

**WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT**

BOARD OF TRUSTEES



MISSION STATEMENT

WCCUSD, in partnership with the community, serves the whole child, preparing every student to succeed in higher education, career, and life by pairing high quality academics with social, emotional, and wellness support.

“Whole Child, Whole Community”

MEETING OF
March 26, 2014

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
MARCH 26, 2014**

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

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

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

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

B. OPENING PROCEDURES

- B.1 Pledge of Allegiance**
- B.2 Welcome and Meeting Procedures**
- B.3 Roll Call**
- B.4 Presentation of Student Board Representative from the Youth Commission**
- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption (Public Comment)**
- * **B.7 Minutes: March 12, 2014**
- * **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 March 26, 2014.

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 March 26, 2014.

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 March 26, 2014.

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 March 26, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per contracts summary

***CI C.5 Notice of Completion: Bid J068194 DeAnza High School Replacement Campus**

Comment:
A substantial completion notice has been received for: Bid J068194

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

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

Wright Contracting Inc. Bid J068194 DeAnza High School Replacement Campus.

Recommendation:
Recommend approval of this notice of completion

Fiscal Impact:
None

***CI C.6 Routine Personnel Changes – Classified**

Comment:

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

Recommendation:

Approve Classified Personnel Changes

Fiscal Impact:

None

***CI C.7 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: \$3,605,249. Funding sources Fund 40, Measure J Bond and Measure D-2010 Bond.

***CI C.8 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Bayview ES Exterior Walls & Roof Repairs; Ohlone ES Phase I New Classroom. 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 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:

Approve negotiated Change Orders as noted

Fiscal Impact:

Total approval by this action: \$51,035.24

***CI C.9 Annual Financial Audit of District Bond Program**

Comment:

The District is required to complete an annual independent financial audit of the bond program. Crowe Horwath LLP has completed the 2012 – 2013 independent financial bond audit. The financial bond audit report was presented to the Citizens' Bond Oversight Committee at their meeting on March 19, 2014. The Financial Bond Audit report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the financial bond audit report for the year ending June 30, 2013

Fiscal Impact:

None

***CI C.10 Annual Proposition 39 Performance Audit of District Bond Program**

Comment:

The District is required to complete an annual Proposition 39 independent performance audit of the bond program. Total School Solutions has completed the 2012 – 2013 independent performance bond audit. The performance bond audit report was presented to the Citizens' Bond Oversight Committee at their meeting on March 19, 2014. The Performance Bond Audit report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the performance bond audit report for the year ending June 30, 2013

Fiscal Impact:

None

***CI C.11 Ratification of Staff Awarded Contract: Pinole Valley High School Interim Campus Site Work Project**

Comment:

WLC Architects has prepared plans and specifications for the project. Scope of work includes: Installation of portable classroom buildings, connection of portables to new and existing utilities, site improvements and installation of site furnishings. The work includes but is not limited to the following: fire lane and ramp transition landings at grade; demolition/excavation as required to construct new paving; sewer domestic water, electrical & fire alarm connection to portables; installation of low voltage conduits, security cameras, intrusion alarms, Comcast and AT&T, as required for a complete installation; installation of perimeter chain link fencing; furnishing and installation of electrical connection including conduit and overhead cabling/wiring to service side of distribution panel; coordination with conformed survey of site for the building pads, portable stub outs, benchmarks and building corners; furnishing and installation of temporary fencing as required during construction; furnishing of lock cylinder and transitional housing keying to match WCCUSD Standard; installation and coordination with District to provide paper towel dispenser and soap dispenser; installation of shade structures; and installation of concrete retaining walls and concrete walkways.

The District conducted a public bid process for the project. Bids were opened on March 13, 2014. Two contractors submitted bids. They are as follows: JUV, Inc. \$5,530,000; Seward L. Schreder Construction, Inc. \$7,594,000. The apparent lowest responsive, responsible bidder is JUV, Inc.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder after the expiration of the bid protest period

Fiscal Impact:

Funded from the Measure D-2010 Bond

***CI C.12 Richmond Swim Center Award of Contract**

Comment:

MA Architects has prepared plans and specifications for the project. Scope of work includes: complete removal of the degenerated wood roof assembly over the natatorium, hazardous material abatement associated with demolition work, addition of a new roof diaphragm assembly consisting of steel cross bracing and metal decking in the natatorium, addition of an operable skylight assembly over the natatorium with glass gable walls, complete replacement of the natatorium HVAC system, complete replacement of the natatorium lighting systems, substantial reconfiguration of the existing swimming pool including new shell components, perimeter coping, plaster, tile and underwater lighting, relocation of an existing underground chlorine storage tank to an above ground location, new interior wall finishes within the connecting corridor and natatorium including plaster and tile, site improvements include landscape, hardscape, picnic areas, and one play structure within an existing enclosed courtyard, existing outdoor training pool improvements, roof replacement, and revisions and upgrades to the bathhouse to meet latest building accessibility requirement.

The District conducted a public bid process for the project. Bids will be opened on March 25, 2014.

Recommendation:

Award the contract to the lowest responsive, responsible bidder

Fiscal Impact:

Funded from the Measure D-2010 Bond

***CI C.13 Proposition 39 Final Offers of Space to Caliber Beta Academy and Richmond Charter Academy Middle School**

Comment:

Pursuant to Proposition 39, a school district is required to provide facilities to a charter school that is operating within the school district and that, by November 1 of the fiscal year preceding the year for which facilities are requested, submits a legally sufficient request for facilities. A school district is required to accommodate a charter school's in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the school district. Whether the conditions of the proposed school site are reasonably equivalent is determining by analyzing a comparison group of school district operated schools with grade levels similar to those of the charter school. Additionally, a school district is required to make reasonable efforts to provide the charter school with facilities near to where the charter school wishes to locate.

Caliber Beta Academy

On November 1, 2013, Caliber Beta Academy (“Caliber”) submitted a legally sufficient request for Proposition 39 facilities for the 2014-2015 school year. Caliber projected an in-district classroom average daily attendance (“ADA”) of 256.5 for grades Kindergarten through 3 and grade 6. The West Contra Costa Unified School District (“District”) accepted Caliber’s in-district classroom ADA projection for the 2014-2015 school year. Caliber wishes to locate in the area of Richmond, California.

On or before April 1, 2014, the District is required to submit, in writing, a final notification of the space offered to Caliber for the 2014-2015 school year. District staff recommends providing Caliber with a co-location of space at Stege Elementary School (“Stege”). Stege has sufficient space to accommodate Caliber’s total in-district classroom ADA for the 2014-2015 school year. Additionally, District staff conducted a comparison group schools analysis (included herein) and determined that Stege has conditions that are reasonably equivalent to those of Caliber’s comparison group of District operated schools. Stege serves the same grade levels as Caliber and is located in Richmond, the area in which Caliber specifically requested to locate. District staff recommends providing Caliber with exclusive use classrooms sufficient to accommodate Caliber’s total in-district Classroom ADA and shared use of Caliber’s proportional share of specialized and non-teaching station space at Stege, as required by Proposition 39.

Richmond Charter Academy Middle School

On November 1, 2013, Richmond Charter Academy Middle School (“RCA”) submitted a legally sufficient request for Proposition 39 facilities for the 2014-2015 school year. RCA projected an in-district classroom ADA of 230.7. The District objected to RCA’s projection because RCA failed to provide documentation supporting its projected substantial increase in in-district classroom ADA, as required by California Code of Regulations, title 5, section 11969.9, subdivision (c)(1)(C). Based on the documentation provided by RCA, the District projected an in-district classroom ADA of 201.4 for the 2014-2015 school year, which it considers reasonable for RCA. In its facilities request, RCA stated that it wishes to locate at Adams Middle School (“Adams”) or in its proximity.

On or before April 1, 2014, the District is required to submit, in writing, a final notification of the space offered to RCA for the 2014-2015 school year. District staff recommends providing RCA with a co-location of space at Juan Crespi Middle School (“Crespi”). Crespi has sufficient space to accommodate RCA’s total in-district classroom ADA of 201.4 for the 2014-2015 school year. Additionally, District staff conducted a comparison group schools analysis (included herein) and determined that Crespi has conditions that are reasonably equivalent to those of RCA’s comparison group of District operated schools. Furthermore, Crespi serves the same grade levels as RCA. Although RCA requested to locate at Adams, the District cannot locate RCA at this site. As Adams is a closed school site, the conditions of Adams are not reasonably equivalent to those of RCA’s comparison group of District schools. To make the Adams campus operative would require significant time and expenditures. The Proposition 39 regulations do not require school districts to pay to modify closed school sites in this manner. Crespi is the closest school site to where RCA wishes to locate with the requisite space to meet RCA’s facilities needs. Therefore, District staff recommends providing RCA with exclusive use classrooms sufficient to accommodate RCA’s total in-district classroom ADA of 201.4 and shared use of RCA’s proportional share of specialized and non-teaching station space at Crespi, as required by Proposition 39.

Recommendation:

On or before April 1, 2014, provide a final notification of space to Caliber at Stege, including exclusive use classrooms sufficient to accommodate Caliber’s total in-district classroom ADA and shared use of Caliber’s proportional share of specialized and non-teaching station space at this location. On or before

April 1, 2014, provide a final notification of space to RCA at Crespi, including exclusive use classrooms sufficient to accommodate RCA's total in-district classroom ADA and shared use of RCA's proportional share of specialized and non-teaching station space at this location.

Fiscal Impact:

The District must furnish, equip, and make the space available for occupancy by Caliber and RCA ten (10) working days prior to the charter schools' first day of instruction. The District will charge Caliber and RCA a pro rata share of its facilities costs for the use of the facilities at Stege and Crespi, as permitted by California Code of Regulations, title 5, section 11969.7. The District reserves the right to seek a monetary reimbursement amount from Caliber and RCA for over-allocated space pursuant California Code of Regulations, title 5, section 11969.8.

***CI C.14 Hosted VoIP to standardize and upgrade communication systems for all District sites ("Project")**

Comment:

Our District ERATE consultant, Infinity Communications and Consulting, Inc, prepared plans and specifications for the Project. The Project consists of providing a managed Cisco VoIP solution for all District sites. Currently, the District's communication system is outdated, rapidly losing its utility and is incompatible among the various sites. The upgraded communications solution will provide the District with the latest in communication technology. For example, voicemail will be integrated with email.

The District solicited competitive bids for the Project. The Request for Proposals was advertised on January 11, 2014 and closed February 14, 2014. Four telecommunication companies submitted proposals with pricing based on a five-year contract as follows:

1. AT&T: \$415,699.08 per year with one time installation fees of \$65,212.55 (Erate eligible) and one time installation fees of \$62,246.58 (Erate ineligible);
2. Broadcore: \$530,038.68 per year with one time installation fees of \$38,681.40;
3. NWN: \$716,576.76 per year with one time installation fees of \$75,000; and
4. Jive: \$792,420 per year with one time installation fees of \$148,650.00.

Pursuant to Public Contract Code section §20118.2, the District may consider, in addition to price, factors such as performance reliability, standardization, life-cycle costs, support logistics, fitness of purchase and similar factors in the award of contracts for technology.

The District evaluated the proposals based on the Selection Criteria set forth in the RFP and price. Based on this evaluation, it was determined that NWN proposed both the lowest price for the services and received the highest score on the selection criteria. Jive was the second low responsive bidder.

Both AT&T and Broadcore were deemed nonresponsive. Although AT&T's proposal included a lower price, it did not provide a form of service provider contract as required by the RFP, nor did AT&T provide for several required contract clauses as indicated by the RFP. The RFP specifically provided that a proposal which did not include these provisions would be considered non-responsive. Additionally, AT&T's proposal did not include a price for the costs of the classroom and administrative phones as required by the RFP. Broadcore was also deemed nonresponsive because its proposal took exception to the RFP terms and conditions. In addition, Broadcore did not provide a plan to incorporate the District's existing infrastructure into the proposed system.

It is therefore recommended that NWN be awarded the contract.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder: NWN

Fiscal Impact:

\$75,240.56 per year after ERATE and CTF discounts and \$15,750 installation fees for the first year.
Funded from General Funds.

***CI C.15 Assessment System for Common Core State Standards**

Comment:

The District currently uses the Edusoft solution for the purpose of assessment. This system is a database containing State and District assessment results and specializes in providing informative reports to assist teachers and administrators in making data-driven decisions to support student learning. Staff feel that Edusoft has outlived its useful life. In order to comply with the direction provided in our LCAP and Strategic Plan, the District began the search for a new assessment system which would allow all staff the ability to input and extract data, in an easily-readable format, to better make decisions regarding student learning.

The District began the search by soliciting information from other districts. From the information gained, the District selected four systems to investigate. These systems were: Educator's Assessment Data Management System (EADMS), School City, Mastery Connect and Illuminate Education. It was found that Illuminate Education's system best met the needs of the District and would assist the District in meeting the objectives of the Common Core State Standards.

Corona-Norco Unified School District advertised for an assessment system through RFP which closed on March 19, 2013. The winning vendor was Illuminate Education. Illuminate Education's response used language indicating that any district in California could purchase off their contract. We are taking advantage of this piggyback option.

The Technology Subcommittee approved Illuminate Education's assessment system March 11, 2014.

Recommendation:

Approve Illuminate Education's assessment system

Fiscal Impact:

\$169,500 yearly. Funded from CCSS.

***CI C.16 High School Physical Education Exemption Process and Physical Fitness Testing**

Comment:

During the Federal Program Monitoring for the WCCUSD Physical Education Exemption policy, it was discovered that WCCUSD was not in compliance with the state's Physical Education Exemption process and the monitoring and tracking of students receiving Physical Education Exemptions.

With extensive review, revisions and support the Physical Education Exemption Process guidelines, Physical Education Exemption Request Form and the Physical Fitness Testing (PFT)/Physical Education Exemptions Monitoring and Tracking system were revised to meet California Department of Education requirements.

We are requesting the Board to approve the Physical Education Exemption Process, and the Physical Fitness Testing (PFT)/Physical Education Exemption Monitoring and Tracking system for Physical Education Exemptions and Physical Fitness Testing (PFT). The monitoring and tracking system and application process will be implemented at all WCCUSD High Schools beginning in the 2014-15 school year.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.17 Approval of Physical Education Course Offerings for grades 9 through 12**

Comment:

The West Contra Costa Physical Education Department has provided the proposed Physical Education Core 9 through 12 Course Descriptions. During the Federal Program Monitoring for the WCCUSD Secondary Physical Education Curriculum, it was discovered that the WCCUSD was not in compliance with state standards. With extensive review, revisions and support the Physical Education Core 9 through 12 Course Descriptions were revised to meet California Department of Education requirements.

The courses will be implemented at all WCCUSD High Schools beginning in the 2014-15. We are requesting that the Board approve the proposed courses.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.18 Resolution No. 68-1314 - Day of Recognition for César Chávez - March 31, 2014**

Comment:

This resolution is in recognition of César Chávez for his great leadership in bringing social justice to California's migrant farm workers, providing a model of solving problems through non-violent, democratic actions and a life of service to others.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.19 Board Approval of Single Plans for Student Achievement (SPSAs) and Title I Parental Involvement Policies**

Comment:

The Single Plan for Student Achievement serves as a vehicle for communicating information about a school's vision, initiatives to improve academic achievement, as well as a description of how supplemental categorical funds from the Consolidated Application are used to support these efforts. School plans describe legally-mandated requirements and comprehensive programmatic information that includes:

- a description of how parents are involved in the school program;
- Adequate Yearly Progress (AYP) data analysis and assessment of student learning;
- an action plan for improving student achievement and closing the achievement gap;
- a plan to improve attendance
- a plan to promote a safe, welcoming and disciplined learning environment; and
- Title I Parent Involvement Policies, as needed for Title I schools.

Training and support are provided to assist schools in using the template, analyzing data and completing the SPSAs. The plans are developed and approved by the School Site Councils (SSCs). The plans are available for review on the District website and at the Educational Services Department located at the Vista Campus.

