

**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**  
September 5, 2012

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
SEPTEMBER 5, 2012**

---

**BOARD AGENDA PACKETS AND INFORMATION:**

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

Complete Board agendas and packets are available online at: [www.wccusd.net](http://www.wccusd.net).

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

---

**VIEWING THE BOARD MEETINGS:**

**Television:**

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

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

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

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

---

**ATTENDING BOARD MEETINGS:**

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

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

**Time:**            The **Board of Education's Open Session meeting will begin at 6:30 PM**. The Board will convene at **5:45 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

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

---

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

**B. OPENING PROCEDURES**

**B.1 Pledge of Allegiance**

**B.2 Welcome and Meeting Procedures**

**B.3 Roll Call**

**B.4 Presentation of Student Board Representative from Middle College High School**

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

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

\* **B.7 Minutes: August 15, 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 September 5, 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 September 5, 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 September 5, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

**\*CI C.4 Contracted Services**

Comment:

Permission is requested of the Board of Education to approve contracts for services as detailed dated September 5, 2012.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

**\*CI C.5 Notice of Completions: Bid J068148 King Elementary New School Phase 2 New School, Bid J068116 Pinole Middle School Renovation, Bid J068300 Helms Middle School Video Surveillance System, Bid 1391215-01 Mira Vista Elementary School Concrete Stoops**

Comment:

Substantial completion notices has been received for: Bid J068148, Bid J068116, Bid J068300 and Bid 1391215-01.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

West Bay Builders, Bid J068148 King Elementary School Phase 2 New School  
Alpha Bay Builders, Bid J068116 Pinole Middle School Renovation  
CF Contracting, Bid J068300 Helms Middle School Video Surveillance System  
California Constructors, Bid 1391215-01 Mira Vista Elementary School Concrete Stoops

Recommendation:

Recommend approval of these notices of completion

Fiscal Impact:

None

**\*CI C.6 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.7 Routine Personnel Changes – Certificated - Part I**

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 Routine Personnel Changes – Certificated – Part II**

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.9 Routine Personnel Changes – Classified**

Comment:

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

Recommendation:

For Information Only

Fiscal Impact:

None

**\*CI C.10 Approve the following New Job Description: Theater Technician**

Comment

This is a new job classification to provide support to our visual and performing arts in our district theaters. This position will oversee the utilization of the theater by the public as well provide training, guidance and support to our students who will be learning to use theater facilities, equipment and theater operations.

Recommendation:

Recommend Approval

Fiscal Impact:

\$97,118.23 includes salary and benefits offset by revenue from user fees

**\*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: \$1,427,727. 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: Pinole MS Interim Housing Demo, Pinole MS Miscellaneous Repairs, Nystrom ES Interim Housing/Site Package, Nystrom ES Multipurpose Room and De Anza HS Replacement Campus. 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 Pinole MS Miscellaneous Repairs project is required by the Board, with special findings as noted, because these projects are in excess of the Public Contract Code limit of 10% of the original contract value. In accordance with Public Contract Code 20118.4, the Board, by approving and ratifying these Change Orders, finds that it would have been futile to publicly bid the work in question because of the tight time frames to complete this work without affecting the operations of the District, and that the public is best served by having this work completed by the contractor on the project.

Recommendation:

Ratify negotiated Change Orders as noted

Fiscal Impact:

Total ratification and approval by this action: (\$28,615.08)

**\*CI C.13 Citizens' Bond Oversight Committee (CBOC) Appointment: Jason Gallia appointed by Building Trades Council**

Comment:

Under Proposition 39 Administrative Regulations governing the Citizens' Bond Oversight Committee, a CBOC member is appointed by each school board member. Mr. Jason Gallia has served one term as the appointee of the Building Trades Council.

Mr. Feere, CEO of the Contra Costa Building and Construction Trades Council, has recommended Mr. Jason Gallia be re-appointed to the Citizens' Bond Oversight Committee.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

**\*CI C.14 Citizens' Bond Oversight Committee (CBOC) Appointment: Wayne Ellis appointed by Supervisor Gioia**

Comment:

Mr. Wayne Ellis has served one term as the appointee of the Supervisor Gioia. Supervisor Gioia has forwarded a recommendation that Mr. Wayne Ellis be reappointed for an additional two (2) year term.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

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

**\* D.1 Report on the Efforts by West Contra Costa Unified School District on a) K-8, b) Summer Learning, and c) Enrichment/Internships**

Comment:

The West Contra Costa Unified School District's mission is to increase the number of students prepared for career and college readiness through summer educational offerings and enrichments. This summer the District offered various options for all students that will be highlighted in this report.

Recommendation:

For Information Only

Fiscal Impact:

None

- \* **D.2 Report on the partnership with West Contra Costa Public Education Fund (The Ed Fund) and West Contra Costa Unified School District to lead a district-wide commitment to increase college access services and improve alignment of services to support the District's reform strategy, College and Career Readiness**

Comment:

The West County College Access Network was founded in 2011 as an initiative of the West Contra Costa Public Education Fund (The Ed Fund). The WCCAN is a collaborative of the public, private and government organizations focused on increasing college access and providing resources to students and families in the West Contra Costa Unified School District.

Recommendation:

For Information Only

Fiscal Impact:

None

- \* **D.3 Standing Reports**

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

Academic Subcommittee	Public Employees Local 1
Bayside Parent Teacher Association	Safety Committee
Citizens' Bond Oversight Committee	School Supervisors Association
Community Budget Advisory Committee	Select Committee on High Schools
Facilities Subcommittee	United Teachers of Richmond
Ivy League Connection	Youth Commission
Linked Learning – Multiple Pathways	

- \* **D.4 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.

Ms. Bonnie Wooldridge, retired Account Clerk from the Fiscal Division, recently passed away. Ms. Wooldridge retired in 2001 with 20 years of service in the District.

Mr. Philip Gomshay, retired teacher passed away. Mr. Gomshay was a long time teacher at El Cerrito High School and Adult Education after 34 years of service in the District.

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



Recommendation:

For Information Only

Fiscal Impact:

None

**E. PUBLIC AND COMMITTEE COMMUNICATIONS**

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

- \* **E.1 Superintendent's Report**
- \* **E.2 WCCUSD Public Comment**

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

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

**F. ACTION ITEMS**

**G. DISCUSSION ITEMS**

- \* **G.1 Project Status Report**

Comment:

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

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

Recommendation:

For Information Only

Fiscal Impact:

None

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

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

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – September 19, 2012

**K. ADJOURNMENT**

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

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

**A. CLOSED SESSION**

**A.1 CALL TO ORDER**

**A.2 DISCLOSURE OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**  
(Government Code 54957.7)

**A.3 RECESS TO CLOSED SESSION AS SCHEDULED**

**See Exhibit A**

(Government Code Section 54954.5)

The **Open Session** will resume at the end of the **Closed Session** in the Multi-Purpose Room at approximately **6:30 PM**.

**EXHIBIT A**

(Government Code Section 54954.5)

**CLOSED SESSION AGENDA**

**September 5, 2012**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

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

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

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

Four cases

**4. LIABILITY CLAIMS** (Government Code Section 54956.95)

**5. CONFERENCE WITH LABOR NEGOTIATORS**

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

- c. Unrepresented Employees
  - Confidential and Management

**6. PUBLIC EMPLOYEE APPOINTMENT**

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

**8. STUDENT DISCIPLINE (Education Code Section 35146)**

Expulsions

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

Certificated / Classified Employee Dismissal

**10. REPORT OF CLOSED SESSION ACTIONS**

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

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** September 5, 2012

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

**Agenda Item:** B.4

**Subject:** Presentation of Student Board Representative from Middle College High School

**Background Information:**

A Student Board Representative from Middle College High School will attend the Board of Education on September 5, 2012. We would like to recognize and commend their participation.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

West Contra Costa Unified School District  
Minutes of the WCCUSD Board of Education  
& Citizens' Bond Oversight Committee  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805

Agenda Item B.7

August 15, 2012

*Minutes of the Joint Meeting of the Board Of Education  
And Citizens' Bond Oversight Committee*

**A. OPENING PROCEDURES**

**A.1 Welcome and Meeting Procedures**

Chairperson Robert Studdiford called the meeting to order at 6:02 p.m. and welcomed the audience.

**A.2 Pledge of Allegiance**

**A.3 Roll Call**

**CBOC Members Present:**

Julio Arroyo, Tim Banuelos, Gerard Boulanger, Charles Cowens, Brant Fetter, Joe Fisher, Jason Gallia, Paul Gilbert-Snider, Eduardo Martinez, Norma Martinez-Rubin, Ivette Ricco, Kristin Rosekrans, Robert Studdiford, Tim Warner

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

**Staff Present:** Madgy Abdalla, District Engineering Officer; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance/Operations; Bruce Harter, Superintendent; June Kalfsbeek, Sr. Confidential Secretary

**A.4 Approval of Agenda**

**MOTION:** Mr. Boulanger moved approval of the Agenda. Mr. Martinez seconded. The committee voted approval by voice vote.

**A.5 Approval of Minutes**

Committee member Norma Martinez-Rubin requested that the minutes of the last meeting provide more detail regarding the presentations for the program update report and Capital Assets Management Plan report.

**MOTION:** Mr. Martinez moved approval of the Minutes with the recommended changes. Mr. Cowens seconded. The committee voted approval by voice vote.

