crespi Middle School Gym Roof Replacement Project Award of Contract**

Comment:

As part of the planned maintenance projects for various school sites in the District, Crespi Middle School's existing gym roofing system is in need of replacement. Allana Buick and Bers have prepared plans and specifications for the project.

Significant work includes all work related to the removal and replacement of the roofing system on all levels of the gymnasium roof. This work includes abatement; demolition of specified areas; and the installation of roofing in all required locations. Also included is the removal of the bird spikes and reinstallation after roofing; installation of overflow drains or scupper at each roof area; mechanical and plumbing removal, replacement, and insulating; and provide all associated roof flashings and associated components.

The District engaged in a public bid process for the project. Bids were opened on June 14, 2012. Three contractors submitted bids. They are as follows: Stronger Building Services, \$340,000; Andy's Roofing Company, \$383,300; Pioneer Contractors, Inc., \$403,000.

Recommendation:

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

Fiscal Impact:

Funded from the Measure J Bond

***CI C.16 Change in Board Meeting Date**

Comment:

Two Board members will be out of town for the regularly scheduled July 25, 2012, meeting. A consensus of the Board agreed to move the July 25 meeting to August 1, 2012.

Recommendation:

That the Board move the July 25, 2012, meeting to August 1, 2012

Fiscal Impact:

None

***CI C.17 Approval of Board Member Attending Conferences**

Comment:

Board Bylaw 9250 stipulates members of the board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044). Board member Elaine Merriweather has expressed interest in attending the following conference:

- Congressional Black Caucus Annual Legislative Conference, Washington, DC, September 19-22, 2012

Expenses including registration, travel, food and lodging are budgeted and there is sufficient funding within that budget.

Recommendation:

Recommend Approval

Fiscal Impact:

General Fund

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 June 2012 General Obligation Refunding Bond Sale**

Comment:

The Bond Finance Team recently completed the refunding sale of general obligation bonds. The District's Financial Advisor, Dave Olson of KNN, will provide a report.

Recommendation:

For Information Only

Fiscal Impact:

None

*** D.2 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.3 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.

Cherie Ewing, a retired primary classroom teacher, passed away on May 26, 2012. Ms. Ewing worked in the District for more than thirty years. She was a genuine advocate for children.

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 Community Request on Grand Jury Report on Citizens Bond Oversight Committees**

Comment:

Anton Jungherr requested that the Contra Costa Grand Jury report regarding school bond oversight committees entitled “School Bond Oversight Committees: Raising the Bar” be placed on the agenda for June 27, 2012. The report provides specific findings and recommendations to which the District is required to respond.

Recommendation:

For Information Only

Fiscal Impact:

Not determined

*** E.2 Superintendent’s Report**

*** E.3 WCCUSD Public Comment**

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

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

F. ACTION ITEMS

*** F.1 Public Hearing for the Adoption of the 2012-13 Budget and receipt of Tier III funding**

Comment:

Education Code Section 42127 requires the governing board of each school district to adopt a budget for the subsequent year, on or before July 1st. The budget including the multi-year projection is subject to the review and approval of the County Superintendent through their AB1200 oversight. Any revisions

to the school district's budget which results from passage of the state budget or budget trailer bills will be presented to the governing board within 45 days after the Governor signs the State Budget Act.

In accordance with AB189 the Board held a hearing and adopted a resolution for Tier III programs and funding at the May 23, 2012 board meeting. A public hearing is also required at the time the budget is adopted acknowledging the District will be in receipt of Tier III funding. The Tier III funding information is provided as Appendix A in the District Budget document.

A public hearing will be held, and staff will provide an overview of the proposed budget delineating the significant revenue and expenditure components. The final proposed budget and is presented to the Board of Education for approval.

Recommendation:

Approval of the 2012-13 Budget

Fiscal Impact:

Adopted Budget

* **F.2 Resolution No. 121-1112 Temporary Borrowing Between Funds**

Comment:

Due to concerns regarding the status of cash at the State level and the fact that the normal flow of State deposits will be delayed, staff is recommending that the District set in place a contingency plan for cash flow purposes at the local level. Should the need arise, this resolution permits the school district to temporarily borrow cash between funds at the County Treasurer in order to insure that a particular fund does not carry a negative cash balance.

In the event that temporary borrowing is needed, staff will provide the Board with a report containing detailed information on the transaction.

Education Code Section 42603 permits the Governing Board of any school district to allow for temporary borrowing. This resolution sets forth permission for temporary borrowing for the 2012-13 fiscal year.

Recommendation:

Approve Resolution No. 121-1112 for Temporary Borrowing Between Funds

Fiscal Impact:

No fiscal impact

* **F.3 Public Hearing Resolution No. 119-1112: Approving Engineer's Report, Confirming Diagram and Ordering Levy of Assessment for Fiscal Year 2012-2013**

Comment:

The Board will hold a public meeting and hear any public comments with regard to the Maintenance and Recreation Assessment District for 2012-13. Staff and the engineer will be available to answer questions on the Maintenance and Recreation Assessment District.

After the public hearing the board may adopt “A Resolution Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2012-13.” The resolution gives final approval to the engineer’s report and directs that the assessment diagram and assessments be filed with the county. The District will receive funds at the time it receives property tax payments. Proceeds of the MRAD will be deposited in a separate account.

This is the third and final resolution in the process of levying an annual assessment. On April 25th the Board adopted a resolution ordering the preparation of the engineer’s report and then on June 1st, adopted a resolution calling a public meeting for June 27, and causing notice of that meeting to be published.

Recommendation:

Recommend approval of this resolution for MRAD

Fiscal Impact:

\$5.5 Million Revenue for MRAD Fund

* **F.4 Approval of Agreement with West Contra Costa Administrators Association (WCCAA)/ AB1200 Public Disclosure of Collective Bargaining Agreement with the WCCAA**

Comment:

District and WCCAA collective bargaining for the 2012-13 constitutes a full contract negotiation. School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the savings associated with the agreement is attached. The Board has indicated that these provisions be implemented for the unrepresented managers of the District. This summary has been provided to the County Office of Education in accordance with AB1200.

The Board will receive public comment on the proposed contract changes before the Board considers ratifying the Agreement.

We want to take this occasion to thank the representatives of both groups for their time and effort in reaching this accord.

Recommendation:

Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and the WCCAA and implement the same agreement for unrepresented managers.

Fiscal Impact:

One time cost of \$73,230 unrestricted general fund \$12,180 restricted and other funds

G. DISCUSSION ITEMS

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 – July 11, 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

June 27, 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
Minutes of the Board of Education Meeting
Lovonya DeJean Middle School
3400 Macdonald Avenue
Richmond, CA 94805**

Agenda Item B.6

June 13, 2012

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 5:30 P.M. The Board recessed into Closed Session.
President Ramsey called the Public Session to order at 6:30 P.M.

B.1 Pledge of Allegiance

President Ramsey led the pledge of allegiance.

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. Mr. Thurmond arrived at 6:48 PM.

Staff Present: Magdy Abdalla, Director Facilities Construction; Steve Collins, SELPA Director; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance and Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Keith Holtslander, Director of Facilities and Construction; Linda Jackson, Executive Director Emeritus; June Kalfsbeek, Confidential Senior Administrative Assistant; Emily Millar, Director Employee Relations; Erin Fleming, Director Enterprise Resource Program; Nia Rashidchi, Assistant Superintendent Education Services; Ann Reinhausen, Assistant Superintendent Human Resources; Reyna Ortiz de Toureil, Translator; Daniela Parasidis, Director Business Services; Joe Mayes, Manager Maintenance and Operations; Marin Trujillo, Community Engagement Coordinator

B.4 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the action taken in Closed Session regarding the June 13, 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 June 13, 2012 for expulsion cases #001 – #003. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

Superintendent Harter asked the Board to ratify the action taken in Closed Session regarding the following administrative appointments:

Cheryl Cotton, Director Human Resources
Jawan Eldridge, Principal Peres Elementary
Phillip Johnson, Principal Kennedy High School
Ronald Richardson, Principal Gompers Continuation High School
Cheryl Broomall, Coordinator Education Services

MOTION: Mr. Medrano moved to ratify the action taken in Closed Session regarding the administrative appointments. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

B.5 Agenda Review and Adoption

President Ramsey asked the Board to consider moving items F.1, F.2 and F.3 before D.4.

MOTION: Mr. Medrano moved approval of the agenda with the requested modifications. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

B.6 Minutes: May 23, 2012

MOTION: Ms. Kronenberg moved approval of the Minutes of May 23, 2012. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

C. BUSINESS ITEMS

- C.1 Acceptance of Donations**
- C.2 Summary of Payroll and Vendor Warrant Reports**
- C.3 Adoption of Resolution No. 118-1112 Replacement of Outdated Warrants**
- C.4 Notice of Completions: Bid J068304 Riverside Elementary Restroom Resurfacing Project, Bid J068314 Washington Elementary Restroom Resurfacing Project**
- C.5 Notification of Claims Rejected**
- C.6 Approval of Agreement with United Teachers of Richmond (UTR)/ AB1200 Public Disclosure of Collective Bargaining Agreement with UTR**
- C.7 Acceptance of Contracts for Placement of Student Teachers**
- C.8 Recommendation for Preliminary Teaching Credential**
- C.9 Agreement with California Teachers Association**
- C.10 Community Advisory Committee (CAC) for Special Education**
- C.11 Ratification and Approval of Engineering Services Contracts**
- C.12 Ratification and Approval of Negotiated Change Orders**
- C.13 Collins Elementary School New Fire Alarm Project Award of Contract**
- C.14 Ellerhorst Elementary School, Harding Elementary School, Lincoln Elementary School, and Tara Hills Elementary School Restroom Renovation Project Award of Contract**
- C.15 Mira Vista Elementary School Concrete Stoops Project Award of Contract**
Mr. Fay read the revised Mira Vista Elementary School Concrete Stoops Project Award of Contract précis in the record. The District conducted a public bid process for the project. Bids were opened on June 13, 2012.
- C.16 Sheldon Elementary School, Murphy Elementary School, and Mira Vista Elementary School Restroom Renovation Project Award of Contract**
- C.17 RFP #112-03 Vehicle Fleet Management Services**
- C.18 Citizens' Bond Oversight Committee (CBOC) Appointment: Ivette Ricco appointed by Board member Medrano**
- C.19 Resolution No. 117-1112: Specifications of the Election Order**

MOTION: Mr. Medrano moved approval of Consent Items C.1 – C.19. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and President Ramsey voted yes, with no abstentions and Mr. Thurmond absent. Motion carried 4-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 In Recognition – Kennedy High School Boys Track Team

Mr. Greer spoke about the outstanding young men from Kennedy High School who led the Eagles to victory in the North Coast Section Track Meet of Champions on May 26, 2012. Coach Carl Sumler was introduced. Mr. Sumler and Co-Athletic Director Meisha Gash reported on how sprinters Kenneth Walker III, Takkarist McKinely, Lovell Stewart and Tom Jacobs accomplished this achievement with no field events and no mid or long distance runners. They further announced that Kenneth Walker III had been awarded a football and track scholarship to UCLA.

Public Comment:

None

Board Comment:

President Ramsey spoke about the new track and field built for long distance and field events and about Kennedy High School's reputation for top hurdlers in the State.

Mr. Thurmond arrived at the meeting.

D.2 West Contra Costa Unified School District presents: “2011-2012 Employee Retirees”

Ms. Reinlagen introduced 2011-2012 Employee Retirees who were in the audience; Terry Beverly, Custodian; Susan Dunlap, Coordinator of Ed. Services; Stephen Nelson, Teacher; Jimmy Rampolde, Building Maintenance; Margo Rosen, Instructional Assistant; Gene Zimmerman, Teacher; and Jean Hansen, Principal.

Public Comment:

None

Board Comment:

Mr. Medrano congratulated all of the retirees.

D.3 Richmond Association of School Administrators (RASA) Award Winners

Ms. Sue Khan introduced the awardees for Administrator of the Year Award. The recipients are: Denise Weis, Principal, Tara Hills Elementary School; Sylvia Greenwood, Principal, DeJean Middle School; Tracie Manipis, Co-Administrator, Elementary School; Terri Ishmael, Co-Administrator, Secondary; Gabriel Chilcott, Co-Administrator, Secondary; Susan Dunlap, Administrator, Curriculum & Instruction; Sheri Gamba, Administrator, Business Services; Barbara Kitagawa, Administrator, Special Education; Ann Reinlagen, Administrator, Human Resources; and Lori Walker, Confidential Secretary.

Public Comment:

None

Board Comment:

Mr. Thurmond congratulated all recognized employees.

F. ACTION ITEMS

F.1 West County Community High School Charter Renewal Petition Staff Findings and Resolution No. 120-1112

Public Comment:

Michelle Ruskofsky, Thomasina Horsley, Azucena Barocio, Stephen Horsley, Nicole Jimenez, Gary Einhorn, Kathy Casares, Case DaMovde, Linda Asher, Carlos Casares, Joey Huerta, Cheyenne Kreger, Alejandro Cruz Diaz, Diana Garcia, Karen Schuette, Christopher Schuette, Suzanne Camp, Roslyn Spruit, Danielle Valdivieso, Darnell Rharc, Dante Spruit, Rosemary Thomas, Angelique Camp, Monica Nowakowski

Ms. Linda Jackson, District educational administrator, reported on the API growth score of West County Community High School and staff findings.

Board Comment:

Mr. Thurmond commended the student’s involvement, and asked how the school tracked with the State’s standards. Ms. Merriweather expressed concern regarding the deficiencies at West County Community High School. Ms. Kronenberg stated that within five years West County Community High School had failed to develop a strong academic structure while providing a safe and emotionally supportive environment. Mr. Medrano said he was startled when the California Charter School Association identified that West County Community High School had not meet criteria for renewal. President Ramsey spoke of mismanagement and lessons learned. He said he supported staff’s recommendation.

MOTION: Mr. Thurmond moved approval of West County Community High School Charter’s request to modify the petition and give the school more time to prepare documentation. The motion failed for lack of a second.

MOTION: Mr. Ramsey moved approval of Staff Findings for the West County Community High School Charter Renewal Petition and Resolution No. 120-1112 denying renewal of the charter petition. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

President Ramsey asked the Board to consider moving item E.3 up on the agenda before F.2.

MOTION: Mr. Medrano moved approval of item E.3 on the agenda before F.2. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

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

E.3 WCCUSD Public Comment

Giorgio Cosentino, Toni Favila, Karen Shebek, Leslie Reckler, Laurel Gillespie, Sarah Creeley, Sarah Wolfsen, Mathalie van Linder, Ellen Hartigan-O'Connor, Al Kirkman

President Ramsey asked the Board to consider moving item I up on the agenda before D.4.

MOTION: Ms. Kronenberg moved approval of item I on the agenda before D.4. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather, Mr. Thurmond and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

President Ramsey reported that voters did not pass the recent Measure K. He spoke about the general fund impact and budget adoption for June 27, 2012.

President Ramsey asked Board Clerk Medrano to conduct the remainder of the meeting in his absence. Mr. Ramsey left for the evening.

Mr. Thurmond shared that it was a disappointment for Measure K to fail. The current parcel tax does not expire until 2014. Mr. Thurmond said he supported efforts for class size reduction and the middle school Math initiative for the summer program.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.4 Multilingual District Advisory Committee Report

The MDAC co-chair persons Raul Morales and Stephanie Sequeira presented a report which included highlights from the 2012 language census. They also spoke about the annual report to the California Department of Education on English Learners and fluent English proficient students and other related information about the District's EL population. Mr. Raul Morales asked the Board to consider a study session on English learners and invited Board members to attend their meetings.

Public Comment:

None

Board Comment:

Mr. Thurmond suggested appointing a Board liaison.

Ms. Merriweather stated that there are 1,150 students who have met the requirement for full English proficiency.

Ms. Kronenberg said she felt that complete fluency must be completed and recommended appointing a Board member representative.

Mr. Medrano recommended a workshop with the MDAC.

D.5 Preliminary Budget for 2-12-2012

Ms. Gamba presented a report on the general fund portion of the preliminary budget for 2012-13 along with information regarding the Governor's May Revision Proposal for 2012-13. The final 2012-13 budget is scheduled for a public hearing and adoption at the meeting of the Board of Education on June 27, 2012.

Public Comment:

Robert Studdiford

Board Comment:

Ms. Kronenberg requested a detailed budget breakdown.

Mr. Thurmond requested explanations on class size reductions, and mental health and public safety services.
Ms. Merriweather requested information regarding deficit monies.
Mr. Medrano asked for details of the 2012-13 budget for the next meeting. Ms. Gamba responded to all inquiries.

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

E.2 Request to Address the Board on Growing West County School Gardens
None

E.1 Superintendent's Report
Superintendent Harter provided a report of activities in the District.

F. ACTION ITEMS

F.2 Textbook Adoption for Middle School Algebra I
Ms. Rashidchi introduced Mr. Phil Gonzales, middle school Algebra I teacher. Mr. Gonzales said he represented the central office staff and middle school Algebra I teachers with the recommendation to adopt the McDougal Littell California Mathematics Algebra 1 textbook.

MOTION: Mr. Thurmond moved approval of the Textbook Adoption for Middle School Algebra I. Ms. Merriweather seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and Mr. Thurmond voted yes with no abstentions and President Ramsey absent. Motion carried 4-0-0-0.

Public Comment:
Todd Groves

Board Comment:
Ms. Kronenberg thanked Mr. Gonzales and Ms. Rashidchi for confirmation from the committee regarding the recommendation.
Ms. Merriweather stated that this textbook adoption for middle school Algebra I is moving forward in the best direction.
Mr. Thurmond said he felt the District's students will have an excellent tool for Algebra I, and thanked everyone involved.

F.3 Special Education Annual Service Plan and Annual Budget Plan
Mr. Collins explained the Special Education Annual Service Plan and Annual Budget Plan, and requested Board approval.

Public Comment:
None

Board Comment:
None

MOTION: Mr. Thurmond moved approval of the Special Education Annual Service Plan and Annual Budget Plan. Ms. Merriweather seconded. Ms. Kronenberg, Mr. Medrano, Ms. Merriweather and Mr. Thurmond voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.6 Standing Reports

Academic Subcommittee. Ms. Rashidchi reported on the June 11, 2012 meeting where the focus was the textbook adoption and the after school program transition to community based organizations. The next meeting will be held on September 11, 2012.

Citizen's Bond Oversight Committee. Mr. Studdiford reported on the Brown Act training for CBOC members held on May 30, 2012. The next meeting will be held June 20, 2012 at the Facilities Operations Center.

Community Budget Advisory Committee. Ms. Gamba reported that a meeting will be scheduled for July 2012 and she will share the date at the next Board meeting.

Ivy League Connection. Ms. Kronenberg reported that the Brown University group is currently in Providence for Macro Economics classes. At the next meeting she will present an updated on the students' visit to Cornell and Columbia Universities.

Safety Committee. Mr. Thurmond reported that the next meeting will be held in September, 2012. The committee has suggested two topics for discussion; resolution for creating an environment for Full Service Community Schools and formalizing partnerships for substance abuse treatment programs to support students.

Youth Commission. Mr. Thurmond reported that the Commission is reorganizing due to many of students graduating.

Facilities Subcommittee. Mr. Medrano reported the Facilities Subcommittee meeting held on June 12, 2012. He said there was a presentation on the status of the Valley View Elementary School project, a Peres Dental Clinic project update, restroom projects update, and school eligibility funds updates.

G. DISCUSSION ITEMS

G.1 Project Status Report – Facilities Planning and Construction

Mr. Abdalla provided a report of construction projects in the District.

Public Comment:

None

Board Comment:

Ms. Merriweather asked about the completion date of the DeAnza gym. Mr. Abdalla responded.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Thurmond requested that Board Clerk Mr. Medrano close the meeting in honor of the former Mayor and Council member of City of Hercules, Joe Eddy McDonald, who recently passed away.

Ms. Merriweather congratulated the recent graduates and wished everyone a wonderful summer.

Ms. Kronenberg thanked people for supporting Measure K and said goodbye to State Trustee Linda Grundhoffer. She remarked about a special moment at the DeAnza graduation ceremony where a student walked out of his wheelchair to accept his diploma.

Dr. Harter announced the Juneteenth parade on June 16 with five hundred students invited to join the parade.

Mr. Medrano reminded the Board members to attend city council meetings, and thanked the public for their votes. He reported on attending a recent meeting in Sacramento chaired by State Senator Lonnie Hancock regarding a new trust act measure. He also spoke of attending a recent College Board conference.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – June 27, 2012

K. ADJOURNMENT

Clerk Medrano adjourned the meeting in memory of Joe Eddy McDonald at 10:28 P.M.

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

BH: rjk

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: June 27, 2012

From: Sheri Gamba *sh*
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 June 27, 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
June 27, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Mr. Denise Logsdon	Supplies	\$30.00	Cameron School
Mr. Denise Logsdon	Supplies	\$30.00	Cameron School
Mr. Luis Hernandez	Supplies	\$30.00	Cameron School
Ms. Maria Hernandez	Supplies	\$30.00	Cameron School
Pasta Pomodoro, Inc	Materials and Supplies	\$260.68	Cameron School
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Coronado Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Downer Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Harding Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Lake Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Olinda Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Peres Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Tara Hills Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Steger Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Valley View Elementary
American Immigration Council	Materials and Supplies	\$1,100.00	Madera Elementary
The City of El Cerrito	Special Administrative Account	\$1,746.00	Madera Elementary
MTV Networks- Production Account	Special Administrative Account	\$5,000.00	Pinole Valley High
23rd Street Merchant Association	Reclassification Ceremony	\$250.00	Community Engagement Dept.

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 062712

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: June 27, 2012

From: Sheri Gamba *SG*
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 June 27, 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
June 27, 2012 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Hercules High School	Selling Jamba Juice	Class of 2015 and History Teacher

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: June 27, 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 June 27, 2012.

Recommendation: Recommend Approval

Fiscal Impact: As noted per contracts summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES	Provide all programming and coordination aspects of the Bayview After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$165,746 ASES 21 ST Century	Provide all programming and coordination aspects of the Chavez After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$150,589 ASES	Provide all programming and coordination aspects of the Coronado After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$69,598 ASES	Provide all programming and coordination aspects of the Crespi After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$130,423 ASES	Academic Intervention Programs at the school. Provide all programming and coordination aspects of the DeJean After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$191,194 ASES	Provide all programming and coordination aspects of the Dover After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$129,669 ASES	Provide all programming and coordination aspects of the Downer After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum Federal Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$208,999 ASSETS	Provide all programming and coordination aspects of the El Cerrito HS After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm, including minimum days. The recreation activities will include: various team sports and fitness training, dance, health, and other activities. Enrichment activities will include arts/crafts, self-esteem activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	City of El Cerrito Recreation Department	\$96,128 ASES	Provide all programming and coordination aspects of the Fairmont After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition

and health education. In addition to the academic and homework help, City of El Cerrito will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$181,317 ASES	Provide all programming and coordination aspects of the Ford After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$119,792 ASES	Provide all programming and coordination aspects of the Grant After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$130,423 ASES	Provide all programming and coordination aspects of the Helms After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$99,730 ASES	Provide all programming and coordination aspects of the Highland After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum Federal Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$208,999 ASSETS	Provide all programming and coordination aspects of the Kennedy After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm, including minimum days. The recreation activities will include: various team sports and

fitness training, dance, health, and other activities. Enrichment activities will include arts/crafts, self-esteem activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention and Credit Recovery Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES	Provide all programming and coordination aspects of the King After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$199,699 ASES	Provide all programming and coordination aspects of the Lake After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES	Provide all programming and coordination aspects of the Lincoln After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$96,128 ASES	Provide all programming and coordination aspects of the Mira Vista After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area After School All Stars	\$96,128 ASES	Provide all programming and coordination aspects of the Montalvin After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last

day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BA-ASAS will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$96,128 ASES
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Provide all programming and coordination aspects of the Murphy After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES
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Provide all programming and coordination aspects of the Nystrom After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$96,128 ASES
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Provide all programming and coordination aspects of the Peres After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum Federal Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$130,423 21 st Century
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Provide all programming and coordination aspects of the Pinole Middle School After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.

Curriculum State Project	7/1/12 Thru 6/30/13	City of El Cerrito Recreation Department	\$130,423 ASES	Provide all programming and coordination aspects of the Portola After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, City of El Cerrito will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES	Provide all programming and coordination aspects of the Riverside After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$96,128 ASES	Provide all programming and coordination aspects of the Sheldon After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project Federal Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$192,256 ASES	Provide all programming and coordination aspects of the Stege After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$96,128 ASES	Provide all programming and coordination aspects of the Tara Hills After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the

				coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	YMCA of the East Bay	\$96,128 ASES	Provide all programming and coordination aspects of the Verde After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, YMCA will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project Federal Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$192,256 ASES 21 st Century	Provide all programming and coordination aspects of the Washington After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Curriculum State Project	7/1/12 Thru 6/30/13	Bay Area Community Resources	\$96,128 ASES	Provide all programming and coordination aspects of the Wilson After School Program (ASP), including academic and homework help, enrichment and recreational activities as required by the ASES grant. The program will operate every instructional day (from the first day to the last day of school), and a minimum 3 hours each day AND from the time school ends until 6 pm. This also includes minimum days. The recreation activities will include: various team sports, dance, organized play, and other active games. Enrichment activities will include arts and crafts, science and nature activities, cultural awareness, cooking, nutrition and health education. In addition to the academic and homework help, BACR will work with the school in the coordination and participation of students in the additional Academic Intervention Programs at the school.
Technology Dept	7/1/12 Thru 6/30/13	Irene Tan	\$88,000 General Fund	Webmaster designs and creates computer based, web based, or multi-media based layout, graphics, animation, sound and/or content for use in public Internet and internal web portal sites, and other non-print delivery media; prepares and provides graphic design and layout expertise for creation of electronic training materials; designs, maintains and updates web sites and links; develops basic layout design and concept, selects and secures appropriate illustrative materials; creates appropriate content elements for Internet publishing; ensures consistency, uniformity, accuracy and compliance of required standards; provides technical support and training to staff in the use of computer based graphics software, authoring tools, web page maintenance and other related software; researches new technology and assesses computer based graphics software, authoring tools, and other related software.
Business Services	7/1/12 thru 6/30/13	KNN	\$24,000 per year \$120,000 for five years Bond/General	KNN will serve as Financial Advisor to the District for the purpose of financial planning related to cash flow for the construction program, tax rate evaluation, timing, sizing and structure of bond issuance and evaluation of all alternatives. A financial advisor will attend all meetings and present materials for debt finance, coordinate and communicate information with various team members and staff as needed. Fees for bond issuance or refunding bonds are on a sliding scale dependent upon issuance size and are


Curriculum	7/1/12 thru 6/30/15	Teach for America, Inc.	\$176,000 per year \$528,000 for three years General Fund	<p>not covered as a part of this retainer. Continuing disclosure will be prepared and overseen by KNN. KNN will also be retained to review general fund cash flow and provide potential solutions should they be required.</p> <p>The West Contra Costa Unified School District seeks to recruit qualified new teachers and to equip them with the ongoing support and professional development necessary to ensure that they succeed in the classroom. Teach for America has a proven history of successfully recruiting and training high quality teachers who are specifically equipped to positively impact student achievement in under-resourced communities and developing a pipeline of people with the potential to serve as future leaders in the District and beyond – as exceptional teachers, school principals, district staff and community leaders in an array of capacities. Cost is up to \$176,000 per year for a total possible cost of \$528,000 for three years of service.</p>
Assoc. Supt K-12	7/1/12 thru 9/30/14	East Bay Center for the Performing Arts	\$216,026 per year \$648,080 for three years Arts in Education Grant	<p>The District proposes to work with the East Bay Center for Performing Arts, its long-term Learning Without borders (LOWB) project partner, to offer the professional development program to 62 teachers over three years and expand arts integrations to include a focus on the core academic content of Mathematics. The project will enhance local capacity by enlarging the professional community of WCCUSD educators using an arts integration approach in the classroom. The goal is to create a replicable arts-integrated teaching and learning model throughout the districts' elementary schools.</p>
Curriculum- State Project	6/9/12 Thru 6/30/13	Bay Area Peacekeepers C1230061	\$8,928 QEIA	<p>Increase to existing \$48,363 contract to provide services to the Richmond High School Summer School Students. Provide overall coordination of academic enrichment. A Full-time academic program coordinator will work in collaboration with Richmond High School Summer School Administration to develop, implement and/or coordinate academic intervention and support programs. The program coordinator will also coordinate the existing enrichment and recreational activities and will provide oversight of the student center and activities' calendar as well as provide snack for program participants.</p>
Curriculum- Federal Project	7/1/12 Thru 6/30/13	Bay Area Community Resources R36207	\$65,625 SIG	<p>SB65/Parent Liaison Support Services Coordinator to provide attendance and dropout prevention for Lincoln students and families including initiating, coordinating and attending home visits, monitoring and following up on attendance issues and arranging, facilitating and following up (case management) on CARE team and SST meetings.</p>
Curriculum- Federal Project	7/1/12 Thru 6/30/13	Bay Area Community Resources R36209	\$133,260 SIG	<p>Supply two counselors that provide counseling/therapy services and dropout prevention for Lincoln students and families including individual and group/family sessions. Activities include consultation with parents/guardians and family sessions as indicated. Counseling includes talk, play, expressive and art therapy. Maintenance of clinical files Counselor also works to problem solve student issues and coaches staff members on relationship building with students/families.</p>
Business Services	7/1/12 Thru 6/30/13	School Innovations and Advocacy Inc.	\$53,000 General Fund	<p>To assist the district in the preparation and filing of reimbursement and estimated claims for mandated costs. (District Level) 3rd year of a 3 year contract.</p>

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: June 27, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Annual Renewal of Continuing 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 June 27, 2012.