Recommendation:

Recommend Approval

Fiscal Impact:

Categorical revenue

***CI C.20 Approval of District Local Control Accountability Plan Parent Committee Nominees**

Comment:

On January 29, 2014, the Board approved the guidelines for the selection of the members of the District Local Control Accountability Plan Parent Committee. Letters seeking recommendations for nominees were sent to the heads of each organization listed. Principals solicited parent participants through flyers, phone calls and at School Site Councils and other meetings. The application was also posted on the District's web site. Each high school attendance area family of principals met to review the applications received at their individual schools and agreed by consensus on the nominees presented below. High school principals also nominated sophomore and junior level students to serve as ex officio members.

At the March 12, 2014 meeting the Board approved 33 members for the community. Additional members nominated by community organizations include: Kaniesha Parker from Building Blocks for Kids, Lucretia Bobo from the Richmond NAACP, and Kimberly Chamberlain from School Supervisors Association.

Recommendation:

That the Board approve the additional members of the District Local Control Accountability Plan Parent Committee for 2014 and 2015.

Fiscal Impact:

None

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 Recognition of Schools Selected by California Business for Education Excellence for Prestigious Honor Roll**

Comment:

Schools receiving this distinction from the California business community have demonstrated consistently high levels of student academic achievement, improvement in achievement levels over time and reduction in achievement gaps among student populations. For high schools, the Honor Roll recognition also includes measures of college readiness.

The CBEE Honor Roll is comprised of “Star Schools Award (1,022 schools) and “Scholars Schools” Award (1,077) schools. CBEE Star schools are those with significant populations of socio-economically disadvantaged students that have shown a significant increase in grade-level proficiency over time. CBEE Scholar Schools are school that show significant levels of academic achievement, but do not have a significant socio-economically disadvantaged student population.

Over time, CBEE has identified a common set of success factors in higher performing Honor Roll schools and districts. These include high expectations for all students; ongoing collaboration among teachers to improve practice, targeted use of data to pinpoint challenges and monitor progress; continual intervention for struggling students; and mastery of content knowledge and pedagogical practices.

We would like to recognize Middle College High School, Montalvin Elementary School and Olinda Elementary School for receiving the Star Schools Award and Hanna Ranch Elementary School, Kensington Elementary School and Madera Elementary School for receiving the Scholars School Award.

Recommendation:

For Information Only

Fiscal Impact:

None

*** D.2 Recognition of Jenn Rader**

Comment:

On March 7, 2014 The California School-Based Health Alliance Board of Directors recognized Ms. Jenn Rader for being an outstanding practitioner and awarded her with the 2014 School Health Champion Award.

In 1998, Jenn Rader, a high school history teacher, founded the James Morehouse Project to bring much needed support to students and families at El Cerrito High School. In the years since, the school-based health center has grown to offer a rich array of services. We would like to recognize Ms. Rader for receiving such recognition and award.

Recommendation:

For Information Only

Fiscal Impact:

None

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
Bayside Parent Teacher Association
Citizens’ Bond Oversight Committee
College and Career Readiness Academies
Community Budget Advisory Committee
Facilities Subcommittee
Ivy League Connection

Public Employees Local 1
Safety and School Climate Committee
School Supervisors Association
Technology Subcommittee
United Teachers of Richmond
West Contra Costa Administrators Association
Youth Commission

*** E.2 Superintendent’s Report**

F. ACTION ITEMS

*** F.1 Board Policy Revisions - BP 4111, BP 4211, BP 4311**

Comment:

The District would like to assure that all prospective and returning employees have background check references. The cited Board Policies reflect this new language.

Recommendation:

Recommend Approval

Fiscal Impact:

None

*** F.2 Second Interim Report, 2013-14 / Financial Update**

Comment:

A summary of the District’s Second Interim Report for 2013-14 is provided, covering the financial and budgetary status of the District for the period ending January 31, 2014. The entire report, including state forms, is provided under separate cover and on the District’s website at www.wccusd.net.

Education Code Section 42130 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

The District shall certify whether it is able to meet its financial obligations for the current fiscal year and, based on current forecasts, for the two subsequent fiscal years. A positive certification shall be assigned when a district will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A qualified certification shall be assigned when a district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years. A negative certification shall be assigned when a district will be unable to meet its financial obligations for the remainder of the fiscal year.

Recommendation:

Recommend approval of the Second Interim Report for 2013-2014

Fiscal Impact:

Positive Budget Certification

* **F.3 WCCUSD Technology Plan 2014-2017**

Comment:

The Technology Plan was created to provide direction to the District by creating goals and objectives that support both the WCCUSD Strategic Plan and LCAP. Input from staff, community and business members was solicited and their suggestions were incorporated into the plan. This plan is considered a “living document” and will be reviewed on a quarterly basis to ensure we are meeting the needs of our district and achieving our benchmarks.

The WCCUSD Technology Plan was approved by the Technology Subcommittee on March 10, 2014.

Recommendation:

Approve the WCCUSD Technology Plan 2014-2017

Fiscal Impact:

For fiscal year 2014-2015 - \$7,264,144 to be divided as follows: Bond: \$5,655,000; General Funds: \$1,369,295; CCSS \$239,849

G. DISCUSSION ITEMS

* **G.1 Strategic Plan / Local Control Accountability Plan Update**

Comment:

West Contra Costa Unified is in a unique position in implementing Local Control Funding Formula (LCFF) for the 2014-15 school year. During the time that the Legislature was shaping the LCFF in 2013, the District was engaged in developing the 2014-2019 strategic plan. In October of 2013, the Governor signed the legislation that authorized the LCFF and its accountability mechanism, the Local Control Accountability Plan (LCAP). In November 2013, the WCCUSD Board of Education accepted the 2014-19 Strategic Plan report. The LCAP requires that the Board approves a three-year plan that includes goals, activities, and budget that addresses eight state priorities areas listed in the statute. The strategic plan includes six overarching strategies, 35 objectives and 134 tactics. While there's a great deal of alignment between the state priorities and the strategic plan strategies, there are areas in each that are not addressed in the other.

At a workshop meeting on February 26, 2014, the Board reviewed the initial draft that incorporates the Local Control Accountability Plan into the framework of the strategic plan. Board members asked questions and provided feedback and suggestions. Those suggestions have been incorporated into the second draft. The first draft provided actions and budget amounts for the 2014-15 school year. The second draft includes actions and budgets for 2014-15, 2015-16 and 2016-17. After the Board reviews and provides feedback on the second draft, a third draft will be presented to the District Local Control Accountability Plan Parent Committee. The Parent Committee will review the plan and advise the Board on changes to better align the plan with the parameters of the LCAP and the strategic plan report. The plan will then be revised and brought back to the Board for public hearing in May and ultimately for adoption with the 2014-15 budget in June.

Recommendation:

That the Board review the updated presentation that integrates the Local Control Accountability Plan with the Strategic Plan and provide feedback and direction for developing the next iteration that will go before the District Local Control Accountability Plan Parent Committee in April.

Fiscal Impact:

Positive impact brought about by the LCFF over the next seven years

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 – April 23, 2014

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

March 26, 2014

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

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

Director, Accountability & Chief Data Officer

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

8. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

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

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: March 26, 2014

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

Agenda Item: B.4

W

Subject: Presentation of Student Board Representative from Youth Commission

Background Information:

A Student Board Representative from the Youth Commission will attend the Board of Education on March 26, 2014. 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

March 12, 2014

A. CLOSED SESSION

B. OPENING PROCEDURES

President Ramsey called the meeting to order at 6:00 P.M. The Board recessed into Closed Session. President Ramsey called the Public Session to order at 6:30P.M.

B.1 Pledge of Allegiance

President Ramsey led the pledge of allegiance.

B.2 Welcome and Meeting Procedures

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

B.3 Roll Call

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

Staff Present: Magdy Abdalla, Engineering Officer; Steve Collins, SELPA Director; Denise Cifelli, Confidential Secretary; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Rhonda Haney, Title IX Coordinator; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Reyna Touriel, Translator; Ken Whittemore, Assistant Superintendent Human Resources

B.4 Presentation of Student Board Representative from the Youth Commission

Cesar Munoz provided a report of activities for the Youth Commission.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to approve actions taken in Closed Session to approve Marcus Walton as Director of Communications, Diane Lang as an Assistant Principal, 5 elementary and 18 secondary administrators for summer school, 7 administrators for reassignment for 2014-15 and approve non re-election of 5 teachers.

MOTION: Ms. Kronenberg moved to approve Marcus Walton as Director of Communications, Diane Lang as Assistant Principal, 5 elementary and 18 secondary administrators for summer school, 7 administrators for reassignment for 2014-15 and the non- reelection of 5 teachers. Mr. Enos second the motion. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voted yes; with no abstentions or absences. Motion carried 5-0-0-0.

B.6 Agenda Review and Adoption

MOTION: President Ramsey requested item F.3 be moved prior to item D.1. Mr. Groves moved to approve the agenda with the change to move item F.3 prior to item D. 1. Ms. Kronenberg second. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, Student Representative Cesar Munoz (advisory vote only) and President Ramsey voted yes; no abstentions or absences. Motion carried 5-0-0-0.

B.7 Minutes: February 12, 2014; February 26, 2014

MOTION: Mr. Enos moved approval of the Minutes of February 12, 2014 and February 26, 2014. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Kronenberg, Ms. Merriweather, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voted yes; no abstentions or absences. Motion carried 5-0-0-0.

B.8 WCCUSD Public Comment

Mike Ali, Sarah Creeley, Devin Houston, Giorgio Cosentino

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Acceptance of Donations

C.3 Approval of Fund-Raising Activities

C.4 Summary of Payroll and Vendor Warrant Reports

Ms. Gamba announced a correction for item C.4 correcting the amount of Vendor Warrants for February to \$16,299,503.

C.5 Adoption of Resolution No. 65-1314: Replacement of Outdated Warrant

C.6 Resolution No. 61-1314 Directing Preparation of Annual Engineer's Report - MRAD

C.7 Certification of Athletic Coaches – Winter Sports

C.8 Board Policy 5131 "Conduct", Policy 5137 "Positive School Climate", Policy 5145.7 "Sexual Harassment", Policy 5145.3 "Nondiscrimination / Harassment" and Policy 5145.9

This item was pulled for separate action.

C.9 Resolution No. 66-1314: California Adult Education Week – March 10-14, 2014

C.10 Resolution No. 62-1314: Arts in Education Month – March 2014

C.11 Resolution No. 63-1314: Women's History Month – March 2014

C.12 Ratification and Approval of Engineering Services Contracts

C.13 Ratification and Approval of Negotiated Change Orders

C.14 Citizens' Bond Oversight Committee (CBOC) Appointment: Bill Kelly by Hercules City Council

C.15 Citizens' Bond Oversight Committee (CBOC) Appointment: Tim Warner be reappointed by Board Member Madeline Kronenberg

C.16 El Cerrito High School Stadium Project – Request to Substitute Listed Subcontractor Pursuant to an Inadvertent Clerical Error – Resolution No. 64-1314

C.17 Right of Entry Agreement between WCCUSD and Pinole Valley Community Church for Temporary Parking Purposes

C.18 Right of Entry Agreement between WCCUSD and Iglesia De Jesucristo Palabra Miel Church for Temporary Parking Purposes (Administration Building Site)

C.19 Cellular Service for Tablets

C.20 Hosted VoIP to standardize and upgrade communication systems for all sites

This item was pulled for separate action.

C.21 Ten Gbps fiber WAN to connect all sites to 1300 Potrero Ave., Richmond, CA

Public Comment:

Rhonda Lutz of AT&T

C.22 Approval of Board Members Travel

C.23 Approval of District Local Control Accountability Plan Parent Committee Nominees

Public Comment:

Giorgio Cosentino, Ivette Rico, Rhonda Lutz, Lynn Wolter, Councilman Bill Kelly

MOTION: Mr. Groves moved approval of Consent Items C. 1 – C.7; C.9 – C.19 and C.21-23. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.3 Consideration for Partnership with Kensington Police Protection and Community Services District (KPPCSD)

Public Comment:

Lynn Wolter, Richard (Tony) Lloyd, Police Chief Greg Harmon

Board Comment:

Superintendent Harter amended the staff recommendation to the Board for approval since the item originally brought forward was not fully in line with the Kensington request.

President Ramsey supported Dr. Harter's recommendation and made a motion to approve a three-year contract not in excess of \$50,000 and for Dr. Harter to be given authority to negotiate final terms of contract.

Ms. Merriweather had questions about the fiscal impact. Ms. Gamba clarified the impact. Ms. Merriweather also requested clarification of a three year term. President Ramsey offered clarification as well.

Ms. Kronenberg voiced her support of the partnership.

Mr. Enos commented on the importance of safety in schools and the District's commitment.

MOTION: President Ramsey moved to approve the request for Consideration for a Partnership with Kensington Police Protection and Community Services District (KPPCSD) for a three (3) year contract for \$32,000 not to exceed \$50,000. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

C.8 Board Policy 5131 "Conduct", Policy 5137 "Positive School Climate", Policy 5145.7 "Sexual Harassment", Policy 5145.3 "Nondiscrimination / Harassment" and Policy 5145.9

Public Comment:

None

Board Comment:

Ms. Merriweather recommended additions to the policies. Title IX Coordinator Rhonda Haney and ETR consultant Dr. John Shields were available to address questions. Ms. Merriweather discussed her recommendations to identify the individual responsible for investigating allegations in a timely manner, as well as details regarding gender based harassment, gender identity and gender expression. Ms. Merriweather concluded by recommending language to deal with students filing false reports subject to disciplinary action. Dr. Shields advised that the language will be added.

MOTION: Mr. Groves moved approval of Consent Item C. 8 with the modifications as amendments to the policies; second by Mr. Enos. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

C.20 Hosted VoIP to standardize and upgrade communication systems for all sites

Public Comment:

Rhonda Lutz of AT&T

Board Comment:

President Ramsey requested an explanation as to why the contract was not awarded to lowest bidder and asked that the item be tabled until the next meeting.

D. AWARDS, RECOGNITIONS, AND REPORTS

D.1 Scholar-in-Residence Program Update

Superintendent Harter provided an update on the Scholar-in Residence program and introduced Dr. AnnMarie Darrow-Baines, Scholar-in Residence, who reported on her program activities. She shared information on the "What", "How" and "Why" of learning and the themes, opportunities, challenges and key learnings she uncovered. She invited the Board to attend Portola Night on March 27th and WCCUSD Middle School Conference on April 26th.

Public Comment:

None

Board Comment:

Ms. Merriweather had questions regarding student organizational skills. Ms. Darrow-Baines elaborated on systems used and ability of teachers to also use and model the same skills.

Ms. Kronenberg expressed how impressed she was with the work being done as she had the opportunity to sit in on one of the sessions. She said she was very excited about the work, focus and energy she saw.

Mr. Groves thanked Dr. Darrow-Baines for her work and asked for ways the District could improve in gathering qualitative data. Dr. Darrow-Baines commented on several ways to gather and provided insight on common barriers and struggles.

E. COMMITTEE COMMUNICATIONS

E.1 Standing Reports

Citizens' Bond Oversight Committee: Ivette Rico discussed extending terms of committee members, a Brown Act presentation for committee members and an April presentation on the upcoming bond measure.

Safety and School Climate Committee. Ms. Merriweather reported that UC Davis and Playworks made presentations. Discussion also included the Welcoming Schools Organization. Mr. Enos highlighted the Pinole site safety meeting. The next meeting is scheduled for April 4, 2014 at Lupine Elementary at 9:00 a.m.

Technology Subcommittee. Ms. Phillips reported that the committee approved the technology plan which will come to the Board for approval on March 26.

Youth Commission. Student Representative Cesar Munoz covered the last meeting. He said the commission will host a book drive on March 18. The next meeting will be held at Helms on April 14, 6:30 p.m.

