

**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
April 23, 2014

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
APRIL 23, 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 **6:00 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 Vista High School**
- B.5 Report/Ratification of Closed Session**
- * **B.6 Agenda Review and Adoption (Public Comment)**
- * **B.7 Minutes: March 26, 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 April 23, 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 April 23, 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 April 23, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
Additional revenue for schools

***CI C.4 Contracts**

Comment:
Permission is requested of the Board of Education to approve contracts as detailed, dated April 23, 2014.

Recommendation:
Recommend Approval

Fiscal Impact:
As noted per contracts summary

***CI C.5 Summary of Payroll and Vendor Warrant Reports**

Comment:
The summaries of Payroll and Vendor Warrants issued during the month of February 2014 are provided.

Total of payroll warrants (March 2014):	\$	10,061,902
Total of vendor warrants (March 2014):	\$	29,630,275

Recommendation:
Recommend approval of the payroll and vendor warrant reports

Fiscal Impact:
As noted above

***CI C.6 Routine Personnel Changes - Certificated**

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

Recommendation:

Ratification and Approve Certificated Personnel Changes

Fiscal Impact:

None

***CI C.7 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.8 Approve the following New Job Description: Equipment Control Warehouse Worker/Driver**

Comment:

The District has an inherent need to establish and maintain accurate records of District assets and equipment. This classification will be responsible for tagging all new assets and equipment received in the warehouse and routing it to the appropriate site for use. This position will take the lead on conducting physical inventories to prepare accurate reports and accounting of District assets. The job description for this classification includes some of the same or similar tasks, duties and responsibilities of a Warehouse Worker to be able to assist in receiving, inspecting, storing and delivering supplies and equipment when time permits. The cost reflects one Warehouse Worker / Driver position being eliminated and this classification being created at a slightly higher salary, which is commensurate with increased tasks, duties and responsibilities. The District and Local One had the required meetings on this and reached an agreement on the job descriptions.

Recommendation:

Recommend Approval

Fiscal Impact:

\$4,300.26 General Fund

***CI C.9 Approve the following New Job Description: Accounts Payable Specialist**

Comment:

The District's Accounting Department has a fundamental need for a classification to focus on all aspects of invoices, which includes receiving, documenting, tracking and reporting. Additionally, this classification will balance and maintain all accounts payable transactions and reports. This position will also allow for the streamlining of accounting by having a single point of contact for vendors and district employees regarding the district's financial software, procedures and commensurate training. The cost reflects one Senior Account Clerk position being eliminated and this classification being created at a

higher salary, which is commensurate with increased tasks, duties and responsibilities. The District and Local One had the required meetings on this and reached an agreement on the job descriptions.

Recommendation:

Recommend Approval

Fiscal Impact:

\$9,898.89 General Fund

***CI C.10 Acceptance of Contra Costa County Office of Education 2nd Quarterly Report for Williams Settlement Legislation**

Comment:

As a part by the compliance requirements for the Williams Settlement Legislation, the Contra Costa County Office of Education has submitted the second quarterly report for fiscal year 2013-2014. This report presents the results of school site visits from October, November, and December 2013.

The misassignments reported in the Williams report include: Leadership classes at seven sites, linked learning classes at four sites, two classes in support of AVID, sign language, physics, and electives. All misassignments have been cleared through the waiver process.

Recommendation:

Recommend Acceptance of Report

Fiscal Impact:

None

***CI C.11 Resolution No.72-1314: California “Day of the Teacher”**

Comment:

We wish to recognize all of the teachers who give their energy, their intellect, their commitment, and their love to the students of West Contra Costa Unified School District with a resolution proclaiming May 14, 2014 as the “Day of the Teacher.”

Recommendation:

Recommend Approval

Fiscal Impact:

None

***CI C.12 Resolution No. 73-1314: National “Day of the School Nurse”**

Comment:

We wish to recognize all the school nurses who give their energy, their intellect, their commitment, and their love to the students of West Contra Costa Unified School District with a resolution proclaiming May 7, 2014 as the “Day of the School Nurse.”

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.13 Revision of Board Bylaw 9323**

Comment:

The Human Resources Department has updated Board Bylaw 9323 – Meeting conduct during the Board of Education public comment. This update brings WCCUSD bylaws in regards to comments being made during the public comment section of the board meeting to be in compliance with the most recent laws and court decisions.

Recommendation:
That the Board approve the revision of Board Bylaw 9323

Fiscal Impact:
None

***CI C.14 Board Policy 5145.3 “Nondiscrimination/Harassment” and Policy 5145.9 “Hate Motivated Behavior”**

Comment:

The K-12 Operations Department recently-revised Board Policies 5145.3 and 5145.9 and received Board approval on March 12, 2014. The policies related to discrimination, harassment, bullying and intimidation were also reviewed and approved by our colleagues at the federal level (i.e., by Office for Civil Rights), there has been a concurrent review at the state level (i.e., by California Department of Education). The District received the results of the CDE review which necessitate the additional revisions presented for approval.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.15 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: \$2,736,241. Funding sources Fund 40, Measure D Bond, Measure J Bond, Measure D-2010 Bond, and Measure E-2012 Bond.

***CI C.16 Ratification and Approval of Negotiated Change Orders**

Comment:

Staff is seeking ratification of Change Orders on the following current District construction projects: Pinole Valley HS Baseball Park; De Anza HS Campus Replacement; Coronado ES New School; Gompers/LPS New Schools; Kennedy HS Science Wing Renovation; Portola MS New Building. 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: \$451,607.57

***CI C.17 Approve Measure J and D 2010, Measure E 2012, Bond Program Budget Expenditure Authorization**

Comment:

The District needs to update the Bond Program Budget to accommodate updated anticipated project costs, based on recently received bids. The expenditure authorization worksheet includes these proposed adjustments.

Several other current construction estimates exceed the approved project budgets; therefore an ongoing reconciliation will be needed as projects are bid, closed out, and/or additional expenditures are incurred.

Recommendation:

Approve Measure J and D 2010, Measure E 2012, Bond Program budget expenditure authorization.

Fiscal Impact:

Updated budgets for Measure J and D 2010, Measure E 2012 Bond Program

***CI C.18 Award of Contract: Ohlone Elementary School Move Management Services**

Comment:

District prepared plans and specifications for the project. Scope of work includes: Move textbooks, files, records, and all other educational materials from the old Ohlone School to the new and interim campus. Work shall also include the removal and repurposing of existing furniture.

The District conducted a public bid process for the project. Bids were received on April 10th, 2014. Three contractors submitted bids. They are as follows: Crown WMS \$37,184; CHIPMAN Relocation & Logistics \$64,528; Corovan Moving & Storage \$66,127. The apparent low bidder is Crown WMS.

Recommendation:

Award the Contract to the lowest responsive, responsible bidder Crown WMS

Fiscal Impact:

\$37,184. Project will be funded from Measure J.

***CI C.19 Dover Elementary School Parking and Site Improvements Phase 2 Award of Contract**

Comment:

HY Architects has prepared plans and specifications for the project. Scope of work includes paving, at both the parking area and playground expansion, with appropriate striping for both parking and game courts, ball walls, parking planting, conversion of existing Dover Avenue parking into a pick-up/drop-off loading zone, site lighting, site fencing with security system infrastructure, and two DSA pre-approved shade structures.

The District will conduct a public bid process for the project. Bids will be opened on April 23rd, 2014.

Recommendation:

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

Fiscal Impact:

Funded from the Measure J Bond

***CI C.20 Olinda & Shannon Elementary School Fire Alarm Replacement Project Award of Contract**

Comment:

AE3 Architects has prepared plans and specifications for the project. Scope of work includes: installation of new conductors, conduit, audio / visual devices, pull stations and control equipment as well as removal, modification, and replacement of existing casework and associated hazardous material abatement. Work also includes painting of all exposed new fire alarm conduits/components and removal of all exposed elements of existing fire alarm system, patching and repairing as needed.

The District will conduct a public bid process for the project. Bids will be opened on April 17, 2014.

Recommendation:

Award the contract to the lowest responsive, responsible bidder.

Fiscal Impact:

Funded from Measure D-2010

***CI C.21 Pinole Middle School Soccer and Football Fields Award of Contract**

Comment:

Powell & Partners Architects has prepared plans and specifications for the project. Scope of work includes: general construction necessary for the construction of one restroom building, new synthetic track, artificial turf field, new fencing, retaining wall and new bleachers.

The District conducted a public bid process for the project. Bids were opened on April 15, 2014. One contractor submitted a bid, Roebbelen Contracting, Inc. \$4,097,929. Total bid is the sum of base bid and unit pricing. The lowest responsive, responsible bidder is Roebbelen Contracting, Inc.

Recommendation:

Award the contract to the lowest responsive, responsible bidder: Roebbelen Contracting, Inc.

Fiscal Impact:

\$3,959,000. Funded from the Measure J Bond.

***CI C.22 Ratification of Staff Awarded Contract: Downer Elementary School Playfield Renovations**

Comment:

BCA Architects has prepared plans and specifications for the project. Scope of work includes: demolition of existing asphalt paving and miscellaneous items needed to build a new grass field including but not limited to, rough and finish site grading, irrigation, sod installation, landscaping, and site drainage. Electrical scope consists of: power and data connection to new irrigation controller and installation of infrastructure of empty conduits, junction boxes and pull strings for future low voltage systems.

The District conducted a public bid process for the project. Bids were opened on April 3rd, 2014. Six contractors submitted bids. Total bids are as follows: Maggiora & Ghilotti, Inc. \$623,326; Goodland Landscape Construction, Inc. \$718,600; Arthulia, Inc. \$730,000; W. R. Forde Associates, Inc. \$1,027,500; Suarez & Munoz Construction \$1,092,225; Conscious Construction \$1,624, 641. Total bid is the sum of the base bid and all unit prices. The lowest responsive, responsible bidder is Maggiora & Ghilotti, Inc.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder: Maggiora & Ghilotti.

Fiscal Impact:

\$563,226. Funded from the Measure D-2010 Bond.

***CI C.23 Ratification of Staff Awarded Contract: El Cerrito High School Air Conditioning for Dance Studios and Multi-Use Classrooms**

Comment:

WLC Architects has prepared plans and specifications for the project. Scope of work includes: installation of a new condenser unit and associated mechanical piping and electrical to be connected to an existing makeup-air handling unit. This work will provide air conditioning to the existing two dance studios and

the multi-use classroom on the second level of Building F, located at 530 Ashbury Avenue, El Cerrito, CA 94530. This work shall require limited demolition and patching of existing roofing, installation of a new equipment platform with associated structural steel beams and angles.

The District conducted a public bid process for the project. Bids were opened on April 8, 2014. One contractor submitted a bid: Bell Products, Inc. \$98,514. The lowest responsive, responsible bidder is Bell Products, Inc.

Recommendation:

Ratify award of the contract to the lowest responsive, responsible bidder: Bell Products, Inc.

Fiscal Impact:

\$98,514. Funded from the Measure J Bond.

***CI C.24 Resolution No. 67-1314, Level I Developer Fees**

Comment:

Government Code Sections 65995 regarding school facilities fees requires that a School Facilities Needs Analysis be conducted yearly to determine the amount to be charged for developer fees for Level I residential construction. Due to student generation factors and site acquisition costs, the Level I fee will increase from \$3.20 per square foot to \$3.36 per square foot for residential construction, and \$.54 per square foot for commercial and industrial construction. The mini-storage category of commercial/industrial construction will remain at \$0.05 per square foot. The new fee will go into effect June 23, 2014, if approved by the Board. If not approved by the Board, the District would be eligible to collect Level I fees at the current Level I rates of \$3.20 per square foot for residential construction, \$0.51 per square foot for commercial and industrial construction and \$0.05 for the mini-storage category. Level I fees would be charged for commercial and industrial construction. This analysis was conducted according to State guidelines.