**A.6 Chair's Report**

Chairman Studdiford said he would like to discuss the performance audit at a mid-year joint meeting with the Board. He also discussed the election for Chair and Vice Chair positions on the Board for an upcoming September meeting.

**B. DISCUSSION ITEMS**

**B.1 Grand Jury Report No. 1208, "School Bond Oversight Committees, Raising the Bar"**

**Public Comment:** Anton Jungherr addressed the committee regarding the makeup of the committee seats and Grand Jury recommendations.

**Discussion:**

Mr. Fay reported that staff has been working on responses to the findings and recommendations of the Grand Jury report. Discussion included input from committee members and board members. Mr. Abdalla provided information regarding individual findings and recommendations. President Ramsey recommended that staff request a 90 day extension and prepare a draft response for review by the Citizens' Bond Oversight Committee.

**B.2 Facilities Program Update**

Mr. Abdalla provided a report of construction projects started and completed during the summer months.

**Discussion:**

None

**C. PUBLIC AND COMMITTEE COMMUNICATIONS**

**C.1 Public Comment – for items not on the agenda:**

Anton Jungherr

**D. ADJOURNMENT**

President Ramsey thanked the Committee for being a part of the process to assure that bond dollars are spent efficiently.

Mr. Studdiford adjourned the joint meeting of the Citizens' Bond Oversight Committee and the Board of Education at 7:19 p.m.

***Minutes of the WCCUSD Board Of Education  
August 15, 2012***

**B. OPENING PROCEDURES**

President Charles Ramsey called the meeting to order at 5:30 PM. The Board recessed into Closed Session. Following the joint meeting with the Citizens' Bond Oversight Committee, President Ramsey called the Public Session to order at 7:30 p.m.

**B.1 Pledge of Allegiance**

President Ramsey led those in attendance in 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:** Magdy Abdalla, District Engineering Officer; Steve Butler, Electronics Technician; Steve Collins, SELPA Director; 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; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holstlander, Director Facilities and Construction; Joe Mayes, Maintenance Manager; Ken McDaniel, Maintenance Supervisor; Cecilia Mendoza, Executive Director; Leticia Oregon, Translator; Nia Rashidchi, Assistant Superintendent Educational Services; Adam Taylor, Executive Director; Ken Whittemore, Assistant Superintendent for Human Resources

**B.4 Report/Ratification of Closed Session**

None

**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.

**B.7 Board Minutes: July 23, 2012; August 1, 2012**

**MOTION:** Mr. Medrano moved approval of the Minutes of July 23, 2012 and August 1, 2012. 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 Grants/Awards/Agreements**

**C.2 Acceptance of Donations**

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

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

**C.5 Community Budget Advisory Committee Amended Member Ratification**

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

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

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

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

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

**C.11 Ratification and Approval of Engineering Services Contracts**

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



- C.13 Approval of Additional Program Management General Conditions Reimbursable Expenses**  
**C.14 Remembrance for Terence Martin Day – August 23, 2012**

**MOTION:** Ms. Kronenberg moved approval of the Consent Items C.1 – 14. 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.

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

**D.1 Standing Reports**

**Ivy League Connection.** Don Gosney reported that the 41 students and 9 chaperones from this year's summer programs have successfully returned. He said the program which began seven years ago with 6 students has grown. Mr. Ramsey reported that the third annual mentor program with Yale and Brown University will be held in the coming weeks for seniors. The University of Pennsylvania will host an information event in September. Vassar and Wesleyan may also host Bay Area information sessions in the District. Brown University also plans an admissions information session dedicated to District students.

**United Teachers of Richmond.** President Diane Brown reported on meeting new teachers at the orientation held earlier in the day. UTR provided lunch for the program. She also reported on the KEYs tool program and liaisons working with Trustees Kronenberg and Merriweather while playing a major role at sites. She concluded with remarks about attending the Common Core Standards training at UCLA which was conducted by the California Teachers Association's instructional development department.

**C.7 Routine Personnel changes - Certificated**

President Ramsey expressed concern about Consent Item C.7 Routine Personnel Changes – Certificated. He requested that Board Members vacate the previous vote.

**Motion:** Mr. Medrano moved to vacate the previous vote on Consent Item C.7 Routine Personnel Changes - Certificated. 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 pointed out that Ms. Kronenberg's daughter was listed as a re-hired employee in the District. He expressed concern and caution suggesting that Ms. Kronenberg recuse herself from the vote. Discussion took place regarding whether the legal ramifications concerned spouses and / or adult children. It was suggested that a legal opinion be sought. Ms. Kronenberg said she did not feel it necessary to abstain from a vote on this item.

President Ramsey called for another vote on the item.

**Motion:** Mr. Thurmond moved approval of Consent Item C.7 Routine Personnel Changes - Certificated. Ms. Kronenberg seconded. A roll call vote was taken with Ms. Kronenberg, Ms. Merriweather, and Mr. Thurmond voting yes, Mr. Medrano and President Ramsey abstaining and no absences. Motion carried 3-0-2-0.

**Academic Subcommittee.** Ms. Rashidchi announced that the next meeting will be held September 11, 2012, 6:00 p.m. at Helms Middle School.

**Community Budget Advisory Committee.** Ms. Gamba acknowledged that the Board reappointed and ratified the committee roster under consent items on this meeting's agenda. The committee is looking for a teacher to serve and will also begin recruitment for membership for upcoming December appointments.

**Facilities Subcommittee.** Mr. Medrano reported on the August 14th meeting. He reported on items before committee including potential demolition of the Dover Elementary multipurpose room, a recommendation concerning the Helms field project bidding and construction schedule, and a recommendation for the phasing of the Coronado new construction. He said the committee also held a discussion on tax limit stabilization. President Ramsey discussed the City of San Pablo's notice of proposal to contractors for the Helms community center. Mr. Fay commented on the timeline for the Helms project as taking place in the last quarter of this year. Discussion continued

about inviting San Pablo personnel to attend an future meeting to discuss this topic. The next subcommittee meeting is scheduled for September 11, 2012.

**D.2 In Memory of Members of the School Community**

Dr. Harter recognized contributions of members of the community who have passed away. Board members commented on the loss of a student and pain for students and staff at Kennedy High School.

**E. PUBLIC AND COMMITTEE COMMUNICATIONS**

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

**E.1 Superintendent's Report**

Dr. Harter provided a report of events in District.

Mr. Thurmond asked about District protocols for shelter in place situations similar to the recent Chevron fire. Superintendent Harter responded with information about the Blackboard ConnectEd phone notice system. Mr. Greer acknowledged Executive Director of Maintenance Luis Freese who responded to employees working at the time of the fire. Mr. Greer also spoke about the emergency planning through cell phones, internet and components of all school sites. He said the District is looking forward to an October district-wide emergency preparedness drill to evaluation how the system works.

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

Ms. Brown, UTR President, introduced Amanda Henderson who shared about her experience at a recent five day Common Core Standards training event. Ms. Brown also spoke about a draft plan to cover the first 100 days of school.

**E.3 WCCUSD Public Comment**

**Public Comment:**

Barbara McIntyre, Duncan McIntyre

**F. ACTION ITEMS**

None

**G. DISCUSSION ITEMS**

None

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

None

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

Ms. Kronenberg thanked the members of the Citizens' Bond Oversight Committee for their service and dedication. She commented that she is impressed by the committee's interest in pursuing best practices. She remarked that the District is a leader in best practices. She also thanked the teachers who work incredibly hard to prepare for the start of school and welcoming the excited students. She said she looked forward to first day of school for rest of district.

Mr. Thurmond thanked the teaching team for bringing back recommendations for Common Core Standards. He said he recently attended a meeting about serving foster youth in Alameda and Contra Costa Counties. He remarked that the Richmond Police Department Youth Bureau has focused a task force to best serve foster youth. He asked that the District be represented in ongoing meetings.

Ms. Merriweather reported that she recently attended the District's summer institute with over 400 teachers in attendance. They were very excited to be there even during their summer vacation as dedicated and committed professionals. Ms. Merriweather had opportunity to sit in on the restorative justice workshop and was excited about the District using this practice. She was also excited about the eight transitional kindergarten classes beginning this year. She concluded by saying that some parents are nervous about the opening of Coronado Elementary and she hoped that extra staff will be available to help with a smooth opening.

Mr. Medrano said he talked with students in his neighborhood who are excited about starting school. He commented on a recent meeting with Community College Chancellor Helen Benjamin new Contra Costa College President Dr.

Denise Noldon. He also commented on attending a reception at the San Francisco immigration office regarding implementation of the President Obama's new plan for undocumented immigrants who came to the country as children. He concluded by announcing the opening of the new West County Health Center in San Pablo on September 4th.

President Ramsey wished a safe trip to both Mr. Medrano and Ms. Kronenberg. He said his children are excited about starting school this year with one daughter beginning her senior year. He commented about valued employees and the work they do as the school year begins. Mr. Ramsey thanked Mr. Thurmond for his service on the Board for the final few months saying it has been special to serve with him as school board member. He concluded by wishing all the candidates well in their election bids.

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – September 5, 2012

**K. ADJOURNMENT**

President Ramsey adjourned the meeting at 8:46 PM.

