

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
August 15, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
JOINT BOARD OF EDUCATION AND
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING**

**LOVONYA DEJEAN MIDDLE SCHOOL
MULTI-PURPOSE ROOM
3400 MACDONALD AVENUE
RICHMOND, CA 94805**

AUGUST 15, 2012

6:00 – 7:20 PM

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

AUGUST 15, 2012

7:30 PM

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: <http://www.wccusd.net>

VIEWING AND LISTENING TO 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 meeting times for tonight are as follows:

5:30 PM	The Board will convene at 5:30 PM in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (see Exhibit A). The Board will then adjourn to closed session.
6:00 PM	Joint Meeting of the Board of Education and Citizens' Bond Oversight Committee
7:20 PM	Break
7:30 PM	The Board will reconvene in open session to address the regular agenda.

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

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
JOINT BOARD OF EDUCATION AND
CITIZENS' BOND OVERSIGHT COMMITTEE MEETING
MEETING AGENDA
AUGUST 15, 2012
6:00 – 7:20 PM**

A. OPENING PROCEDURES

- A.1 Welcome and Meeting Procedures**
- A.2 Pledge of Allegiance**
- A.3 Roll Call**
- A.4 Approval of Agenda**
- A.5 Approval of Minutes**
- A.6 Chair's Report**

B. DISCUSSION ITEMS

- * B.1 Grand Jury Report No. 1208, "School Bond Oversight Committees, Raising the Bar"**
- * B.2 Facilities Program Update**

C. PUBLIC AND COMMITTEE COMMUNICATIONS

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

C.1 Public Comment

Public Comment for items not on the agenda. Public comment on agenda items shall be at the time of consideration of the items.

D. ADJOURNMENT

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

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
MEETING AGENDA
AUGUST 15, 2012
7:30 PM**

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 Board Minutes: July 23, 2012; August 1, 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 Grants/Awards/Agreements**

Comment:

Formal action is requested from the Board of Education to accept the grants/awards/agreements, as detailed dated August 15, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

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

Comment:

The District has received donations as summarized dated August 15, 2012. Staff recommends acceptance of these donations.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per donations summary

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

Comment:
The planned fund-raising events for the 2012-13 school year are summarized dated August 15, 2012.

Recommendation:
Recommend Approval

Fiscal Impact:
Additional revenue for schools

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

Comment:
The summaries of Payroll and Vendor Warrants issued during the month of July 2012 are provided.

Total of payroll warrants (July 2012):	\$ 4,399,630
Total of vendor warrants (July 2012):	\$10,803,386
Total of vendor warrants (July 2012)	\$20,617,296 accrual (2011-2012)

Recommendation:
Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:
As noted above

***CI C.5 Community Budget Advisory Committee Ratification of Roster**

Comment:
The most up to date roster for the Community Budget Advisory Committee is provided. The roster is brought forward to the school board for ratification in order to keep the official record of the committee up to date. The CBAC is currently seeking nominations for the vacant position of teacher representative. The committee will also have five positions open for appointment in December of 2012.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.6 Waiver – Allowance of Attendance at Chavez Elementary (Form J-13 A)**

Comment:

When one or more schools are closed due to an emergency a school district may request a waiver for the lost instructional minutes and day(s) of attendance. The waiver is submitted to the County Office of Education and if approved is submitted to the California Department of Education. On Friday, May 18, 2012 Chavez Elementary School was closed due to a gas leak. The school was evacuated and student attendance was not taken for the day. The waiver requests an authorization to obtain credit for the minutes and day of attendance lost due to the emergency. Instructional days and minutes are a component of the annual audit, without a waiver this day would be an audit exception. Penalties are assessed when schools do not meet the annual day and minute requirements.

Recommendation:

Approve the request for waiver

Fiscal Impact:

None

***CI C.7 Routine Personnel Changes - Certificated**

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

***CI C.8 Acceptance of Contracts for Placement of Student Teachers**

Comment:

Teachers in this district provide supervision and evaluation for student teachers seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed, dated August 15, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.9 Certificated Board Authorization - Education Code 44285.3**

Comment:

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.10 Approve New Job Description: After School Program Coordinator**

Comment:

The After School Program (ASP) has evolved from being a self-contained program into utilization of Community Based Organizations (CBO's), which profoundly impacts the job description of the job classification providing ASP oversight, management, reporting and coordination. The title change from After School Program Manager to After School Program Coordinator accurately reflects new duties and commensurate placement on the SSA salary schedule.

The District and School Supervisors Association (SSA) have met and approved the new After School Program Coordinator job description.

Recommendation:

Recommend Approval

Fiscal Impact:

\$22,671 (After School Program Funding)

***CI C.11 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: \$ 290,250. Funding sources as noted.

***CI C.12 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of change orders on the following current District construction projects: DeAnza High School Replacement Campus and Nystrom Elementary School Multi-Purpose Room. 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 El Cerrito High School Sports Field project is required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Ratify negotiated change orders as noted

Fiscal Impact:

Total ratification and approval by this action: \$202,843.68

***CI C.13 Approval of Additional Program Management General Conditions Reimbursable Expenses**

Comment:

The District has retained Seville Group (SGI) as the Program Manager for the Bond program. A portion of the Program Management contract for the firm is known as General Conditions Reimbursable expenses ("GCR's"). These are costs which the District has negotiated as a part of the contract for which the firm bills direct expense, plus markup. General Conditions Reimbursable expenses include computer software/hardware expenses, office equipment, legally required advertisements, postage, security, office supplies, and telephone/fax expense. These types of costs also include personnel such as the Facilities Operations Center Receptionists, Network Administrator, and Fiscal Controls Specialist. In addition, these costs include Cost Estimating, Scheduling, and Software Programming.

Recommendation:

Approve additional Program Management General Conditions Reimbursable expenses for Seville Group, Inc.

Fiscal Impact:

Total for this action: \$1,268,328. Funding source is Measures D and J Bonds. Program Management General Conditions Reimbursable expenses.

***CI C.14 Remembrance for Terence Martin Day – August 23, 2012**

Comment:

Terence Martin was a dedicated father, community member and school employee who gave his life while going to the assistance of a citizen of our community. In 2005 the Board of Education declared, in perpetuity, August 23rd as Terence Lionel Martin Day in honor of his dedication and commitment to our school district and community. August 23rd is a day to remember Terence and what he stood for and believed in: taking care of one another.

Recommendation:

For Information Only

Fiscal Impact:

None

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Standing Reports

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

Academic Subcommittee
Bayside Parent Teacher Association
Citizens' Bond Oversight Committee
Community Budget Advisory Committee
Facilities Subcommittee
Ivy League Connection

Linked Learning – Multiple Pathways
Safety Committee
Special Education Citizens Advisory Committee
Youth Commission
Public Employees Local 1
United Teachers of Richmond

*** D.2 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.

Mr. Thad Johnson recently passed away. Mr. Johnson retired in 2009 as Head Custodian for Sheldon Elementary School with 32 years of service to the District.

Kennedy High School junior Ulises Grijalva was killed recently. The varsity offensive lineman on the Kennedy football team was respected by his coach and teammates. He always had a smile on his face.

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

Recommendation:

For Information Only

Fiscal Impact:

None

E. PUBLIC AND COMMITTEE COMMUNICATIONS

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

*** E.1 Superintendent's Report**

*** E.2 Request to Address the Board – Diane Brown**

Comment:

Diane Brown, United Teachers of Richmond President, will address the Board regarding Common Core Standards.

Recommendation:

For Information Only

Fiscal Impact:

None

*** 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

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 – September 5, 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 (*).

Agenda Item: A

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 **7:30 PM**.