Academic Subcommittee. Ms. Rashidchi reported the next meeting will be March 18 at DeAnza High with a full agenda. She detailed an upcoming Best Practices Conference for teachers, staff and principals planned for May 22nd.

College and Career Readiness Academies. Mr. Greer announced that for the fourth year the counselors have submitted their Support Personnel Accountability Report Cards (SPARCs). He also reported on that the District will partner in the I-880 Corridor for the California Pathway Trust to enhance delivery of Pathways services to students.

Community Budget Advisory Committee. Ms. Gamba announced the next meeting will be held March 27 at Alvarado and with discussion to include LCAP.

Facilities Subcommittee. President Ramsey provided a construction project status report. Superintendent Harter provided an update on the fabrication lab planned for Kennedy High School. The next meeting will be April 15 at the Facilities Operations Center.

Ivy League Connection. Ms. Kronenberg said students have been selected and are ready to begin blogging tutorials. Next week the committee will begin interviewing chaperones for the Ivy League summer program.

F.1 Approval of Agreement with Public Employees, Local One / AB1200 Public Disclosure of Collective Bargaining Agreement with Local One

Mr. Whittemore requested President Ramsey to open a public hearing regarding the agreement with Public Employees Union, Local One.

President Ramsey opened the public hearing.

Public Comment:

None

President Ramsey closed the public hearing.

Board Comment:

None

MOTION: Mr. Groves moved approval of Collective Bargaining Agreement with Local One. Ms. Merriweather seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

F. ACTION ITEMS

F.1 Approval of Agreement with Public Employees, Local One / AB1200 Public Disclosure of Collective Bargaining Agreement with Local One

This item was moved to follow E. 1 Standing Reports.

F.2 2014 CSBA Delegate Assembly Election

Public Comment:

None

Board Comment:

None

MOTION: President Ramsey moved approval of voting for candidates Elaine Merriweather, Laura Canciamilla and Kathi McLaughlin on the 2014 CSBA Delegate Assembly Ballot. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative Cesar Munoz (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

F.3 Consideration for Partnership with Kensington Police Protection and Community Services District (KPPCSD)

This item was moved to follow Consent Items.

G. DISCUSSION ITEMS

G.1 Project Status Report

Mr. Abdalla provided an update of various construction projects in the District as well as the Portola Middle School and Richmond Swim Center construction projects.

The Portola Middle School construction team included HY Architect Lee Pollard, SGI Project Manager Jose Chapa, Project Inspector AJ Washington and Rob Worthing from Allana Buick & Bers who all provided in depth details of the project.

The Richmond Swim Center construction team included Mark Albertson of AOR, Karim Nassab of SGI and Herman Blackmon, Jr. who detailed the aspects of the project.

Public Comment:

None

Board Comment:

President Ramsey had questions about both the Portola project and the Richmond Swim Center to which the construction teams responded.

Ms. Kronenberg recommended addressing the El Cerrito City Council to provide a project update.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Kronenberg announced the Summer Youth Employment Breakfast for March 13, 2014 at the Richmond Civic Center and wished everyone a happy St. Patrick's Day.

Mr. Enos was in favor of the breakfast and wanted to remind everyone that staff is approaching the busiest time of the year, the time to see the success and hard work of what everyone has been doing.

Student Representative Cesar Munoz thanked the Board for the opportunity to attend the meeting.

Ms. Merriweather wanted to reassure the community that the District understands that student safety and their environment are extremely important.

Mr. Groves assured the public that the District has resolved practices and will amend policies regarding employee hiring.

President Ramsey shared his thoughts on how things have changed over the past 20 years. He announced that his father was gravely ill and reflected on his life.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – March 26, 2014

K. ADJOURNMENT

President Ramsey adjourned the meeting at 9:32 PM.

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

BH:dc

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: March 26, 2014

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 March 26, 2014.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
March 26, 2014 Board Meeting

GRANT / AWARD / AGREEMENT NOTIFICATIONS

[illegible]

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: March 26, 2014

From: Sheri Gamba *SG*
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 March 26, 2014. 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
March 26, 2014 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Wells Fargo Matching Gift Program	Materials and Supplies	\$57.69	Cameron School
Wells Fargo Matching Gift Program	Materials and Supplies	\$247.72	Ohlone Elementary
Follett Education Service	Materials and Supplies	\$57.64	Kennedy High
Mr. Robert Thompson	Materials and Supplies	\$300.00	State Pre-School
Mr. Robert Thompson	Materials and Supplies	\$300.00	State Pre-School
For Richmond	Young Scholar Other Services	\$15,000.00	K-12 School Operations

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 032614

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: March 26, 2014

From: Sheri Gamba *SG*
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 March 26, 2014.

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
March 26, 2014 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Bayview Elementary	Sale of Nacho's After Class Dismissal	Bayview PTA
Kensington Elementary	Carnival	Kensington PTA and Dad's Club
Wilson Elementary	Dance-a-Thon	Wilson PTA
De Anza High	Annual Pasta Feed	De Anza PTA
El Cerrito High	Sale of Food Prepared by Restaurants and Caterers	ECHS Leadership Class
El Cerrito High	Rubio's to Donate Portion of Funds When Customers have a Flier to ECHS Class of 2017	ECHS Leadership Class
El Cerrito High	Photo Album Fundraiser- Sale of Booklet depicting the Old ECHS	ECHS Alumni, Parents and Graduating Students
Pinole Valley High	Golf Tournament at Mare Island	PVHS Students and Faculty
Pinole Valley High	Sale of Green Carnations	PVHS Class of 2015
Pinole Valley High	Sale of Snacks and Baked Gold Fish	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: March 26, 2014

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 March 26, 2014.

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
March 26, 2014 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>
Curriculum – State Project	3/13/14 Thru 6/30/14	Bay Area Community Resources 1000001165	27,694.00 Healthy Start	Increase existing contract of 30,584.00 to provide additional services by the Healthy Start Parent Coordinator and extend the dates of service at Ford Elementary School.
Educational Services	3/27/14 Thru 6/30/14	Super Achievement 1000001251	45,900 Title II	Increase existing contract of 105,300 to provide additional professional development days to the 14 focus schools, on-site coaching and support in implementing their action plans. To provide training and help in implementing emotional competence to help create and maintain a positive school climate; providing strategies for: diffusing parents, staff, and students who are angry, how to make the school day less stressful, better time-management, motivating students, eliminating cognitive blocks to effective teaching and learning; providing culturally responsive engagement strategies, differentiation strategies, removing psychological limitations to getting the best results possible with existing school programs. Also help address issues that arise as a result of implementation of such strategies.

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: March 26, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Notice of Completion: Bid J068194 DeAnza High School Replacement Campus.

Background Information:

Substantial completion notice has been received for: Bid J068194

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

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

Wright Contracting Inc. Bid J068194 DeAnza High School Replacement Campus.

Recommendation: Recommend approval of these notices of completion.

Fiscal Impact: None.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

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

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on March 26, 2014.
5. The work done was: Project J068194 De Anza High School Replacement Campus.
6. The name and address of the contractor for such work of improvement was Wright Contracting Inc., P.O. Box 1270, Santa Rosa, CA 94502 Date of Contract: April 15, 2010.
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Federal Insurance Company.
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: De Anza High School, 5000 Valley View Road., Richmond, CA 94803.

Dated: March 26, 2014

Director, General Services
West Contra Costa USD

VERIFICATION

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

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

Executed on March 26, 2014, at Richmond, California.

Director, General Services
West Contra Costa USD

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: March 26, 2014

From: Kenneth L. Whittemore,
Assistant Superintendent Human Resources

Agenda Item: CI C.6

Subject: Routine Personnel Changes – Classified

Background Information:

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

Recommendation: Approve Classified Personnel Changes

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

March 26, 2014

FOR INFORMATION ONLY

Classified Employee Changes

PROMOTION			
ALFORD, CHRISTOPHER	HIGHLAND	GRADUATE TUTOR	1/21/2014
AVALOS, LUZ	DE JEAN MIDDLE	OFFICE MANAGER	12/26/2013
BOSTIAN, WHITNEY	ADMIN. FOOD SERVICE	FOOD SRVS OPERATIONS ASST.	1/13/2014
CIFELLI, DENISE	FISCAL SERVICES	SR ADMIN. SECRETARY	1/2/2014
CUEVAS, PATRICIA	BAYVIEW	SCHOOL COMM, WORKER BILING	1/6/2014
DUBOIS, LATASHA	MIRA VISTA	GRADUATE TUTOR	1/29/2014
FOSTER, SHANTEL	DE JEAN MIDDLE	CLASSROOM SUPPORT AIDE	1/6/2014
FRANCO, VICTOR	RICHMOND HIGH	GRADUATE TUTOR BILINGUAL	2/4/2014
GALDAMEZ, MARLON	HELMS MIDDLE	CLASSROOM SUPPORT AIDE	1/13/2014
GOMEZ, LUIS	LINCOLN	CLASSROOM SUPPORT AIDE	1/6/2014
GRIFFIN, MICHAEL	GENERAL SERVICES	MAILROOM TECHNICIAN	2/3/2014
HANEY, RHONDA	EDUCATIONAL SERV.	TITLE 9 EDUC. DIRECTOR	2/1/2014
JOHNSON, ERICA	STEGE	GRADUATE TUTOR	2/10/2014
KERNS, KRISTINE	DE ANZA HIGH	CLASSROOM SUPPORT AIDE	2/3/2014
LOPEZ, ANGELICA	CAMERON	CLASSROOM SUPPORT AIDE	1/23/2014
LUNA, MAYRA	BAYVIEW	TYPIST CLERK I BILINGUAL	1/6/2014
MALLARD, AKIMENIA	DOWNER	FOOD SERVICE AIDE	1/29/2014
MARAVILLA, GONZALO	GRANT	HEAD CUSTODIAN	2/26/2014
MARTINEZ, LUZ	FAIRMONT	SCHOOL COMM, WORKER BILING	1/13/2014
MULLIN, AMY	MIRA VISTA	INST. ASST. SPECIAL ED.	1/6/2014
PAEZ, MARIA	ADULT ED SERRA	SENIOR ACCOUNT CLERK	1/6/2014
PARKER, CHRISTINA	RICHMOND HIGH	FOOD SERVICES WORKER 1	1/6/2014
PINEDA, LAURA	PERES	TYPIST CLERK 1	1/23/2014
RUIZ, JOSE	GRANT	TYPIST CLERK I BILINGUAL	1/6/2014
TIRADO, BLANCA	CAMERON	SPECIAL ED. ASSISTANT	1/24/2014
WILLIAMS, DEANNA	MONTALVIN	SPECIAL ED. ASSISTANT	2/3/2014

UNPAID LEAVE			
DOUGLAS, JANIE	KENNEDY HIGH	BEHAVIORIAL TECH	1/14/2014
UMEMOTO, SALLIAN	SHANNON	SPECIAL ED. ASSISTANT	1/24/2014

RETURN FROM LEAVE			
AGUIRRE, JENY	STATE PRESCHOOL	TYPIST CLERK II BILINGUAL	1/6/2014
AYALA, MARIA	ELLERHORST	SPECIAL ED. ASSISTANT	2/10/2014
BRYDIE, CLAUDETTE	VERDE	INST. ASSISTANT SP. ED.	1/6/2014
GORDON, ELIZABETH	HELMS	CLASSROOM SUPPORT AIDE	2/3/2014
KNIGHTEN YOUNG, HELEN	KENNEDY HIGH	BEHAVIORAL TECH	1/16/2014
RAMIREZ, ALICIA	KENNEDY HIGH	ATTENDANCE CLERK	1/8/2014
RATTLER, SHAWN	HERCULES HIGH	INST. ASSISTANT SP. ED.	1/27/2014
WILLIAMS, MAURICE	LAKE	HEAD CUSTODIAN	1/21/2014

EXHAUSTION OF LEAVE			
COSTELLO, TERESSA	HERCULES MIDDLE	CLASSROOM SUPPORT AIDE	1/8/2014
DILLARD, JAMES	INFORMATION TECHNOLOGY	DESKTOP SUPPORT TECH	1/3/2014

RETIREMENT			
HAYES, PHYLLIS	DE JEAN	OFFICE MANAGER	2/28/2014

RESIGNATION			
BRUMFIELD, ROBERT	JUAN CRESPI	INST. ASSISTANT SP. ED.	2/14/2014
GONZALEZ, JAMES	OPERATIONS	ELECTRICIAN	2/28/2014
KIRKLAND, MICHAEL	KENNEDY HIGH	INST. ASSISTANT SP. ED.	12/31/2013
MANALANG, JENNIFER	EL CERRITO HIGH	SECONDARY CASHIER	2/28/2014
REYES, CANDY	DE ANZA HIGH	CLASSROOM SUPPORT AIDE	1/7/2014
SMITH, KIMBERLY	KING	FOOD SERVICE AIDE	1/21/2014
VALENTINE, PAMELA	PERES	SPECIAL ED. ASSISTANT	2/13/2014
VELA, BEVERLY	SHANNON	INST. ASST. SPECIAL ED.	1/28/2014
WHITTINGTON, CARL	SHELDON	BEHAVIORAL TECH	1/31/2014

TERMINATION			
FINLEY, REGINALD	HELMS	CLASSROOM SUPPORT AIDE	2/6/2014
ROBINSON, CLINTON	RIVERSIDE	HEAD CUSTODIAN	1/30/2014

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:** March 26, 2014
From: Bill Fay **Agenda Item:** CI C.7
Associate Superintendent for Operations
Subject: Ratification and Approval of Engineering Services Contracts

Background Information:

Contracts have been initiated by staff using previously qualified consulting, engineering, architectural, or landscape architectural firms to assist in completion of the referenced projects. Many of the firms are already under contract and the staff-initiated work may be an extension of the firm's existing contract with the District. Public contracting laws have been followed in initially qualifying and selecting these professionals.

Recommendation:

Ratify and approve contracts.

Fiscal Impact: Total for this action: \$3,605,249. Funding sources Fund 40, Measure J Bond and Measure D-2010 Bond.

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
Crespi Middle School Restroom Modernization Project Fund 40 (PID:)	March 2014 through October 2014	Architects MA	\$24,375	Design and Construction Administration Services.
El Cerrito High School Stadium Project Measure D-2010 (PID: 3541348-00)	March 2014 through June 2014	MacNair & Associates	\$5,510	Additional Arborist and horticultural services.
El Cerrito High School Stadium Project Measure D-2010 Bond (PID:3541348-00)	March 2014 through November 2015	Alan Kropp & Associates, Inc.	Not-to-Exceed \$35,000	Geotechnical Construction Observation and testing services.
Fairmont Elementary School Campus Replacement Project Measure D-2010 Bond (PID:1231349-00)	March 2014 through December 2014	HY Architects	\$510,460	Design services.
Gompers CHS / LPS Campus Replacement Project Measure D-2010 Bond (PID:3581366-05)	January 2014 through June 2014	HMC Architects	\$75,000	Additional On-Site Construction Administration services.
Gompers CHS / LPS Campus Replacement Project Measure D-2010 Bond (PID:3581366-05)	March 2014 through April 2014	HMC Architects	\$7,500	Additional design services to privatize two hydrants.
Harding Elementary School Select Roof Replacement Project Measure J Bond (PID:1271223-05)	February 2014 through June 2014	Grossman Design Group	\$37,500	Design Services.