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

BH:dh

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

**ITEM REQUIRING ATTENTION----BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** September 5, 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 September 5, 2012.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per grants summary

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
School Improvement Grant Cohort 2	Amendment # 1 No Budget Change	California Department of Education - School Turnaround Office	To Add Resource 3181 to Grant
Resource 3180 & 3181	7/1/12 - 9/30/13		PCA # 15183-00
21st Century Learning Centers - Elem/Middle Core	Amendment #1 No Budget Change	California Department of Education - After School Division	Change in Federal Grant Number to S287C120005
Resource # 4124	7/1/12 - 12/31/13		PCA # 14349-5A
21st Century High School After School Safety and Enrichment for Teens - Core	Amendment # 1 No Budget Change	California Department of Education - After School Division	Change in Federal Grant Number to S287C120005
Resource # 4124	7/1/12 - 9/30/13		PCA # 14535-5A
Education for Homeless Children and Youth Program	\$67,079	California Department of Education - School Turnaround Office	Support of Homeless Children and Youth
Resource # 5630	7/1/12 - 6/30/13		PCA # 14332-01
Adult Education - ABE, ESL, Family Literacy VESL, VABE	\$272,480	California Department of Education - Adult Education Office	Support of Adult Ed
Resource # 3905	7/1/12 - 6/30-12		PCA # 14508-00
Adult Education - ASE GED	\$44,982	California Department of Education - Adult Education Office	Support of Adult Ed
Resource # 3913	7/1/12 - 6/30-12		PCA # 13978-00
Adult Education - English Literacy/Cific Particip Citizenship Preparation	\$45,266	California Department of Education - Adult Education Office	Support of Adult Ed
Resource # 3926	7/1/12 - 6/30-12		PCA # 14109-00

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:** September 5, 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 September 5, 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  
September 5, 2012 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Save Mart Supermarkets	Materials and Supplies	\$10.91	Cameron School
Wells Fargo Foundation Educational Matching Gift Program	Materials and Supplies	\$100.00	Madera Elementary

\*Estimated values for the non-cash donations are provided by the donor  
Donation Précis 090512


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:** September 5, 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 September 5, 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  
September 5, 2012 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Harding Elementary	Concessions Sale	Harding PTA
Kensington Elementary	Sale of Pizza	6th Grade Class and Parents

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:** September 5, 2012

**From:** Sheri Gamba   
Associate Superintendent Business Services

**Agenda Item:** CI C.4

**Subject:** Contracted Services

**Background Information:** Permission is requested of the Board of Education to approve the following contracts for services as detailed on the attached sheets dated September 5, 2012.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per contracts summary

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

West Contra Costa Unified School District  
September 5, 2012 Board Meeting

CONTRACTED SERVICES

The following professional consultant services are recommended for approval.

<u>DEPARTMENT</u>	<u>DATE OF SERVICE</u>	<u>CONSULTANT NAME</u>	<u>COST &amp; FUNDING</u>	<u>PURPOSE</u>
Curriculum-Federal Project	8/1/12 Thru 6/30/13	Bay Area Community Resources R36528	\$100,000 Safe and Supportive Schools	Create programming to address the need through the development of one-on-one and group support at Hercules High School. Topics to include bullying, healthy relationships, substance use, mental health services, afterschool programming and youth development programs. S3 coordinator, mental health services coordinator and youth development outreach worker will be responsible for oversight and implementation of S3 grant activities and programs. 10-15 students will receive individual counseling services as a result of this project. Additionally, 100 students will be affected by programming once developed.
Special Education	7/1/12 thru 6/30/13	Medi-Cal Billing Services R37460	\$80,000 Special Education	Vendor for claiming Medi-Cal reimbursement for WCCUSD. Training qualified LEA providers, perform Medi-Cal eligibility checks on Special Education Students prepare submitted documents for billing, send billing to Medi-Cal, follow-up on denied claims, prepare financial reports, keep client updated on program changes and compliance issues.
Curriculum-Federal Project	8/15/12 Thru 6/30/13	Bay Area Community Resources R37461	\$100,000 SIG	Provide additional support staff and resources to aid in the coordination and activities of the De Anza health center and maintain partnerships that are already in place that provide support services and cultivate new ones as specified in the school improvement grant.
Curriculum-Federal Project	9/11/12 Thru 5/31/13	The Center for Applied Linguistics R37497	\$88,250 Title III	During the four content area SIOP teacher professional development workshops, teachers will learn about and practice the eight components of the SIOP model in order to effectively integrate language and content instruction. The 16 workshops will include a variety of activities, such as demonstration and explanation, analysis of video teaching sequences, small group tasks, and the development of instructional activities, and SIOP lesson plans for English language learners tailored to the content areas of ELA, social studies, science and math. The purpose of the 16 days of SIOP coaching visits is to provide additional support to teachers as they learn to implement the SIOP model in their classrooms.
Curriculum-State Project	8/1/12 Thru 6/30/13	Bay Area Community Resources R36457	\$101,301 Healthy Start	Coordination and services for Ford Healthy Start includes: Overseeing and Monitoring all components of the Ford Healthy Start Program, consultation with school personnel and the administrator for program and student issues, management of subcontractors and consultant for the purpose of effective youth and family services. Creation of programs to meet youth and family needs and ensuring effective referral processes and procedures so that families and Ford School Personnel can best refer to and access services for students and their families.
Business Services-Local Project	7/1/12 Thru 6/30/13	Total School Solutions R37678	\$102,375 Measure D	Perform relevant services and duties to conduct an Annual Facilities Performance Audit for the District's General Obligation Bonds, as required by Article XII of the California State Constitution for Fiscal Year 2011-12.
Curriculum-Federal Project	9/10/12 Thru 6/30/13	Napa, Solano, Contra Costa County Office of Ed Consortium	\$69,000 Title I	The Napa/Solano/Contra Costa County Office of Education consortium will provide professional development tools and best practices to WCCUSD teachers, principals, and central office staff to help transition to the California common core standards and assessments, fully implement response to instruction and intervention, and go deeper into the linked learning pathway work.

Educational  
Services

8/20/12  
Thru  
6/30/13

Angela Barra  
R37624

\$108,000  
Title III

Provide 120 days of consultant services at \$900 per 8 hr day, including:  
\*Coaching of individual English Language Development (ELD) Teachers (e.g. demonstration lessons, elbow teaching, collaborative lesson planning, effective ELD instructional strategies) at a minimum of five targeted schools (topics, include review of data, including student work, curriculum mapping, ELD Standards, effective use of ELD materials, effective ELD instructional strategies, effective ELD lesson planning, etc) (90 days)  
\* Collaboration and support for District ELD coaches (5 days)  
\* Professional Development and support for central EL tutors (5 days)  
\* Support in effective implementation of the high school ELD program, Keystone (10 days)  
\* Developing district long EL intervention plan (days as available)

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:** September 5, 2012

**From:** Sheri Gamba  
Associate Superintendent Business Services

**Agenda Item:** CI C.5

**Subject:** Notice of Completions: Bid J068148 King Elementary New School Phase 2 New School, Bid J068116 Pinole Middle School Renovation, Bid J068300 Helms Middle School Video Surveillance System, Bid 1391215-01 Mira Vista Elementary School Concrete Stoops.

**Background Information:**

Substantial completion notices has been received for: Bid J068148, Bid J068116, Bid J068300 and Bid 1391215-01.

Major construction projects are subject to acceptance by the governing board before a Notice of Completion can be processed, and final payment of the contract made. (BP 7470)

Staff recommends acceptance of the work completed by the following contractors:

West Bay Builders, Bid J068148 King Elementary School Phase 2 New School  
Alpha Bay Builders, Bid J068116 Pinole Middle School Renovation  
CF Contracting, Bid J068300 Helms Middle School Video Surveillance System  
California Constructors, Bid 1391215-01 Mira Vista Elementary School Concrete Stoops.

**Recommendation:** Recommend approval of these notices of completion.

**Fiscal Impact:** None.

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on September 5, 2012.
5. The work done was: Project J068148 King Elementary Phase 2 New School
6. The name and address of the contractor for such work of improvement was West Bay Builders 250 Bell Marin Keys, Building A Novato, CA 94949 Date of Contract: 03/05/09
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Safeco Insurance company of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: King Elementary School 4022 Florida Avenue, Richmond CA 94804.

Dated: September 5, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 5, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on September 5, 2012.
5. The work done was: Project J068116 Pinole Middle School Renovation
6. The name and address of the contractor for such work of improvement was Alpha Bay Builders 3315 Cesar Chavez St. San Francisco, CA 94110 Date of Contract: 09/17/09
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: First National Insurance Company of America
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Pinole Middle School 1575 Mann Drive Pinole, CA 94564.

Dated: September 5, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 5, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on September 5, 2012.
5. The work done was: Project J068300 Helms Middle School Video Surveillance System
6. The name and address of the contractor for such work of improvement was CF Contracting 96 Forrest Avenue Fairfax, CA 94930 Date of Contract: 09/08/11
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: North American Specialty Insurance Company
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Helms Middle School 2500 Road 20 San Pablo, CA 94806.

Dated: September 5, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 5, 2012, at Richmond, California.

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD



RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO  
NAME WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT  
STREET  
ADDRESS 1108 BISSELL AVENUE  
CITY &  
STATE RICHMOND, CALIF 94801

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. The completion of work is deemed to be the date of such acceptance by the Governing Board of the District (civil code 3086)

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on September 5, 2012.
5. The work done was: Project 1391215-01 Mira Vista Elementary School Concrete Stoops
6. The name and address of the contractor for such work of improvement was California Constructors 120 Marin Avenue San Pablo, CA 94806 Date of Contract: 09/17/09
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: American Contractors Indemnity Company
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Mira Vista School 6397 Hazel Avenue Richmond, CA 94805.