A copy of the School Facilities Analysis is available for review by the public in the Facilities Planning and Construction Department.

Recommendation:

Recommend approval of Resolution No. 67-1314

Fiscal Impact:

Increase in Level I Developer Fees of \$.06 cents per square foot of residential construction. Increase in \$.03 cents per square foot of commercial/industrial construction. No change in mini storage category of commercial and industrial construction of \$.05.

***CI C.25 Resolution No. 69-1314: School Nutrition Employee Appreciation Week – May 5-9, 2014**

Comment:

May 5-9, 2014 has been designated School Nutrition Employee Appreciation week. This resolution recognizes this week in the District in honor of and Appreciation to our School Nutrition personnel.

Recommendation:

Recommend Approval

Fiscal Impact:
None

***CI C.26 Williams Lawsuit Complaints Quarterly Report**

Comment:

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from January 1, 2014 through March 31, 2014.

Recommendation:
For Approval

Fiscal Impact:
None

***CI C.27 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. Another four members were approved at the March 26, 2014 meeting. Additional nominations include Liliana Garcia from Building Blocks for Kids Collaborative and Dennis Pimentel, Youth Commission representative.

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

Fiscal Impact:
None

***CI C.28 Approval of Board Member Travel**

Comment:

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

- Fifth Annual Save Schools Conference, Anaheim, CA July 30-August 1, 2014
- The Bond Buyer's California Public Finance Conference, San Diego, CA October 8-10, 2014

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

Recommendation:

Recommend Approval

Fiscal Impact:

General Fund

D. AWARDS, RECOGNITIONS, AND REPORTS

*** D.1 WCCUSD Teachers of the Year and the Ed Fund Excellence in Education Recognition**

Comment:

For the 26th year, the Ed Fund will celebrate and honor the excellence of four WCCUSD teachers at its Annual Ed Fund Excellence in Education Celebration, “Soaring to Excellence,” on Friday, May 16th at the Craneway Pavilion in Richmond. Again this year, the Ed Fund collaborated with WCCUSD to acknowledge 4 outstanding Teachers of the Year.

The names of this year’s teachers are: Bruce McCormick (Portola Middle School, 8th Grade English), Patricia Simon (Montalvin Elementary, 5th Grade), Keith Johnson (El Cerrito High School, Band Director), and Adam Quintero (DeJean Middle School 8th Grade Science, 7th Grade Leadership).

These teachers of excellence share a profound passion for instilling a love of learning in our diverse students so that they can attain their goals and realize their dreams. By carefully and thoughtfully weaving creativity, adherence to high standards, profound knowledge of the subjects being taught, and appreciation of individual differences, needs, and strengths, these award winning teachers raise the quality of education to new heights.

WCCUSD has selected Bruce McCormick and Keith Johnson as the District representatives for the Contra Costa County Teacher of the Year competition. We wish them the best of luck in the county competition.

We want to recognize and congratulate all our honorees for all the wonderful work they carry out with our students on a daily basis.

Recommendation:

For Recognition

Fiscal Impact:

None

* **D.2 Update on the Development of the Masterplan for English Learners**

Comment:

West Contra Costa Unified School District is developing a new Masterplan for English Learners. Professor Jose Lopez and staff will provide an update on key learnings from our stakeholders and next steps in the process of completing the Masterplan.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.3 Introduction of Bond Finance Team for Potential Bond Refunding, July 2014**

Comment:

In accordance with Board Policy, B.P. 7214.3, Refunding Policy, the District shall, with the assistance of its financial advisor and other District financial professionals, annually review outstanding Bonds and develop a strategy to identify and initiate refundings when economically feasible and advantageous. Bond Finance Team will consist of the following firms:

Bond: Nixon Peabody

Sr. Manager, Underwriting: Piper Jafray

Co-Manager, Underwriting: Backstrom, McCarley, Berry & Co.

Financial Advisor: KNN Public Finance

The Finance Team will present specific information on the potential refunding to the Facilities Subcommittee and the School Board in May. Sheri Gamba, Associate Superintendent Business Services and Martin Coyne, Executive Director Business Services (Bond) will represent the district.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.4 Update on Linked Learning**

Comment:

Staff will provide the Board an update on Linked Learning. In 2008 supported in part by a James Irvine Foundation grant through the California Center for College and Career (ConnectEd), the District developed comprehensive pathways of academic and technical study that would prepare our students for both college and career. Since 2008 the Career Pathways has evolve and since then changed their name to Linked Learning.

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	Public Employees Local 1
Bayside Parent Teacher Association	Safety and School Climate Committee
Citizens’ Bond Oversight Committee	School Supervisors Association
College and Career Readiness Academies	Technology Subcommittee
Community Budget Advisory Committee	United Teachers of Richmond
Facilities Subcommittee	West Contra Costa Administrators Association
Ivy League Connection	Youth Commission

*** E.2 Superintendent’s Report**

*** E.3 In Memory of Members of the School Community**

Comment:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Retired Gardener Leadman Major Dixon Sr. passed away. Mr. Dixon worked for the District for over 37 years as Custodian, Athletic Field Attendant and Gardner. He was the Vice President and Shop Stewart for the Maintenance and Operations Local One members.

Richmond teen, Terrance Forks died tragically. He was a former El Cerrito High School student.

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

Recommendation:

For Information Only

Fiscal Impact:
None

F. ACTION ITEMS

*** F.1 Approval of Agreement with West Contra Costa Administrators Association / AB1200
Public Disclosure of Collective Bargaining Agreement with WCCAA**

Comment:

District and West Contra Costa Administrators Association Collective bargaining reopener proposals were sunshined for the 2014-2015 year. Through the Interest Based Process a Tentative Agreement has been reached with representatives of West Contra Costa Administrators Association (WCCAA). A copy of the Tentative Agreement is provided. WCCAA has ratified the Agreement. It is now presented to the Board of Education for ratification.

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

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

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

Recommendation:

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

Fiscal Impact:

2014-15 Fiscal Year \$450,352

*** F.2 Salary and Health Benefits Package for Unrepresented Management, Cabinet, Board
Members and Confidential Employees / AB 1200 Public Disclosure**

Comment:

It is proposed that the employees of the school district who are in the categories of Management, Cabinet, and Confidential will receive the benefit contribution rates for active employees in accordance with Board Policy 4154. The salary schedules for Management, Cabinet and Confidential employees will receive a 3% increase. This recommendation includes an adjustment to the salary schedule to align the SELPA Director salary with the Chief Technology Officer. The School Board will select from the health benefits plans and correlating contribution rates that are currently offered to the bargaining units in accordance with Board Policy and will adhere to the retiree provisions in Board Bylaw 9250. An increase to the Board stipend was acted upon in January 2014.

The salary will be effective July 1, 2014 and Benefits will be effective January 1, 2015.

Recommendation:

Recommend Approval

Fiscal Impact:

\$234,446 General Fund

* **F.3 Resolution No. 71-1314: Authorization to Eliminate Classified Positions and Layoff Classified Employees**

Comment:

A lack of work and/or funds necessitates the elimination of hours and/or positions for the classified positions for the 2014/15 school year.

- The Food Service Aide / Clerk positions are currently vacant and there will not be any negative impact to any employee.
- The Instructional Assistants in the SMILE program and the Behavior Technicians will be placed into positions prior to the beginning of the 2014/15 school year. There will not be any negative impact to any employee when placed in their new positions.

Recommendation:

Recommend Approval

Fiscal Impact:

None

G. DISCUSSION ITEMS

* **G.1 Board Policy 6146.1 “High School Graduation Requirements”**

Comment:

The Academic Subcommittee approved changes to the current graduation requirements on the February 11, 2014 meeting. The current graduation matrix requires students to complete 40 credits of Social Science. Social Science includes Cultural Geography for entering 9th grade students. Beginning with the class of 2016, entering 9th grade students will have the option of taking an A-G elective course in lieu of Cultural Geography. If a student opts out of Cultural Geography, they would need to take an elective class either tied to a Pathway program or A-G course; ie. Biomedical Science, Engineering, Computer Science, AP Human Geography and Journalism.

Recommendation:

For Discussion Only

Fiscal Impact:

None

* **G.2 Project Status Report**

Comment:

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

- Engineering Officer's Report
- Construction Status Reports

Recommendation:
For Information Only

Fiscal Impact:
None

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

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING

Lovonya DeJean Middle School – May 14, 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

April 23, 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

High School Principal
Middle School Principal
Middle School Assistant Principal

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

Meeting Date: April 23, 2014

Agenda Item: B.4

Subject: Presentation of Student Board Representative from Vista High School

Background Information:

A Student Board Representative from Vista High School will attend the Board of Education on April 23, 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 26, 2014

A. CLOSED SESSION

B. OPENING PROCEDURES

Clerk Groves called the meeting to order at 5:45 P.M. The Board recessed into Closed Session. Clerk Groves called the Public Session to order at 6:33 P.M.

B.1 Pledge of Allegiance

Clerk Groves led the pledge of allegiance.

B.2 Welcome and Meeting Procedures

Due to the absence of President Ramsey, Clerk Groves 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
President Ramsey arrived at 6:46 PM.

Staff Present: Magdy Abdalla, Engineering Officer; Steve Collins, SELPA Director; Martin Coyne, Executive Director Bond Finance; Bill Fay, Associate Superintendent Operations; Luis Freese, Executive Director Operations & Operations; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Keith Holtslander, Director Facilities & Construction; Nicole Joyner, Director Data and Accountability; Tashaka Merriweather, School to Health Coordinator; Mary Phillips, Chief Technology Officer; Lyn Potter, Director Categorical & Instructional Support Services; Nia Rashidchi, Assistant Superintendent Educational Services; Reyna Touriel, Translator; Marin Trujillo, Coordinator Community Engagement; Ken Whittemore, Assistant Superintendent Human Resources; Darrin Zaragoza, Athletics Coordinator

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

Ms. LaVonia Bobo provided a report of activities for the Youth Commission.

B.5 Report/Ratification of Closed Session

Superintendent Harter asked the Board to ratify action taken in Closed Session to approve the following:

Four Administrative Appointments including:

Summer School Principals for Special Education Services – Alison Makela and Eric Peterson

Director Business Services - Regina Webber

Director Data and Accountability – Nicole Joyner

MOTION: Ms. Kronenberg moved approval of action taken in Closed Session to appoint administrators. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

Superintendent Harter also asked the Board to ratify action taken in Closed Session approving placement of a certificated staff member on unpaid administrative leave.