March 26, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Harding Elementary School Building A & A1 Exterior Repairs Project Measure J Bond (PID:)	February 2014 through June 2014	Grossman Design Group	\$31,000	Design Services.
Helms Middle School Sports Field Project Measure D-2010 Bond (PID:2101101-16)	January 2014 through March 2014	Baker Vilar Architects	\$35,164	Additional Construction Administration Services.
Highland Elementary School Campus Replacement Project Measure D-2010 Bond (PID:1221357-04)	March 2014 through December 2015	QKA	\$2,049,000	Design Development and Construction Documents design services.
Kennedy High School Kitchen Modernization Project Measure J Bond (PID:3601364-04)	January 2014	HMR Architects	\$12,800	Design Services.
Kennedy High School Richmond Swim Center Project Measure J Bond (PID:3601364-01)	March 2014 through February 2015	SGL Construction Management, Inc.	\$311,822	Construction Management Services.
King Elementary School Security Project Measure J Bond (PID:1321204-01)	March 2014 through December 2014	Security By Design	\$58,880	Security System Design services.
Montalvin Elementary School New Classroom Building Project Measure D-2010 Bond (PID:1401347-00)	February 2014 through November 2014	ENGEO	Not-To-Exceed \$34,000	Geotechnical and geologic hazards evaluation services
Ohlone Elementary School Security Project Measure J Bond (PID:1461206-04)	March 2014 through December 2014	Security By Design	\$58,880	Security System Design services.

March 26, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Ohlone Elementary School Interim Housing Project Measure J Bond (PID:1461206-02)	February 2014 through June 2014	Powell & Partners Architects	\$38,900	Additional design services.
Pinole Middle School Security Project Measure J Bond (PID:2121102-00)	March 2014 through December 2014	Security By Design	\$92,320	Security System Design services.
Pinole Valley High School Detention Basin Project Measure D-2010 (PID:3621377-01)	March 2014 through September 2014	SGL Construction Management	\$182,138	Construction Management Services.
Pinole Valley High School Campus Replacement Project Measure D-2010 (PID:3621377-05)	March 2014 through June 2014	Fehr & Peers	\$5,000	Additional Traffic Engineering design 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:** March 26, 2014
From: Bill Fay **Agenda Item:** CI C.8
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: Bayview ES Exterior Walls & Roof Repairs; Ohlone ES Phase I New Classroom. 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 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:

Approve negotiated Change Orders as noted.

Fiscal Impact: Total approval by this action: \$51,035.24

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

March 26, 2014 Change Order Ratification Summary

	Project	Company	Original Contract	Previously Approved CO's	CO's Pending Approval	Change Percent	Total CO's	Total CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	Bayview ES Exterior Walls & Roof Repairs	AM Woo Construction	\$646,000.00	\$0.00	3,563.24	0.55%	\$3,563.24	0.55%	\$649,563.24	1
2	Ohlone ES Phase I New Classroom	Zovich Construction	\$16,961,000.00	\$1,598,403.51	\$3,364.00	0.020%	\$1,645,875.51	9.70%	\$18,606,875.51	83
					\$19,653.00	0.116%				84
					\$16,855.00	0.099%				85
					\$7,600.00	0.045%				86

Total Board Action	\$51,035.24
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Note: the proposed Board Action is to Approve all Change Orders below ten percent (10%) of the Contract Value.

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: March 26, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.9

Subject: Annual Financial Audit of District Bond Program

Background Information:

The District is required to complete an annual independent financial audit of the bond program. Crowe Horwath LLP has completed the 2012 – 2013 independent financial bond audit. The financial bond audit report was presented to the Citizen Bond Oversight Committee at their meeting on March 19, 2014. The Financial Bond Audit report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the financial bond audit report, for the year ending June 30, 2013.

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: March 26, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.10

Subject: Annual Proposition 39 Performance Audit of District Bond Program

Background Information:

The District is required to complete an annual Proposition 39 independent performance audit of the bond program. Total School Solutions has completed the 2012 – 2013 independent performance bond audit. The performance bond audit report was presented to the Citizen Bond Oversight Committee at their meeting on March 19, 2014. The Performance Bond Audit report may be viewed on the WCCUSD website and at the District Office, located at 1108 Bissell Avenue, Richmond, CA.

Recommendation:

Accept the performance bond audit report, for the year ending June 30, 2013.

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:** March 26, 2014
From: Bill Fay **Agenda Item:** CI C.11
Associate Superintendent for Operations
Subject: Ratification of Staff Awarded Contract: Pinole Valley High School Interim Campus Site Work Project

Background Information:

WLC Architects has prepared plans and specifications for the project. Scope of work includes: Installation of portable classroom buildings, connection of portables to new and existing utilities, site improvements and installation of site furnishings. The work includes but is not limited to the following: fire lane and ramp transition landings at grade; demolition/excavation as required to construct new paving; sewer domestic water, electrical & fire alarm connection to portables; installation of low voltage conduits, security cameras, intrusion alarms, Comcast and AT&T, as required for a complete installation; installation of perimeter chain link fencing; furnishing and installation of electrical connection including conduit and overhead cabling/wiring to service side of distribution panel; coordination with conformed survey of site for the building pads, portable stub outs, benchmarks and building corners; furnishing and installation of temporary fencing as required during construction; furnishing of lock cylinder and transitional housing keying to match WCCUSD Standard; installation and coordination with District to provide paper towel dispenser and soap dispenser; installation of shade structures; and installation of concrete retaining walls and concrete walkways.

The District conducted a public bid process for the project. Bids were opened on March 13, 2014. Two contractors submitted bids. They are as follows: JUV, Inc. \$5,530,000; Seward L. Schreder Construction, Inc. \$7,594,000. The apparent lowest responsive, responsible bidder is JUV, Inc.

Recommendation: Ratify the award to the lowest responsive, responsible bidder after the expiration of the bid 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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** March 26, 2014
From: Bill Fay **Agenda Item:** CI C.12
Associate Superintendent for Operations
Subject: Richmond Swim Center Award of Contract

Background Information:

MA Architects has prepared plans and specifications for the project. Scope of work includes: Complete removal of the degregated wood roof assembly over the natatorium, hazardous material abatement associated with Demolition work, addition of a new roof diaphragm assembly consisting of steel cross bracing and metal decking in the natatorium, addition of an operable skylight assembly over the natatorium with glass gable walls, complete replacement of the natatorium HVAC system, complete replacement of the natatorium lighting systems, substantial reconfiguration of the existing swimming pool including new shell components, perimeter coping, plaster, tile and underwater lighting, relocation of an existing underground chlorine storage tank to an above ground location, new interior wall finishes within the connecting corridor and natatorium including plaster and tile, site improvements include landscape, hardscape, picnic areas, and one play structure within an existing enclosed courtyard, existing outdoor training pool improvements, roof replacement, and revisions and upgrades to the bathhouse to meet latest building accessibility requirement.

The District conducted a public bid process for the project. Bids will be opened on March 25, 2014.

Recommendation:

Award the contract to the lowest responsive, responsible bidder.

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
Office of the Superintendent

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** March 26, 2014
From: Bill Fay **Agenda Item:** CI C.13
Associate Superintendent for Operations
Subject: Proposition 39 Final Offers of Space to Caliber Beta Academy and Richmond Charter Academy
Middle School

Background Information:

Pursuant to Proposition 39, a school district is required to provide facilities to a charter school that is operating within the school district and that, by November 1 of the fiscal year preceding the year for which facilities are requested, submits a legally sufficient request for facilities. A school district is required to accommodate a charter school's in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the school district. Whether the conditions of the proposed school site are reasonably equivalent is determining by analyzing a comparison group of school district operated schools with grade levels similar to those of the charter school. Additionally, a school district is required to make reasonable efforts to provide the charter school with facilities near to where the charter school wishes to locate.

Caliber Beta Academy

On November 1, 2013, Caliber Beta Academy ("Caliber") submitted a legally sufficient request for Proposition 39 facilities for the 2014-2015 school year. Caliber projected an in-district classroom average daily attendance ("ADA") of 256.5 for grades Kindergarten through 3 and grade 6. The West Contra Costa Unified School District ("District") accepted Caliber's in-district classroom ADA projection for the 2014-2015 school year. Caliber wishes to locate in the area of Richmond, California.

On or before April 1, 2014, the District is required to submit, in writing, a final notification of the space offered to Caliber for the 2014-2015 school year. District staff recommends providing Caliber with a co-location of space at Stege Elementary School ("Stege"). Stege has sufficient space to accommodate Caliber's total in-district classroom ADA for the 2014-2015 school year. Additionally, District staff conducted a comparison group schools analysis (included herein) and determined that Stege has conditions that are reasonably equivalent to those of Caliber's comparison group of District operated schools. Stege serves the same grade levels as Caliber and is located in Richmond, the area in which Caliber specifically requested to locate. District staff recommends providing Caliber with exclusive use classrooms sufficient to accommodate Caliber's total in-district Classroom ADA and shared use of Caliber's proportional share of specialized and non-teaching station space at Stege, as required by Proposition 39.

Richmond Charter Academy Middle School

On November 1, 2013, Richmond Charter Academy Middle School ("RCA") submitted a legally sufficient request for Proposition 39 facilities for the 2014-2015 school year. RCA projected an in-district classroom ADA of 230.7. The District objected to RCA's projection because RCA failed to provide documentation supporting its projected substantial increase in in-district classroom ADA, as required by California Code of Regulations, title 5, section 11969.9, subdivision (c)(1)(C). Based on the documentation provided by RCA, the District projected an

in-district classroom ADA of 201.4 for the 2014-2015 school year, which it considers reasonable for RCA. In its facilities request, RCA stated that it wishes to locate at Adams Middle School ("Adams") or in its proximity.

On or before April 1, 2014, the District is required to submit, in writing, a final notification of the space offered to RCA for the 2014-2015 school year. District staff recommends providing RCA with a co-location of space at Juan Crespi Middle School ("Crespi"). Crespi has sufficient space to accommodate RCA's total in-district classroom ADA of 201.4 for the 2014-2015 school year. Additionally, District staff conducted a comparison group schools analysis (included herein) and determined that Crespi has conditions that are reasonably equivalent to those of RCA's comparison group of District operated schools. Furthermore, Crespi serves the same grade levels as RCA. Although RCA requested to locate at Adams, the District cannot locate RCA at this site. As Adams is a closed school site, the conditions of Adams are not reasonably equivalent to those of RCA's comparison group of District schools. To make the Adams campus operative would require significant time and expenditures. The Proposition 39 regulations do not require school districts to pay to modify close school sites in this manner. Crespi is the closest school site to where RCA wishes to locate with the requisite space to meet RCA's facilities needs. Therefore, District staff recommends providing RCA with exclusive use classrooms sufficient to accommodate RCA's total in-district classroom ADA of 201.4 and shared use of RCA's proportional share of specialized and non-teaching station space at Crespi, as required by Proposition 39.

Recommendation:

On or before April 1, 2014, provide a final notification of space to Caliber at Stege, including exclusive use classrooms sufficient to accommodate Caliber's total in-district classroom ADA and shared use of Caliber's proportional share of specialized and non-teaching station space at this location. On or before April 1, 2014, provide a final notification of space to RCA at Crespi, including exclusive use classrooms sufficient to accommodate RCA's total in-district classroom ADA and shared use of RCA's proportional share of specialized and non-teaching station space at this location.

Fiscal Impact: The District must furnish, equip, and make the space available for occupancy by Caliber and RCA ten (10) working days prior to the charter schools' first day of instruction. The District will charge Caliber and RCA a pro rata share of its facilities costs for the use of the facilities at Stege and Crespi, as permitted by California Code of Regulations, title 5, section 11969.7. The District reserves the right to seek a monetary reimbursement amount from Caliber and RCA for over-allocated space pursuant California Code of Regulations, title 5, section 11969.8.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

	Stege	Comparison Group Schools				
Facilities	Proposed Site	Grant	King	Lincoln	Mira Vista	Wilson
Grade Levels	K-6	K-6	K-6	K-6	K-6	K-6
School Site Size (Acres)	3.87	6.01	5.1	3.7	17.5	4.41
Play Area Space (Acres)	3.5	4.21	3.4	3.4	8.5	3.2
Building Space (Sq. Ft)	50,811	52,131	55,951	39,335	48,672	44,447
Outdoor Space (Sq. Ft)	152,460	217,800	174,222	148,104	696,960	147,652
Number of Teaching Stations (Classrooms)	27	36	25	30	27	31
Teaching Station Size (Avg. Sq. Ft)	950	950	980	960	950	950
Library (Sq. Ft.)	1,504	960	3,700	1,389	1,013	900
Administration	2,113	2,060	3,475	831	2,022	1,412
College / Career Center	N/A	N/A	N/A	N/A	N/A	N/A
*Indoor Servicing and Dining Area	2,878	5,760	4,136	4,477	3,073	4,500
Outdoor Lunch Shelter	N/A	N/A	N/A	N/A	N/A	N/A
* Multi-Purpose Room	2,878	5,760	4,136	4,477	3,073	4,500
Gymnasium	N/A	N/A	N/A	N/A	N/A	N/A
Auditorium	N/A	N/A	N/A	N/A	N/A	N/A
Boys / Girls Gym Lockers	N/A	N/A	N/A	N/A	N/A	N/A
Dance Studio / Band Room	N/A	N/A	N/A	N/A	N/A	N/A
Softball Field	N/A	N/A	N/A	N/A	N/A	N/A
Baseball Field	N/A	N/A	N/A	N/A	N/A	N/A
**Soccer Field	N/A	N/A	X	X	N/A	N/A
Football Field	N/A	N/A	N/A	N/A	N/A	N/A
Football Stadium	N/A	N/A	N/A	N/A	N/A	N/A
***Running Track	X	X	X	X	X	X
Tennis Courts	N/A	N/A	N/A	N/A	N/A	N/A
Swimming Pool	N/A	N/A	N/A	N/A	N/A	N/A
Outdoor Basketball	X	X	X	X	X	X

Outdoor Volleyball	X	X	X	X	X	X
Handball Walls	N/A	N/A	N/A	N/A	N/A	N/A
Quad	N/A	N/A	N/A	N/A	N/A	N/A
Outdoor Amphitheatre	N/A	N/A	N/A	N/A	N/A	N/A
Boys/Girls Bathrooms	350/423	600/700	350/470	425/600	611/883	750/1,004
Faculty Restrooms	150	525	510	150	240	192
Faculty Lounge / Dining	800	600	960	2,049	1,013	554
****Childcare Facility	N/A	N/A	N/A	N/A	N/A	N/A
Condition of Furnishings and Equipment	FAIR	FAIR	GOOD	FAIR TO GOOD	FAIR	FAIR

X: Existing at School

N/A: Not Applicable

NOTE: Coronado ES is currently housed in an interim housing campus, on the site of Kennedy HS, consisting entirely of portable buildings. Replacement campus will not be available until 2015-2016 school year.

NOTE: Nystrom ES is currently housed in an interim housing campus, on the site of Martin Luther King, Jr. Park (City of Richmond), consisting entirely of portable buildings. Renovated campus will not be available until 2016-2017 school year.

NOTE: While the Mira Vista ES site size is 17.5 acres, only 10 acres of the site is useable.

* NOTE: Indoor Servicing & Dining Area, and Multi-Purpose Room spaces, are the same space at each school.

** NOTE: King ES & Lincoln ES have grass soccer/playfields. The other schools only have paved soccer/play yards.

*** NOTE: King ES & Lincoln ES have a dedicated paved running track. The running track, at the other schools, is only striped on the paved play yard.

**** NOTE: While there is no dedicated childcare facility, at any one of these schools, they all do have either an after-school program or a YMCA program on site.

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: March 26, 2014

From: Mary Phillips
Chief Technology Officer

Agenda Item: CI C.14

Subject: Hosted VoIP to standardize and upgrade communication systems for all District sites ("Project")

Background Information:

Our District ERATE consultant, Infinity Communications and Consulting, Inc, prepared plans and specifications for the Project. The Project consists of providing a managed Cisco VoIP solution for all District sites. Currently, the District's communication system is outdated, rapidly losing its utility and is incompatible among the various sites. The upgraded communications solution will provide the District with the latest in communication technology. For example, voicemail will be integrated with email.

