

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
November 6, 2013

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
NOVEMBER 6, 2013**

BOARD AGENDA PACKETS AND INFORMATION:

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

Complete Board agendas and packets are available online at: www.wccusd.net.

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

VIEWING THE BOARD MEETINGS:

Television:

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

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

Audio recordings 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 **5:30 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 the Youth Commission**
- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption (Public Comment)**
- * **B.7 Minutes: October 16, 2013**
- * **B.8 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.

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 November 6, 2013.

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 November 6, 2013.

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 2013-2014 school year are summarized, dated November 6, 2013.

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 November, 2013.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per contracts summary

***CI C.5 Notification of Claims Rejected**

Comment:
The District has received claims requesting compensation for personal injury. The District's risk management firm has investigated the claims and is requesting the School Board to ratify the authorized claims rejections.

Recommendation:
Ratify the rejection of claims

Fiscal Impact:
None

***CI C.6 Certificated Board Authorization - Education Code 44258.3**

Comment:
Ed Code 44258.3 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**

Comment:

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

Recommendation:

Ratification and Approve Certificated Personnel Changes

Fiscal Impact:

None

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

Comment:

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

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed, dated November 6, 2013.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.9 Board Policy 1312.3 – Community Relations**

Comment:

The Human Resources Department has worked to revise Board Policy 1312.3 – Community Relations; specifically the procedures in how the District addresses Uniform Complaints.

Recommendation:

Recommend approval of the modifications to Board Policy 1312.3

Fiscal Impact:

None

***CI C.10 Procurement Contract for Audio Visual Equipment to support Common Core Program in the Classroom**

Comment:

Under Public Contract Code Section 20118 (K-12) our District is able to utilize procurement contracts which have been publicly bid or negotiated for the use by other public entities. Through Troxell Communications we will be utilizing contract NCPA01-06 for the procurement of document cameras, projectors, speakers and carts to support the Common Core Program in the classroom.

Recommendation:

Approve the National Cooperative Purchasing Alliance contract NCPA01-06 for the procurement of document cameras, projectors, and carts to support the Common Core Program in the classroom through Troxell Communications.

Fiscal Impact:

\$797,960.00 from Measure E 2012

***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

Fiscal Impact:

Total for this action: \$214,535. Funding sources Measure J Bond, Measure D-2010 Bond, and Fund 40.

***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: De Anza HS Replacement Campus; Nystrom ES Interim Campus; Peres ES Modernization; Downer ES Restroom Repairs. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the De Anza HS Replacement Campus; Nystrom ES Interim Campus; Peres ES Modernization project is required by the Board, with special findings as noted below, because this project is 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 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: \$745,431.15

***CI C.13 Ratification of Staff Awarded Contract (CUPCCAA)**

Comment:

The District solicited bids for two CUPCCAA projects and the Superintendent's designee has approved and executed a contract for the following projects:

- Portola Middle School Sidewalk Removal & Replacement McKim Company \$12,230
- Kennedy High School Football Field Lighting Controls W. Bradley Electric \$39,127

All contracts approved by District staff must be ratified or, in some cases, reviewed by the District's Board. (CUPCCAA Resolution # 90-0809 (2009); Educ. Code § 22034).

Recommendation:

Ratify staff award of the contract to McKim Company & W. Bradley Electric.

Fiscal Impact:

\$51,457. Project will be funded from the Measure J.

***CI C.14 Coronado Elementary School Campus Replacement Project Award of Contract**

Comment:

WLC has prepared plans and specifications for the project. Scope of work includes demolition of all existing hardscape, and on-site and off-site utilities. Work also includes paving and grading, construction of 64,738 square feet of new classroom, administrative, multipurpose and support facilities, covered walkways, landscaping, sod playfield, running track, paving, parking, striping, site lighting, city side walk improvements, the provision and installation of utilities, low voltage systems, and miscellaneous materials and equipment.

The District conducted a public bid process for the project. Bids were opened on October 22, 2013. Six Contractors submitted bids. They are as follows: Lathrop Construction Associates, Inc. \$27,059,000; Wright Contracting \$27,240,000; Alten Construction \$27,382,810; ARTNZ Builders \$28,270,484; Roebbelen Contracting \$28,684,770; MidState Construction \$28,714,670. The bid price includes the contract value, alternate and unit pricing, used for negotiating change orders only. The lowest responsive, responsible bidder is Lathrop Construction Associates, Inc.

Recommendation:

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

Fiscal Impact:

Funded from the Measure D-2010 Bond

***CI C.15 Resolution No. 44-1314: Placing Oversight of Measure “E” Funds with the, Measure M, D, J, and D-2010 Citizens Bond Oversight Committee**

Comment:

Existing law provides that if a bond measure is authorized under the Constitutional provisions established by Proposition 39, the governing board of the school district must establish and appoint members to a Citizens’ Bond Oversight Committee (CBOC) to review and report on bond fund expenditures to ensure compliance with the purposes and accountability requirements. (Ed. Code section 15278).

Over the past decade, the District has passed four Proposition 39 bond measures, Measure “M” for \$150 million in 2000, Measure “D” for \$300 million in 2002, Measure “J” for \$400 million in 2005 and Measure “D-2010” in 2010, for which a CBOC was required by law and for which a CBOC is currently providing oversight. In November of 2012 the District passed another Proposition 39 bond measure, Measure “E” for \$360 million dollars for which a CBOC is also required by law.

The District’s Board desires to have the current CBOC provide oversight of Measure E funds in addition to its duties providing oversight of Measures M, D, J and D-2010 funds. Adoption of this resolution will achieve the Board’s objective.

Recommendation:

Recommend adoption of the Resolution No. 44-1314: Placing Oversight of Measure “E” Funds with the, Measure M, D, J, and D-2010 Citizens Bond Oversight Committee.

Fiscal Impact:

No fiscal impact or implications associated with the adoption of this resolution

***CI C.16 Citizens’ Bond Oversight Committee (CBOC) Appointment: Alex Aliferis**

Comment:

Contra Costa Taxpayers Association has forwarded a recommendation that Alex Aliferis be the Taxpayers’ Organization appointee on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

***CI C.17 Citizens' Bond Oversight Committee (CBOC) Reappointment: Julio Arroyo**

Comment:

Public Employees Union Local One has forwarded a recommendation that Julio Arroyo be reappointed on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

***CI C.18 Citizens' Bond Oversight Committee (CBOC) Appointment: Kelvin Love**

Comment:

Dr. Bruce Harter has forwarded a recommendation that Kelvin Love be the Parent/Guardian appointee on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment as noted

Fiscal Impact:

None

***CI C.19 Appointment to the Citizens Bond Oversight Committee: James Oakley**

Comment:

One of the five mandatory positions on the Citizens Bond Oversight Committee is the senior citizen position. James Oakley is recommended to fill the position vacated by Joe Fisher.

Recommendation:

That the Board appoint James Oakley as the senior citizen representative to the Citizens Bond Oversight Committee.

Fiscal Impact:

None

***CI C.20 Resolution No. 40-1314: Recognizing Contributions of Veterans to the Country**

Comment:

Resolution No. 40-1314 acknowledges the contributions of our veterans and encourages all citizens, staff, faculty, students and families to participate in the celebration of Veterans' Day.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.21 Resolution No. 41-1314: American Education Week: November 18 – 22, 2013**

Comment:

American Education Week - November 18-22, 2013 - presents all Americans with a wonderful opportunity to celebrate public education and honor individuals who are making a difference in ensuring that every child receives a quality education.

WCCUSD schools will celebrate this week with relevant classroom and schoolwide activities.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.22 Resolution No: 42-1314: California Sikh American Awareness and Appreciation Month**

Comment:

The State Board of Education has proclaimed November 2013 as California Sikh American Awareness and Appreciation Month. The West Contra Costa Unified School District recognizes the contributions of Sikh Americans and encourages schools to conduct appropriate commemorative exercises to promote awareness of the contributions of Sikh Americans to California's history.

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.23 NCLB Supplemental Educational Services (SES) Tutoring Contracts**

Comment:

The No Child Left Behind (NCLB) Act of 2001 requires school districts to set aside an amount equivalent to 20% of the Title I entitlement for the purposes of providing Transportation for Choice and Supplemental Educational Services (SES). In WCCUSD 20% of the entitlement is \$1,404,000. Of this amount, \$70,000 is needed for Transportation for Choice leaving \$1,334,000 available for SES tutoring.

Federal guidance regarding Supplemental Educational Services was released on January 14, 2009. The guidance specifies the roles and responsibilities of the U.S. Department of Education, the State Board of Education and the Local Educational Agency. The guidance has been used to inform the implementation of this initiative in WCCUSD. Each year the Department of Education sets the official per pupil allotment (PPA) for each district, which represents the maximum amount to be expended per participant. The official rate for 2013-14 is \$881.00 per student; therefore, approximately 1,514 eligible students may be served.

Parent/guardians of all students participating in the free and reduced lunch program at the 20 Title I schools in year 2 and beyond of NCLB Program Improvement were informed of the opportunity to

receive these tutoring services. An informational catalog and application were created in English and Spanish with descriptions of the programs offered by the State-approved providers. These materials were mailed to all eligible families in August. In addition, catalogs are available in the front office of all participating schools. Furthermore, many of the participating schools hosted provider fairs for their school communities.

Permission is requested of the Board of Education to approve contracts between the District and named State-approved SES providers per parental choice for the period of November 26, 2013 through June 30, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
Appropriate expenditure of Title I SES reservation

***CI C.24 Approval of Board Members Travel**

Comment:

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

- Silicon Valley Education Foundation: The Importance of Early Math, Santa Clara, November 12, 2013

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

Recommendation:
Recommend Approval

Fiscal Impact:
General Fund

***CI C.25 Out of State Travel for Administrators**

Comment:

Richmond High School administrators Sumerlyn Sigler and William McGee will travel to New York City to attend the educational event Teacher Apprenticeship Program (TAP). All expenses will be covered by Holy Names University. Travel dates are November 16-19, 2013.

Recommendation:
Recommend Approval

Fiscal Impact:
None

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 CSBA Names Peres Dental Project as Golden Bell Award Winner**

Comment:

The WCCUSD has been chosen as one recipient of the state's leading educational honor, the Golden Bell Award. The Golden Bell Award, now in its 34th year, is sponsored by the California School Boards Association. The award recognizes public school programs that are innovative and sustainable, make a demonstrated difference for students, and focus on meeting the needs of all students. WCCUSD will receive its award at a recognition ceremony to be held on Saturday, December 7 at CSBA's Annual Education Conference and Trade Show in San Diego.

Experts from school districts and county offices of education made up the 11-member judging panel that reviewed the written entries that made the initial recommendations for the award. On-site validators assessed the programs in action.

The Dr. Dan Tanita Dental Clinic was developed to respond to the fact that many of the students in our low income schools have limited access to dental health care. The goal of the Clinic is to provide on-site dental health care to the students of Peres Elementary School in San Pablo. The program provides free dental services to all the children of Peres Elementary – a school of 568 students – 90% of whom are economically disadvantaged.

Recommendation:

That the Board celebrate this accomplishment.

Fiscal Impact:

None

*** D.2 Budget Update**

Comment:

Associate Superintendent Business Services will provide an update on the budget.

Recommendation:

For Information Only

Fiscal Impact:

None

*** D.3 Public Hearing for Common Core State Standards Implementation Funds**

Comment:

As a condition of receiving and spending the CCSS implementation funds, a school district is required to develop and adopt a plan delineating how the CCSS implementation funds will be spent. The plan must be explained in a public meeting of the governing board of the school district before its adoption in a subsequent public meeting.

The funds can be used for professional development, supplemental instructional materials aligned to the common core, and technology.

Staff will present the elements of WCCUSD's CCSS Implementation Funds Plan.

Recommendation:
Public Hearing

Fiscal Impact:
\$5,872,800 over two years

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

*** E.1 Standing Reports**

Representatives of the following committees and employee unions are invited to provide a brief update to the Board. Representatives from these groups 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
College and Career Readiness Academies	Technology Committee
Community Budget Advisory Committee	United Teachers of Richmond
Facilities Subcommittee	Youth Commission
Ivy League Connection	

*** E.2 Superintendent's Report**

F. ACTION ITEMS

*** F.1 Decision Concerning Charter Petition from Richmond Charter Elementary**

Comment:

On September 13, 2013 Mr. Jorge Lopez submitted a Charter Petition for a school intended to serve Kindergarten through fifth grades students in the West Contra Costa Unified School District.

On October 2, 2013 the West Contra Costa Unified School District board convened to hold a hearing to determine the level of community support for the Richmond Charter Elementary School.

The Charter Schools Act states that a school district governing board considering whether to grant a charter petition "shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged." (Ed. Code, § 47605(b).) With this legislative intent in mind, the governing board must grant a charter "if it is satisfied that granting the charter is consistent with sound educational practice." (Ed. Code, § 47605(b).)

Upon receipt of the petition, components of the petition were assigned to various staff members of the District for review and analysis based on individual areas of expertise. Review of the different components of the charter petition was allocated as follows: Educational Program, Lynn Potter, Director Educational Services, Sonja Neely-Johnson, Mimi Melodia, and Dr. Linda Delgado, Coordinators Educational Services; Special Education, Steve Collins, SELPA Director; Fiscal/Budget, Daniela Parasidis, Director of Business Services, and general oversight and evaluation were provided by attorneys Chad Graff and Shawn Olson Brown of Fagen Friedman & Fulfrost LLP.

Staff and legal counsel have reviewed the Petition and prepared the Staff Written Findings Regarding Richmond Charter Elementary School Petition (“Findings”), which are attached. The staff’s analysis of the petition includes a review of its educational program, fiscal and governance structures, student admissions and discipline, labor and personnel issues, facilities and legal issues.

The pages immediately following this précis contain the Resolution to Conditionally Approve the Petition pending fulfillment of the requirements described in the Resolution to remedy deficiencies identified in the Findings.