Dated: September 5, 2012

\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

## VERIFICATION

I, the undersigned, say: I am the Director, General Services the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 5, 2012, at Richmond, California.


\_\_\_\_\_  
Director, General Services  
West Contra Costa USD

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:** September 5, 2012

**From:** Kenneth L. Whittemore,   
Assistant Superintendent Human Resources

**Agenda Item:** CI C.6

**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 \_\_\_\_\_

**Waivers**

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Assignment</u></b>
Lourdes Sampayo	Hercules High School	Intro to Hospitality

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)

**Consent**

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Assignment</u></b>
Stanley Nakahara	Richmond High School	Sports Medicine
Amandeep Kang	Richmond High School	Art
Edel Alejandre	Richmond High School	English CAHSEE
Robert Gade	Richmond High School	Urban Agriculture
Mark Rousseau	Richmond High School	Multimedia
Aurelio Garcia	Richmond High School	Intro to Engineering Design
Felipe Franco	Richmond High School	Intro to Engineering Design
Marilyn Ahuna	Richmond High School	Principles of Engineering
Mirel Rivera	De Anza High School	AVID
Heather Honda	De Anza High School	Leadership
Mallory Byrne	El Cerrito High School	AVID
Jennifer Rader	El Cerrito High School	Leadership
Ryan Shaw	Kennedy High School	Leadership
Michele Lamons-Raiford	Pinole Valley High School	American Sign Language
Alison Wood	Pinole Valley High School	Leadership
Mujahidun Sumchai	North Campus	Math
Tiffany Baldwin	Portola Middle School	Spanish
Mark Pohl	Portola Middle School	Art

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:** September 5, 2012

**From:** Kenneth L. Whittemore,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.7

**Subject:** Routine Personnel Changes – Certificated – Part I

**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**

**September 5, 2012**

**For Information Only**

**Certificated Board Changes**

<b><u>First Name</u></b>	<b><u>Last Name</u></b>	<b><u>Site</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>	<b><u>Hire Date</u></b>
Jessica	Kronenberg	El Cerrito High	PE/Dance SEI	Re Hire	8/16/2012

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:** September 5, 2012

**From:** Kenneth L. Whittemore,  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.8

**Subject:** Routine Personnel Changes – Certificated – Part II

**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****September 5, 2012****For Information Only****Certificated Board Changes****New Hire/Re Hire/Transfer**

<b><u>First Name</u></b>	<b><u>Last Name</u></b>	<b><u>Site</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>	<b><u>Hire Date</u></b>
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**

<b><u>First Name</u></b>	<b><u>Last Name</u></b>	<b><u>Site</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>	<b><u>Hire Date</u></b>
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
Nicole Jo	Bidgainberry	Helms Middle	Science 8 SEI	New Hire	8/09/2012
Lawrence	Chu	Helms Middle	Science 8 SEI	New Hire	8/09/2012
Joshua	Deshaies	DeAnza High	Math SEI	New Hire	8/09/2012
Kevin	Dunn	Richmond High	Chemistry SEI	New Hire	8/16/2012
Nathan	Enfield	DeAnza High	Social Science SEI	New Hire	8/09/2012
Courtney	Enos	Kennedy High	Social Science SEI	New Hire	8/16/2012
Allison	Huie	ELD	SIOP Coach	New Hire	8/01/2012
Seung Lim	Hyun	DeJean Middle	English SEI	New Hire	8/16/2012
Lisa	Kerman	Gompers	English SEI	New Hire	8/17/2012
Janeal	Lee	Pinole Valley High	Drama/Leadership SEI	New Hire	8/17/2012
Kurt	Osmer	Pinole Valley High	Chemistry/Physics SEI	New Hire	8/16/2012
Jeffrey Vu	Quoc	El Cerrito High	Chemistry/Biology SEI	New Hire	8/16/2012
Justin	Ramsour	Itinerant	APE	New Hire	8/16/2012
Jose	Sanchez	Kennedy High	Social Science SEI	New Hire	8/16/2012
Pamela	Schaefer	Hercules Middle	Math SEI	New Hire	8/16/2012
Teresa	Soria	DeAnza High	PE SEI	New Hire	8/09/2012
Mujahidun	Sumchai	North Campus	Soc Sci/Math SEI	New Hire	8/17/2012
Africa	Williams	DeJean Middle	Counselor	New Hire	8/22/2012
Annacy	Wilson	Richmond High	RSP SEI	New Hire	8/16/2012



**Terminated/Retired**

<b><u>First Name</u></b>	<b><u>Last Name</u></b>	<b><u>Site</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>	<b><u>Hire Date</u></b>
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
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	Chem/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	Sinamon-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:** September 5, 2012

**From:** Kenneth L. Whittemore,   
Assistant Superintendent Human Resources

**Agenda Item:** CI C.9

**Subject:** Routine Personnel Changes – Classified

**Background Information:**

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

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**

September 5, 2012

**FOR INFORMATION ONLY**

Classified Personnel

Changes

PROMOTION			
ANDERSON, DELMICA D.	CUSTODIAN	KING	7/9/2012
AYALA, ROSIO	CUSTODIAN	BAYVIEW	7/9/2012
GREENEBAUM, GREG K	BUILDING MAINTENANCE WORKER	PINOLE VALLEY HIGH	7/3/2012
KAUBLE, LARRY WAYNE	DESKTOP SUPPORT TECHNICIAN	ADMIN-FOOD SERV	7/23/2012
LE, JENNY	ACCOUNTING TECHNICIAN	FISCAL SERVICES CENTRAL	7/23/2012
MOLINA, ROXANNA E	STAFF SECRETARY	ELD	7/1/2012
ROSS, AARON J	BUILDING MAINTENANCE WORKER	HERCULES HIGH	7/1/2012

RETIREMENTS			
ESPINOZA, KARINA	AFTER SCHOOL PROG SUPERV.	HELMS MIDDLE	6/30/2012
HAGEN, LAURANCE	CUSTODIAN	CAMERON	7/1/2012
MILLER, CAMILLE	CAMPUS SECURITY OFFICER 1	DE JEAN MIDDLE	6/9/2012
ROSIN, MARGO	INST. ASST. 43+10%	FAIRMONT	6/9/2012

TERMINATIONS			
QUINTANA, JULIO	GRADUATE TUTOR	MONTALVIN	6/26/2012
WILLIAMSON, RHONDA	INST. ASST. SPECIAL ED.	WASHINGTON	5/10/2012

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:** September 5, 2012

**From:** Kenneth L. Whittemore  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.10

**Subject:** Approve the following New Job Description

Theater Technician

**Background Information:** This is a new job classification to provide support to our visual and performing arts in our district theaters. This position will oversee the utilization of the theater by the public as well provide training, guidance and support to our students who will be learning to use theater facilities, equipment and theater operations.

**Recommendation:** Recommend Approval

**Fiscal Impact:** \$97,118.12 includes salary and benefits offset by revenue from user fees

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

# WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

## THEATER TECHNICIAN

### **PRIMARY FUNCTIONS:**

Performs and is responsible for creative, skilled and technical work in a high or middle school or other school district theater setting; supervises operation and use of theater; supervise, train and support students and outside users in the use of facility equipment, such as lighting, sound, rigging and stage sets; and performs related tasks and duties as required.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

- Work with internal and external user groups on various events.
- Determine the necessary technical supports, such as lighting, sound, staging, and special needs, necessary for events and performances presented at the facility in advance of production dates.
- Design, set up, maintain and operate lighting and sound systems for theatre, dance, music and other productions and projects; assist guest designers and arts with technical matters.
- Operate, maintain, repair (or arrange for repair) and safeguard the facility and its technical assets (equipment, tools, lighting, sound, communications, etc.)
- Coordinate with internal groups, which may include: dance recitals, plays, musicals, holiday events, cultural shows, lectures, ceremonies, etc.
- Provide advice and guidance in renovation and upgrade projects to facility.
- Orient external user groups and visiting productions to safety, technical characteristics and other areas of the facility operations.
- Ensure appropriate district facility permits are completed for scheduled events and facility permits are filed.
- Coordinate with district departments, such as maintenance, operations, facility permit office and business services, to maintain theater and operate within budgetary constraints.
- Maintain booking calendar for rental and instructional arts use.
- Train and support student and other technical crews on use of facility and theater equipment.
- Perform preventative maintenance on equipment, as needed.
- Maintain inventory and order specialized supplies.
- Attend events to in order to supervise, monitor and assist technical aspects, which may include personally performing these duties.
- Work with faculty from various disciplines to enhance academic programs.
- Ensure compliance with fire code and other laws, regulations and codes.
- Provide technical direction and production management for student stage managers, design teams, publicity crew, build crew and run crew.

## **QUALIFICATIONS:**

### **Knowledge of:**

- Academic curriculum requirements, with an emphasis on visual and performing arts and performance preparation and production.
- Organization and management principles.
- Stagecraft and stage operation, which includes lighting, stage carpentry, construction, sound system standard practices and techniques as they apply to audio-visual materials.
- Modern business practices and district authorized software to complete duties, tasks and responsibilities.
- Effective oral and written communication skills.
- School and District policies, rules and regulations.