MOTION: Ms. Kronenberg moved approval of action taken in Closed Session to approve placement of a certificated teacher on administrative leave. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

B.6 Agenda Review and Adoption

MOTION: Ms. Kronenberg moved approval of the agenda. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

B.7 Minutes: March 12, 2014

MOTION: Ms. Merriweather moved approval of the Minutes of March 12, 2014. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

B.8 WCCUSD Public Comment
Mary Flanagan

C. BUSINESS ITEMS

C.1 Grants/Awards/Agreements

C.2 Acceptance of Donations

C.3 Approval of Fund-Raising Activities

C.4 Contracted Services

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

C.6 Routine Personnel Changes – Classified

C.7 Ratification and Approval of Engineering Services Contracts

C.8 Ratification and Approval of Negotiated Change Orders

C.9 Annual Financial Audit of District Bond Program

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

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

C.12 Richmond Swim Center Award of Contract

Superintendent Harter read an amendment to this item into the record including information about the public bid process held on March 25, 2014. *The District conducted a public bid process for the project. Bids were opened on March 25, 2014. Three contractors submitted bids. Total bids are as follows: ARNTZ Builders, Inc. \$7,652,876; Midstate Construction \$7,988,093; Gonsalves & Stronck Construction Company \$8,123,900. The Total Bid Price includes Base Bid plus alternates and unit pricing. The apparent lowest responsive, responsible bidder is ARNTZ Builders, Inc.*

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

C.14 Hosted VoIP to standardize and upgrade communication systems for all District sites (“Project”)
Public Comment:

Rhonda Lutz

C.15 Assessment System for Common Core State Standards

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

This item was pulled from the Consent Items for separate action.

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

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

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

Public Comment:

Georgio Cosentino

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

Superintendent Harter read an amendment to this item into the record adding the name of Alma Gomez to the Local Control Accountability Committee as the representative of the Concilio Latino.

President Ramsey arrived and assumed the gavel.

MOTION: Mr. Groves moved Approval of Consent Items C. 1 – C.15, C.17 - C.20. Ms. Kronenberg seconded. Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and President Ramsey voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

D. AWARDS, RECOGNITIONS, AND REPORTS

- D.1 Recognition of Schools Selected by California Business for Education Excellence for Prestigious Honor Roll**
Mr. Greer led the recognition of six schools that have received commendations from the California Business Schools Excellence Honor Roll. The recognitions were in two categories. Star School award winners have shown significant populations of socioeconomic disadvantaged students showing significant increases in grade level proficiencies over time. Scholar Schools have shown significant academic achievement over time but do not have a significant number of socioeconomically disadvantaged students. They share common factors for high performing schools. Mr. Greer presented the following schools for recognition and awards.

Star Schools - Olinda Elementary, Montalvin Elementary, Middle College
Scholar Schools – Hanna Ranch Elementary, Kensington Elementary, Madera Elementary

Public Comment:
None

Board Comment:
Ms. Merriweather spoke for the entire Board in commending the schools for these honors. She remarked on the job as role models portrayed by the teachers and principals.

- D.2 Recognition of Jenn Rader**
Mr. Tashaka Merriweather provided background of Ms. Rader and her recognition as recipient of the 2014 School Health Champion award by the California School Based Health Alliance. Ms. Rader thanked the Board for their commendation and recognized her colleagues at the other District high school health centers who also advocate for improving school climate.

Public Comment:
None

Board Comment:
Mr. Enos spoke of working with Ms. Rader and commended her dedication.

President Ramsey recessed the meeting into Closed Session at 7:00 PM.

President Ramsey reconvened the meeting into Public Session at 7:17 PM

- F.1 Board Policy Revisions - BP 4111, BP 4211, BP 4311**
Mr. Whittemore provided background on the policy revisions to ensure that all new or returning employees have references called for verification before beginning employment. Certificated, classified and management employees will all be subject to background checks as well as for substitute employees.

Public Comment:
None

Board Comment:
President Ramsey asked about assurances for the public. Mr. Whittemore spoke of cross training of the personnel staff with review of the resume, background checks and fingerprint clearance by the Assistant Superintendent before any person can go into the field. Mr. Whittemore explained the reporting process for the State Teacher's Credentialing Commission. Discussion continued regarding substitute teachers.

Discussion addressed certificated employees at charter schools as well as District schools.

Superintendent Harter addressed the concern of the Board to require charter schools in applying for renewal petitions to include reporting of teachers who left employment under a cloud of suspicion. The same request could be forwarded to the County Office of Education to require similar information from the schools under County jurisdiction.

Discussion also included communication with parents about teacher initiated study trips requiring approval by the school principal as proof of a school sponsored event.

Superintendent Harter summarized the discussion and commitment to have the Board review the check list implemented by Human Resources to record specifics regarding employee background checks, and provisions in charter school memorandums of understanding to implement employee background checks and required reporting of employees leaving under a cloud of suspicion. Staff will work to set up communication with parents around the District forms used for approval of school sponsored study trips and distribution of literature regarding district approval of trips.

MOTION: Ms. Kronenberg moved approval of Board Policy Revisions - BP 4111, BP 4211, and BP 4311. Mr. Enos seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonja Bobo (advisory vote only), and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

E. COMMITTEE COMMUNICATIONS

E.1 Standing Reports

President Ramsey left the dais; Clerk Groves assumed the gavel.

West Contra Costa Administrators Association. Co-Executive Directors Sarah Danielson and Sharon Lambie, introduced the executive board members.

Katie VonHusen, President and Central Office Representative
Marco Gonzalez, Elementary Principal Representative
Sylvia Greenwood, Vice President and Middle School Principal Representative
Wendy Forest, At Large Member
Ken Talken, Central Office Representative
Sharon Lambie, Co-Executive Director
Kim Moses, Treasurer and Elementary Principal Representative
Debbie Narasaki, Middle School Principal Representative
Greg Santiago, Elementary School Principal Representative
Jose DeLeon, High School Principal Representative
Jen Bender, High School Principal Representative

Academic Subcommittee. Ms. Rashidchi reported on the last meeting where Superintendent Harter talked about Local Control Accountability Plan, information was presented regarding physical education as well as discussion about best practices. She announced the next meeting for April 22 and the upcoming May 22 Best Practices Conference.

Community Budget Advisory Committee. Ms. Gamba announced the next meeting for March 27, 2014 at Alvarado Adult Education Campus and invited the public to learn more about the District's budget.

Facilities Subcommittee. Ms. Kronenberg said the next meeting was scheduled for April 15 at the Facilities Operations Center.

Ivy League Connection. Ms. Kronenberg said that interviews are scheduled for certificated employees to serve as chaperones for the summer program.

Safety and School Climate Committee. Ms. Merriweather announced the next meeting for April 3, 2014 at Lupine Elementary School, 9:00 AM. Mr. Enos said that discussion will include school safety regarding employee background checks.

Technology Subcommittee. Ms. Phillips announced the next meeting for April 14, 2014, at 1300 Potrero Avenue in Richmond.

Youth Commission. Mr. Groves reported the next meeting will be held April 14, 2014 at Helms Middle School.

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

Mr. Groves asked about the new policy around the high school exemption process. Mr. Greer and Mr. Zaragoza reported that the high school exemption policy stands in compliance with state regulations. Mr. Groves asked whether this policy modified middle school exemptions. Mr. Zaragoza responded for clarification speaking about the

guidelines allowing exemptions. This is an effort to streamline for compliance purposes the tracking and monitoring of students for PE testing and exemptions. Mr. David Perry, Physical Education chairperson and athletic director at Kennedy High School, was available to respond to questions.

Public Comment:

None

Board Comment:

Mr. Enos asked that the Board be provided with any updates and changes.

MOTION: Ms. Kronenberg moved approval of the High School Physical Education Exemption Process and Physical Fitness Testing. Mr. Enos seconded. Mr. Enos, Ms. Merriweather, Ms. Kronenberg, Student Representative LaVonia Bobo (advisory vote only), and Clerk Groves voted yes, with no abstentions and President Ramsey absent. Motion carried 4-0-0-1.

E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

F. ACTION ITEMS

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

This item moved to follow item D.2.

President Ramsey returned and resumed the gavel.

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

Ms. Gamba provided a financial report for the period closing January 31, 2014. The Second Interim Report for 2013-14 contained updated information for all funds. She recapped revenue growth, use of ending fund balance, and fund balances for the reserve.

Student Representative LaVonia Bobo left the meeting for the evening.

Public Comment:

Pat Miles

Board Comment:

President Ramsey had specific questions about class size reduction and school resource officers for Pinole and San Pablo. Discussion included increasing the reserve funds to six (6) percent with Ms. Merriweather expressing concern.

MOTION: Mr. Enos moved approval of the Second Interim Report and budget development to increase reserves to six (6) percent. Ms. Kronenberg seconded. A roll call vote was taken with Mr. Enos, Mr. Groves, Ms. Kronenberg, and President Ramsey voting yes, Ms. Merriweather voting no, with no abstentions and no absences. Motion carried 4-1-0-0.

F.3 WCCUSD Technology Plan 2014-2017

Ms. Phillips presented the District's 2014-2017 Technology Plan as required by E-rate. She said it was aligned with the District's strategic plan, LCAP and Common Core Standards. She highlighted the goals and objectives of the plan.

Public Comment:

None

Board Comment:

President Ramsey reminded the Board that the technology implementation was funded by the bond program to help classrooms. It is expected that other funds will backfill the bond funds.

Ms. Merriweather had questions about the tablet rollout for testing at the sites. Ms. Phillips provided clarification. Ms. Gamba spoke about Common Core State Standards funds earmarked by the District to provide for professional development for teachers rather than technology purchases.

MOTION: Ms. Kronenberg moved approval of the WCCUSD Technology Plan 2014-2017. Mr. Enos seconded. Roll call vote with Mr. Enos, Mr. Groves, Ms. Merriweather, Ms. Kronenberg, and President Ramsey voting yes, with no abstentions and no absences. Motion carried 5-0-0-0.

G. DISCUSSION ITEMS

G.1 Strategic Plan / Local Control Accountability Plan Update

Superintendent Harter presented an update to the Strategic Plan and the Local Control Accountability Plan. He recapped the outline of the District direction and estimates to enable the Board to consider the proportions of staffing and extra-curricular programs for upcoming years.

Public Comment:

None

Board Comment:

Mr. Enos remarked on the amount of material to review and process.

Ms. Kronenberg had questions about whole school intervention. Superintendent Harter detailed key elements of a longer school day and longer school year while providing the kind of counseling and psychological services for students. He spoke of the positive outcomes of these for students at Helms Middle School and DeAnza High School. The key is to use the additional time to engage students so they are excited about going to school.

Ms. Merriweather asked about the Kennedy fabrication lab funding. Superintendent Harter responded about the grant funding from Chevron for the project and the thinking for the upcoming years develop the STEM academy at Kennedy. Mr. Whittemore responded to questions about recruiting quality teachers.

Mr. Groves remarked that the plan is on target particularly regarding support for students to grow socially and emotionally. He asked about library books for elementary schools, as well as alternatives to suspensions with behavioral and academic support for students. Staff responded.

President Ramsey remarked that the District in a better place than in 1993 when he began service on the Board.

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

None

I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT

Ms. Kronenberg spoke of attending We Day with 600 district students. She described the event as an organized movement to connect young people locally and internationally in service work to affect social change. She said she also attended the Battle of the Books at El Cerrito High School which included Animoto video presentations that represented books read by students. She concluded her remarks by congratulating Jenn Rader as the first person in California to receive her award and commended the Star and Scholar Schools for outperforming many schools across the country.

Ms. Merriweather said she looked forward to feedback from the Parent LCAP Committee. She remarked that schools have started the Smarter Balance Assessment and she has found it interesting to talk with teachers about it. She wished everyone a restful spring break.

Mr. Enos spoke of taking stock of the budget and measures of student success.