The District solicited competitive bids for the Project. The Request for Proposals was advertised on January 11, 2014 and closed February 14, 2014. Four telecommunication companies submitted proposals with pricing based on a five-year contract as follows:

1. AT&T: \$415,699.08 per year with one time installation fees of \$65,212.55 (Erate eligible) and one time installation fees of \$62,246.58 (Erate ineligible);
2. Broadcore: \$530,038.68 per year with one time installation fees of \$38,681.40;
3. NWN: \$716,576.76 per year with one time installation fees of \$75,000; and
4. Jive: \$792,420 per year with one time installation fees of \$148,650.00.

Pursuant to Public Contract Code section §20118.2, the District may consider, in addition to price, factors such as performance reliability, standardization, life-cycle costs, support logistics, fitness of purchase and similar factors in the award of contracts for technology.

The District evaluated the proposals based on the Selection Criteria set forth in the RFP and price. Based on this evaluation, it was determined that NWN proposed both the lowest price for the services and received the highest score on the selection criteria. Jive was the second low responsive bidder.

Both AT&T and Broadcore were deemed nonresponsive. Although AT&T's proposal included a lower price, it did not provide a form of service provider contract as required by the RFP, nor did AT&T provide for several required contract clauses as indicated by the RFP. The RFP specifically provided that a proposal which did not include these provisions would be considered non-responsive. Additionally, AT&T's proposal did not include a price for the costs of the classroom and administrative phones as required by the RFP. Broadcore was also deemed nonresponsive because its proposal took exception to the RFP terms and conditions. In addition, Broadcore did not provide a plan to incorporate the District's existing infrastructure into the proposed system.

It is therefore recommended that NWN be awarded the contract.

Recommendation: Ratify the award to the lowest responsive, responsible bidder: NWN

Fiscal Impact: \$75,240.56 per year after ERATE and CTF discounts and \$15,750 installation fees for the first year. Funded from General Funds.

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: March 26, 2014

From: Mary Phillips
Chief Technology Officer

Agenda Item: CI C.15

Subject: Assessment System for Common Core State Standards

Background Information:

The District currently uses the Edusoft solution for the purpose of assessment. This system is a database containing State and district assessment results and specializes in providing informative reports to assist teachers and administrators in making data-driven decisions to support student learning. Staff feel that Edusoft has outlived its useful life. In order to comply with the direction provided in our LCAP and Strategic Plan, the district began the search for a new assessment system which would allow all staff the ability to input and extract data, in an easily-readable format, to better make decisions regarding student learning.

The District began the search by soliciting information from other districts. From the information gained, the district selected four systems to investigate. These systems were: Educator's Assessment Data Management System (EADMS), School City, Mastery Connect and Illuminate Education. It was found that Illuminate Education's system best met the needs of the district and would assist the district in meeting the objectives of the Common Core State Standards.

Corona-Norco Unified School District advertised for an assessment system through RFP which closed on March 19, 2013. The winning vendor was Illuminate Education. Illuminate Education's response used language indicating that any district in California could purchase off their contract. We are taking advantage of this piggyback option.

The Technology Subcommittee approved Illuminate Education's assessment system March 11, 2014.

Recommendation: Approve Illuminate Education's assessment system.

Fiscal Impact: \$169,500 yearly. Funded from CCSS.

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: March 26, 2014

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

Agenda Item: CI C.16

Subject: High School Physical Education Exemption Process and Physical Fitness Testing

Background Information:

During the Federal Program Monitoring for the WCCUSD Physical Education Exemption policy, it was discovered that WCCUSD was not in compliance with the states Physical Education Exemption process and the monitoring and tracking of students receiving Physical Education Exemptions.

With extensive review, revisions and support the attached Physical Education Exemption Process guidelines, Physical Education Exemption Request Form and the Physical Fitness Testing (PFT)/Physical Education Exemptions Monitoring and Tracking system were revised to meet California Department of Education requirements.

We are requesting the Board to approve the Physical Education Exemption Process, and the Physical Fitness Testing (PFT)/Physical Education Exemption Monitoring and Tracking system for Physical Education Exemptions and Physical Fitness Testing (PFT). The monitoring and tracking system and application process will be implemented at all WCCUSD High Schools beginning in the 2014-15 school year.

Recommendation: For Board Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____



West Contra Costa Unified School District
11108 Bissell Avenue Room 234, Richmond, CA 94801-3135
Phone: (510) 231-1110 Fax: (510) 620-2225

Dr. Bruce Harter
Superintendent

Wendell Greer
Associate Superintendent

***WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HIGH SCHOOL PHYSICAL EDUCATION EXEMPTION PROCESS***

West Contra Costa Unified School District Board Policy (BP 6142.7) states "The Superintendent or designee may grant an exemption from physical education (CA. Education Code 51241, 51242, and 51246)."

The following procedure will be used when considering and granting any type of exemption:

- Temporary Exemption:
 - Documentation will be required for temporary exemptions
 - Exemption for illness will require a note from student doctor
 - Exemptions for students who are enrolled for one-half or less of a normal full-time schedule will require a copy of the student's transcripts and class schedule.
 - Documentation will be attached to the Physical Education Exemption Request Form and copies placed in the both the student's cumulative folder and health office file.
- Two-Year Exemption:
 - Counselors will meet with students during spring registration and verify that the student has satisfactorily met at least 5 of 6 Physical Fitness Tests (PFT) administered in grade 9.
 - Students requesting a two year exemption may fill out the High School Physical Education Exemption Request Form.
 - If all requirements are met the Counselor and site Administrator will approve the exemption request.
 - Physical Fitness Test (PFT) scores will be attached to the student's exemption form and placed into the student's cumulative folder. A copy will be given to the student and parent/guardian.
 - Verification of Physical Fitness Test (PFT) PASS/FAIL will be indicated in PowerSchool or the student information system.
- Permanent Exemption:
 - The appropriate documentation and Physical Education Exemption Request Form will be placed in the student cumulative folder and posted in PowerSchool or the student information system.

Temporary Exemptions requests will be approved by the site Administrator with proper documentation and verification.

Two-Year and Permanent Exemption requests will be presented to the Superintendent or designee for approval.



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Associate Superintendent

***WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HIGH SCHOOL PHYSICAL EDUCATION EXEMPTION REQUEST FORM***

Check one:

☐ **Temporary Exemption:**

The governing board of a school district or the office of the county superintendent of schools of a county may grant **temporary** exemption to a pupil from courses in physical education, if the pupil is one of the following:

(1) Ill or injured and a modified program to meet the needs of the pupil cannot be provided.

(2) Enrolled for one-half, or less, of the work normally required of full-time pupils.”
(EC Section 51241 [a][1][2])

☐ **Two-year Exemption:**

The governing board of a school district or the office of the county superintendent of schools of a county, with the consent of a pupil, may grant a pupil an exemption from courses in physical education for **two years** any time during grades ten to twelve, inclusive, if the pupil has met satisfactorily at least five of the six standards of the physical performance test administered in grade nine pursuant to Section 60800.” (EC Section 51241 [b][1])

☐ **Permanent Exemption:**

The governing board of a school district or the office of the county superintendent of a county may grant **permanent** exemption from courses in physical education if the pupil complies with any one of the following:

(1) Is sixteen years of age or older and has been enrolled in the 10th grade for one academic year or longer.

(2) Is enrolled as a postgraduate pupil.

The High School Physical Education Exemptions may be given with flexible modifications, if the following criteria are met:

- Students, who meet the above criteria and wish to petition for an exemption, should complete this form and submit it to the **Office of the Principal**.
- Petitions must be requested and approved each semester that the student requests an exemption. Retroactive requests will not be considered.
- Submit all documentation with this form.

Student Name (please print)

Date

Student Signature

Grade: _____ ID #: _____ Year/Semester: _____

Parent/Guardian Signature

Date

Counselor Approval

Date

Administrator Approval

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: March 26, 2014

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

Agenda Item: CI C.17

Subject: Approval of Physical Education Course Offerings for grades 9 through 12

Background Information:

The West Contra Costa Physical Education Department has provided the proposed Physical Education Core 9 through 12 Course Descriptions. During the Federal Program Monitoring for the WCCUSD Secondary Physical Education Curriculum, it was discovered that the WCCUSD was not in compliance with state standards. With extensive review, revisions and support the attached Physical Education Core 9 through 12 Course Descriptions were revised to meet California Department of Education requirements.

The courses will be implemented at all WCCUSD High Schools beginning in the 2014-15. We are requesting that the Board approve the proposed courses.

Recommendation: Recommend Apprpval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

Course Title: Physical Education Core 9-12
Department: Physical Education
Grade Level: 9-12

Length: 2 Year

Prerequisites for Enrollment: None

Recommendation for Enrollment: None

Type of Course: Meets one year of the two-year Physical Education graduation requirement.

Course Description

The PE Core 9-12 Physical Education course is designed to introduce students to a variety of sports and physical activities. It will expand upon the foundation provided in the 9th grade for making appropriate choices for physical well-being and fitness.

Students will be evaluated on their progress in each of the following 8 content areas: (1) The effects of physical activity upon dynamic health; (2) Mechanics of body movement; (3) Aquatics; (4) Gymnastics and Tumbling; (5) Individual and Dual sports; (6) Rhythms and Dance; (7) Team sports; and (8) Combatives.

Pupil achievement is based upon all of the following: (1) Evaluation of the pupil's individual progress and the measure of his or her attainment of classroom the goals (2) Tests designed to determine skill and knowledge; (3) Physical performance tests.

A physically educated student should have the necessary knowledge and skills to maintain an active, healthy lifestyle. In order to achieve this goal, all students are required to dress appropriately and follow the policies and procedures.

ACADEMIC OBJECTIVES

All students are required to pass the California Fitness Exam which measures a student's flexibility, aerobic capacity, upper body strength, and body composition. Students will: 1) Learn how physical education correlates to overall health, 2) improve individual fitness and strength, and 3) learn how to positively interact and solve problems in relationship to organized physical activity.

PE Core 9-12

The WCCUSD High Schools continue to build upon and expand our strands of: (1) The effects of physical activity upon dynamic health; (2) Mechanics of body movement; (3) Aquatics (4) Gymnastics and tumbling; (5) Individual and dual sports; (6) Rhythms and dance; (7) Team sports; and (8) Combatives. The curriculum articulates the opportunity for students to explore a variety of physical activities in search of one they can enjoy and participate in for a lifetime. In the context of these strands, we incorporate the standards of the State of California in daily practice.

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: March 26, 2014

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: CI C.18

Subject: Resolution No. 68-1314 - Day of Recognition for César Chávez - March 31, 2014

Background Information: This resolution is in recognition of César Chávez for his great leadership in bringing social justice to California's migrant farm workers, providing a model of solving problems through non-violent, democratic actions and a life of service to others.

Recommendation: 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. 68-1314
César Chávez Day of Recognition
March 31, 2014

WHEREAS, the State of California celebrates César Chávez's birthday, March 31st, as an official Day of Recognition in our public schools; and

WHEREAS, César Chávez was a significant civil rights leader who led the historic labor movement to gain social justice for California's agricultural workers; and

WHEREAS, César Chávez's legacy shows that even the poorest and most powerless people in our society can overcome grievous wrongs through non-violent, democratic means; and

WHEREAS, César Chávez's life portrayed great dignity, courage, and humanity through living a life of service to others; and

WHEREAS, César Chávez serves as a role model for all students through his determination to improve society as a whole and conditions for the poor, disadvantaged, and ethnically oppressed in particular; and

WHEREAS, today's students should learn about the life, values, sacrifices and contributions that César Chávez made to his community, his state, and his country; and

WHEREAS, the State Board of Education provides an internet-based model César Chávez curriculum guide available for use by all public schools;

NOW THEREFORE, BE IT RESOLVED, that the Governing Board of the West Contra Costa Unified School District does hereby proclaim Monday, March 31, 2014 as an official Day of Recognition of the life and work of César Chávez, encouraging all teachers to make use of the Model Curriculum and other supplemental César Chávez resources in their teaching presentations during the month of March and beyond.

PASSED AND ADOPTED BY THE Board of Education of the West Contra Costa Unified School District on the twenty-sixth day of March 2014 by the following vote:

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing resolution was duly introduced, passed, and adopted by the Board of Education at a meeting held on March 26, 2014.

President 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: March 26, 2014

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: CI C.19

Subject: Board Approval of Single Plans for Student Achievement (SPSAs) and Title I Parental Involvement Policies

Background Information:

The Single Plan for Student Achievement serves as a vehicle for communicating information about a school's vision, initiatives to improve academic achievement, as well as a description of how supplemental categorical funds from the Consolidated Application are used to support these efforts. School plans describe legally-mandated requirements and comprehensive programmatic information that includes:

- a description of how parents are involved in the school program;
- Adequate Yearly Progress (AYP) data analysis and assessment of student learning;
- an action plan for improving student achievement and closing the achievement gap;
- a plan to improve attendance
- a plan to promote a safe, welcoming and disciplined learning environment; and
- Title I Parent Involvement Policies, as needed for Title I schools.

Training and support are provided to assist schools in using the template, analyzing data and completing the SPSAs. The plans are developed and approved by the School Site Councils (SSCs). The plans are available for review on the District website and at the Educational Services Department located at the Vista Campus.

Recommendation: Board Approval

Fiscal Impact: Categorical revenue

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:** March 26, 2014
From: Bruce Harter **Agenda Item:** CI C.20
Superintendent
Subject: Approval of District Local Control Accountability Plan Parent Committee Nominees

Background Information:

On January 29, 2014 the Board approved the guidelines for the selection of the members of the District Local Control Accountability Plan Parent Committee. Letters seeking recommendations for nominees were sent to the heads of each organization listed. Principals solicited parent participants through flyers, phone calls and at School Site Councils and other meetings. The application was also posted on the District's web site. Each high school attendance area family of principals met to review the applications received at their individual schools and agreed by consensus on the nominees presented below. High school principals also nominated sophomore and junior level students to serve as ex officio members.

At the March 12, 2014 meeting the Board approved 33 members for the community. Additional members nominated by community organizations include: Kaniesha Parker from Building Blocks for Kids, Lucretia Bobo from the Richmond NAACP, and Kimberly Chamberlain from School Supervisors Association.

Recommendation:

That the Board approve the additional members of the District Local Control Accountability Plan Parent Committee for 2014 and 2015.

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: March 26, 2014

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

Agenda Item: D.1

Subject: Recognition of Schools Selected by California Business for Education Excellence for Prestigious Honor Roll

Background Information:

Schools receiving this distinction from the California business community have demonstrated consistently high levels of student academic achievement, improvement in achievement levels over time and reduction in achievement gaps among student populations. For high schools, the Honor Roll recognition also includes measures of college readiness.

The CBEE Honor Roll is comprised of “Star Schools Award (1,022 schools) and “Scholars Schools” Award (1,077) schools. CBEE Star schools are those with significant populations of socio-economically disadvantaged students that have shown a significant increase in grade-level proficiency over time. CBEE Scholar Schools are school that show significant levels of academic achievement, but do not have a significant socio-economically disadvantaged student population.

Over time, CBEE has identified a common set of success factors in higher performing Honor Roll schools and districts. These include high expectations for all students; ongoing collaboration among teachers to improve practice, targeted use of data to pinpoint challenges and monitor progress; continual intervention for struggling students; and mastery of content knowledge and pedagogical practices.

We would like to recognize Middle College High School, Montalvin Elementary School and Olinda Elementary School for receiving the Star Schools Award and Hanna Ranch Elementary School, Kensington Elementary School and Madera Elementary School for receiving the Scholars School Award.

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: March 26, 2014

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

Agenda Item: D.2

Subject: Recognition of Jenn Rader

Background Information:

On March 7, 2014 The California School-Based Health Alliance Board of Directors recognized Ms. Jenn Rader for being an outstanding practitioner and awarded her with the 2014 School Health Champion Award.