### **Ability to:**

- Teach students how to build, rig and install scenery.
- Analyze and evaluate the need for technical support for various events and performances.
- Plan, develop, schedule and provide technical supports required for each event or performance.
- Train students to run sound boards, lighting systems and other theater equipment.
- Communicate positively and effectively, orally and in writing, with district staff, patrons, students, vendors and various community partners utilizing the facility.
- Design and lighting and sound systems appropriate to each performance or oversee stage crews and volunteers.
- Work effectively and cooperatively with individuals and community groups from diverse backgrounds.
- Operate small hand and power tools.
- Make routine repairs and adjustments to the various types of equipment.
- Supervise and direct the work of others.
- Keep records and prepare related reports.
- Assist in budget preparation and projections

## **EDUCATION AND EXPERIENCE:**

### **Education:**

- Bachelor's Degree in theater production or a closely related field.

### **Experience:**

- Demonstrated experience in training, supporting and working with students in the performing arts and its corresponding productions.

- Significant experience with placement of / operation of lighting, sound and rigging equipment for stage productions.
- Demonstrated experience with use, maintenance and repair of stage equipment.
- Demonstrated high level of customer service with public.
- Supervising and program oversight and responsibility.

**Licenses or Certificates Needed:**

- Possession of a valid California Driver's License.

**PHYSICAL EFFORT / WORK ENVIRONMENT:**

**Environment:**

- Indoor / outdoor environment.
- Office setting with moderate phones, computer work, customer drop-ins and other communications.

**Physical Abilities:**

Employees in this position must have/be able to:

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

**SALARY:**

Schedule: 4B  
Salary Range: 44

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:** September 5, 2012  
**From:** Bill Fay **Agenda Item:** CI 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: \$1,427,727. 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**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
De Anza High School Replacement Campus Project  Measure J Bond (PID: 3521208-02)	April 2012 through September 2012	Deems Lewis McKinley Architects	\$96,500	Additional design services for surface material and system revisions to athletic fields.
El Cerrito High School Exterior Repairs Project  Measure J Bond (PID: 3451348-01)	August 2012 through December 2012	Grossmann Design Group	Not to Exceed, \$10,000	Additional architectural design services.
New Gompers & LPS Richmond Schools Project  Measure D-2010 Bond (PID: 3581366-05)	August 2012 through July 2014	Consolidated Engineering Laboratories	\$534,600	Testing and inspection services.
New Gompers & LPS Richmond Schools Project  Measure D-2010 Bond (PID: 3581366-02)	May 2012 through September 2012	RGA Environmental, Inc.	\$20,500	Prepare Removal Action Completion Report and site-wide risk assessment.
New Gompers & LPS Richmond Schools Project  Measure D-2010 Bond (PID: 3581366-02)	May 2012 through September 2012	RGA Environmental, Inc.	\$33,630	Post-excavation groundwater investigation and Corrective Action Plan report.
New Gompers & LPS Richmond Schools Project  Measure D-2010 Bond (PID: 3581366-05)	January 2013 through July 2014	Grossmann Design Group	Not to Exceed, \$120,000	Additional architectural consulting services for roofing systems and exterior walls.
Ohlone Elementary School Campus Replacement Project  Measure J Bond (PID: 1461206-04)	July 2012 through September 2012	Powell & Partners Architects	\$30,500	Additional architectural and engineering services for learning walls.

---

**September 5, 2012**

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

Peres Elementary School Modernization Project  Measure D-2010 Bond (PID: 1471390-00)	July 2012 through October 2012	HY Architects, Inc.	\$41,076	Additional architectural and engineering services.
Kennedy High School Field Building and Lights, ADA Upgrades and Quad Renovation Projects  Measure J Bond (PID: 3601211)	July 2012 through December 2012	SGL Construction Management	\$153,559	Construction management services.
Ohlone Elementary School Replacement Campus Project  Measure J Bond (PID: 1461206-04)	September 2012 through December 2012	Grossmann Design Group	Not to Exceed, \$8,000	Additional architectural consulting services for roof assembly.
New Gompers & LPS Richmond Schools Project  Measure D-2010 Bond (PID: 3581366-05)	August 2012 through August 2015	Multivista	\$49,500	Photographic project documentation services.
Various Sites  Measure J Bond (PID: 6151219)	October 2012 through March 2013	Stormwater Specialists	\$76,900	Additional stormwater prevention planning services related to various project sites.
El Cerrito High School Sports Fields Project  Measure D-2010 Bond (PID: 3541104-07)	October 2011 through January 2012	Alan Kropp & Associates, Inc.	Not to Exceed, \$8,500	Additional geotechnical services during pre-construction phase.

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

Pinole Middle School Sports Fields Project  Measure D-2010 Bond (PID: 2121102-06)	October 2011 through December 2011	Alan Kropp & Associates, Inc.	Not to Exceed, \$5,000	Additional geotechnical services during pre-construction phase.
Helms Middle School Sports Fields and Landscaping Project  Measure D-2010 Bond (PID: 2101101-16)	January 2012 through April 2012	Alan Kropp & Associates, Inc.	Not to Exceed, \$8,500	Additional geotechnical services during pre-construction phase.
Lupine Hills Elementary School Shade Structure Project  Measure D-2010 Bond (PID: 1261612-00)	September 2012 through December 2012	Consolidated Engineering Laboratories	\$4,000	Materials testing and construction inspection services.
Kennedy High School Temporary Science Classroom Project  Measure D-2010 Bond (PID: 3601211-15)	August 2012 through October 2012	Powell & Partners Architects	\$13,750	Architectural and engineering services to provide Contract Documents for interior classrooms.
Ohlone Elementary School Replacement Campus Project  Measure J Bond (PID: 1461206-04)	July 2012 through October 2012	Powell & Partners Architects	\$10,010	Additional structural and acoustical services for revisions to butterfly roof diaphragm.
Vista Adult Training Center Project  Measure D-2010 Bond (PID: 37310019-00)	June 2012 through September 2012	Hamilton + Aitken	\$8,730	Additional architectural design services for additional relocatable classroom.

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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

Coronado Elementary School Replacement Campus Project  Measure D-2010 Bond (PID: 1121341-00)	August 2012 through September 2012	Applied Water Resources Corporation	\$4,250	Investigate and issue report on underground storage tank and piping.
Castro Elementary School Replacement Campus Project  Measure D-2010 Bond (PID: 2141103-06)	August 2012 through September 2012	Applied Water Resources Corporation	\$4,250	Investigate and issue report on underground storage tank and piping.
Portola at Castro Elementary School Project  Measure D-2010 Bond (PID: 2141103-06)	July 2012 through September 2012	HY Architects	\$9,950	Additional architectural and engineering services for classroom technology revisions.
Helms Middle School New School Building Project  Measure J Bond (PID: 2101101-04)	March 2008 through December 2009	Baker Vilar Architects	\$176,022.25	Additional design and construction administration services.

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:** September 5, 2012  
**From:** Bill Fay **Agenda Item:** CI 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: Pinole MS Interim Housing Demo, Pinole MS Miscellaneous Repairs, Nystrom ES Interim Housing/Site Package, Nystrom ES Multipurpose Room and De Anza HS Replacement Campus. 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 Pinole MS Miscellaneous Repairs 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: **(\$28,615.08)**

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

**September 5, 2012 Change Order Ratification Summary**

	Project	Company	Original Contract	Previously Approved CO's	Items Pending Board Action		Total CO's	CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
					CO's Pending Ratification	CO's Pending Approval				
1	Pinole MS Interim Housing Demo	Thomas D. Eychner Co, Inc.	\$155,000.00	\$0.00	\$2,750.00	\$0.00	\$2,750.00	1.77%	\$157,750.00	1
2	Pinole MS - Miscellaneous Repairs	AM Woo	\$89,700.00	\$0.00	\$8,970.00	\$7,273.00	\$16,243.00	18.11%	\$105,943.00	1
3	Nystrom ES Interim Housing/Site Package	Alten Construction	\$1,811,307.00	\$0.00	\$18,388.00	\$0.00	\$18,388.00	1.02%	\$1,829,695.00	1,2,3
4	Nystrom ES Multipurpose Room	John Plane Construction	\$5,240,107.00	\$393,760.79	(\$149,196.08)	\$0.00	\$244,564.71	4.67%	\$5,484,671.71	16
5	De Anza HS Replacement Campus	Wright Contracting, Inc.	\$62,508,000.00	\$3,328,752.00	\$83,200.00	\$0.00	\$3,411,952.00	5.46%	\$65,919,952.00	22

Pending Board Actions	Ratifications	(\$35,888.08)
	Approvals	\$7,273.00
	Total Board Action	(\$28,615.08)

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

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

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education **Meeting Date:** September 5, 2012  
**From:** Bill Fay **Agenda Item:** CI C.13  
Associate Superintendent for Operations  
**Subject:** Citizens' Bond Oversight Committee (CBOC) Appointment: Jason Gallia appointed by Building Trades Council.

**Background Information:**

Under Proposition 39 Administrative Regulations, governing the Citizens' Bond Oversight Committee, a CBOC member is appointed by each school board member. Mr. Jason Gallia has served one term as the appointee of the Building Trades Council.

Mr. Feere, CEO, of the Contra Costa Building and Construction Trades Council has recommended Mr. Jason Gallia be re-appointed to the Citizens' Bond Oversight Committee.