EXHIBIT A

(Government Code Section 54954.5)

CLOSED SESSION AGENDA

August 15, 2012

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

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

1. WCCUD v. Orrick

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

Four cases

4. LIABILITY CLAIMS (Government Code Section 54956.95)

Four cases

5. CONFERENCE WITH LABOR NEGOTIATORS

a. Superintendent/Dr. Bruce Harter

b. Employee Organizations

- UTR
- Local One
- School Supervisors Association

- WCCAA

- c. Unrepresented Employees

- Confidential and Management

6. PUBLIC EMPLOYEE APPOINTMENT

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

- a. Expulsions

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

Certificated / Classified Employee Dismissal

10. REPORT OF CLOSED SESSION ACTIONS

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

July 23, 2012

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 5:45 P.M. The Board recessed into Closed Session.
President Ramsey called the Public Session to order at 6:06 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, Tony Thurmond

Staff Present: Martin Coyne, Executive Director Bond Finance; 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; Ken McDaniel, Electronics Technician; June Kalfsbeek, Sr. Confidential Secretary; Leticia Oregon, Translator; Nia Rashidchi, Assistant Superintendent, Education Services; Ken Whittemore, Assistant Superintendent Human Resources; Keith Holtslander, Director of Facilities & Construction

B.4 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify the action taken in Closed Session regarding the following administrative appointments for 2012-2013:

Rebecca Giacomini, Ohlone Elementary School Principal
David Gutierrez, Helms Middle School Assistant Principal
Marie Stephanie Serrano, Peres Elementary School Vice Principal

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, Mr. Thurmond and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.5 Agenda Review and Adoption

MOTION: Mr. Medrano moved approval of the agenda. 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.

C. BUSINESS ITEMS

C.1 Adoption of Resolution No. 16-1213: In Support of Office of Public School Construction applications for Modernization and New Construction state funding

C.2 Harding Elementary School Foundation Ventilation Repairs Project Award of Contract

C.3 New Gompers High School and Leadership Public School Award of Contract

C.4 Ratification of Staff Awarded Contract: Ellerhorst Elementary School Re-roof Project

C.5 Ratification of Staff Awarded Contract: Richmond High School Emergency Lighting Replacement Project

MOTION: Mr. Medrano moved approval of Consent Items C.1 – C.5. 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.

President Ramsey called for a brief recess.

President Ramsey called the meeting back to order at 6:25 p.m.

D. ACTION ITEMS

D.1 Parcel Tax Survey

Superintendent Harter introduced Mr. Bryan Godbe, of Godbe Research, who was contracted to conduct a random sample survey regarding a possible November parcel tax measure. During the same period of time, For the Children of West County, a community political action committee, contracted with Godbe Research to conduct a separate survey regarding both a parcel tax and bond measure for the November ballot.

Mr. Godbe presented a report on the survey results and provided statistics regarding a potential November ballot measure for a bond measure, a parcel tax measure, or both. Mr. Godbe responded to questions.

Public Comment:

Thomas Prather, Catherina Mercurio, Ben Steinberg, Cathy Garza, Bobbie Dowling, Sharon E. Fogelson, Charles Cowens, Carolyn Day Flowers, Mary Shaughnessy, Robert Studdiford, Sarah Butler, Todd Groves, Dennis Cody, Jennifer Loughrey

Board Comment:

Mr. Thurmond asked about the phrasing of questions to those polled about support of both a parcel tax and a bond measure. Mr. Godbe responded that the questions were asked by two distinct questions for each ballot measure. Mr. Thurmond continued with questions about methodology in asking about multiple measures. Mr. Godbe responded that the survey questions did not reference the community college of soda tax measures, but did reference the State wide ballot measures.

Mr. Medrano asked whether the survey explained the purpose of bond and parcel tax measures. Mr. Godbe responded that the survey language referenced both measures as programs and projects for the District.

President Ramsey asked why the senior citizen exemption from the first measure was excluded from Survey One and included on Survey Two. Mr. Godbe responded that only the parcel tax measure contained a senior exemption.

Mr. Thurmond asked clarification of Mr. Godbe's statement regarding data not be extended to include a bond and a parcel tax renewal with an additional 3¢ per square foot. Mr. Godbe responded

President Ramsey confirmed that \$360 million was requested for the bond measure initiative for a ten year program.

Ms. Merriweather had questions about how the survey was completed for two different areas. Mr. Godbe explained random sampling into demographic subgroups including the entire district with age, gender, and other factors. Survey Two looked into a 2013 ballot measure.

Ms. Kronenberg commented that Mr. Godbe's margin of error has always been correct.

Ms. Merriweather suggested that the bond measure to be placed on the March 2013 election ballot. President Ramsey responded that bond measures can only be on general election ballots. If the district didn't seek a bond measure in November 2012, the next opportunity would be in 2014.

Mr. Thurmond commented on the poor state of the economy and that citizens have been generous. At the current state level of funding the district needs to ask citizens for their support in both bond and parcel tax measures on the ballot for November 2012.

Mr. Thurmond asked Mr. Godbe when funds would be received from a parcel tax measure. Mr. Godbe responded that it depended on the fiscal year. If the parcel tax passed by the end of the fiscal year, it would be on the tax roll of the next fiscal year.

MOTION: Ms. Kronenberg moved approval of a \$360 million Bond Measure and a Parcel Tax Renewal Measure for 5 Years with no increase. 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.

E. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING
Lovonya DeJean Middle School – August 1, 2012

F. ADJOURNMENT
President Ramsey adjourned the meeting at 8:12 P.M.

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

BH:rjk

Min 7-23-12 sp

**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

August 1, 2012

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 5:45 P.M. The Board recessed into Closed Session.
President Ramsey called the Public Session to order at 6:33 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 (arrived at 6:41PM), Charles Ramsey, Tony Thurmond

Staff Present: Pamela Blake, Director of Adult Education; Magdalena Browne; Translator; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Bill Fay; Associate Superintendent Operations; Luis Freese, Executive Director Maintenance and Operations; Keith Holtslander, Director Facilities and Construction; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Rhonda Haney, Coordinator Youth Development; Bruce Harter, Superintendent; Joshua Herrera, Electronics Technician; Nicole Joyner, Administrator Grants/Special Projects; Joe Mayes, Maintenance Manager; Nia Rashidchi, Assistant Superintendent, Education Services; Ken Whittemore, Assistant Superintendent Human Resources

B.4 Report/Ratification of Closed Session

None

B.5 Agenda Review and Adoption

MOTION: Mr. Medrano moved approval of the agenda including moving item E.3 before D.1. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond and President Ramsey voted yes, with no abstentions and Ms. Merriweather absent. Motion carried 4-0-0-1.

B.6 Minutes: July 11, 2012

MOTION: Ms. Kronenberg moved approval of the Minutes of July 11, 2012. Mr. Medrano seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond and President Ramsey voted yes, with no abstentions and Ms. Merriweather absent. Motion carried 4-0-0-1.

C. BUSINESS ITEMS

C.1 Acceptance of Donations

C.2 Approval of Fund-Raising Activities

C.3 Contracted Services

C.4 Notice of Completions: Bid J1180095 Portola Middle School Shade Structure, Bid J068232 Portola Middle School Reconditioned Portable Purchase, Bid J068158 Ford Elementary School Increment 2 New School Building

C.5 Acceptance of Contracts for Placement of Student Teachers

C.6 Recommendation for Preliminary Teaching Credential

C.7 Certificated Board Authorization - Education Code 44285.3

C.8 Routine Personnel Changes - Certificated

C.9 Routine Personnel Changes – Classified

C.10 Ratification and Approval of Engineering Services Contracts

This item was pulled for discussion.

- C.11 Ratification and Approval of Negotiated Change Orders**
- C.12 Approval of Board Member Attending Conferences**
- C.13 Masonic Lodge Request to Lay Symbolic Cornerstone at DeAnza High School**
- C.14 Resolution No. 15-1213: Resolution in Support of Propositions 30 and 38**
- C.15 Resolution 19-1213: Special Exemptions Act Resolution Proposition 32**

MOTION: Mr. Medrano moved approval of Consent Items C.1 – C.9 and C.11 – C.15. Ms. Kronenberg seconded. Ms. Kronenberg, Mr. Medrano, Mr. Thurmond and President Ramsey voted yes, with no abstentions and Ms. Merriweather absent. Motion carried 4-0-0-1.