Recommendation: Recommend Approval

Fiscal Impact: As noted per contracts summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

CONTINUING CONTRACTED SERVICES

The following continuing services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONTRACTOR NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Associate Superintendent Educational Services	7/1/2012 Thru 6/30/13	Riverside Publishing C-40484	\$102,203 No Child Left Behind	For use of internet based assessment and instructional tools which are accessible through the URL and other sites owned or operated by Edusoft and West Contra Costa Unified School District.
Associate Superintendent K-12	7/1/2012 Thru 6/30/13	City Of Richmond C-40555	\$876,000 Security	Provide School Resource Officers for schools in Richmond.
Accociate Superintendent K-12	7/1/2012 Thru 6/30/13	City of Hercules C-40556	\$160,000 Security	Provide School Resource Officers for schools in Hercules.
Accociate Superintendent K-12	7/1/2012 Thru 6/30/13	City of El Cerrito C-40557	\$420,000 Security	Provide School Resource Officers for schools in El Cerrito.
Accociate Superintendent K-12	7/1/2012 Thru 6/30/13	City of Pinole C-40558	\$320,000 Security	Provide School Resource Officers for schools in Pinole.
Accociate Superintendent K-12	7/1/2012 Thru 6/30/13	Office of the Sheriff C-40619	\$201,735 Security	Provide School Resource Officers for schools in County Areas.
Business Services	7/1/2012 Thru 6/30/13	Banks and Watson	\$500,000 Bond	To provide miscellaneous legal services relating to the Orrick litigation matter. This will impact students and staff throughout the West Contra
Business Services	7/1/2012 Thru 6/30/13	GCR	\$10,000 General Fund	To provide miscellaneous legal services including but not limited to general legal matters and employment matters. This will impact students and staff throughout the West Contra Costa Unified School District.
Business Services	7/1/2011 Thru 6/30/12	Kronick, Moskovitz C-30006	\$50,000 Bond	To provide miscellaneous legal services relating to the Orrick litigation matter. This will impact students and staff throughout the West Contra Costa Unified School District.
Central Copy Department	7/1/2012 Thru 6/30/13	Oce North America Inc. C-40057, C-40058	\$250,500 Copy Central	Lease and Maintenance agreement for printing equipment in the District Print Shop.
Facilities	7/1/2012 Thru 6/30/13	Mobile Modular Management Corporation C-40603	\$71,712 Capital Facilities	Continuing contract for 11 District Leased Modular's on the Hercules Middle School Campus.
Facilities/Bond Program	7/1/2012 Thru 6/30/13	Mobile Modular Management Corporation C-40638	\$129,200 Measure J	Continuing contract for 6 Bond Leased Modular's on the Leadership Public School temporary campus.
Facilities/Bond Program	7/1/2012 Thru 6/30/13	Mobile Modular Management Corporation C-40645	\$53,641 Measure J	Continuing contract for 7 Bond Leased Modular's at Gompers High School.
Human Resources	7/1/2012 Thru 6/30/13	Department of Justice C-40174	\$66,000 Personnel Services	Pre-Employment fingerprint processing and volunteer fingerprint processing.

CONTINUING CONTRACTED SERVICES

The following continuing services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONTRACTOR NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Human Resources	7/1/2012 Thru 6/30/13	Atkinson, Andelson, Loya, Rudd & Romo C-30003	\$250,000 General Legal	To provide miscellaneous legal services including but not limited to general legal matters and employment matters. This will impact students and staff throughout the West Contra Costa Unified School District.
Human Resources Special Education	7/1/2012 Thru 6/30/13	Fagen Friedman & Fulfroost C-30004	\$250,000 General Legal	To provide miscellaneous legal services including general legal matters, general student matters, special education and collective bargaining. This will impact students and staff throughout the West Contra Costa Unified School District.
Information Technology	7/1/2012 Thru 6/30/13	Blackboard Incorporated C-40639	\$117,278 Data Processing Services	Provide blackboard connect ed services to send notifications home to parents/guardians. Customer can send unlimited anytime messages to parents, administrators, faculty, staff & board members.
Information Technology	7/1/2012 Thru 6/30/13	Sungard Bi-Tech Inc C-40008	\$285,028 Data Processing Services	Bi-Tech management License and Support Agreement - Business & Human Resource Software
Information Technology	7/1/2012 Thru 6/30/13	Uptime Resources C-40617	\$90,000 Data Processing Services	Service Agreement to provide printer supplies and services as stated in proposal entitled "Total Printer management".
Information Technology	7/1/2012 Thru 6/30/13	Sprint C-40641	\$200,000 Utilities Communication	For Nextel/Sprint cell phone services for the West Contra Costa Unified School District.
Information Technology	5/1/2012 Thru 4/30/13	SHI C-40072	\$115,500 Data Processing Services	District Microsoft Volume License
Information Technology	7/1/2012 Thru 6/30/13	Pearson C-40613	\$140,000 Data Processing Services	Maintenance for Powerschool. Final amount determined by student enrollment.
Information Technology	7/1/2012 Thru 6/30/13	Follett C-40053	\$56,000 ARRA	Maintenance for the Follett/DestinyLibrary Program.
Information Technology	7/1/2012 Thru 6/30/13	CSM C-40072	\$73,500 General Fund	Complete and submit e-rate forms and provide services so that we are in compliance with e-rate requirements
Maintenance & Operations	7/1/2012 Thru 6/30/13	Flyers C-40470	\$165,000 Maintenance Vehicle	Encumber funds for renewal of continuing contract to purchase fuel for district vehicles and additional supplies for the 2011-12 year. Fuel purchased via "card lock system".
Maintenance & Operations	7/1/2012 Thru 6/30/13	Golden Bear Transfer Station C-40136	\$50,000 Operations Utilities	Continuing contract for the disposal of trash for the West Contra Costa Unified School District Maintenance and Operations Departments
Maintenance & Operations	7/1/2012 Thru 6/30/13	Siemens Building Technologies C-40656	\$56,646 RRM	Perform the required annual test and inspection of the fire alarm system, Using NFPA recommended functional test frequencies and methods.

CONTINUING CONTRACTED SERVICES

The following continuing services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONTRACTOR NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
Maintenance & Operations	7/1/2012 Thru 6/30/13	Communication Service Company C-40578	\$78,360 RRM	Contract services for annual monitoring of all West Contra Costa USD sites for the fire alarm.
Maintenance & Operations	7/1/2012 Thru 6/30/13	Richmond Sanitary C-43421	\$460,000 Utilities Operations	Continuing contract for the disposal of trash for the West Contra Costa Unified School District Maintenance and Operations Departments
Operations	7/1/2012 Thru 6/30/13	Dannis, Woliver, Kelley C-30025	\$50,000 Bond Measures	To provide miscellaneous legal services relating to the Srago v. WCCUSD matter. This will impact students and staff throughout the West Contra Costa Unified School District.
Operations	7/1/2012 Thru 6/30/13	Orbach, Huff & Suarez C-30027	\$210,000 General Legal Capital Facilities Bond Measure	To provide miscellaneous legal services including general legal matters, real property and construction matters. This will impact students and staff throughout the West Contra Costa Unified School District.
Risk management-liability	7/1/2012 Thru 6/30/13	Keenan and Associates C-40606	\$460,000 Self Insurance	Premiums for adjusters and investigators, settlement actions or MRL fire claim and Attorney Legal fees.
Risk management-liability	7/1/2012 Thru 6/30/13	Northern California Relief C-40390	\$1,473,873 Self Insurance	Premiums for property liability, electronic data processing equipment, crime, equipment breakdown and excess liability.

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: June 27, 2012

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

Agenda Item: CI C.5

Subject: Agreements for Nonpublic, Nonsectarian School/Agency Services

Background Information: Permission is requested of the Board of Education to approve the Master Contracts between the District and named schools/agencies for nonpublic, nonsectarian school/agency services for the period of July 1, 2012 through June 30, 2013.

Recommendation: Recommend Approval

Fiscal Impact: \$7,500,000.00 Non-LCI / LCI

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

CONTRACT FOR NON-PUBLIC SCHOOLS 2011-2012 BOARD APPROVAL

Name of School	Address	City / State	Zip
1 A Better Chance School	4138 Lakeside Drive	Richmond	94806
2 Childrens Learning Center	1910 Central Avenue	Alameda	94501
3 Devereux Foundation	5850 TG Lee Boulevard, Suite 400	Orlando, FL	32822
4 Devereux Foundation - Glenholme School	81 Sabbaday Lane	Washington, CT	06793
5 Edgewood Children's Center	1801 Vicente Street	San Francisco	94116
6 Intermountain Children's and Home Services	500 South Lamborn Street	Helena, MT	59601
7 La Cheim School/Michael Thomas	2853 Groom Drive	Richmond	94806
8 Logan River Academy	P. O. Box 3662	Logan, Utah	84323
9 Oakhill School	300 Sunny Hills Dr., Building 6	San Anselmo	94960
10 Oakgrove School, Inc	3375 Harrison Blvd.	Ogden, UT	84403
11 Raskob Day School	3520 Mountain Boulevard	Oakland	94619
12 Seneca Center	2275 Arlington Drive	San Leandro	94578
13 Spectrum Center	16360 San Pablo Ave	San Pablo	94806
14 Springstone Community High School	1035 Carol Lane	Lafayette	94549
15 Star Academy	4470 Redwood Highway	San Rafael	94903
16 TLC Child and Family Services	P.O. BOX 2079	Sebastopol	95473
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CONTRACT FOR NON-PUBLIC AGENCIES 2011-2012 BOARD APPROVAL

Name of Agency	Address	City / State	Zip
1 Accentcare Home Health	2300 Contra Costa Blvd #125	Pleasant Hill	94523
2 Applied Behavior Consultants, INC	4540 Harlin Drive	Sacramento	95826
3 Anova Education and Behavior Consultation , INC	2911 Cleveland Avenue	Santa Rosa	95403
4 Augmentative Communications & Technology	350 Santa Ana Avenue	San Francisco	94127
5 Behavioral Intervention Association	2354 Powell Street, STE A	Emeryville	94608
6 Career Staff Unlimited	5000 Hopyard Road, Suite #220	Pleasanton	94588
7 Center for Accessible Technology	3075 Adeline Street, Suite 220	Berkeley	94703
8 Communication Works	4400 Keller Ave., Suite 200	Oakland	94605
9 Contra Costa County Office of Education/JPA	77 Santa Barbara Road	Pleasant Hill	94523
10 Contra Costa ARC/George Miller Pool	1340 Arnold Drive, Suite 127	Martinez	94553
11 Contra Costa Health Department/Mental Health	525 Green Street	Martinez	94553
12 Contra Costa Health Services	50 Douglas Drive, Suite 320 A	Martinez	94553
13 Hearing Conservation	10952 South Airport Way	Manteca	95336
14 Interpreting and Consulting Services	836 B Southhampton Rd #353	Benicia	94510
15 MacMillian, Anne	85 Crestmont Drive	Oakland	94619
16 Maxim Health Care	1000 Broadway, Suite 425	Oakland	94607
17 Pediatric Contracting Services, Inc	1563 Solano Avenue, #255	Berkeley	94707
18 Professional Tutors of America	3350 East Birch Street, Suite 108	Brea	92821
19 Progressus Therapy	2701 N. Rocky Pt. Drive #650	Tampa, FL	33607
20 Quality Behavioral Outcomes	5729 Sonoma Dr. Suite F	Pleasanton	94566
21 Rose Stamm/OT/Cameron	6753 Glen Mawr Avenue	El Cerrito	94530
22 Speech Pathology/Susan Stark	2021 Ygnacio Valley Road, C-103	Walnut Creek	94598
23 STE Consultants	2560 9th Street, Suite 319A	Berkeley	94710
24 Sunbelt Staffing, LLC	12425 Race Track Road, Suite 100	Tampa, FL	33626
25 Williams-Masters, Donna	16032 Windsor Drive	San Leandro	94578
26 Yellow Cab Express	401 1st Street #165	Richmond	94801

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: June 27, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.6

Subject: Notification of Claims Rejected

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

Recommendation: Ratify the rejection of claim

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
June 27, 2012

20011-2012 CLAIM REJECTED

<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Hercules High	1/6/12	District Student	Personal Loss	Rejected
Helms Middle	12/5/11	District Student	Personal Loss	Rejected

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Date: June 27, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.7

Subject: Adoption of Resolution No.122-1112 Replacement of Outdated Warrant

Background Information: Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Joseph Bodell. Staff recommend replacement of the stale dated warrant.

Recommendation: Recommend approval to replace the outdated warrant

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO.122-1112
REPLACEMENT OF OUTDATED WARRANT
June 27, 2012

WHEREAS Government Code Section 29802(c) allows the governing board, by resolution, to order that a replacement check be issued for a warrant that is stale dated.

BE IT RESOLVED, by the Board of Education of the West Contra Costa Unified School District, that we issue a check to replace the following stale dated check:

Type:	Payroll Check
Payee:	Joseph Bodell
Check No.:	082103
Amount:	\$72.27
Issue Date:	June 10, 2008

PASSED AND ADOPTED on the 27th day of June, 2012, at a regular meeting of the Board of Education by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing is a full, true and correct copy of a resolution passed at a meeting of the Board of Education, of the West Contra Costa Unified School District.

Bruce Harter
Secretary, Board of Education

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: June 27, 2012

From: Ann Reinhausen
Assistant Superintendent Human Resources

Agenda Item: CI C.8

Subject: Approve the following Reclassification and New Job Descriptions effective July 1, 2012
for the Human Resources Department:

Human Resources Technician
Human Resources Credential Technician
Human Resources Clerk
Human Resources Clerk (Bilingual)

Background Information: The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation: Recommend Approval

Fiscal Impact: \$ 37,015.98/ year in increased salary and applicable increases in retirement contributions

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District

HUMAN RESOURCES TECHNICIAN

DEFINITION:

Under general direction this position performs complex, confidential and technical duties related to all aspects of certificated and classified employment activities; complying with state, federal and district requirements. Organize and coordinate routine work activities and coordinate employment changes with other district departments. Perform a variety of technical work for major personnel functions including preparing statistical reports and special project assignments. Performs other job related duties as assigned by supervisor.

EXAMPLES OF DUTIES Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

Human Resource Services: Assists callers and visitors including administrators, applicants, certificated and classified staff, or other individuals with requested information. Prepare, review and complete personnel actions and employment activities in compliance with federal, state and District rules, policies and procedures; prepares the submittal of personnel, payroll or benefits forms; establishes and maintains employee record systems. Receives leave requests, determines eligibility, communicates approval and tracks/follows up for return dates. Dispatches substitutes to cover vacancies or absences; works with site personnel to locate appropriate substitutes based on specific needs.

Recruitment: Counsel applicant and the public on career opportunities in District employment and explains application and hiring procedures; conduct or assist with employee orientation; advise administrators regarding recruitment and selection practices and requirements, develop and disseminate recruitment announcements; assists at job fairs. Collect and review internal and external employment applications, track and analyze job application materials to determine whether candidates meet minimum and required qualifications; schedules and administers examinations, tracks and communicate results. As required, contacts candidate for pre-employment testing (fingerprinting, tuberculosis and strength testing), establishes start date, determine and advise employees on salary placement, fringe benefits and other school district policies, rules and regulations; prepare and explain employment contracts. Input data in both the HR System and SEMS and properly collect and store all required employment documentation.

Benefits: Determine and communicate benefits eligibility and information to new hires and active employees; provide COBRA eligibility documentation to exiting employees or direct pay information for employees on leave. Provide CalPERS/CalSTRS information and disseminate information regarding these programs to new hires, active and separated employees. Ensure required documentation is completed accurately and provided in a timely manner. Communicate and track all workers compensation injuries/absences updating administrators and other departments as required. Coordinate and track modified work program. Work with Contra Costa County School Insurance group on all claims as required.

Data/Reports: Ensure accuracy and tracking of employee information including but not limited to; salary placement, seniority dates, PCN/position funding, 39 month rehire, employment testing, certification, leave of absence eligibility and expiration dates, evaluation, bumping lists, etc. Pull vacancy reports to determine over/under staffing and to assist with posting positions. Run monthly edits reports and review data to ensure accurate data is maintained. Participate in obtaining data that this is required for district, state, federal or other agency reports.

Other: Participate in other departmental activities; Summer School recruitment and hiring, Reasonable Assurance notification, salary step/range changes; position elimination notification and bumping analysis; Teacher Transfer Rounds communication/tracking and selection notification, termination file storage,

Tuberculosis testing notification and tracking, etc. Participate in developing new procedures or processes and recommend enhancing tracking systems and reports.

QUALIFICATIONS:

Knowledge of and ability to:

Knowledge of office practices, procedures, customer service techniques;
Intermediate working knowledge of Microsoft Office Suite; Excel, Word, Outlook
Knowledge of English usage, spelling, grammar, punctuation, and composition;
Knowledge of basic statistical concepts;
Ability to learn, interpret and apply personnel policies, laws, regulations, State Education Code, collective bargaining contracts, and credentialing requirements;
Read, write, hear, and speak in English.
Work in a responsible, independent manner with minimal supervision.
Work cooperatively and communicate effectively with those contacted in the course of work.
Understand and carry out complex oral and written instructions.
Operate common office machines, including a computer and related equipment.
Perform mathematical computations with speed and accuracy.
Think critically including identifying problems and recommending solutions.
Perform effectively in busy and distracting environment.
Perform complex duties to relieve the manager of routine detail.
Establish and maintain cooperative and effective working relationships with others.
Prioritize and schedule work.
Work confidentially and with discretion.
Complete tasks in a timely manner
Prepare written communications.

Education and Experience:

Any combination of training, experience and/or education equivalent to 30 college units in business or human resources, and one year experience working in a human resources position or three years of increasingly responsible experience performing complex technical and analytical work in an educational or public setting.
Experience interpreting rules, policies, laws, and regulations.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment; constant interruptions; contact with dissatisfied individuals; repetitive activities.

PHYSICAL ABILITIES:

Dexterity to operate a computer and other office equipment; reaching overhead, above the shoulders and horizontally to maintain and retrieve files; lift or carry up to 20 pounds, hearing and speaking to exchange information in person or on the telephone; seeing to assure complete and accurate reports and letters; sitting or standing for extended periods of time.

SALARY:

Schedule: 05

Range: 63

Approved by Human Resources: _____

Approved by Board: _____

West Contra Costa Unified School District

HUMAN RESOURCES CREDENTIAL TECHNICIAN

DEFINITION:

Under general direction this position performs complex analysis, confidential and technical duties to ensure all aspects of credentialing requirements are met accurately and timely as mandated by law. Assist administrators, teachers, counselors, candidates and others seeking credentialing information and services. Maintains computerized credential records and files. Periodically audits currently employed school personnel to ensure compliance with applicable laws. This job class performs complex and highly responsible clerical/technical duties of a confidential nature and requires analytical and evaluation skills. Performs other job related duties as assigned by supervisor.

EXAMPLES OF DUTIES: Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

Receive and evaluate official transcripts, degrees, work experience, and examinations; determines eligibility for state certification and processes applications for certificated personnel. Verify temporary certificates as mandated by Education Code to authorize service.

Establish and maintain confidential credentials files on all certificate staff. Receive, record, and maintain records, systems and supporting documents of all credentials/permits, including expiration dates; notify certificated personnel of impending expirations. Assist in the collection, preparation, and review of data from a wide variety of sources for reports, proposals, and other formal written communications; gather, classify, and summarize data. Prepare and develop correspondence, memorandums, and forms as related to assigned functions. Run monthly edits reports and review data to ensure accurate data is maintained. Participate in obtaining data that is required for district, state, federal or other agency reports.

Monitor assignments of credentialed personnel in District and Charter schools; collect and input data regarding assignments; review for possible misassignments; determine validity of assignments and assignment practices; assist school administration in resolving misassignments. Monitor and takes appropriate action on employees whose credentials have revoked, suspended, or placed on probation by the Commission on Teacher Credentialing.

Confer with County Office of Education departments, district and internal staff, the Commission on Teacher Credentialing, and other agencies regarding problems and changes in regulations concerning certification requirements, staff placements, and viable alternatives.

Participate and attend certificated recruitment fairs, credential workshops, and other related events as assigned. Participate in developing new procedures or processes and recommend enhancing tracking systems and reports. Participate in departmental projects as required.

Knowledge of and ability to:

Knowledge of office practices, procedures, customer service techniques;
Intermediate working knowledge of Microsoft Office Suite; Excel, Word, Outlook
Knowledge of English usage, spelling, grammar, punctuation, and composition;
Knowledge of basic statistical concepts;
Knowledge of basic credential standards;
Ability to be flexible and able to change projects or priorities on a frequent basis

Ability to maintain a high level of professional business communication skills with other departments, staff and external agencies.
Ability to answer complex and sensitive inquiries from teachers, school administration, staff, outside agencies, and other authorities; provide appropriate information as required;
Ability to learn, interpret and apply personnel policies, laws, regulations, State Education Code, collective bargaining contracts, and credentialing requirements;
Read, write, hear, and speak in English;
Work in a responsible, independent manner with minimal supervision;
Work cooperatively and communicate effectively with those contacted in the course of work;
Understand and carry out complex oral and written instructions;
Operate common office machines, including a computer and related equipment;
Perform mathematical computations with speed and accuracy;
Think critically including identifying problems and recommending solutions;
Perform effectively in a busy and distracting environment;
Perform complex duties to relieve the manager of routine detail;
Establish and maintain cooperative and effective working relationships with others;
Prioritize and schedule work;
Work confidentially and with discretion;
Complete tasks in a timely manner;
Prepare written communications.

Education and Experience:

Any combination of training, experience and/or education equivalent to 30 college units in business or human resources and three years' experience working in a school districts human resources position.
Experience interpreting rules, policies, laws, and regulations.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment; constant interruptions; contact with dissatisfied individuals; repetitive activities.

PHYSICAL ABILITIES:

Dexterity to operate a computer and other office equipment; reaching overhead, above the shoulders and horizontally to maintain and retrieve files; lift or carry up to 20 pounds, hearing and speaking to exchange information in person or on the telephone; seeing to assure complete and accurate reports and letters; sitting or standing for extended periods of time.

SALARY:

Schedule: 05

Range: 64

Approved by Human Resources: _____

Approved by Board: _____

West Contra Costa Unified School District

HUMAN RESOURCES CLERK

DEFINITION:

Under direct supervision, performs a variety of clerical duties related to human resources programs and functions; assist in preparing and maintaining personnel records and files; provide information and assistance to employees, administrators, job applicants and the general public regarding personnel functions, District policies and procedures related to assigned duties; maintain confidentiality of sensitive information. Performs other job related duties as assigned by supervisor.

EXAMPLES OF DUTIES: Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

Complete daily fingerprinting processing of potential candidates for employment using electronic machine. Ensures documentation is properly completed and required DOJ identity documentation is received. Collects the correct DOJ processing payment from candidate; tally's payment received and provides to appropriate staff at the end of the day.

Work with TALX, unemployment vendor, and respond to requests for information regarding reasonable assurance or termination data. Receive and fax requested information in a timely manner. Track claims received, pull employment data for contested claims.

Perform complex, detailed and accurate computer data entry using the District's payroll/human resources information management system; operate and understand payroll functions to ensure data entry updates interface accurately with payroll.

Complete the recruitment/hiring process for assigned substitute job openings; assist in reviewing applications for minimum qualifications, contact candidates, schedule required pre-employment testing. Conducts proctoring of employment tests for applicants.

Receive and complete Subpoena requests within the specified timeframes. Prepare employee notification letters and copy files as required.

Receive and complete employment verifications in a timely and thorough manner. Track and file copies of requests.

Compose correspondence independently or from oral instructions; prepare letters, memorandums, and forms; request, provide or verify information to ensure accuracy of data; prepare, format, proofread and copy records, reports or related materials.

Receive and screen visitors and calls, responding to and routing calls from employees and inquiries from the public.

Process departmental mail on a daily basis. Receive, copy, and distributes courier and in-coming mail.

Participate in developing new procedures or processes and recommend enhancing tracking systems and reports. Participate in departmental projects as required.

Knowledge of and ability to:

District operations, specific rules, policies and procedures related to certificated and classified employment processes and practices;

Ability to answer general and sensitive inquiries from teachers, school administration, staff, and provide appropriate information as required;

Ability to learn, interpret and apply personnel policies, regulations, State Education Code, collective bargaining contracts;

Read, write, hear, and speak in English;

Work cooperatively and communicate effectively with those contacted in the course of work;

Understand and carry out oral and written instructions;

Operate common office machines, including a computer and related equipment;

Perform mathematical computations with speed and accuracy;

Perform effectively in busy and distracting environment;

Establish and maintain cooperative and effective working relationships with others;

Prioritize and schedule work;

Work confidentially and with discretion;

Complete tasks in a timely manner;

Prepare written communications.

Education and Experience:

Any combination equivalent to: graduation from high school and three years responsible clerical experience in an office or school setting; some experience in human resources preferred.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment; constant interruptions; contact with dissatisfied individuals; repetitive activities.

PHYSICAL ABILITIES:

Dexterity to operate a computer and other office equipment; reaching overhead, above the shoulders and horizontally to maintain and retrieve files; lift or carry up to 20 pounds, hearing and speaking to exchange information in person or on the telephone; seeing to assure complete and accurate reports and letters; sitting or standing for extended periods of time.

SALARY:

Schedule: 05

Range: 53 or Range 54 if Spanish Bilingual

Approved by Human Resources: _____

Approved by Board: _____

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: June 27, 2012

From: Ann Reinhausen,
Assistant Superintendent Human Resources

Agenda Item: CI C.9

Subject: Approve the following Reclassification and Revised Job Description effective July 1, 2012 for the Nutrition Center: Food Transport Driver

Background Information: The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation: Recommend Approval

Fiscal Impact: \$14,500/year in increased salary and applicable increases in retirement contributions

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

FOOD TRANSPORT DRIVER

PRIMARY FUNCTIONS:

Under supervision, to receive and handle the loading, unloading and transporting of food items and necessary supplies; to drive a heavy duty truck in the course of picking up and delivering food items and necessary supplies; to perform custodial services required to maintain the central kitchen in a clean and orderly condition, and to perform related tasks and duties as required.

MAJOR DUTIES AND RESPONSIBILITIES:

Drive and operate a heavy duty truck with lift-gate while obeying all safety and traffic laws, rules and regulations.

Load and unload truck with food items and necessary supplies at Nutrition Center or other district site and deliver to various sites throughout the district, which includes return trips to Central Kitchen.

Secure food items and necessary supplies in truck for travelling.

Know all Food Transport Driver routes and make appropriate changes in route(s) for special deliveries or time sensitive deliveries.

Develop a working knowledge of Nutrition Center processes, procedures and requirements to ensure all orders are delivered correctly and accurately.

Transfer supplies and equipment from one location to another.

Assist in cleaning Nutrition Center as directed with duties including, but not limited to: sweeping, mopping, waxing, scrubbing, polishing and washing.

Assist in storeroom receiving, distribution and inventory.

Comply with all district, state and federal laws, regulations and requirements regarding food transport, temperatures, safety and accountability of food items and necessary supplies.

QUALIFICATIONS:

Knowledge of:

- Safe operation of a heavy duty truck, which includes truck's maintenance requirements.
- Safe driving practices, which includes all knowledge of all pertinent safety and traffic laws.
- Oral and written communication skills.
- Safe food handling practices and procedures.
- Food transportation routes.

- School and District policies, rules and regulations.
- Use and care of cleaning materials and equipment.

Ability to:

- Maintain detailed delivery and temperature logs of all items being placed on and removed from truck.
- Validate all items on manifest that have been loaded on the truck and ensure all ordered items are accounted for (i.e. if delivering bagels, ensure cream cheese packets are on the manifest and on the truck).
- Validate and record that all items on the manifest have been delivered to the appropriate District site.
- Identify potential food hazards and use problem solving skills to mitigate any inherent harms to school sites by effectively communicating with Nutrition Center for replacement items and scheduling of redelivery.
- Learn all district food service routes to increase departmental efficiency and accountability.
- Assist Nutrition Center and school sites with inventory of food and supplies to assist in ordering and delivering proper amounts of food and supplies.
- Compliance with an increased emphasis on timeliness and accuracy of deliveries to control costs and to ensure all items are delivered in an acceptable condition (and temperature when applicable).
- Follow all district, state and federal laws and regulations regarding the transport (receipt, transport, and delivery) of food and supplies to/from the Nutrition Center.
- Operate a heavy duty truck safely and coordinate required maintenance on vehicle.
- Operate a forklift safely.
- Use cleaning materials and equipment with skill and efficiency.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Work without close supervision.
- Establish and maintain cooperative and effective working relationships with others.
- Work cooperatively with others.
- Carry out oral and written directions; write and speak at a level sufficient to fulfill the duties to be performed for the position described

EDUCATION AND EXPERIENCE:

Education:

- High school diploma.

Experience:

- 2 years of experience driving a heavy duty truck.
- Clean driving record.
- Food safety experience, desired.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License.
- Certificate to operate a forklift.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- Indoor and outdoor environment.
- Seasonal heat and cold or adverse weather conditions.
- Driving a heavy duty truck to conduct work and perform aforementioned duties, tasks and responsibilities.

Physical Abilities:

Employees in this position must have/be able to:

- Lift and/or carry up to 50 lbs at waist height for short distances.
- Occasionally team-lift more than 50 pounds.
- Observe safe lifting and carrying practices.
- Hear and understand speech at normal levels and on the telephone with/without assistive devices.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.
- Bend at the waist.
- Reach overhead, above the shoulders and horizontally; grasp.
- Repeated push/pull up to 150 lbs for short distances.
- Standing and walking for extended periods of time.
- Dexterity of hands and fingers to operate assigned equipment.