Recommendation:

To adopt the Resolution to conditionally approve the petition and provide a seventy-day time period to remedy the identified deficiencies through revision of the petition and development of memoranda of understanding between the petitioners and District on operations and special education services. As provided in the Resolution, if the deficiencies are not remedied in the seventy-day period, the petition shall be denied.

Fiscal Impact:

Loss of ADA due to students leaving District schools

*** F.2 Approval of Agreement with West Contra Costa Administrators Association (West Contra Costa Administrators Association / AB1200 Public Disclosure of Collective Bargaining Agreement with WCCAA)**

Comment:

District and West Contra Costa Administrators Association Collective bargaining proposals were sunshined for the 2013-2015 year. Tentative Agreement has been reached with representatives of West Contra Costa Administrators Association (WCCAA). A copy of the Tentative Agreement will be provided at the Board meeting. The West Contra Costa Administrators Association (WCCAA) has ratified the Agreement; it is now presented to the Board of Education for ratification.

School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the savings associated with the agreement is provided. This summary has also been provided to the County Office of Education.

The Board will receive public comment on the proposed contract changes before the Board votes to ratify the Agreement.

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

Recommendation:

Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and West Contra Costa Administrators Association (WCCAA).

Fiscal Impact: General Fund \$9, 250 for 2012-13
General Fund \$11,250 for 2013-14

* **F.3 Sexual Harassment Statement**

Comment:

The West Contra Costa Unified School District is committed to maintaining a working and learning environment that is free from sexual harassment. Sexual harassment of or by employees or students, or persons doing business with or for the District is a form of sex discrimination in that it constitutes differential treatment on the basis of sex, sexual orientation, or gender, and, for that reason, is a violation of state and federal laws and a violation of this policy.

The District considers sexual harassment to be a major offense which can result in disciplinary action to the offending employee or the suspension or expulsion of the offending student in grades four through twelve. Suspension or expulsion as a disciplinary consequence for sexual harassment shall not apply to students enrolled in Kindergarten and grades one through three. However, students enrolled in Kindergarten and grades one through three may be subject to other disciplinary actions.

Any student or employee of the District who believes that she or he has been a victim of sexual harassment shall bring the problem to the attention of the site administrator or Title IX Coordinator so that appropriate action may be taken to resolve the problem. The District prohibits retaliatory behavior against anyone who files a sexual harassment complaint or any participant in the complaint investigation process. Complaints will be promptly investigated in a way that respects the privacy of the parties concerned.

California Education Code Section 212.5 defines sexual harassment as any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting, under any of the following conditions:

- **Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.**
- **Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.**
- **The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance. Or of creating an intimidating, hostile, or offensive work or educational environment.**

Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Recommendation:

Recommend Approval of the District Sexual Harassment Statement

Fiscal Impact:

None

G. DISCUSSION ITEMS

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – November 20, 2013

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

November 6, 2013

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

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

- a. WCCUSD v. Orrick
- b. Palmer and Pollack v. WCCUSD
- c. American Standards Properties 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)

Superintendent's Evaluation

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: November 6, 2013

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from the Youth Commission.

Background Information:

A Student Board Representative from the Youth Commission will attend the Board of Education on November 6, 2013. 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 Board of Education Meeting
Lovonya DeJean Middle School
3400 Macdonald Avenue
Richmond, CA 94805

Agenda Item B.7

October 16, 2013

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

A. OPENING PROCEDURES

A.1 Welcome and Meeting Procedures

President Kronenberg called the meeting to order at 6:09 p.m. and welcomed the audience.

A.2 Pledge of Allegiance

A.3 Roll Call

CBOC Members Present:

Charles Cowens, Dennis Hicks, Thomasina Horsley, Ken Jett, Ivette Ricco, Kristin Rosekrans, Tim Warner, Tom Waller, Orlandus Waters

Board Members Present: Randy Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather, Charles Ramsey

Staff Present: Madgy Abdalla, District Engineering Officer; Martin Coyne, Executive Director Bond Finance; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance and Operations; Christina Gallea, Sr. Facilities Planning Specialist; Bruce Harter, Superintendent; Keith Holtslander, Director of Facilities

President Kronenberg turned the meeting over to Chairperson Ivette Rocco to preside.

A.4 Approval of Agenda

MOTION: Chairperson Ricco asked the committee for approval of the agenda. A motion was made by Mr. Cowens and seconded by Mr. Waters to approve the agenda. The committee voted approval by voice vote.

Discussion was held about the differences between the submitted agenda and the published agenda. Mr. Cowens noted the differences being the resolution passed by the committee as a discussion item as well as the format for project status updates.

A.5 Approval of Minutes

MOTION: Chairperson Ricco asked for any changes, revisions, additions, corrections or amendments to the Minutes. A motion to approve the Minutes was made by Ken Jett and seconded by Mr. Cowens. The committee approved by voice vote.

A.6 Chair's Report

Chairperson Ricco spoke of the perception of the CBOC and free flow of information between the District and the community. She expressed concern that changes are needed to insure open communication. She listed areas of concern for the consideration of the Board:

- Facilities Subcommittee meeting reports of actions taken
- A Board member present at CBOC meetings
- Eliminate the photo project update status reports
- Better data for the public and method for handling public requests for information

Ms. Ricco invited committee members to speak.

Mr. Waters commented about the Facilities Operations Center relocation and transition. He expressed concern for a budget including costs of renovation and equipping the site for occupancy, as well as loitering of transients and a security plan to offset potential damage by vagrants.

Mr. Hicks addressed the committee regarding monitoring safety at current construction sites. He particularly spoke of an incident at the Portola site. Mr. Fay responded.

Ms. Wanda Brady and Mr. Marcos Montez, PG & E representatives, presented the District with a check for building design efficiency for the DeAnza High School construction project. The District has received almost a \$1 million in incentive funds for participation the energy efficiency program Saving by Design.

A.7 Future Joint Meetings

Chairperson Ricco spoke about the joint meetings and working with the Board to coordinate future meetings. Mr. Cowens asked about the meeting dates for the coming year. Dr. Harter responded.

B. DISCUSSION ITEMS

B.1 Mid-Year Report Review

Mr. Abdalla and Mr. Coyne presented staff's response to five areas of concern addressed in the performance audit of last year. The areas of concern were Program Management, Bidding and Procurement, Change Order Procedures, Claim Avoidance Procedures, and Measure J Expenditures and Payment Procedures.

Public Comment:

None

Discussion:

Mr. Jett expressed objection about the appropriateness for staff to respond to the audit. Committee members asked questions regarding procedures to which Mr. Abdalla and Mr. Coyne provided clarification.

Auditor Vern Webber recommended reading the full audit review rather than just the midyear review report. He provided more information regarding the performance audit and the goal of 100% compliance. Mr. Webber addressed additional questions from the committee.

B.2 Performance Audit

Mr. Coyne provided information regarding the third year performance review by Total School Solutions for the year 2012-2013. Mr. Coyne and Mr. Webber provided an overview of the process for data collection, staff and construction project personnel interviews, and review and editing of the report presented to the Board in March of that year.

Public Comment:

None

Discussion:

Committee discussion was held about involving the committee in the internal draft response.

B.3 Project Status Report

In consideration of the length of the meeting, this item was presented to the committee in printed format. Mr. Ramsey and Mr. Warner addressed projects in design that were not included in the listing of projects.

Public Comment:

None

Discussion:

Mr. Fay and Mr. Abdalla gave a brief update.

B.4 Membership: Current Status and Improvements

Mr. Cowens reported on the active role of the Superintendent in recruiting new members to fill vacancies. Superintendent Harter provided an update on three pending appointments.

Public Comment:

None

Discussion:

None

C. PUBLIC AND COMMITTEE COMMUNICATIONS

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

James Erickson, Judd Goodman, Sherry Drobner, Giorgio Cosentino, Claudia Bugatto

D. ADJOURNMENT

Chairperson Ricco announced the next meeting for December 4, 2013 and adjourned the meeting at 7:31 PM.

*Minutes of the WCCUSD Board Of Education
October 16, 2013*

A. CLOSED SESSION

B. OPENING PROCEDURES

President Kronenberg called the meeting to order at 5:00 P.M. The Board recessed into Closed Session and reconvened for the joint meeting with the Citizens Bond Oversight Committee at 6:09 PM. President Kronenberg called the Public Session for the regular meeting to order at 7:40 P.M.

B.1 Pledge of Allegiance

B.2 Welcome and Meeting Procedures

President Kronenberg offered welcome and instructions to the public regarding the meeting.

B.3 Roll Call

Board Members Present: Randy Enos, Todd Groves, Madeline Kronenberg, Elaine Merriweather, Charles Ramsey

Staff Present: Magdy Abdalla, Engineering Officer; Martin Coyne, Executive Director Bond Finance; Linda Delgado, Coordinator; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Maintenance/Operations; Sheri Gamba, Associate Superintendent for Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holtslander, Ken McDaniel, Maintenance Supervisor; Leticia Oregon, Interpreter; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Ken Whittemore, Assistant Superintendent Human Resources

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

Mr. Bowie Lee provided a report of activities at El Cerrito High School.

B.5 Report/Ratification of Closed Session

None

B.6 Agenda Review and Adoption

MOTION: Mr. Ramsey moved approval of the agenda. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.7 Minutes: September 25, 2013; October 2, 2013

Mr. Groves made a correction to the September 25, 2013 Minutes.

MOTION: Mr. Ramsey moved approval of the corrected September 25 Minutes as well as the October 2 Minutes. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

B.8 Request to Address the Board – Billie Alexander

This item was moved to follow D.2.

B.9 WCCUSD Public Comment

Don Gosney

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Approval of Donations

- C.3 Approval of Fund-Raising Activities
- C.4 Summary of Payroll and Vendor Warrant Reports
- C.5 Adoption of Resolution No. 39-1314: Replacement of Outdated Warrant
- C.6 Certificated Board Authorization – Education Code 44258.3
- C.7 Approve the Following New Job Description – Field and Facilities Use Worker
- C.8 Ratification and Approval Engineering Services Contracts
- C.9 Ratification and Approval of Negotiated Change Orders
- C.10 Ratification of Staff Awarded Contracts (CUPCCAA)
- C.11 Williams Lawsuit Complaints Quarterly Report
- C.12 Approval of Board Members Travel

MOTION: Mr. Ramsey moved approval of Consent Items C.1 – C.12. Mr. Enos seconded. Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Employee Service Anniversary Recognition

Mr. Whittemore invited the Board to join him in recognizing employees with 1950 combined years of service. Individual employees were recognized with 20, 25, 30 and 35 years of service to the District.

Public Comment:
None

Board Comment:
None

D.2 Citizens' Bond Oversight Committee (CBOC) Resolution 13-1

Mr. Fay responded to Citizens' Bond Oversight Committee Resolution 13-1. He said that the comments were reviewed at the last committee meeting and this was a formal written statement in response. He continued with information about updates to the website and a suggested Frequently Asked Questions section to enable the communication process and requests for information from the public. Overall the committee is seeking more transparency and for staff to rededicate itself to recognizing their volunteerism and tremendous efforts to better the program. Mr. Fay spoke of his communication process to log and monitor requests, staff responses, and monthly reports back to the committee. He concluded by stating that the resources are available and committed to assist the committee with site tours, general contractors activities, as well as filling vacancies on the committee.

Public Comment:
Charles Cowens, Ivette Ricco

Board Comment:
Mr. Groves reinforced the importance of a Board member being present at every Citizen's Bond Oversight Committee meeting. He suggested putting all presentations on the website for full public information.

Ms. Merriweather said she appreciated all the work done by CBOC members and hoped that the concerns expressed will be addressed. She said she wanted their great work for the public to continue.

Mr. Enos voiced the same appreciation and concerns urging committee members to share concerns with Board members.

President Kronenberg thanked the committee members and commented about her own service on the committee at one time. She understood the level of volunteerism and commitment. She confirmed the importance of the resolution.

B.8 Request to Address the Board – Billie Alexander

Mr. Alexander spoke about 2012 voter approval of Proposition 30 as a tax to fund education and public safety. He asked the Board to consider a public hearing specifically to inform parents about Proposition 30 and changes coming about in education with STEM and Common Core that will demand separate curriculums.

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

E.1 Standing Reports

Academic Subcommittee. Ms. Rashidchi reported on the last meeting where the Common Core working group presented three different subject matters regarding professional development, supplemental materials, and technology. Discussion also included the academic instructional focus each school has picked to address related to Common Core implementation. The next step will be to bring a budget to the Board on November 2nd for public hearing. Mr. Enos commended staff on the good work done at the meeting.

College & Career Readiness. Mr. Greer said that Linked Learning staff will present a district pathway meeting on October 21 and 22 for the seven northern California districts attending. He said that Ms. Rebecca Ross will begin meetings to develop the business advisory group and a spring Principal for a Day event at schools.

Facilities Subcommittee. Mr. Ramsey reported on the discussion regarding the San Pablo I-80 overpass to Riverside Elementary School. He said that all parties will meet again in the next 30-45 days to return with options for further discussion. The next subcommittee meeting will be held November 12.

Ivy League Connection. Mr. Don Gosney reported that the 2014 season is up and running to expand the college going culture in the District. He said that presentations were made to all high schools in the District where he spoke with 425 students, many of whom were freshmen. He said many sophomores were eager to apply. People can contact Mr. Gosney or view the website for more information. Selection interviews will begin in November. Mr. Ramsey reported on meetings with a Yale admissions officer as well as upcoming meetings with Yale and Brown University' mentors.

Safety Committee. Ms. Merriweather reported on the November 3rd meeting where a Catholic Charities representative shared about the Restorative Justice program working in several high schools. The Community Schools initiative is launching a website for the public to access information. Mr. Enos commented that people should pay attention to activities going on around school campuses in an effort to prevent accidents. The next meeting is tentatively scheduled for November 7, 2013 with details to follow.

Technology Advisory Committee. Ms. Phillips reported on the recent meeting where discussion included the technology plan which is being updated and TAC recommendations for alignment with the District's strategic plan to be completed by the end of school year. Much of the meeting was spent discussing professional development. She said that the first tech newsletter is now available and 25% of site infrastructure upgrades have been completed.