C.10 Ratification and Approval of Engineering Services Contracts

Public Comment:

None

Board Comment:

Mr. Medrano asked Mr. Fay for a report regarding J. Majors and Associates, LLC, and their success in the outreach program and groups they have spoken to in the community for the next Board meeting.

Ms. Merriweather arrived at the meeting.

MOTION: Mr. Medrano moved approval of Consent Items C.10. 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.

D. AWARDS, RECOGNITIONS, AND REPORTS

President Ramsey introduced Nancy Schiff, representative with the Center for Youth Development Through Law. The summer program graduation ceremony will be held August 17, 2012 at the UC Berkeley Law School. Judge Henry Ramsey will be assisting in the new program at El Cerrito High School working with the students.

Public Comment:

None

Board Comment:

Mr. Thurmond asked about the weekly hours for interns and the retention rate. Ms. Schiff responded.

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

E.3 WCCUSD Public Comment
Evelia Villa, James Graggs

Board Comment:

Superintendent Harter reported that an error was made by officials at Kennedy High School regarding the Steelers football program. The program has been reinstated on the site.

D.1 Recognition of Seville Group for 10 Years of Service

Superintendent Harter recognized the long standing partnership with The Seville Group as the program manager of the bond program for the past ten years. Superintendent Harter presented Lance Jackson, Senior Vice President of Seville Group, with a certificate of appreciation. Mr. Jackson introduced Mr. Karim Nassab, Bond Program Manager.

Public Comment:

None

Board Comment:

Ms. Kronenberg commented on the numerous opportunities to evaluate The Seville Group in annual performance audits. She further commented on the organization's attention to detail in their performance.

Mr. Thurmond spoke of the smooth partnership with the District. Many of The Seville Groups' employees have relocated to the area to better serve the District and The Seville Group has supported youth in the community such as the Ivy League Connection, the Ed Fund Board and other programs.

Ms. Merriweather thanked The Seville Group for its commitment with the District over the past ten years.

Mr. Medrano expressed his appreciation for The Seville Group's contributions to the Ed Fund and support at the Citizens' Bond Oversight Committee meetings.

President Ramsey shared about The Seville Group's introduction to the District in 2000, and what they have accomplished in the District.

D.2 Standing Reports

Citizen's Bond Oversight Committee. Mr. Studdiford reported that there will be a joint meeting with the Board of Education on August 15, 2012.

Community Budget Advisory Committee. Ms. Gamba reported on the last meeting where the committee determined they would work on a resolution to support the parcel tax resolution that the Board will review this evening. The committee is currently working on a press release.

Safety Committee. Mr. Thurmond reported the committee will meet in September 2012.

Youth Commission. Mr. Thurmond requested staff to begin the process of recruiting future commissioners.

Ivy League Connection. Ms. Kronenberg reported that she, President Ramsey, and a chaperon with four students from the District toured Yale University, Wesleyan University and Vassar College. Students will be sharing their experiences with fellow students in the District after school starts this fall.

President Ramsey reported his brother will assist in hosting an upcoming joint mentor program with Harvard and Yale Universities on August 26, 2012. Thirty students from Pinole High School, DeAnza High School, El Cerrito High School and Richmond High School will participate.

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

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

E.2 Request to Address the Board – Ben Steinberg This request was withdrawn.

E.3 WCCUSD Public Comment This item was moved to follow item D.1.

F. ACTION ITEMS

F.1 Resolution No. 17-1213: Resolution of the Board of Education of the West Contra Costa Unified School District Ordering a School Bond Election, and Establishing Specifications of the Election Order Superintendent Harter read the modifications to Resolution No. 17-1213 in to the record. He explained the changes as on page A-1 and B-1, under exhibit A and B, the words "science labs" were added; and page B-3, the technical language "as well as the refinancing of an outstanding obligation bond debt of the District" was added in the record.

Public Comment:
Eduardo Martinez, Ilona Clark

Board Comment:

President Ramsey asked KNN representative Dave Olson and bond attorney Nick Heuer for clarifications. Mr. Heuer explained.

President Ramsey asked why the list of remaining schools was not listed for Exhibit B. Superintendent Harter responded that specific projects were not listed as a specific project list because the voters will be asked to approve the types of projects the District may apply across the board at schools, rather than to narrow the list to specific schools which might very well change over the life the bond measure, which is expected to be at least ten years

President Ramsey asked clarification of statement on page B-3 “as well as the refinancing of outstanding general obligation bond debt of the District.” Mr. Olsen responded that this would make sure for old programs that were built in a time of a better economy and pushed payments to the back are able to remain within their tax rate targets over the long term. This will allow the District to spend the new bond monies to pay down the tax rate, so it keeps the District’s commitments to voters from when they voted on past elections.

President Ramsey asked where the debt limit waiver is located in the resolution. Mr. Heuer responded it is located on the bottom section of page B-4.

Mr. Thurmond asked what the future interest rates would be for the measures. Mr. Olsen responded that while interest rates vary with the market, the assumption that underlies the projection is a conservative 5-3/4% interest rate. Mr. Thurmond said it is important for the public to know the District’s intent to rebuild Grant, Lake, Collins, Shannon and Olinda Elementary Schools, as well as Crespi Middle and Kennedy High School.

MOTION: Ms. Kronenberg moved approval of Resolution No. 17-1213 as amended: Resolution of the Board of Education of the West Contra Costa Unified School District Ordering a School Bond Election, and Establishing Specifications of the Election Order. 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.

F.2 Resolution No. 18-1213: Resolution of the Board of Education of the West Contra Costa Unified School District Calling and Election, Establishing Specifications of the election Order and Requesting Consolidation with Other Elections Occurring on November 6, 2012

Superintendent Harter recommended the Board put a parcel tax renewal on the ballot for November 6, 2012. Superintendent Harter read the revised modifications to Resolution No. 18-1213 into the record with a change on page 2, the third whereas clause, “2014” year correction.

Public Comment:

None

Board Comment:

President Ramsey reported that the polling data stated the parcel tax measure would pass as a renewal at 74% if funded.

MOTION: Mr. Medrano moved approval of Resolution No. 18-1213 as amended: Resolution of the Board of Education of the West Contra Costa Unified School District Calling and election, Establishing Specifications of the Election Order and Requesting Consolidation with Other Elections Occurring on November 6, 2012. Ms. Merriweather 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.

G. DISCUSSION ITEMS

President Ramsey asked Superintendent Harter to clarify for the record that \$35 million will be set aside for technology in Resolution No. 17-1213. Superintendent Harter responded that on July 23, 2012 the Board asked to include technology to update schools and security needs.

G.1 Project Status Report

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

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

Public Comment:
Cheryl King

Board Comment:
None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Thurmond reported he attended a meeting with Ms. Kronenberg, Superintendent Harter and a resident regarding programs to assist in reducing behaviors in the classroom to focus on greater achievement. Mr. Thurmond asked Superintendent Harter to bring back his report to the Board regarding the many programs implemented in our schools that assist in eliminating behaviors that take away from classroom learning, and bring back the conversation to close the achievement gap.

Ms. Merriweather said she is happy that Coronado and Nystrom Elementary Schools will be prepared for the opening of school.

Ms. Kronenberg said she felt the evening was historical in proactive actions by the District for our schools, technology and students.

Mr. Medrano said he felt the Board listened to the community and has approved measures that the polling supports. He reported that the Richmond Vision organization has endorsed both the parcel tax and bond measures.

President Ramsey said the finance teams, architects and construction managers now attend the District's meetings and are accountable for the growth and evolution of the projects.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – August 15, 2012

K. ADJOURNMENT

President Ramsey adjourned the meeting at 8:04 P.M. in name of President Obama.