**Recommendation:** Approve appointment as noted.

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Tabled \_\_\_\_\_

# Contra Costa Building and Construction Trades Council

935 Alhambra Avenue  
Martinez, CA 94553  
FAX (925) 372-7414



Greg Feere  
C.E.O.  
Phone (925) 228-0900

RECEIVED

AUG 17 2012

SUPERINTENDENT

August 16, 2012

Dr. Bruce Harter, Superintendent  
West Contra Costa Unified School District  
1108 Bissell Avenue, Room 100  
Richmond, CA 94801

Dear Dr. Harter:

Re: Jason Gallia - Citizens Bond Oversight Committee

On behalf of the Contra Costa Building and Construction Trades Council it is with great enthusiasm that I write in support of Jason Gallia to serve a second term on the West Contra Costa Unified School District's Citizens Bond Oversight Committee.

Over the years that I have had the pleasure to know Jason I have always been impressed with his commitment and dedication to make the City of Richmond a better place to live. As a member of the Oversight Committee he has exhibited the kind of leadership and integrity needed to create a positive impact.

I would hope you would give Jason Gallia your utmost consideration in the re-appointment to this very important position.

Sincerely,

Greg Feere  
Contra Costa Building and  
Construction Trades Council



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:** September 5, 2012

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

**Subject:** Citizens' Bond Oversight Committee (CBOC) Appointment: Wayne Ellis appointed by  
Supervisor Gioia

**Background Information:**

Mr. Wayne Ellis has served one term as the appointee of the Supervisor Gioia. Supervisor Gioia has forwarded a recommendation that Mr. Wayne Ellis be reappointed for an additional two (2) year term.

**Recommendation:** Approve appointment as noted.

**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:** September 5, 2012

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

**Agenda Item:** D.1

**Subject:** Report on the Efforts by West Contra Costa Unified School District on a) K-8, b) Summer Learning, and c) Enrichment/Internships

**Background Information:**

The West Contra Costa Unified School District's mission is to increase the number of students prepared for career and college readiness through summer educational offerings and enrichments. This summer the District offered various options for all students that will be highlighted in this report.

**Recommendation:**

For Information Only

**Fiscal Impact:**

None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

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

**ITEM REQUIRING ATTENTION---BOARD OF EDUCATION**

---

**To:** Board of Education

**Meeting Date:** September 5, 2012

**From:** Wendell Greer, Associate Superintendent,  
K-Adult Operations

**Agenda Item:** D.2

**Subject:** Report on the partnership with West Contra Costa Public Education Fund (The Ed Fund) and West Contra Costa Unified School District to lead a district-wide commitment to increase college access services and improve alignment of services to support the District's reform strategy, College and Career Readiness

**Background Information:**

The West County College Access Network was founded in 2011 as an initiative of the West Contra Costa Public Education Fund (The Ed Fund). The WCCAN is a collaborative of the public, private and government organizations focused on increasing college access and providing resources to students and families in the West Contra Costa Unified School District.

**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:** September 5, 2012  
**From:** Bruce Harter **Agenda Item:** D.4  
**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.

Ms. Bonnie Wooldridge, retired Account Clerk from the Fiscal Division, recently passed away. Ms. Wooldridge retired in 2001 with 20 years of service in the District.

Mr. Philip Gomshay, retired teacher passed away. Mr. Gomshay was a long time teacher at El Cerrito High School and Adult Education after 34 years of service in the District.

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 \_\_\_\_\_

dh

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:** September 5, 2012

**From:** Bill Fay  
Associate Superintendent for Operations

**Agenda Item:** G.1

**Subject:** Project Status Report

**Background Information:**

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

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

**Recommendation:** For information only

Fiscal Impact: None

**DISPOSITION BY BOARD OF EDUCATION**

Motion by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Tabled \_\_\_\_\_

# PROJECT STATUS REPORT

## Collins Elementary School - Fire Alarm Upgrade

### Period Ending: 8/22/2012

**Scope:** Upgrade of Fire Alarm System in existing buildings

#### Construction Status:

Architect: AE3 Architects  
 Project Manager: Paul Orr, SGI Construction Management  
 Project Engineer: Toby Black, SGI Construction Management  
 Contractor: Watson Electric, Inc.  
 Inspector: Roy Jr. Moreno  
 WCCUSD Mgr: Eduardo Donoso

#### Contract Status:

Notice to Proceed: 07/05/2012

	Original	Approved	Projected
Construction Schedule (days):	133		
Original Completion Date:	11/15/2012		
Projected Completion:	11/15/2012		

#### Buildings:

N/A 1, 2, 3, 4, 5, 6, 7, 8,

#### Progress This Period:

- Mobilization: storage box on site, temporary fencing for control measures, delivery of American made conduits, electrical & junction boxes, Submittals 1-11 approved, mock up is approved to move forwards with project.
- Conduit raceways and junction boxes have been run in the following buildings; BLDG # 1- 100 % completed, BLDG # 2-100 % completed. BLGD # 3- 100% completed. BLDG # 4- 100 completed. BLDG # 5- 5% completed. BLGD # 6- 100% completed. BLGD # 7-100% completed. BLGD # 8-5% completed.
- Wire pulling and devises start today.

#### Anticipated Progress Next Period:

- Continued with most conduits and junction boxes will be installed, pre-painted and touch up paints on them in most of the 8 buildings. Some will have wiring pulled and appropriate fire alarm devices installed and inspected.

#### Schedule Assessment/Update:

Construction Duration (Calendar Days):	133
Construction Calendar Days Elapsed:	48
Construction Calendar Days Remaining:	85
Percent of Contract Calendar Days Elapsed:	36%
Percent of Construction Completed:	27%

Percentage of Work Done	27	Total Project
-------------------------	----	---------------

#### Proposed Changes:

#### General Comment:

Progress Photos: 8/22/2012



# PROJECT STATUS REPORT

## Coronado Elementary School - Temp Campus

### Period Ending: 8/22/2012

**Scope:** Temp Campus

#### Construction Status:

Architect: WLC Architects  
 Project Manager: Steve Millar, Amanco, Inc.  
 Project Engineer: Sisi Meng  
 Contractor: Vila Construction  
 Inspector: Brad Williamson  
 WCCUSD Mgr: Andrew Mixer

#### Contract Status:

Notice to Proceed:	05/09/2012		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	90		
Original Completion Date:	08/07/2012		
Projected Completion:	08/07/2012		

#### Buildings:

30 Portables

#### Progress This Period:

- Complete fire alarm training
- Complete intrusion alarm training
- Complete Bogen training
- Move furniture from old school site to Interim Campus
- Clean site and open for school

#### Anticipated Progress Next Period:

Complete punch list items.

#### Schedule Assessment/Update:

Construction Duration (Calendar Days):	90
Construction Calendar Days Elapsed:	105
Construction Calendar Days Remaining:	-15
Percent of Contract Calendar Days Elapsed:	116%
Percent of Construction Completed:	100%

<b>Percentage of Work Done</b>	<b>100%</b>	<b>Total Project</b>
--------------------------------	-------------	----------------------

#### Proposed Changes:

#### General Comment:

Progress Photos: 8/22/2012



**Library at Interim Campus**



**Computer Room**



**Kitchen**

# PROJECT STATUS REPORT

## De Anza High School - Replacement Campus

### Period Ending: 8/22/2012

**Scope:** Replacement Campus

#### Construction Status:

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

#### Contract Status:

Notice to Proceed: 05/17/2010

	Original	Approved	Projected
Construction Schedule (days):	1,080	52	1,132
Original Completion Date:	05/01/2013		
Projected Completion:	6/22/2013		

#### Buildings:

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

#### Progress This Period:

- Building 1, 2, 3, 4, 5, 6, 7, 8, & 11--Interior Finishes, FRL, & Casework
- Building 1, 2, 3, 4, 5, 6, 7, & 11--Install Ceiling & Lighting
- Building 1, 2, 3, 4, 5, 6, 7, 8, & 11--Install Flooring & Carpet
- Building 2--Install Theater Seating & Rigging System
- Building 5, 6, & 7--Install Lockers
- Building 8 & 12--Install Roof/Canopy Panels
- Building 11--Install Geo-Dome Skylight
- Building 12--Install Exterior Lath/Plaster & Roofing System
- Building 13--Install Exterior Metal Stud Framing & Roofing System
- Building 14--Install Structural Steel
- Site Work--Install Utilities, Area Drains, Rough Grade, Ornamental Fencing, Perimeter Wall, Site Structure, Irrigation System, Lime Treatment, Concrete Flatwork, and Asphalt Concrete Paving

#### Anticipated Progress Next Period:

- Building 1, 2, 3, 4, 5, 6, 7, 8, 9, & 11--Install Flooring & Carpet
- Building 5, 6, & 7--Install Lockers
- Building 8 & 12--Install Roof/Canopy Panels
- Building 12--Install Exterior Lath/Plaster & Roofing System
- Building 13 & 14--Install Exterior Metal Stud Framing & Roofing System
- Site Work--Install Utilities, Area Drains, Rough Grade, Ornamental Fencing, Perimeter Wall, Site Structures, Irrigation System, Concrete Flatwork, and Asphalt Concrete Paving

#### Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,132
Construction Calendar Days Elapsed:	828
Construction Calendar Days Remaining:	304
Percent of Contract Calendar Days Elapsed:	73%
Percent of Construction Completed:	85%

Percentage of Work Done	85%	Total Project
-------------------------	-----	---------------

#### Proposed Changes:

#### General Comment:

Progress Photos: 8/22/2012



Building 11--Lobby Skylight



Building 7--Classroom Teaching Wall



Site Work--Concrete Flatwork



# PROJECT STATUS REPORT

Dover Elementary School -

Period Ending: 8/22/2012

**Scope:** Increment 2 - Construction of new kindergarten/preschool classrooms and multi-purpose room buildings with covered walkway.