Mr. Groves recalled a recent community event where the organization Blackboard sponsored a program around African American student achievement in the District. This will result in an ongoing conversation about how the District can lift its youngest citizens and motivation to find better solutions. He concluded by recalling the loss of two members of the community: Robert Coleman educator at UC Berkeley, and Haong Tony Dao a long time Richmond resident. He offered comfort to the families.

President Ramsey had questions for Mr. Abdalla regarding the Pinole Valley High School project and the Downer field project. He asked that reports for both of these be brought to a future meeting. He concluded by saying that memorial services for his father, Judge Henry Ramsey, were pending.

J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING
Lovonya DeJean Middle School – April 23, 2014

K. ADJOURNMENT
President Ramsey adjourned the meeting at 10:24 PM.

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

BH:dh

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 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 April 23, 2014.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

GRANT / AWARD / AGREEMENT NOTIFICATIONS


Project Name	Project Amount for Budget Period	Funding Agency	Comments
13-14 State Preschool Grants	\$10,657	California Department of Education - Student Support and Special Services Branch	Special education and related services to children ages 3-5.
Resource # 6513	7/1/13 - 9/30/14		PCA # 25228-01
California State Preschool Program	\$183,695 Amendment #1	California Department of Education - California State Preschool Program	Additional 13-14 funds for the Preschool Program
Resource # 6105	7/1/13 - 6/30/14		Contract # CSPP-3051

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: April 23, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Acceptance of Donations

Background Information: The District has received donations as summarized on the attached sheet dated April 23, 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
April 23, 2014 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Ms. Carol Turanin	Materials & Supplies	*\$50.00	Bayview Elementary
Mechanics Bank	Materials & Supplies	\$587.67	Fairmont Elementary
Fairmont Elementary PTA	Materials & Supplies	\$6,377.00	Fairmont Elementary
Wells Fargo Community Support Campaign	Materials & Supplies	\$10.00	Ohlone Elementary
Mr. & Mrs. Charles and Jeanie Harris	Materials & Supplies	\$100.00	Portola Middle

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 042314

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: April 23, 2014

From: Sheri Gamba *pg*
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 April 23, 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
April 23, 2014 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Cameron School	Online Purchase of Tickets for Oakland Athletics Where Portion of Sales come back to Cameron	Cameron School Staff
De Anza High School	Pennies for Patients	De Anza High Students
De Anza High School	Food Fair	De Anza High Leadership Class
Ellerhorst Elementary	Open House BBQ	Ellerhorst PTA
Murphy Elementary	Community E-Waste Recycling	Murphy PTA
Lupine Elementary	Catalog Sale	Lupine Hills PTA
Lupine Elementary	Scholastic Book Fair	Lupine Hills PTA

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: April 23, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.4

Subject: Contracts

Background Information: Permission is requested of the Board of Education to approve the following contracts as detailed on the attached sheets dated April 23, 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
April 23, 2014 Board Meeting

CONTRACTS

The following contracts are recommended for approval.

<u>DEPARTMENT</u>	<u>Effective Date</u>	<u>VENDOR NAME</u>	<u>COST & FUNDING</u>	<u>PURPOSE</u>
K-12 Operations	8/1/14 Thru 6/30/15	Playworks	\$1,260,000.00 LCAP/Sup/CorC	Playworks and the West Contra Costa Unified School District will partner to increase opportunities for safe and meaningful play for every elementary school student in the West Contra Costa Unified School District. For the duration of the 2014-15 school year, Playworks will provide a mix of services addressing the unique needs of each school.
Curriculum- Federal Project	4/1/14 Thru 6/30/14	Bay Area Community Resources 1000001159	\$93,818.00 21 st Century	Increase existing \$93,818.00 contract to provide all programming and coordination aspects of the Stege Elementary After School Program. Including academic and homework help, enrichment and recreational activities as required by the 21 st century grant.
Purchasing	4/23/14 Thru 6/30/14	NWN Corp.	\$1,072,295.00 Bond Technology	Under Public Contract Code 20118 (K12) our District is able to utilize a procurement contract which has been publicly bid, for the use by other public entities. This contract will be utilized during the school year 2013-14. The contract PEPPM (Technology Bidding and Purchasing Program) Product Line Bid #524123 will allow the District to procure ASUS tablets for SBAC testing and core curriculum.
K-12 Operations	3/1/14 Thru 6/30/14	Rebecca Ross 20141569		Increase existing \$47,500.00 contract; Rebecca Ross will serve as the District intermediary with school sites, pathway programs, industry advisors, business, and community partners to assist in fostering partnerships and develop apprenticeship and internship opportunities.
		<i>Illuminate Education, Inc.</i>	\$350,000.00 <i>Common Core</i>	

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: April 23, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Summary of Payroll and Vendor Warrant Reports

Background Information: Attached are the summaries of Payroll and Vendor Warrants issued during the month of February 2014.

Total of payroll warrants (March 2014): \$ 10,061,902

Total of vendor warrants (March 2014): \$ 29,630,275

Recommendation: Recommend approval of the payroll and vendor warrant reports

Fiscal Impact: As noted above

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District

Month of : March 2014

Payrolls	Warrant From	Numbers To	Total Warrants Current	Total Warrants Previous	Total Warrants To Date
Variable	678393	679302	526,752	3,988,033	4,514,785
Regular	679408	679996	1,331,435	10,059,408	11,390,843
Special	679324	679403	70,539	282,395	352,934
Variable EFT	422640	424319	824,271	7,382,315	8,206,586
Regular EFT	424320	426780	7,272,244	50,312,729	57,584,973
Special EFT				0	0
Typed #1	679303	679317	10,072	119,350 143,391	
Typed #2	679318	679323	8,378		
Typed #3	679404	679407	5,590		
BENEFITS				0	0
Cancelled	Various	Various	12,620	(56,715)	(44,096)
Totals			10,061,902	72,087,515	82,149,417

Salary detail is available in the Payroll office upon request.


Vincent Morales, Payroll Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

PAGE-1

DATE: March 4, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	1,720,520	30,414,520	32,135,040
7706	CAFETERIA	182,965	3,893,809	4,076,774
7707	CHILD DEVELOPMENT	184	33,268	33,452
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	19,917	786,911	806,828
7710	BUILDING	5,573,374	48,777,189	54,350,563
7711	CAPITAL FACILITIES	435,863	141,849	577,712
7712	SELF INSURANCE PROPERTY & LIABILITY	3,246	1,656,010	1,659,256
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS	4,570	154,953	159,523
7770	ADULT EDUCATION	2,011	137,895	139,906
7785	DEFERRED MAINTENANCE		14,350	14,350
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	3,929,888	75,337,098	79,266,986
	TOTALS	11,872,538	161,353,194	173,225,732

Christine A. Ford
Prepared By

Flora
Accounting Supervisor

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

PAGE-2

DATE: March 11, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	2,055,710	32,135,040	34,190,750
7706	CAFETERIA	529,274	4,076,774	4,606,048
7707	CHILD DEVELOPMENT	3,431	33,452	36,883
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		806,828	806,828
7710	BUILDING	4,579,035	54,350,563	58,929,598
7711	CAPITAL FACILITIES		577,712	577,712
7712	SELF INSURANCE PROPERTY & LIABILITY		1,659,256	1,659,256
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS		159,523	159,523
7770	ADULT EDUCATION	23,078	139,906	162,984
7785	DEFERRED MAINTENANCE		14,350	14,350
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	987	79,266,986	79,267,973
	TOTALS	7,191,515	173,225,732	180,417,247

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

PAGE-3

DATE: March 18, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	1,205,317	34,190,750	35,396,067
7706	CAFETERIA	34,236	4,606,048	4,640,284
7707	CHILD DEVELOPMENT	954	36,883	37,837
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY	41,758	806,828	848,586
7710	BUILDING	1,178,821	58,929,598	60,108,419
7711	CAPITAL FACILITIES	16,984	577,712	594,696
7712	SELF INSURANCE PROPERTY & LIABILITY	148,264	1,659,256	1,807,520
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS		159,523	159,523
7770	ADULT EDUCATION	5,456	162,984	168,440
7785	DEFERRED MAINTENANCE	42,111	14,350	56,461
7790	BOND INTEREST & REDEMPN		0	0
7701	PAYROLL REVOLVING		79,267,973	79,267,973
	TOTALS	2,673,901	180,417,247	183,091,148

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

PAGE-4

DATE: March 25, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL	1,309,194	35,396,067	36,705,261
7706	CAFETERIA	337,869	4,640,284	4,978,153
7707	CHILD DEVELOPMENT	2,104	37,837	39,941
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		848,586	848,586
7710	BUILDING	517,367	60,108,419	60,625,786
7711	CAPITAL FACILITIES	1,505	594,696	596,201
7712	SELF INSURANCE PROPERTY & LIABILITY		1,807,520	1,807,520
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS		159,523	159,523
7770	ADULT EDUCATION	446	168,440	168,886
7785	DEFERRED MAINTENANCE		56,461	56,461
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	6,021	79,267,973	79,273,994
	TOTALS	2,174,506	183,091,148	185,265,654

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

PAGE-5

DATE: March 7, 2014

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL		36,705,261	36,705,261
7706	CAFETERIA		4,978,153	4,978,153
7707	CHILD DEVELOPMENT		39,941	39,941
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		848,586	848,586
7710	BUILDING		60,625,786	60,625,786
7711	CAPITAL FACILITIES		596,201	596,201
7712	SELF INSURANCE PROPERTY & LIABILITY		1,807,520	1,807,520
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS		159,523	159,523
7770	ADULT EDUCATION		168,886	168,886
7785	DEFERRED MAINTENANCE		56,461	56,461
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	321,051	79,273,994	79,595,045
	TOTALS	321,051	185,265,654	185,586,705

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
WEEKLY VENDOR WARRANT REPORT

2013-2014

PAYMENT

DATE: March 27, 2014

PAGE-6

FUND#	FUND DESCRIPTION	TOTAL WARRANTS THIS REPORT	TOTAL PREVIOUS WARRANTS	TOTAL WARRANTS TO DATE
7701	GENERAL		36,705,261	36,705,261
7706	CAFETERIA		4,978,153	4,978,153
7707	CHILD DEVELOPMENT		39,941	39,941
7708	SPECIAL RESERVE FOR CAPITAL OUTLAY		848,586	848,586
7710	BUILDING		60,625,786	60,625,786
7711	CAPITAL FACILITIES		596,201	596,201
7712	SELF INSURANCE PROPERTY & LIABILITY		1,807,520	1,807,520
7713	STATE SCHOOL LEASE/PURCHASE		0	0
7714	COUNTY SCHOOL FACILITIES		0	0
7715	SPECIAL RESERVE FOR NON-CAPITAL OUTLAY		0	0
7719	CHARTER SCHOOL		0	0
7725	MRAD		0	0
7728	DEBT SERVICE		5,342	5,342
7744	RETIREE BENEFITS		159,523	159,523
7770	ADULT EDUCATION		168,886	168,886
7785	DEFERRED MAINTENANCE		56,461	56,461
7790	BOND INTEREST & REDEMPTN		0	0
7701	PAYROLL REVOLVING	5,396,764	79,595,045	84,991,809
	TOTALS	5,396,764	185,586,705	190,983,469

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: April 23, 2014

From: Kenneth L. Whittemore,
Assistant Superintendent Human Resources

Agenda Item: CI C.6

Subject: Routine Personnel Changes - Certificated

Background Information:

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

Recommendation: Ratification and Approve Certificated Personnel Changes

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

April 23, 2014

**FOR INFORMATION ONLY
CERTIFICATED BOARD CHANGES**

NEW HIRE			
Name	Site	Position	Hire Date
Angst, Susan	Richmond High	NSH SEI	8/20/2013
D'Agostino, Mary Ellin	Wilson	NSH SEI	8/28/2013
DeBaere, Rachel	Dover	2nd TBE	4/4/2014
Henneberry, Solana	PSC	Assist. Technology	8/16/2013
Hove, Theresa	Hercules Middle	RSP SEI	3/19/2014
Karr, George	Hercules High	Soc Sci SEI	1/21/2014
Kelly-Helfrich, Sheila	PSC	60% School Psych	8/12/2013
Lathrop, Diana	Ellerhorst	NSH	1/14/2014
Mabrey, Jacquelyn	Sheldon	TEP	1/21/2014
Mangum, Sonia	El Cerrito	Spanish SEI	9/16/2013
Martin, Mallory	El Cerrito	Counselor	8/22/2013
Maxey, Chante	Hanna Ranch	2nd SEI	8/16/2013
McDonough, Holly	Coronado	Kindergarten SEI	9/5/2013
McKerrachedr, Amanda	PSC	School Psych	8/9/2013
Melchoir, June	Montalvin	SH Preschool	1/27/2014
Mundakel, Shreeni	DeJean	Math SEI	8/16/2013
Nations, Farah	Richmond High	English SEI	1/14/2014
Oduro, Amma	Cameron	Speech	8/12/2013
Oh, Gina	PSC	School Psych	8/9/2013
Perez, John	Lupine Hills	50% 4th SEI	8/16/2013
Radmanovic, Jasmina	Fairmont	SH	2/3/2014
Rayford, Allison	Mira Vista	5th SEI	8/22/2013
Repetto, Leanne	Coronado	TK SEI	1/27/2014
Reynolds, Elizabeth	King	RSP	2/7/2014
Rodriguez, Iris	King	5th SEI	8/16/2013
Tuazon, Morris	Washington	SH Autism	2/10/2014
Wengler, Chandra	DeAnza High	Math SEI	8/16/2013
Wieczorek, Ryan	Helms	RSP SEI	1/22/2014
Yates, Fernando	Pinole Middle	Spanish SEI	2/25/2014

RETIREMENTS			
Name	Site	Position	Term Date
Beckel, Bruce	North Campus	Soc Sci SEI	6/7/2014
Silvan, James	Itinerant	APE	2/1/2014
Chu, Fay	Bayview	RSP SEI	1/18/2014
Fairwell, Robert	El Cerrito	Soc Sci SEI	6/7/2014
Morel, Mia	Peres	SH Preschool	6/7/2014
Robinson, Rebecca	Vista	Science SEI	8/31/2013
Nelson, Kyle	Fairmont	5th SEI	6/7/2014

RESIGNATIONS			
Name	Site	Position	Term Date
Guy, Daniel	Hercules Middle	RSP SEI	2/22/2014
Freedom, Shanti	Helms	RSP SEI	1/25/2014
Schweninger, Michael	DeAnza	English SEI	1/21/2014
Estioko, Annette	Ellerhorst	SH	1/25/2014
Bilan, Sundip	Wilson	RSP SEI	11/19/2013
Gilmore, Valerie	Grant	NSH SEI	12/21/2013
Craig, Heather	Cameron	SH Preschool	3/29/2014

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: April 23, 2014

From: Kenneth L. Whittemore,
Assistant Superintendent Human Resources

Agenda Item: CI C.7

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

April 23, 2014

FOR INFORMATION ONLY

Classified Employee Changes

NEW HIRE			
Name	Site	Classification	Effective
Elizabeth Ramos	De Anza	Custodial Supervisor High School	3/10/2014
Kristine Bigham	Technology	Desktop Support Technician	3/11/2014
William Liao	Technology	Information Technology Helpdesk	3/10/2014

PROMOTION			
Name	Site	Classification	Effective
Adrena Richardson	Peres	Early Learning Preschool Inst. Asst.	01/06/2014
Alexandria Roundtree	Murphy	Early Learning Preschool Inst. Asst.	01/06/2014
Alma Estrada	Washington	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Angela Jackson	Pinole Valley	Information Literacy Assistant	03/03/2014
Angelica Rodriguez	King	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Angelica Rodriguez	Dover	Early Learning Transitional Kinder. Inst. Asst.	01/06/2014
Aretha Roberson	Ohlone	Special Education Assistant	03/04/2014
Brejenae Jones	Tara Hills	Special Education Assistant	03/17/2014
Brittany Boyd	Washington	Early Learning Preschool Inst. Asst.	01/06/2014
Catalina Cervantes	Peres	Early Learning Transitional Kinder. Inst. Asst. Bil.	01/06/2014
Cheyenne Cose	Lincoln	Early Learning Preschool Inst. Asst.	01/06/2014
Claudia Escalera	Dover	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Cynthia Washington	King	Early Learning Preschool Inst. Asst.	01/06/2014
David Oliver	Technology	Desktop Support Technician	02/25/2014
Dionisia Lazaro	Dover	Early Learning Preschool Inst. Asst.	01/06/2014
Elaine Ronquillo	Shannon	Early Learning Transitional Kinder. Inst. Asst.	01/10/2014
Elizabeth Rivera-Flores	Lincoln	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Elvira Livingstone	Adult Ed Alvarado	Typist Clerk Iii - Bilingual	03/25/2014
Eva Valdivia	Ford	Early Learning Preschool Inst. Asst.	01/06/2014
Exequela Padilla	Bayview	Early Learning Transitional Kinder. Inst. Asst.	01/06/2014
Gay Garrett-Abbo	Grant	Early Learning Preschool Inst. Asst.	01/06/2014
Griselda Cardoza	Grant	Food Service Aide	03/14/2014
Gustavo Rojas	Wilson	Early Learning Preschool Inst. Asst. Bil.	03/10/2014
Isa Diaz	Grant	Early Learning Preschool Inst. Asst. Bil.	01/06/2014
Jennelle Contreras	Wilson	Early Learning Preschool Inst. Asst.	01/06/2014
Juaquine Lascano	Kennedy	Instructional Assistant Special Education	02/15/2014
Laura Quezada	Riverside	Early Learning Preschool Inst. Asst. Bil.	01/06/2014
Laura Roliz	El Cerrito	Secondary School Cashier	03/19/2014
Leroy Harper	De Anza	Custodian	03/03/2014
Licet Cruz	Coronado	Early Learning Transitional Kinder. Inst. Asst. Bil.	01/06/2014

PROMOTION- CONT.'			
Margaret Hernandez	Chavez	Early Learning Preschool Inst. Asst.	01/06/2014
Margarett Freeman	Olinda	Early Learning Transitional Kinder. Inst. Asst.	01/06/2014
Maria Lopez	Downer	Early Learning Transitional Kinder..Inst. Asst.	01/06/2014
Maria Miranda	Highland	Early Learning Preschool Inst. Asst.	01/06/2014
Maria Pena	Nystrom	Early Learning Transitional Kinder Inst. Asst. Bilingual	01/06/2014
Maria Rivas	Ford	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Maria Romo Gallardo	Montalvin	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Maria Vazquez	Chavez	Early Learning Transitional Kinder. Inst. Asst. Bilingual	01/06/2014
Maria Viveros	Murphy	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Maritza Sanchez	Transfer Office	Typist Clerk III – Bilingual	02/25/2014
Michael Robinson	Helms	Classroom Support Aide	03/17/2014
Nailah Milan	Nystrom	Early Learning Preschool Inst. Asst.	01/06/2014
Olga Valdez	Downer	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Parker Cloud	Technology	Desktop Support Technician	2/25/2014
Parrish Webber	Montalvin	Early Learning Preschool Inst. Asst.	01/06/2014
Reginald Finley	Tara Hills	Classroom Support Aide	03/10/2014
Rocio Castaneda Sandoval	Bayview	Early Learning Preschool Inst. Asst.	01/06/2014
Rodney Woodson	Hercules	Classroom Support Aide	02/24/2014
Rosalinda Rivera Fernandez	Peres	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014
Russel Marcayda	Fiscal	Accounting Technician	03/05/2014
Suzanne Velasquez	Admin. Food Service	Typist Clerk II	3/19/2014
Talaysia Creer	Downer	Early Learning Preschool Inst. Asst.	01/06/2014
Victoria Radam	Riverside	Early Learning Preschool Inst. Asst.	01/06/2014
Yajaira Lozoya	Highland	Early Learning Preschool Inst. Asst. Bilingual	01/06/2014

RESIGNATION			
Name	Site	Classification	Effective
Alice Boozer	Kennedy	Instructional Asst. Special Ed.	2/26/2014
Christopher Alford	Highland	Graduate Tutor	3/12/2014
Donna Slater	Special Education	Occupational Therapist	2/4/2014
Jessica Guzman	Grant	Special Education Assistant	2/14/2014
Joel Cerna	Alvarado Adult Ed	Typist Clerk II	2/28/2014
Maria Viera	Pinole Valley	Behavioral Technician	3/21/2014
Megan Thomas	Technology	Network Engineer	3/26/2014
Rosalinda Rivera Fernandez	Peres	Early Learning Preschool Inst. Asst. Bilingual	3/21/2014
William Liao	Technology	Information Technology Helpdesk	3/12/2014

ADMINISTRATIVE TERMINATIONS			
Name	Site	Classification	Effective
Michael Bobino	Kennedy	Graduate Tutor	2/28/2014
Pierra Ballard	Highland	Food Service Aide - Breakfast	3/1/2014
Shirley Oliver	Ohlone	Instructional Assistant Special Education	3/3/2014
Thomas Klindworth	Maintenance	Heating/Ventilating Mechanic	2/28/2014

RETIREMENT			
Name	Site	Classification	Effective
Patricia McCorkell	Hercules High	Instructional Assistant Special Education	3/1/2014


UNPAID LEAVE			
Name	Site	Classification	Effective
Sandra Torres	Central Kitchen	Food Service Worker I	3/26/2014
Ray Williams	Lupine Hills	Head Custodian	3/1/2014

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: April 23, 2014

From: Kenneth L. Whittemore 
Assistant Superintendent Human Resources

Agenda Item: CI C.8

Subject: Approve the following New Job Description:

Equipment Control Warehouse Worker/Driver

Background Information:

The district has an inherent need to establish and maintain accurate records of district assets and equipment. This classification will be responsible for tagging all new assets and equipment received in the warehouse and routing it to the appropriate site for use. This position will take the lead on conducting physical inventories to prepare accurate reports and accounting of district assets. The job description for this classification includes some of the same or similar tasks, duties and responsibilities of a Warehouse Worker to be able to assist in receiving, inspecting, storing and delivering supplies and equipment when time permits. The cost reflects one Warehouse Worker / Driver position being eliminated and this classification being created at a slightly higher salary, which is commensurate with increased tasks, duties and responsibilities. The District and Local One had the required meetings on this and reached an agreement on the attached job descriptions.

Recommendation: Recommend Approval

Fiscal Impact: \$4,300.26 General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

EQUIPMENT CONTROL WAREHOUSE WORKER/DRIVER

PRIMARY FUNCTIONS:

Establishes, processes and maintains accurate and complete records of equipment inventory; receives, inspects, issues and stores supplies and equipment purchased by the district; picks up and delivers supplies, equipment, furniture and other items to district schools and departments; maintains assigned storage areas in a clean and orderly condition; and perform related tasks and duties as required.