SALARY:

Schedule: 5

Salary Range: 60

Approved by the Human Resources Division

Approved by the Board of Education **June 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:** June 27, 2012

From: Ann Reinhausen, **Agenda Item:** CI C.10
Assistant Superintendent Human Resources

Subject: Approve the following Reclassification and Revised Job Description effective July 1, 2012 for the
Special Education Department: Administrative Technician

Background Information: The Reclassification Process involves the impartial review of requests for a 'desk audit' of classified positions as outlined in Article 25 of our contract with Local One.

Recommendations regarding reclassification are based on a thorough investigation that may result in an upgrading of a position to a higher classification as a result of a gradual increase and/or revision of duties, tasks and responsibilities being performed by the incumbent in such a position.

Recommendation: Recommend Approval

Fiscal Impact: \$3,232/year in increased salary and applicable increases in retirement contributions

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Special Education Administrative Technician

PRIMARY FUNCTIONS:

Under minimal supervision, provide technical administrative support to a major district department; work independently on major assignments with little day to day supervision; create, develop and maintain program oversight within parameters established by Department Head (i.e. budget allocation, staffing, student allocation, etc.); and to perform related tasks and duties as required.

Responsible for providing administrative support as required, including but not limited to: complex record keeping, accounting/budgeting, high level of customer service on the phone and in person and detailed/complex writing responsibilities. Shall be able to work on a variety of projects simultaneously with periodic and minimal supervision.

MAJOR DUTIES AND RESPONSIBILITIES:

Assist in development of Special Education and divisional budgets, which includes knowledge of basic accounting principals.

Maintain detailed budget records for Special Education department, which includes follow-up with all divisions within the department for necessary documents and appropriate follow-up with the school sites.

Maintain calendars for SELPA Director, Special Education Administrators and for major departmental trainings, events and projects.

Analyze Special Education data to prepare or assist in preparing legally mandated reports as well as make programmatic recommendations to SELPA director, Special Education Administrators and site administrators.

Develop, maintain and monitor Special Education reports, correspondence and training materials as needed.

Maintain Special Education departmental work records, time cards, etc.

Coordinate accounting and record keeping for major departmental projects and program(s).

QUALIFICATIONS:

Knowledge of:

- Special Education laws and regulations.
- Special Education students' needs, staffing allocations and computer systems/programs.
- School District position control numbers (PCN's) and tracking.
- School and District policies, rules and regulations.

- Departmental calendar, District calendar and site calendars.
- Modern business practices and district authorized software to complete duties, tasks and responsibilities.
- General accounting, budget and payroll principals and best practices.
- Oral and written communication skills.

Ability to:

- Coordinate, collaborate and support local agencies, private schools, law enforcement, diagnostic centers and other organizations for receipt, transfer and placement of special education students.
- Develop, modify and maintain handbooks and other reference materials for new staff and professional development of veteran staff members.
- Identify and process current California Education Code sections, federal laws and regulations and other related bodies of law as they pertain to special education to make appropriate recommendations to the SELPA director regarding program, staffing and student needs.
- Develop, maintain, monitor and finalize program (i.e. Extended School Year (ESY)) budget, classes, student enrollment, staff assignments and other peripheral tasks, duties and responsibilities associated with the program.
- Collect appropriate data from various resources to make recommendations on projected special education enrollment numbers for future year.
- Collect, input and review data for MIS and SEIS systems.
- Create professional letters to parents, letters to external organizations and communications to school sites, staff and others.
- Operate standard office equipment (i.e. copier, fax, scanner, etc.)
- Analyze data and other information to make independent decisions and recommendations per District, state and federal guidelines and laws.
- Interpret Special Education forms, findings, reports and other documents for Special Education staff and student allocation and assignments.
- Independently seek out answers by utilizing various resources to reach resolution.
- Understand and follow oral and written instructions.
- Communicate effectively both orally and in writing.
- Work without close supervision.
- Establish and maintain cooperative and effective working relationships with other staff and external organizations and agencies.
- Carry out oral and written directions; write and speak at a level sufficient to fulfill the duties to be performed for the position described

EDUCATION AND EXPERIENCE:

Education:

- High school diploma and an A.A./A.S., or a combination of experience and education equivalent to an A.A./A.S. degree (approximately 2 years).

Experience:

- Minimum 2 years of experience working in a busy office environment.

- Minimum 2 years of experience working in a Special Education program administrative environment.
- Budgeting experience.
- Experience with position control and staffing allocations/matrices.
- Demonstrated high level of customer service with public and special education population.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- Indoor environment.
- Office setting with heavy phones, customer drop-ins and other communications.

Physical Abilities:

Employees in this position must have/be able to:

- Observe safe lifting and carrying practices.
- Hear and understand speech at normal levels and on the telephone with/without assistive devices.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.
- Bend at the waist.
- Reach overhead, above the shoulders and horizontally; grasp.
- Sit for extended periods of time with intermittent walking.
- Dexterity of hands and fingers to operate assigned office equipment.

SALARY:

Schedule: 5
Salary Range: 65

Approved by the Human Resources Division
Approved by the Board of Education **June 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: June 27, 2012

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: CI C.11

Subject: 2011-12 Consolidated Application for Funding Categorical Aid Programs, Part II

Background Information:

The Consolidated Application is the vehicle used by the California Department of Education to gather routine district data regarding categorical programs and compliance with NCLB requirements.

The Consolidates Application includes basic information about student demographics which is used to report and calculate state and federal allocations for Title I, Title II, Title III, Title III - Immigrant and Economic Impact Aid for Limited English Proficient and State Compensatory Education (EIA-LEP and SCE).

Recommendation: Recommend Approval

Fiscal Impact: Categorical revenue

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

2011-12 Economic Impact Aid Advisory Committee Approvals

If the LEA is operating a State Compensatory Education program, various committee approvals are required based on California Education Code, sections 35147 (c), 52176 (b) and (c), 62002.5, and 64001 (a).

CDE Program Contact:

Geoffrey Ndirangu, EIA / LEP, gndirang@cde.ca.gov, 916-323-5831

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

District Advisory Committee (DAC) Approval

The undersigned certify that the DAC have been given the opportunity to advise on the portions of this application related to compensatory education programs for educationally disadvantaged youths (EDY).

DAC Representative's Full Name	
DAC Approval Date	06/30/2011
DAC Comment	
If an advisory committee refused to sign the application or if a DAC signature is not applicable, enter a comment:	

District English Language Advisory Committee (DELAC) Approval

The undersigned certify that the DELAC have been given the opportunity to advise on the portions of this application related to compensatory education programs for English learners. This approval is required if the LEA has 51 or more identified English learners.

DELAC Representative's Full Name <i>Raul Moral</i>	
DELAC Approval Date	06/30/2011
DELAC Comment	
If an advisory committee refused to sign the application or if a DELAC signature is not applicable, enter a comment:	

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: CADS Migrated
Date: 11/7/2011**2011-12 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/fo/r5/ca11assurances.asp>.

CDE Program Contact:Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640**LEA Plan**

An LEA that receives Title III funds or any LEA that receives Title I funds and is in Program Improvement Corrective Action, must certify that its LEA Plan including any Addenda to the Plan, is current and provide the local online Web address for their LEA Plan.

State Board of Education approval date	7/11/2003
LEA Plan Web Site	http://www.wccusd.net/22771062133113217/lib/22771062133113217/_files/WCCUSD_LEA_Plan_March_14_2009_f

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Nia Rashidchi
Authorized Representative's Title	Asst. Superintendent
Authorized Representative Signature Date	06/30/2011

2011-12 Protected Prayer Certification

ESEA Title I, Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269
Mary Payne, District Improvement Office, MPayne@cde.ca.gov, 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Nia Rashidchi
Authorized Representative Title	Asst. Superintendent
Authorized Representative Signature Date	06/30/2011
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: CADS Migrated
Date: 11/7/2011**2011-12 Application for Funding****CDE Program Contact:**Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.	
Economic Impact Aid EC 54000 SACS 7090, 7091	Yes
Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title I Part D (Delinquent) ESEA Sec. 1401 SACS 3025	No
Title II Part A (Teacher Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	Yes
Title III Part A LEP ESEA Sec. 3102 SACS 4203	Yes
Date of approval by local governing board	07/13/2011

2011-12 Economic Impact Aid Advisory Committee Approvals

If the LEA is operating a State Compensatory Education program, various committee approvals are required based on California Education Code, sections 35147 (c), 52176 (b) and (c), 62002.5, and 64001 (a).

CDE Program Contact:

Geoffrey Ndirangu, EIA / LEP, gndirang@cde.ca.gov, 916-323-5831

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

District Advisory Committee (DAC) Approval

The undersigned certify that the DAC have been given the opportunity to advise on the portions of this application related to compensatory education programs for educationally disadvantaged youths (EDY).

DAC Representative's Full Name	
DAC Approval Date	06/30/2011
DAC Comment If an advisory committee refused to sign the application or if a DAC signature is not applicable, enter a comment:	

District English Language Advisory Committee (DELAC) Approval

The undersigned certify that the DELAC have been given the opportunity to advise on the portions of this application related to compensatory education programs for English learners. This approval is required if the LEA has 51 or more identified English learners.

DELAC Representative's Full Name	
DELAC Approval Date	06/30/2011
DELAC Comment If an advisory committee refused to sign the application or if a DELAC signature is not applicable, enter a comment:	

2011-12 Title III, Part A Immigrant Proposed Obligations

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

CDE Program Contact:

Jim Shields, Language Policy & Leadership Office, jshields@cde.ca.gov, 916-319-0267

Michele Anberg-Espinosa, Language Policy & Leadership Office, MANbergespinoza@cde.ca.gov, 916-323-4872

Projected Entitlement:	\$132,900
Object Code - Activities	
1000-1999 Proposed certificated personnel salaries	\$44,175
2000-2999 Proposed classified personnel salaries	\$40,050
3000-3999 Proposed employee benefits	\$15,156
4000-4999 Proposed books and supplies	\$28,101
5000-5999 Proposed services and other operating expenditures	\$2,812
Proposed administrative and indirect costs	\$2,606
Total proposed obligations	\$132,900

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: CADS Migrated
Date: 11/7/2011**2011-12 Title III, Part A LEP Proposed Obligations**

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

CDE Program Contact:Patty Stevens, Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838Michele Anberg-Espinosa, Language Policy & Leadership Office, MANbergespinoza@cde.ca.gov, 916-323-4872

Proposed Entitlement:	\$1,041,059
Object Code - Activity	
1000-1999 Proposed certificated personnel salaries	\$515,664
2000-2999 Proposed classified personnel salaries	\$46,720
3000-3999 Proposed employee benefits	\$198,968
4000-4999 Proposed books and supplies	\$83,886
5000-5999 Proposed services and other operating expenditures	\$175,000
Proposed administrative and indirect costs	\$20,821
Total proposed obligations	\$1,041,059

2011-12 Federal Transferability

Federal transferability is governed by Title VI in ESEA Section 6123. An LEA may transfer a maximum of 50% of any program to other programs. This transferability is not the same as Title VI Subpart 1 REAP Flexibility governed by ESEA Section 6211.

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

This data collection is not applicable, program funds cannot be transfered out as the LEA is in Program Improvement year 3.

2011-12 Economic Impact Aid LEA Allocations

The purpose of this data collection is to make allowable reservations at the LEA level and to determine the amount available for school-level allocations.

CDE Program Contact:

Geoffrey Ndirangu, EIA / LEP, gndirang@cde.ca.gov, 916-323-5831

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

2011-12 Economic Impact Aid Entitlement	\$6,099,037
Transferred in	\$0
Transferred in comment	
2010-11 Carryover	\$4,769,524
Repayment of funds	
Repayment of funds comment	
2011-12 Economic Impact Aid allocation	\$10,868,561
Indirect cost reserves (Amount cannot exceed 3% of the EIA allocation.)	\$177,642
Administrative evaluation (Amount cannot exceed 10% of the EIA allocation.)	\$609,904
LEA activities reservation (Amount cannot exceed 2% of the EIA allocation.)	\$20,762
Security reservation (Amount may not exceed \$0.32 per student.)	\$0
Alternative reservation (Reservation is only valid if SCE allocations will be made. Amount cannot exceed 25% of the EIA allocation.)	\$0
Economic Impact Aid adjusted allocation	\$10,060,253

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Lyn Potter
Date: 6/5/2012 10:40 AM**2011-12 Title I, Part A LEA Allocation**

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

CDE Program Contact:Monique Moton, Title I Monitoring & Support, mmoton@cde.ca.gov, 916-319-0733Lorene Euerle, Title I Monitoring & Support, leuerle@cde.ca.gov, 916-319-0728

2011-12 Title I Part A Entitlement	\$8,823,680
Transferred in amount	\$0
Title I Part A entitlement after transfers	\$8,823,680
2010-11 Carryover	\$5,505,034
Repayment of funds	\$0
2011-12 Total allocation	\$14,328,714
Indirect cost reservation	\$355,358
Administrative reservation	\$791,197
2011-12 Title I, Part A adjusted allocation	\$13,182,159

2011-12 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296
Kim Edwards, Title I Monitoring & Support, KEdwards@cde.ca.gov, 916-319-0248

Nonprofit Private School Equitable Services Percentage Calculation

Total participating nonprofit school low income students	827
Total participating attendance area low income students	16,233
Percent of nonprofit private school low income students for equitable service calculations	5.09%

Required Reservations

Title I Part A adjusted allocation	\$13,182,159
Parent Involvement	
Parent involvement (Minimum 1% of the entitlement plus transfers in.)	\$88,237
Nonprofit private school parent involvement set-aside	\$4,491
Amount remaining	\$83,746
Public school parent involvement (Minimum of 95% of the amount remaining.)	\$83,702
Balance available for LEA parent involvement activities	\$44
Direct and Indirect Services	
Direct or indirect services to homeless children , regardless of their school of attendance	\$110,000
Homeless services provided	Support for homeless liaison position; outreach to parents; supplementary academic & enrichment activities; transportation assistance; data collection on homeless students to monitor academic progress, attendance, & behavior; training for staff to sensitize them to needs of homeless students; referrals to social services agencies; school supplies as needed.
Local neglected institutions	Yes
Does the LEA have local institutions for neglected children or children currently classified as neglected?	

2011-12 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

Kim Edwards, Title I Monitoring & Support, KEdwards@cde.ca.gov, 916-319-0248

Direct or indirect services in local institutions for neglected children	\$110,000
Local delinquent institutions	No
Does the LEA have local institutions for delinquent children?	
Other neglected or delinquent services	
Program Improvement (PI)	
The following reservations are required if the LEA is in Program Improvement, or has one or more schools in Program Improvement.	
Public school choice transportation (Choice)	\$37,200
Supplemental educational services (SES)	\$1,727,536
Parent outreach and assistance	
Professional development funds	No
Will the LEA use PI school-level professional development funds to help meet the LEA 10% minimum professional development requirement?	
PI professional development (Minimum 10% of the entitlement plus transfers in.)	\$882,368
2010-11 PI professional development carryover	\$782,069
Total PI professional development	\$1,664,437

2011-12 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

Kim Edwards, Title I Monitoring & Support, KEdwards@cde.ca.gov, 916-319-0248

Allowed Reservations

Professional Development for Highly Qualified Teachers and Paraprofessionals	
Professional development for highly qualified teachers and paraprofessionals	
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$0
Assistance to School	
Assistance to schools	
Nonprofit private school equitable services	\$0
Assistance to schools reserved for public schools	\$0
Other School Programs	
Other school programs	
Including summer school or intersession programs or before and after school programs.	
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$0
Other Allowable Reservations	
Salary differentials	\$121,355
Preschool programs	\$500,000
Capital expenses for nonprofit private schools	\$12,641
Program Improvement Activities	
Teacher incentives and rewards (Maximum 5% of entitlement after transfers.)	
Professional development of highly qualified teachers	\$882,368
Assistance to schools	\$3,945,058
Summer school, intersession programs or before and after school programs	\$1,349,555

2011-12 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296
Kim Edwards, Title I Monitoring & Support, KEdwards@cde.ca.gov, 916-319-0248

Reservation Summary

Adjusted Allocation	\$13,182,159
Total required reservations	\$3,649,217
Total allowed reservations	\$6,810,977
Allocations after reservations	\$2,721,965
Total nonprofit private school set aside	\$0
Private Non Profit School Parent Involvement Amount	\$4,491
Public school parent involvement	\$83,702
Amount available for Title I, Part A school allocations	\$2,633,772

2011-12 Title I, Part A Program Improvement Activity and Expenditure Report

If one or more schools is in Program Improvement, the LEA is required to provide a mid-year status of activities related to Choice and or SES services.

CDE Program Contact:

Monique Moton, Title I Monitoring & Support, mmoton@cde.ca.gov, 916-319-0733

Lorene Euerle, Title I Monitoring & Support, leuerle@cde.ca.gov, 916-319-0728

Activities	
Number of students applying for Choice	112
Number of students who transferred to attend a non-PI school under ESEA	367
Number of students who transferred to attend a non-PI school under a local or state school choice program	0
Number of students who applied for SES	5,328
Number of students who received SES	1,301
Activities comment	
An explanation must be provided if all activities are zero.	
Expenditures and Encumbrances	
Due to a federal audit comment received, LEAs are required to provide biannual year-to-date PI expenditures and encumbrance in support of Choice and SES activities.	
Choice transportation using Title I Part A funds	\$36,800
Choice transportation using non-Title I Part A funds	\$0
SES using Title I Part A funds	\$1,690,554
SES using non-Title I Part A funds	\$0
Parent outreach using Title I Part A funds	\$0
Parent outreach using non-Title I Part A funds	\$0
Total expenditures and encumbrance using Title I Part A funds	\$1,727,354
Total expenditures and encumbrance using non-Title I Part A funds	\$0
Expenditure comment	
An explanation is required if no program improvement expenditures or encumbrances have occurred.	

2011-12 Title II, Part A LEA Allocations and Reservations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II Part A Teacher & Principal Training & Recruiting, and to report required reservations.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503

Juan J. Sanchez, Title II Leadership, jsanchez@cde.ca.gov, 916-323-5264

2011-12 Title II Part A entitlement	\$1,634,563
Total funds transferred into Title II, Part A	\$0
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$1,634,563
2010-11 Carryover (as of 06/30/11)	\$693,365
Repayment of funds	\$0
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2011-12 Allocation	\$2,327,928
Administrative and indirect costs	\$64,585
Title II Part A adjusted allocation	\$2,263,343

ESEA Section 2141 Reservations

By completing the following reservations, the LEA certifies it will comply with the agreement of Section 2141.

Professional Development	
Professional development for teachers	\$1,974,559
Professional development for administrators	\$167,600
Subject matter project	
Exams and Test Preparation	
Exam fees, reimbursement	
Test preparation training and or materials	
Recruitment, Training, and Retaining	
Recruitment activities	\$30,000
Hiring incentive and or relocation allotment	
National Board Certification and or stipend	\$88,484
Verification process for special settings (VPSS)	
University course work	
Total budgeted	\$2,260,643

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Lyn Potter
Date: 6/5/2012 10:41 AM**2011-12 Title III, Part A Immigrant LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A Immigrant, and to report required reservations.

CDE Program Contact:Jim Shields, Language Policy & Leadership Office, jshields@cde.ca.gov, 916-319-0267Michele Anberg-Espinosa, Language Policy & Leadership Office, MANbergespinoza@cde.ca.gov, 916-323-4872

2011-12 Title III, Part A Immigrant entitlement	\$132,900
2010-11 Carryover	\$0
Repayment of funds	\$0
2011-12 Allocation	\$132,900
Administrative and indirect costs	\$2,606
2011-12 Adjusted allocation	\$130,294

2011-12 Title III, Part A LEP LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A LEP, and to report required reservations.

CDE Program Contact:

Patty Stevens, Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

Michele Anberg-Espinosa, Language Policy & Leadership Office, MANbergespinoza@cde.ca.gov, 916-323-4872

2011-12 Title III, Part A LEP entitlement	\$1,074,821
2010-11 Carryover	\$997,869
Repayment of funds	\$0
2011-12 Allocation	\$2,072,690
Administrative and indirect costs	\$21,075
2011-12 Adjusted allocation	\$2,051,615

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated Application

Status: Certified

Saved by: Lyn Potter

Date: 6/5/2012 10:41 AM

2011-12 Title III Part A Immigrant YTD Obligations Report, 6 Months

A report of year-to-date obligations by activity.

CDE Program Contact:Jim Shields, Language Policy & Leadership Office, jshields@cde.ca.gov, 916-319-0267Michele Anberg-Espinosa, Language Policy & Leadership Office, MAnbergespinoza@cde.ca.gov, 916-323-4872

2011-12 Title III, Part A Immigrant entitlement	\$132,900
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$0
4000-4999 Books And Supplies	\$100
5000-5999 Services and other operating expenditures	\$0
Administrative And Indirect Costs	\$0
Total year-to-date obligations	\$100
2011-12 Title III, Part A Immigrant entitlement	\$132,900
Object Code - Activity	
1000-1999 Certificated personnel salaries	
2000-2999 Classified Personnel Salaries	
3000-3999 Employee Benefits	
4000-4999 Books And Supplies	
5000-5999 Services and other operating expenditures	
Administrative And Indirect Costs	
Total Expended Amount	\$0

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Lyn Potter
Date: 6/5/2012 10:41 AM**2011-12 Title III, Part A LEP YTD Obligations Report, 6 Months**

A report of year-to-date obligations by activity.

CDE Program Contact:Patty Stevens, Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838Michele Anberg-Espinosa, Language Policy & Leadership Office, MAnbergespinosa@cde.ca.gov, 916-323-4872

2011-12 Title III Part A LEP Entitlement	\$1,074,821
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$0
4000-4999 Books And Supplies	\$100
5000-5999 Services and other operating expenditures	\$0
Administrative And Indirect Costs	\$0
Total year-to-date obligations	\$100
2011-12 Title III, Part A LEP entitlement	\$1,074,821
Object Code - Activity	
1000-1999 Certificated personnel salaries	
2000-2999 Classified Personnel Salaries	
3000-3999 Employee Benefits	
4000-4999 Books And Supplies	
5000-5999 Services and other operating expenditures	
Administrative And Indirect Costs	
Total Expended Amount	\$0

California Department of Education

West Contra Costa Unified (07 61796 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Lyn Potter
Date: 6/5/2012 10:41 AM**2011-12 Consolidation of Administrative Funds**

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A, ARRA Title I, Part A (Basic) SACS Code 3010 and 3011	No
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D ARRA Title I, Part D (Delinquent) SACS Code 3025 and 3026	No
Title II, Part A (Teacher Quality) SACS Code 4035	No
Title II, Part A (Administrator Training) SACS Code 4036	No
Title II, Part D, ARRA Title II, Part D (Enhancing Education Through Technology) SACS Code 4045 and 4047	No
Title III (Immigrant Students) SACS Code 4201	No
Title III (LEP Students) - 2% maximum SACS Code 4203	No
Title IV, Part A (SDFSC) - 2% maximum SACS Code 3710	No
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	No

2011-12 Other ESEA Nonprofit Private School Participation

The LEA must provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below.

CDE Program Contact:

Laura Nelson, Title II Leadership, lnelson@cde.ca.gov, 916-319-0229
Patty Stevens, Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

Note: The programs displayed below may vary based on Application for Funding selections.

School Name	School Code	Enrollment	Title II Part A	Title II Part D	Title III Part A LEP
A Better Chance	7100456	27	N	N	N
Arlington Christian School	7077894	44	N	N	N
Bethel Christian Academy	6967608	52	N	N	N
Calvary Christian Academy	6933287	49	Y	N	Y
Crestmont School	6972319	66	N	N	N
East Bay Waldorf School	6918619	148	Y	N	N
El Sobrante Christian School	6972335	293	Y	N	N
La Cheim School-Richmond	7012172	28	N	N	N
Montessori Family School	7103161	106	N	N	N
Prospect Sierra School	6958987	448	Y	N	N
Salesian High School	6933493	524	Y	N	N
St. Cornelius Elementary	6969927	161	Y	N	Y
St. David's Elementary	6972442	142	Y	N	Y
St. Jerome Catholic Elementary	6972467	165	Y	N	Y
St. John the Baptist	6967699	243	Y	N	Y
St. Joseph Elementary	6972475	299	Y	N	N

Report Date: 6/18/2012

2011-12 Other ESEA Nonprofit Private School Participation

The LEA must provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below.

School Name	School Code	Enrollment	Title II Part A	Title II Part D	Title III Part A LEP
St. Paul Elementary	6972483	185	Y	N	Y
Tehiyah Day School	6906713	240	Y	N	N
Vista Christian School	6910582	80	N	N	N
Williams-Brown Academy	7094741	15	Y	N	Y
Windrush School	6903991	216	N	N	N

2011-12 Title I, Part A Nonprofit Private School Participation

CDE Program Contact:

Jyoti Singh, Title I Policy & Program Guidance, jsingh@cde.ca.gov, 916-319-0372

Laura Nelson, Title II Leadership, lnelson@cde.ca.gov, 916-319-0229

Note:

The LEA of residence is responsible for providing Title I Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a private non-profit school. This includes students would attend nonprofit private schools outside the LEA's boundaries. The school list below includes all nonprofit private schools within the LEA's attendance area, to add a nonprofit private school outside of the LEA's boundaries, click on Add a School below.

School Name	School Code	Enrollment	Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	School Added
A Better Chance	7100456	27	N	N		N	N	N
Arlington Christian School	7077894	44	N	N		N	N	N
Bethel Christian Academy	6967608	52	N	N		N	N	N
Calvary Christian Academy	6933287	49	Y	Y	23	Y	N	N
Crestmont School	6972319	66	N	N		N	N	N
East Bay Waldorf School	6918619	148	N	Y		N	N	N
El Sobrante Christian School	6972335	293	N	Y		N	N	N
La Cheim School-Richmond	7012172	28	N	N		N	N	N
Montessori Family School	7103161	106	N	N		N	N	N
Prospect Sierra School	6958987	448	N	Y		N	N	N
Salesian High School	6933493	524	Y	Y	199	Y	N	N

Report Date: 6/18/2012

2011-12 Title I, Part A Nonprofit Private School Participation

School Name	School Code	Enrollment	Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	School Added
St. Cornelius Elementary	6969927	161	Y	Y	161	Y	N	N
St. David's Elementary	6972442	142	Y	Y	65	Y	N	N
St. Jerome Catholic Elementary	6972467	165	Y	Y	83	Y	N	N
St. John the Baptist	6967699	243	Y	Y	153	Y	N	N
St. Joseph Elementary	6972475	299	N	Y		N	N	N
St. Paul Elementary	6972483	185	Y	Y	128	Y	N	N
Tehiyah Day School	6906713	240	N	Y		N	N	N
Vista Christian School	6910582	80	N	N		N	N	N
Williams-Brown Academy	7094741	15	Y	Y	15	Y	N	N
Windrush School	6903991	216	N	N		N	N	N

2011-12 Economic Impact Aid School Allocation Plan

CDE Program Contact:

Geoffrey Ndirangu, EIA / LEP, gndirang@cde.ca.gov, 916-323-5831
Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

Group Schools By Grade Span

Funding Method

No

SCE/LEP

NOTE: If the LEA has selected to fund LEP Only, no additional action or data entry is required for the EIA School Allocation Plan. The Plan should be saved in order to certify the data collection.