In 1998, Jenn Rader, a high school history teacher, founded the James Morehouse Project to bring much needed support to students and families at El Cerrito High School. In the years since, the school-based health center has grown to offer rich array of services. We would like to recognize Ms. Rader for receiving such recognition and award.

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: March 26, 2014

From: Ken Whittlemore
Assistant Superintendent Human Resources

Agenda Item: F.1

Subject: Board Policy Revisions - BP 4111, BP 4211, BP 4311

Background Information:

The District would like to assure that all prospective and returning employees have background check references. The cited Board Policies reflect this new language.

Recommendation:

Recommend Approval

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

Recruitment And Selection

BP 4111

Personnel

The Governing Board desires to employ the most highly qualified and appropriate person available for each open position in order to improve student achievement and efficiency in district operations.

The Superintendent or designee shall recruit candidates for open positions based on an assessment of the district's needs for specific skills, knowledge and abilities. He/she shall develop job descriptions that accurately describe all essential and marginal functions and duties of each position, and shall disseminate job announcements to ensure a wide range of candidates.

The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based on screening processes, interviews, observations and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.

During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law.

Prior to a candidate being recommended to the Board, the Superintendent or designee shall do background checks from previous employers on all new prospective employees and those employees returning to the District. The Superintendent or designee shall keep a written record of the background checks performed on all prospective employees.

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

Recruiting Incentives for Teachers

Contingent upon available funding and subject to collective bargaining agreements, the Superintendent or designee may provide incentives to recruit credentialed teachers to teach in any district school ranked in the bottom half of the state Academic Performance Index. Such incentives may include, but are not limited to, signing bonuses, improved work conditions, teacher compensation or housing subsidies. (Education Code 44735)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

44066 Limitations on certification requirement

44259 Teaching credential; exception; designated subjects; minimum requirements

44735 Incentive grants for recruiting teachers for low-performing schools

44740-44741 Personnel Management Assistance Teams

44750-44754.5 Regional teacher recruitment centers

44830-44831 Employment of certificated persons

44858 Age or marital status in certificated positions

44859 Prohibition against certain rules and regulations re residency

45103-45138 Employment (classified employees)

49406 Examination for tuberculosis

52051 Academic Performance Index

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, including:

12940-12956 Discrimination prohibited; unlawful practices

UNITED STATES CODE, TITLE 8

1324a Unlawful employment of aliens

1324b Unfair immigration related practices

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Human Resources, 1996

WEB SITES

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

CalTeach: <http://www.calteach.org>

Education Job Opportunities Information Network: <http://www.edjoin.org>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: August 20, 2008 Richmond, California

revised: November 5, 2008

West Contra Costa USD

Board Policy

Recruitment And Selection

BP 4211

Personnel

The Governing Board desires to employ the most highly qualified and appropriate person available for each open position in order to improve student achievement and efficiency in district operations.

The Superintendent or designee shall recruit candidates for open positions based on an assessment of the district's needs for specific skills, knowledge and abilities. He/she shall develop job descriptions that accurately describe all essential and marginal functions and duties of each position, and shall disseminate job announcements to ensure a wide range of candidates.

The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based on screening processes, interviews, observations and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.

During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. No inquiry shall be made with regard to any category of discrimination prohibited by state or federal law.

Prior to a candidate being recommended to the Board, the Superintendent or designee shall do background checks from previous employers on all new prospective employees and those employees returning to the District. The Superintendent or designee shall keep a written record of the background checks performed on all prospective employees.

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

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Legal Reference:

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Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: August 20, 2008 Richmond, California

revised: November 5, 2008

West Contra Costa USD

Board Policy

Recruitment And Selection

BP 4311

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The Superintendent or designee shall develop selection procedures that identify the best possible candidate for each position based on screening processes, interviews, observations and recommendations from previous employers. He/she may establish an interview committee, as appropriate, to rank candidates and recommend finalists. All discussions and recommendations shall be confidential in accordance with law.

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Prior to a candidate being recommended to the Board, the Superintendent or designee shall do background checks from previous employers on all new prospective employees and those employees returning to the District. The Superintendent or designee shall keep a written record of the background checks performed on all prospective employees.

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Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: August 20, 2008 Richmond, California

revised: November 5, 2008

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: March 26, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: F.2

Subject: Second Interim Report, 2013-14 / Financial Update

Background Information: Attached is a summary of the District's Second Interim Report for 2013-14, which covers the financial and budgetary status of the District for the period ending January 31, 2014. The entire report, including state forms, is provided under separate cover and on the District's website at www.wccusd.net.

Education Code Section 42130 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

The District shall certify whether it is able to meet its financial obligations for the current fiscal year and, based on current forecasts, for the two subsequent fiscal years. A positive certification shall be assigned when a district will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A qualified certification shall be assigned when a district may not meet its financial obligations for the current fiscal year and subsequent two fiscal years. A negative certification shall be assigned when a district will be unable to meet its financial obligations for the remainder of the fiscal year.

Recommendation: Recommend approval of the Second Interim Report for 2013-2014

Fiscal Impact: Positive Budget Certification

DISPOSITION BY BOARD OF EDUCATION

Motion by:

Seconded by:

Approved by vote Yes: Noes:

West Contra Costa Unified School District 2013-14 Second Interim Report

Second Interim Financial Report Overview

Two Interim Financial Reports are routinely required by the California Department of Education each year. Districts must submit the completed reports for review to the County Office of Education who then submits them to the State.

California school district revenues and expenditures are subject to constant change. School district budgets are not static documents, but instead are constantly being revised to respond to decisions at the state and federal levels, as well as to the expenditure needs of the local agency. The Second Interim Report's financial projections have been updated to reflect new information received and board action taken since the original budget adoption.

The Executive Summary includes an overview of the financial data reported in the SACS (Standardized Account Code) Second Interim Report. It is provided to assist the reader in understanding the information being reported on the SACS forms. The SACS forms also include supporting reports such as, Average Daily Attendance estimates, Criteria and Standards and the Multi-year Projection report.

With each financial report the District is asked to project the general fund financial status through year-end, June 30, 2014. The Multi-year projection is then required to determine if the District will be financially solvent for two subsequent years, in this case through the 2015-16 fiscal year.

State Budget Impact on District Planning

The 2013-14 budget for the State was adopted Friday June 14, 2013 with several legislative trailer bill packages to enact provisions of the budget approved as of July 18, 2013. Included in the budget adoption is a new funding model that is a landmark change to school district funding within the State of California. It is set to completely overhaul the system of funding and to implement a new accountability model for all school districts. The new funding model is called the Local Control Funding Formula (LCFF) and the new accountability program is called Local Control Accountability Program (LCAP). There is an enormous amount of work to be done at the State and local levels to implement the new funding and accountability model. The State has still not developed the forms, account code structures, software and budget guidelines for the new budget model.

Local Control Funding Formula (LCFF)

The Local Control Funding Formula (LCFF) collapses the majority of State categorical programs and establishes a targeted base rate funding model with supplemental and concentration grant add-ons. The term targeted is used because the State does not expect to fully fund the LCFF until 2020-21. The targeted base rate funding model eliminates the old Revenue Limit funding model and creates new funding amounts based upon grade span. In addition to the base funding school districts are eligible for supplemental funding for specific student groups. Supplemental funding is provided for districts based on the percentage of English Learners (EL), Foster Youth and Low

Income (LI) categories as compared to total enrollment. Concentration funding is provided for the English Learners (EL), Foster Youth and Low Income (LI) students that exceed 55% or more of the student population. This grouping of students is known as the "unduplicated count" because some students may qualify under multiple categories, but are counted only once for the purpose of the added funding.

Many of the programs collapsed and rolled in to the new LCFF funding model were unrestricted under the Tier III program and already existed in the adopted 2013-14 budget for our school district. There are also programs rolled into the LCFF that have driven expenses, such as the Economic Impact Aid (EIA) program, Transportation Program and Adult Education. All expenses that were part of programs for which revenues were eliminated in the restructuring of funding are now supported through LCFF funding.

The LCFF is now the way the entire unrestricted general fund receives its revenue. The formulas that build the LCFF revenue are broken into these categories:

- Base Grant
- K-3 Class Size Reduction
- Career Technical Education (CTE)
- Supplemental and Concentration

The Base Grant factors are provided by and differentiated by grade level. The add on of K-3 Class Size Reduction then ties directly to the K-3 grade levels, while the CTE ties to grades 9-12. While the factors provide the formula for funding, there is no provision in the law requiring these funds to follow those factors for those specific programs. *The priority for LCFF funding is established through the District's locally adopted LCAP.* The Supplemental and Concentration grants are funded as a percentage add on to the Base Grant, using district demographics of the "unduplicated student count".

The LCFF will require a new type of tracking through the LCAP, which is a budget and accountability plan reporting model determined by the State Board of Education. Emergency regulations governing the LCFF were adopted by the State Board of Education in January and were approved by the Office of Administrative Law on February 6, 2014.

Local Control Accountability Program (LCAP)

The District has already made enormous headway in providing the framework for a Local Control Accountability Plan by working on the *Strategic Plan Report* over the course of the past year. The strategic plan information helps inform our work because more than 2500 stakeholder participants have provided input through 31 focus groups, 50 one on one interviews, online and paper surveys as well as 11 town hall meetings over the course of the study. The strategic plan has been essential in forming the Local Control Accountability Plan activities which align to the eight state priorities.

The eight state priorities are within the LCFF/LCAP Education Code (*Education Code (EC) 52060*). This Ed Code requires districts to enact a new approach to planning, budgeting, and using funds so that they are aligned to the eight state priorities. These eight priorities are summarized in the following three major categories:

- Conditions of Learning
 - Compliance with *Williams* requirements: appropriate teacher assignment, sufficient instructional materials, and facilities in good repair.
 - Implementation of the academic content and performance standards adopted by SBE, including how the programs and services will enable English learners to access the common core academic content standards and the English Language Development standards. The extent to which pupils have access to, and are enrolled in, a broad course of study that includes core subject areas (i.e., English, mathematics, social science, science, visual and performing arts, health, physical education, career and technical education, etc.), including the programs and services developed and provided to economically disadvantaged pupils, English learners, foster youth, and individuals with exceptional needs.
- Pupil Outcomes
 - Pupil achievement as measured by multiple indicators including, but not limited to, assessment data, college readiness, and language proficiency.
 - Pupil outcomes, if available, in the subject areas comprising a broad course of study.
- Engagement
 - Parental involvement, including efforts the school district makes to seek parent input in making decisions for the school district and each individual school site, and including how the school district will promote parental participation in programs for economically disadvantaged pupils, English learners, foster youth, and individuals with exceptional needs.
 - Pupil engagement as measured by multiple indicators including, but not limited to, rates associated with attendance, chronic absenteeism, dropout (middle and high school), and high school graduation.
 - School climate as measured by multiple indicators including, but not limited to, pupil suspension and expulsion rates as well as other local measures assessing safety and school connectedness.

The LCAP is being developed using the state priorities, joined with information from the Strategic Plan Report. Parents, other communities and staff have attended community meetings in each “Family of Schools” region of our District to review and provide feedback on the framework of the District LCAP. Six meetings have been held with

more than 600 participants. The Board of Education held a study session on the LCAP development on March 26, affirming and providing direction on the priorities for the implementation of the Strategic Plan goals which are aligned with the priorities of the State.

The Board of Education approved regulations for the Local Control Accountability Committee, a parent committee, in January. The District Local Control Accountability Plan Parent Committee is a part of the WCCUSD LCAP development and review process. The committee has advisory responsibilities and reflects the Board's commitment and emphasis on parent participation in the process of developing the LCAP. District committees representing English language learners, special education and Youth Commission will also have an opportunity to review and comment on the LCAP. The LCAP must be prepared for a public hearing May 28, which must be separate from the budget and LCAP adoption in June.

General Fund Unrestricted

Local Control Funding Formula - LCFF Revenue

The LCFF allocation is funded through a combination of State Aid, Education Protection Account State Aid (Prop 30), and local taxes.

The LCFF Revenue estimate is based upon student attendance by grade level span and the percentage of "unduplicated count" students that are a part of the attendance data. For the Second Interim Report we are using data collected in October which indicates that 73% of our student enrollment meets the requirement of the "unduplicated count". The estimated average daily attendance (ADA) is 27,992 for 2013-14. The estimated LCFF entitlement generated for unrestricted is \$192,297,865 – of which \$7,896,026 is transferred to Special Education based upon an estimate of the ADA related students in the program. The average per pupil funding is \$6,870. It should be noted that under the new regulations, ADA transfer will be sunset for Special Education and all funding will be provided through the unrestricted to contribution to programs category (8980).

Fund Balance

After three fiscal years of decline the unrestricted ending fund balance increased in 2011 and 2012 based upon the unaudited actual financial reports ending each year. The following table illustrates the unrestricted ending fund balance for each year end closing.

June 2007	June 2008	June 2009	June 2010	June 2011	June 2012	June 2013
\$28,936,748	\$21,567,077	\$20,049,661	\$15,439,421	\$18,438,898	23,376,077	23,376,077
Net Increase (Decrease):	(\$7,369,671)	(\$1,517,416)	(\$4,610,240)	\$2,999,477	4,937,179	-0-

During the 2011-12 fiscal year the fund balance increase was largely due to a one-time pay back to the General Fund from the Bond fund in the amount of \$4.5 million, for a legal settlement and legal fees related to a bond matter. It was determined that those costs, which were incurred since 2009, were properly charged to the bond program. The fund balance remained identical in June of 2012 and 2013 because of a transfer from the Special Reserve Fund, which balanced the Unrestricted General Fund. The District's 2013-14 projected unrestricted ending fund balance is \$16,228,527. The estimated decline of \$7.1 million assumes that no transfer is made from the Special Reserve Fund.

The spending of fund balance is a planned initiative of the Board. Reserves which were developed during the economic downturn as a safety net against threatened mid-year revenue cuts by the State are now being used strategically to implement student programs and provide salary and benefit increases to staff. This strategy was adopted when it became clear that the District could sustain these programs through the LCFF increases. The fund balance has certain required designations including the State required designation for economic uncertainty.

<u>Designations</u>	
Revolving Cash	\$ 70,000
Stores	\$ 230,000
Economic Uncertainty 3%	<u>\$ 8,854,587</u>
Total Designations	\$ 9,154,587
Unappropriated Balance	<u>\$ 7,073,940</u>

Cash Flow

The current cash flow projections indicate positive cash balances for the District with no inter-fund borrowing required.

Other State and Local Revenue

Other State Revenue includes State Lottery and Mandated Cost Reimbursement. All other revenue previously reported in this category has now been included in the LCFF allocation and reported under LCFF/Revenue Limit Sources on the Second Interim SACS forms. Other Local Revenue includes miscellaneous revenue and the final \$1.5 million commitment of funding from the City of Richmond. The funding from the City of Richmond will not be ongoing after 2013-14.

Expenditure Summary

The projections reflected in the Second Interim Report are a result of the analysis of year-to-date expenditures against the adopted budget. This includes a review of expenditure trends for all major categories within the budget. Staff also examines position vacancies and generates an estimate of salary and benefit savings due to unfilled (no substitute) vacancies or due to added staffing.

Since the First Interim, the District has settled contracts with the four unions representing employees in the District. The expenses for the contracts which have been ratified are included in the Second Interim Budget and Multi-Year Projection.

General Fund Restricted

The General Fund is the operating fund of the District; it is used to account for the day-to-day operations of the District. The fund is divided into two sections, unrestricted and restricted. Restricted funds are monies received by the District that are categorical in nature, i.e., they can only be used for the purposes allowed by the funding agency or for a designated purpose.