Youth Commission. Mr. Groves reported that the commission met last Monday with a robust attendance. He would like to see every high school represented. Commissioners set goals for the year. He expects an engaged year bringing out student views in order to inform the Board. The next meeting will be November 8, 6:30 PM at Helms Middle School.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

E.3 In Memory of Members of the School Community

Superintendent Harter recognized the contributions of members of the community who have passed away.

Public Comment:

None

Board Comment:

None

F. ACTION ITEMS

F.1 Public Hearing: Grades K-12 Textbook and Instructional Materials Compliance for Fiscal Year 2013-2014

Ms. Liz Torio presented information about the challenges reaching sufficiency due to the new ELA adoption of textbooks. She said that the challenges included new classes formed after school began and familiarizing staff with all

components of the *Treasures* material. She reported that all materials have been ordered and an action plan is in place to address the matter. She said that staff will return to the Board in November to provide 100 % sufficiency.

President Kronenberg opened the public hearing.

Public Comment:

None

President Kronenberg closed the public hearing.

Board Comment:

Mr. Groves asked about feedback regarding human error in the ordering process. Ms. Torio responded for clarification.

Mr. Enos asked about students receiving all materials by November. Ms. Rashidchi affirmed.

MOTION: Mr. Ramsey moved approval of Resolution No. 35-1314: Resolution For Grades K-I2 Textbook And Instructional Materials Compliance For Fiscal Year 2013-2014. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (Advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.2 Report and Recommendation from Naming Committee

Superintendent Harter reported that Mr. Enos and President Kronenberg volunteered to consider naming some portion of DeAnza High School in honor of Ms. Karen Mason. After review, the committee recommendation was to select Building 7, which houses the Language Arts classes, as the ideal location to honor Ms. Mason. If the Board concurred, signage and a-if possible, a mural will be put in place.

Public Comment:

None

Board Comment:

Mr. Enos said that he supported adopting the recommendation. President Kronenberg concurred.

MOTION: Mr. Ramsey moved approval of the Recommendation from the Naming Committee to name DeAnza High School Building 7 in honor of Ms. Karen Mason. Mr. Enos seconded Mr. Enos, Mr. Groves, Mr. Ramsey, Ms. Merriweather, Student Representative Bowie Lee (Advisory vote only) and President Kronenberg voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

G. DISCUSSION ITEMS

G.1 Board Policy 1312.3 – Community Relations

Mr. Whittemore asked the Board to review the policy regarding community relations and the Uniform Complaint Procedure. This update provides compliance with current laws to include language regarding bullying and CSBA recommendations. This item will return to the next Board meeting for final review and approval.

Public Comment:

None

Board Comment:

Mr. Ramsey commended this as an important item and looked forward to seeing return for approval

Mr. Groves commended staff for being proactive.

G.2 Project Update for Stege Elementary School Campus Replacement

Mr. Fay introduced Mr. Juan Garrahan of SGI to orchestrate the presentations. Mr. Garrahan provided information regarding the schematic design progress. Architect Fred Powell gave an update of completed items as well as meeting with the principal to review the final development of the project. He reported that staff is working on the design development phase and is on schedule.

Public Comment:

None

Board Comment:

Mr. Groves talked about the building projects promoting learning. He supported strategies that provide new experiences for students.

President Kronenberg said that it may be appropriate to take a new look at District construction standards in order to be dynamic with instructional innovations and universal design in building plans.

Ms. Merriweather asked how far along the design plans were. Mr. Powell responded that the plans are still at a stage to incorporate new technology.

G.3 Project Update for Pinole Middle School football and Soccer Field

Mr. Garrahan said that the football and soccer fields are the last components of the Pinole Middle School modernization. He said that all of the plans have been DSA approved and staff is looking ahead to the first quarter of next year for contractor bids. He expected construction to begin with dry weather next year.

Public Comment:

None

Board Comment:

Mr. Ramsey said that this project should return to the Facilities Subcommittee for final approval. He spoke about concerns from the City of Pinole. Mr. Powell said that the first phase was completed in 2010 and the Building A was completed in 2012. Mr. Ramsey urged getting the final phase for the fields complete and said that he would like to bring this back in January for an update.

G.4 Project Update for Montalvin Manor Elementary School Classroom Building Addition

Mr. Garrahan reported that this project was presented to the Board on July 10. Since that time it has been recognized that the infrastructure component for security needed to be incorporated. He estimates that the package will go to bid in January with construction to begin in February. He estimated a twelve month construction. Architect Jose Vilar spoke about the security design to prepare a package to be incorporated into the new classroom building. This project includes the addition of two classrooms, community kitchen, therapy room, restroom facilities and storage. Mr. Garrahan said that bids and construction are scheduled for 2014.

Public Comment:

None

Board Comment:

None

G.5 Project Update for El Cerrito High School Stadium and Field Replacement

Mr. Garrahan reported on the anticipated bids by October 30th. Architect Kevin MacQuarrie of WLC Architects was present to give information.

Public Comment:

None

Board Comment:

Mr. Ramsey asked Mr. MacQuarrie about the discussion of this project, public meetings and hearings held in 2006. Mr. Ramsey said he felt this project should not be allowed to delay any longer than necessary. Mr. Abdalla spoke about meeting with a group of neighbors, finding that most neighbors are very supportive while some were skeptical. He said that he saw this as a matter of making sure to be attentive to concerns expressed.

Mr. Ramsey asked about the complications of the project. Mr. Abdalla responded about the amount of attention to detail in order to have a successful project. Discussion continued with history of the existing buildings on the field.

Mr. Ramsey asked about the duration of project. Mr. Fay offered the suggestion to go forward with the project and incorporate neighbors' concerns with the Facilities Subcommittee.

Mr. Enos said he agreed with the need to move the facility forward to completion.

Mr. Groves said he is willing to listen to neighbors, but the students have been waiting a long time for completion of the stadium. He said he felt the project needs to get moving for the good of the community.

President Kronenberg spoke about mitigation of neighbors' concerns.

G.6 Project Update for Downer Elementary School Playfield

This item was held over to a future meeting.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Mr. Ramsey announced the special meeting planned for October 23rd that will address alignment of the strategic plan with resources and a possible parcel tax. He would like to ask constituents and voters for their input toward implementation. He said he would also like to have the bond finance team return to discuss keeping bond construction projects aligned and moving forward. He spoke about the potential loss of \$1 to 1.5 billion and keeping tax rates down.

Ms. Merriweather asked for clarification about the purpose of the special meeting. Mr. Ramsey responded that discussion will include priorities around funding the strategic plan and what potential voters are willing to pay. He would like to find resources before the Local Control Funding Formula is fully implemented. He also supported polling voters regarding a funding bridge to prevent shut down of construction projects.

Mr. Enos commented about an important element of the strategic plan to hire quality teachers.

President Kronenberg wished everyone a happy College Day and recognized the colleges represented by the Board and staff.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – November 6, 2013

K. ADJOURNMENT

President Kronenberg adjourned the meeting at 9:45 P.M.

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: November 6, 2013

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 November 6, 2013.

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
Linked Learning Pilot Program	\$80,000	California Department of Education - Career and College Transition Division	Support of the new Linked Learning Pilot Program
Resource # 6381	7/1/13 - 6/30/14		PCA # 25213-01
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Health Sports Medicine Academy (9009) at De Anza
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-01
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Information Technology Academy (ITA) (9010) at De Anza
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-02
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Information Technology Academy (7020) at El Cerrito
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-03
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Media Academy (9012) at El Cerrito
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-04
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Hospitality and International Tourism Hospitality Industry Academy at Hercules
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-05

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Law and Social Justice Academy (11050) at Kennedy
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-06
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the ACET (Architecture/Construction/Engineering/Technology Academy (7029) at Kennedy
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-07
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Information Technology Academy (8016) at Kennedy
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-08
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Law and Justice Academy (8028) at Pinole Valley
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-09
California Partnership Academies (CPA)	\$35,760	California Department of Education - Career and College Transition Division	Support of the Visual and Performing Arts Academy (11051) at Pinole Valley
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-10
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Law Academy (8029) at Richmond
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-11
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Creative and Performing Arts Academy (CAPA) (11052) at Richmond
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-12

West Contra Costa Unified School District
November 6, 2013 Board Meeting

GRANT / AWARD / AGREEMENT NOTIFICATIONS

Project Name	Project Amount for Budget Period	Funding Agency	Comments
California Partnership Academies (CPA)	\$53,640	California Department of Education - Career and College Transition Division	Support of the Health Academy (9045) at Pinole Valley
Resource # 6385	7/1/13 - 6/30/13		PCA # 25220-13
Safe and Supportive Schools Programmatic Intervention	\$0 Amendment # 1	California Department of Education - Coordinated School Health and Safety Office	This amendment extends the carryover of 11-12 funds to 9/30/2013
Resource # 3725	10/1/11 - 9/30/13		PCA # 15164-00
Safe and Supportive Schools Programmatic Intervention	\$0 Amendment # 1	California Department of Education - Coordinated School Health and Safety Office	This amendment extends the carryover of 12-13 funds to 9/30/2014
Resource # 3725	10/1/12 - 9/30/14		PCA # 15164-00

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: November 6, 2013

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 November 6, 2013. 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
November 6, 2013 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Target Take Charge of Education	Materials and Supplies	\$552.38	Ellerhorst Elementary
Target Take Charge of Education	Materials and Supplies	\$125.25	Grant Elementary
City of Hercules	Materials and Supplies	\$50.00	Hanna Ranch Elementary
Ibotta Inc.	Materials and Supplies	\$1.25	Hanna Ranch Elementary
Save Mart Supermarket	Materials and Supplies	\$405.72	Hanna Ranch Elementary
PG&E Corporation Foundation	Materials and Supplies	\$165.00	Hanna Ranch Elementary
PG&E Corporation Foundation	Materials and Supplies	\$70.00	Hanna Ranch Elementary
PG&E Corporation Foundation	Materials and Supplies	\$190.00	Hanna Ranch Elementary
PG&E Corporation Foundation	Materials and Supplies	\$165.00	Hanna Ranch Elementary
Chevron Humankind Matching Gift Program	Materials and Supplies	\$500.00	Hanna Ranch Elementary
The Clorox Company Foundation	Materials and Supplies	\$96.20	Hanna Ranch Elementary
The Buy-Back	Materials and Supplies	\$22.50	King Elementary
Target Take Charge of Education	Materials and Supplies	\$109.46	King Elementary
AT&T United Way	Materials and Supplies	\$6.80	Hercules Middle High
PG&E Corporation Foundation	Materials and Supplies	\$100.00	Hercules Middle High
AT&T United Way	Materials and Supplies	\$6.80	Hercules Middle High
Chevron Products Company	14th Annual Reclassification Ceremony	\$1,000.00	Community Engagement Dept.

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 11613

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: November 6, 2013

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 2013-14 school year is summarized on the attached sheet dated November 6, 2013.

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
November 6, 2013 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Coronado Elementary	Scholastic Book Fair	Coronado PTA
Kensington Elementary	Sale of Frozen Cookie Dough	Kensington 6th Grade Class and Parents
Madera Elementary	Scholastic Book Fair	Madera Teachers
Mira Vista Elementary	Direct Appeal to Parents for Donations	Mira Vista PTA
Mira Vista Elementary	Family Dinner Night	Mira Vista PTA
Mira Vista Elementary	Walk -a-Thon	Mira Vista PTA
Tara Hills Elementary	Sale of Popsicles, Nacho Chips, Juice, Popcorn, Ice-Cream, Pizza, Hot Dogs and Cookies for Study Trip	Tara Hills Community Members and Parents
Verde Elementary	Sale of Ice-Cream Bars	Verde Student Council and Teachers
Verde Elementary	Sale of Christmas Paper Wrappings	Verde Teaching Faculty
Verde Elementary	Sale of Cookie Dough	Verde Teaching Faculty
El Cerrito High	Sale of Thanksgiving Turkey Grams	ECHS Class of 2016
El Cerrito High	Sale of Spring Grams	ECHS Student Body
El Cerrito High	Dinner at Nations	ECHS Leadership
El Cerrito High	Distribute Flyers for Panda Express and in Return Panda Express will Donate Portion of Money to FSU	ECHS Filipino Student Union
Kennedy High	Sale of Cow Bells for Spirit of the Games	JFKHS Leadership
Pinole Valley High	Car Wash at State Farm	PVHS Music Teacher and Students
Pinole Valley High	Candy Sales	PVHS Leadership

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: November 6, 2013

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 November, 2013.

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
November 6, 2013 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 & FUNDING</u>	<u>PURPOSE</u>
Educational Services	11/1/13 Thru 6/30/14	Ragar Consultants 14003018	\$124,000 Title III	The comprehensive revision of the district's English Learner Master Plan is carried out through the collaboration and input on the multiple constituencies of the WCCUSD's teachers, paraprofessionals, administrators, parents, and business partners of English Learners. Its principle purpose is to serve as a guide to the procedures the district utilizes to identify, serve, and monitor the progress of English Learners in developing their English language proficiency and to ensure academic success for this subgroup. The implementation of this plan will support the needs of English Learners within inclusive school communities, promoting the personal and intellectual success of each student

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Date: November 6, 2013

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Notification of Claims Rejected

Background Information: The District has received claims requesting compensation for personal injury. The District's risk management firm has investigated the claims and is requesting the School Board to ratify the authorized claims rejections.