SCE Ranking Method

Count

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %	Projected EDY Students	EDY %	Projected SCE Students	SCE %	Ranking	SCE Eligible	SCE Fund
Richmond High	0735902	3	1665	1372	82.40	730	43.84	1292	77.60	3394	203.84	1	Y	Y
Helms Middle	6057228	2	955	869	90.99	371	38.85	687	71.94	1927	201.78	2	Y	Y
Pinole Valley High	0735316	3	1523	685	44.98	232	15.23	977	64.15	1894	124.36	3	Y	Y
Dover Elementary	6004691	1	709	709	100.00	488	68.83	488	68.83	1685	237.66	4	Y	Y
El Cerrito Senior High	0732941	3	1282	640	49.92	170	13.26	777	60.61	1587	123.79	5	Y	Y
Edward M. Downer Elementary	6057210	1	692	607	87.72	484	69.94	484	69.94	1575	227.60	6	Y	Y
Cesar E. Chavez Elementary	6114094	1	650	650	100.00	423	65.08	423	65.08	1496	230.15	7	Y	Y
Kennedy High	0733659	3	978	785	80.27	329	33.64	329	33.64	1443	147.55	8	Y	Y
Grant Elementary	6004774	1	581	581	100.00	395	67.99	395	67.99	1371	235.97	9	Y	Y
De Anza Senior High	0732164	3	859	524	61.00	165	19.21	600	69.85	1289	150.06	10	Y	Y
Bayview Elementary	6004600	1	582	582	100.00	337	57.90	338	58.08	1257	215.98	11	Y	Y
Lovonya DeJean Middle	6120885	2	632	546	86.39	211	33.39	448	70.89	1205	190.66	12	Y	Y
Wilson Elementary	6005045	1	552	448	81.16	270	48.91	420	76.09	1138	206.16	13	Y	Y
Peres Elementary	6004907	1	521	521	100.00	305	58.54	305	58.54	1131	217.08	14	Y	Y
Lincoln Elementary	6004832	1	417	417	100.00	261	62.59	366	87.77	1044	250.36	15	Y	Y
Hercules High	0730598	3	1015	386	38.03	107	10.54	545	53.69	1038	102.27	16	Y	Y

2011-12 Economic Impact Aid School Allocation Plan

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %	Projected EDY Students	EDY %	Projected SCE Students	SCE %	Ranking	SCE Eligible	SCE Fund
Pinoie Middle	6057236	2	709	423	59.66	118	16.64	453	63.89	994	140.20	17	Y	Y
Lake Elementary	6004824	1	431	431	100.00	241	55.92	302	70.07	974	225.99	18	Y	Y
Tara Hills Elementary	6004998	1	555	393	70.81	200	36.04	372	67.03	965	173.87	19	Y	Y
King Elementary	6004915	1	446	446	100.00	194	43.50	316	70.85	956	214.35	20	Y	Y
Nystrom Elementary	6004881	1	412	370	89.81	214	51.94	354	85.92	938	227.67	21	Y	Y
Montalvin Manor Elementary	6004865	1	466	415	89.06	236	50.64	266	57.08	917	196.78	22	Y	Y
Ford Elementary	6004766	1	398	398	100.00	248	62.31	248	62.31	894	224.62	23	Y	Y
Coronado Elementary	6004667	1	443	443	100.00	210	47.40	210	47.40	863	194.81	24	Y	Y
Washington Elementary	6005037	1	445	307	68.99	172	38.65	362	81.35	841	188.99	25	Y	Y
Highland Elementary	6004741	1	480	413	86.04	207	43.13	220	45.83	840	175.00	26	Y	Y
Riverside Elementary	6004931	1	425	374	88.00	211	49.65	235	55.29	820	192.94	27	Y	Y
Fairmont Elementary	6004758	1	533	373	69.98	216	40.53	216	40.53	805	151.03	28	Y	Y
Hercules Middle	6119515	2	773	326	42.17	62	8.02	401	51.88	789	102.07	29	Y	Y
Crespi Junior High	6061170	2	545	352	64.59	88	16.15	348	63.85	788	144.59	30	Y	Y
Mira Vista Elementary	6004857	1	507	287	56.61	141	27.81	299	58.97	727	143.39	31	Y	Y
Verde Elementary	6005011	1	311	285	91.64	174	55.95	243	78.14	702	225.72	32	Y	Y
Stege Elementary	6004972	1	360	360	100.00	68	18.89	271	75.28	699	194.17	33	Y	Y
Murphy Elementary	6004873	1	465	271	58.28	142	30.54	264	56.77	677	145.59	34	Y	Y
Portola Junior High	6057244	2	496	313	63.10	85	17.14	256	51.61	654	131.85	35	Y	Y
Sheldon Elementary	6004964	1	386	256	66.32	107	27.72	252	65.28	615	159.33	36	Y	Y
Stewart Elementary	6004980	1	514	222	43.19	81	15.76	288	56.03	591	114.98	37	Y	Y
Collins Elementary	6004659	1	406	225	55.42	92	22.66	194	47.78	511	125.86	38	Y	Y
Shannon Elementary	6004956	1	293	175	59.73	90	30.72	197	67.24	462	157.68	39	Y	Y

2011-12 Economic Impact Aid School Allocation Plan

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %	Projected EDY Students	EDY %	Projected SCE Students	SCE %	Ranking	SCE Eligible	SCE Fund
Ohlone Elementary	6099717	1	401	148	36.91	82	20.45	209	52.12	439	109.48	40	Y	Y
Hanna Ranch Elementary	6112015	1	449	126	28.06	96	21.38	206	45.88	428	95.32	41	Y	Y
Lupine Hills Elementary	6097141	1	388	144	37.11	85	21.91	190	48.97	419	107.99	42	Y	Y
Ellerhorst Elementary	6004733	1	424	165	38.92	81	19.10	148	34.91	394	92.92	43	Y	Y
Harding Elementary	6004782	1	364	149	40.93	76	20.88	160	43.96	385	105.77	44	Y	Y
North Campus Continuation	0730275	3	169	129	76.33	46	27.22	167	98.82	342	202.37	45	Y	Y
Gompers (Samuel) Continuation	0733253	3	172	121	70.35	53	30.81	166	96.51	340	197.67	46	Y	Y
Valley View Elementary	6005003	1	359	127	35.38	36	10.03	144	40.11	307	85.52	47	Y	Y
Olinda Elementary	6004899	1	321	96	29.91	81	25.23	125	38.94	302	94.08	48	Y	Y
Middle College High	0730291	3	300	146	48.67	0	0.00	63	21.00	209	69.67	49	Y	Y
Vista High (Alternative)	0730325	3	89	0	0.00	39	43.82	89	100.00	128	143.82	50	Y	Y
Harbour Way Elementary Community Day	6114086	1	22	18	81.82	5	22.73	22	100.00	45	204.55	51	Y	Y
Madera Elementary	6004840	1	467	87	18.63	79	16.92	79	16.92	245	52.46	52	N	N
Kensington Elementary	6004808	1	562	37	6.58	37	6.58	37	6.58	111	19.75	53	N	N
WCCUSD Community Day School Program	0118539	3	0	0	0.00	0	0.00	0	0.00	0	0.00	54	N	N

2011-12 Title I, Part A School Allocation Plan

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school
CDE Program Contact:

Larry Boese, Title I Monitoring & Support, lboese@cde.ca.gov, 916-319-0257

Monique Moton, Title I Monitoring & Support, mmoton@cde.ca.gov, 916-319-0733

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- b - Magnet School
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern

Group Schools by Grade Span

District-wide Low Income %

Grade Span 1 Low Income %

Grade Span 2 Low Income %

Grade Span 3 Low Income %

No

68.08%

72.03%

68.83%

59.46%

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Bayview Elementary	6004600	1	582	582	100.00	Y	Y	1	Y		
Cesar E. Chavez Elementary	6114094	1	650	650	100.00	Y	Y	2	Y		
Coronado Elementary	6004667	1	443	443	100.00	Y	Y	3	Y		
Dover Elementary	6004691	1	709	709	100.00	Y	Y	4	Y		
Ford Elementary	6004766	1	398	398	100.00	Y	Y	5	Y		

Report Date: 6/18/2012

2011-12 Title I, Part A School Allocation Plan

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Grant Elementary	6004774	1	581	581	100.00	Y	Y	6	Y		
King Elementary	6004915	1	446	446	100.00	Y	Y	7	Y		
Lake Elementary	6004824	1	431	431	100.00	Y	Y	8	Y		
Lincoln Elementary	6004832	1	417	417	100.00	Y	Y	9	Y		
Peres Elementary	6004907	1	521	521	100.00	Y	Y	10	Y		
Stege Elementary	6004972	1	360	360	100.00	Y	Y	11	Y		
Verde Elementary	6005011	1	311	285	91.64	Y	Y	12	Y		
Helms Middle	6057228	2	955	869	90.99	Y	Y	13	Y		
Nystrom Elementary	6004881	1	412	370	89.81	Y	Y	14	Y		
Montalvin Manor Elementary	6004865	1	466	415	89.06	Y	Y	15	Y		
Riverside Elementary	6004931	1	425	374	88.00	Y	Y	16	Y		
Edward M. Downer Elementary	6057210	1	692	607	87.72	Y	Y	17	Y		
Lovonya DeJean Middle	6120885	2	632	546	86.39	Y	Y	18	Y		
Highland Elementary	6004741	1	480	413	86.04	Y	Y	19	Y		
Richmond High	0735902	3	1665	1372	82.40	Y	Y	20	Y		
Harbour Way Elementary Community Day	6114086	1	22	18	81.82	Y	Y	21	Y		
Wilson Elementary	6005045	1	552	448	81.16	Y	Y	22	Y		
Kennedy High	0733659	3	978	785	80.27	Y	Y	23	Y		

2011-12 Title I, Part A School Allocation Plan

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
North Campus Continuation	0730275	3	169	129	76.33	Y	Y	24	Y		
Tara Hills Elementary	6004998	1	555	393	70.81	Y	N	25	Y		
Gompers (Samuel) Continuation	0733253	3	172	121	70.35	Y	N	26	Y		
Fairmont Elementary	6004758	1	533	373	69.98	Y	N	27	Y		
Washington Elementary	6005037	1	445	307	68.99	Y	N	28	Y		
Sheldon Elementary	6004964	1	386	256	66.32	N	N	29	Y	a	
Crespi Junior High	6061170	2	545	352	64.59	N	N	30	Y	a	
Portola Junior High	6057244	2	496	313	63.10	N	N	31	Y	a	
De Anza Senior High	0732164	3	859	524	61.00	N	N	32	Y	a	
Shannon Elementary	6004956	1	293	175	59.73	N	N	33	Y	a	
Pinole Middle	6057236	2	709	423	59.66	N	N	34	Y	a	
Murphy Elementary	6004873	1	465	271	58.28	N	N	35	N		
Mira Vista Elementary	6004857	1	507	287	56.61	N	N	36	N		
Collins Elementary	6004659	1	406	225	55.42	N	N	37	N		
El Cerrito Senior High	0732941	3	1282	640	49.92	N	N	38	N		
Middle College High	0730291	3	300	146	48.67	N	N	39	N		
Pinole Valley High	0735316	3	1523	685	44.98	N	N	40	N		
Stewart Elementary	6004980	1	514	222	43.19	N	N	41	N		
Hercules Middle	6119515	2	773	326	42.17	N	N	42	N		

2011-12 Title I, Part A School Allocation Plan

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Harding Elementary	6004782	1	364	149	40.93	N	N	43	N		
Ellerhorst Elementary	6004733	1	424	165	38.92	N	N	44	N		
Hercules High	0730598	3	1015	386	38.03	N	N	45	N		
Lupine Hills Elementary	6097141	1	388	144	37.11	N	N	46	N		
Ohlone Elementary	6099717	1	401	148	36.91	N	N	47	N		
Valley View Elementary	6005003	1	359	127	35.38	N	N	48	N		
Olinda Elementary	6004899	1	321	96	29.91	N	N	49	N		
Hanna Ranch Elementary	6112015	1	449	126	28.06	N	N	50	N		
Madera Elementary	6004840	1	467	87	18.63	N	N	51	N		
Kensington Elementary	6004808	1	562	37	6.58	N	N	52	N		
Vista High (Alternative)	0730325	3	89	0	0.00	N	N	53	N		
WCCUSD Community Day School Program	0118539	3	0	0	0.00	N	N	54	N		

Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to CDE of a school's eligibility and local board approval to operate under and report as Schoolwide Program

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269

Note:

In order for CDE program staff to have visibility to all SWP authorized schools, it is important to have an Authorized Representative certify this Notification of Authorization data collection after a change is made.

School Name	School Code	Authorized	Local Board Approval Date	SIG Approval Date	Poverty Level %
Bayview Elementary	6004600	Y	07/29/1999		100
Cesar E. Chavez Elementary	6114094	Y	07/29/1999		100
Collins Elementary	6004659	N			
Coronado Elementary	6004667	Y	07/25/2000		100
Crespi Junior High	6061170	Y	01/18/2012		65
De Anza Senior High	0732164	Y	01/18/2012	08/01/2011	61
Dover Elementary	6004691	Y	08/08/1996		100
Edward M. Downer Elementary	6057210	Y	07/16/1997		88
El Cerrito Senior High	0732941	N			
Ellerhorst Elementary	6004733	N			
Fairmont Elementary	6004758	Y	01/18/2012		70
Ford Elementary	6004766	Y	08/08/1996		100
Gompers (Samuel) Continuation	0733253	Y	04/05/2002		70
Grant Elementary	6004774	Y	07/25/2000		100

Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to CDE of a school's eligibility and local board approval to operate under and report as Schoolwide Program

School Name	School Code	Authorized	Local Board Approval Date	SIG Approval Date	Poverty Level %
Hanna Ranch Elementary	6112015	N			
Harbour Way Elementary Community Day	6114086	Y	05/19/2004		82
Harding Elementary	6004782	N			
Helms Middle	6057228	Y	08/08/1996	08/01/2011	91
Hercules High	0730598	N			
Hercules Middle	6119515	N			
Highland Elementary	6004741	Y	07/28/1998		86
Kennedy High	0733659	Y	02/27/2001		65
Kensington Elementary	6004808	N			
King Elementary	6004915	Y	07/28/1998		100
Lake Elementary	6004824	Y	07/28/1998		100
Lincoln Elementary	6004832	Y	08/08/1996	08/01/2010	100
Lovonya DeJean Middle	6120885	Y	05/19/2004		66
Lupine Hills Elementary	6097141	N			
Madera Elementary	6004840	N			
Middle College High	0730291	N			
Mira Vista Elementary	6004857	N			
Montalvin Manor Elementary	6004865	Y	05/19/2004		89
Murphy Elementary	6004873	N			

Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to CDE of a school's eligibility and local board approval to operate under and report as Schoolwide Program

School Name	School Code	Authorized	Local Board Approval Date	SIG Approval Date	Poverty Level %
North Campus Continuation	0730275	N			
Nystrom Elementary	6004881	Y	07/25/2000		90
Ohlone Elementary	6099717	N			
Olinda Elementary	6004899	N			
Peres Elementary	6004907	Y	08/08/1996		100
Pinole Middle	6057236	Y	01/18/2012		60
Pinole Valley High	0735316	N			
Portola Junior High	6057244	Y	01/18/2012		63
Richmond High	0735902	Y	08/08/1996		82
Riverside Elementary	6004931	Y	08/08/1996		88
Shannon Elementary	6004956	N			
Sheldon Elementary	6004964	Y	01/18/2012		66
Stege Elementary	6004972	Y	08/08/1996		100
Stewart Elementary	6004980	N			
Tara Hills Elementary	6004998	Y	01/18/2012		71
Valley View Elementary	6005003	N			
Verde Elementary	6005011	Y	04/05/2002		92
Vista High (Alternative)	0730325	N			
Washington Elementary	6005037	Y	08/08/1996		69

Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to CDE of a school's eligibility and local board approval to operate under and report as Schoolwide Program

School Name	School Code	Authorized	Local Board Approval Date	SIG Approval Date	Poverty Level %
WCCUSD Community Day School Program	0118539	N			
Wilson Elementary	6005045	Y	07/25/2000		81

2011-12 Economic Impact Aid School Allocations

This report identifies the schools funded with LEP, and if applicable, SCE allocations.

CDE Program Contact:

Geoffrey Ndirangu, EIA / LEP, gndirang@cde.ca.gov, 916-323-5831

Don Taylor, State Compensatory Education (SCE), dtaylor@cde.ca.gov, 916-319-0296

Funding Method

Total EIA allocation

Allocation method

Standard per student LEP rate

Total LEP allocation

SCE/LEP

\$10,060,253

Manually entered dollar value

\$583

\$7,121,627

School Name	School Code	Grade Span Group	LEP Student Count	LEP Allocation	EDY Student Count	SCE Eligible	SCE Allocation	SCE Allocation Comment
Bayview Elementary	6004600	1	337	248163	338	Y	80502	
Cesar E. Chavez Elementary	6114094	1	423	311493	423	Y	92094	
Collins Elementary	6004659	1	92	67748	194	Y	32726	
Coronado Elementary	6004667	1	210	154642	210	Y	54373	
Crespi Junior High	6061170	2	88	64802	348	Y	50466	
De Anza Senior High	0732164	3	165	121504	600	Y	82552	
Dover Elementary	6004691	1	488	359358	488	Y	99011	
Edward M. Downer Elementary	6057210	1	484	356413	484	Y	94656	
El Cerrito Senior High	0732941	3	170	125186	777	Y	101637	
Ellerhorst Elementary	6004733	1	81	59648	148	Y	25233	
Fairmont Elementary	6004758	1	216	159060	216	Y	50018	
Ford Elementary	6004766	1	248	182625	248	Y	52580	

Report Date: 6/18/2012

2011-12 Economic Impact Aid School Allocations

This report identifies the schools funded with LEP, and if applicable, SCE allocations.

School Name	School Code	Grade Span Group	LEP Student Count	LEP Allocation	EDY Student Count	SCE Eligible	SCE Allocation	SCE Allocation Comment
Gompers (Samuel) Continuation	0733253	3	53	39029	166	Y	21775	
Grant Elementary	6004774	1	395	290874	395	Y	81847	
Hanna Ranch Elementary	6112015	1	96	70693	206	Y	27411	
Harbour Way Elementary Community Day	6114086	1	5	3682	22	Y	3843	
Harding Elementary	6004782	1	76	55966	160	Y	24657	
Helms Middle	6057228	2	371	273201	687	Y	123412	
Hercules High	0730598	3	107	78794	545	Y	66477	
Hercules Middle	6119515	2	62	45656	401	Y	50530	
Highland Elementary	6004741	1	207	152433	220	Y	53796	
Kennedy High	0733659	3	329	242272	329	Y	92414	
Kensington Elementary	6004808	1	37	27246	37	N		
King Elementary	6004915	1	194	142860	316	Y	61225	
Lake Elementary	6004824	1	241	177470	302	Y	62378	
Lincoln Elementary	6004832	1	261	192198	366	Y	66861	
Lovonya DeJean Middle	6120885	2	211	155378	448	Y	77172	
Lupine Hills Elementary	6097141	1	85	62593	190	Y	26834	
Madera Elementary	6004840	1	79	58175	79	N		
Middle College High	0730291	3	0		63	Y	13385	
Mira Vista Elementary	6004857	1	141	103831	299	Y	46559	
Montalvin Manor Elementary	6004865	1	236	173788	266	Y	58728	

2011-12 Economic Impact Aid School Allocations

This report identifies the schools funded with LEP, and if applicable, SCE allocations.

School Name	School Code	Grade Span Group	LEP Student Count	LEP Allocation	EDY Student Count	SCE Eligible	SCE Allocation	SCE Allocation Comment
Murphy Elementary	6004873	1	142	104567	264	Y	43357	
North Campus Continuation	0730275	3	46	33874	167	Y	21903	
Nystrom Elementary	6004881	1	214	157587	354	Y	60073	
Ohlone Elementary	6099717	1	82	60384	209	Y	28115	
Olinda Elementary	6004899	1	81	59648	125	Y	19341	
Peres Elementary	6004907	1	305	224599	305	Y	72305	
Pinole Middle	6057236	2	118	86894	453	Y	63659	
Pinole Valley High	0735316	3	232	170842	977	Y	121298	
Portola Junior High	6057244	2	85	62593	256	Y	41884	
Richmond High	0735902	3	730	537565	1292	Y	217363	
Riverside Elementary	6004931	1	211	155378	235	Y	52516	
Shannon Elementary	6004956	1	90	66275	197	Y	29588	
Sheldon Elementary	6004964	1	107	78794	252	Y	39387	
Stege Elementary	6004972	1	68	50075	271	Y	44766	
Stewart Elementary	6004980	1	81	59648	288	Y	37850	
Tara Hills Elementary	6004998	1	200	147278	372	Y	61802	
Valley View Elementary	6005003	1	36	26510	144	Y	19661	
Verde Elementary	6005011	1	174	128132	243	Y	44958	
Vista High (Alternative)	0730325	3	39	28719	89	Y	16907	
Washington Elementary	6005037	1	172	126659	362	Y	53860	

2011-12 Economic Impact Aid School Allocations

This report identifies the schools funded with LEP, and if applicable, SCE allocations.

School Name	School Code	Grade Span Group	LEP Student Count	LEP Allocation	EDY Student Count	SCE Eligible	SCE Allocation	SCE Allocation Comment
WCCUSD Community Day School Program	0118539	3	0	0	0	N	0	
Wilson Elementary	6005045	1	270	198825	420	Y	72881	

2011-12 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to allocated to eligible public schools and equitable services to students in nonprofit private schools.

CDE Program Contact:

Larry Boese, Title I Monitoring & Support, lboese@cde.ca.gov, 916-319-0257
Monique Moton, Title I Monitoring & Support, mmoton@cde.ca.gov, 916-319-0733

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- b - Magnet School
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern

Group Schools by Grade Span

District-wide Low Income %

Available Title I, Part A school allocation

Available public school parent involvement reservation

Available nonprofit private school set-asides

Available nonprofit private school parent involvement reservation

Unallocated school amount

No

68.08%

\$2,633,772

\$83,702

\$0

\$4,491

\$0.92

School Name	School Code	Grade Span Group	Low Income Students	Low Income Student %	Eligible	\$ Per Low Income Student (0.00)	Carryover	Public School Parent Involvement	Nonprofit Private Parent Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Bayview Elementary	6004600	1	582	100.00	Y	212.79		3167			127010.78		Y	N	
Cesar E. Chavez Elementary	6114094	1	650	100.00	Y	212.79		3535			141848.50		Y	N	
Coronado Elementary	6004667	1	443	100.00	Y	212.79		2413			96678.97		Y	N	
Dover Elementary	6004691	1	709	100.00	Y	212.79		3855			154723.11		Y	N	
Ford Elementary	6004766	1	398	100.00	Y	212.79		2169			86859.42		Y	N	
Grant Elementary	6004774	1	581	100.00	Y	212.79		3161			126791.99		Y	N	
King Elementary	6004915	1	446	100.00	Y	212.79		2429			97333.34		Y	N	

Report Date: 6/18/2012

2011-12 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

School Name	School Code	Grade Span Group	Low Income Students	Low Income Student %	Eligible	\$ Per Low Income Student (0.00)	Carryover	Public School Parent Involvement	Nonprofit Private Parent Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Lake Elementary	6004824	1	431	100.00	Y	212.79		2348			94060.49		Y	N	
Lincoln Elementary	6004832	1	417	100.00	Y	212.79		2272			91005.43		Y	N	
Peres Elementary	6004907	1	521	100.00	Y	212.79		2836			113699.59		Y	N	
Steger Elementary	6004972	1	360	100.00	Y	212.79		1962			78566.40		Y	N	
Verde Elementary	6005011	1	285	91.64	Y	155.96		1556			46004.60		Y	N	
Helms Middle	6057228	2	869	90.99	Y	155.96		4723			140252.24		Y	N	
Nystrom Elementary	6004881	1	370	89.81	Y	155.96		2017			59722.20		Y	N	
Montalvin Manor Elementary	6004865	1	415	89.06	Y	155.96		2257			66980.40		Y	N	
Riverside Elementary	6004931	1	374	88.00	Y	155.96		2028			60357.04		Y	N	
Edward M. Downer Elementary	6057210	1	607	87.72	Y	155.96		3292			97959.72		Y	N	
Lovonya DeJean Middle	6120885	2	546	86.39	Y	155.96		2961			88115.16		Y	N	
Highland Elementary	6004741	1	413	86.04	Y	155.96		2240			66651.48		Y	N	
Richmond High	0735902	3	1372	82.40	Y	155.96		7441			221418.12		Y	N	
Harbour Way Elementary Community Day	6114086	1	18	81.82	Y	155.96		98			2905.28		Y	N	
Wilson Elementary	6005045	1	448	81.16	Y	155.96		2430			72300.08		Y	N	
Kennedy High	0733659	3	785	80.27	Y	155.96		4257			126685.60		Y	N	
North Campus Continuation	0730275	3	129	76.33	Y	99.14		700			13489.06		Y	N	
Tara Hills Elementary	6004998	1	393	70.81	Y	99.14		2131			41093.02		Y	N	
Gompers (Samuel) Continuation	0733253	3	121	70.35	Y	99.14		656			12651.94		Y	N	
Fairmont Elementary	6004758	1	373	69.98	Y	99.14		2023			39002.22		Y	N	
Washington Elementary	6005037	1	307	68.99	Y	99.14		1665			32100.98		Y	N	
Sheldon Elementary	6004964	1	256	66.32	N	99.14		1388			26767.84	a	Y	N	

2011-12 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to be allocated to eligible public schools and equitable services to students in nonprofit private schools.

School Name	School Code	Grade Span Group	Low Income Students	Low Income Student %	Eligible	\$ Per Low Income Student (0.00)	Carryover	Public School Parent Involvement	Nonprofit Private Parent Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Crespi Junior High	6061170	2	352	64.59	N	99.14		1909			36806.28	a	Y	N	
Portola Junior High	6057244	2	313	63.10	N	99.14		1698			32728.82	a	Y	N	
De Anza Senior High	0732164	3	524	61.00	N	99.14		2842			54791.36	a	Y	N	
Shannon Elementary	6004956	1	175	59.73	N	99.14		949			18298.50	a	Y	N	
Pinole Middle	6057236	2	423	59.66	N	99.14		2294			44230.22	a	Y	N	
Murphy Elementary	6004873	1	271	58.28	N	0.00					0.00		Y	N	
Mira Vista Elementary	6004857	1	287	56.61	N	0.00					0.00		Y	N	
Collins Elementary	6004659	1	225	55.42	N	0.00					0.00		Y	N	
El Cerrito Senior High	0732941	3	640	49.92	N	0.00					0.00		Y	N	
Middle College High	0730291	3	146	48.67	N	0.00					0.00		Y	N	
Pinole Valley High	0735316	3	685	44.98	N	0.00					0.00		Y	N	
Stewart Elementary	6004980	1	222	43.19	N	0.00					0.00		Y	N	
Hercules Middle	6119515	2	326	42.17	N	0.00					0.00		Y	N	
Harding Elementary	6004782	1	149	40.93	N	0.00					0.00		Y	N	
Ellerhorst Elementary	6004733	1	165	38.92	N	0.00					0.00		Y	N	
Hercules High	0730598	3	386	38.03	N	0.00					0.00		Y	N	
Lupine Hills Elementary	6097141	1	144	37.11	N	0.00					0.00		Y	N	
Ohlone Elementary	6099717	1	148	36.91	N	0.00					0.00		Y	N	
Valley View Elementary	6005003	1	127	35.38	N	0.00					0.00		Y	N	
Olinda Elementary	6004899	1	96	29.91	N	0.00					0.00		Y	N	
Hanna Ranch Elementary	6112015	1	126	28.06	N	0.00					0.00		Y	N	
Madera Elementary	6004840	1	87	18.63	N	0.00					0.00		Y	N	
											0.00		N	N	

2011-12 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to allocated to eligible public schools and equitable services to students in nonprofit private schools.

School Name	School Code	Grade Span Group	Low Income Students	Low Income Student %	Eligible	\$ Per Low Income Student (0.00)	Carryover	Public School Parent Involvement	Nonprofit Private Parent Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Kensington Elementary	6004808	1	37	6.58	N	0.00					0.00		N	N	
Vista High (Alternative)	0730325	3	0	0.00	N	0.00					0.00		N	N	
WCCUSD Community Day School Program	0118539	3	0	0.00	N	0.00					0.00		N	N	
Salesian High School	6933493	P	199		Y	113.43			935		23507.57		N	N	
St. Cornelius Elementary	6969927	P	161		Y	151.36			760		25128.96		N	N	
St. John the Baptist	6967699	P	153		Y	124.24			716		19724.72		N	N	
St. Paul Elementary	6972483	P	128		Y	138.33			590		18296.24		N	N	
St. Jerome Catholic Elementary	6972467	P	83		Y	108.06			376		9344.98		N	N	
St. David's Elementary	6972442	P	65		Y	138.32			284		9274.80		N	N	
Calvary Christian Academy	6933287	P	23		Y	151.36			752		4233.28		N	N	
Williams-Brown Academy	7094741	P	15		Y	165.69			78		2563.35		N	N	

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:** June 27, 2012
From: Bill Fay **Agenda Item:** CI C.12
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: \$ 1,466,535.65. 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
<p>Ellerhorst ES, Harding ES, Lincoln ES, Tara Hills ES Restroom Wall Repair Projects</p> <p>Measure J Bond (PIDs: 1171223-13, 1271223-04, 13512223-01, 1591223-01)</p>	June 2012 through August 2012	Deems Lewis McKinley Architects	\$21,780	Architectural services for repair plan, construction documents, bidding.
<p>Bayview Elementary School Restroom Repairs Project</p> <p>Measure J Bond (PID: 1041223-16)</p>	May 2012 through June 2012	Sally Swanson Architects, Inc.	Not to Exceed, \$5,760	Additional design services to incorporate revised District requirements.
<p>Vista High School Restroom Repairs Project</p> <p>Measure J Bond (PID: 3731223-09)</p>	May 2012 through June 2012	Sally Swanson Architects, Inc.	Not to Exceed, \$1,120	Additional design services to incorporate revised District requirements.
<p>Lupine Hills Elementary School Shade Structure Project</p> <p>Measure D-2010 Bond (PID: 1261612-00)</p>	May 2012 through August 2012	Hamilton + Aitken Architects	\$7,800	Architectural design and construction administration services.
<p>WCCUSD Facilities Operation Roofing Project</p> <p>Measure J Bond</p>	June 2012 through September 2012	H&M Mechanical Group	\$11,000	Mechanical engineering design services for rooftop equipment and distribution system.
<p>Pinole Valley High School Hillside Stabilization Project</p> <p>Measure D-2010 Bond (PID: 3621377-02)</p>	May 2012 through June 2012	Kleinfelder	\$5,500	CGS consultation and administration services.

June 27, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Bond Program Management Measure J & D-2010 Bonds (PID: 6151221-016)	March 2012 through August 2012	Jeffrey E. Frates	\$91,200	Data systems consultation for Primavera integration.
Nystrom Elementary School Temporary Campus Project Measure J Bond (PID: 1441205-09)	June 2012 through August 2012	Smith-Emery Company	Not to Exceed, \$10,000	Testing and inspection services.
De Anza High School Replacement Campus, Ohlone Elementary School Replacement Campus, Coronado Elementary School New School, Nystrom Elementary School Modernization, Gompers/LPS Campus Replacement and Portola Middle School Demolition Projects Measures J and D-2010 Bonds (PIDs: 3521208-01, 1461206-04, 1121341-00, 1441205-02, 3581366-00, 2171103-09)	July 2012 through June 2013	Production Technical Services, Inc.	\$272,500	Additional Inspector of Record services.
Ohlone Elementary School Campus Replacement and Nystrom Elementary School Modernization Projects Measure J Bond (PIDs: 1461206-04, 1441205-02)	July 2012 through June 2013	MLE Capital Management, Inc.	\$197,600	Additional Inspector of Record services.