Restricted revenue funding is recognized in two different ways. For funding subject to deferred revenue, the revenue is only recognized once it is spent. This means that any funds received and not spent, with carryover provisions, are deferred into the next fiscal year. For funding subject to ending fund balance, the revenue is recognized in the year received and any funds remaining at the end of the year are recorded as a restricted ending fund balance. The Second Interim Report includes the carryover of prior year funds through the update in restricted fund balance and the posting of deferred revenue from 2012/13 into the books for 2013/14. This carryover is then appropriated to the expenditure accounts according to grant guidelines and school site plans. These entries result in increased budget amounts for specific programs in 2013/14. The restricted program expenditures are also affected by the settlement of contracts and the expenses for ratified contracts are included in the budget and Multi-Year Projection estimates.

Multi Year Projection

The multi-year projection for the Second Interim Report utilizes the County Office recommended assumptions published by School Services of California for the development of expenditure projections. Expenditure projections include estimated step and column increases and staffing changes based upon enrollment or expiration of one time funding. Supply and service expenditures utilize the California Consumer Price Index as an estimate for cost increases.

Revenue projections have been developed using the Local Control Funding Formula Calculator provided through the FCMAT Website. FCMAT is the Fiscal Crisis Management Assistance Team, funded by the State of California to assist local agencies. The new revenue development tool is the recommended method for calculating the LCFF by the County Office of Education and widely used throughout the State. The following are the assumptions used for the development of the multi-year projections.

2014-15 Assumptions

Estimate for Funded ADA: 28,229

Unduplicated Student Count: 73%

Estimated Supplies Increase/California CPI: 2.2%

Step and Column: 1.0%

Active Health Benefits: increased per contribution per ratified contracts

Retiree Health Benefits: 5%

2015-16 Assumptions

Estimate for Funded ADA: 28,571

Unduplicated Student Count: 72.6%

Estimated Supplies Increase: California CPI 2.4%

Step and Column: 1.0%

Active Health Benefits: 0%

Retiree Health Benefits: 5%

The multi-year projection using the current assumptions for 2013-14 indicates that the District will have *planned deficit spending* over the course of this year. During 2014-15 the District will have planned deficit spending in order to implement the programs associated with the Local Control Accountability Plan. The deficit can be offset by a contribution from the Special Reserve Fund. The District does **not anticipated** deficit spending in 2015-16.

District Budget Planning for 2014-15

Although the Local Control Accountability Plan (LCAP) is still in development phases it is important to include expenditure estimates for the coming year as a part of this financial report. In order to plan and execute the programs, positions must be created and hired in time for the new school year. Adjustments can be made to the plan as the LCAP is vetted through the Parent Committee and public hearing process if necessary.

K-3 Class Size Reduction

The adopted State budget includes the implementation of the LCFF funding model for K-3 class size reduction. The new program requires that each district make progress toward the 24:1 class size average, in grades K-3 by school site, not by grade. The State will require districts to provide site level average data for 2012-13 as the base year and progress will be required at each site, reducing the average class sizes in grades K-3 by 12% in 2013-14. Using the District staffing model from 2012-13 as a base and applying the 12% reduction, on average, our schools would be at 25:1 for 2013-14. However, many schools had lower average class sizes than 25:1, such as schools that had Quality Education Investment Act (QEIA) or other special funding. Those schools must stay at or below 24:1 in order to comply with the new State program rules. The State allows Districts to locally bargain exceptions to the State rules in order to avoid egregious penalties. The District and United Teachers of Richmond have made such an agreement. During the Board's budget adoption there was direction to work on eliminating combination classes as a part of the K-3 program. Eliminating combinations typically will result in smaller class sizes. Twenty five additional FTE were allocated as a part of the 45 day budget revision in order to lower class sizes in our elementary schools. The Board has indicated that it wishes to make class sizes of 24:1 a District-wide goal for 2014-15. In order to do so the District will be hiring approximately 30 elementary teachers beginning this spring at an estimated cost of \$2.6 million.

Transitional Kindergarten

Transitional Kindergarten is in its third year of implementation. The program is currently offered at 13 schools within the District. Next year the program is expected to expand to 5 more schools, which gradually implements the new Kindergarten age and establishes the new Transitional Kindergarten. The cost of the program expansion is estimated at \$640,000.

School Resource Officers

The table below represents the contracts and costs associated with the school resource officer program. It should be noted that in all cases the police departments at each agency offer special programs to school sites as well as special services at school events such as athletics, dances and special assemblies as a part of their contracts. The 2013-14 adopted budget was modified in the 45 day budget revision to reflect the addition of \$450,000 to the City of Richmond program. In 2014-15 the District will add the Kensington Police and Community Services District to the program with an added cost not to exceed \$50,000 per year.

City	Total # of Officers	# paid by City	Contract Amount	Coverage
Hercules	2	0	\$320,000	Hercules Family Schools
San Pablo	1	1	\$0	San Pablo Family Schools
CC Sheriff	1	0	\$212,000	North Campus, Crespi
El Cerrito	3	0	\$420,000	El Cerrito Family Schools
Richmond	9	1	\$1,326,000	Richmond, Kennedy and DeAnza Family Schools
Pinole	3	1	\$320,000	Pinole Family
Kensington			\$32,000	Kensington Community
Total	19	3	\$2,630,000	

Local Control Accountability Plan Activities

In addition to the items mentioned previously the District will begin to implement major program augmentation utilizing the Local Control Funding Formula increases, including the Supplemental and Concentration Grant dollars. These efforts will be described in the Local Control Accountability Plan and are subject to change based upon the review and advice of the LCAP (Parent Committee), public hearing and adoption by the Board. The activities are directly linked to the District's Strategic Plan as well as to the eight State priorities. The activity/program descriptions are organized by the six key strategies of the District's Strategic Plan.

Create High Expectations: Improve student achievement for all and to accelerate learning for low income and English language learner students.

Programs for all students include a cross section of efforts such as expanding the Dual Immersion program to the North side of the District, expanding and improving College and Career Readiness programs and refreshing library collections District wide. There are plans to expand the STEM (Science Technology Engineering Math) program by utilizing bond funds to create a Fab Lab at Kennedy High School. Budget: \$625,000 LCFF plus more than \$500,000 bond facilities funds.

Programs identified to assist with accelerating learning for low income and English language learner students include: Extended Day Kindergarten (9 schools year 1), Whole School Intervention (1 school year 1), Full Service learning center (3 schools), adding counseling and social work services (target schools/middle schools over 70% ELL/LI year 1), added staffing at high schools for course access (high schools over 75% ELL/LI year 1). Budget: \$2.2 million LCFF

Support Quality Instruction: Improve instructional practice, through collaboration, professional learning communities, professional development and improving recruitment and retention of high quality teachers and principals.

This category of activities includes the training and implementation of the Common Core State Standards, English Language Learner Standard and Next Generation Science Standards in all schools. Professional development programs are emphasized along with a focus to recruit hard to find teachers in areas such as math and science. Budget: \$5.9 million in State and Federal Grants plus \$75,000 in LCFF

Embrace Collective Ownership: Increase parent and community engagement and satisfaction.

The District will expand staffing at elementary schools with a 70% or greater ELL/LI population, and remove the burden of staffing for school community workers and parent liaisons from the Title I and former EIA programs by funding these outreach efforts through LCFF. Volunteer participation will be expanded. Access to community based organizations will be improved by providing a staff to work directly with these groups. The District will also implement greater outreach for work-based learning opportunities with local businesses. Budget: \$1.6 million LCFF.

Invest in the Whole Child: Allocate Services to English Language Learners and Low income students. Improve student engagement and outcomes.

The District will begin implementation of the new English Language Learner Master Plan. Counseling and psychological services will be proved to the Whole School Intervention school. Technology coaches will be added to targeted schools. Playworks, a program that provides pro-social recreation and conflict resolution activities will be instituted at all elementary schools with 55% or greater ELL/LI students. Programs such as Restorative Justice, Mindful Life, Toolbox and BEST, will be supported and expanded. These programs provide our students with social emotional support in schools with behavioral management strategies. There will be an expansion of the arts in schools, including more elementary music teachers, music equipment purchases, extracurricular activity support at high schools, PE equipment purchases and a District level coordinator for the visual and performing arts program. Budget: \$4.7 million LCFF

Prioritize Accountability: Improve practices that build trust. Improve data collection management, transparency and communication.

The Local Control Accountability Plan will be the cornerstone of this effort. A two way communication plan including social media will be developed. Elementary school clerical will be increased in order to help meet the demands of data gathering. A key addition will be the chief data officer who will coordinate the collection and reporting of data especially that which is needed for the LCAP. Budget: \$1.3 million in LCFF

Innovate: Accelerate the implementation of best practices and earned autonomy. Integrate technology in classrooms to improve student learning.

Professional development will be offered through the District's Best Practice Conference, Summer of Innovation Contest and Instructional Piloting. A new student assessment system will be purchased and implementation will begin. The Technology Master Plan will be implemented. Schools will have improved technology capacity through upgraded connectivity, wireless and purchase of computing devices. Budget: \$533,000 State and Federal Grants, \$2.1 million Bond, \$300,000 LCFF

The funding provided to the District through LCFF is anticipated to increase in 2015-16. It is anticipated that the programs summarized above will continue and be expanded during that year, and that other programs may be added.

Health Care Reform

The Affordable Care Act has enactment provisions during the 2013-14 school year. Federal law indicates that in January of 2014 the District must comply with regulations regarding the availability and affordability of health care programs for all employees. There will be a one year delay in the penalty component of the new law. The Affordable Care Act requires employers to ascertain the eligibility of employees through a "measurement period" defined in federal law. There are multiple measures depending upon hire dates and the stability of hours worked for employees. During 2013-14 school year the staff has been working with a consultant to perform the necessary study to determine what the requirements and costs are for the District to adhere to the Affordable Care Act. The Board will receive a report on this study in May of 2014.

Special Reserve Fund

Over the course of the past two years the Board has managed the impending threat of State cuts. With each budget plan and revision the Board has diligently set aside funding to prepare for the State's projected cuts. The Special Reserve fund has been used to house the reserves set aside by the Board for the "Mid-Year Triggers" threatened by the State. By the end of 2012 the Board had set aside \$13.5 million in Special Reserve. During the 2012-13 school year the District transferred \$1.8 million to support general fund activities. For the purpose of the Second Interim Report the Special Reserve Fund is shown intact with no transfer to the General Fund during 2013-14. The Board has indicated an interest in maintaining a larger reserve than the required 3%. This fund can be used to house the additional reserve funds. Subject to Board approval, staff will prepare the appropriate board

policy to accomplish an additional 3% reserve for a total reserve of 6% with the Unrestricted General Fund at 3%, and 3% in the Special Reserve fund.

Special Reserve Fund – 17	Second Interim
Balance June 30, 2013	\$ 11,669,725
2013-14 Proposed 3% Reserve (for a total of 6%)	\$ (8,800,000)
2014-15 Use of Special Reserve to Offset Deficit in General Fund	\$ (2,869,725)
Unassigned Special Reserve Fund Balance Projection June 2015	\$ -0-

Common Core Block Grant and Prop 39 Energy Grant

Approved March 7, 2012 by the California State Board of Education, the Common Core State Standards (CCSS) have now come to the forefront and require the adoption of new curriculum and the deployment of technology. The District has developed its own local plan for CCSS systems implementation based on local needs and resources.

The State Budget adoption includes provisions for block grants toward the implementation of the Common Core. The Common Core Block Grant is meant to assist districts with implementation and can be used for:

- Professional development for teachers and other employees involved in the direct instruction of students
- Common Core Instructional Materials
- Integration of standards through technology

Funding has been received in the amount of \$5.8 million. The funding must be used over a two-year period. The Board has adopted a plan for the use of the funding and a Memorandum of Understanding is in place, with the United Teachers of Richmond outlining the various activities that teachers will be engaged in over the course of the next two years as they transition into the Common Core State Standards.

The Proposition 39 Energy grant provides a per pupil allocation based upon average daily attendance. In addition, districts are eligible for funding based upon the free and reduced lunch counts to account for community need. The allocated funding for West Contra Costa Unified is \$1.4 million. School districts are required to submit plans in order to release funding for projects. Districts are permitted to receive a portion of the second year grant toward planning. Applications for the remaining fund award, and subsequent year funding, will require detailed information on projects and energy savings and will be reviewed by the California Energy Commission before funding is allocated by the California Department of Education.

No budget for the Proposition 39 Energy Program is included in the Second Interim Report as the District is finalizing its Request for Qualifications for Energy Engineering Expenditure Planning Services which will be issued shortly. The first apportionment of \$431,497 for planning was received for the grant in December, 2013.

Education Protection Account

Proposition 30 contains language establishing an Education Protection Account (EPA). This funding model was designed to provide relief to the cash deferrals which had been occurring during previous budget cycles. No new money is provided to school districts under the EPA. The EPA deposits count against the district's LCFF student attendance funding. However, the legislation requires that each district establish a special fund to account for these deposits and restricts the use of the funding to school service expenditures only. No administrator salaries and benefits may be charged to the new fund. The EPA also requires that each district provide an accounting of these funds on district websites and that it be a topic of discussion at a regular board meeting. The District anticipates receiving \$26.8 million earmarked for the EPA fund reporting as a part of the LCFF entitlement. Staff has examined the rules provided by the California Department of Education. For accounting purposes, all secondary school instructional expenses related to staff have been placed in the EPA fund for 2013-14 and ongoing in the budget for 2014-15. The EPA funds are not separate from the LCFF formula, rather they are a means of funding it.

West Contra Costa is a Fiscally Responsible District

During the years of the greatest economic down turn in U.S. history, West Contra Costa Unified School District has addressed funding cuts by focusing on many of the cost saving measures pointed out through numerous fiscal reports and studies. Through the collective bargaining process contract modifications are now in place to control benefit costs and staffing in order to accomplish necessary budget savings. School and facility closures have occurred according to a plan adopted and later modified by the Board to address school facility consolidation. In addition, the Board has adopted flexibility options including modified K-3 Class size reduction and Tier III categorical flexibility. The Board has also undertaken efforts to improve funding for schools by engaging in efforts to raise local taxes in support of locally controlled funds for schools. In spite of the corrective action and demonstrated fiscal responsibility, the district has still faced the State's underfunding of Education. The School Board has long recognized that locally controlled funding can help provide for programs and services that would otherwise have been cut during tough economic times. With that in mind the Board has worked hard to insure that local revenues are available for our students.

Parcel Tax – Local Support for Students

The parcel tax program includes support for a wide variety of services to students of the District. The parcel tax funding, renewed in November of 2012, is accounted for in a locally restricted account and is subject to the review by the Citizens Budget Advisory Committee. The parcel tax was passed with an overwhelming majority of 75%, illustrating the level of commitment for educational programs shared by this community. The parcel tax now expires in 2018-19. The following table illustrates a summary of

estimated funding levels for programs in the 2013-14 school year. The District expects to collect \$9.8 in 2013-14, the following chart includes carryover from 2012-13.

Library and athletic programs	\$	3,386,198
*Reduced class sizes for Kindergarten through third grade	\$	2,800,000
Textbooks and teaching materials	\$	422,000
Teachers and counselors	\$	3,520,352
Custodial support - Facilities clean and in good condition	\$	546,270
Grand Total (includes carry over from 12-13)	\$	10,674,820

* Parcel tax funding pays to reduce class sizes from 31 to 28 in grades K-3, the additional reduction to 26 is paid for out of the district general fund

Maintenance and Recreation Assessment District – MRAD

In an effort to raise and sustain funding for the school district, the District formed a Maintenance and Recreation District (MRAD) in 1994. In 1996 the formation of MRAD was followed by a vote of the people to continue these levies. This allows the District to levy taxes to support the maintenance and operations of fields and outdoor areas for the purpose of public use. MRAD revenue is budgeted for 2013-14 in the amount of \$5.5 million which pays for evening/after school custodial services, gardeners and outdoor capital projects.

Deficit Spending

During budget development it is important to plan toward eliminating deficit spending if deficits are anticipated in the coming years. Deficit spending can be tracked by monitoring the ending fund balance each year. Strictly speaking it is the comparison of current year revenues to current year expenses. It is reflected in the State reports and is described as the net decrease in fund balance. *The District is deficit spending this year*; however the fund balance is sufficient for a 3% reserve. It is anticipated that the growth of funding provided through LCFF will close the deficit in 2015-16.