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: August 15, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.1

Subject: Grants/Awards/Agreements

Background Information: Formal action is requested from the Board of Education to accept the grants/awards/agreements, as detailed on the attached sheet dated August 15, 2012.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
August 15, 2012 Board Meeting

GRANT / AWARD / AGREEMENT NOTIFICATIONS

[illegible]

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: August 15, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated August 15, 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
August 15, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Kensington Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Murphy Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Peres Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Shannon Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Stege Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Verde Elementary
Education Development Center, Inc	Mathematical Instruction Materials	\$75.00	Wilson Elementary
Richmond Art Center	Materials and Supplies	\$350.00	Community Engagement
East Bay Community Foundation	Summer Resource Guide	\$7,000.00	Community Engagement

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 081512

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: August 15, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.3

Subject: Approval of Fund-Raising Activities

Background Information: The planned fund-raising events for the 2012-13 school year are summarized on the attached sheet dated August 15, 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
August 15, 2012 Board Meeting

APPROVAL OF FUND-RAISERS


<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Helms Middle School	Sale of Uniforms	Helms Middle School

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: August 15, 2012

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: C.4

Subject: Summary of Payroll and Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of July 2012.

Total of payroll warrants (July 2012):	\$ 4,399,630
Total of vendor warrants (July 2012):	\$10,803,386
Total of vendor warrants (July 2012)	\$20,617,296 accrual (2011-2012)

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District

Month of : JULY 2012

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Variable	649177	650436	925,509		925,509
Regular	650469	650596	284,835		284,835
Special	650437	650468	19,167		19,167
Variable EFT	350787	352808	1,966,911		1,966,911
Regular EFT	352809	353228	1,202,332		1,202,332
Special EFT					0
Typed	297523	297529	7,722		8,347
BENEFITS					0
Cancelled	Various	Various	(7,471)		(7,471)
Totals			4,399,630	0	4,399,630

Salary detail is available in the Payroll office upon request.



Cheryl Lewis, Payroll Supervisor

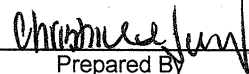
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

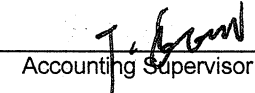
PAYMENT

DATE: July 5, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454276	454307	6,116,706		6,116,706
7706	CAFETERIA					0
7707	CHILD DEVELOPMENT					0
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY					0
7710	BUILDING					0
7711	CAPITAL FACILITIES					0
7712	SELF INSURANCE PROPERTY & LIABILITY	454296	454296	1,280,345		1,280,345
7713	STATE SCHOOL LEASE/PURCHASE					0
7714	COUNTY SCHOOL FACILITIES					0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY					0
7719	CHARTER SCHOOL					0
7725	MRAD					0
7728	DEBT SERVICE					0
7744	RETIREE BENEFITS	454278	454306	5,747		5,747
7770	ADULT EDUCATION					0
7785	DEFERRED MAINTENANCE					0
7790	BOND INTEREST & REDEMPTN					0
7701	PAYROLL REVOLVING					0
	TOTALS			7,402,798	0	7,402,798


Prepared By


Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT

DATE: July 10, 2012

PAGE-2

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454454	454455	52,229	6,116,706	6,168,935
7706	CAFETERIA				0	0
7707	CHILD DEVELOPMENT				0	0
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				0	0
7710	BUILDING				0	0
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION				0	0
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				0	0
	TOTALS			52,229	7,402,798	7,455,027

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT
DATE: July 18, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454657	454692	155,059	6,168,935	6,323,994
7706	CAFETERIA	454659	454690	27,320	0	27,320
7707	CHILD DEVELOPMENT				0	0
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				0	0
7710	BUILDING				0	0
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION				0	0
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				0	0
	TOTALS			182,379	7,455,027	7,637,406

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT
DATE: July 25, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454910	454945	260,326	6,323,994	6,584,320
7706	CAFETERIA				27,320	27,320
7707	CHILD DEVELOPMENT	454914	454914	516	0	516
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				0	0
7710	BUILDING				0	0
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION	454939	454939	7	0	7
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				0	0
	TOTALS			260,849	7,637,406	7,898,255

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT

DATE: July 31, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	455063	455090	23,205	6,584,320	6,607,525
7706	CAFETERIA	455066	455081	11,590	27,320	38,910
7707	CHILD DEVELOPMENT	455068	455068	250	516	766
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	455073	455073	13,420	0	13,420
7710	BUILDING	455071	455091	1,210	0	1,210
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION				7	7
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING				0	0
	TOTALS			49,675	7,898,255	7,947,930

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT

DATE: July 10, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				6,607,525	6,607,525
7706	CAFETERIA				38,910	38,910
7707	CHILD DEVELOPMENT				766	766
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				13,420	13,420
7710	BUILDING				1,210	1,210
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION				7	7
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING	454308	454334	1,384,310	0	1,384,310
	TOTALS			1,384,310	7,947,930	9,332,240

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2012-2013

PAYMENT

DATE: July 31, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL				6,607,525	6,607,525
7706	CAFETERIA				38,910	38,910
7707	CHILD DEVELOPMENT				766	766
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				13,420	13,420
7710	BUILDING				1,210	1,210
7711	CAPITAL FACILITIES				0	0
7712	SELF INSURANCE PROPERTY & LIABILITY				1,280,345	1,280,345
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				0	0
7744	RETIREE BENEFITS				5,747	5,747
7770	ADULT EDUCATION				7	7
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				0	0
7701	PAYROLL REVOLVING	454946	454986	1,471,146	1,384,310	2,855,456
	TOTALS			1,471,146	9,332,240	10,803,386

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2011-2012 (ACCRUAL)

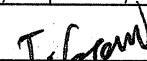
PAYMENT

DATE: July 5, 2012

PAGE-1

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	453966	454272	3,063,213	102,142,781	105,205,994
7706	CAFETERIA	453979	454270	27,739	6,866,264	6,894,003
7707	CHILD DEVELOPMENT	454101	454224	358	166,833	167,191
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	454018	454185	6,597	765,363	771,960
7710	BUILDING	453965	454274	2,741,038	80,814,173	83,555,211
7711	CAPITAL FACILITIES				1,541,862	1,541,862
7712	SELF INSURANCE PROPERTY & LIABILITY				2,508,352	2,508,352
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				8,130,607	8,130,607
7744	RETIREE BENEFITS				185,840	185,840
7770	ADULT EDUCATION	454171	454171	2,014	220,075	222,089
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPN				2,400	2,400
7701	PAYROLL REVOLVING				52,264,453	52,264,453
	TOTALS			5,840,959	255,609,003	261,449,962


Prepared By


Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2011-2012 (ACCRUAL)

PAYMENT

PAGE-2

DATE: July 10, 2012

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454335	454453	406,334	105,205,994	105,612,328
7706	CAFETERIA	454380	454452	48,656	6,894,003	6,942,659
7707	CHILD DEVELOPMENT	454381	454381	144	167,191	167,335
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY				771,960	771,960
7710	BUILDING	454360	454451	15,828	83,555,211	83,571,039
7711	CAPITAL FACILITIES				1,541,862	1,541,862
7712	SELF INSURANCE PROPERTY & LIABILITY				2,508,352	2,508,352
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				8,130,607	8,130,607
7744	RETIREE BENEFITS				185,840	185,840
7770	ADULT EDUCATION	454418	454433	358	222,089	222,447
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				52,264,453	52,264,453
	TOTALS			471,320	261,449,962	261,921,282

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2011-2012 (ACCRUAL)

PAYMENT

DATE: July 18, 2012

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FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454457	454656	675,125	105,612,328	106,287,453
7706	CAFETERIA	454469	454645	15,596	6,942,659	6,958,255
7707	CHILD DEVELOPMENT	454524	454524	262	167,335	167,597
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	454464	454638	12,672	771,960	784,632
7710	BUILDING	454461	454655	4,301,817	83,571,039	87,872,856
7711	CAPITAL FACILITIES	454502	454653	89,715	1,541,862	1,631,577
7712	SELF INSURANCE PROPERTY & LIABILITY	454581	454621	1,548	2,508,352	2,509,900
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				8,130,607	8,130,607
7744	RETIREE BENEFITS				185,840	185,840
7770	ADULT EDUCATION	454573	454631	598	222,447	223,045
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				52,264,453	52,264,453
	TOTALS			5,097,333	261,921,282	267,018,615