June 27, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

De Anza High School Replacement Campus Project Measure J Bond (PID: 3521208-01)	July 2012 through June 2013	Washington Construction Inspection	\$187,800	Additional Inspector of Record services.
Dover Elementary Replacement Campus, Peres Elementary School Dental Clinic, Portola Middle School Demolition, and Nystrom Temporary Campus Projects Measures J and D-2010 Bonds (PIDs: 1151201-01, 1471390-01, 2171103-09, 1441205-09)	July 2012 through June 2013	Kris Gilbert Inspection	\$197,616	Additional Inspector of Record services.
Coronado Elementary School Interim Campus, Kennedy High School Quad Upgrades, Kennedy High School ADA Upgrades, El Cerrito High School Multi-Purpose Sports Field, Kennedy High School Science Wing Renovation and Helms Middle School Site Work/Fields Projects Measures J and D-2012 Bonds (PIDs: 1121341-01, 3601211-12, 3601211-11, 3541104-07, 3601211-13, 2101101-09)	July 2012 through June 2013	Williamson Inspection Service Co.	\$166,392	Additional Inspector of Record services.
Ellerhorst Elementary School Re-Roof Project Measure D-2010 Bond (PID: 1171223-12)	June 2012 to August 2012	Grossmann Design Group	Not to Exceed, \$39,780	Construction administration services.

June 27, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Murphy Elementary School Exteriors Repairs Project Measure D-2010 Bond (PID: 1421223-14)	June 2012 to August 2012	Grossmann Design Group	Not to Exceed, \$13,390	Construction administration services.
De Anza High School Replacement Campus Project Measure J Bond (PID: 3521208-01)	April 2012 through September 2012	Deems Lewis McKinley Architects	\$37,000	Additional design services for surface material and system revisions to athletic fields.
District-wide Facilities Planning Support Measure J Bond	June 2012 through December 2012	Jack Schreder & Associates	Not to Exceed, \$28,750	Additional facility capacity updates pertaining to the District's Emergency Repair Program.
El Cerrito High School Stadium Project Measure D-2010 Bond (PID: 3541348-00)	June 2012 through August 2012	RGA Environmental, Inc.	\$3,730	Hazardous material survey and Specification/ Work Plan.
Peres Elementary School Modernization Project Measure J Bond (PID: 1471390-02)	August 2012 through December 2012	The Seville Group	\$114,242	Construction Management Services.
Dover Elementary School Increment II Measure J Bond (PID: 1151201-01)	June 2012 through July 2012	HY Architects, Inc.	\$4,473	Additional design services for updated intrusion alarm system.
Olinda Elementary School Fire Alarm System Replacement Project Measure D-2010 Bond (PID: 1451612-04)	April 2012	Bunton Clifford Architects	\$923.85	Architectural design services.

June 27, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Shannon Elementary School Fire Alarm System Replacement Project Measure D-2010 Bond (PID: 1541612)	April 2012	Bunton Clifford Architects	\$923.30	Architectural design services.
Olinda Elementary School Capital Deferred Maintenance Project Measure D-2010 Bond (PID: 1451612-13)	April 2012	Bunton Clifford Architects	\$1,712.50	Architectural design services for restroom surface repairs.
Downer Elementary School Restroom Repairs Measure J Bond (PID: 1161223-01)	May 2012 through June 2012	Bunton Clifford Architects	\$1,000	Architectural design services for restroom surface repairs.
Portola Middle School Modernization Project – CCS Portables at Downer Elementary School Measure D Bond (PID: 1471390-02)	June 2012 through September 2012	The Seville Group	\$10,263	Construction Management Services.
Coronado Elementary School Replacement Campus Project Measure D-2010 Bond (PID: 1121341)	April 2012 through May 2012	WLC Architects	\$9,600	Additional design services to incorporate revised education specifications.
Harding Elementary School Exteriors Repairs Project Measure J Bond (PID: 1271010-04)	June 2012 to September 2012	Grossmann Design Group	Not to Exceed, \$17,180	Construction administration services.
Montalvin Manor Modernization Project Measure D-2010 Bond (PID: 1401347-00)	June 2012 through July 2012	ENGEO, Inc.	\$7,500	Soil investigation, corrosion engineering, and coordination services.

June 27, 2012

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:** June 27, 2012
From: Bill Fay **Agenda Item:** CI C.13
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: Ohlone Elementary School New School, Lupine Hills Elementary School Toilet Rooms, Washington Elementary School Restroom Repairs, Dover Elementary School Increment 2 and Riverside Elementary School Restroom Repairs. 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 Gompers LPS Soil Removal and Riverside Elementary School Restroom Repairs projects are 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: **\$120,638.15**

DISPOSITION BY BOARD OF EDUCATION

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

June 27, 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	Ohlone ES New School	Zovich Construction	\$16,961,000.00	\$48,304.00	\$19,717.00	\$0.00	\$68,021.00	0.40%	\$17,029,021.00	7
2	Gompers LPS Soil Removal	Applied Water Resources Corp	\$477,428.00	\$159,645.57	\$0.00	\$1,962.60	\$161,608.17	33.85%	\$639,036.17	8,9
3	Lupine Hills ES Toilet Rooms	S & H Construction, Inc.	\$117,600.00	\$0.00	\$11,760.00	\$6,428.16	\$18,188.16	15.47%	\$135,788.16	1
4	Washington ES Restroom Repairs	Streamline Builders, Inc.	\$78,900.00	\$0.00	\$2,742.14	\$0.00	\$2,742.14	3.48%	\$81,642.14	1
5	Dover ES Increment 2	Alten Construction, Inc.	\$21,491,000.00	\$742,889.50	\$41,511.00	\$0.00	\$784,400.50	3.65%	\$22,275,400.50	20
6	Riverside ES Restroom Repairs	Streamline Builders, Inc.	\$81,500.00	\$0.00	\$8,150.00	\$28,367.25	\$36,517.25	44.81%	\$118,017.25	1

Pending Board Actions	Ratifications	\$83,880.14
	Approvals	\$36,758.01
	Total Board Action	\$120,638.15

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

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** June 27, 2012

From: Bill Fay **Agenda Item:** CI C.14
Associate Superintendent for Operations

Subject: Amended Ground Lease Agreement between West Contra Costa Unified School District and the City of San Pablo Regarding the Construction and Use of a Community Center at Helms Middle School

Background Information:

The City of San Pablo will be building a Community Center on the property of Helms Middle School. The work will commence and be completed at the same time that the Field project is constructed by the District. The amended Ground Lease Agreement, with attachments, is provided for review.

Recommendation: For approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**AMENDED GROUND LEASE AGREEMENT BETWEEN THE WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT AND THE CITY OF SAN PABLO REGARDING THE
CONSTRUCTION AND USE OF A COMMUNITY CENTER AT HELMS MIDDLE SCHOOL**

The West Contra Costa Unified School District, ("District") and the City of San Pablo ("City"), collectively, the "Parties," entered into a Ground Lease Agreement, executed by the parties on June 8, 2010. Due to funding requirements for the proposed Helms Community Center, and to clarify certain understandings previously agreed to by both parties, the parties wish to amend the Agreement in certain respects. For ease of reference, such amendments are added as new sections 5.06 through 5.08 of the Amended Agreement as though always set forth herein.

Recitals

- A. Chapter 10 of Division 1 of the California Education Code, commencing with Section 10900, authorizes public entities to cooperate with one another to organize, promote, and conduct programs for community recreation that will contribute to the attainment of general recreational and educational objects for children and adults of this State.
- B. Educational Code Section 10905 specifically authorizes public entities to cooperate with one another to establish, improve, or maintain recreation facilities.
- C. Education Code Section 10910 authorizes the governing body of any school district to grant the use of any building, grounds, or equipment of the district to any other public authority for community recreational purposes if such use will not interfere with use of the buildings, grounds, and equipment for any other purpose of the public school system.
- D. The City is in need of a Community Center which may be used by the public and by the District for community purposes.
- E. The District has determined that there is space for a Community Center on an existing school known as Helms Middle School, located at 2500 Road 20, San Pablo, CA. 94806 ("Premises"). This parcel of real property and the general location of the proposed Community Center at Helms Middle School is depicted on Attachment A, attached hereto and incorporated in full by this reference.
- F. City has funds or intends to pursue funds as opportunities arise to fund the Community Center at Helms Middle School project ("Project"). This Agreement allows the City to pursue such funds and is not to be construed as a commitment to construct the Project, should City be unable to secure or expend adequate funding.
- G. The purpose of this Agreement is to facilitate and effectuate the desires of City to jointly develop a Community Center located on Property owned by the District and to set forth the terms and conditions agreed to by the Parties for the funding, construction, operation, and use of the Community Center.
- H. City desires to enter into this Ground Lease Agreement with District and to lease the Premises for the purpose of constructing and operating the Community Center.

- I. It will be beneficial to District and City to accept improvements made by City within the leased Premises for enjoyment by District students and the general public.
- J. The Parties desire to work collaboratively to design and construct such Community Center on the Premises and agree to cooperate in the construction and operation of the Community Center in order to maximize use of the Community Center for community purposes as more fully set-forth herein.
- K. The development, use, and maintenance of the Premises and the fulfillment generally of this Agreement are in the vital and best interests of the residents of the City and of the District, and of their health, safety, and welfare, and are in accordance with the public purposes and provisions of applicable federal, State and local law. An additional purpose of this Agreement is to ensure a cooperative effort by and between City and District to enable each entity to provide for public use and benefit in the most cost-effective manner.

THEREFORE, DISTRICT AND CITY AGREE AS FOLLOWS:

Section 1: LEASE OF PREMISES AND TERM OF LEASE

Agreement to Lease

1.01. For and in consideration of the rents to be paid and covenants to be performed by City under this Lease, District agrees to lease Premises to City, and City agrees to lease Premises from District, on the terms and conditions set forth in this Lease. Except as expressly otherwise provided in this Lease Agreement, the leased premises includes the real property plus any appurtenances and easements and including any Improvements now or subsequently located on Premises, notwithstanding that any Improvements may or shall be construed as affixed to and as constituting part of the described Premises, and without regard to whether ownership of the improvements is in District or in City.

Status of Title

1.02. Title to the leasehold estate created by this Lease Agreement is subject to all exceptions, easements, rights, rights-of-way, and other matters of record which are in effect at the time of the execution of this Lease Agreement. District represents that Premises is not subject to any superior liens.

Term of Lease

1.03. The term of this Lease shall commence on the date on which the Board of Education executes this Agreement and shall continue for a period of sixty (60) years, until 2070, and be irrevocable for that period except only by mutual consent or for cause as set forth herein. At the termination of this agreement, City shall have the right to renew for an additional term of up to fifteen (15) years, at City's discretion. Upon expiration of this period, renewal of the terms may be executed by mutual agreement of the parties.

Upon expiration of the lease and before the City exercises its right to renew for the additional fifteen (15) year term, District and its authorized representatives shall have the right to enter Premises to determine whether Premises are in good condition and whether

City is complying with its obligation under the Lease; 2) to perform any acts that may be necessary to protect District's interest in Premises; and 3) to perform District's duties under the Lease.

Termination by Parties

1.04 City shall have the right to terminate this lease if adequate funding for Project cannot be attained or budgeted. District shall have the right to terminate this lease if City fails or is unable to commence preliminary design work within five years of the effective date of this Lease.

Section 2: RENT

City agrees to pay to District annual rent of One Dollar (\$1.00) ("Minimum Rent") for each year during the term of this Lease. Rent shall be due and payable in a lump sum payment of \$60.00 at the commencement of the Lease Term.

Section 3: USE OF PREMISES

City shall use the Leased premises for the purpose of improving and operating a public Community Center and other necessary improvements and buildings which shall be necessary for the efficient operation of a public Community Center. City may determine in its sole discretion that portions of the facility may be devoted to other uses deemed necessary or desirable by City.

District shall have the right to use the Leased premises for parking purposes until such time as City notifies District that the premises are required for the commencement of construction activities; provided that such use by District shall not interfere with soils boring or other necessary pre-construction activities by City.

Section 4: UTILITIES

City agrees to pay charges for electricity, gas, heat, cooling, telephone, sewer use, water, refuse collection and other utilities used in or for the Community Center.

Section 5: CONSTRUCTION BY CITY

Construction of Improvements

5.01. At City's sole cost and expense, City shall construct on Premises, improvements as set forth in its construction documents, and in accordance with applicable State, local and federal law; provided, however, that City Council has exercised its discretion to budget sufficient funds to complete and maintain such facility.

Consultation with District

5.02. City shall consult with District on the design of the Community Center Project to ensure the adequacy and acceptability of Premises for public use.

Zoning and Use Permits

5.03. Should City deem it necessary or appropriate to obtain any use permit, variance, or rezoning of Premises to operate the Community Center facility, District agrees to execute any documents, petitions, applications, and authorizations that may be reasonably necessary or appropriate to that end.

Ownership of Improvements

5.04. Title to all improvements at the Premises, including the Helms Community Center Project constructed on Premises by City shall be owned by City until expiration of the term of this Lease. All improvements on Premises at the expiration of the term of this Lease, or any mutually agreed to extensions shall, with compensation to City in an amount to be determined via a valuation method to be agreed upon by the parties, become District's property; provided, that the building can be utilized for adaptive re-use under the standards set-forth in the Division of State Architect's "FEASIBILITY GUIDELINES FOR SELECTION OF EXISTING NON-CONFORMING FACILITIES FOR REHABILITATION TO PUBLIC SCHOOLS AND CALIFORNIA COMMUNITY COLLEGES".¹ The regulations of Title 24, C.C.R. apply to any existing non-conforming building for purchase or lease by a district for use as a public school. If the improvements are non suitable for adaptive re-use, City shall remove improvements and return the property to the District in its pre-lease condition.

Time for Construction

5.05. City and District understand that any work of construction on Premises will take place during school hours and may take place on evenings or weekends. The parties agree to coordinate with each other to schedule such work and arrange for appropriate precautions to ensure that the work may be performed safely, without unreasonable delay, and with minimal disruption to District's operation of the public school at Helms Middle School and on Premises.

5.06. Due to existing grade differentials at the site, it is necessary for earthwork and utility services to be completed by the District before City can begin work on the Community Center. District shall make every effort to begin construction on its Fields Project no later than Fall of 2012. District shall schedule the Fields Project work so that the retaining wall, building pad for the Community Center, and utility services to the building pad, are completed as a first order of work of the Fields Project. District shall grant to City all necessary and reasonable utility easements to service the Community Center, including but not limited to gas, electric, water, and cable.

5.07. Construction of the building pad shall comply with the recommendations of the soils engineer, as presented in the report, "Revised Geotechnical Investigation Update and Geologic Hazards Study / Helms Middle School Fields Project and Community Center / West Contra Costa Unified School District / Contra Costa County, California", dated March 29, 2012. District shall arrange for testing and inspection of building pad and utility construction, including all soils tests for conformance of materials and methods with

¹ http://www.documents.dgs.ca.gov/dsa/pubs/feasibility_guidelines_pub_dsa_reh_01.pdf

specifications. City may perform concurrent inspection of the building pad and utility work that is being completed by the District's contractor. District shall provide to City copies of all testing and inspection reports from the building site.

5.07. a. All costs associated with the construction of the building pad shall be the sole responsibility of the City. District shall specifically identify in its Fields Project bid solicitation that the costs to complete the building pad be priced as an add alternate to the base contract. The lowest bid shall be determined by the lowest total of the base contract and building pad line item prices.

5.07. b. Upon award of bid on the Fields Project to the lowest responsive bidder, District shall present to City an invoice for the cost of constructing the building pad, based upon the add alternate pricing for the building pad, as identified on the awarded contractor's bid form. City shall pay District within 30 days of receipt of the invoice for building pad construction.

5.08. District shall allow City full and unrestricted use of the future parking and sidewalk area in front of the Community Center site as a staging area for construction, as set forth and laid out in Attachment C, "Available Construction Staging Area," which is incorporated by reference into this agreement as though fully set forth herein. When school is out of session, District shall in addition to the "Available Construction Staging Area," allow use of the "Optional Construction Staging Area" (see Attachment 'C'). District shall complete the parking area construction at the conclusion of City building construction. District shall allow City's contractor to erect a temporary utility pole at the approximate location shown on Attachment C, or such other location deemed acceptable to City, District and utility company.

California Environmental Quality Act

5.09. The parties to the Agreement recognize and acknowledge that this agreement does not constitute a commitment to construct any project, and that adequate funding must be obtained and the project defined. Once the project is defined, such activities will require an environmental review and compliance with the California Environmental Quality Act ("CEQA"). City shall be responsible for complying with all requirements of CEQA with regard to this agreement and this project. The parties recognize that, as a result of information obtained by means of the CEQA process, the parties may decide to modify, condition, or disapprove the activities set forth in this Agreement. City shall defend, indemnify and hold District harmless from any claims or lawsuits, or damages or attorneys fees arising therefrom, challenging the CEQA approval process.

Water Quality

5.10. City and District are committed to the implementation of the programs to manage activities on the property in a manner which aids in the protection of Contra Costa County's water quality. All maintenance and construction activities shall comply with the Environmental Protection Agency's National Pollution Discharge Elimination System program

and the Clean Water Act to prevent storm water pollution and a Storm Water Pollution Prevention Plan (SWPPP) approved by the appropriate governing authority, if applicable.

Section 6: REPAIRS AND RESTORATION

Maintenance by City

6.01. Premises shall be maintained by City at the sole cost and expense of City. If adequate funding cannot be obtained in City's sole discretion, City shall have the right to terminate this Lease and all improvements upon the Premises shall become District's property.

6.02. City will maintain any and all fencing and gates on and surrounding Premises and keep the fencing and gates in a good and safe condition for public and school use.

Option to Terminate Lease for Destruction

6.03. City shall have the right to terminate this Lease if, during the Lease's term, the improvements are damaged or destroyed by a casualty and the cost to City to repair or restore the damaged or destroyed Improvements exceeds 50 percent of the fair market value of the improvements immediately before the damage or destruction.

Section 7: INDEMNITY AND INSURANCE

Indemnity Agreement

7.01. City agrees to indemnify, reimburse, hold harmless, and defend District, its trustees, officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of City's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of District, its employees or agents. This indemnification shall not apply in those instances where District had actual knowledge and failed to inform City of an actual hazardous condition of the premises.

7.02. District agrees to indemnify, reimburse, hold harmless, and defend City, its trustees, officers, employees and agents against any and all claims, causes of action, demands, suits, losses, judgments, obligations, costs, or liabilities, and all reasonable expenses incurred in investigating or resisting the same (including reasonable attorneys' fees), arising out of, directly or indirectly, in whole or in part, any injury, death or damage to any person or property under this Agreement as a result of District's negligence or willful misconduct; unless due in whole or in part, directly or indirectly, from the negligence or willful misconduct of City, its employees or agents. This indemnification shall not apply in those instances where City had actual knowledge and failed to inform District of an actual hazardous condition of the premises.

Liability Insurance

7.03. Each party acknowledges that it is permissibly self-insured under the applicable Government Code provision and agrees to provide on an annual basis to the other party adequate proof of self-insurance and excess liability coverage. Each party shall provide to the other a Certificate of Insurance naming the other as an additional insured with respect to the obligations under this Agreement and the use of Premises. Each party shall provide a letter of self-insurance and give a copy to the other party.

Section 8: EMINENT DOMAIN

If the whole or any portion of Premises is taken by any paramount public authority under the power of eminent domain, then the rights and obligations of the parties shall be determined as follows: If Premises are totally taken by condemnation; this Lease shall terminate on the date of taking. If any portion of Premises is taken by condemnation, City shall have the right to either terminate this Lease or to continue in possession of the remainder of Premises under the terms of this Lease or to continue in possession of the remainder Premises under the terms of this Lease. Such right to terminate must be exercised by notifying District within ninety(90) days after possession of the part taken by eminent domain. All damages awarded for such taking shall belong to and be the property of District; provided, however, that District shall not be entitled to any portion of the award made for loss of installations or improvements made by City in accordance with this Lease.

Section 9: ENTRY

District and its authorized representatives shall have the right to enter Premises at all reasonable times for any of the following purposes: 1) to determine whether Premises are in good condition and whether City is complying with its obligation under the Lease; 2) to perform any acts that may be necessary to protect District's interest in Premises; and 3) to perform District's duties under the Lease.

Section 10: DEFAULT AND REMEDIES

Breach and Default

10.01. The occurrence of any of the following shall constitute a default:

- a. Failure to perform any other material provision of this Lease if the failure to perform is not cured within 30 days after notice has been given to the Party. If the default cannot reasonably be cured within 30 days, Party shall not be in default of this Lease if Party commences to cure the default within the 30 day period and diligently and in good faith continues to cure the default.
- b. Notices given under this paragraph shall specify the alleged default and the applicable Lease provisions, and shall demand that the defaulting Party perform the provisions of this Lease within the applicable period of time, or pay to the non-defaulting Party just compensation for such default. The purpose of the notice requirement set forth in this section is to extend the notice requirements of the unlawful detainer statutes of California.

Remedies

10.02. The Parties shall have the following remedy if the other Party commits a default. This remedy is not exclusive; however, during the term of this Lease, unless otherwise specified, Parties shall not have the right to terminate this Lease.

Right to Cure or Seek Specific Performance

10.03. A Party, at any time after the other Party commits a default, can cure the default at the other Party's cost or seek specific performance of the terms of this Lease by the defaulting Party. If the Party at any time, by reason of the other Party's default, pays any sum or does any act that requires the payment of any sum, the sum paid by the Party shall be due immediately from the defaulting Party to the Party at the time the sum is paid, and if paid at a later date shall bear interest at the maximum rate individual is permitted by law to charge from the date the sum is paid by the Party until the Party is reimbursed by defaulting Party.

Waiver of Breach

10.04. The waiver by a Party of any breach by the other Party of any of the provisions of this Lease shall not constitute a continuing waiver or a waiver of any subsequent breach by the other Party of either the same or a different provision of this Lease.

Section 11: OTHER PROVISIONS

Force Majeure

11.01. Except as otherwise expressly provided in this Lease, if the performance of any act required by this Lease to be performed by either District or City is prevented or delayed by reason of any act of God, strike, lockout, labor trouble, inability to secure materials, restrictive governmental laws or regulations, or any other cause (except financial inability) not the fault of the party required to perform the act, the time for performance of the act will be extended for a period equivalent to the period of delay and performance of the act during the period of delay will be excused. However, nothing contained in this section shall excuse the prompt payment of rent by City as required by this Lease or the performance of any act rendered difficult or impossible solely because of the financial condition of the party required to perform the act.

Notices to District

11.02. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Lease or by law to be served on or given to District by City or any Lender described in this Lease shall be in writing and shall be deemed duly served and given when personally delivered to District, to any managing employee of District, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to District at: Superintendent of Schools, West Contra Costa County Unified School the District, 1108 Bissell Avenue, Richmond, CA 94801-3136. District may change District's address for the purpose of this section by giving written notice of that change to City in the manner provided in Section 11.03.

Notices to City

11.03. Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this Lease or by law to be served on or given to City by District shall be in writing and shall be deemed duly served and given when personally delivered to City, any managing employee of City, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, and sent by express mail that allows for tracking, addressed to City at: City of San Pablo, City Manager, 13831 San Pablo Avenue San Pablo, CA 94806. City may change its address for the purpose of this section by giving written notice of that change to District in the manner provided in Section 11.02 of this Lease.

Governing Law

11.04. This Lease, and all matters relating to this Lease, shall be governed by the laws of the State of California in force at the time any need for interpretation of this Lease or any decision or holding concerning this Lease arises.

Binding on Successors and Assigns

11.05. This Lease shall be binding on and shall inure to the benefit of the executors, administrators, successors, and assigns of the parties hereto.

Third Party Beneficiaries

11.06. The parties acknowledge that, except as expressly stated herein, no third party is a beneficiary of this Lease agreement.

Partial Invalidity

11.07. If any provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of this Lease shall remain in full force and effect unimpaired by the holding.

Time of Essence

11.08. Time is expressly declared to be of the essence of this Lease.

Memorandum of Lease for Recording

11.09. Neither District nor City shall record this Lease without the written consent of the other. However, District and City shall, at the request of either at any time during the term of this Lease, execute a memorandum or "short form" of this Lease for purposes of, and in a form suitable for, recordation. The memorandum or "short form" of this Lease shall describe the parties, set forth a description of the leased premises, specify the term of this Lease, incorporate this Lease by reference, and include any other provisions required by Lender(s).

Resolution of Disputes

11.10. Before resorting to mediation, arbitration or other legal process, the parties shall meet and confer and attempt to amicably resolve any dispute arising from or relating to this

Lease Agreement, subject to the following provisions. Any party desiring to meet and confer shall so advise the other party pursuant to a written notice. Within fifteen (15) days after provision of that written notice by the party desiring to meet and confer, the parties shall meet in person and attempt to amicably resolve their dispute. Each party shall send to the meeting a person with full authority to resolve the dispute, and shall be prepared to devote at least an entire day thereto. If any dispute remains unresolved at the end of the meeting, any party to this Agreement shall have the right to invoke the mediation process provided for in Paragraph 12.09.

11.12. Subject to the provisions of Paragraph 12.08, any dispute that remains unresolved after the meet and confer shall immediately be submitted to non-binding neutral mediation, before a mutually acceptable, neutral retired judge or justice at the San Francisco Office of the Judicial Arbitration and Mediation Service (JAMS). If within five days after the meet and confer the parties are unable to agree upon the selection of a neutral mediator, then the first available retired judge or justice at the San Francisco office of JAMS shall serve as the neutral mediator. The parties agree to commit to at least one full day to the mediation process. The costs of the mediator, if any, will be paid for by each Party on an equal basis. If a mediated settlement is reached, no Party will be the prevailing Party for the purposes of the resolution of the dispute. No Party will be permitted to file legal action without first meeting in mediation and maintain a good faith attempt to reach a mediation resolution.

Execution in Counterparts

11.13. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

Interpretation

11.14. In interpreting this Agreement, it shall be deemed to have been prepared by the Parties jointly and no ambiguity shall be resolved against either Party on the premise that it or its attorneys was responsible for drafting this Agreement or any provision hereof.

IN WITNESS WHEREOF, DISTRICT and CITY have executed this Lease Agreement as of the date written on the first paragraph of this Lease.

DATED: _____

DISTRICT:
West Contra Costa Unified School District

By: William Fay
Its: Associate Superintendent - COO

DATED: _____

CITY:
City of San Pablo

By: Matt Rodriguez
Its: City Manager

ATTACHMENT A
Property Map

Attachment A
Community Center Site at Walter Helms Middle School
West Contra Costa Unified School District

ATTACHMENT B
Sections of the California Education Code Cited in Lease
Excerpted from the website: <http://www.leginfo.ca.gov/calaw.html>

PART 25 - Employees
CHAPTER 5 - Classified Employees
ARTICLE 1 - Employment
SECTION 45125.2

45125.2.

(a) A school district contracting with an entity for the construction, reconstruction, rehabilitation, or repair of a school facility where the employees of the entity will have contact, other than limited contact, with pupils shall ensure the safety of the pupils by one or more of the following methods:

- (1) The installation of a physical barrier at the worksite to limit contact with pupils.
- (2) Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony. For purposes of this paragraph, an employee of the entity may submit his or her fingerprints to the Department of Justice pursuant to subdivision (a) of Section 45125.1 and the department shall comply with subdivision (d) of Section 45125.1.
- (3) Surveillance of employees of the entity by school personnel.

s/cs/agreements/Helms Community Center Final.5.24.2010.doc

ATTACHMENT C
Construction Staging Map

729 Heinz Avenue
Berkeley, CA 94710
510.649.6295
fax 510.649.3006

City of San Pablo

**HELMS
COMMUNITY
CENTER**
Helms Middle School
2500 Road 20
San Pablo, CA 94806

CONSTRUCTION
DOCUMENTS

SHEET TITLE
STAGING DIAGRAM
AND OVERALL
CAMPUS SITE PLAN

REVISIONS	
NO.	DATE DESCRIPTION

1. PROPOSANT	2. DATE	3. V
--------------	---------	------

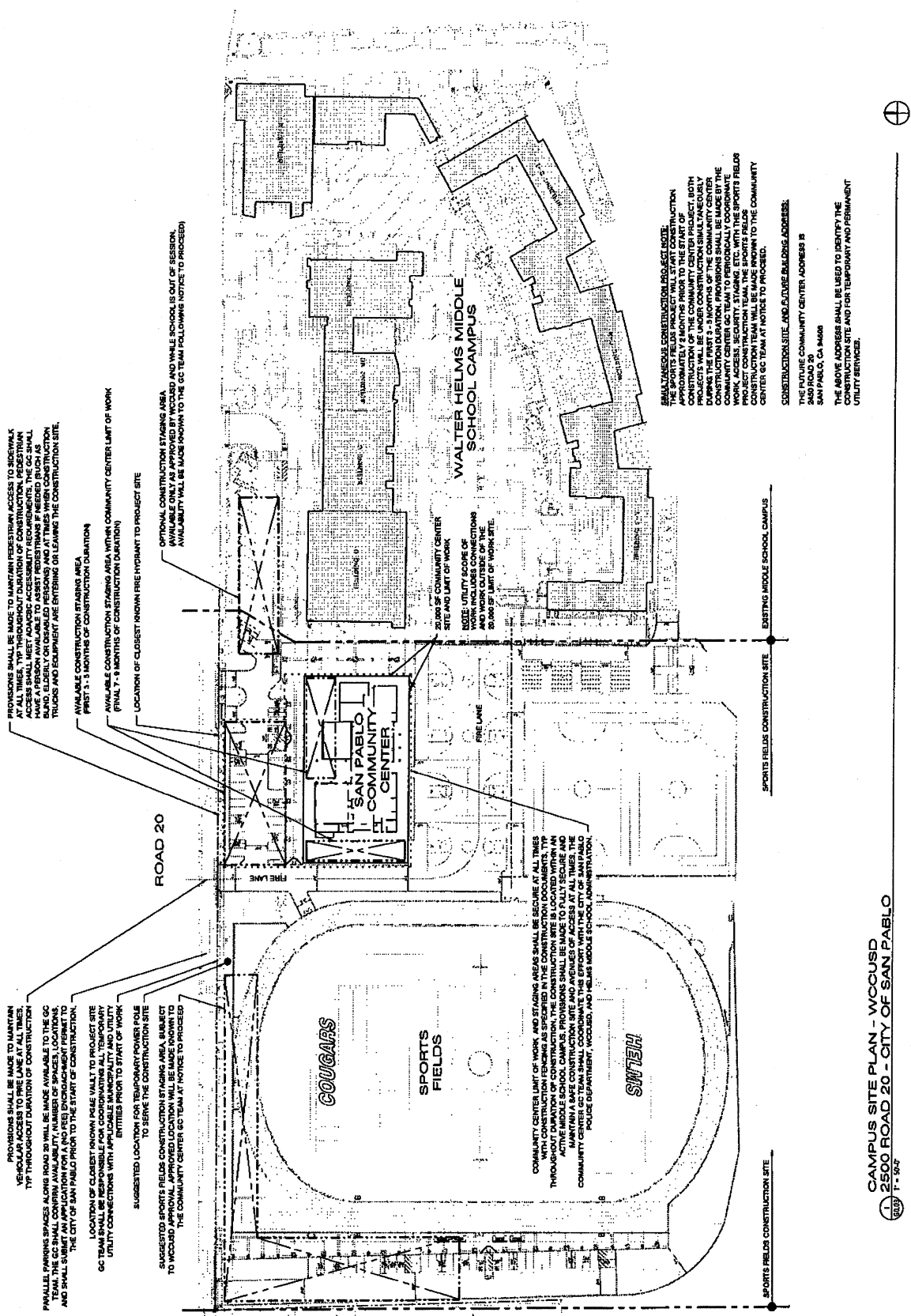
DATE	04/18/2012
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CREATED	AUTHOR
CHANGED	CHANGED

SCALE 1" = 50'-0"

JOB NO. 21107

G0.03^A
SHEET NUMBER



1 CAMPUS SITE PLAN - WCCUSD
2500 ROAD 20 - CITY OF SAN PABLO
6000 1" = 500'

2500

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: June 27, 2012

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.15

Subject: Crespi Middle School Gym Roof Replacement Project Award of Contract

Background Information:

As part of the planned maintenance projects for various school sites in the District, Crespi Middle School's existing gym roofing system is in need of replacement. Allana Buick and Bers have prepared plans and specifications for the project.