Recommendation: Ratify the rejection of claims

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
November 6, 2013

2013-2014 CLAIMS REJECTED

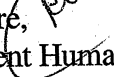
<u>School or Department</u>	<u>Date of Occurrence</u>	<u>Claimant</u>	<u>Type of Loss</u>	<u>Disposition of Settlement</u>
Juan Crespi Middle High	5/21/13	Quick, Karma	Personal Injury	Rejected
Hercules Middle High School	8/30/13	Gerrit & Mouna Clark	Personal Injury	Rejected
Hercules Middle High School	3/20/13	District Student	Personal Injury	Rejected

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: November 6, 2013

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: CI C.6

Subject: Certificated Board Authorization - Education Code 44258.3

Background Information:

Ed Code 44258.3 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 _____

November 6, 2013

Waivers

Site

Assignment

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

Teacher

Site

Assignment

Janie Brumfield

North Campus

Secondary Home Teacher - Independent Studies

John Earle

North Campus

Secondary Home Teacher - Independent Studies

Cheri Isaac

North Campus

Secondary Home Teacher - Independent Studies

Jeffrey Koutz

North Campus

Secondary Home Teacher - Independent Studies

Lisa Lipscomb

North Campus

Secondary Home Teacher - Independent Studies

Rosemary Mauldin

North Campus

Secondary Home Teacher - Independent Studies

Attilla Medveczky

North Campus

Secondary Home Teacher - Independent Studies

Terry O'keefe

North Campus

Secondary Home Teacher - Independent Studies

Juliet Solis

North Campus

Secondary Home Teacher - Independent Studies

Marlene Stahl

Richmond High School

Spanish III

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: November 6, 2013

From: Kenneth L. Whittemore,
Assistant Superintendent Human Resources

Agenda Item: CI C.7

Subject: Routine Personnel Changes - Certificated

Background Information:

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

Recommendation: Ratification and Approve Certificated Personnel Changes

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT**November 6, 2013****FOR INFORMATION ONLY****CERTIFICATED BOARD CHANGES****NEW HIRE/RE HIRE/TRANSFER**

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
S. Janet	Munoz	Kennedy High	Counselor	New Hire	8/12/2013
Lindsay	Nicholls	Itinerant	Speech Therap	New Hire	8/12/2013
Debra	Kemmer	Bayview	1st SEI	New Hire	8/16/2013
Elvera	Salinas	Downer	1st SEI	New Hire	8/16/2013
Richard	Sugerman	Tara Hills	1st SEI	New Hire	8/16/2013
Lou	Ellsworth-Yow	Kensington	2nd SEI	New Hire	8/16/2013
Tatum	Howell	Murphy	2nd SEI	New Hire	8/16/2013
Crystal	Farshchi	Nystrom	2nd/3rd SEI	New Hire	8/16/2013
Alexandra	Ellis	Valley View	3rd SEI	New Hire	8/16/2013
Stephanie	Joe	Olinda	3rd SEI	New Hire	8/16/2013
Russell	LeBlanc	Murphy	3rd SEI	Transfer	8/16/2013
Tabea	Mastel	Collins	3rd SEI	Rehire	8/16/2013
Douglas	Mort	Lincoln	3rd SEI	New Hire	8/16/2013
Rory	O'Connor	Kensington	3rd SEI	New Hire	8/16/2013
Ariel	Schwartz	King	3rd SEI	New Hire	8/16/2013
Jill	Johnson	Stewart	4th SEI	New Hire	8/16/2013
Kristiana	Beltz	Downer	4th SEI	New Hire	8/16/2013
Kelly	Glenn	Shannon	4th SEI	New Hire	8/16/2013
Tania	Howard-Gibbon	Peres	4th SEI	New Hire	8/16/2013
Mary Kathryn	Irving	Lupine Hills	4th SEI	New Hire	8/16/2013
Don	Gilbert	Olinda	5th SEI	New Hire	8/16/2013
Courtney	Bunney	Lincoln	6th SEI	New Hire	8/16/2013
Jennifer	Neidlinger	Nystrom	6th SEI	New Hire	8/16/2013
Francisco	Ortiz	Ford	6th SEI	New Hire	8/16/2013
Grace	Sui	Valley View	6th SEI	Transfer	8/16/2013
Ruth	Paesch	DeAnza	Ceramics SEI	New Hire	8/16/2013
Sarah	Egler	Richmond High	Chemistry SEI	New Hire	8/16/2013
Ginger	Staley	Kennedy High	Chemistry SEI	New Hire	8/16/2013
Ashley	Vincent	Hercules Middle	English SEI	New Hire	8/16/2013
Cyrstal	Ngo	El Cerrito High	English SEI	New Hire	8/16/2013
Angela	Anthony	Lincoln	Kinder SEI	New Hire	8/16/2013
Angela	Pinedo	Ford	Kinder SEI	New Hire	8/16/2013
Derri	Pollack	Bayview	Kinder SEI	New Hire	8/16/2013
Tina	Rodgers	Stewart	Kinder SEI	New Hire	8/16/2013
Tamar	Senyak	Valley View	Kinder SEI	New Hire	8/16/2013
Leticia	Garcia-Romo	Dover	Kinder- TBE	New Hire	8/16/2013
Derek	Komaki	Kennedy High	Math SEI	New Hire	8/16/2013
Timothy	Parker	Richmond High	Math SEI	New Hire	8/16/2013
Komal	Shah	DeJean	Math SEI	New Hire	8/16/2013
David	Perry	Kennedy High	P.E. SEI	New Hire	8/16/2013
Vanessa	Romero	Montalvin	Preschool	New Hire	8/16/2013
Rochelle	Houska	Highland	Preschool	Transfer	8/16/2013
Tahitha	Dean	De Anza High	Law Academy SEI	New Hire	8/16/2013
Krystle	Simon	Kennedy High	Computers SEI	Rehire	8/16/2013

NEW HIRE/RE HIRE/TRANSFER

<u>FIRST NAME</u>	<u>LAST NAME</u>	<u>SITE</u>	<u>POSITION</u>	<u>STATUS</u>	<u>HIRE DATE</u>
Mark	Harrington	Harding	NSH SEI	New Hire	8/16/2013
Kristi	Salesky	Lake	3rd SEI	Rehire	8/17/2013
Jesus	Galindo	Lincoln	1st TBE	New Hire	8/19/2013
Jocelyn	Balderas	Riverside	2nd SEI	New Hire	8/19/2013
Patricia	Cetrone	Madera	2nd/3rd SEI	New Hire	8/19/2013
Merrill	Pierce	Verde	5th/6th SEI	New Hire	8/19/2013
Laura	Colberg	Montalvin	5th SEI	New Hire	8/20/2013
Ashley	Cairney	Lincoln	5th SEI One Year Only	New Hire	8/20/2013
Theodore	Briscoe	Crespi	History SEI	New Hire	8/20/2013
Marissa	Glidden	Washington	2nd SEI One Year Only	New Hire	8/21/2013
Blair	Krug	Crespi	RSP SEI	New Hire	8/21/2013
Nancy	Krivanka	Mira Vista	7th SEI	New Hire	8/22/2013
Angela	Herr	Lupine Hills	50% SH/Full Inclu.	New Hire	8/23/2013
Elisabeth	Scarpace	Peres	5th SEI	New Hire	8/23/2013
David	Corsinotti	Various Sites	Prep SEI	New Hire	8/23/2013
Jenna	Bell	Pinole Valley High	English SEI	New Hire	8/26/2013
Jose	Sanchez	Portola	Soc. Sci. TBE	New Hire	8/26/2013
Jennifer	Waskey	Wilson	5th SEI	New Hire	8/28/2013
Angela	Bruno	Dover	6th SEI	New Hire	8/29/2013
Ashley	Matyn	Helms	ELD SEI	New Hire	8/29/2013
Lindsay	Stone	Richmond High	Math SEI	New Hire	9/3/2013
Sharon	Bell	Nystrom	1st SEI	New Hire	9/6/2013
LaTonya	Cruthird	Nystrom	3rd SEI	New Hire	9/6/2013
Pia	DelaCruz	Peres	SH Preschool	Transfer	9/6/2013
Allan	Anderson	Helms	Computers SEI	New Hire	9/9/2013
Pawan	Grewal	Grant	Kinder SEI	New Hire	9/11/2013
Meenakshi	Vanka	Helms	Science SEI	New Hire	9/11/2013
Caroline	Cruger-Hansen	Middle College	Counselor	New Hire	9/12/2013
Daniel	Catinguil	Harding	SH - DHH	New Hire	9/16/2013
George	Bernard	Kennedy High	Math SEI	New Hire	9/17/2013
Ronald	Louie	Ford	3rd SEI	New Hire	9/18/2013
Diana	Lay	DeJean	Art/Woodshop SEI	New Hire	9/20/2013
Geetha	Prabhakaran	De Anza High	Math SEI	New Hire	9/27/2013
Rachel	Ricker	Verde	3rd SEI	New Hire	9/27/2013
Maria	Reyes	Hercules High	Phys/Chem SEI	New Hire	10/7/2013
Kathryn	Cruz	Hercules Middle	Assistive Tech	New Hire	10/16/2013
Dana	Schurr	Pinole Valley High	Social Science SEI	Rehire	10/18/2013
Marie	Muscardini	Cameron	SH Inf/Toddler	Resigned	6/8/2013
Jennifer	Looney	Richmond High	Drama/Eng SEI	Resigned	6/8/2013
Minerva	Mendoza-Friedman	Pupil Service Center	Psychologist	End of Assignment	6/20/2013
Rebecca	Taber-Giacomini	Ohlone	Principal	Resigned	8/13/2013
Akele	Newton	Middle College	Counselor	Resigned	8/27/2013
Azucena	Gamez	Wilson	NSH SEI	Resigned	9/27/2013
Jocel	Fortuno	Highland	SH Autistic	Resigned	10/10/2013
Jenna	Bell	Pinole Valley High	Social Scien SEI	Resigned	10/17/2013
Lynn	Levit	Fairmont	SH	Retirement	12/21/2013

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: November 6, 2013

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

Agenda Item: CI C.8

Subject: Acceptance of Contracts for Placement of Student Teachers

Background Information:

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

Staff requests approval from the Board of Education to accept Contracts for Placement of Student Teachers as detailed on the attached sheet dated November 6, 2013.

Recommendation: Recommended Approval.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District
November 6, 2013

ACCEPTANCE OF CONTRACTS FOR PLACEMENT OF STUDENT TEACHERS

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


University of San Francisco – Memorandum of Understanding

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: November 6, 2013

From: Kenneth L. Whittemore 
Assistant Superintendent Human Resources

Agenda Item: CI C.9

Subject: Board Policy 1312.3 – Community Relations

Background Information:

The Human Resources Department has worked to revise Board Policy 1312.3 – Community Relations; specifically the procedures in how the District addresses Uniform Complaints.

Recommendation: That the Board approve the modifications to Board Policy 1312.3

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Uniform Complaint Procedures

BP 1312.3

Community Relations

The Governing Board recognizes that the district **has the primary** responsibility **to ensure compliance** with applicable state and federal laws and regulations governing educational programs. The district shall investigate **and seek to resolve any** complaints alleging failure to comply with such laws and/or alleging **unlawful** discrimination, **harassment, intimidation, or bullying** in accordance with the district's uniform complaint procedures.

The district shall **use** uniform complaint procedures **to resolve any** complaints alleging unlawful discrimination, **harassment, intimidation, or bullying in district programs and activities based on actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics.**

Uniform complaint procedures shall also be used **to address any** complaints alleging **the district's** failure to comply **with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities, the requirements for the development and adoption of a school safety plan, and** state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs.

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

- 1. Sufficiency of textbooks or instructional materials**
- 2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff**
- 3. Teacher vacancies and misassignments**

4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination

The Board encourages the early, informal resolution of complaints at the site level whenever possible.

The Board acknowledges and respects every individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This may include keeping the identity of the complainant confidential, as appropriate and except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee, on a case-by-case basis.

The Board prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of discrimination. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that the results are consistent with state and federal laws and regulations.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18203 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

37254 Intensive instruction and services for students who have not passed exit exam

41500-41513 Categorical education block grants

48985 Notices in language other than English

49013 Student fees

49060-49079 Student records

49490-49590 Child nutrition programs

52160-52178 Bilingual education programs

52300-52490 Career-technical education

52500-52616.24 Adult schools

52800-52870 School-based coordinated programs

54000-54028 Economic impact aid programs

54100-54145 Miller-Unruh Basic Reading Act
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56867 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

6301-6577 Title I basic programs

6601-6777 Title II preparing and recruiting high quality teachers and principals

6801-6871 Title III language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act

7201-7283g Title V promoting informed parental choice and innovative programs

7301-7372 Title V rural and low-income school programs

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/index.html>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: November 7, 2007 Richmond, California

revised: April 16, 2008

revised:

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: November 6, 2013

From: Mary Phillips
Chief Technology Officer

Agenda Item: CI C.10

Subject: Procurement Contract for Audio Visual Equipment to support Common Core Program in the Classroom

Background Information:

Under Public Contract Code Section 20118 (K-12) our District is able to utilize procurement contracts which have been publicly bid or negotiated for the use by other public entities. Through Troxell Communications we will be utilizing contract NCPA01-06 for the procurement of document cameras, projectors, speakers and carts to support the Common Core Program in the classroom.

Recommendation: Approve the National Cooperative Purchasing Alliance contract NCPA01-06 for the procurement of document cameras, projectors, and carts to support the Common Core Program in the classroom through Troxell Communications.

Fiscal Impact: \$797,960.00 from Measure E 2012

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

10/28/2013

Precis for Board Meeting: 11/6/13

Project Name: Connon Core Site and Teacher Equipment

BOND Technology Funds

Troxell Quote Q430713193	\$773,660.00
555 Each Doc Cameras and Projectors 600 Carts/Assembly	
Troxell Quote Q430713244	24,299.10
600 Each Cart Speakers, Security Disks, and Install.	
	\$797,959.10
Round To:	\$797,960.00



Audio•Video•Sales•Design•Service•Installation
936-B Seventh St. Suite 325
Novato, CA 94945

QUOTATION
#Q430713193
September 20, 2013

QUOTED TO

TROXELL CONTACT

Account: West Contra Costa USD - Technology IT

Account Executive: Kathy Nunn

Contact: Mary Phillips

Email: kathy.nunn@trox.com

Address: 1108 Bissell Ave., CA

Phone: (925)348-5615

Richmond, CA 94801

Fax: (707)642-4709

On behalf of Troxell Communications, I am pleased to present the following quote. This quote also includes FREE training on all of the equipment. We can schedule the training sessions through the district office or with the Principals at the diff schools.