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2011-2012 (ACCRUAL)

PAYMENT

DATE: July 25, 2012

PAGE-4

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454695	454908	1,224,239	106,287,453	107,511,692
7706	CAFETERIA	454718	454844	79,556	6,958,255	7,037,811
7707	CHILD DEVELOPMENT	454842	454898	742	167,597	168,339
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	454716	454716	17,133	784,632	801,765
7710	BUILDING	454693	454909	5,849,202	87,872,856	93,722,058
7711	CAPITAL FACILITIES	454765	454892	564,848	1,631,577	2,196,425
7712	SELF INSURANCE PROPERTY & LIABILITY	454765	454834	6,399	2,509,900	2,516,299
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				8,130,607	8,130,607
7744	RETIREE BENEFITS				185,840	185,840
7770	ADULT EDUCATION	454736	454904	2,694	223,045	225,739
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				52,264,453	52,264,453
	TOTALS			7,744,813	267,018,615	274,763,428

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT
2011-2012 (ACCRUAL)

PAYMENT
DATE: July 31, 2012

PAGE-5

FUND#	FUND DESCRIPTION	WARRANT FROM	NUMBERS TO	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	454988	455062	695,442	107,511,692	108,207,134
7706	CAFETERIA	455017	455057	1,520	7,037,811	7,039,331
7707	CHILD DEVELOPMENT	455061	455061	191	168,339	168,530
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	455014	455014	2,850	801,765	804,615
7710	BUILDING	454987	455059	760,326	93,722,058	94,482,384
7711	CAPITAL FACILITIES				2,196,425	2,196,425
7712	SELF INSURANCE PROPERTY & LIABILITY				2,516,299	2,516,299
7713	STATE SCHOOL LEASE/PURCHASE				0	0
7714	COUNTY SCHOOL FACILITIES				0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY				0	0
7719	CHARTER SCHOOL				0	0
7725	MRAD				0	0
7728	DEBT SERVICE				8,130,607	8,130,607
7744	RETIREE BENEFITS				185,840	185,840
7770	ADULT EDUCATION	455042	455042	2,542	225,739	228,281
7785	DEFERRED MAINTENANCE				0	0
7790	BOND INTEREST & REDEMPTN				2,400	2,400
7701	PAYROLL REVOLVING				52,264,453	52,264,453
	TOTALS			1,462,871	274,763,428	276,226,299

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: August 15, 2012

From: Sheri Gamba,
Associate Superintendent Business Services

Agenda Item: C.5

Subject: Community Budget Advisory Committee Ratification of Roster

Background Information: Attached is the most up to date roster for the Community Budget Advisory Committee. The roster is brought forward to the school board for ratification in order to keep the official record of the committee up to date. The CBAC is currently seeking nominations for the vacant position of teacher representative. The committee will also have five positions open for appointment in December of 2012.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

COMMUNITY BUDGET ADVISORY COMMITTEE - MEMBERS

MEMBER NAME	MEMBER TYPE	VOTING STATUS	TERM ENDING
Eduardo Martinez, Chair	Community Member	Voting	December 31, 2012
Robert Studdiford, Vice Chair	Parent	Voting	June 30, 2013
Erwin Reeves	Business Leader	Voting	June 30, 2013
Charles Johnson	Classified	Voting	December 31, 2012
Tammy Campbell	Community Member	Voting	June 30, 2014
Sue Kahn	Principal	Voting	December 31, 2012
VACANT	Teacher	Voting	June 30, 2014
Mike Wasilchin	Classified Alternate	Voting	December 31, 2012
Todd Groves	Community Member Alternate	Voting	December 31, 2012
Antonio Medrano	Board	Non-Voting	
Charles Ramsey	Board	Non-Voting	
Sheri Gamba	Business Services	Non-Voting	
Germaine Quiter	Business Services	Non-Voting	

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: August 15, 2012

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: C.6

Subject: Waiver – Allowance of Attendance at Chavez Elementary (Form J-13 A)

Background Information: When one or more schools are closed due to an emergency a school district may request a waiver for the lost instructional minutes and day(s) of attendance. The waiver is submitted to the County Office of Education and if approved is submitted to the California Department of Education. On Friday, May 18, 2012 Chavez Elementary School was closed due to a gas leak. The school was evacuated and student attendance was not taken for the day. The waiver requests an authorization to obtain credit for the minutes and day of attendance lost due to the emergency. Instructional days and minutes are a component of the annual audit, without a waiver this day would be an audit exception. Penalties are assessed when schools do not meet the annual day and minute requirements.

Recommendation: Approve the request for waiver

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**REQUEST FOR ALLOWANCE OF ATTENDANCE
BECAUSE OF EMERGENCY CONDITIONS
Form J-13A (Rev. 01-05)**

School District (or Charter School) Name: West Contra Costa Unified

School District (or Charter School) Address: 1108 Bissell Ave, Richmond, CA 94801

County-District Code: 07-61796

County Name: Contra Costa County

This form replaces the Form J-13A (Rev. 4-90) and should be used to obtain approval of attendance and instructional time credit under one or more of the following conditions:

- When one or more schools were closed because of conditions described in *Education Code* Section 41422
- When one or more schools were kept open but experienced a material decrease in attendance because of conditions described in *Education Code* Section 46392
- When attendance records have been lost or destroyed as described in *Education Code* Section 46391

Approved credit for instructional time may be used in conjunction with regular instructional days to satisfy the requirements of *Education Code* Section 37202 (equal length of instructional time among schools within a district).

A separate form should be submitted for each emergency event, but credit may be requested for more than one school and under one or more of the foregoing conditions on the same form. Each separate form must include the affidavit of the governing board members and the county superintendent before it can be approved by the State Superintendent of Public Instruction.

The original form (with the board members' affidavit) and two copies should be filed with the county superintendent of schools. If the county superintendent approves the request, he or she should execute the affidavit certifying that approval and forward all pages of the original and one copy of the form to:

Office of Principal Apportionment and Special Education
School Fiscal Services Division
California Department of Education
1430 N Street, Suite 3800
Sacramento, CA 95814

SCHOOL CLOSURE

Nature of Emergency (describe):

At 8:02am, before the start of school, the Principal and two teachers noticed a heavy smell outside. At 8:03 the Richmond Dispatch Center was called to report the gas leak and told the Community Worker that an evacuation was not needed. At 8:04 the principal spoke with EBMUD and was told that an evacuation was not needed. At 8:11, during an eleven minute phone call, the secretary spoke with PG&E and asked if the school should be evacuated. The response was "YES". The question was repeated again to ensure there was no misunderstanding and the same "YES" response was given. The evacuation protocol began immediately after the "YES" response was confirmed at 8:22.

Name of School(s): **Chavez Elementary**
(if request covers all schools, write "all schools")

School Code(s): **6114094**

We request that apportionments be maintained and instructional time credited for the above named school(s) without regard to the fact that the school(s) were closed on (dates):

Friday, May 18, 2012

because of the described emergency. Approval of this request authorizes the local educational agency to disregard these days in the computation of average daily attendance (ADA) (per Section 41422) and obtain credit for instructional time for the days and the instructional minutes that would have been regularly offered on those days pursuant to *Education Code* Section 46200, et seq.

If the school closure resulted from a power outage or impassable roads caused by inclement weather, state the number of school closure days for the same conditions in each of the last five years: **Not Applicable**

AFFIDAVIT OF GOVERNING BOARD MEMBERS

We, members constituting a majority of the governing board of the West Contra Costa Unified school district, hereby swear (or affirm) that the foregoing statements are true and are based on official district records.

_____	_____
Charles T. Ramsey	
_____	_____
Antonio Medrano	
_____	_____
Madeline Kronenberg	
_____	_____
Elaine R. Merriweather	
_____	_____
Tony Thurmond	
_____	_____
_____	_____
Printed Names	Signatures

At least a majority of the members of the governing board shall execute this affidavit.