Significant work includes all work related to the removal and replacement of the roofing system on all levels of the gymnasium roof. This work includes abatement; demolition of specified areas; and the installation of roofing in all required locations. Also included is the removal of the bird spikes and reinstallation after roofing; installation of overflow drains or scupper at each roof area; mechanical and plumbing removal, replacement, and insulating; and provide all associated roof flashings and associated components.

The District engaged in a public bid process for the project. Bids were opened on June 14, 2012. Three contractors submitted bids. They are as follows: Stronger Building Services, \$340,000; Andy's Roofing Company, \$383,300; Pioneer Contractors, Inc., \$403,000.

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

Fiscal Impact: 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: June 27, 2012

From: Bruce Harter, Superintendent

Agenda Item: CI C.16

Subject: Change in Board Meeting Date

Background Information:

Two Board members will be out of town for the regularly scheduled July 25, 2012, meeting. A consensus of the Board agreed to move the July 25 meeting to August 1, 2012.

Recommendation:

That the Board move the July 25, 2012, meeting to August 1, 2012

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: June 27, 2012

From: Bruce Harter
Superintendent

Agenda Item: CI C.17

Subject: Approval of Board Member Attending Conferences

Background Information:

Board Bylaw 9250 stipulates members of the board shall be reimbursed for allowable expenses incurred in attending any meetings or in making any trips on official business of the school district when so authorized in advance by the Board of Education. (Education Code 35044). Board member Elaine Merriweather has expressed interest in attending the following conference:

- Congressional Black Caucus Annual Legislative Conference, Washington, DC, September 19-22, 2012

Expenses including registration, travel, food and lodging are budgeted and there is sufficient funding within that budget.

Recommendation:

Recommend Approval

Fiscal Impact:

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
Office of the Superintendent

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: June 27, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: D.1

Subject: June 2012 General Obligation Refunding Bond Sale

Background Information:

The Bond Finance Team recently completed the refunding sale of general obligation bonds. The District's Financial Advisor, Dave Olson of KNN, will provide a report.

Recommendation:

For Information Only

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** June 27, 2012
From: Bruce Harter **Agenda Item:** D.3
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.

Cherie Ewing, a retired primary classroom teacher, passed away on May 26, 2012. Ms. Ewing worked in the District for more than thirty years. She was a genuine advocate for children.

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: June 27, 2012

From: Bruce Harter, Superintendent

Agenda Item: E.1

Subject: Community Request on Grand Jury Report on Citizens Bond Oversight Committees

Background Information:

Anton Jungherr requested that the Contra Costa Grand Jury report regarding school bond oversight committees entitled "School Bond Oversight Committees: Raising the Bar" be placed on the agenda for June 27, 2012. The report provides specific findings and recommendations to which the District is required to respond.

Recommendation:

For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**A REPORT BY
THE 2011-2012 CONTRA COSTA COUNTY GRAND JURY**

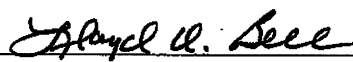
725 Court Street
Martinez, California 94553

Report 1208

**School Bond Oversight Committees
Raising the Bar**

APPROVED BY THE GRAND JURY:

Date: 5/10/2012



LLOYD D. BELL
GRAND JURY FOREPERSON

ACCEPTED FOR FILING:

Date: 5/14/12



JOHN T. LAETTNER
JUDGE OF THE SUPERIOR COURT

Contra Costa County Grand Jury Report 1208

School Bond Oversight Committees

Raising the Bar

TO: Governing Boards of the Acalanes Union High School District, Antioch Unified School District, Byron Union High School District, Contra Costa Community College District, John Swett Unified School District, Martinez Unified School District, Mt. Diablo Unified School District, Pittsburg Unified School District, West Contra Costa Unified School District.

SUMMARY

Proposition 39, approved by California voters in 2000, reduced from 66 2/3% to 55% the voter approval required for school districts to issue general obligation bonds for the purpose of constructing or improving school facilities. Since then, voters in 13 Contra Costa County school districts have approved ballot measures authorizing issuance of over \$3 billion in school facilities bonds.

Proposition 39 requires that bond proceeds be used only for school facilities projects listed or described in ballot language approved by the voters. Proposition 39, and accompanying sections in the Education Code, also expressly prohibit use of Proposition 39 facilities bond funds to pay teacher or administrator salaries, or other general operating expenses.

To ensure compliance with these requirements, and public accountability for use of bond funds, school districts are required to appoint an independent citizens' bond oversight committee. These committees are required to actively review the expenditure of bond funds, and to verify that the funds are being spent only for authorized purposes. The legislature has declared its intent that oversight committees shall promptly alert the public to any waste or improper expenditure of bond funds.

Proposition 39 oversight committees are subject to certain minimum legal requirements set forth in the Education Code. However, these oversight committees also have broad discretionary powers and authority to carry out their responsibilities, and to ensure the prudent and cost-effective expenditure of bond funds.

There are currently nine education districts in Contra Costa County, including the Community College District, which have bond oversight committees that meet regularly to review the ongoing expenditure of bond funds on school facilities projects. Further steps can and should be taken by all districts, including those contemplating future facilities bond ballot measures, to ensure that their citizens' bond oversight committees are providing independent, active and effective review of how taxpayer bond funds are being spent.

BACKGROUND

Faced with severe funding challenges, as well as growing voter resistance to parcel taxes, school districts have turned increasingly to issuing general obligation school facilities bonds as a source of revenue. Unlike parcel taxes and other types of bonds, which require 66 2/3% voter approval, general obligation bonds used for the purpose of constructing and improving school facilities, as a result of Proposition 39, require only 55% voter approval.

Since 2000, voters in 13 Contra Costa County education districts have approved a total of 22 school bond measures, authorizing issuance of over \$3 billion of facilities bonds as shown in the table below:

Contra Costa County School District	Bond Amount
West Contra Costa County Unified School District (West County)	\$1,230,000,000
Mt. Diablo Unified School District (Mount Diablo)	\$598,000,000
Contra Costa Community College District (Community College District)	\$406,000,000
San Ramon Valley Unified School District (San Ramon Valley)	\$260,000,000
Pittsburg Unified School District (Pittsburg)	\$225,500,000
Acalanes Union High School District (Acalanes)	\$135,000,000
Antioch Unified School District (Antioch)	\$61,600,000
Martinez Unified School District (Martinez)	\$43,000,000
Brentwood Union Elementary School District (Brentwood)	\$35,000,000
John Swett Unified School District (John Swett)	\$30,000,000
Walnut Creek Elementary School District (Walnut Creek)	\$20,000,000
Byron Union Elementary School District (Byron)	\$19,700,000
Oakley Union Elementary School District (Oakley)	\$16,500,000
Total Bond Amount Authorized	\$3,080,300,000

At the time of writing this report, at least three districts, San Ramon Valley, Antioch and John Swett, were reportedly considering placing new facilities bond measures on the ballot sometime in 2012.

Taxpayers, not the districts, are responsible for paying the annual debt-service on their district's outstanding bonds, including interest and repayment of principal. These obligations can continue for several decades, and far exceed the original proceeds realized from sale of the bonds. When seeking voter approval of new bond measures, districts are not required to disclose to taxpayers the cumulative burden of all other outstanding bond indebtedness.

Some districts are already approaching the applicable cap on property tax rates, as well as

promises made to voters. This will be an increasing concern in future years depending on property values and general economic conditions, and may lead to increased use of other financing strategies at increased costs to taxpayers, such as issuance of zero-coupon Capital Appreciation Bonds instead of Current-Interest Bonds.

Overview of Proposition 39

Proposition 39, officially titled the “Smaller Classes, Safer Schools and Financial Accountability Act,” was approved by California voters in 2000.ⁱ Separate provisions were also added to the Education Code to implement Proposition 39.ⁱⁱ

Proposition 39, which lowered the voter approval threshold to 55%, applies only to bonds issued specifically “for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.”ⁱⁱⁱ In addition, Proposition 39 specifically prohibits use of bond funds to pay “teacher or administrator salaries or other school operating expenses.”^{iv}

Proposition 39 and its implementing legislation also create a legal framework for ensuring public oversight and accountability for the expenditure of facilities bond revenues. The Education Code states that within 60 days following voter approval, the district board is required to appoint “an independent citizens’ oversight committee.”^v The purpose of the committee shall be “to inform the public concerning the expenditure of bond revenues.”^{vi} To fulfill this responsibility, the oversight committee is expressly required “to actively review and report on the proper expenditure of taxpayers’ money for school construction.”^{vii} [Emphasis added]

At the time of writing this report, 9 of the 13 districts listed above had one or more oversight committees meeting regularly to monitor the ongoing expenditure of bond funds. These are: West County, Mt. Diablo, Pittsburg, Acalanes, Antioch, Martinez, John Swett, Byron and the Community College District.

Mt. Diablo currently has one oversight committee overseeing its 2010 Measure C bond funds, but the oversight committee charged with overseeing its 2002 Measure C funds apparently ceased functioning in 2009, even though there were still unspent funds. At the time of writing this report, Mt. Diablo had begun soliciting applications to reconstitute the 2002 committee to discharge its legal responsibilities.

Four districts, San Ramon Valley, Brentwood, Walnut Creek and Oakley, have already expended all of their voter-approved bond funds on school construction and facilities projects. Their oversight committees have completed their work and have dissolved.

Although oversight committees are not legally required for parcel taxes, some districts, such as San Ramon, Pittsburg and Acalanes, have provided voters with detailed project lists, and then appointed citizens’ oversight committees to oversee the expenditure of these funds.

Required Ballot Language

When seeking voter approval to issue facilities bonds, the district’s governing board is required by Proposition 39 to include in the ballot language “a list of the specific school facilities projects

to be funded.”^{viii} The board must also certify that it “has evaluated safety, class size reduction, and information technology needs in developing that list.”^{ix}

Some districts, like Antioch and Byron, have provided voters with very specific, detailed project lists in their ballot language, showing the specific work to be done at each school. Others have simply described general types of improvements or repairs that might be undertaken at any or all of the schools in their district, along with catch-all language to authorize other uses of bond funds. This can include using new bond funds to pay off existing indebtedness on Certificates of Participation (COPs).

In a recent audit of the Los Angeles Community College District, the State Controller’s Office addressed the issue of overly broad project lists contained in ballot language. The District defended its broad project list as necessary to provide flexibility. However, the Controller’s Office took exception, noting that the project list “was intentionally crafted in such a way that virtually any expenditure could be construed to be on the list.” The Controller added, “The intention appears to be a way to circumvent control and avoid accountability,” and concluded, “This is contrary to the purpose and intent of Proposition 39.”

Once a ballot measure is approved, the district governing board, not the oversight committee, has sole authority to determine how to allocate, prioritize and spend bond funds on those projects listed or described on the ballot. For example, the Mt. Diablo board has chosen to use a substantial portion of its initial 2010 Measure C funds to embark on what it describes in its August News Update as the largest solar installation project of any K-12 school district in the nation, ahead of some other school upgrades and improvements listed in the ballot language.

Depending on the ballot language, facilities bond funds can also be used in various ways to provide General Fund relief. For example, in a recent report, Mt. Diablo states that its 2010 Facilities Plan, which included installing solar and irrigation systems, “reflects an intent to yield significant and persistent relief to the general fund through ongoing reduction in expenditures for water and electricity.”

In addition to reducing electricity bills, Mt. Diablo’s August News Update reported that the solar project will also generate \$3 million annually in rebates for the district’s General Fund to lessen the need for reductions in staff and educational programs. In contrast, the Community College District board voted to return all solar rebates to its facilities bond fund to pay for future capital expenditures.

Recruitment and Selection of Committee Members

The Education Code requires appointment of an independent citizens’ bond oversight committee.^x However, the district’s governing body has sole authority to select and, according to the bylaws of some districts, the power to replace, members of the oversight committee who are responsible for overseeing the district’s expenditure of bond funds. Some regard this as an inherent conflict of interest.

The Education Code requires that the oversight committee consist of a minimum of seven members,^{xi} which shall include:

- (1) One member active in a business organization representing the business community located with the district;
- (2) One member active in a senior citizens' organization;
- (3) One member active in a bona fide taxpayers' organization;
- (4) One member who is the parent or guardian of a child enrolled in the district (or in the case of a community college district, a student who is both currently enrolled in the district and active in a community college group, such as student government); and
- (5) One member who is both a parent or guardian of a child enrolled in the district and active in a parent-teacher organization (or in the case of a community college district, a person active in the support and organization of a community college or colleges in the district, such as a member of an advisory council or foundation).

Members of district oversight committees serve without compensation.

Many districts appear to have difficulty recruiting and retaining qualified and motivated members who satisfy these requirements, especially since no individual can serve more than two consecutive two-year terms on the committee. Sometimes overlooked is the statutory requirement that these mandated members be active in their respective organizations at the time of their appointment. It can also be difficult to find applicants with useful special skills and background, such as construction, engineering and project management experience, and audit, finance and accounting expertise, even though this is not legally required.

Most districts appear to rely on public notices and postings, announcements in local newspapers, past involvement with the district, or acquaintance with a member of the district governing board, to identify prospective members. Some encourage existing members not to leave the committee without finding their own replacement. However, district governing boards may not always solicit nominations from the legally-mandated organizations, or explore other avenues to attract qualified and independent applicants with special expertise.

As an example of ways to attract applicants, the San Diego County Taxpayers' Association, in its "Oversight Committee Best Practices," recommends that its education districts reach out to a list of ten local civic and professional organizations, including local associations of contractors, engineers, architects, and financial executives, and also labor unions, service clubs, and chambers of commerce. It is also reported that the Fullerton School District has been successful in attracting qualified applicants by mailing postcards to all voters prior to a bond election, explaining the role of the oversight committee and encouraging voters to apply.

To further ensure independence of the committee, it has also been suggested by the San Diego County Taxpayers' Association, and by the California League of Bond Oversight Committees, that committee members be appointed by the district governing board at a public meeting, with an opportunity for the public to question or comment on the applicants.

The Education Code prohibits the appointment of any district employee, or any vendor, contractor or consultant to the district.^{xii} However, this prohibition does not expressly apply to

persons previously employed by, or having prior involvement or business relationship with, the district.

Training and Orientation of New Committee Members

Neither Proposition 39 nor the related provisions in the Education Code specify what kind of training and orientation, if any, is required for new committee members. Practice varies from district to district. Sometimes training and written materials are provided to new members by district staff, or by the district's own bond counsel. It is unclear to what extent, if any, districts provide specific training or guidance to committee members on how to read and analyze financial statements and reports.

Most districts indicate that, in addition to their own internal training materials, they make available some outside resources and reference materials to new members. For example, West County furnishes all committee members with a copy of the "Proposition 39 – Best Practices Handbook," published by the California Coalition for Adequate School Housing.

There are several other outside resource materials that could be made available to new committee members, such as:

- California League of Bond Oversight Committee training video and best practices manual
- San Diego County Taxpayers Associations "Oversight Committee Best Practices" guide
- Little Hoover Commission 2009 Report entitled "Bond Spending: Expanding and Enhancing Oversight"
- League of California Cities "A Guide to the Ralph M. Brown Act"

Committee Websites and Public Meetings

The Education Code requires that certain documents relating to bond oversight committees be posted on a website maintained by the district.^{xiii} The district is specifically required to post committee minutes, reports issued by the committee, and all other documents received by the committee.

In addition, the Education Code requires that committee proceedings must be open to the public, and that notice to the public be given in the same manner as proceedings of the district's governing board.^{xiv} All committee meetings must be conducted in accordance with the Brown Act,^{xv} and members of the public shall be given an opportunity to address the committee. The Brown Act requires that for all regular meetings, an agenda must be posted 72 hours before the meeting. The agenda must contain a brief general description of each item to be transacted or discussed.

In the past, district practices have varied significantly. Some districts have on their homepage a prominently displayed, easily navigable tab for their bond oversight committees. Others are more difficult to locate, and not easily navigable. Some, like West County and Mt. Diablo, prominently post notices of upcoming oversight committee meetings on their homepage master

calendar.

Some districts, like Byron, have current and complete postings of all committee matters, including meeting agendas and financial reports to be discussed at committee meetings. Others are not always as current or complete with their postings. Some districts post the complete financial and performance audits presented to their oversight committees, along with other detailed documents and reports.

Active Review of Expenditures

The Education Code requires oversight committees “to actively review and report on the proper expenditure of taxpayers’ money for school construction.”^{xvi} [Emphasis added] At a minimum, oversight committees are required to verify: (1) that bond funds are spent only on those projects described in the ballot language and approved by the voters, and (2) that no bond funds are spent on teacher or administrator salaries or other operating expenses.^{xvii}

Beyond these minimum requirements, oversight committees also have the power to request and review other financial information to determine if bond funds are being spent in a prudent and cost-effective manner by the district. The Education Code declares it is the intent of the legislature that oversight committees “promptly alert the public to any waste, as well as the improper expenditure of school construction bond money.”^{xviii} It is also the declared intent of the legislature that allegations of waste, as well as misuse, of bond funds shall be investigated by appropriate law enforcement officials.^{xix}

In a recent audit of the Los Angeles Community College District, the State Controller’s Office concluded that the citizens’ oversight committee appointed by the district failed to discharge its legal responsibility of “active” oversight. Instead, the Controller’s Office described the oversight committee’s review of the district’s expenditures as “passive, perfunctory and ineffective,” noting “there is no evidence to suggest that the [committee] had engaged in robust and meaningful discussions or questioned any of the bond expenditures.” The Controller’s Office noted that that the committee had been meeting for 10 years, but during that entire time had failed to identify and report to the public even one instance of waste.

Based on the Grand Jury’s observations, some oversight committees appear to be more active and engaged than others. In some cases, this appears to be a function of the nature and content of the financial information and reports furnished to the committees by the districts. Some districts provide their oversight committees with complete status reports, showing the amount of funds originally budgeted and allocated for each project, amounts expended to date and amounts committed to each project, percentage completion of each project, and all approved or anticipated change orders, while others do not.

In some cases, committee members have specifically requested that financial data and reports be distributed to them sooner, to allow time for more thorough review prior to meetings.

Independent Performance Audits

As a key component of Proposition 39’s accountability requirements, districts are required to conduct both an annual independent financial audit, and also an annual independent performance

audit.^{xx} A recently enacted law, Senate Bill 423, now requires that audits for the preceding year be submitted to the oversight committee by March 31 for its review.

In past years, some districts have only provided their oversight committees with what are known as “Agreed-Upon Procedures” audits (AUPs), which limit the scope of the performance audit to selected projects or transactions. However, as of September 2010, the Education Code^{xxi} requires that performance audits must conform to Generally Accepted Government Audit Standards (GAGAS), published by the Comptroller of the Currency, which do not permit AUPs.

Practice among districts appears to vary on whether and to what extent oversight committees are given an opportunity to provide input to the district in developing the Request for Proposal (RFP) for the audit services, or in selecting the firm to provide those services. The RFP defines the scope and content of the performance audit. Oversight committees also are not typically given an opportunity to interact directly with the firm conducting the required audit.

Some districts provide brief, two-page performance audits, which only satisfy the minimum legal compliance requirements of Proposition 39, by certifying that: (1) bond funds have been expended only for projects on the Authorized List, and (2) no bond funds have been spent on teacher or administrative salaries, or operating expenses. However, GAGAS lists examples of broader objectives for performance audits, including a review of the efficiency and effectiveness of a construction program, procurement practices and internal controls.

For example, West County’s performance audits, including mid-year audits, are comprehensive in scope, and range up to 165 pages. The 2010 report posted on its public website included the following topics: review of design and construction schedules and cost budgets; change orders and claim avoidance procedures; compliance with state laws and funding formulas; district policies and guidelines for facilities and procurement; and the effectiveness of communication channels among stakeholders, and other facilities-related issues. The report also included a number of specific findings and recommendations on these topics, along with the district’s responses to previous audit findings.

Reports to the Public

Oversight committees provide only after-the-fact review and monitoring of how the district is spending bond funds. Oversight committees do not have the authority, once bonds have been sold and issued, to approve or determine how the bonds funds shall be spent. Nor do the committees have the authority to select, or participate, in the negotiation or bid process for contractors or consultants.

However, oversight committees are required by the Education Code to issue regular annual reports of its activities and findings.^{xxii} The declared intent of the legislature is that oversight committees “promptly alert the public to any waste or improper expenditure of school construction bond money.”^{xxiii}

In its audit of the Los Angeles Community College District, the State Controller’s Office found that an oversight committee had failed to issue any reports at all for seven years, and that the committee’s most recent report was “virtually meaningless.”

In terms of reporting to the public, practice among districts varies significantly. In some cases, the required annual reports are not being posted on the district's website in a timely manner. Reports also vary significantly in their style, scope and content.

Some districts, like the Community College District, post quarterly reports, which are comprehensive and informative. Byron's annual reports are current and contain both a narrative and detailed financial information. San Ramon Valley also issued a detailed and informative closing report when its 2002 Measure A oversight committee completed its work. Other districts post reports that consist almost entirely of financial data.

Some districts and their oversight committees appear to conduct more public outreach than others. For example, John Swett's oversight committee holds joint meetings with its governing board for the specific purpose of reviewing the district's construction and facilities improvement program, with special notice given to the community. At the time of writing this report, John Swett was also looking into mailing oversized postcards to all voters, summarizing the progress that had been made, and directing voters to the committee's website to read their complete annual report.

FINDINGS

1. The Grand Jury commends the many citizens who serve on bond oversight committees and devote considerable time and effort to the task, without any compensation.
2. Ballot language that is overly general in identifying specific projects, and fails to indicate priorities and at least a realistic estimate of project costs, impedes meaningful and effective oversight and accountability.
3. Bond proceeds are sometimes used to provide General Fund relief in various ways, which even if lawful, may not have always been fully disclosed to voters in the ballot language.
4. District boards have an inherent conflict of interest in selecting, and in some cases, having the power to remove with or without cause, the members of the oversight committee who are required to oversee the district's spending of bond funds.
5. Districts do not consistently reach out to the legally-mandated organizations, to local professional associations, community groups, or to district residents generally, to seek independent, qualified and motivated nominees for their bond oversight committees.
6. There does not always appear to be a consistent and transparent process for interested persons to be nominated, apply for, and be appointed to membership on oversight committees, or disclosure of any previous employment by, or other prior involvement or business relationship with, the district.
7. Districts do not consistently provide timely, adequate and independent training or resource materials for members of their bond oversight committees that explain their role, duties and functions, or provide training in the skills needed to analyze the kinds

of financial data that bond oversight committee members are asked to review.

8. Although all oversight committees have bylaws, they do not appear to include or take into account “best practices” recommended by independent groups.
9. The public websites required to be maintained by districts for their bond oversight committees are not always easily located or navigable.
10. The websites required to be maintained by districts for their bond oversight committees are not always timely or complete in posting agenda materials, minutes, reports and other required items.
11. Financial reports furnished to oversight committees by the districts are not always complete and comprehensive enough to allow meaningful and effective review and oversight.
12. Financial data and reports are not always furnished to oversight committees early enough to allow time for thorough review prior to meetings.
13. Districts do not typically afford their oversight committees an opportunity to provide input into defining the scope and content of the district’s required annual performance audit.
14. The performance audits provided by some districts to their oversight committees are so limited in scope and conclusory as to prevent meaningful and effective oversight.
15. The annual reports required to be issued by bond oversight committees are not always timely, and vary significantly in their style, scope and content.
16. Although not legally required for parcel taxes, some districts have provided voters with detailed project lists in the ballot materials, and then appointed oversight committees to oversee the district’s use of these funds. The Grand Jury commends and endorses this practice as promoting voter transparency and fiscal accountability.

RECOMMENDATIONS

1. A district’s ballot language should inform voters of all intended uses of bond funds, the specific projects to be undertaken, the schools where the projects will be undertaken, the district’s initial priorities, and a realistic estimate of project costs.
2. A district should disclose and explain in the ballot language if, and in what ways, bond funds will be used to provide General Fund relief for the district.
3. In recruiting candidates for appointment to oversight committees, a district should seek nominations from the groups required to be represented on the committee by Education Code Section 15282(a).
4. A district should consider ways to recruit independent, qualified and motivated

applicants from the community, including announcements in local media, district newsletters, solicitations to local civic and professional groups, and mailing postcards to residents to solicit applications when the ballot materials are mailed.

5. A district should require all candidates for bond oversight committees to submit written applications listing their background, qualifications, a statement of interest, and disclosure of any prior employment by, or prior involvement or business relationship with, the district.
6. A district should make available to committee members, for their consideration in creating committee bylaws and operating procedures, copies of:
 - California League of Bond Oversight Committee recommended Best Practices
 - San Diego County Taxpayers Association "Oversight Committee Best Practices" guide
 - California Coalition for Adequate School Housing "Proposition 39 – Best Practices Handbook"
 - Little Hoover Commission 2009 Report "Bond Spending: Expanding and Enhancing Oversight"
 - California League of Cities "A Guide to the Ralph M. Brown Act"
 - State Controller's Office 2011 Audit Report on the Los Angeles Community College District's bond construction program
7. A district should ensure that websites for their oversight committees are prominently displayed on their homepages, are easily navigable, and include current and complete postings of all required items.
8. A district should provide oversight committees with complete, detailed and comprehensive financial data relating to the expenditure of bond revenues, showing the amount of funds originally budgeted and allocated for each project, amounts expended to date and amount committed to each project, percentage completion of each project, and all approved or anticipated change orders.
9. A district should provide financial data and reports to committee members sufficiently prior to meetings to permit meaningful and effective review and oversight.
10. A district should afford their bond oversight committees an opportunity to provide input in defining the scope and content of the required annual performance audit.
11. The district's annual independent performance audits should be detailed and comprehensive enough in scope, including a review of procurement practices, to allow the committee to identify waste and to evaluate the cost-effectiveness of the district's construction and facilities improvement program.

12. A district should request that its oversight committees issue timely, comprehensive and informative reports, which should be posted on the district's website, along with a final, closing report when the bonds funds have been spent and the committee's work completed.

REQUIRED RESPONSES

Findings 2 through 16 and Recommendations 1 through 12

Each Governing Board needs to respond only for its own practices.