Terms Net 30

FOB Destination

Cust. # 4071

Expires 10/20/13

Item #	Description	Unit Price	Qty	Ext. Price
1	LUMENS DC-192 DOCUMENT CAMERA (COMPARABLE TO AVER F50) LTU LTUDC192 DC192 HIDEF LADIBUG DOC CAM-16X ZM 30FPS PURCHASING THE 500 DC-192 ALSO INCLUDES 5 FREE HOTSWAP DC-192 DOCUMENT CAMERAS. THESE WOULD SHIP AT THE SAME TIME AS THE ORDER FOR THE 500 UNITS.	395.00	550	217250.00
2	LUMENS DC-192 HOTSWAP DOCUMENT CAMERA'S LTU LTUDC192 DC192 HIDEF LADIBUG DOC CAM-16X ZM 30FPS	0.00	5	0.00
3	HITACHI CPDX300 3000 LUMENS DLP PROJECTOR HIT HITCPDX300 3000 LUMEN XGA DLP PROJECTOR WITH AN ORDER OF 500 PROJECTORS, WE ARE OFFERING 1 FREE LAMP (DT01461) FOR EVERY 10 CDX300 PROJECTORS PURCHASED. LAMPS MUST BE ORDERED ON THE SAME PURCHASE ORDER AS PROJECTORS.	405.00	550	222750.00
4	FREE LAMPS (1 LAMP FOR EVERY 10 PROJECTORS) HIT HITDT01461 LAMP FOR CPDX300 DLP PROJECTOR 1 FREE LAMP FOR EVERY 10 PROJECTORS ON ORDER FOR 500 PROJECTORS	0.00	55	0.00
5	SECURITY WORKS 2095 TECHNOLOGY WORKSTAND SCW SCW2095 TECHNOLOGY WORKSTAND 2095 WILL INCLUDE A KEY LOCK, NOT A COMBINATION LOCK. MASTER KEYS WOULD BE FOR THE TECH STAFF.	390.00	600	234000.00
6	ASSEMBLY OF CARTS SCW SCWASSEMDEL ASSEMBLY AND DELIVERY OF CARTS 200 CARTS WILL BE DELIVERED ASAP AND THE REMAINING OF THE CARTS WILL BE DELIVERED IN NOVEMBER.	65.00	600	39000.00 Non-Taxable
7	NO CHARGE ON TRAINING ON ALL EQUIPMENT TRAINING NO CHARGE FOR TRAINING ON EQUIPMENT	0.00	1	0.00

* must be a N/C line item on PO.

Troxell offers competitively priced extended warranties on much of the equipment we sell.
Please contact your account executive for more details.

Thank You,

Kathy Nunn

Kathy Nunn
Account Executive

Taxable Amount	Subtotal	713000.00
674000.00 @ 9.000 % Tax		60660.00
	Total	773660.00

Don't forget Troxell is a great source for mounting hardware, screens, replacement lamps, carts, cables, etc...
WE CAN HELP YOU ACHIEVE YOUR GOALS!



Troxell offers competitively priced extended warranties on much of the equipment we sell.
Please contact your account executive for more details.



Audio•Video•Sales•Design•Service•Installation
936-B Seventh St. Suite 325
Novato, CA 94945

QUOTATION
#Q430713244
October 21, 2013

QUOTED TO TROXELL CONTACT

Account: West Contra Costa USD - Technology IT
Contact: Mary Phillips
Address: 1108 Bissell Ave., CA
Richmond, CA 94801

Account Executive: Kathy Nunn
Email: kathy.nunn@trox.com
Phone: (925)348-5615
Fax: (707)642-4709

On behalf of Troxell Communications, I am pleased to present the following quote: Please don't hesitate to contact me with any questions or comments.

Terms Net 30

FOB Destination

Cust. # 4071

Expires 11/20/13

Item #	Description	Unit Price	Qty	Ext. Price
1	LOGITECH SPEAKERS INM LOG980000058	23.65	600	14190.00
	LOGITECH LS21.2.1 MULTIMEDIA SPEAKERS			
2	SECURITY DISCS W/HARDWARE FOR SECURITY WORKS CART FOR SPEAKERS SCW SCWSECDISC	8.00	600	4800.00
	SECURITY DISCS WITH HARDWARE FOR SECURITY WORKS CART			
3	INSTALL DISC & SPEAKERS W/CORD MANAGEMENT TO CART SCW SCWINSTALLSPKRS	6.00	600	3600.00
	INSTALL DISCS AND SPEAKERS TO SECURITY WRKS CART			Non-Taxable

Thank You,

Taxable Amount	Subtotal	22590.00
18990.00 @ 9.000 % Tax		1709.10
	Total	24299.10

Kathy Nunn
Account Executive

Don't forget Troxell is a great source for mounting hardware, screens, replacement lamps, carts, cables, etc...
WE CAN HELP YOU ACHIEVE YOUR GOALS!



Troxell offers competitively priced extended warranties on much of the equipment we sell.
Please contact your account executive for more details.

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: November 6, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.11

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.

Fiscal Impact: Total for this action: \$214,535. Funding sources Measure J Bond, Measure D-2010 Bond, and Fund 40.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Project/Funding	Dates	Firm	Contract Cost	Reference
De Anza High School New Building 10 & Practice Field Project Measure J Bond (PID:3521208-02)	October 2013 through December 2013	RGA Environmental, Inc.	\$3,850	Environmental Engineering Services.
WCCUSD Facilities Operation Center Measure E-2012 Bond (PID:66910037-00)	June 2013 through December 2013	AE3 Partners	\$134,700	Project Programming & Design Services.
Nystrom Elementary School Modernization Project Measure J Bond (PID:1441205-02)	October 2013 through November 2013	RGA Environmental, Inc.	\$1,525	Environmental Engineering Services.
Portola Middle School New Campus Project Measure J Bond (PID:2141103-06)	October 2013 through November 2013	HY Architects, Inc.	\$2,800	Additional design services.
Dover Elementary School Parking Lot & Site Improvements Project Measure J Bond (PID:1151201-05)	October 2013 through November 2013	Security By Design	\$6,880	Design Services for security infrastructure and system design.
WCCUSD Facilities Operation Center Measure E-2012 Bond (PID:66910037-00)	October 2013 through November 2013	Subtronic	\$6,960	Underground locating services.
Various Sites Program Wide Measure J & D-2010 Bond	January 2014 through June 2014	School Facility Consultants	\$50,000	Additional services to assist in securing charter school, seismic, ORG and modernization funds.
Alvarado Adult School Project Unknown Fund 40 (PID:40810062-00)	November 2013 through December 2013	Margen & Associates	\$3500	Accessibility Survey Services.

November 6, 2013

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

District Administration Office Fund 40 (PID:61510061-00)	November 2013 through December 2013	Margen & Associates	\$2000	Accessibility Survey Services.
El Cerrito High School Stadium Project Measure D-2010 Bond (PID: 3541348-00)	October 2013 through November 2013	MacNair & Associates	\$2,320	Arborist and horticultural 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:** November 6, 2013
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: De Anza HS Replacement Campus; Nystrom ES Interim Campus; Peres ES Modernization; Downer ES Restroom Repairs. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board ratification is the final step required under state law in order to complete payment and contract adjustment.

In addition to normal ratification, approval of the noted Change Order for the De Anza HS Replacement Campus; Nystrom ES Interim Campus; Peres ES Modernization project is required by the Board, with special findings as noted below, because this project is 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 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: \$745,431.15

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

November 6, 2013 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	De Anza HS Replacement Campus	Wright Contracting	\$62,508,000.00	\$6,514,547.00	\$0.00	\$688,088.00	\$7,202,635.00	11.52%	\$69,710,635.00	F-39
2	Nystrom ES Interim Campus	Alten Construction	\$1,811,307.00	\$226,833.00	\$0.00	\$49,626.96	\$276,459.96	15.26%	\$2,087,766.96	16
3	Peres ES Modernization	Cal-Pacific	\$1,493,000.00	\$152,398.64	\$0.00	\$1,583.84	\$153,982.48	10.31%	\$1,646,982.48	12
4	Downer ES Restroom Repairs	Streamline Builders	\$192,000.00	\$1,200.00	\$6,132.35	\$0.00	\$7,332.35	3.82%	\$199,332.35	2, 5 - 8

Pending Board Actions	Ratifications	\$6,132.35
	Approvals	\$739,298.80
	Total Board Action	\$745,431.15

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

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

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education

Meeting Date: November 6, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.13

Subject: Ratification of Staff Awarded Contract (CUPCCAA)

Background information:

The District solicited bids for two CUPCCAA projects and the Superintendent's designee has approved and executed a contract for the following projects:

- Portola Middle School Sidewalk Removal & Replacement McKim Company \$12,230
- Kennedy High School Football Field Lighting Controls W. Bradley Electric \$39,127

All contracts approved by District staff must be ratified or, in some cases, reviewed by the District's Board. (CUPCCAA Resolution # 90-0809 (2009); Educ. Code § 22034).

Recommendation:

Ratify staff award of the contract to McKim Company & W. Bradley Electric.

Fiscal Impact: \$51,457. Project will be funded from the Measure J.

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: November 6, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.14

Subject: Coronado Elementary School Campus Replacement Project Award of Contract

Background Information:

WLC has prepared plans and specifications for the project. Scope of work includes demolition of all existing hardscape, and on-site and off-site utilities. Work also includes paving and grading, construction of 64,738 square feet of new classroom, administrative, multipurpose and support facilities, covered walkways, landscaping, sod playfield, running track, paving, parking, striping, site lighting, city side walk improvements, the provision and installation of utilities, low voltage systems, and miscellaneous materials and equipment.

The District conducted a public bid process for the project. Bids were opened on October 22, 2013. Six Contractors submitted bids. They are as follows: Lathrop Construction Associates, Inc. \$27,059,000; Wright Contracting \$27,240,000; Alten Construction \$27,382,810; ARTNZ Builders \$28,270,484; Roebbelen Contracting \$28,684,770; MidState Construction \$28,714,670. The bid price includes the contract value, alternate and unit pricing, used for negotiating change orders only. The lowest responsive, responsible bidder is Lathrop Construction Associates, Inc.

Recommendation:

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

Fiscal Impact: Funded from the Measure D-2010 Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

1108 Bissell Avenue
Richmond, California 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education **Meeting Date:** November 6, 2013

From: Bill Fay **Agenda Item:** CI C.15
Associate Superintendent for Operations

Subject: Resolution # 44-1314 Placing Oversight of Measure "E" Funds with the, Measure M, D, J, and D-2010 Citizens Bond Oversight Committee

Background information:

Existing law provides that if a bond measure is authorized under the Constitutional provisions established by Proposition 39, the governing board of the school district must establish and appoint members to a Citizens' Bond Oversight Committee (CBOC) to review and report on bond fund expenditures to ensure compliance with the purposes and accountability requirements. (Ed. Code section 15278).

Over the past decade, the District has passed four Proposition 39 bond measures, Measure "M" for \$150 million in 2000, Measure "D" for \$300 million in 2002, Measure "J" for \$400 million in 2005 and Measure "D-2010" in 2010, for which a CBOC was required by law and for which a CBOC is currently providing oversight. In November of 2012 the District passed another Proposition 39 bond measure, Measure "E" for \$360 million dollars for which a CBOC is also required by law.

The District's Board desires to have the current CBOC provide oversight of Measure E funds in addition to its duties providing oversight of Measures M, D, J and D-2010 funds. Adoption of this resolution will achieve the Board's objective.

Recommendation:

Adoption of the Resolution # 44-1314 Placing Oversight of Measure "E" Funds with the, Measure M, D, J, and D-2010 Citizens Bond Oversight Committee.

Fiscal Impact: No fiscal impact or implications associated with the adoption of this Resolution.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

RESOLUTION NO. 44-1314
BOARD OF EDUCATION OF THE
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION PLACING OVERSIGHT OF MEASURE "E" FUNDS WITH THE
MEASURE M, D, J, AND D-2010 CITIZENS BOND OVERSIGHT COMMITTEE

WHEREAS, the West Contra Costa Unified School District ("District") passed a series of "Proposition 39" bond measures, "Measure M" for \$150 million in 2000, Measure "D" for \$300 million in 2002, Measure "J" for \$400 million in 2005 and Measure "D-2010" in 2010, for which a citizens' bond oversight committee ("CBOC") was required by law and for which a CBOC is currently providing oversight to the expenditure of bond measure funds; and

WHEREAS, the District passed another Proposition 39 bond measure in November 2012 for \$360 million dollars ("Measure E") for which a CBOC is also required by law; and

WHEREAS, the District's Board desires to have the current CBOC provide oversight of Measure E funds in addition to its duties providing oversight of Measures M, D, J and D-2010 funds; and

WHEREAS, a majority of the members of the CBOC have indicated they would be willing to oversee the expenditure of Measure E funds if the District's Board requested that the CBOC do so.

NOW THEREFORE, the Board of Education of the West Contra Costa Unified School District ("Board") hereby resolves, determines, and finds the following:

Section 1. That the above recitals are true and correct;

Section 2. That the District requests its Citizens Bond Oversight Committee to oversee the expenditure of Measure E funds.

Section 3. That the District's Superintendent and/or his designee are authorized to take all steps and perform all actions necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District, this 6th day of November, 2013, by the following vote:

AYE's _____ **NO's** _____ **ABSENT** _____ **ABSTAIN** _____

CERTIFICATION

I do hereby certify that the foregoing Resolution was duly approved and adopted by the Board of Education of the West Contra Costa Unified School District at a meeting of said Board held on the 6th day of November, 2013, with a copy of such Resolution being on file in the Administrative Office of said District.