MAJOR DUTIES AND RESPONSIBILITIES:

- Maintains accurate and complete equipment control records to record district asset information for prompt retrieval and tracking.
- Inputs property classification descriptions for new equipment.
- Assigns and affixes district identification tags on all newly received equipment.
- Provides detailed, estimated costs for vandalism, shrinkage and criminal reports.
- Prepares summary reports and detailed reports of district equipment on a regular basis.
- Based on purchase orders, determines which equipment items should be included on inventory asset system.
- Assists with physical inventories of all district equipment property.
- Contacts department heads, principals and other district staff regarding discrepancies on physical inventory results.
- Works with local law enforcement agencies and district staff regarding stolen and or missing equipment and assets.
- Operates material handling equipment such as hand and pallet trucks, forklifts and freight conveyors to assist in loading/unloading and storing of incoming district supplies and equipment.
- Assists in the inspection of incoming stock for conformity to purchase orders and packing lists and reports shortages, damages and other discrepancies.
- Assists in filling requisitions and marks orders for delivery to district sites.
- Operates delivery vehicles on predetermined routes in making deliveries to various district schools, departments and other established locations.
- Picks up and delivers office, custodial and print shop orders, supplies and equipment.
- Picks up and delivers emergency items, materials and equipment requiring immediate delivery, as needed.
- Leads periodic inventories of materials, supplies and equipment maintained in central warehousing facilities.
- Assists in the storing, repairing and moving of furniture to and from school sites and departments throughout the district.
- Assists in keeping shelves and other storage spaces in a clean and orderly condition and maintains cleanliness throughout central warehousing areas.

- Communicates with internal/external customers via drop-ins, phones, emails, letters and other communications to answer all questions, anticipate potential problems or issues and work collaboratively on investigations.
- Establishes, maintains and fosters strong, professional relationships with vendors.

QUALIFICATIONS:

Knowledge of:

- Principles and practices of equipment control and asset management.
- Efficient and effective inventory practices.
- All types of supplies and equipment used throughout the school district.
- Warehousing procedures and methods associated with the receipt, storage, issuance and delivery of various supplies and equipment.
- Vehicle Code and the safe operation of motor vehicles.
- Safe and efficient operational procedures for forklifts, pallet trucks and other warehousing equipment.
- Microsoft Office applications, including Word, Excel and Outlook, and other software used for inventorying and asset control.
- State Education Code and other federal, state and local laws, rules and regulations.
- District Board policies, rules and regulations.
- Fixed asset and inventory reporting requirements.
- Modern business practices and district authorized software to complete duties, tasks and responsibilities.
- Effective oral and written communication skills.

Ability to:

- Perform a variety of general warehousing duties related to receiving, issuing and storing school supplies and materials.
- Pick up and deliver a variety of supplies, materials and equipment including furniture.
- Understand and carry out oral and written instructions.
- Establish and maintain cooperative relationships with those contacted in the course of work.
- Conference with principals, department heads and secretaries/office managers regarding inventory procedures, property damage reports, theft reports of district equipment, etc.
- Work with the purchasing department regarding physical inventories and other warehouse activities.
- Interpret and analyze data and information, which may be complex at times, and make independent decisions and recommendations for action to management.
- Verify financial documents and run reports from the district's asset control system for required audits and reports.
- Develop equipment control procedures and forms.

- Multi-task and work under stressful conditions.
- Work independently with little supervision.
- Facilitate beneficial relationships between end-users, vendors, and other internal/external stakeholders.
- Generate documents and reports for audits and local, state and federal review.
- Work and communicate effectively in English and cooperatively with individuals from diverse backgrounds.

EDUCATION AND EXPERIENCE:

Education:

- High School Diploma, or equivalent.

Experience:

- One year experience in equipment control or commensurate experience in a related field.
- One year of experience in receiving, storing and delivering supplies, furniture and equipment.
- Equivalent combination of training and experience in a related field may be substituted for the above experience at the district's discretion.
- Demonstrated high level of customer service.

Licenses or Certificates Needed:

- Possession of a valid California Driver's License. Candidates must provide (and maintain) official motor vehicle driving record, and proof of compliance with district safe driving standards.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- Indoor environment (i.e. warehouse, district sites, etc.) and outdoor environment (driving, unloading trucks, etc.).
- Office setting with moderate phones, computer work, vendor meetings, staff meetings, and other communications.

Physical Abilities:

Employees in this position must have/be able to:

- Hear and understand speech at normal levels and on the telephone with/without assistive devices.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.

- Sit for extended periods of time with intermittent walking.
- Dexterity of hands and fingers to operate assigned office equipment, warehouse equipment and vehicles.
- Bend at the waist.
- Reach overhead, above the shoulders and horizontally; grasp.
- Observe safe lifting and carrying practices for items up to 65 pounds.

SALARY:

Schedule: 5
Salary Range: 66

Approved by the Human Resources Department


Approved by the Board of Education _____.

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Kenneth L. Whittemore 
Assistant Superintendent Human Resources

Agenda Item: CI C.9

Subject: Approve the following New Job Description:

Accounts Payable Specialist

Background Information:

The District's Accounting Department has a fundamental need for a classification to focus on all aspects of invoices, which includes receiving, documenting, tracking and reporting. Additionally, this classification will balance and maintain all accounts payable transactions and reports. This position will also allow for the streamlining of accounting by having a single point of contact for vendors and district employees regarding the district's financial software, procedures and commensurate training. The cost reflects one Senior Account Clerk position being eliminated and this classification being created at a higher salary, which is commensurate with increased tasks, duties and responsibilities. The District and Local One had the required meetings on this and reached an agreement on the attached job descriptions.

Recommendation: Recommend Approval

Fiscal Impact: \$9,898.89 General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

ACCOUNTS PAYABLE SPECIALIST

PRIMARY FUNCTIONS:

Work under general supervision, to outline procedures, explain tasks, resolve non-routine problems and review work for accuracy and completeness; perform difficult financial record keeping work; assist in preparation of special, detailed and sometimes complex reports; assist in training new employees on the district's financial software; implement new business and office practices, which includes creating, maintaining and updating a desk level procedures manual for the department ; and perform related tasks and duties as required.

MAJOR DUTIES AND RESPONSIBILITIES:

- Receive and document individual invoices.
- Enter and scan invoices into the district's computer system.
- Prepare and distribute accounts payable checks.
- Match invoices with purchase orders, purchase order requisitions and evidence of receipt of goods or services as appropriate.
- Balance and maintain all accounts payable reports, which includes all transactions including credit card payments.
- Answer inquiries from district employees and outside vendors regarding accounts payable and similarly related matters.
- Responsible for assisting employees on the use of district's financial software.
- Periodically enter, log and review cash receipts.
- Process, maintain and post all utility billings, which includes water, electric, gas and phone bills).
- Compile, process, prepare and record necessary ongoing, monthly and annual reports for district use, presentations and for reporting.
- Participate, as required, in the District's Staff Development Program and maintain necessary documentation of such participation.
- Maintain accurate filing system for correspondence, invoices, files, purchase orders, purchase order requisitions, records, reports, evidence of receipt of goods and services and any other job related materials for reference and record.
- Communicate with internal/external customers via drop-ins, phones, emails, letters and other communications regarding accounts payable to answer all questions and anticipate potential problems or issues.
- Establish, maintain and foster strong, professional relationships with employees and vendors.

QUALIFICATIONS:

Knowledge of:

- Bookkeeping policies, principles and compliance, particularly as applied to governmental accounting.
- Computers, menu driven software and Microsoft Office (Outlook, Access, Excel PowerPoint and Word) in conjunction with computer data entry processes.
- State Education Code and other federal, state and local laws, rules and regulations pertaining to bookkeeping.
- District Board policies, rules and regulations.
- Modern business practices and district authorized software to complete duties, tasks and responsibilities.
- Effective oral and written communication skills.

Ability to:

- Operate standard office machinery including ten-key adding machine, copiers and scanners.
- Apply bookkeeping and accounting principles to the maintenance of accounts payable and financial records.
- Work independently with little supervision.
- Facilitate beneficial relationships between end-users, vendors, and accounting.
- Interpret, apply and explain rules, regulations, guidelines, etc. related to bookkeeping and accounts payable for the district.
- Develop and update accounts payable policies and procedures.
- Generate documents and reports for audits and local, state and federal review.
- Provide ongoing instruction and assistance to district staff, teachers, and administrators, as related to accounts payable.
- Collaborate in the development, implementation, and ongoing use of the district financial software.
- Perform involved and varied arithmetical calculations rapidly and accurately.
- Work and communicate effectively and cooperatively with individuals from diverse backgrounds.

EDUCATION AND EXPERIENCE:

Education:

- Two years of college with accounting classes, preferred; or

Experience:

- An equivalent combination of demonstrated experience and training to perform the tasks, duties and responsibilities as outlined above may be substituted for the required education at management's discretion.

PHYSICAL EFFORT / WORK ENVIRONMENT:

Environment:

- Indoor environment.
- Office setting with moderate phones, computer work, vendor meetings, staff meetings, and other communications.
- Occasional travel for the purpose of professional development and training.

Physical Abilities:

Employees in this position must have/be able to:

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

SALARY:

Schedule: 5
Salary Range: 61

Approved by the Human Resources Department

Approved by the Board of Education _____.

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Ken Whittemore
Assistant Superintendent Human Resources

Agenda Item: CI C.10

Subject: Acceptance of Contra Costa County Office of Education 2nd Quarterly Report for Williams Settlement Legislation

Background Information:

As a part by the compliance requirements for the Williams Settlement Legislation, the Contra Costa County Office of Education has submitted the second quarterly report for fiscal year 2013-2014. This report presents the results of school site visits from October, November, and December 2013.

The misassignments reported in the Williams report include: Leadership classes at seven sites, linked learning classes at four sites, two classes in support of AVID, sign language, physics, and electives. All misassignments have been cleared through the waiver process.

Recommendation:

Recommend Acceptance of Report

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____



March 17, 2014

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

RECEIVED

MAR 31 2014

SUPERINTENDENT

Dear Dr. Harter:

Please extend to your governing board, administration and site staff my appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation. I am pleased to provide, for submission to your governing board at a regularly scheduled meeting, the 2nd quarterly report for fiscal year 2013-2014 as required by *Education Code* section 1240(c)(2)(G) pursuant to the Williams Settlement. This report presents the results of my reviews of the West Contra Costa Unified School District for the period of **October, November, and December 2013**.