## Construction Status:

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

## Contract Status:

Notice to Proceed: 06/15/2009

	Original	Approved	Projected
Construction Schedule (days):	1,110	208	1,318
Original Completion Date:	06/29/2012		
Projected Completion:	1/23/2013		

## Buildings:

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

## Progress This Period:

### Building B:

- Interior finishes including final floor waxing and cleaning; fire extinguishers; fire alarm testing; shade controls; training
- Furniture delivery and staff move-in
- Pre-school classroom and play structure certifications

### Building C:

- Interior finishes including lighting, p-lam panels and wood trims, final floor waxing and cleaning, fire extinguishers, kitchen equipment; training
- Kitchen health department and chair lift inspections
- Furniture delivery and staff move-in

### Site Work:

- Building abatement and demolition
- Off haul debris and removal of concrete slab

## Anticipated Progress Next Period:

### Building B:

- Punch list items, landscaping and training

### Building C:

- Punch list items, landscaping and training
- Form and concrete pour rear access ramp

### Site work

- Site grading
- Columns for connecting walkway canopy between A and C
- Form and concrete pour habitat garden

## Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,318
Construction Calendar Days Elapsed:	1,164
Construction Calendar Days Remaining:	154
Percent of Contract Calendar Days Elapsed:	88%
Percent of Construction Completed:	92%

Percentage of Work Done	92%	Total Project
-------------------------	-----	---------------

Phase 1 -- Demolition & Site Work	Increments 1 & 1A	100%
Phase 2 -- Building "A"	Increment 2	100%
Phase 3 -- Building "B" & "C"	Increment 3	99%
Phase 4 -- Site Work & Playground	Increment 3	15%

## Proposed Changes:

- Board Approved Change Orders #'s 1-21, CO #22 pending Board review and approval

## General Comment:

- Classes were conducted in the new kindergarten rooms on August 20th. The new multi-purpose room was also utilized for breakfast/lunch and after school activities.

Progress Photos: 8/22/2012



Bldg B - Typical Kindergarten Classroom



Bldg C - Multi-Purpose Room



Play Structure w/ Site Work in Back

# PROJECT STATUS REPORT

## Gompers and LPS Richmond Schools - New Construction

Period Ending: 8/22/2012

**Scope:** New Construction

### Construction Status:

Architect: HMC Architects  
Project Manager: Tim Peel, SGI Construction Management  
Project Engineer: Gail Suarez, SGI Construction Management  
Contractor: Lathrop Construction Associates  
Inspector: Roy Moreno  
WCCUSD Mgr: Andrew Mixer

### Contract Status:

Notice to Proceed: 08/20/2012  
**Original    Approved    Projected**  
Construction Schedule (days): 1,090  
Original Completion Date: 08/15/2015  
Projected Completion: 08/15/2015

### Buildings:

Building A                      Leadership Public Schools  
Building B                      Shared Gymnasium  
Building C                      Gompers High School

### Progress This Period:

### Anticipated Progress Next Period:

Mobilization

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	2
Construction Calendar Days Remaining:	1,088
Percent of Contract Calendar Days Elapsed:	0%
Percent of Construction Completed:	0

**Percentage of Work Done**

**Total Project**

### Proposed Changes:

### General Comment:

Progress Photos: 8/22/2012



# PROJECT STATUS REPORT

## Kennedy High School - ADA Upgrades and Elevator

Period Ending: 8/22/2012

**Scope:** ADA Upgrades and Elevator Project

### Construction Status:

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

### Contract Status:

Notice to Proceed:	08/15/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	210			
Original Completion Date:	03/12/2012			
Projected Completion:	8/31/2012			

### Buildings:

Elevator and Machine Room

### Progress This Period:

- Elevator permit obtained
- All doors installed

### Anticipated Progress Next Period:

- Conduct punch walks with Project Team and District
- Turn over elevator to school
- Complete punch list work
- Turn over warranty and maintenance documents
- Turn over as-builts
- Submit DSA closeout forms

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	210
Construction Calendar Days Elapsed:	373
Construction Calendar Days Remaining:	-163
Percent of Contract Calendar Days Elapsed:	177%
Percent of Construction Completed:	99%

<b>Percentage of Work Done</b>	<b>99%</b>	<b>Total Project</b>
--------------------------------	------------	----------------------

### Proposed Changes:

- Add locking function to elevator

### General Comment:

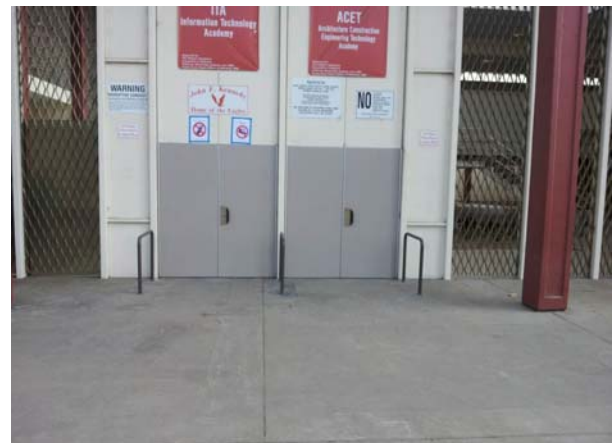
Progress Photos: 8/22/2012



Front Parking Lot Door



Installed Scuppers and Downspouts



Front Door and Rails



# PROJECT STATUS REPORT

## Kennedy High School - Concession Stand and Lights

Period Ending: 8/22/2012

**Scope:** Concession Stand and Lights

### Construction Status:

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

### Contract Status:

Notice to Proceed:	04/01/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	149			
Original Completion Date:	10/27/2011			
Projected Completion:	8/20/2012			

### Buildings:

Concession

### Progress This Period:

- Building has been turned over to the District

### Anticipated Progress Next Period:

- Address outstanding punch list items
- Submit Final Change Orders
- Submit DSA closeout forms
- Finalize and re-submit As-builts
- File Notice of Completion

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	149
Construction Calendar Days Elapsed:	509
Construction Calendar Days Remaining:	-360
Percent of Contract Calendar Days Elapsed:	341%
Percent of Construction Completed:	99%

Percentage of Work Done	99%	Total Project
-------------------------	-----	---------------

### Proposed Changes:

### General Comment:

Progress Photos: 8/22/2012



Front of Building



Stand - Building Rear



Kitchen and Appliances

# PROJECT STATUS REPORT

## Kennedy High School - Quads Upgrade

Period Ending: 8/22/2012

**Scope:** Quads Upgrade

### Construction Status:

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

### Contract Status:

Notice to Proceed:	12/27/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	305			
Original Completion Date:	10/27/2012			
Projected Completion:	10/27/2012			

### Buildings:

### Progress This Period:

- Turned over Quad 1 and Center Quad to school
- Demo and off-haul of subgrade completed for Quad 2
- Imported base rock for Quad 2
- Framing set walls and planters for Quad 2 - 80%
- Underground utilities for Quad 2 installed
- Trenching for underground utilities in Quad 3 - 40%

### Anticipated Progress Next Period:

- Set metal benches in Quad 1
- Install skateboard deterrent bolts in Quad 1
- Complete planting in Center Quad
- Compact base rock in Quad 2
- Pour concrete for planters and seat walls in Quad 2
- Pour concrete for flatwork in Quad 2
- Complete landscaping work in Quad 2
- Start Pavers in Quad 2
- Lay out trench drains in Quad 2
- Complete trenching and backfill in Quad 3
- Compact base rock in Quad 3

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	305
Construction Calendar Days Elapsed:	249
Construction Calendar Days Remaining:	56
Percent of Contract Calendar Days Elapsed:	81%
Percent of Construction Completed:	70%

Percentage of Work Done	70%	Total Project
-------------------------	-----	---------------

### Proposed Changes:

### General Comment:

Progress Photos: 8/22/2012



Open Quad 1



Base Rock Import



Center Quad - Landscaping

# PROJECT STATUS REPORT

## Lincoln, Harding, Ellerhorst, and Tara Hills Elementary School - Restroom Finish Upgrades

Period Ending: 8/22/2012

**Scope:** Restroom Finish Upgrades

### Construction Status:

Architect: Deems Lewis McKinnley  
Project Manager: Marcus Blackmon, Amanco, Inc.  
Project Engineer: N/A  
Contractor: B-Side Construction  
Inspector: N/A  
WCCUSD Mgr: Eduardo Donoso

### Contract Status:

Notice to Proceed:	07/18/2012		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	120	120	120
Original Completion Date:	11/14/2012		
Projected Completion:	11/14/2012		

### Buildings:

Lincoln	Buildings:
Harding	Buildings:
Ellerhorst	Buildings:
Tara Hills	Buildings:

### Progress This Period:

- Progress that has taken place at Lincoln (3 kindergarten restrooms, 2 preschool restrooms and one staff restroom), Harding (2 kindergarten restrooms), Ellerhorst (1 Severely Handicapped and 1 Kindergarten classroom) & Tara Hills (3 Kindergarten restrooms and their corresponding alcove sink areas) is as follows: removed fixtures and accessories, completed demo, prepared walls, installed "Z" trim angle piece above epoxy cove base, installed tile wainscot, reinstalled plumbing fixtures and accessories, and opened facilities to District for site use before the August, 20th beginning of school year.