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

The Board has taken action, with the cooperation of employee groups, to substantially reduce the District's long term liability for post-employment health care. In the actuarial study completed in 2008 it was determined that the Governmental Accounting Standards Board or "GASB 45" liability was \$495 million. Had the program not been amended the GASB 45 liability would have grown to \$550 million. With the implementation of new retiree benefit provisions the 2012 actuarial study indicates the GASB 45 liability is now \$364 million, resulting in long term savings to the District of \$186 million. While this change has stabilized the program and protected the District from increases in costs for future retirees, it has not changed the fact that the District has a "pay-as-you go" program where costs are escalating for those who retired prior to July of 2010.

Long Term Debt – General Fund

The District has made enormous progress toward eliminating the burden of long term debt that originated in the 1990's. The Certificates of Participation (COPS) are the final outstanding debt from that period. The COP was refunded in 2005 and included a "make whole" provision which means that in order to pay the debt off early the District must pay interest guaranteed to investors when the debt was refunded.

Long Term Debt Table	Principal June 2013	13-14 Payment	Pay off year
COPS	\$ 7,915,000	\$ 925,867	2024
State Emergency Loan	-0-	-0-	2012 (was 2018) *
Voluntary Integration	-0-	-0-	2012
IBM	-0-	-0-	2012 (was 2015) **
Total	\$ 7,915,000	\$ 925,867	
* Paid off using site sale debt service fund deposits			
** Paid off using one-time fund balance in 2012			

Deferred Maintenance

The Deferred Maintenance program funding was incorporated into the State Tier III Flexibility program sweep during the past years. The program as a separate funding model no longer exists under the LCFF. However, the obligation to keep schools in good repair is clearly stated as one of the eight state priorities. Capital projects related to bond eligible schools have been accomplished over the past few years through the bond construction program. However, it is incumbent upon the District to identify a funding source and plan for projects and long term maintenance in order to insure that district schools are kept in good repair. As such, the Board has indicated that \$2 million should be transferred into the Deferred Maintenance program from fund 40, Special Reserve for Capital Outlay. The funds being transferred are one-time dollars from former Redevelopment Agency deposits in our region. This transfer, along with the \$1.3 million Deferred Maintenance fund balance provides funding for projects identified by the Operations Division.

Adult Education

The Adult Education program funding is another example of a large program that is no longer funded by the State. It is a program that school districts were not required to operate during the fiscal crisis. While many districts eliminated this program the Board maintained a program, albeit with a lower funding level. For the 2013-14 and 2014-15 school years, all districts that operated a program during 2012-13 must continue to operate a program at the 2012-13 expenditure level. Over the next two years the State is asking Community College Districts and K-12 School Districts to form consortiums and examine how to offer regional programs for adults. In the January Governors Budget it was noted that a funding model would be available by 2015-16. Our school district is participating with the Contra Costa Community College District. As the process for forming the consortium and service model move forward, district staff will keep the board informed.

Next Steps

The coming year provides the Board with the opportunity to engage the community in improving student learning. This report comes with a recommended Positive Certification, because the LCFF should provide growth over the next two years. We will need to monitor both internal and external factors, our student counts as well as the economy and legislative commitment to the program. Both of these are risks to our funding which during the infancy of the program could be especially volatile.

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2013-14 SECOND INTERIM
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Schedule 1

	GENERAL FUND			SPECIAL REVENUE FUNDS	CAPITAL OUTLAY FUNDS	OTHER FUNDS	DISTRICT TOTALS
	UNRESTRICTED	RESTRICTED	TOTAL	Schedule 2	Schedule 3	Schedule 4	
REVENUES							
Revenue Limit Sources	\$ 184,401,839	\$ 7,896,026	\$ 192,297,865	\$ -	\$ -	\$ -	\$ 192,297,865
Federal Revenues	0	28,430,998	28,430,998	12,789,126	-	-	41,220,124
Other State Revenues	3,803,789	32,907,708	36,711,497	3,615,721	34,322,566	-	74,649,784
Other Local Revenues	2,483,241	18,992,475	21,475,716	1,480,226	455,902	21,310,756	44,722,600
Total Revenues	190,688,869	88,227,207	278,916,076	17,885,073	34,778,468	21,310,756	352,890,373
EXPENDITURES							
Certificated Salaries	76,299,046	36,557,618	112,856,664	2,477,006	-	-	115,333,670
Classified Salaries	22,088,375	21,218,483	43,306,858	6,272,205	1,157,331	70,693	50,807,087
Employee Benefits	42,169,892	22,471,059	64,640,951	3,013,406	514,046	36,653	68,205,056
Books and Supplies	5,151,068	8,142,429	13,293,497	7,085,082	6,049,836	2,400	26,430,815
Services and Other Operating Expenses	11,742,720	43,937,242	55,679,962	1,067,343	13,967,207	20,867,076	91,581,588
Capital Outlay	887,486	2,893,893	3,781,379	83,000	129,074,432	-	132,938,811
Other Outgo	988,539	-	988,539	-	-	11,020	999,559
Direct/Indirect Support Costs	(2,235,145)	1,703,941	(531,204)	531,204	-	-	-
Total Expenditures	157,091,981	136,924,665	294,016,646	20,529,246	150,762,852	20,987,842	486,296,586
INCREASE OF (DECREASE) IN FUND BALANCE							
RESULTING FROM OPERATIONS	33,596,888	(48,697,458)	(15,100,570)	(2,644,173)	(115,984,384)	322,914	(133,406,213)
OTHER FINANCING SOURCES AND (USES)							
Interfund Transfers In	-	-	-	3,136,249	-	-	3,136,249
Interfund Transfers Out	(1,131,683)	(4,566)	(1,136,249)	-	(2,000,000)	-	(3,136,249)
Other Sources	-	-	-	-	126,440,086	-	126,440,086
Other Uses	-	-	-	-	-	-	-
Contributions To Restricted Programs	(39,612,755)	39,612,755	-	-	-	-	-
Total Other Financing Sources and Uses	(40,744,438)	39,608,189	(1,136,249)	3,136,249	124,440,086	-	126,440,086
NET CHANGE IN FUND BALANCE	(7,147,550)	(9,089,269)	(16,236,819)	492,076	8,455,702	322,914	(6,966,127)
BEGINNING FUND BALANCE, JULY 1, 2013	23,376,078	21,983,895	45,359,973	18,907,806	74,508,427	64,741,506	203,517,712
PROJECTED ENDING FUND BALANCE JUNE 30, 2014	\$ 16,228,528	\$ 12,894,626	\$ 29,123,154	\$ 19,399,882	\$ 82,964,129	\$ 65,064,420	\$ 196,551,585

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2013-14 SECOND INTERIM**

Schedule 2

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

SPECIAL REVENUE FUNDS

REVENUES

	ADULT EDUCATION	CHILD DEVELOPMENT	CAFETERIA	DEFERRED MAINTENANCE	SPECIAL RESERVE	TOTAL SPECIAL REVENUE FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenues	342,199	446,927	12,000,000	-	-	12,789,126.00
Other State Revenues	-	2,765,721	850,000	-	-	3,615,721
Other Local Revenues	404,926	116,300	920,000	4,000	35,000	1,480,226
Total Revenues	747,125	3,328,948	13,770,000	4,000	35,000	17,885,073

EXPENDITURES

Certificated Salaries	1,441,513	1,035,493	-	-	-	2,477,006
Classified Salaries	626,784	1,001,048	4,644,373	-	-	6,272,205
Employee Benefits	470,865	751,108	1,791,433	-	-	3,013,406
Books and Supplies	149,974	496,026	6,400,782	38,300	-	7,085,082
Services and Other Operating Expenditures	203,551	42,194	645,398	176,200	-	1,067,343
Capital Outlay	-	-	83,000	-	-	83,000
Other Outgo	-	-	-	-	-	-
Direct/Indirect Support Costs	-	164,647	366,557	-	-	531,204
Total Expenditures	2,892,687	3,490,516	13,931,543	214,500	-	20,529,246

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

(2,145,562)	(161,568)	(161,543)	(210,500)	35,000	(2,644,173)
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	1,131,736	4,513	-	2,000,000	-	3,136,249
Interfund Transfers Out	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-	-
Total Other Financing Sources and Uses	1,131,736	4,513	-	2,000,000	-	3,136,249

NET CHANGE IN FUND BALANCE

(1,013,826)	(157,055)	(161,543)	1,789,500	35,000	492,076
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BEGINNING FUND BALANCE, JULY 1, 2013

2,065,909	157,052	3,711,090	1,304,030	11,669,725	18,907,806
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**PROJECTED ENDING FUND BALANCE
JUNE 30, 2014**

\$ 1,052,083	\$ (3)	\$ 3,549,547	\$ 3,093,530	\$ 11,704,725	\$ 19,399,882
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**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2013-14 SECOND INTERIM**

Schedule 3

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

CAPITAL OUTLAY FUNDS

REVENUES

	BUILDING	CAPITAL FACILITIES	COUNTY SCHOOL FACILITIES	SPECIAL RESERVE FOR CAPITAL OUTLAY	TOTAL CAPITAL OUTLAY FUNDS
Revenue Limit Sources	\$ -	\$ -	\$ -	\$ -	-
Federal Revenues	-	-	-	-	-
Other State Revenues	-	-	34,322,566	-	34,322,566
Other Local Revenues	300,000	68,000	-	87,902	455,902
Total Revenues	300,000	68,000	34,322,566	87,902	34,778,468

EXPENDITURES

Certificated Salaries	-	-	-	-	-
Classified Salaries	1,157,331	-	-	-	1,157,331
Employee Benefits	514,046	-	-	-	514,046
Books and Supplies	5,853,456	10,830	-	185,550	6,049,836
Services and Other Operating Expenditures	10,924,936	795,631	-	2,246,640	13,967,207
Capital Outlay	117,190,676	196,321	11,599,844	87,591	129,074,432
Other Outgo	-	-	-	-	-
Direct/Indirect Support Costs	-	-	-	-	-
Total Expenditures	135,640,445	1,002,782	11,599,844	2,519,781	150,762,852

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

(135,340,445)	(934,782)	22,722,722	(2,431,879)	(115,984,384)
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OTHER FINANCING SOURCES AND (USES)

Interfund Transfers In	-	-	-	-	-
Interfund Transfers Out	-	-	-	(2,000,000)	(2,000,000)
Other Sources	126,440,086	-	-	-	126,440,086
Other Uses	-	-	-	-	-
Contributions To Restricted Programs	-	-	-	-	-
Total Other Financing Sources and Uses	126,440,086	-	-	(2,000,000)	124,440,086

NET CHANGE IN FUND BALANCE

(8,900,359)	(934,782)	22,722,722	(4,431,879)	8,455,702
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BEGINNING FUND BALANCE, JULY 1, 2013

55,443,368	2,442,614	9,946,045	6,676,400	74,508,427
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**PROJECTED ENDING FUND BALANCE
JUNE 30, 2014**

\$ 46,543,009	\$ 1,507,832	\$ 32,668,767	\$ 2,244,521	\$ 82,964,129
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**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
2013-14 SECOND INTERIM**

Schedule 4

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

OTHER FUNDS

REVENUES

	BOND INTEREST AND REDEMPTION	DEBT SERVICE COMPONENT UNIT (COPs)	DEBT SERVICE	SELF INSURANCE	RETIREE BENEFITS	TOTAL OTHER FUNDS
Revenue Limit Sources	-	-	-	-	-	-
Federal Revenues	-	-	-	-	-	-
Other State Revenues	-	-	-	-	-	-
Other Local Revenues	-	-	-	1,743,000	19,567,756	21,310,756
Total Revenues	-	-	-	1,743,000	19,567,756	21,310,756

EXPENDITURES

Certificated Salaries	-	-	-	-	-	-
Classified Salaries	-	-	-	70,693	-	70,693
Employee Benefits	-	-	-	36,653	-	36,653
Books and Supplies	-	-	-	2,400	-	2,400
Services and Other Operating Expenditures	-	-	-	2,760,023	18,107,053	20,867,076
Capital Outlay	-	-	-	-	-	-
Other Outgo	11,020	-	-	-	-	11,020
Direct/Indirect Support Costs	-	-	-	-	-	-
Total Expenditures	11,020	-	-	2,869,769	18,107,053	20,987,842

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

(11,020)	-	-	(1,126,769)	1,460,703	322,914
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OTHER FINANCING SOURCES AND (USES)

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

NET CHANGE IN FUND BALANCE

(11,020)	-	-	(1,126,769)	1,460,703	322,914
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BEGINNING FUND BALANCE, JULY 1, 2013

48,126,375	1,042,373	560	1,698,615	13,873,583	64,741,506
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**PROJECTED ENDING FUND BALANCE
JUNE 30, 2014**

\$ 48,115,355	\$ 1,042,373	\$ 560	\$ 571,846	\$ 15,334,286	\$ 65,064,420
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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: March 26, 2014

From: Mary Phillips
Chief Technology Officer

Agenda Item: F.3

Subject: WCCUSD Technology Plan 2014-2017

Background Information:

The Technology Plan was created to provide direction to the District by creating goals and objectives that support both the WCCUSD Strategic Plan and LCAP. Input from staff, community and business members was solicited and their suggestions were incorporated into the plan. This plan is considered a "living document" and will be reviewed on a quarterly basis to ensure we are meeting the needs of our district and achieving our benchmarks.

The WCCUSD Technology Plan was approved by the Technology Subcommittee on March 10, 2014.

Recommendation: Approve the WCCUSD Technology Plan 2014-2017

Fiscal Impact: For fiscal year 2014-2015 - \$7,264,144 to be divided as follows: Bond: \$5,655,000; General Funds: \$1,369,295; CCSS \$239,849

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

that 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:** March 26, 2014
From: Bruce Harter **Agenda Item:** G.1
Superintendent
Subject: Strategic Plan / Local Control Accountability Plan Update

Background Information:

Recommendation:

West Contra Costa Unified is in a unique position in implementing Local Control Funding Formula (LCFF) for the 2014-15 school year. During the time that the Legislature was shaping the LCFF in 2013, the District was engaged in developing the 2014-2019 strategic plan. In October of 2013, the Governor signed the legislation that authorized the LCFF and its accountability mechanism, the Local Control Accountability Plan (LCAP). In November 2013, the WCCUSD Board of Education accepted the 2014-19 Strategic Plan report. The LCAP requires that the Board approves a three-year plan that includes goals, activities, and budget that addresses eight state priorities areas listed in the statute. The strategic plan includes six overarching strategies, 35 objectives and 134 tactics. While there's a great deal of alignment between the state priorities and the strategic plan strategies, there are areas in each that are not addressed in the other.

At a workshop meeting on February 26, 2014, the Board reviewed the initial draft that incorporates the Local Control Accountability Plan into the framework of the strategic plan. Board members asked questions and provided feedback and suggestions. Those suggestions have been incorporated into the second draft. The first draft provided actions and budget amounts for the 2014-15 school year. The second draft includes actions and budgets for 2014-15, 2015-16 and 2016-17. After the Board reviews and provides feedback on the second draft, a third draft will be presented to the District Local Control Accountability Plan Parent Committee. The Parent Committee will review the plan and advise the Board on changes to better align the plan with the parameters of the LCAP and the strategic plan report. The plan will then be revised and brought back to the Board for public hearing in May and ultimately for adoption with the 2014-15 budget in June.

Recommendation:

That the Board review the updated presentation that integrates the Local Control Accountability Plan with the Strategic Plan and provide feedback and direction for developing the next iteration that will go before the District Local Control Accountability Plan Parent Committee in April.

Fiscal Impact: Positive impact brought about by the LCFF over the next seven years.

DISPOSITION BY BOARD OF EDUCATION

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