My findings were as follows:

Instructional Materials:

- No reviews were conducted during this quarter

School Facilities:

- No reviews were conducted during this quarter

School Accountability Report Card:

- No reviews were conducted during this quarter

Teacher Misassignments and Teacher Vacancies:

- Report issued by the COE Credentialing Office

	# of teachers on staff	Hold appropriate credentials	Certified to teach EL learners	20% classes EL Learner	# of teacher in process of obtaining EL	Misassig. corrected removal	Misassig. corrected applied for cred.	Misassign. corrected by Ed. Code	Vacancy	Uncorrected Misassignment
West Contra Costa										
Bayview	31	31	31	21	0	0	0	0	0	0
Chavez	26	26	26	25	0	0	0	0	0	0
Dover	31	31	31	28	0	0	0	0	0	0
Downer	28	28	28	20	0	0	0	0	0	0
Ford	17	17	17	16	0	0	0	0	0	0
Grant	25	25	25	16	0	0	0	0	0	0
King	22	22	22	17	0	0	0	0	0	0
Lake	18	18	18	16	0	0	0	0	0	0
Lincoln	19	19	19	17	0	0	0	0	0	0

Mira Vista	23	23	23	13	0	0	0	0	0	0
Murphy	22	22	22	16	0	0	0	0	0	0
Nystrom	19	19	19	17	0	0	0	0	0	0
Shannon	17	17	17	7	0	0	0	0	0	0
Stege	14	14	14	7	0	0	0	0	0	0
Tara Hills	25	25	25	15	0	0	0	0	0	0
Verde	13	13	13	12	0	0	0	0	0	0
Wilson	23	23	23	18	0	0	0	0	0	0
Crespi	25	25	25	46	0	0	0	2	0	0
Helms	51	51	51	212	0	0	0	1	0	0
Hercules Middle	26	26	26	20	0	0	0	0	0	0
Lovonya DeJean	28	28	28	78	0	0	0	2	0	0
Pinole Junior High	28	28	28	47	0	0	0	0	0	0
Portola Junior High	22	22	22	27	0	0	0	0	0	0
DeAnza High	50	50	50	96	0	0	0	4	0	0
El Cerrito	54	54	54	49	0	0	0	0	0	0
Hercules High	40	40	40	30	0	2	0	1	0	0
Kennedy High	39	39	39	190	0	1	1	1	0	0
Leadership	20	20	20	18	0	0	0	0	0	0
Pinole Valley High	57	57	57	89	0	0	1	4	0	0
Richmond High	66	66	66	335	0	0	0	7	0	0

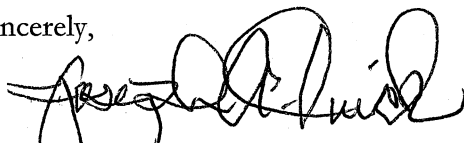
The law also requires that I receive quarterly reports on complaints filed with the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure. While this data is not mandated to be a part of this report to you, it is included so that you and the citizens of our community will have a complete understanding of the environment in which the schools in the West Contra Costa Unified School District are functioning.

Uniform Complaints: *(Optional)*

- The Uniform Complaints Report for this quarter was due by January 31, 2014.
Two complaints were received by your district and two complaints were resolved.

If you have any questions about this report, please contact Peggy Marshburn, (925) 942-3420 or pmarshburn@cccoe.k12.ca.us.

Sincerely,




Joseph A. Ovick, Ed.D.
Superintendent of Schools

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: April 23, 2014

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: CI C.11

Subject: Resolution No.72-1314: California "Day of the Teacher"

Background Information:

We wish to recognize all of the teachers who give their energy, their intellect, their commitment, and their love to the students of West Contra Costa Unified School District with a resolution proclaiming May 14, 2014 as the "Day of the Teacher."

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

RESOLUTION NO. 72-1314

**May 14, 2014
“Day of the Teacher”**

WHEREAS, the State of California designates the second Wednesday of May as the official Day of the Teacher; and

WHEREAS, teachers open children’s minds to imagine the possibilities; and

WHEREAS, teachers incorporate into their day lesson plans to inspire students to succeed; and

WHEREAS, teachers involve every single child; and

WHEREAS, teachers continue to influence us long after our school days are only memories; and

WHEREAS, it is appropriate that all communities in the District should recognize, appreciate and respect the heroic and unsung efforts of our teachers to respond to the ever-increasing intellectual and social needs of our students;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the West Contra Costa Unified School District proclaims May 14, 2014 as the Day of the Teacher in West Contra Costa County, and

BE IT FURTHER RESOLVED, that the Board of Education urges all citizens to honor our teachers on this and every other day of the year.

PASSED AND ADOPTED on this 23rd day of April 2014 at a regular meeting of the Board of Education by the following vote:

AYES ____ NOES ____ ABSENT ____ ABSTAIN ____

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a Regular Meeting held on April 23, 2014.


Secretary, Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 24, 2013

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: CI C.12

Subject: Resolution No. 73-1314: National "Day of the School Nurse"

Background Information:

We wish to recognize all the school nurses who give their energy, their intellect, their commitment, and their love to the students of West Contra Costa Unified School District with a resolution proclaiming May 7, 2014 as the "Day of the School Nurse."

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

RESOLUTION NO. 73-1314

**May 7, 2014
"Day of the School Nurse"**

WHEREAS, the State of California designates May 7 as the official Day of the School Nurse; and

WHEREAS, School Nurses promote the health and well-being of school children and families; and

WHEREAS, School Nurses provide for the optimal educational experience of children and families; and

WHEREAS, School Nurses educate students, families, and staff about health problems, health promotion and self-care; and

WHEREAS, School Nurses promote each student's attainment of optimal health in order to achieve their maximum learning potential; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the West Contra Costa Unified School District proclaims May 7, 2014 as the Day of the School Nurse in West Contra Costa County, and

BE IT FURTHER RESOLVED, that the Board of Education urges all citizens to honor our school nurses on this and every other day of the year.

PASSED AND ADOPTED on this 23rd day of April 2014 at a regular meeting of the Board of Education by the following vote:

AYES ____ NOES ____ ABSENT ____ ABSTAIN ____

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a Regular Meeting held on April 23, 2014.

Secretary, Board of Education

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Kenneth L. Whittemore
Assistant Superintendent Human Resources

Agenda Item: CI C.13

Subject: Revision of Board Bylaw 9323

Background Information:

The Human Resources Department has updated Board Bylaw 9323 – Meeting conduct during the Board of Education public comment. This update brings WCCUSD bylaws in regards to comments being made during the public comment section of the board meeting to be in compliance with the most recent laws and court decisions.

Recommendation: That the Board approve the revision of Board Bylaw 9323.

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Bylaw

BB 9323

Meeting Conduct

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.

Parliamentary Procedures

Meetings of the Board shall be conducted by the president in a manner consistent with the adopted bylaws of the Board and California School Boards Association guidelines for the conduct of meetings.

Quorum and Abstentions

Three of the five members of the Board shall constitute a quorum for the conduct of business. However, at least three affirmative votes are required to approve any action item under consideration regardless of the number of members present unless otherwise provided by law. (Education Code 35164)

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)

2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)

3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed up to three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of district employees.

Whenever a member of the public ~~initiates~~ **makes** specific complaints or charges against an employee **during a public comment period**, the Board president shall inform the ~~complainant person~~ **complainant** that ~~in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to~~

~~legally consider the complaints or charges in any subsequent evaluation of the employee,~~ it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the ~~complainant~~ **person** to file a complaint using the appropriate district complaint procedure. **However, the Board President shall not prohibit the person from continuing to speak about such matters during the public comment period.**

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph, or tape record open meetings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE

5095 Powers of remaining board members and new appointees

32210 Willful disturbance of public school or meeting a misdemeanor

35010 Prescription and enforcement of rules

35145.5 Agenda; public participation; regulations

35163 Official actions, minutes and journal

35164 Vote requirements

35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE

54953.5 Audio or video tape recording of proceedings

54953.6 Broadcasting of proceedings

54954.2 Agenda; posting; action on other matters

54954.3 Opportunity for public to address legislative body; regulations

54957 Closed sessions

54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

403 Disruption of assembly or meeting

COURT DECISIONS

McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275

Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194

Baca v. Moreno Valley Unified School District, (1996) 936 F.Supp. 719

ATTORNEY GENERAL OPINIONS

76 Ops.Cal.Atty.Gen. 281 (1993)

66 Ops.Cal.Atty.Gen. 336 (1983)

63 Ops.Cal.Atty.Gen. 215 (1980)

61 Ops.Cal.Atty.Gen. 243, 253 (1978)

55 Ops.Cal.Atty.Gen. 26 (1972)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2005

Board Presidents' Handbook, rev. 2002

Maximizing School Board Governance: Boardsmanship

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

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

California Attorney General's Office: <http://www.caag.state.ca.us>

Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: May 2, 2007 Richmond, California

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: April 23, 2014

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

Agenda Item: CI C.14

Subject: Board Policy 5145.3 “Nondiscrimination/Harassment” and Policy 5145.9 “Hate Motivated Behavior”

Background Information:

The K-12 Operations Department recently-revised Board Policies 5145.3 and 5145.9 and received Board approval on March 12, 2014. The policies related to discrimination, harassment, bullying and intimidation were also reviewed and approved by our colleagues at the federal level (i.e., by Office for Civil Rights), there has been a concurrent review at the state level (i.e., by California Department of Education). The District received the results of the CDE review which necessitate the additional revisions presented for approval.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa Unified School District

Board Policy 5145.3

Nondiscrimination/Harassment

Nondiscrimination, Harassment, Intimidation, & Bullying

The West Contra Costa Unified School District Board of Education, hereinafter referred to as the Board, is committed to equal opportunity for all individuals in education within a safe school environment that allows all students equal access and opportunities to all of the District's programs and activities, including academic programs, educational supports, services, and enrichment activities.

The Board is committed to providing a safe educational environment and positive school climate to all students. In the West Contra Costa Unified School District, all students have the right to be educated in a positive and safe environment that is free from harassment and discrimination.

~~The Board is committed to providing District programs and activities that are free from discrimination, including harassment, with respect to a student's actual or perceived race, ethnicity, culture, heritage, gender, gender identity, gender expression, sex, sexual orientation, physical or mental attribute, or religious beliefs or practices.~~ **The Board is committed to providing a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school, school activity, or attendance within a school under the jurisdiction of the superintendent of the school district, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or gender expression; the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics.** Gender identity is a person's personal sense of gender (e.g., being a boy or a girl), which may or may not be the same as their biological sex at birth. For transgender persons, the sex at birth (i.e., male or female) does not match their own internal sense of their gender identity. Since gender identity is internal, it isn't necessarily visible to others. Gender expression is a person's external manifestation of their gender identity. Gender expression is visible to others – it's the way a person expresses their gender identity through clothing, behavior, posture, mannerisms, speech patterns, activities and more.

The Board prohibits discrimination or harassment of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to conduct that interferes with student's ability to participate in or benefit from school services, activities or privileges.

The Board hereby designates the following person as Compliance Officer to handle complaints regarding discrimination and inquiries regarding the District's nondiscrimination policies:

Rhonda Haney
Director, Title IX Educational Equity
1108 Bissell Avenue, Room 215
Richmond, CA 94801
(510) 307-4538
ghaney@wccusd.net

West Contra Costa Unified School District

Board Policy 5145.3

Nondiscrimination/Harassment

Nondiscrimination, Harassment, Intimidation, & Bullying

Any student who feels they are being or have been harassed while on school grounds, while going to or coming from school, while at school activities on or off school grounds, while on district transportation, or while otherwise in a District program or activity is encouraged to immediately contact a teacher or any other employee. Any student who observes an incident of harassment should report the harassment to a school employee, whether or not the victim files a complaint.

An employee who receives such a complaint, otherwise becomes aware, or personally observes possible harassment shall **intervene when it is safe to do so** and immediately report it to the District's Compliance Officer or the principal or vice principal of the relevant school site. Such reports will be processed in accordance with Administrative Regulation 5145.7.