### Anticipated Progress Next Period:

- Anticipated progress for next period is as follows: Lincoln - complete remaining kindergarten restrooms (3), along with a boy's and girl's gang restroom; Harding - complete one girl's and boy's gang restroom, a staff restroom, and, proceed with tiling at a second allotment of boy's/girl's gang restrooms; Ellerhorst - complete girls/boy's gang restroom and one remaining kindergarten restroom; Tara Hills - complete two staff restrooms and a set of girl's/boy's restrooms. Completion of said restrooms will complete Phase 1 of 2 modernization of restrooms. Re-epoxying and top coat application of restroom floors, for phase 1 restrooms, will take place at a later date.

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	120
Construction Calendar Days Elapsed:	35
Construction Calendar Days Remaining:	85
Percent of Contract Calendar Days Elapsed:	29%
Percent of Construction Completed:	90%

Percentage of Work Done	90%	Total Project
-------------------------	-----	---------------

### Proposed Changes:

The soap dispensers were changed to a foam dispensing model.

### General Comment:

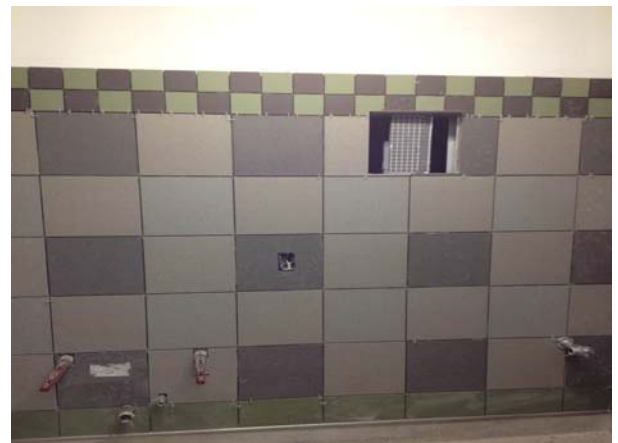
Progress Photos: 8/22/2012



Ellerhorst Elementary School SH Restroom



Harding Elementary School Kindergarten Restroom



Lincoln Elementary School Kindergarten Restroom

# PROJECT STATUS REPORT

## Murphy, Mira Vista and Sheldon Elementary School - Restroom Finish Upgrades

Period Ending: 8/22/2012

**Scope:** Restroom Finish Upgrades

### Construction Status:

Architect: AE3 Architects  
Project Manager: Marcus Blackmon, Amanco, Inc.  
Project Engineer:  
Contractor: AM Woo  
Inspector: N/A  
WCCUSD Mgr: Eduardo Donoso

### Contract Status:

Notice to Proceed:	06/28/2012		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	120	120	75
Original Completion Date:	10/25/2012		
Projected Completion:	10/25/2012		

### Buildings:

Sheldon	Buildings: A, B & C
Mira Vista	Buildings: A, B, C, D, E & F
Murphy	Buildings: B, C E, G, K and M

### Progress This Period:

- Progress for this period for all three project sites is as follows: removed all toilet accessories and fixtures, completed demo of all restrooms, replaced cementations backer units, installed water resistant gypsum board, installed "z" trim angle pieces above epoxy cove base, installed tile wainscott at walls, installed hand dryers, new stainless steel mirrors, new soap dispensers, and a re-epoxying of all restroom floors.

### Anticipated Progress Next Period:

- Anticipated progress for the tri-campus restroom project is punch list correction and close out.

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	120
Construction Calendar Days Elapsed:	55
Construction Calendar Days Remaining:	65
Percent of Contract Calendar Days Elapsed:	45%
Percent of Construction Completed:	90%

<b>Percentage of Work Done</b>	<b>90%</b>	<b>Total Project</b>
--------------------------------	------------	----------------------

### Proposed Changes:

The soap dispensers were changed to a foam dispensing model.

### General Comment:

Progress Photos: 8/22/2012



Sheldon Elementary School Staff Restroom



Murphy Elementary School Girl's Gang Restroom



Mira Vista Elementary School Boy's Gang Restroom



# PROJECT STATUS REPORT

## Ohlone Elementary School - West Campus

Period Ending: 8/22/2012

**Scope:** West Campus

### Construction Status:

Architect: Powell & Partners  
Project Manager: Sonya Perkins, SGI Construction Management  
Project Engineer: Paul Orr, SGI Construction Management  
Contractor: Zovich Construction  
Inspector: Mark Eriksen  
WCCUSD Mgr: Eduardo Donoso

### Contract Status:

Notice to Proceed:	08/01/2011	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	780			
Original Completion Date:	09/19/2013			
Projected Completion:	09/19/2013			

### Buildings:

Bldg. A	Admin/Library/Classrooms
Bldg. B	Classrooms

### Progress This Period:

- Framing in Bldgs. A & B continues, MEP rough in, blocking & repair installation for Learning Walls continues. Fire Sprinkler installation on first & second floor of building A, Canopy Framing, Install Underground Utilities( SS/Water Lines), fire line water in front parking lot of existing buildings completed, Demo/site grading, continuous work on stand alone Mock-up for building wraps, lath, cement plaster, roof, metal siding, waterproofing, cladding, etc.
- Building B exterior wrap of water roofing system has started. Brackets for sun shades has continues, perimeter door frames, Clearstory window pans, HVAC curbs and flashing systems have all started.
- BLDG A All MEP have started and are continuing.
- BLDG A Lower roof drain issues worked out and framing has picked up. Scaffolding of BLDG A is ongoing and building wrap has started.

### Anticipated Progress Next Period:

- MEP Rough-in, Framing, & Fire Sprinkler Installation continues.
- Begin Metro Wrap Bldg. A and B, Lath & Stucco, start roofing, install hardware for sun shades, elevator hoist beam modification, install roof drain on Bldg. A, install door jambs, fabrication of window flashing. Finalize stand alone mock-up for approval.
- EBMUD & PG&E approval to possibly begin installation.

### Schedule Assessment/Update:

Construction Duration (Calendar Days):	780
Construction Calendar Days Elapsed:	387
Construction Calendar Days Remaining:	393
Percent of Contract Calendar Days Elapsed:	49%
Percent of Construction Completed:	38%

**Percentage of Work Done**                      **38%**                      **Total Project**

### Proposed Changes:

Sheet metal flashings per ASI 7.1-7.5, Eco-tops, Panduit substitution, Learning Wall installation, Marquee signage conduit, Fire water back flow diverters, ASI 49 Butter fly roofing vents, ongoing, Omissions of ASI # 49 and a re-design are underway.

### General Comment:

Progress Photos: 8/22/2012



**Classroom Interior Framing/ Rough-in Electrical**



**Bldg. A Two-Story**



**Trenching for Underground Utilities**



# PROJECT STATUS REPORT

Peres Elementary School -

Period Ending: 8/22/2012

**Scope:** Construction of the new Peres Elementary Dental Clinic

## Construction Status:

Architect: HY Architects  
Project Manager: Rod Sias, SGI Construction Management  
Project Engineer:  
Contractor: R.L. Ziegenbein Construction  
Inspector: Kris Gilbert  
WCCUSD Mgr: Andrew Mixer

## Contract Status:

Notice to Proceed:	4/26/2012	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	90			
Original Completion Date:	7/31/2012			
Projected Completion:	9/14/2012			

## Buildings:

Main Building Peres Dental Clinic

## Progress This Period:

- Installation of Dental Equipment – IN PROGRESS.
- Installation of Ceiling Grid – COMPLETED.
- Installation of Linoleum Flooring – COMPLETED.
- Electrical and Plumbing Infrastructure – COMPLETED.
- HVAC Infrastructure – COMPLETED.
- Repair Bearing/Sheer Wall – COMPLETED.
- Installation of (N) Storage Door – COMPLETED.
- Construction of Sterilization Wall – COMPLETED.

## Anticipated Progress Next Period:

- Install Ceiling Tiles – IN PROGRESS.
- Install Tack Board – IN PROGRESS.
- Fire Alarm/Sprinkler Testing/Reprogramming – IN PROGRESS.
- Project Close Out – IN PROGRESS.
- Commemorative Dedication Date - September 28, 2012.

## Schedule Assessment/Update:

Construction Duration (Calendar Days):	90
Construction Calendar Days Elapsed:	118
Construction Calendar Days Remaining:	-28
Percent of Contract Calendar Days Elapsed:	131%
Percent of Construction Completed:	95%

<b>Percentage of Work Done</b>	<b>95%</b>	<b>Total Project</b>
Peres Dental Clinic		95%

## Proposed Changes:

- Unforeseen Condition-Bearing/Sheer Wall In Need of Repair. DSA approved structural resolution. ASI-03 (FCD1, 2,&3) issued.

## General Comment:

Progress Photos: 8/22/2012



Installation of (N) Linoleum Flooring - COMPLETED



Construction of Sterilization Wall - COMPLETED



Installation of Dental Equipment - IN PROGRESS