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: Marc-Cedric Latreille Title: Database Specialist

Phone: (510) 231-1100 Ext 23380 Fax : (510) 215-2104 E-mail: mlatreille@wccusd.net

.....

AFFIDAVIT OF COUNTY SUPERINTENDENT OF SCHOOLS

The information and statements contained in the foregoing request are true and correct to the best of my knowledge and belief.

Signature, County Superintendent of Schools _____

Date: _____

Subscribed and sworn (or affirmed) before me, this ____ day of _____, 2____.

Signature, Title _____

of _____ County, California

Contact/Individual responsible for preparing this form:

Name: _____ Title: _____

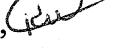
Phone: _____ Fax : _____ E-mail: _____

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: August 15, 2012

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: C.7

Subject: Routine Personnel Changes - Certificated

Background Information:

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

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District**August 15,
2012****For Information Only****Certificated Board Changes****New Hire/Re Hire/Transfer**

<u>First Name</u>	<u>Last Name</u>	<u>Site</u>	<u>Position</u>	<u>Status</u>	<u>Hire Date</u>
Yannell	Selman	Lincoln	2nd TBE	New Hire	8/1/2012
Gina	Dickison	Helms Middle	PE/Dance SEI	Re Hire	8/3/2012
Adeline	Gorlin	Helms Middle	English SEI	Re Hire	8/3/2012
Martin	King	Helms Middle	Social Science SEI	Re Hire	8/3/2012
Kit	Marcuse	Helms Middle	English SEI	Re Hire	8/3/2012
Brendan	Simon	Helms Middle	Pre Algebra SEI	Re Hire	8/3/2012
Jonathan	Ward	Helms Middle	Social Science SEI	Re Hire	8/3/2012
Melissa	Corrigan	De Anza High	English SEI	New Hire	8/9/2012
Richard	Gaskell	De Anza High	PE SEI	New Hire	8/9/2012
Bryant	Gomer	De Anza High	Social Science SEI	New Hire	8/9/2012
Jacquelyn	Meinen	PSC	School Psychologist	New Hire	8/9/2012
Lyca	O'Loughlin	PSC	School Psychologist	Re Hire	8/9/2012
Michelle	O'Neill	PSC	School Psychologist	New Hire	8/9/2012
Tracey	Singh	De Anza High	SH	Re Hire	8/9/2012
Julie	Smith	De Anza High	Math SEI	New Hire	8/9/2012
Kristina	Sterling	PSC	School Psychologist	New Hire	8/9/2012
Susan	Stiller	PSC	37% School Psychologist	Re Hire	8/9/2012
Catherine	Floresca	Helms Middle	Inst. Support, Reading and ELD Coach	Re Hire	8/10/2012
Angela	Tang	De Anza High	Counselor	New Hire	8/10/2012
Elizabeth	Cole	PSC	25% RSP SEI	Re Hire	8/16/2012
Margaret	Conroy	Crespi Middle	RSP SEI	Re Hire	8/16/2012
Alison	Dallich	Pinole Middle	Science SEI	Re Hire	8/16/2012
Jennifer	Dreyfus	El Cerrito High	Theater SEI	Re Hire	8/16/2012
Rachel	Duvivier	Richmond High	NSH SEI	Re Hire	8/16/2012
Paula	Garcia	El Cerrito High	Math SEI	Re Hire	8/16/2012
Albert	Golfo	Kennedy High	NSH SEI	New Hire	8/16/2012
Kathleen	Grady	Crespi Middle	Librarian	Re Hire	8/16/2012
Mary	Hamilton	PSC	Assistive Technology	Re Hire	8/16/2012
Courtney	Harris	DeJean Middle	English/ELD SEI	Re Hire	8/16/2012
Taylor	Hausburg	DeJean Middle	Pre Algebra/Algebra SEI	Re Hire	8/16/2012
Sam My	Kim	Pinole Middle	Science SEI	Re Hire	8/16/2012

New Hire/Re Hire/Transfer

<u>First Name</u>	<u>Last Name</u>	<u>Site</u>	<u>Position</u>	<u>Status</u>	<u>Hire Date</u>
Jessica	Kronenberg	El Cerrito High	PE/Dance SEI	Re Hire	8/16/2012
Yusung	Lim	Richmond High	Physics SEI	New Hire	8/16/2012
Victoria	Martin	El Cerrito High	RSP SEI	Re Hire	8/16/2012
Emily	May	Hercules	NSH SEI	Re Hire	8/16/2012
Jahayra	Molina	Crespi Middle	NSH SEI	New Hire	8/16/2012
Amanda	Moreno	Richmond High	English SEI	Re Hire	8/16/2012
Kelsey	Nelson	Crespi Middle	English SEI	Re Hire	8/16/2012
Tuyen	Nguyen	Crespi Middle	Science SEI	New Hire	8/16/2012
Amalia	Ojeda	Gompers	Algebra/Geometry SEI	Re Hire	8/16/2012
Lindley	Phillips	Washington	NSH SEI	New Hire	8/16/2012
Neal	Pierce	DeJean Middle	RSP SEI	Re Hire	8/16/2012
Adam	Quintero	DeJean Middle	Science SEI	Re Hire	8/16/2012
Taylor	Rainier	DeJean Middle	NSH SEI	New Hire	8/16/2012
Bien-Elize	Roque	DeJean Middle	English/ELD SEI	Re Hire	8/16/2012
Lisa	Schaaf	Kennedy High	Math SEI	Re Hire	8/16/2012
Shane	Traister	Pinole Middle	NSH SEI	Re Hire	8/16/2012
Robbie	Vaughn	Portola Middle	English/Read 180 SEI	Re Hire	8/16/2012
Joseph	Vazquez	Richmond High	Math SEI	Re Hire	8/16/2012
Bobbie	Williams	Montalvin	NSH SEI	New Hire	8/16/2012

Terminated/Retired

<u>First Name</u>	<u>Last Name</u>	<u>Site</u>	<u>Position</u>	<u>Status</u>	<u>Hire Date</u>
Melita	Agbabiaka	Crespi Middle	Science SEI	Resigned	6/8/2012
Stephanie	Alberti	Nystrom	K SEI	Resigned	6/8/2012
Carmen	Ausserer	Cameron	Sp Ed Preschool	Resigned	6/8/2012
Joseph	Baptist	Ohlone	5th SEI	End of Assignment	6/8/2012
Tara	Benesch	Grant	2nd TBE	Resigned	6/8/2012
Alice	Bennett	King	4th SEI	Resigned	6/8/2012
Sharlena	Bolden	APE Office	APE	Resigned	6/8/2012
Veronica	Bollwerk	Kennedy High	English SEI	Resigned	6/8/2012
Phyllis	Buford	Richmond High	RSP SEI	Resigned	6/8/2012
John	Call	El Cerrito High	RSP SEI	Resigned	6/8/2012
Theodore	Carlbom	DeJean Middle	NSH SEI	End of Assignment	6/8/2012
Amy	Catania	Pinole Valley High	Librarian	Resigned	6/8/2012
Amanda	Compadre	Richmond High	Chemistry SEI	Resigned	6/8/2012
Kevin	Corcoran	Tara Hills	6th SEI	Resigned	6/8/2012
Monique	Duncan	Kennedy High	Math SEI	Resigned	6/8/2012
Charles	Erdman	Fairmont	4th SEI	Resigned	6/8/2012
Richard	Fletcher	Nystrom	K SEI	Resigned	6/8/2012
Maria	Haskell	PSC	School Nurse	Resigned	6/8/2012
Shana	Hurley	Washington	6th SEI	Resigned	6/8/2012
Eric	Husted	Grant	NSH SEI	Resigned	6/8/2012