Madeline Kronenberg, President of the Board of Education

Bruce Harter, Ph.D., Secretary of 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: November 6, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.16

Subject: Citizens' Bond Oversight Committee (CBOC) Appointment: Alex Aliferis

Background Information:

Contra Costa Taxpayers Association has forwarded a recommendation that Alex Aliferis be the Taxpayers' Organization appointee on the West Contra Costa Unified School District 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 Taxpayers Association

P.O. Box 27, Martinez, CA 94553-0114 • alex@cocotax.org • www.cocotax.org

October 9, 2013

Bruce Harter
Superintendent
West Contra Costa Unified School District
1108 Bissell Avenue
Richmond, CA 94801-3135

RE: Vacant Taxpayer Position on WCCUSD Citizens' Bond Oversight Committee

Dear Bruce:

I would like to submit my name to assume the vacant Taxpayer position on the WCCUSD Citizens' Bond Oversight Committee.

If you have any questions, please feel free to contact me at 925.289.6900.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Alex Aliferis".

Alex Aliferis
Executive Director

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: November 6, 2013

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.17

Subject: Citizens' Bond Oversight Committee (CBOC) Appointment: Julio Arroyo

Background Information:

Public Employees Union Local One has forwarded a recommendation that Julio Arroyo be the Public Employees Union Local One's appointee on the West Contra Costa Unified School District Citizens Bond Oversight Committee.

Recommendation:

Approve appointment as noted.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

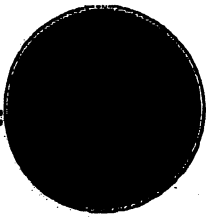
Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____



Public Employees Union, Local One

THE UNION FOR PUBLIC EMPLOYEES
ORGANIZED 1941

Mailing Address: 4197 Lakeside Drive, Suite 170 Richmond, CA 94806
Phone: (510) 222-5012 ♦ Fax: (510) 222-8858
www.peul.org ♦ info@peul.org

October 10, 2013

Via Fax (510) 236-6784 and US Mail

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

Re: Confirmation of Mr. Julio Arroyo on the behalf of Local One to the West Contra Costa Unified School District Safety Committee & Citizens Bond Oversight Committee.

Dear Dr. Harter:

Public Employees Union, Local One is writing to confirm the appointment of Business Agent Julio Arroyo to the West Contra Costa Unified School District Safety Committee and the Citizens Bond Oversight Committee.

We look forward to resumption of an active role in this critical process.

Please feel free to contact me at 510-222-5012 x114 should you have any further questions or require further information.

Sincerely,

Mathew Mason
Supervising Business Agent
Public Employees Union, Local One

cc: Julio Arroyo, Business Agent
File

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:** November 6, 2013
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent for Operations
Subject: Citizens' Bond Oversight Committee (CBOC) Appointment: Kelvin Love

Background Information:

Dr. Bruce Harter has forwarded a recommendation that Kelvin Love be the Parent/Guardian appointee on the West Contra Costa Unified School District 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 _____

October 10, 2013

Re: Bond Over-site Committee

To Whom It May Concern,

I am submitting my application to serve on the Bond over-oversite committee. I feel that not only do I have the work experience to bring something good to the table, but I also live in Pinole. I also have 2 little children that attend schools in West Contra Costa Unified School District. I have a daughter in the 2nd grade at Ellerhorst and a son in Transitional Kindergarten at Olinda. Along with the vested interest I feel I have in the district with my children, I served as the President of the PTA at Ellerhorst for 2012/2013.

I learned at an early age the importance of a good education. My Mother was a School Teacher for 20 years in Idaho where I grew up. I am committed to helping may the schools in the district the best that they can be. I believe that the Bond Money is an important Trust from the people in the district and that it should be spent carefully.

I look forward to this opportunity and I hope to be able to join the group.

Sincerely

Kelvin Love
2425 Colina Court
Pinole, CA
94564

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: November 6, 2013

From: Bruce Harter, Superintendent

Agenda Item: CI C.19

Subject: Appointment to the Citizens Bond Oversight Committee: James Oakley

Background Information:

One of the five mandatory positions on the Citizens Bond Oversight Committee is the senior citizen position. James Oakley is recommended to fill the position vacated by Joe Fisher.

Recommendation:

That the Board appoint James Oakley as the senior citizen representative to the Citizens Bond Oversight Committee.

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: November 6, 2013

From: Bill Fay
Associate Superintendent

Agenda Item: CI C.20

Subject: Resolution No. 40-1314: Recognizing Contributions of Veterans to the Country

Background Information:

Resolution No. 40-1314 acknowledges the contributions of our veterans and encourages all citizens, staff, faculty, students and families to participate in the celebration of Veterans' Day.

Recommendation:

Recommend adoption of resolution

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

Resolution No. 40-1314

RECOGNIZING CONTRIBUTIONS OF VETERANS TO THE COUNTRY

WHEREAS, tens of millions of Americans have served in the Armed Forces of the United States during the past century; and

WHEREAS, hundreds of thousands of Americans have given their lives while serving in the Armed Forces during the past century;

WHEREAS, the willingness of our citizens to give freely and unselfishly of themselves, even their lives, in the defense of our democratic principles, gives this great Nation continued strength and vitality; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by Americans; and

WHEREAS, on this special day, our hearts and thoughts also turn to those who were disabled while serving their country, their sacrifices and hardships endure, and daily earn additional honor and compassion of a grateful nation.

WHEREAS, Americans throughout this great nation set aside Veterans' Day for special remembrance of the men and women who have served to protect our freedom; and

NOW, THEREFORE, BE IT RESOLVED, that the President does recognize November 11, 2013, as Veterans' Day, and ask that on this day of honor, all citizens express their gratitude to our veterans; and

BE IT FURTHER RESOLVED, that the Governing Board of the West Contra Costa Unified School District does hereby support Veterans' Day, and encourages all citizens, staff, faculty, students and their families to participate in the celebration of Veterans' Day.

APPROVED, PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on the sixth day of November, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

I DO HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on November 6, 2013.

President of the Governing Board of the
West Contra Costa Unified School District

Clerk of the Governing Board of the
West Contra Costa Unified School District

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:** November 6, 2013
From: Nia Rashidchi, Assistant Superintendent **Agenda Item:** CI C.22
Educational Services
Subject: Resolution No: 42-1314: California Sikh American Awareness and Appreciation Month

Background Information:

The State Board of Education has proclaimed November 2013 as California Sikh American Awareness and Appreciation Month. The West Contra Costa Unified School District recognizes the contributions of Sikh Americans and encourages schools to conduct appropriate commemorative exercises to promote awareness of the contributions of Sikh Americans to California's history.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 42-1314**

SIKH AMERICAN AWARENESS AND APPRECIATION MONTH NOVEMBER 2012

WHEREAS, California and our nation are enriched by the unparalleled diversity of our residents, and;

WHEREAS, among this unprecedented diversity in California, there reside an estimated 200,000 Americans of Sikh origin, comprising nearly 40 percent of the nation's estimated Sikh population, and;

WHEREAS, Sikh immigrants have resided in California for more than a century, with the first Sikh immigrants believed to have labored on railroad construction projects, in lumber mills, and in the agricultural heartlands of the Sacramento, San Joaquin, and Imperial Valleys, and;

WHEREAS, the first Sikh temple (Gurdwara) in California was established in Stockton in 1912, and Sikh temples have since been established in communities throughout California, and;

WHEREAS, while Sikh Americans have distinguished themselves in numerous areas of endeavor, they have demonstrated particular success in the areas of agriculture, trucking, medicine, and in the creating of family-owned businesses, and;

WHEREAS, the Bay Area boasts one of the largest confirmed populations of Sikh and Punjabi Americans in the nation and the second largest Gurdwara in the United States where they provide help to the homeless and needy people around the world especially during disasters.

THEREFORE, be it resolved that the West Contra Costa Unified School District Board of Education recognizes and acknowledges the significant contribution made by the Californians of Sikh heritage to our state and by adoption of this resolution, seeks to afford all residents the opportunity to better understand, recognize and appreciate the rich history and shared principle of Sikh Americans, their religion and the tenets of their faith, and the important role that Sikh Americans play in furthering mutual understanding and respect among all peoples.

PASSED AND ADOPTED by the Board of Education of the West Contra Costa Unified School District on this sixth day of November 2013 by the following vote:

AYE's _____ NO's _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the Board of Education of the West Contra Costa Unified School District, Contra Costa County, at a meeting of said Board on the sixth day of November 2013.

President of the Board of Education

Secretary of 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:**
From: Nia Rashidchi **Agenda Item:** CI C.23
Assistant Superintendent, Educational Services
Subject: NCLB Supplemental Educational Services (SES) Tutoring Contracts

Background Information:

The No Child Left Behind (NCLB) Act of 2001 requires school districts to set aside an amount equivalent to 20% of the Title I entitlement for the purposes of providing Transportation for Choice and Supplemental Educational Services (SES). In WCCUSD 20% of the entitlement is \$1,404,000. Of this amount, \$70,000 is needed for Transportation for Choice leaving \$1,334,000 available for SES tutoring.

Federal guidance regarding Supplemental Educational Services was released on January 14, 2009. The guidance specifies the roles and responsibilities of the U.S. Department of Education, the State Board of Education and the Local Educational Agency. The guidance has been used to inform the implementation of this initiative in WCCUSD. Each year the Department of Education sets the official per pupil allotment (PPA) for each district, which represents the maximum amount to be expended per participant. The official rate for 2013-14 is \$881.00 per student; therefore, approximately 1,514 eligible students may be served.

Parent/guardians of all students participating in the free and reduced lunch program at the 20 Title I schools in year 2 and beyond of NCLB Program Improvement were informed of the opportunity to receive these tutoring services. An informational catalog and application were created in English and Spanish with descriptions of the programs offered by the State-approved providers. These materials were mailed to all eligible families in August. In addition, catalogs are available in the front office of all participating schools. Furthermore, many of the participating schools hosted provider fairs for their school communities.

Permission is requested of the Board of Education to approve contracts between the District and named State-approved SES providers per parental choice for the period of November 26, 2013 through June 30, 2014 per the attached list.

Recommendation: Recommend Approval

Fiscal Impact: Appropriate expenditure of Title I SES reservation

DISPOSITION BY BOARD OF EDUCATION

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

2013-14 Supplemental Educational Services (SES) Providers

! # 1 Touch-Screen Tablet Computer Tutoring
! 1 Computadora Gratis para Ti ! Inc.
! A+ C A T (Computer Assisted Tutoring)
! ACE Tutoring Services, Inc.
!! 1 A 1 Tutoria Tablet Computer !!
!!! 1st Choice Android Smart-Phone Tutoring
!!! Apple iPad & Android Tablet Tutoring !!!
#1 Academia de Servicio de Tutoria
#1 Advancing Education
#1 Educando con Tablet
1-on-1 Learning with Laptops
A Better Tomorrow Education
Academic Advantage, The
Achieve HighPoints
Achievement Matters, Inc.
Alternatives Unlimited, Inc.
Applied Scholastics International
ARC Associates
ATS Project Success
Carter, Reddy & Associates, Inc.
Club Z! In-Home Tutoring Services, Inc.
Community College Foundation

Education Futures Corp.
Friendly Community Outreach Center
Future Stars Tutoring Services Center
Healthy Families
ICES Education, LLC
Jair Learning, LLC
J-Vision, Inc.
Keep Hope Alive Projects
Knowledge Island, Inc.
Kumon Math and Reading Centers
Learn with Laptops!
Learning Curve
Mobile Minds Tutoring
New Horizons Tutoring
Preferred Choice
Professional Tutors of America Inc.
Studentnest.com
SurePrep Learning, LLC
Sylvan Learning of the Bay Area
Total Education Solutions
TutorWorks Inc.

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: November 6, 2013

From: Bruce Harter
Superintendent

Agenda Item: CI C.24

Subject: Approval of Board Members Travel

Background Information:

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

- Silicon Valley Education Foundation: The Importance of Early Math, Santa Clara, November 12, 2013

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

Recommendation:

Recommend Approval

Fiscal Impact:

General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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: November 6, 2013

From: Wendell Greer
Associate Superintendent, K – Adult Operations

Agenda Item: CI C.25

Subject: Out of State Travel for Administrators

Background Information:

Richmond High School administrators Sumerlyn Sigler and William McGee will travel to New York City to attend the educational event Teacher Apprenticeship Program (TAP). All expenses will be covered by Holy Names University. Travel dates are November 16-19, 2013.

Recommendation: Recommend Approval

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: November 6, 2013

From: Bruce Harter, Superintendent

Agenda Item: D.1

Subject: CSBA Names Peres Dental Project as Golden Bell Award Winner

Background Information:

The WCCUSD has been chosen as one recipient of this state's leading educational honor, the Golden Bell Award. The Golden Bell Award, now in its 34th year, is sponsored by the California School Boards Association. The award recognizes public school programs that are innovative and sustainable, make a demonstrated difference for students, and focus on meeting the needs of all students. WCCUSD will receive its award at a recognition ceremony to be held on Saturday, December 7 from noon to 2:00 PM at CSBA's Annual Education Conference and Trade Show in San Diego.

Experts from school districts and county offices of education made up the 11-member judging panel that reviewed the written entries that made the initial recommendations for the award. On-site validators assessed the programs in action.

The Dr. Dan Tanita Dental Clinic was developed to respond to the fact that many of the students in our low income schools have limited access to dental health care. The goal of the Clinic is to provide on-site dental health care to the students of Peres Elementary School in San Pablo. The program provides free dental services to all the children of Peres Elementary – a school of 568 students – 90% of whom are economically disadvantaged.

Recommendation:

That the Board celebrate this accomplishment.

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: November 6, 2013

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: D.2

Subject: Budget Update

Background Information: Associate Superintendent Business Services will provide an update on the budget.

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:** November 6, 2013
From: Nia Rashidchi **Agenda Item:** D.3
Assistant Superintendent, Educational Services
Subject: Public Hearing for Common Core State Standards Implementation Funds

Background Information:

As a condition of receiving and spending the CCSS implementation funds, a school district is required to develop and adopt a plan delineating how the CCSS implementation funds will be spent. The plan must be explained in a public meeting of the governing board of the school district before its adoption in a subsequent public meeting.

The funds can be used for professional development, supplemental instructional materials aligned to the common core, and technology.