Governing Boards:

- Acalanes Union High School District
- Antioch Unified School District
- Byron Union School District
- Contra Costa Community College District
- John Swett Unified School District
- Martinez Unified School District
- Mt. Diablo Unified School District
- Pittsburg Unified School District
- West Contra Costa Unified School District

COPY FOR INFORMATION ONLY – NO RESPONSE REQUIRED

Current Chairs of the Citizens' Bond Oversight Committees:

- Acalanes Union High School District
- Antioch Unified School District
- Byron Union High School District
- Contra Costa Community College District
- John Swett Unified School District
- Martinez Unified School District
- Mt. Diablo Unified School District
- Pittsburg Unified School District
- West Contra Costa Unified School District

Governing Boards:

- Brentwood Union School District
- Canyon School District
- Knightsen Elementary School District
- Lafayette School District
- Liberty Union High School District
- Moraga School District
- Oakley Union Elementary School District
- Orinda Union School District
- San Ramon Valley Unified School District
- Walnut Creek School District

Endnotes:

- ⁱ California Constitution Article XIII A, Section 1(b)(3)
- ⁱⁱ Education Code Sections 15102, 15264-15286
- ⁱⁱⁱ California Constitution Article XIII A, Section 1(b)(3)
- ^{iv} California Constitution Article XIII A, Section 1(b)(3)(A)
- ^v Education Code Section 15278
- ^{vi} Education Code Section 15278(b)
- ^{vii} Education Code Section 15278(b)
- ^{viii} California Constitution Article XIII A, Section 1(b)(3)(B)
- ^{ix} California Constitution Article XIII A, Section 1(b)(3)(B)
- ^x Education Code Section 15278(a)
- ^{xi} Education Code Section 15282(a)
- ^{xii} Education Code Section 15282(b)
- ^{xiii} Education Code Section 15280(b)
- ^{xiv} Education Code Section 15280(b)
- ^{xv} Government Code Section 54950 et seq.
- ^{xvi} Education Code Section 15278(b)
- ^{xvii} Education Code Section 15278(b)
- ^{xviii} Education Code Section 15264(c)
- ^{xix} Education Code Section 15288
- ^{xx} California Constitution Article XIII A, Section 1(b)(3)(C),(D)
- ^{xxi} Education Code Section 15286
- ^{xxii} Education Code Section 15280(b)
- ^{xxiii} Education Code Section 15264(c)

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:** June 27, 2012
From: Sheri Gamba **Agenda Item:** F.1
Associate Superintendent Business Services
Subject: Public Hearing for the Adoption of the 2012-13 Budget and receipt of Tier III funding

Background Information:

Education Code Section 42127 requires the governing board of each school district to adopt a budget for the subsequent year, on or before July 1st. The budget including the multi-year projection is subject to the review and approval of the County Superintendent through their AB1200 oversight. Any revisions to the school district's budget which results from passage of the state budget or budget trailer bills will be presented to the governing board within 45 days after the Governor signs the State Budget Act.

In accordance with AB189 the Board held a hearing and adopted a resolution for Tier III programs and funding at the May 23, 2012 board meeting. A public hearing is also required at the time the budget is adopted acknowledging the District will be in receipt of Tier III funding. The Tier III funding information is provided as Appendix A in the District Budget document.

A public hearing will be held, and staff will provide an overview of the proposed budget delineating the significant revenue and expenditure components. The final proposed budget and is presented to the Board of Education for approval.

Recommendation: Approval of the 2012-13 Budget

The detailed 2012-13 budget documentation including the Tier III funding information is delivered under separate cover and available on the District website.

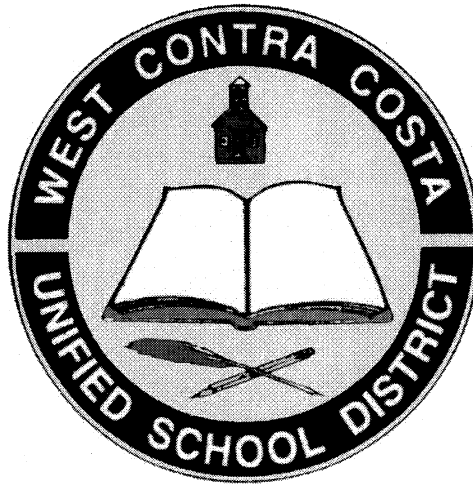
Fiscal Impact: Adopted Budget

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District



2012-13 Budget Executive Summary Board Meeting June 27, 2012

West Contra Costa Unified School District

The State of California requires all school district budgets to adhere to a set of standards and criteria pursuant to Section 33127 of the Education Code. The County Office of Education is the agency which reviews school district budgets and may approve, conditionally approve or disapprove a school district budget based upon the review. This review includes the district's ability to satisfy its multi-year financial commitments. Each year the district provides budget and financial reports to satisfy these requirements.

Introduction

For the fourth consecutive year the District has struggled with a budget adopted by the State that does not realistically solve a major deficit. The most recent budget proposal, the May Revise, seeks to solve the deficit problem by passing a tax initiative in November. Since the 2008-09 school year the state and national economies have driven funding downward causing an unprecedented loss in revenue to the levels that are now budgeted for all California Schools. The constant revision of revenue deferral schedules coupled with the threat of "Mid-Year" Triggers causes uncertainty regarding the level of funding that will actually be available this coming year and has made budget planning efforts all the more difficult.

During the past few years, the State has exercised numerous "accounting" changes, including cash deferrals, booking funds back and forth between two fiscal years, categorical flexibility and more. Because of the uncertainty regarding the extension of state taxes, districts are now tasked with enacting budgets for 2011-12 using May Revision projections with a plan for a mid-year cuts scenario. The best case scenario assumes the Governor's May Revise budget is successful both in the Legislature and at the ballot box. The fallback plan, if the ballot initiative to extend taxes is not successful, is estimated to cut student funding by \$441 per pupil. It is impossible to know if that will actually be the enacted worst case scenario for schools should the taxes not pass. School districts have been advised to use \$441 per pupil as a planning figure.

West Contra Costa is a Fiscally Responsible District

During the years of the greatest economic down turn in US history West Contra Costa Unified School District has addressed funding cuts by focusing on many of the cost saving measures pointed out through numerous fiscal reports and studies. Through the collective bargaining process contract modifications are now in place to control benefit costs and staffing in order to accomplish budget savings. School and facility closures have occurred. In addition, the Board has adopted flexibility options including modified K-3 Class size reduction and categorical flexibility, also known as Tier III flexibility. The Board has arranged for temporary inter-fund borrowing should it be necessary due to cash flow constraints. The Board has also undertaken efforts to improve funding for

schools by engaging in efforts to raise local taxes in support of locally controlled funds for schools. In spite of the corrective action, efforts made and demonstrated fiscal responsibility, the district must still face the State's funding uncertainties as it plans for the 2012-13 as well as subsequent school year budgets.

Budget Risks and Challenges

The Board is in a difficult position as it plans for the uncertainties contained in the State level budget. The State threatens cuts to school districts and then delays them. The problem at the State level grows with each delay. The Board is responsible for stewardship of the scarce financial resources we have and for preparing for the cuts threatened by the State. The scarcity of resources leaves the Board increasingly challenged, having to make difficult choices for students and the community. The stakes are high. A lack of sufficient funding means programs are at risk. The May Governor's Budget indicates that if the November taxes fail the cut will be equal to \$441 per pupil which is \$12 million for our District. What does that mean for us? A \$12 million cut is equivalent to:

- 16 days of school or
- 150 employee lay-offs or
- Across the board salary cuts of an estimated 7.5%

This is an extraordinary challenge given that our District is already facing deficit spending, even if the November taxes pass.

Deficit Spending

During budget development it is important to plan toward eliminating deficit spending if deficits are anticipated in the coming years. Deficit spending can be tracked by monitoring the ending fund balance each year. Strictly speaking it is the comparison of current year revenues to current year expenses. It is reflected in the State reports and is described as the net decrease in fund balance.

During the 2009 and 2010 fiscal years the unrestricted ending fund balance declined. While this is not a desirable trend, the fund balance has been carefully monitored to make sure the appropriate funds are in place for a 3% reserve. The following table illustrates the unrestricted ending fund balance for each year end closing plus the projections for fund balance which are included in the multi-year projection.

Fund Balance Summary				
Jun-08	Jun-09	Jun-10	Jun-11	Jun-12 estimated
\$21,567,077	\$20,049,661	\$15,439,421	\$18,438,898	\$20,555,723
Net Increase (Decrease):	(\$1,517,416)	(\$4,610,240)	\$2,999,477	\$2,116,825
Multi-Year Projection		Jun-13 projected	Jun -14 projected	Jun-15 projected
Fund Balance		\$17,252,548	\$14,223,941	\$8,516,930
Net Increase (Decrease):		(\$3,303,175)	(\$3,028,607)	(\$5,707,011)

The Board has set in place a plan to narrow the budget gap, or deficit spending, for 2012-13 year using Special Reserve funds. Absent the planned use of fund balance and Special Reserve funds the District's deficit is \$6.1 million. According to current projections it will be necessary to utilize \$2.8 million of the Special Reserve plus \$3.3 million in unrestricted general fund balance in 2012-13. In 2013-14 it is projected that the District will utilize \$3 million in unrestricted fund balance and \$3.8 million in Special Reserves, in 2014-15 the unrestricted general fund utilizes \$5.7 in unrestricted fund balance and \$6.8 million in Special Reserves in order to close the operational deficit. There is \$13.5 million in Special Reserve, which would be depleted by the end of 2014-15 under the current projection. (See Special Reserve Section)

In order to close the operational deficit (use of reserves for ongoing operations) the Board must implement reductions for 2013-14 even if the Governor's initiative passes. Should it be necessary to use the full \$13.5 million in 2012-13 due to "mid-year trigger" funding cuts the District will need to identify cuts to balance 2013-14 and 2014-15.

Why is the District projecting deficit spending?

The Board has made commitments to provide the maximum educational and safety support to the students of our District. In addition, we are honoring the commitments to employees to restore furloughs and related pay.

- Maintained a full 180 day instructional calendar for K-12 students – current law requires only 175/ Cost:\$3.9 million
- Kept schools open, Shannon and Lake Elementary/Cost: \$600,000
- Continued funding for School Resource Officers/Cost: \$1.9 million
- Provided Educational Services for Adult Learners/Cost: \$1.5 million
- Restored furlough days and related pay/Cost: \$2.5 million

Costs are increasing and revenues are on the downturn, especially if the November State taxes do not pass.

- Increased health care costs for retirees: \$1.9 million estimated in 2013-14
- Employees estimated incremental pay increases (years of service): \$ 1 million
- Cost of utilities, materials and supplies go up: e.g. EBMUD increase is 6.5%
- If taxes do not pass a \$441 per pupil cuts equals \$12 million for our schools

Special Reserve Fund

Over the course of the past two years the Board has managed the impending threat of State cuts. With each budget plan and revision the Board has diligently set aside funding to prepare for the State's newly announced cuts. The Special Reserve fund has been used to house the reserves set aside by the Board for the "Mid-Year Triggers" threatened by the State. By the end of 2010 the Board had set aside \$10 million in Special Reserve. The "Mid-Year Triggers" of 2011-12 were less than projected, however this has meant that the State has delayed the cuts and failed to raise the

revenues that are necessary to balance the State budget. The State is now threatening even larger cuts for 2012-13 through "Mid-Year Triggers" than 2011-12 unless tax payers are willing to vote to pay more in November. During the 2011-12 year the Board was successful in obtaining declaratory relief for expenses paid out of the General Fund from 2009-2012 due to a bond related legal matter. As a result, \$3.5 million has been added to the Special Reserve Fund to help offset the District deficit projections. The following chart illustrates the use of Special Reserve Funding with and without "Mid-Year Triggers".

Special Reserve Fund - 17	Adopted Budget & Multi Year Projection	Mid Year Trigger Projection
Estimated Balance June 30, 2012	\$ 13,500,000	\$ 13,500,000
2012-13	\$ (2,800,000)	\$ (2,800,000)
2012-13 Additional Transfer Due to "trigger"		\$ (10,700,000)
2013-14	\$ (3,800,000)	
2014-15	\$ (6,800,000)	
Special Reserve Fund Balance Projection June 2015:	\$ 100,000	\$ -

In addition to the financial stewardship provided through Special Reserve funding the Board continues to seek additional local sources of revenue for our students.

Parcel Tax – Local Support for Students

The parcel tax program includes support for a wide variety of services to students of the District. The parcel tax funding, approved in November of 2008, is accounted for in a locally restricted account and is subject to the review by the Citizens Budget Advisory Committee. The final parcel tax collection occurs in April of 2014 for the services provided in the 2013-14 school year. The following table illustrates a summary of funding levels included in the budget adoption for programs in the 2012-13 school year. The parcel tax collection is estimated to be \$9.8 million, the additional amount budgeted is due to anticipated carry-over of 2011-12 funds.

West Contra Costa Unified School district Measure D Parcel Tax Expenditure Budget Summary 2012-13		
Library and athletic programs	\$	3,175,837
*Reduced class sizes for Kindergarten through third grade	\$	2,300,000
Textbooks and teaching materials	\$	1,250,000
Teachers and counselors	\$	3,208,510
Custodial support - Facilities clean and in good condition	\$	563,357
Grand Total (includes carry over from 11-12)	\$	10,497,704

* Parcel tax funding pays for a small portion of the K-3 CSR program lowering sizes to 28:1

Maintenance and Recreation Assessment District – MRAD

In an effort to raise and sustain funding for the school district in 1994 the District formed a Maintenance and Recreation District (MRAD). In 1996 the formation of MRAD was followed by a vote of the people to continue these levies. This allows the District to levy taxes to support the maintenance and operations of fields and outdoor areas for the purpose of public use. MRAD is budgeted for 2012-13 in the amount of \$5.5 million, which pays for evening/after school custodial services, gardeners and outdoor capital projects.

Funding Flexibility – The Tier III Shift

The 2009 Budget Act enacted a series of reductions to the revenues of school districts and also contained language permitting districts to seek relief from these cuts by repurposing funds from what has traditionally been restricted funding. The practical application of repurposing these funds requires that school districts either cut the programs and staffing associated with the State funds or find alternative funding sources to support the ongoing efforts of these programs.

The Board has taken action for the 2009-10 through 2012-13 school years to identify the programs and estimated amounts available for the Tier III shift and used that funding to offset cuts from the State. The 2012-13 budget includes the continued use of Tier III funding in the estimated amount of \$14.5 million. Tier III flexibility has been extended to June of 2015. (See Appendix A, board adopted resolution and program table)

Federal Stimulus Funding

The intent of the American Recovery and Reinvestment Act (ARRA) and subsequent Ed Jobs federal funding was provided to save jobs and stimulate the economy. The final grant funding was used during the 2011-12 school year and was not renewed. This funding was paying for 65 jobs, it had helped offset the loss of the State funding and was used toward the implementation K-3 Class Size Reduction, to pay for site safety positions and toward teacher salaries. Unfortunately there is no funding forthcoming to take its place at this time.

K-3 Class Size Reduction

The State budget includes the continued flexibility for the class size reduction program. The flexibility is designed to provide financial relief and flexibility to school districts during these difficult times. In accordance with State funding flexibility, the Board has adopted a modified class size reduction program. Class size targets have been set at 28 for Kindergarten through Third grade. Parcel tax funding provided in the amount of \$2.3 million toward this program, which is equivalent to the cost of 31 teachers. Class sizes in grades K-3 are set in 2012-13 using only parcel tax funding to reduce class sizes.

The multi-year projection for 2013-14 does not include the staffing costs necessary to implement any K-3 Class Size Reduction Program due to the possible expiration of the parcel tax. Class size flexibility legislation also expires in June of 2014. Therefore, the District funding is projected to be cut by \$6.8 million in 2014-15, absent corrective legislative action in the State budget.

School Resource Officers

The following table represents the contracts and costs associated with the School Resource Officer program. It should be noted that in all cases the Police Departments at each agency offer special programs to school sites as well as special services at school events such as athletics, dances and special assemblies as a part of their contract. The 2011-12 budget, along with the multi-year projection includes the funding for this service.

School Resource Officers Chart

City	Total # of Officers	# paid by City	Contract Amount	Coverage	Services
Hercules	1	0	\$160,000	Hercules Family Schools	C,YC,TS, DM,SP
San Pablo	1	1	\$0	San Pablo Family Schools	C,TS,DM,SP
CC Sheriff	1	0	211,573	Unincorporated, North Campus, Crespi	C,TS,DM,SP
El Cerrito	3	0	\$420,000	El Cerrito Family Schools	C, TS, DM, SP
Richmond	7	1	\$876,000	Richmond, Kennedy and DeAnza Family Schools	C, TS, DM,SP
Pinole	3	1	\$320,000	Pinole Family	C, TS, DM, SP
Total	16	3	\$1,987,573		

C= Student Behavior Coaching, YC= Youth Curfew, TS= Truancy Sweeps, DM=District Meetings, SP= Special Services

Shared Commitments and Employee Concessions

Over the past four years the Board has requested concessions from employees and through negotiations with employee groups has enacted reductions, keeping the District fiscally solvent.

In 2008-09 the executive team (Superintendent and Cabinet) took a three day furlough. In January of 2009 the entire unrepresented management team, including the executive team, were placed on a tiered capped benefit program. During the 2009-10 school year all groups both represented and unrepresented were placed on a tiered cap program for health benefits, gave up the previous retiree lifetime benefit program and began a three

year plan of work year reduction with a commensurate salary reduction. In addition, teacher class sizes were increased and prep teachers were eliminated, saving \$3.2 million.

The work year reduction for all employees saved \$4.4 million per year. The tiered benefits cap program for active employees saves the district \$9.9 million per year. For the employee, these types of reductions mean less take home pay each time Cal Pers raises health care rates. It would have been impossible to cut the number of jobs needed to enact these savings and still serve the students of this district.

The work year reduction agreements sunset at the end of 2011-12, therefore budgeted funding for the restoration of work days in the amount of \$2.2 million is included in the multi-year projection beginning in 2012-13. The teachers had a permanent reduction to the work year to 182 days; however a recent one-time only agreement was reached to add two days during 2012-13 for professional development. So for the 2012-13 the teachers calendar include 184 days, 180 teaching days and four days outside of the instructional calendar.

Other Post Retirement Benefit Liability (OPEB) or Retiree Lifetime Benefits

The Board has taken action, with the cooperation of employee groups, to substantially reduce the District's long term liability for post-employment health care. In the actuarial study completed in 2008 it was determined that the Governmental Accounting Standards Board or "GASB 34" liability was \$495 million. Had the program not been amended the GASB 34 liability would have grown to \$550 million. With the implementation of new retiree benefit provisions the GASB 34 liability is \$385 million as of 2010. Effective July 1, 2010 employees of the District are no longer eligible to enter a retiree benefit program with uncapped lifetime benefits. Each union has ratified a modified retiree benefit program for existing and future employees. While this change has stabilized the program and protected the District from increases in costs for future retirees it has not changed the fact that the District has a pay-as-you go program where costs are escalating for those who retired prior to July of 2010.

The OPEB Liability is like a long term debt for which the District has no control on the interest rates or payments coming due, owing to the health care industries skyrocketing rates. The pre-2010 program currently has 2311 retiree participants, with 31 defined contribution participants (since July of 2010) for a total of 2342 participants as of 2011-12. Cal -Pers announced a rate hike of an average of 9.6% which will become effective in January of 2013. This rate hike means an increased cost estimate of \$1.9 million per year, ongoing. These rate hikes are included in the budget and multi-year projections.

Long Term Debt

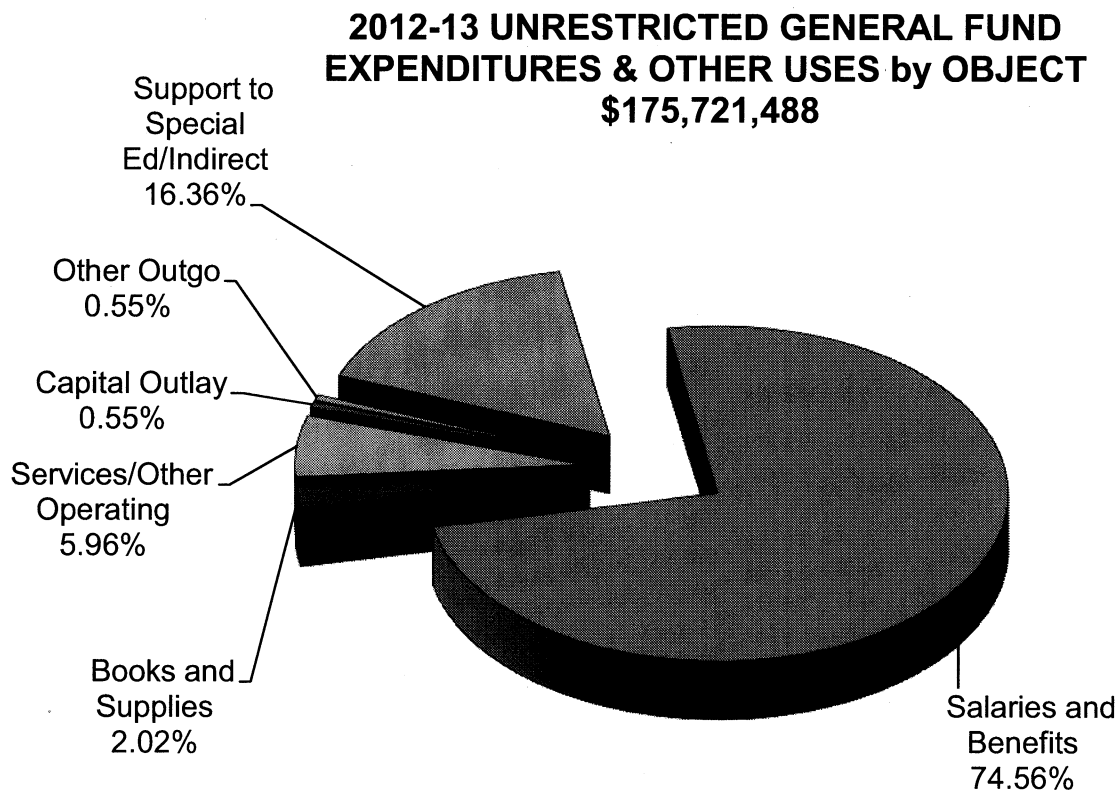
The District has made enormous progress toward eliminating the burden long term debt that originated in the 1990's. The Certificates of Participation (COPS) are the one

outstanding debt from that period. The COP was refunded in 2005 and included a “make whole” provision which means that in order to pay the debt off early the District must pay interest guaranteed to investors when the debt was refunded.

Long Term Debt Table	Principal June 2012	12-13 Payment	Pay off year
COPS	\$ 8,415,000	\$ 924,967	2024
State Emergency Loan	-0-	-0-	2012 (was 2018) *
Voluntary Integration	-0-	-0-	2012
IBM	-0-	-0-	2012 (was 2015) **
Total	\$ 8,415,000	\$ 924,967	
* Paid off using site sale fund deposits			
** Paid off using one-time fund balance in 2012			

Overview of General Fund Unrestricted Spending

The District spends the majority of operating funds on the salary and benefits of employees. Services and operating expenses include things like utilities, property and liability insurance, legal services and audits. The following chart includes the contributions to Special Education and Maintenance which support salary and benefits in those programs. The chart is divided up into the major “object” categories according to the State account code structure.



General Fund Budget Assumptions for 2012-13

Beginning Fund Balance

The estimated unrestricted ending fund balance for 2011-12 is projected to be \$20.5 million, and this balance will be carried forward to the 2012-13 year.

The actual ending fund balance figure is likely to increase slightly when staff reports the Unaudited Actuals due to budget balances that may remain unspent. The restricted beginning fund balance is estimated to be \$21.5 million. This balance is also subject to change, based on the closing of the books, and any fund balance remaining is designated for restricted carry-over. The combined estimated beginning fund balance is \$42. million.

Revenue Limit

Revenue limit funding is based mainly upon student attendance. West Contra Costa Unified School District is currently considered a declining enrollment district. Therefore; the basis for Revenue Limit funding for 2012-13 is 2011-12 P-2 Average Daily Attendance (K-12 ADA) along with certain annual adjustments. A declining enrollment district is held harmless for one year to help minimize the impact of declining Revenue Limit funding. The District is funded on the greater of current year or prior year ADA.

The total Revenue Limit funding for the District is estimated at \$151 million. The Restricted Special Education Program includes a transfer of \$7.7 million of the Revenue Limit dollars based on the Special Education ADA generated.

The Revenue Limit base includes the 3.24% COLA, as recommended at the Governor's May Revise. The base Revenue Limit is reduced due to the inclusion of a deficit factor of 22.272% for the 2012-13 fiscal year. The funded revenue limit is \$5,222 for each full ADA earned.

Lottery and Other State Revenue

Unrestricted lottery funds are estimated at \$118 per ADA and restricted at \$23 per ADA, for an estimated total of \$4.1 million. Total Other State revenue is estimated at \$13.5 million for 2012-13 and includes many of the Tier III programs.

Contributions to Restricted Programs

Various programs require contributions from the District's unrestricted general fund either through law or because the programs cannot be operated within their revenue.

Routine Repair and Restricted Maintenance	\$ 4,500,000
Special Education Program	\$19,729,888
Special Education Transportation	\$ 5,459,229

Restricted Revenue

Revenues for the remaining categorical programs have been projected using prior year funding as a base. Budgeted revenue is projected for programs that have supporting documentation for current year funding and assurance of funding in the coming year. Programs for which documentation was not provided will be added to the budget as the funding letters become available. These additions will be brought to the Board as budget increases as a part of the First and Second Interim Reports.

General Fund Staffing

Staffing is provided to each school site based upon a staffing matrix for administrative and support staff and based upon student enrollment and contract agreements for teaching and counseling staff. Staffing for student to teacher ratio is:

Grades K-3 - 28:1 (note that contract requires 31:1, additional staff provided by parcel tax)

Grades 4-6 – 33:1

Grades 7-12 – 32:1

Employee Salary and Benefits

Employee salaries include step and column increases. Statutory payroll benefits are based upon actual benefit costs of current employees and estimates for vacant positions. The following salary driven benefit rates have been used for budget development:

State Teacher Retirement System	8.25%
Public Employee Retirement System	11.417%
Unemployment	1.1%
Medicare	1.45%
Worker's Compensation	2.8234%
FICA (Social Security)	6.20%
PERS Reduction	1.603%

Other Expenditures

Books and supplies for school sites have been allocated from unrestricted funding on a per-pupil basis in the amount of \$16 at the elementary level, \$18 at the middle and \$22 at the high school levels. Services and other operating expenses include items such as utilities, telephones, copier service agreements, district memberships, legal and audit expenses.

Restricted Expenditures

The categorical program expenditures related to grants and entitlements will be subject to change based upon carry-over funds and revised funding levels for the 2012-13 school year.

Multi-Year Projection

The following are the assumptions used for the development of the multi-year projections.

2013-14 Assumptions

Funded ADA: 27,432
Revenue Limit COLA: 2.5%
Revenue Limit Deficit: 22.272%
California CPI: 2.40%
Restricted Lottery: \$23.75 per ADA
Unrestricted Lottery: \$118.00 per ADA
Reserve for Economic Uncertainty: 3%
Step and Column: 1.0%
Retiree Health Benefits: 10%

2014-15 Assumptions

Funded ADA: 27,320
Revenue Limit COLA: 2.7%
Revenue Limit Deficit: 22.272%
California CPI: 2.6%
Restricted Lottery: \$23.75 per ADA
Unrestricted Lottery: \$118.00 per ADA
Reserve for Economic Uncertainty: 3%
Step and Column: 1.0%
Retiree Health Benefits: 10%

The projected unrestricted ending fund balance for 2012-13 is \$17 million. The unrestricted ending fund balance for 2013-14 is projected to be \$14 million. The unrestricted ending fund balance for 2014-15 is projected to be \$8.5 million. Each year the District is projecting sufficient fund balance to meet the 3% requirement for reserves.

In accordance with the oversight provisions of AB1200 the County Office is requiring an assurance that the Board has identified how it will deal with a budget that does not include passage of State taxes in November. This assurance is part of the budget adoption in order that the County Office of Education, under Education code 42127, can consider these facts when reviewing the status of the District and moves to approve, conditionally approve, or disapprove the 2012-13 budget and multi-year projection.

The West Contra Costa Unified School District will utilize the Special Reserve Fund in the event that the taxes are not successful. It will also be necessary, if that occurs, to identify ongoing cuts for the 2013-14 year. The certificate will be signed by the Board Secretary and is included as Appendix B.

Other Funds

Adult Education Fund – Fund 11

West Contra Costa Adult Education provides educational service to community members of all ages. Programs include vocational education, high school diploma studies, English as a Second Language, basic education geared to promote adult literacy, parent education, adults with disabilities and senior citizen classes. The State of California has placed the state portion of Adult Education funding within the Tier III flexibility program. The Board has approved the Adult fund to retain \$2.2 Million in flexibility funding in order to operate the program. The proposed operating budget is \$2.9 million.

Child Development Fund – Fund 12

The Child Development fund is also known as the Preschool fund. Grants are received from both state and federal sources to support early childhood development with the school district. The operating budget for preschools is \$2.6 million for 2012-13

Cafeteria Fund – Fund 13

The Food Services Department of West Contra Costa Unified School District serves over 1,100,000 breakfasts, 3,000,000 lunches and almost 640,000 after-school snacks to its students during the regular school year. The program is entirely self-sufficient through state and federal grants, with modest fees in place for meals and snacks that are not reimbursable through grants.

The Food Services Department also plays a critical role in ensuring that many children get enough to eat during summer months and provided over 256,000 nutritious meals to children age 18 and below during last year's Summer Feeding program. As the national leader in program innovations to prevent child obesity, the Food Services Department of WCCUSD has become the first school district in the Bay Area to provide a complete resource kit to support healthy food fundraising events by PTA / Student groups. It also continuously provides technical support and education to school administrators, teachers, parents, and students about nutrition and wellness. The Cafeteria Fund has an operating budget of \$13 million for 2012-13.

Deferred Maintenance Fund – Fund 14

The Deferred Maintenance Fund provides separate accounting for State apportionments and District matching contributions for deferred maintenance purposes. Deferred maintenance is defined as major repair or replacement of plumbing, heating, air conditioning, electrical, roofing and floor systems, and includes any other items approved by the State Allocation Board. The Board has determined that the program will be suspended due to the fiscal crisis, and has set in place a Tier III fund transfer as

funding becomes available. This fund currently has a projected balance of \$1.3 million set aside for specific projects.