TERMINATED/RETIRED


<u>First Name</u>	<u>Last Name</u>	<u>Site</u>	<u>Position</u>	<u>Status</u>	<u>Term Date</u>
Carson	Hyde	Hercules Middle	NSH SEI	End of Assignment	6/8/2012
Karin	Jensen	Lupine Hills	4th SEI	Resigned	6/8/2012
Benjamin	Kallam	DeAnza High	Math SEI	Resigned	6/8/2012
Javier	Laguillo	Pinole Valley High	Bio/Chem SEI	Resigned	6/8/2012
Ian	Lawrence	Richmond High	Physics SEI	Resigned	6/8/2012
Laura	Lee	Wilson	RSP SEI	Resigned	6/8/2012
Michele	Leibundgut	Richmond High	Chemistry SEI	Resigned	6/8/2012
Cameron	Leroy	Washington	6th Dual Immersion	Resigned	6/8/2012
Benjamin	Levy	Helms Middle	Science SEI	Resigned	6/8/2012
Allison	Lloyd	Helms Middle	Science SEI	Resigned	6/8/2012
Georganna	Lund	Downer	NSH SEI	Retired	6/8/2012
Ceculia	Maravilla	Crespi Middle	SH	Resigned	6/8/2012
Eric	Martin	Pinole Valley High	Chemistry/Physics SEI	Resigned	6/8/2012
Roseanna	Mathers	Bayview	K SEI	Resigned	6/8/2012
Megan	McPherson	Nystrom	6th SEI	Resigned	6/8/2012
Kristen	Morrison	Tara Hills	Preschool SEI	Resigned	6/8/2012
Jasmine	Nakagawa	Pinole Middle	NSH SEI	Resigned	6/8/2012
Aneeta	Nayar	Bayview	4th SEI	Resigned	6/8/2012
Kaila	Pearlman	Dover	Preschool SEI	Resigned	6/8/2012
Pipeer	Pehrson	King	6th SEI	Resigned	6/8/2012
Katherine	Reyes	Harding	SH	Resigned	6/8/2012
Tony	Santillan	Montalvin	4th SEI	Resigned	6/8/2012
Ebony	Sinnamon-Johnson	Richmond High	RSP SEI	Resigned	6/8/2012
Jessica	Steinberg	Hercules	English SEI	Resigned	6/8/2012
Meaghan	Stern	Helms Middle	Social Science SEI	Resigned	6/8/2012
Sammantha	Tai	DeJean Middle	Science SEI	Resigned	6/8/2012
Keiko	Takenaka	DeAnza High	Japanese SEI	Resigned	6/8/2012
Catherine	Vanier	DeJean Middle	Science SEI	Resigned	6/8/2012
Michele	Walsh	Ohlone	4th/5th SEI	End of Assignment	6/8/2012
Robert	Welborn	Helms Middle	Science SEI	Resigned	6/8/2012
Allison	Welch	Nystrom	2nd SEI	Resigned	6/8/2012
Jessie	Welch	Nystrom	6th SEI	Resigned	6/8/2012
Cecilia	White	Hanna Ranch	4th SEI	Retired	6/8/2012
Folashad	Wolfe-Modupe	Kennedy High	Chemistry SEI	Resigned	6/8/2012
Mario	Alvarez	Kennedy High	Counselor	End of Assignment	6/11/2012
Gina	Fabrizio	PSC	School Psychologist	Resigned	6/14/2012

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: August 15, 2012

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: C.8

Subject: Acceptance of Contracts for Placement of Student Teachers

Background Information:

Teachers in this district provide supervision and evaluation for student teachers seeking credentials to teach in California public school classrooms. These arrangements are made between the institution of higher education and the individual classroom teacher.

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed on the attached sheet dated August 15, 2012.

Recommendation: Recommended Approval.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
August 15, 2012

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF STUDENT TEACHERS

The following institution of higher education has submitted a contract with West Contra Costa Unified School District. This institution intends to place student teachers in the West Contra Costa Unified School District schools.

Saint Mary's College – Student Placement Agreement
Dominican University- Memorandum of Understanding-Internship Credential Program

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: August 15, 2012

From: Kenneth L. Whittemore,
Assistant Superintendent Human Resources

Agenda Item: C.9

Subject: Certificated Board Authorization - Education Code 44285.3

Background Information:

Ed Code 44285.3 allows the Governing Board of a school district to authorize the holder of a multiple subject, standard elementary, single subject or standard secondary, credential with his or her consent, to teach departmental classes in grades K-12 provided the teacher has adequate knowledge of subject matter.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

August 15, 2012

Waivers

<u>Name</u>	<u>Site</u>	<u>Assignment</u>
Benny Gill	De Anza High School	Computer System ROP


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

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: August 15, 2012

From: Kenneth L. Whittemore 
Assistant Superintendent Human Resources

Agenda Item: C.10

Subject: Approve New Job Description:

After School Program Coordinator

Background Information:

The After School Program (ASP) has evolved from being a self-contained program into utilization of Community Based Organizations (CBO's), which profoundly impacts the job description of the job classification providing ASP oversight, management, reporting and coordination. The title change from After School Program Manager to After School Program Coordinator accurately reflects new duties and commensurate placement on the SSA salary schedule.

The District and School Supervisors Association (SSA) have met and approved the new After School Program Coordinator job description.

Recommendation: Recommend Approval

Fiscal Impact: \$22,671 (After School Program Funding)

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

AFTER SCHOOL PROGRAM COORDINATOR

PRIMARY FUNCTIONS:

Responsible for managing and coordinating the development, planning, and implementation of the WCCUSD After School Program (ASP). Provide the vision, oversight, and direction for the program, ensure accountability systems are in place at schools and to perform related tasks and duties as required.

MAJOR DUTIES AND RESPONSABILITIES:

- Provide guidance in the development of quality program standards and assessments for K-12 ASP's.
- Conduct site visits to ensure after school intervention instruction and enrichment activities are aligned to state/common core standards.
- Collaborate with ASP Supervisors and site administration to ensure development and delivery of a high-quality program.
- Develop and update the district's ASP Plan and program implementation guidelines.
- Assist external evaluator with required annual evaluation, which includes completion of student, parent, staff, and teacher surveys to assist in the evaluation process and determine ongoing needs/interests of students, parents and staff.
- Review and use student achievement data to assist schools to target academic instruction, progress monitor students, and evaluate the academic intervention program.
- Provide orientation, professional development and assistance to ASP staff, teachers, administrators, and CBO's.
- Coordinate monthly and other required meetings with ASP Supervisors and Community-Based Organization (CBO's).
- Develop, implement, monitor and manage effective fiscal policies, budgets and fiscal compliance for the ASP, which includes preparing document preparation for audits and local, state and federal review.
- Prepare required CDE attendance reports and monthly attendance reports for ASP Supervisors, Principals, and CBO's.
- Coordinate timely and accurate data to ensure compliance for grant reporting, which may include initiating subsequent grant applications and/or renewals.
- Implement district, state and federal policies and regulations as they pertain to ASP's.
- Oversee the development, implementation, monitoring and reporting attendance, attendance tracking and monitoring systems.
- Provides oral and written reports and presentations to district staff and public.
- Establish, maintain and foster strong partnerships with appropriate public and private agencies that provide services to students and families.
- Establish, maintain and foster strong partnerships with the community, partnering agencies, and public agencies to encourage collaboration with the CBO's.
- Interpret, apply and explain rules, regulations, guidelines, etc. regarding ASP's.
- Represent district at local, regional and other ASP meetings.

QUALIFICATIONS:

Knowledge of:

- Organization and management principles.
- Best practices and current research in the ASP field.
- Policies, procedures, grant requirements, laws, regulations and guidelines pertaining to ASP's.

- ASP budgets and related policies and compliance (expenses, invoices, etc.)
- ASP reporting requirements.
- Modern business practices and district authorized software to complete duties, tasks and responsibilities.
- Basic principles of grant application writing, development and implementation.
- Effective oral and written communication skills.
- School and District policies, rules and regulations.

Ability to:

- Direct the Community-Based Organizations (CBO's) to implement effective, high-quality and compliant ASP's.
- Accurately apply and maintain knowledge of district, state, and federal ASP policies, procedures, grant requirements, laws, regulations and guidelines.
- Establish, maintain and foster strong links between the academic school day and after school academic instruction and enrichment activities.
- Establish, maintain and foster strong partnerships with local organizations, the surrounding community and local government.
- Communicate positively and effectively, orally and in writing, with district staff, CBO staff, ASP staff and various community partners.
- Work effectively and cooperatively with individuals from diverse backgrounds.
- Facilitate large group meetings and executive presentations.