Staff will present the elements of WCCUSD's CCSS Implementation Funds Plan.

Recommendation: Public Hearing

Fiscal Impact: \$5,872,800 over two years

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: November 6, 2013

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

Agenda Item: F.1

Subject: Decision Concerning Charter Petition from Richmond Charter Elementary

Background Information:

On September 13, 2013 Mr. Jorge Lopez submitted a Charter Petition for a school intended to serve Kindergarten through fifth grades students in the West Contra Costa Unified School District.

On October 2, 2013 the West Contra Costa Unified School District board convened to hold a hearing to determine the level of community support for the Richmond Charter Elementary School.

The Charter Schools Act states that a school district governing board considering whether to grant a charter petition “shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged.” (Ed. Code, § 47605(b).) With this legislative intent in mind, the governing board must grant a charter “if it is satisfied that granting the charter is consistent with sound educational practice.” (Ed. Code, § 47605(b).)

Upon receipt of the petition, components of the petition were assigned to various staff members of the District for review and analysis based on individual areas of expertise. Review of the different components of the charter petition was allocated as follows: Educational Program, Lynn Potter, Director Educational Services, Sonja Neely-Johnson, Mimi Melodia, and Dr. Linda Delgado, Coordinators Educational Services; Special Education, Steve Collins, SELPA Director; Fiscal/Budget, Daniela Parasidis, Director of Business Services, and general oversight and evaluation were provided by attorneys Chad Graff and Shawn Olson Brown of Fagen Friedman & Fulfroft LLP.

Staff and legal counsel have reviewed the Petition and prepared the Staff Written Findings Regarding Richmond Charter Elementary School Petition (“Findings”), which are attached. The staff’s analysis of the petition includes a review of its educational program, fiscal and governance structures, student admissions and discipline, labor and personnel issues, facilities and legal issues.

The pages immediately following this précis contain the Resolution to Conditionally Approve the Petition pending fulfillment of the requirements described in the Resolution to remedy deficiencies identified in the Findings.

Recommendation: To adopt the Resolution to conditionally approve the petition and provide a seventy-day time period to remedy the identified deficiencies through revision of the petition and development of memoranda of understanding between the petitioners and District on operations and special education services. As provided in the Resolution, if the deficiencies are not remedied in the seventy-day period, the petition shall be denied.

Fiscal Impact: Loss of ADA due to students leaving District schools.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
Resolution No. 43-1314

**RESOLUTION OF THE GOVERNING BOARD OF THE WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT CONDITIONALLY APPROVING THE CHARTER
PETITION FOR THE ESTABLISHMENT OF THE RICHMOND CHARTER
ELEMENTARY SCHOOL AND WRITTEN FINDINGS IN SUPPORT THEREOF**

WHEREAS, the establishment of Charter Schools is governed by the Charter Schools Act of 1992, as subsequently amended, Education Code sections 47600 *et seq.* and implementing Title 5 of the California Code of Regulations;

WHEREAS, on September 12, 2013, the West Contra Costa Unified School District ("District") received the charter petition ("Petition") submitted by Amethod Public Schools ("Petitioners") proposing the establishment of the Richmond Charter Elementary School ("Charter School");

WHEREAS, consistent with Education Code section 47605 subdivision (b), at a regular meeting on October 2, 2013, the District's Governing Board ("Board") held a public hearing on the Petition, at which time the Board considered the level of support for the Petition by teachers employed by the District, other employees of the District, and parents/guardians;

WHEREAS, the Board has convened on November 6, 2013, to consider whether to grant or deny the Petition;

WHEREAS, approval of charter petitions is governed by the standards and criteria set forth in Education Code section 47605 and implementing Title 5 of the California Code of Regulations;

WHEREAS, Education Code section 47605 subdivision (b) prohibits the Board from denying a charter petition unless it makes written factual findings, specific to the particular charter school, setting forth facts to support one or more findings, which may include:

1. The petition does not contain the number of signatures required by Education Code section 47605 subdivision (a);
2. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition;
3. The charter school presents an unsound educational program for the students to be enrolled in the charter school;
4. The petition does not contain an affirmation of each of the conditions described in Education Code section 47605 subdivision (d); or
5. The petition does not contain reasonably comprehensive descriptions of all 16 elements required in Education Code section 47605 subdivision (b)(5).

WHEREAS, the District's administration, with the assistance of legal counsel, has reviewed and analyzed the Petition and supporting documents for legal sufficiency, and has identified numerous deficiencies in and concerns related to the Petition, and therefore recommended that the Board adopt the Findings of Fact, attached hereto as Exhibit "A" and incorporated herein by this reference, and deny the Petition.

WHEREAS, the District's administration, with the assistance of legal counsel, has also determined that the numerous deficiencies in and concerns related to the Petition, as described in the Findings of Fact, may be remedied through revisions to the Petition and separate operational and special education Memoranda of Understanding (MOUs) entered into between the Petitioners, the Charter School, and the District.

NOW, THEREFORE BE IT RESOLVED, that the Board hereby adopts the Findings of Fact, attached hereto as Exhibit "A," as its own.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Board hereby conditionally approves the Petition, subject to the complete satisfaction of the following conditions within seventy (70) calendar days of the adoption of this resolution, on or before Wednesday, January 15, 2014, and in the case where all conditions are not completely satisfied by that date this action shall mean that the Board has denied the Petition to establish the Richmond Charter Elementary School.

1. Petitioners shall submit revisions of the Petition to the District that are mutually acceptable to the Petitioners and the District and that adequately address each of the issues identified in the Findings of Fact. Petitioners' submissions must be sequentially numbered, the revised table of contents accurate, the revised document sections tabbed and labeled, and paper submissions in a binder with duplicate electronic submissions on a thumb drive.
2. Petitioners, the Charter School, and the District shall agree to enter into a Memorandum of Understanding (referred to as the "Operational MOU"), which is mutually acceptable to Petitioners, the Charter School, and the District, that adequately addresses each of the issues identified in the Findings of Fact related to Charter School's operations.
3. Petitioners, the Charter School, and the District shall agree to enter into a Memorandum of Understanding for the provision of Special Education Services (referred to as the "Special Education MOU"), which is mutually agreeable to Petitioners, the Charter School, and the District, that adequately addresses each of the issues identified in the Findings of Fact related to Special Education.
4. Representatives of Petitioners and the District shall meet within two weeks of the date of this resolution and after that meeting at two week intervals as may be necessary for submission, review, and discussion of materials identified in items 1-3 above.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent, or his designee, to negotiate on behalf of the District the proposed revisions of the Petition, the Operational MOU, and the Special Education MOU, and to determine whether mutually acceptable agreements have been negotiated, pursuant to the conditions above.

Satisfaction of the conditions and approval of the Petition as revised OR failure to meet the conditions and denial of the Petition will be confirmed, in written correspondence, from the Superintendent to the Petitioners by Friday, January 17, 2014, which is two days after the end of the seventy-calendar-day-period following the adoption of this resolution. In the case of ultimate approval, the revised Petition, the Operational MOU, and the Special Education MOU will be brought before the Board for ratification and the initial term of the Charter shall be from January 17, 2014, to June 30, 2018.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Petition shall be deemed denied by the Board on January 17, 2014, based on the Findings of Fact attached hereto, without further Board action if the Petitioners and Charter School fail to satisfy the conditions stated herein within seventy calendar days of the adoption of this resolution.

PASSED AND ADOPTED by the Governing Board of the West Contra Costa Unified School District on November 6, 2013, at a duly noticed meeting by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

I, _____, Clerk of the Governing Board of the West Contra Costa Unified School District, HEREBY CERTIFY that the foregoing Resolution was duly introduced, passed and adopted by the Board at a meeting thereof held on November 6, 2013, by a vote of _____ to _____.

IN WITNESS THEREOF, I have hereto set my hand this 6th day of November, 2013.

Clerk of the Governing Board

EXHIBIT "A"

FINDINGS OF FACT

I. THE PETITIONERS ARE DEMONSTRABLY UNLIKELY TO SUCCESSFULLY IMPLEMENT THE PROGRAM SET FORTH IN THE PETITION.

A. The Petitioners are demonstrably unlikely to successfully implement the program because the Petitioners have a history operating Richmond Charter Academy, a middle school charter, that has not been wholly successful.

1. The organization proposed to operate this elementary charter, AMethod Public Schools, has had significant problems executing certain provisions of its middle school charter. In addition there have been significant and serious complaints from the parents of the charter students. Despite continued attempts to resolve these matters, the AMPS Board has not been responsive.

The District wrote to the AMPS Board President and Executive Director on July 30, 2013, and described apparent violations of the Charter/MOU that RCA committed regarding failures to notify the District of RCA's changes of location, leadership, and enrollment, as well as numerous parent complaints the District received alleging RCA violations of law on student discipline and parent involvement.

Since the July 30th letter, the District has received additional written and verbal complaints of unsafe and inappropriate RCA practices from parents and students. Parents and students have made public statements alleging similar wrongdoing at District Board Meetings. In addition, RCA has still not provided the District important documents on its practices and performance as required by the Charter/MOU. The District also identified multiple laws that RCA may have violated based on information reported to the District by parents of RCA students.

2. This Petition is proposed to begin an elementary school which would necessarily involve creating a safe, secure and peaceful educational environment for students significantly younger than those RCA currently serves. Given RCA's history in the District, the District believes the Petitioners are demonstrably unlikely to successfully implement the program proposed.

B. The Petitioners are demonstrably unlikely to successfully implement the program because the Petitioners have presented an unrealistic financial and operational plan for the proposed charter.

1. The Charter School's budget submitted with its Petition contains multiple fiscal problems including:

- (a) The Petitioners' stated budget projections appear inaccurate. Petitioners' projections are significantly overstated by approximately \$319,000. If Petitioners adjusted their projections to align with the District's estimated rate per ADA, Petitioners would have a negative ending fund balance in year one of \$260,374, year two of \$515,658, and in year three of \$557,843.
- (b) Petitioners are budgeting \$47,000 per teacher and \$42,000 per receptionist as salaries. This salary schedule will likely not attract and retain highly qualified teachers or teachers willing to commit to the additional responsibilities Petitioners outline for them. The District's average teacher salary is \$56,000.
- (c) The Charter School's technology budget of \$400/student does not appear adequate if a computer is to be provided to all students.
- (d) The Charter School does not describe its plan to implement the state-required LCAP (Local Control Accountability Plan).

C. The Petitioners are demonstrably unlikely to successfully implement the program because it appears that the Petitioners are unfamiliar with substantial parts of the Petition including the proposed curriculum and program.

1. Significant portions of the proposed educational program and description of the implementation of Common Core State Standards in the Petition are quoted from external and copyrighted materials without acknowledgement or attribution.

Using direct quotations without acknowledgement misrepresents the text as Petitioners' own, may violate applicable copyrights, and raises questions about Petitioners' background and professional expertise for implementation. Even if websites offer materials that are freely borrowed, it is expected and appropriate for Petitioners to acknowledge and reference source materials when presenting an independent educational program for District consideration.

2. Petitioners' proposed materials are not consistent with stated objectives for implementing the CCSS. For example, the Petition proposes Open Court curricular programs on pages 45 and 46 which would not be appropriate curriculum for alignment to the CCSS.
3. Petitioners' background and experience is primarily oriented toward management of middle and high schools, with limited experience at the elementary level.

II. THE PETITION DOES NOT CONTAIN REASONABLY COMPREHENSIVE DESCRIPTIONS OF THE ELEMENTS REQUIRED IN EDUCATION CODE SECTION 47605(b)(5).

A. The Petition does not contain a reasonably comprehensive description of the Educational Program (Element 1).

1. The Petition does not provide a specific plan for how the Charter School will phase in grade levels and does not include adequate information on proposed grade level programs.
2. The Petition's proposed framework for instructional design contains conflicting and inconsistent information for implementation.
3. The Petition's plan for implementation of the CCSS is not reasonably comprehensive. It references outdated curriculum materials and does not provide adequate information for aligning and bridging the Charter School program to the new standards. The Petition lists materials rather than providing a comprehensive program for how the Charter School will meet the CCSS. The Petition does not provide a clear plan for professional development for CCSS implementation. The Petition quotes substantially from external source material on CCSS implementation without acknowledging or referencing the sources.
4. The Petition does not sufficiently address how the Charter School will serve the needs of special education students as a school of the District under Education Code section 47641 for reasons including:
 - (a) Petitioners misstate their obligation to enroll students with disabilities when they provide that "RCE recognizes its responsibility to enroll and support students with disabilities who can benefit from its programs and who otherwise qualify for enrollment. . . ." (Petition, p.71.)
 - (b) Petitioners do not indicate understanding of the Charter School's role as a school of the District for special education purposes when, for example, Petitioners reserve the right to contract with agencies and vendors outside the District to secure special education services. (Petition, p.72.)
 - (c) The Petition indicates that the Petitioners do not have adequate understanding of how 30-day interim administrative placements for special education are provided for students transferring into the Charter School with an IEP.
 - (d) The Petition indicates that Petitioners do not have adequate understanding of the assessment process for special education services.

- (e) The Petition indicates that Petitioners do not have adequate understanding of service delivery requirements under a special education student's IEP.
 - (f) The Petition indicates that Petitioners do not have adequate understanding of when and how IEP meetings may be held.
 - (g) The Petition inaccurately describes the process that would occur with the District, Charter School, and parents of a special education student under "Due Process and Procedural Safeguards" on page 77.
 - (h) The Petition does not provide an adequate description of discipline procedures applicable to special education students.
5. The Petition does not sufficiently address how the proposed education program will be tailored to meet the needs of English Language Learners.
- (a) Although the Petition indicates Petitioners' belief that "the most effective instructional approach for a school with a high EL population is to embed ELD principles in all aspects of the curriculum and to teach explicit ELD during a portion of the day," the Petition does not provide a schedule or allotted minutes or explicit curriculum to further define the ELD being taught.
 - (b) The Petition mentions that ELD students will be pulled into small groups during guided reading time to address specific students' needs to develop their English Language, but the Petition does not provide guidelines as to the number of minutes or frequency or size of groupings for the total small group instruction. The Petition also does not indicate the duration of the small group instruction that will address English Language Development needs specifically in contrast to RLA needs. This does not meet requirements to guarantee EL students differentiated ELD instruction appropriate to the proficiency level of each EL and provided by an authorized teacher until the student is reclassified.
 - (c) The Petition does not identify an interim assessment specifically for ELs.