Special Reserve Fund for Other than Capital Outlay Projects – Fund 17

This fund is used primarily to provide for the accumulation of general fund dollars for general operating purposes other than capital outlay. Amounts from this fund must first be transferred through board action to the General Fund, or other appropriate fund, before expenditures can be made. During the 2009-10 and 2010-11 school year the Board adopted a plan to place Tier III funding and general fund balance reserves in the Special Reserve Fund. Since then the Board has also directed staff to place \$3.5 million in declaratory relief funding from the Bond program. The fund has accumulated to \$13.5 million and is committed to offset deficit spending over the next three years if the November taxes are successful or potential “Mid-Year Trigger” cuts that may arise if the November taxes fail. Should the November taxes pass it is anticipated that this funding will be used in 2012-13 (\$2.8 million) and 2013-14 (\$3.8 million) and 2014-15 (\$6.8 million) to ease the cuts that would otherwise be needed to close the budget gap during those fiscal years.

Building Fund – Fund 21

This fund accounts for proceeds from the sale of bonds and may not be used for any purpose other than those for which the bonds approved. The District anticipates a bond sale in the early Spring of 2013, depending upon cash flow needs for construction. The Board has adopted project budgets on October 4, 2011 for the expenditure of these funds. The portion of the project budgets expected to be spent during 2012-13 is reflected in the State report.

Capital Facilities Fund – Fund 25

Education Code sections 17620-17626 authorize the District to levy fees on developers or other agencies as a condition of approving a development. This fund is used to account for the receipt and expenditure of the fees collected. Expenditures are restricted by Government Code sections 65970-65981 and are generally limited to those expenditures necessary for the District to provide services to the areas where the development has impacted the District's ability to provide those services. In prior years, the District has received many millions of dollars in developer fees that have been used to support the construction of growth projects throughout the District. These funds have primarily been used to pay for capital leases for portable classrooms. Based on a decline in revenue, the District must adjust program budget and project plans to reflect available forecasted balances. A conservative \$160,000 in developer fees is projected in the 2012-13 budget.

County School Facilities Fund – Fund 35

This fund was established pursuant to Education Code section 17070.43 to receive apportionments from State School Facilities Funds approved by the voters authorizing the sale of bonds under Propositions 1A, 47, and 55. Fund 35 is expected to receive \$11 million for 2012-13. These funds, when received, offset costs which originate in the Building Fund for bond construction projects.

Special Reserve Fund for Capital Outlay Projects – Fund 40

This fund exists to accumulate moneys to fund capital projects. The District deposits facilities-related revenues such as proceeds generated from redevelopment agency pass-through payments, and local facility grants. Funds received are generally available for expenditure subject to certain restrictions and/or requirements of the funding source. The State Emergency Repair Program (ERP) is also accounted for within this fund. \$1 million is projected in expenditures for this fund in 2012-13, attributable to certain summer work and portable replacement.

Debt Service Funds – Funds 52 and 56

The Debt Service funds are used to account for various debts of the District. Fund 56 contained funding for the District's State Emergency Apportionment Loan. Since the loan is now paid off the residual balance is being transferred to the General Fund in 2012-13 to offset the cost of the COP payment. Fund 52 has been used to account for repayment of the District's outstanding Certificates of Participation (COP), and is now used for the required reserve for the COP.

Self-Insurance Fund – Fund 67

This fund is used for self-insurance activities from other operating funds of the District. Insurance premiums from the General, Adult Education and Cafeteria funds are deposited to this fund. Funds deposited are then used to purchase insurance and to pay self-insured claims up to \$100,000 per claim. This is the District's deductible or self-insured retention. The budget is \$2.2 million.

West Contra Costa Unified School District
Budget Flexibility Transfer for Tier III Programs
Date: June 27, 2012
Public Hearing
Appendix A

Purpose:

A public hearing will be held for the purpose of taking testimony from the public, discussing the proposed receipt and use of the Tier III categorical funds, identifying closed programs, and approve or disapprove the proposed use of funding from the 39 programs identified in E.C. 42605.

Budget Item	Resource Code	Program Description	Available Funding	Function Code - Use of Funding	Active	Partial	Closed
6110-144-0001	7325	Staff Development: Administrator Training	\$ 33,945.00	1000-2999 Instruction and Instruction-Related Services			X
6110-156-0001	6390	Adult Education Program	\$ 1,000,000.00	1000-2999 Instruction and Instruction-Related Services		X	
6110-240-0001	0000	Advanced Placement Fee Waiver Program	\$ 2,088.00	1000-2999 Instruction and Instruction-Related Services			X
6360-101-0001	6260/6262/ 6263	Alternative Credentialing	\$ 190,975.00	1000-2999 Instruction and Instruction-Related Services		X	
6110-265-0001	6760	Arts & Music Block Grant	\$ 420,824.00	1000-2999 Instruction and Instruction-Related Services			X
6110-204-0001	7055	California High School Exit Exam	\$ 271,761.00	1000-2999 Instruction and Instruction-Related Services	X		
6110-267-0001	7276	Certificated Staff Mentoring Program	\$ 147,779.00	1000-2999 Instruction and Instruction-Related Services			X
6110-190-0001	2430	Community Day Schools	\$ 96,343.00	1000-2999 Instruction and Instruction-Related Services	X		
6110-188-0001	6205	Deferred Maintenance Apportionment	\$ 1,000,000.00	8000-8999 Plant Services		X	
6110-124-0001	7140	Gifted and Talented Education	\$ 190,715.00	1000-2999 Instruction and Instruction-Related Services		X	
6110-189-0001	7156	Instructional Materials Realignment	\$ 1,664,783.00	1000-2999 Instruction and Instruction-Related Services	X		
6110-137-0001	7294/7296	Staff Development: Math & Reading/ English Learner	\$ 223,463.00	1000-2999 Instruction and Instruction-Related Services			X
6110-108-0001	7080	Supplemental School Counseling	\$ 779,939.00	1000-2999 Instruction and Instruction-Related Services			X
6110-195-0001	6267	National Board for Professional Teaching Standards Certification	\$ 13,416.00	1000-2999 Instruction and Instruction-Related Services	X		
6110-268-0001	0000	Oral Health Assessment Program	\$ 18,568.00	1000-2999 Instruction and Instruction-Related Services	X		
6110-260-0001	6258	Physical Education Teacher Incentive Grants	\$ 410,910.00	1000-2999 Instruction and Instruction-Related Services			X
6110-193-0001	7271/7275/ 7295	Peer Assistance & Review/ Staff Development	\$ 122,949.00	1000-2999 Instruction and Instruction-Related Services		X	
6110-245-0001	7393	Professional Development Block Grant	\$ 1,297,889.00	1000-2999 Instruction and Instruction-Related Services			X
6110-243-0001	7390	Pupil Retention Block Grant	\$ 1,162,036.00	1000-2999 Instruction and Instruction-Related Services			X
6110-247-0001	7395	School & Library Improvement Block Grant	\$ 1,955,450.00	1000-2999 Instruction and Instruction-Related Services			X
6110-228-0001	6405	School Safety & Violence Prevention, Gr. 8-12	\$ 188,673.00	8000-8999 Plant Services	X		
6110-246-0001	7394	Targeted Instructional Improvement Block Grant	\$ 2,787,535.00	1000-2999 Instruction and Instruction-Related Services			X
6110-244-0001	7392	Teacher Credentialing Block Grant	\$ 580,534.00	1000-2999 Instruction and Instruction-Related Services		X	
Total Tier III Funding			\$ 14,560,575.00				

Active means that while the program is technically in the Tier III sweep category, the unrestricted general fund has continued to support the services required of the former grant funding.

Partial means that the program has been reduced, but that the unrestricted general fund or other funds continue to fund a portion of the services provided by the former grant funding.

Closed means that the program is effectively closed or, in some cases, certain services were absorbed into existing grant funds (requiring cut backs in those grants) in order to continue high stakes work.

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Resolution 113-1112

TIER III CATEGORICAL FLEXIBILITY

WHEREAS as added and amended by SBX3 4, ABX4 2, and SB 70, Education Code 42605 grants districts flexibility in "Tier III" categorical programs and authorizes districts to use these funds for "any educational purpose, to the extent permitted by federal law." For the 2008-09 fiscal year to the 2014-15 fiscal year, inclusive, local educational agencies that use the flexibility provision of this section shall be deemed to be in compliance with the program and funding requirements contained in statutory, regulatory, and provisional language.

WHEREAS as a condition of receipt of the funds, the governing board is required, at a regularly scheduled open public hearing, to take testimony from the public, discuss, and approve or disapprove the proposed use of funding and to make explicit the purposes for which the funding will be used.

WHEREAS Assembly Bill (AB) 189, became effective January 1, 2012, and requires the Tier III public hearing to be held prior to and independent of a meeting at which the budget is adopted. AB 189 also requires a governing board to identify in the notice of the public hearing, any Tier III program that is proposed to be closed.

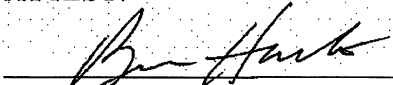
WHEREAS attached to this resolution is a list of specific programs, the estimated funding amounts, and the proposed activities for which the funds are to be expended identified by SACS function code.

THEREFORE, BE IT RESOLVED that, following a public hearing in which public testimony was taken, discussion regarding the proposed uses of the funds took place, and programs proposed to be closed were identified, the West Contra Costa Unified School District adopts this Resolution approving the proposed uses of the funds as shown on the attached list.

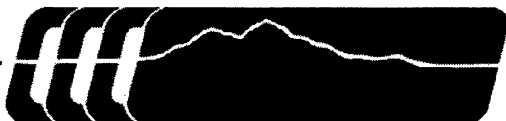
PASSED AND ADOPTED this 23rd Day of May 2012 by the following vote:

Ayes:	5
Noes:	0
Abstained:	0
Absent:	0

ATTEST:



Secretary, Board of Trustees



2012-13 Budget - Executive Summary

Appendix B

DISTRICT: WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

MAINTENANCE OF FISCAL SOLVENCY

In submitting the 2012-13 Adopted Budget, the Board understands its fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years. Additionally, the Board recognizes and is prepared to analyze and make additional reductions and/or identified reserves as necessary to maintain fiscal solvency if the proposed tax extension fails.

Charles Ramsey, Board President

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Schedule 1

2012-13 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	GENERAL FUND			SPECIAL REVENUE FUNDS Schedule 2	CAPITAL OUTLAY FUNDS Schedule 3	OTHER FUNDS Schedule 4	DISTRICT TOTALS
	UNRESTRICTED	RESTRICTED	TOTAL				
REVENUES							
Revenue Limit Sources	\$ 140,525,663	\$ 7,698,915	\$ 148,224,578	\$ -	\$ -	\$ -	\$ 148,224,578
Federal Revenues	0	25,780,824	25,780,824	12,633,017	-	-	38,413,841
Other State Revenues	23,692,568	32,801,090	56,493,658	7,413,561	11,599,844	-	75,507,063
Other Local Revenues	2,420,398	18,087,077	20,507,475	1,320,525	1,500,040	21,684,417	45,012,457
Total Revenues	166,638,629	84,367,906	251,006,535	21,367,103	13,099,884	21,684,417	307,157,939
EXPENDITURES							
Certificated Salaries	69,938,372	33,060,889	102,999,261	2,342,446	-	-	105,341,707
Classified Salaries	20,784,522	20,178,569	40,963,091	5,618,621	1,059,180	70,181	47,711,073
Employee Benefits	40,289,490	21,818,277	62,107,767	3,039,928	439,491	36,592	65,623,778
Books and Supplies	3,541,452	6,733,509	10,274,961	5,932,499	3,627,592	1,000	19,836,052
Services and Other Operating Expenditures	10,468,037	35,725,959	46,193,996	951,176	5,531,902	21,728,669	74,405,743
Capital Outlay	972,166	2,897,132	3,869,298	300,000	132,263,673	-	136,432,971
Other Outgo	974,967	-	974,967	-	-	-	974,967
Direct/Indirect Support Costs	(1,546,635)	908,193	(638,442)	638,442	-	-	-
Total Expenditures	145,422,371	121,322,528	266,744,899	18,823,112	142,921,838	21,836,442	450,326,291
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	21,216,258	(36,954,622)	(15,738,364)	2,543,991	(129,821,954)	(152,025)	(143,168,352)
OTHER FINANCING SOURCES AND (USES)							
Interfund Transfers In	5,779,684	-	5,779,684	-	-	-	5,779,684
Interfund Transfers Out	-	-	-	(4,879,684)	-	(900,000)	(5,779,684)
Other Sources	-	-	-	-	70,000,000	-	70,000,000
Other Uses	-	-	-	-	-	-	-
Contributions To Restricted Programs	(30,299,117)	30,299,117	-	-	-	-	-
Total Other Financing Sources and Uses	(24,519,433)	30,299,117	5,779,684	(4,879,684)	70,000,000	(900,000)	70,000,000
NET CHANGE IN FUND BALANCE	(3,303,175)	(6,655,505)	(9,958,680)	(2,335,693)	(59,821,954)	(1,052,025)	(73,168,352)
ESTIMATED BEGINNING FUND BALANCE, JULY 1, 2012	20,555,723	21,558,437	42,114,160	19,496,149	128,293,007	46,227,706	236,131,021
PROJECTED ENDING FUND BALANCE JUNE 30, 2013	\$ 17,252,548	\$ 14,902,932	\$ 32,155,480	\$ 17,160,456	\$ 68,471,053	\$ 45,175,681	\$ 162,962,669

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Schedule 2

2012-13 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

SPECIAL REVENUE FUNDS

REVENUES

	ADULT EDUCATION	CHILD DEVELOPMENT	CAFETERIA	DEFERRED MAINTENANCE	SPECIAL RESERVE	TOTAL SPECIAL REVENUE FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	-
Federal Revenues	304,621	423,000	11,905,396	-	-	12,633,017.00
Other State Revenues	3,287,823	2,172,463	860,000	1,093,275	-	7,413,561
Other Local Revenues	346,000	18,525	920,000	6,000	30,000	1,320,525
Total Revenues	3,938,444	2,613,988	13,685,396	1,099,275	30,000	21,367,103

EXPENDITURES

Certificated Salaries	1,336,692	1,005,754	-	-	-	2,342,446
Classified Salaries	595,016	771,014	4,252,591	-	-	5,618,621
Employee Benefits	528,218	693,964	1,817,746	-	-	3,039,928
Books and Supplies	105,405	71,894	5,755,200	-	-	5,932,499
Services and Other Operating Expenditures	250,026	70,000	631,150	-	-	951,176
Capital Outlay	-	-	300,000	-	-	300,000
Other Outgo	-	-	-	-	-	-
Direct/Indirect Support Costs	123,087	73,668	441,687	-	-	638,442
Total Expenditures	2,938,444	2,686,294	13,198,374	-	-	18,823,112

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

1,000,000	(72,306)	487,022	1,099,275	30,000	2,543,991
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	-	-	-	-	-	-
Interfund Transfers Out	(1,000,000)	-	-	(1,000,000)	(2,879,684)	(4,879,684)
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	(1,000,000)	-	-	(1,000,000)	(2,879,684)	(4,879,684)

NET CHANGE IN FUND BALANCE

-	(72,306)	487,022	99,275	(2,849,684)	(2,335,693)
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**ESTIMATED BEGINNING FUND BALANCE,
JULY 1, 2012**

1,943,635	72,306	2,682,463	1,293,732	13,504,013	19,496,149
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**PROJECTED ENDING FUND BALANCE
JUNE 30, 2013**

\$ 1,943,635	\$ -	\$ 3,169,485	\$ 1,393,007	\$ 10,654,329	\$ 17,160,456
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Schedule 3

2012-13 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

CAPITAL OUTLAY FUNDS

REVENUES

	BUILDING	CAPITAL FACILITIES	COUNTY SCHOOL FACILITIES	SPECIAL RESERVE FOR CAPITAL OUTLAY	TOTAL CAPITAL OUTLAY FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	-
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	11,599,844	-	11,599,844
Other Local Revenues	550,000	160,000	10,000	780,040	1,500,040
Total Revenues	550,000	160,000	11,609,844	780,040	13,099,884

EXPENDITURES

Certificated Salaries	-	-	-	-	-
Classified Salaries	1,059,180	-	-	-	1,059,180
Employee Benefits	439,491	-	-	-	439,491
Books and Supplies	3,542,592	1,000	-	84,000	3,627,592
Services and Other Operating Expenditures	4,556,902	169,000	-	806,000	5,531,902
Capital Outlay	131,679,673	387,000	-	197,000	132,263,673
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	141,277,838	557,000	-	1,087,000	142,921,838

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

(140,727,838)	(397,000)	11,609,844	(306,960)	(129,821,954)
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	-	-	-	-	-
Interfund Transfers Out	-	-	-	-	-
Other Sources	70,000,000	-	-	-	70,000,000
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	70,000,000	-	-	-	70,000,000

NET CHANGE IN FUND BALANCE

(70,727,838)	(397,000)	11,609,844	(306,960)	(59,821,954)
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**ESTIMATED BEGINNING FUND BALANCE,
JULY 1, 2012**

121,232,543	1,320,369	18,956	5,721,139	128,293,007
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**PROJECTED ENDING FUND BALANCE
JUNE 30, 2013**

\$ 50,504,705	\$ 923,369	\$ 11,628,800	\$ 5,414,179	\$ 68,471,053
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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Schedule 4

2012-13 JULY 1 ADOPTION

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

OTHER FUNDS

	BOND INTEREST AND REDEMPTION	DEBT SERVICE COMPONENT UNIT (COPs)	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
REVENUES						
Revenue Limit Sources	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-
Other State Revenues	-	-	-	-	-	-
Other Local Revenues	-	-	-	2,130,000	19,554,417	21,684,417
Total Revenues	-	-	-	2,130,000	19,554,417	21,684,417
EXPENDITURES						
Certificated Salaries	-	-	-	-	-	-
Classified Salaries	-	-	-	70,181	-	70,181
Employee Benefits	-	-	-	36,592	-	36,592
Books and Supplies	-	-	-	1,000	-	1,000
Services and Other Operating Expenditures	-	-	-	2,126,420	19,602,249	21,728,669
Capital Outlay	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-	-
Total Expenditures	-	-	-	2,234,193	19,602,249	21,836,442
INCREASE OF (DECREASE) IN FUND BALANCE RESULTING FROM OPERATIONS	-	-	-	(104,193)	(47,832)	(152,025)
OTHER FINANCING SOURCES AND (USES)						
Interfund Transfers In	-	-	-	-	-	-
Interfund Transfers Out	-	-	(900,000)	-	-	(900,000)
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	-	-	(900,000)	-	-	(900,000)
NET CHANGE IN FUND BALANCE	-	-	(900,000)	(104,193)	(47,832)	(1,052,025)
ESTIMATED BEGINNING FUND BALANCE, JULY 1, 2012	32,024,202	1,274,205	924,773	290,118	11,714,409	46,227,706
PROJECTED ENDING FUND BALANCE JUNE 30, 2013	\$ 32,024,202	\$ 1,274,205	\$ 24,773	\$ 185,925	\$ 11,666,577	\$ 45,175,681

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: June 27, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: F.2

Subject: Resolution No.121-1112 Temporary Borrowing Between Funds

Background Information: Due to concerns regarding the status of cash at the State level and the fact that the normal flow of State deposits will be delayed, staff is recommending that the District set in place a contingency plan for cash flow purposes at the local level. Should the need arise, this resolution permits the school district to temporarily borrow cash between funds at the County Treasurer in order to insure that a particular fund does not carry a negative cash balance.

In the event that temporary borrowing is needed, staff will provide the Board with a report containing detailed information on the transaction.

Education Code Section 42603 permits the Governing Board of any school district to allow for temporary borrowing. This resolution sets forth permission for temporary borrowing for the 2012-13 fiscal year.

Recommendation: Approve Resolution 121-1112 for Temporary Borrowing Between Funds

Fiscal Impact: No fiscal impact

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 121-1112
TEMPORARY BORROWING BETWEEN FUNDS
JUNE 27, 2012

WHEREAS, the Board of Trustees of the West Contra Costa Unified School District has determined that there may be insufficient cash to meet current obligations; and

WHEREAS, Education Code Section 42603 permits the Governing Board of any school district to direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds and shall not be available for appropriation or be considered income to the borrowing fund.

NOW, THEREFORE, BE IT RESOLVED that in accordance with Education Code Section 42603, monies may be transferred between funds of the district and repaid in accordance with Education Code Section 42603 for the 2012-13 fiscal year.

PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on this twenty-seventh day of June, 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Antonio Medrano, Clerk of the Board
West Contra Costa Unified School District
Contra Costa County, California

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: June 27, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: F.3

Subject: Public Hearing Resolution No. 119-1112: Approving Engineer's Report, Confirming Diagram and Ordering Levy of Assessment for Fiscal Year 2012-2013

Background Information: The Board will hold a public meeting and hear any public comments with regard to the Maintenance and Recreation Assessment District for 2012-13. Staff and the engineer will be available to answer questions on the Maintenance and Recreation Assessment District.

After the public hearing the board may adopt "A Resolution Approving Engineer's Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2012-13." The resolution gives final approval to the engineer's report and directs that the assessment diagram and assessments be filed with the county. The district will receive funds at the time it receives property tax payments. Proceeds of the MRAD will be deposited in a separate account.

This is the third and final resolution in the process of levying an annual assessment. On April 25th the board adopted a resolution ordering the preparation of the engineer's report and then on June 1st, adopted a resolution calling a public meeting for June 27, and causing notice of that meeting to be published.

Recommendation: Recommend approval of this resolution for MRAD.

Fiscal Impact: \$5.5 Million Revenue for MRAD Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**BOARD OF EDUCATION
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

RESOLUTION NO. 119-1112

**A RESOLUTION APPROVING ENGINEER'S REPORT, CONFIRMING
DIAGRAM AND ASSESSMENT AND ORDERING THE CONTINUATION OF
THE LEVY OF THE ASSESSMENTS FOR FISCAL YEAR 2012-13**

RESOLVED, by the Board the Education (the "Board") of the West Contra Costa Unified School District (the "District"), County of Contra Costa, State of California, that

WHEREAS, by its Resolution No. 97-1112, A Resolution Directing Preparation of Annual Report for the West Contra Costa Unified School District Maintenance and Recreation Assessment District (the "Assessment District"), this Board designated SCI Consulting Group as Engineer of Work and ordered said Engineer to make and file a report in writing in accordance with and pursuant to the Landscaping and Lighting Act of 1972;

WHEREAS, the report was duly made and filed with the Clerk of the Board and duly considered by this Board and found to be sufficient in every particular, whereupon it was determined that the report should stand as the Engineer's Report for all subsequent proceedings under and pursuant to the aforesaid resolution, and that June 27, 2012, at the hour of 6:30 p.m. in the Lovonya DeJean Middle School Cafeteria, 3400 Macdonald Ave., Richmond, CA 94805, were appointed as the time and place for a hearing by this Board on the question of the levy of the proposed continued assessments, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy of the assessments were fully heard and considered by this Board, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this Board thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Engineer's Report to pay the costs and expenses thereof;

NOW, THEREFORE, IT IS FOUND, DETERMINED AND ORDERED, that:

1. The public interest, convenience and necessity require that the levy be made.

2. The Assessment District benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by a map thereof filed in the office of the Clerk of the Board, which map is made a part hereof by reference thereto.
3. The Engineer's Report as a whole and each part thereof, to wit:
 - (a) the Engineer's estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;
 - (b) the diagram showing the assessment district, plans and specifications for the improvements to be maintained and the boundaries and dimensions of the respective lots and parcels of land within the Assessment District; and
 - (c) the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Assessment District in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto; are finally approved and confirmed.
4. Final adoption and approval of the Engineer's Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the report as hereinabove determined and ordered, is intended to and shall refer and apply to the report, or any portion thereof as amended, modified, or revised or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this Board.
5. The assessment to pay the costs and expenses of the maintenance of the improvements for fiscal year 2012-13 is hereby levied. For further particulars pursuant to the provisions of the Landscaping and Lighting Act of 1972, reference is hereby made to the Resolution Directing Preparation of Engineer's Report.
6. Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the hearing, this Board expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements at least in the amount if not more than the amount, of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefits.

7. Immediately upon the adoption of this resolution, but in no event later than the third Monday in August following such adoption, the Clerk of the Board shall file a certified copy of the diagram and assessment and a certified copy of this resolution with the Auditor of the County of Contra Costa. Upon such filing, the County Auditor shall enter on the County assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of County taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the West Contra Costa Unified School District.
8. The moneys representing assessments collected by the County shall be deposited in the District Treasury to the credit of the improvement fund previously established under the distinctive designation of the Assessment District. Moneys in the improvement fund shall be expended only for bond expenses, maintenance, servicing, construction or installation of the improvements.

PASSED AND ADOPTED this 27th day of July 2012, by the following vote:

AYES :

NOES:

ABSENT:

ABSTAIN:

PRESIDENT, BOARD OF EDUCATION

CLERK OF THE BOARD

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: June 27, 2012

From: Sheri Gamba, Associate Superintendent Business Services
Ann Reinhausen, Assistant Superintendent Human Resources

Agenda Item: F.4

Subject: Approval of Agreement with West Contra Costa Administrators Association (WCCAA)/ AB1200
Public Disclosure of Collective Bargaining Agreement with the WCCAA

Background Information: District and WCCAA collective bargaining for the 2012-13 constitutes a full contract negotiation. School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the savings associated with the agreement is attached. The Board has indicated that these provisions be implemented for the unrepresented managers of the District. This summary has been provided to the County Office of Education in accordance with AB1200.

The Board will receive public comment on the proposed contract changes before the Board considers ratifying the Agreement.

We want to take this occasion to thank the representatives of both groups for their time and effort in reaching this accord.

Recommendation: Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and the WCCAA and implement the same agreement for unrepresented managers.

Fiscal Impact: One time cost of \$73,230 unrestricted general fund \$12,180 restricted and other funds

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

CERTIFICATION

To be signed by the District Superintendent and Chief Business Official of the district prior to submission to the Governing Board and by the Board President upon formal Board action on the proposed agreement.

The certification is based on the most recent available information on state apportionments, property taxes and other sources of ongoing revenue as well as the most recent reasonable projections of ongoing expense.

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB1200, AB2756 and Government Code 3547.5.

The Superintendent and Chief Business Official of the district certify that, based on the best of their knowledge as of the date of this certification, the district will be able to meet the costs incurred under the proposed agreement over the term of the agreement. Furthermore, all necessary adjustments to the current budget have been or will be made in order to provide the funding for the settlement that is outlined in this statement of disclosure.



District Superintendent

6-21-12

Date



Chief Business Official

6-19-12

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on (date), took action to approve the proposed agreement.

President, Governing Board

Date

TENTATIVE AGREEMENT

West Contra Costa Administrators Association (WCCAA) and the West Contra Costa Unified School District (District) enter the following Tentative Agreement:

1. Effective July 1, 2012, the District shall increase its health benefits contribution for employees in the WCCAA bargaining unit. This increase shall be for a six month period (July 1, 2012 through December 31, 2012) unless otherwise modified or extended and mutually agreed to by the parties.

Single Party \$100.00 per month;

Two Party \$135.00 per month;

Family \$160.00 per month;

Cash in Lieu \$300 per month to \$400 per month

2. Effective July 1, 2012, the District shall pay for the Vision Care Program (VSP) for a period of 12 months (July 1, 2012-June 30, 2013) for all members of the WCCAA bargaining unit.
3. The parties agree to extend the current contract, with the above changes, through December 31, 2012 and will sunshine proposals by no later than November 28, 2012.

West Contra Costa
Administrators Association

Susan Dunlap
Marcos V. Gonzalez
Sharon E. Ferguson
Tharon Lambie
Lee R.
John F. Kelly
Sylvia J. Greenwood

West Contra Costa
Unified School District

Don P. Smith
Don P.
Ken Whittemore
Ken Kaledch
Patricia Albert
Cecilia Mendez

SUMMARY OF TENTATIVE AGREEMENT

With the School WCCAA Bargaining Unit

Of the West Contra Costa Unified School District

To be acted upon by the Governing Board at its meeting on June 27, 2012.

GENERAL:

If this Public Disclosure is not applicable to all of the district's bargaining units, indicate the current status of the other units.

Certificated: Full contract expires June 30, 2012, however an extension was mutually agreed upon to suspend bargaining until October 15, 2012

Classified: Settled (current agreement extended to November 15, 2012 for Local 1 and December 31, 2012 for SSA)

The WCCAA full contract expires June 30, 2012. The proposed agreement extends the successor agreement from June 30, 2012 to December 31, 2012.

COMPENSATION:

Proposed percentage increase in proposed agreement: 0

Current year total cost increase for: Salaries: 0

Statutory Benefits: 0

Health & Welfare: \$75,810

Cash in lieu of benefit: \$9,600

OTHER PROVISIONS

Other Compensation: (off schedule stipends, bonuses, etc.)

Non-Compensation: (Class Size Reduction, Teacher Prep Time, etc.)

TOTAL COST OF SETTLEMENT \$ 85,410

WAS THIS COST INCLUDED IN THE LATEST PROJECTIONS PROVIDED TO THE COUNTY OFFICE? Yes ___ No X

SOURCE FUNDING:

The following source(s) of funding have been identified to fund the proposed agreement:

**Unrestricted General Fund Balance: \$73,230
Restricted General Fund and Other Funds: \$12,180**

FISCAL IMPACT IN CURRENT YEAR:

N/A

FISCAL IMPACT IN FUTURE YEARS:

One time provision with a sunset date for the temporary health benefit contribution and cash in lieu amounts of 12/31/2012 and vision through 6/30/2013

**Unrestricted General Fund Balance: \$73,230
Restricted General Fund and Other Funds: \$12,180**

Summary of Tentative Agreement:

WCCAA unit members who have chosen to enroll in the health benefits or cash in lieu programs of the district on or after July 1, 2012 will receive an additional contribution toward their benefits by the District for a 6 month period beginning July 1, 2012-December 31, 2012. WCCAA unit members will be enrolled for vision coverage from July 2012 to June 2013, paid by the District.