EDUCATION AND EXPERIENCE:

Education:

- Master's Degree in a closely related field, or
- Bachelor's degree in a closely related field, with an equivalent combination of job related experience and/or education.

Experience:

- Minimum 5 years of experience working in either Community-Based Organizations (preferably in collaboration with K – 12 schools) or in an ASP with demonstration of increased responsibility.
- Grant funding, grant reporting and grant budgeting.
- Demonstrated high level of customer service with public and ASP stakeholders.
- Supervising and program oversight and responsibility.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- Indoor environment.
- Office setting with moderate phones, computer work, customer drop-ins and other communications.
- School sites; indoor and outdoor.

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.
- Drive and travel to various work and school sites.

SALARY:

Schedule: 4B

Salary Range: 15

Approved by the Human Resources Department

Approved by the Board of Education _____.

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** August 15, 2012
From: Bill Fay **Agenda Item:** C.11
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: \$ 290,250. 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
Harding Elementary School Foundation Ventilation Repairs Project Measure J Bond (PID: 1271223-01)	June 2012 through September 2012	W.J. Robinson & Associates, Inc.	\$8,495	Construction administration services.
Kennedy High School Quad Landscape Upgrade Project Measure J Bond (PID: 3601211-12)	July 2012 through September 2012	Powell & Partners Architects	\$3,410	Additional architectural and construction administration services for irrigation and landscape scope.
Ohlone Elementary School Day Replacement Campus, Phase 3 Project Measure J Bond (PID: 1461206-02)	August 2012 through December 2012	Powell & Partners Architects	\$5,500	Additional architectural and engineering services for childcare center study.
Ohlone Elementary School Day Replacement Campus, Phase 3 Project Measure J Bond (PID: 1461206-02)	July 2012 through August 2012	Powell & Partners Architects	\$6,750	Additional architectural and engineering services for relocation of roof drains.
Ohlone Elementary School Day Replacement Campus, Phase 2 Project Measure J Bond (PID: 1461206-06)	August 2012 through September 2012	Powell & Partners Architects	\$6,000	Additional architectural and engineering services for food service consulting related to the portable kitchen.
Ohlone Elementary School Day Replacement Campus, Phase 3 Project Measure J Bond (PID: 1461206-02)	September 2009 through January 2010	Powell & Partners Architects	\$54,175	Additional architectural and engineering services for Master Planning design.

August 15, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Gompers-CHS Teacher Lounge and Community Day Portables Project Measure D-2010 Bond (PID: 3581366-01)	August 2012	RGA Environmental, Inc.	\$1,490	Additional environmental engineering services to survey soil properties for asbestos and issue associated report.
Gompers/LPS Campus Replacement Project Measure D-2010 Bond (PID: 3581366-05)	July 2012	Ninyo & Moore	\$19,100	Additional geotechnical consulting services to review plans and specifications.
Gompers/LPS Campus Replacement Project Measure D-2010 Bond (PID: 3581366-05)	September 2012 through June 2015	Ninyo & Moore	\$160,905	Geotechnical observation and testing services.
Peres Elementary School Dental Clinic Project Measure D-2010 (PID: 1473190)	May 2012	MS Environmental Solutions, Inc.	\$2,165	Environmental engineering services to conduct asbestos survey, inspection and report.
Harding Elementary School Foundation Ventilation Repairs Project Measure J Bond (PID: 1271223-01)	August 2010	RGA Environmental, Inc.	\$5,630	Additional environmental engineering services to collect samplings during abatement of crawlspace.
Crespi Middle School Gym Roof Replacement Project Measure D-2010 Bond (PID: 2061218-06)	August 2012 through December 12	Allana Buick & Bers	\$10,880	Additional design review and construction phase services.

August 15, 2012

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Grant Elementary School Portables Project Measure D-2010 Bond (PID: 1251612-13)	July 2012 through August 2012	Hamilton + Aitken Architects	\$5,110	Additional architectural and engineering services for additional relocatable classroom.
Portola Middle School at Downer – CCS Portable Site Project Measure D-2010 Bond (PID: 2141103-08)	July 2012	HY Architects, Inc.	\$640	Additional architectural services for site visit and redesign of gates.

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:** August 15, 2012
From: Bill Fay **Agenda Item:** C.12
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: DeAnza High School Replacement Campus and Nystrom Elementary School Multi-Purpose Room. 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 El Cerrito High School Sports Field project is required by the Board, with special findings as noted below, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these change orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation: Ratify negotiated change orders as noted.

Fiscal Impact: Total ratification and approval by this action: **\$202,843.68**

DISPOSITION BY BOARD OF EDUCATION

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

August 15, 2012 Change Order Ratification Summary

					Items Pending Board Action					
	Project	Company	Original Contract	Previously Approved CO's	CO's Pending Ratification	CO's Pending Approval	Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	De Anza HS Replacement Campus	Wright Contracting, Inc.	\$62,508,000.00	\$2,605,419.00	\$223,914.00	\$0.00	\$2,829,333.00	4.53%	\$65,337,333.00	20
2	Nystrom ES Multipurpose Room	John Plane Construction	\$5,240,107.00	\$489,766.84	-\$96,006.05	\$0.00	\$393,760.79	7.51%	\$5,633,867.79	15
3	El Cerrito HS Sports Field	Michael Paul Co.	\$3,749,000.00	\$438,075.33	\$0.00	\$74,935.73	\$513,011.06	13.68%	\$4,262,011.06	6

Pending Board Actions	Ratifications	\$127,907.95
	Approvals	\$74,935.73
	Total Board Action	\$202,843.68

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
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Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** August 15, 2012
From: Bill Fay **Agenda Item:** C.13
Associate Superintendent for Operations
Subject: Approval of Additional Program Management General Conditions Reimbursable Expenses.

Background Information:

The District has retained Seville Group (SGI) as the Program Manager for the Bond program. A portion of the Program Management contract for the firm is known as General Conditions Reimbursable expenses ("GCR's"). These are costs which the District has negotiated as a part of the contract for which the firm bills direct expense, plus markup. General Conditions Reimbursable expenses include computer software/hardware expenses, office equipment, legally required advertisements, postage, security, office supplies, and telephone/fax expense. These types of costs also include personnel such as the Facilities Operations Center Receptionists, Network Administrator, and Fiscal Controls Specialist. In addition, these costs include Cost Estimating, Scheduling, and Software Programming.

Recommendation: Approve additional Program Management General Conditions Reimbursable expenses for Seville Group, Inc.

Fiscal Impact: Total for this action: **\$1,268,328**. Funding source is Measures D and J Bonds. Program Management General Conditions Reimbursable expenses.

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:** August 15, 2012
From: Bruce Harter **Agenda Item:** C.14
Superintendent of Schools
Subject: Remembrance for Terence Martin Day – August 23, 2012

Background Information:

Terence Martin was a dedicated father, community member and school employee who gave his life while going to the assistance of a citizen of our community. In 2005 the Board of Education declared, in perpetuity, August 23rd as Terence Lionel Martin Day in honor of his dedication and commitment to our school district and community. August 23rd is a day to remember Terence and what he stood for and believed in: taking care of one another.

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:** August 15, 2012
From: Bruce Harter **Agenda Item:** D.2
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.

Mr. Thad Johnson recently passed away. Mr. Johnson retired in 2009 as Head Custodian for Sheldon Elementary School, with 32 years of service to the District.

Kennedy High School junior Ulises Grijalva was killed recently. The varsity offensive lineman on the Kennedy football team was respected by his coach and teammates. He always had a smile on his face.

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: August 15, 2012

From: Bruce Harter

Agenda Item: E.2

Subject: Request to Address the Board – Diane Brown

Background Information:

Diane Brown, United Teachers of Richmond President, will address the Board regarding Common Core Standards.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____