B. The Petition does not contain a reasonably comprehensive description of the Charter School's Method for Measuring Student Progress (Element 3).

- 1. The Petition does not demonstrate alignment between curricula, methods to measure growth, and linkage to the Charter School's objectives.
- 2. As also referenced above, the Petition's plan for implementation of the CCSS is not reasonably comprehensive. It references outdated curriculum materials and does not provide adequate information for aligning and

bridging the Charter School program to the new standards. The Petition lists materials rather than providing a comprehensive program for how the Charter School will meet the CCSS. The Petition does not provide a clear plan for professional development for CCSS implementation. The Petition quotes substantially from external source material on CCSS implementation without acknowledging or referencing the sources.

C. The Petition does not contain a reasonably comprehensive description of the Charter School's Governance Structure (Element 4).

1. The Petition does not include a reasonably comprehensive description of how the Charter School will ensure parental involvement in the operation of the Charter School. The Petition states that parent/student/teacher conferences will be scheduled "upon request," but does not provide for the regular scheduling of parent and teacher conferences. The Petition's statement on informational meetings "to address matters such as financial aid for college, parent and student college session..." is not oriented toward an elementary school. The Petition states that parents/family members may call the main phone line to make an appointment with the Site Director and teacher in regards to any concerns. The District has received complaints from parents of students at RCA who did not feel that they had adequate opportunities to meet with teachers and provide input at RCA. The District also received information from RCA parents indicating that they were not informed of the process for expressing concerns to the Director and felt that their concerns were ignored. It does not appear that the current governing Board has a parent on it. It is not clear how parents are actually involved in governance.
2. The Petition states that AMPS sites will comply with the Brown Act but there is not a description of what that will mean in practice. The statement of Brown Act compliance is not made directly for the Board of Directors. There is inconsistent information on when agendas will be posted. On page 92, the Petition states that "Board Meetings will be posted in the lobby at 345 12th Street, Oakland, CA 94607 no less than 72 hours in advance of the Board Meeting. Agendas and governing board actions can be obtained from the same address." On page 97, the Petition indicates that meeting notices and agendas will be posted on the website and at school sites. The Petition states that meeting minutes and board actions are "placed on the bulletin board in the main office and made available to the public."
3. The Petition does not contain a clear statement of the conflict of interest laws that AMPS and the Charter School will adhere to. On page 97, the Petition states under "Conflict of Interest (Summarized)" that "the purpose of the conflict of interest policy is to protect Amethod Public Schools (the "Organization")'s interest as applicable to a California public charter school, and the definitions contained in the Political Reform Act of 1974...." It is not clear what this means for the conflict of interest laws

that AMPS and the Charter School will adhere to and the policies consistent with those laws. The District believes that laws generally applicable to public agencies, including the Political Reform Act (Government Code section 87100 et seq.) and Government Code section 1090 et seq., apply equally to charter schools. There should be a clear statement that AMPS and the Charter School will comply with those laws on conflicts of interest.

D. The Petition does not present a reasonably comprehensive description of Employee Qualifications (Element 5).

1. The Petition does not identify the qualifications for the Site Director. Since the Site Director has many identified crucial tasks such as being accountable for students' academic performance, managing school revenues, contact with parents, students and staff, maintaining professional standards, participating in professional development, developing classroom teacher practice, and promoting collaborative problem solving and open communication between teachers, students, and families (p.102), the Petition's omission of the qualifications the Charter School would require for this crucial leadership role is especially troubling. For example, it is unclear whether the Site Director would be expected to hold an Administrative Credential. A lack of an appropriate credential may be problematic for instructional leadership, evaluation of teaching staff, and familiarity with applicable California law. The Petition includes a description of AMPS' Up and Coming Leader Program in an appendix, but does not specify required qualifications for employment of the Site Director.
2. The Petition's lack of qualifications for the Site Director role causes concern for the leader's ability to maintain an educational environment that ensures the health and safety of the Charter School staff and students.
3. For administrative positions, the Petition identifies only an administration assistant who is cross-referenced as the Office Manager. The Petition identifies several management employees in the Petition, including the Executive Director, Chief Operations Officer, and the Chief Academic Officer, and includes their resumes, but the Petition does not identify qualifications expected of these and other key administrative positions. For example, the Petition does not contain a clear description of required qualifications for an individual employed in the role of financial management of the program.

E. The Petition does not present a reasonably comprehensive description of the Charter School's Health and Safety Procedures (Element 6).

1. The Petition does not include an assurance that the Charter School's facility will comply with Americans with Disabilities Act (ADA) access requirements.

F. The Petition does not present a reasonably comprehensive description of Admission Requirements (Element 8).

1. The Petition provides inconsistent information regarding the Charter School's obligation not to discriminate against any pupil as required under Education Code section 47605(d)(1). The Petition states that "[t]he school also recognizes its responsibility to enroll and support students with disabilities who can benefit from its programs and who otherwise qualify for enrollment." (p. 111.) It is unclear what this means but the Charter School is prohibited from discriminating based on disability in admissions.
2. Under the enrollment process, the Petition includes an enrollment/registration requirement of a "[s]igned copy of RCE agreement to participate and abide by school guidelines." A copy of this agreement was not included with the Petition and it is not known what the guidelines provide.
3. The Petition's admissions preferences provide for exemptions from an admissions lottery for children of RCE founders and RCE teaching staff members (not to exceed 10% of enrollment) and for siblings of current RCE students and those admitted during the lottery. The admissions preference also provides for a 3:1 preference for in-District students. The exemptions for children of founders, teaching staff members, and siblings go beyond the preferences in Education Code section 47605(d)(2)(B) allowed to current students and District residents and are allowable only if permitted by the District.

G. The Petition does not present a reasonably comprehensive description of Annual Independent Financial Audits (Element 9).

1. The Petition does not provide a timeline for addressing audit findings and deficiencies.

H. The Petition does not present a reasonably comprehensive description of Student Suspension and Expulsion Procedures (Element 10).

1. The Petition does not reference or acknowledge Education Code section 49001's prohibition on corporal punishment.
2. The Petition quotes substantially from the Education Code on expulsion grounds and procedures including designated roles for a principal, superintendent of schools, and school district governing board. The Petition is unclear on designation of those roles for the Charter School's procedures.
3. The Petition combines information and processes from the Education Code without changing designations of school district roles with the Charter School's own processes in ways that create some confusion on how the Charter School will ensure that its parents and students are

provided adequate due process and that parents and students clearly understand the policies. Clearly described and outlined grounds and procedures are necessary to avoid inconsistent, capricious, and unfair student disciplinary practices and necessary to afford students adequate due process.

4. The Petition does not provide an adequate description of discipline procedures applicable to Section 504 students.
5. The Petition does not sufficiently describe the rights of special education students in regard to suspension, expulsion, and other disciplinary removals resulting in a change of placement.

I. The Petition does not present a reasonably comprehensive description of employee return rights (Element 13).

1. The Petition's statement that "the issue of return rights is a matter of negotiation between the WCCUSD and the employee, as keeping with the District's policies" is misleading and subject to misinterpretation. The Petition characterizes return rights in two different ways on page 126, one for "[e]mployees of the District who choose to leave the employment of the District to work at the School" and the other for "[r]eturn rights of employees of the Amethod Public School system who previously were employees of the WCCUSD." The competing descriptions of these rights is ultimately unclear and not reasonably comprehensive.

J. The Petition does not present a reasonably comprehensive description of Dispute Resolution Procedures (Element 14).

1. The Petition's description of a dispute resolution process is overbroad, unacceptable, and may impede the District's oversight obligations. The Petition states that "[b]y adhering to the charter school mega waiver legislation, the sponsoring district will not intervene in internal disputes without the consent of the Amethod Governing Board, and WCCUSD shall refer any complaints or reports regarding such disputes to the governing board or Executive Director for resolution." (p. 127) The referenced waiver legislation does not address the District's responsibilities, and this statement does not recognize the District's oversight of the Charter School pursuant to Education Code sections 47604.32, 47604.33 and 47605 and to determine compliance with the Charter, any Memoranda of Understanding, and all applicable laws.
2. The Petition does not adequately recognize the District's right to pursue revocation of the Charter outside any agreeable dispute resolution process.
3. The Petition's description of the dispute resolution process provides for required arbitration and a provision that "any party who fails or refuses to submit to arbitration shall bear all costs and expenses incurred by such party in compelling arbitration of any controversy, claim, or dispute."

These statements are overbroad, burdensome, and not acceptable. Any mediation or arbitration should be subject to mutual agreement.

K. The Petition does not present a reasonably comprehensive description of Closure Procedures (Element 16).

1. The Petition's description does not clearly identify for designation of a responsible entity to conduct closure-related activities. The Petition's description on pages 129-130 references "the entity responsible for closure-related activities" without specifying the entity.

- End -

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:** November 6, 2013

From: Sheri Gamba, Associate Superintendent Business Services **Agenda Item:** F.2
Ken Whittlemore, Assistant Superintendent Human Resources

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

Background Information: District and West Contra Costa Administrators Association Collective bargaining proposals were sunshined for the 2013-2015 year. Tentative Agreement has been reached with representatives of West Contra Costa Administrators Association (WCCAA). A copy of the Tentative Agreement will be provided at the Board meeting. The West Contra Costa Administrators Association (WCCAA) has ratified the Agreement; it is now presented to the Board of Education for ratification.

School districts are required to publicly disclose the provisions of all collective bargaining agreements before they ratify an agreement. This ensures that the public is aware of the details associated with a tentative collective bargaining agreement before it becomes binding on the district. A summary of the savings associated with the agreement is attached. This summary has also been provided to the County Office of Education.

The Board will receive public comment on the proposed contract changes before the Board votes to ratify the Agreement.

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

Recommendation: Recommend that the Board of Education ratify the Tentative Agreement between the West Contra Costa Unified School District and West Contra Costa Administrators Association (WCCAA).

Fiscal Impact: General Fund \$9, 250 for 2012-13
General Fund \$11,250 for 2013-14

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

SUMMARY OF TENTATIVE AGREEMENT

With the West Contra Costa Administrators Association Bargaining Unit

Of the West Contra Costa Unified School District

To be acted upon by the Governing Board at its meeting on November 6, 2013.

GENERAL:

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

Certificated: Open contract not yet settled with United Teachers of Richmond

Classified: Contracts settled.

COMPENSATION:

2012-13 Budget Adjustment:

Proposed percentage increase in proposed agreement: 0

Current year total cost increase for: Salaries: 0

Statutory Benefits: 0

Health & Welfare: 0

Cash in lieu of benefit: 0

OTHER PROVISIONS

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

Doctoral Stipend: \$1,000 annually per qualified recipient (3 qualified)

Longevity Stipend \$750 annually 13-18 years, \$1,000 annually 19+ years per qualified recipient (8 qualified)

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

\$13,000 per year shall be placed in the WCCAA Professional Development Fund.

Salary Advancement shall be implemented each July 1

Extended Illness Leave (differential pay) shall be \$100 per day for the 5 month period.

**Language for leaves to comply with current State and Federal Law
Reassignment Language and Unit Vacancy & Evaluation Language**

***TOTAL COST OF SETTLEMENT* \$ 9,250**

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

SOURCE FUNDING:

The following source(s) of funding have been identified to fund the proposed agreement for 2012-13:

**Unrestricted General Fund Balance: \$7,863
Restricted General Fund and Other Funds: \$1,387**

FISCAL IMPACT IN CURRENT YEAR:

\$9,250

**FISCAL IMPACT IN FUTURE YEARS:
\$ 11,250 /2013-14, \$15,000/2014-15**

**Unrestricted General Fund Balance: 85%per year
Restricted General Fund and Other Funds: 15% per year**

Summary of Tentative Agreement:

The WCCAA full contract expired June 30, 2012. The parties entered into an agreement to extend that date from June 30, 2012 to December 31, 2012. This agreement extends the full contract through June 30, 2015.

**The majority of the contract items were settled and covered in the AB1200 report dated January 23, 2013. However there were certain articles that had items outstanding that have now been finalized.
The monetary items include stipends for longevity and a doctoral stipend. In addition the District has agreed to set up an annual professional development fund for the group.**

CERTIFICATION

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

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

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

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



District Superintendent

10-29-12

Date



Chief Business Official

10-29-13

Date

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

President, Governing Board

Date

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: November 6, 2013

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

Agenda Item: F.3

Subject: Sexual Harassment Statement

Background Information:

The West Contra Costa Unified School District is committed to maintaining a working and learning environment that is free from sexual harassment. Sexual harassment of or by employees or students, or persons doing business with or for the District is a form of sex discrimination in that it constitutes differential treatment on the basis of sex, sexual orientation, or gender, and, for that reason, is a violation of state and federal laws and a violation of this policy.

The District considers sexual harassment to be a major offense which can result in disciplinary action to the offending employee or the suspension or expulsion of the offending student in grades four through twelve. Suspension or expulsion as a disciplinary consequence for sexual harassment shall not apply to students enrolled in Kindergarten and grades one through three. However, students enrolled in Kindergarten and grades one through three may be subject to other disciplinary actions.

Any student or employee of the District who believes that she or he has been a victim of sexual harassment shall bring the problem to the attention of the site administrator or Title IX Coordinator so that appropriate action may be taken to resolve the problem. The District prohibits retaliatory behavior against anyone who files a sexual harassment complaint or any participant in the complaint investigation process. Complaints will be promptly investigated in a way that respects the privacy of the parties concerned.

California Education Code Section 212.5 defines sexual harassment as any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance. Or of creating an intimidating, hostile, or offensive work or educational environment.
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Recommendation:

Recommend Approval of the District Sexual Harassment Statement

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____