Legal Reference:

EDUCATION CODE

- 200-262.4 Prohibition of discrimination on the basis of sex, especially:
- 221.5 Prohibited sex discrimination
- 221.7 School-sponsored athletic programs; prohibited sex discrimination
- 48900.3 Suspension or expulsion for act of hate violence
- 48900.4 Suspension or expulsion for threats or harassment
- 48904 Liability of parent/guardian for willful student misconduct
- 48907 Student exercise of free expression
- 48950 Freedom of speech
- 49020-49023 Athletic programs
- 51006-51007 Equitable access to technological education programs
- 51500 Prohibited instruction or activity
- 51501 Prohibited means of instruction
- 60044 Prohibited instructional materials

CIVIL CODE

- 1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

- 422.55 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

- 4621 District policies and procedures
- 4622 Notice requirements
- 4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 42

- 2000d-2000e-17 Title VI & VII Civil Rights Act of 1964 as amended
- 2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

CODE OF FEDERAL REGULATIONS, TITLE 34

- 100.3 Prohibition of discrimination on basis of race, color or national origin

West Contra Costa Unified School District

Board Policy 5145.3

Nondiscrimination/Harassment

Nondiscrimination, Harassment, Intimidation, & Bullying

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

OFFICE OF CIVIL RIGHTS PUBLICATIONS

Notice of Non-Discrimination, January, 1999

Racial Incidents and Harassment Against Students at Educational Institutions; Investigative Guidance, 59 FR 47, March, 1994

WEB SITES

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

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

POLICY

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: August 20, 2008 Richmond, California

revised: March 26, 2014 Richmond, California

West Contra Costa Unified School District

Board Policy 5145.9

Hate-Motivated Behavior

The West Contra Costa Unified School District Board of Education, hereinafter referred to as the Board, is committed to equal opportunity for all individuals in education within a safe school environment that allows all students equal access and opportunities to all of the District's programs and activities, including academic programs, educational supports, services, and enrichment activities.

The Board is committed to providing a safe educational environment and positive school climate to all students. In the West Contra Costa Unified School District, all students have the right to be educated in a positive and safe environment that is free from disruption.

The Board affirms the right of every student to be protected from hate-motivated behavior. It is the intent of the Board to promote understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively.

~~The District prohibits discriminatory behavior or statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, gender identity, gender expression, sexual orientation, physical/mental attributes, or religious beliefs or practices.~~ **The Board is committed to providing a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school, school activity, or attendance within a school under the jurisdiction of the superintendent of the school district, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or gender expression; the perception of one or more of such characteristics, or association with a person or group with one or more of these actual or perceived characteristics.** Gender identity is a person's personal sense of gender (e.g., being a boy or a girl), which may or may not be the same as their biological sex at birth. For transgender persons, the sex at birth (i.e., male or female) does not match their own internal sense of their gender identity. Since gender identity is internal, it isn't necessarily visible to others. Gender expression is a person's external manifestation of their gender identity. Gender expression is visible to others – it's the way a person expresses their gender identity through clothing, behavior, posture, mannerisms, speech patterns, activities and more.

The Superintendent or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. These efforts shall be focused on providing an efficient use of district and community resources.

The district shall provide age-appropriate instruction to help promote understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively. (Education Code 233.8)

The Superintendent or designee shall ensure that staff receive training on recognizing hate-motivated behavior and on strategies to respond appropriately to such behavior.

West Contra Costa Unified School District

Board Policy 5145.9

Hate-Motivated Behavior

Complaint Process

Any student who feels that they are being or have been is a victim of hate-motivated behavior on school grounds, while going to or coming from school, while at school activities on or off school grounds, while on District transportation, or while otherwise in a District program or activity is encouraged to immediately contact his or her teacher or any other employee.

An employee who receives such a complaint, otherwise becomes aware of, or personally observes possible hate-motivated behavior shall immediately report it to the District Compliance Officer or the principal or vice principal of the relevant school site. Such reports will be processed in accordance with Administrative Regulation 5145.7.

The Superintendent or designee shall ensure that any complaints regarding hate-motivated behavior are immediately investigated in accordance with Administrative Regulation 5145.7.

When the Superintendent or designee has determined that hate-motivated behavior has occurred, he/she shall take prompt, appropriate action to end the hate-motivated behavior, prevent its recurrence and address its effects on the victim.

A student who has been found to have demonstrated hate-motivated behavior shall receive interventions and/or be subject to discipline in accordance with law, Board policy, and administrative regulation.

In addition, the district shall provide counseling and appropriate anti-bias training and diversity education for students about the impact of exhibiting hate-motivated behavior. The district shall also provide counseling, guidance and support, as necessary, to those students who are the victims of hate-motivated behavior and to students who exhibit such behavior. (Education Code 233.8)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900.3 Suspension for hate violence

PENAL CODE

186.21 Street terrorism; legislative findings and declarations

422.55-422.86 Hate Crimes

11410-11414 Terrorism

13023 Reports by law enforcement of crimes motivated by race, ethnicity, religion, sexual orientation or physical or mental disability

13519.6 Hate crimes, training courses and guidelines

UNITED STATES CODE, TITLE 18

245 Federally protected activities

Management Resources:

West Contra Costa Unified School District

Board Policy 5145.9

Hate-Motivated Behavior

CSBA PUBLICATIONS

Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1995

ALAMEDA OFFICE OF EDUCATION & CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Hate-Motivated Behavior in Schools: Response Strategies for School Boards, Administrators, Law Enforcement and Communities, 1997

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS & NATIONAL ASSOCIATION OF ATTORNEYS GENERAL PUBLICATIONS

Protecting Students from Harassment and Hate Crime: A Guide for Schools, 1999

WEB SITES

CDE: <http://www.cde.ca.gov>

California Association of Human Relations Organizations: <http://www.cahro.org> United States Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR/index.html>

POLICY

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

adopted: July 29, 2009 Richmond, California

revised: March 26, 2014 Richmond, California

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: April 23, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.15

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: \$2,837,791. Funding sources Fund 40, Measure D Bond, Measure J Bond, Measure D-2010 Bond, and Measure E-2012 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
Bond Program Management Measure J, D-2010 & E-2012 Bond (PID:6151396-00)	April 2014 through June 2014	SGL Construction Management, Inc.	\$205,198	Program General Condition Reimbursable expenses.
Bond Program Management Measure J, D-2010 Bond (PID:6151396-00)	May 2014 through September 2014	BPXpress Reprographic	\$60,000	Reproduction services.
Bond Program Management Measure J & D-2010 Bond (PID:6151396-00)	April 2014 through October 2014	J Majors & Associates, LLC	\$50,000	Additional Community Outreach services.
Various Sites Technology Measure E 2012 Bond (PID:68610045-00)	April 2014 through June 2014	Lokesh Bali	\$48,870	Technology Analysis services.
District Wide Measure D-2010 Bond (PID:6151396-00)	April 2014	Jack Schreder & Associates	\$1,740	Additional Facilities Needs Assessment services.
Bond Program Management Measure J & D-2010 Bond (PID:6151396-00)	April 2014 through June 2014	SGL Construction Management, Inc.	\$221,501	Design Management services.
Bond Program Management Measure J & D-2010 Bond (PID:6151396-00)	January 2014 through April 2014	The PMI Group	\$20,175	CM Certification Training Program.
Coronado Elementary School Demolition Project Measure D-2010 Bond (PID:1121341-04)	March 2013	RGA Environmental, Inc.	\$1,500	Additional Environmental Engineering services.

April 23, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Crespi Middle School Boiler & Mechanical Rooms Project Fund 40	April 2014 through May 2014	Vista Environmental Consulting	\$4,875	Hazardous Materials Assessment & Remediation Design services.
Crespi Middle School Restrooms Project Fund 40	April 2014 through May 2014	Vista Environmental Consulting	\$5,405	Hazardous Materials Assessment services.
De Anza High School New Building 10 & Practice Field Project Measure J Bond (PID:3521208-02)	May 2014 through June 2014	RGA Environmental, Inc.	\$11,340	Additional Environmental Engineering services.
El Cerrito High School Stadium Project Measure D-2010 Bond (PID:3541348-00)	March 2014 through October 2015	Consolidated Engineering Laboratories	\$176,940	Testing and Inspection services.
Fairmont Elementary School Campus Replacement Project Measure D-2010 Bond (PID:1231349-00)	April 2014 through June 2014	A3GEO	\$7,410	Geotechnical Engineering services.
Helms Middle School Sports Field & Landscaping Project Measure D-2010 Bond (PID:2101101-16)	April 2014 through May 2014	SGL Construction Management, Inc.	\$21,507	Construction Management services.
Helms Middle School Fund 40	April 2014 through June 2014	Rutherford & Chekene	\$26,000	Structural Engineering services.
Hercules Middle / High School Science Culinary Arts Building Project Measure D-2010 Bond (PID:3761356-00)	April 2014 through November 2014	HY Architects, Inc.	\$1,455,000	Architectural design services.

April 23, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Hercules Middle / High School Science Culinary Arts Building Project Measure D-2010 Bond (PID:3761356-00)	April 2014 through June 2014	Kleinfelder	\$12,500	Geotechnical Engineering services.
Hercules Middle / High School Science Culinary Arts Building Project Measure D-2010 Bond (PID:3761356-00)	April 2014 through June 2014	Kister, Savio & Rei	\$6,500	Topographic Survey services.
Highland Elementary School Campus Replacement Project Measure E-2012 Bond (PID:1221357-04)	April 2014 through June 2014	A3GEO	\$19,017	Geotechnical Investigation and Geological Hazardous Study services.
Kennedy High School Health Clinic Project Fund 40	April 2014 through June 2014	Vista Environmental Consulting	\$8,900	Hazardous Materials Assessment & Remediation Design services.
Kennedy High School Fab Lab Project Fund 40	April 2014 through June 2014	Vista Environmental Consulting	\$2,995	Hazardous Materials Assessment & Remediation Design services.
Kennedy High School Welding Shop Project Fund 40	April 2014 through June 2014	Vista Environmental Consulting	\$3,655	Hazardous Materials Assessment & Remediation Design services.
Lincoln Elementary School Measure D Bond (PID:13510060-00)	April 2014 through June 2014	Grossmann Design Group	\$15,000	Waterproofing Design Consultation services.
Nystrom Elementary School Modernization Project Measure J Bond (PID:1441205-02)	December 2013 through April 2014	SGI Construction Management, Inc.	\$37,704	Constructability Review services.

April 23, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Nystrom Elementary School Modernization Project Measure J Bond (PID:1441205-02)	February 2014 through July 2014	Hill Zion Services, Inc.	Not-To-Exceed \$50,000	Additional On-Site Security Services; Trailer and Overnight / Weekend services.
Ohlone Elementary School Phase I West Campus Project Measure J Bond (PID:1461206-04)	April 2014	Powell & Partners Architects	\$3280	Additional design services.
Pinole Valley High School Interim Campus Project Measure D-2010 Bond (PID:3621377-02)	April 2014 through October 2014	SGI Construction Management, Inc.	\$299,869	Construction Management services.
Richmond High School Measure D-2010 Bond (PID:3641380-00)	April 2014 through June 2014	Rutherford & Chekene	\$34,000	Structural Engineering services.
Stege Elementary School Campus Replacement Project Measure D-2010 Bond (PID:1571381-02)	April 2014 through June 2014	A3GEO	\$7,410	Geotechnical Engineering services.
Valley View Elementary School Campus Replacement Project Measure D-2010 Bond (PID:1601382-03)	April 2014 through June 2014	DLM Architects	\$19,500	Structural Evaluation in Support of Seismic Funding Application.

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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.16
Associate Superintendent for Operations
Subject: Ratification and Approval of Negotiated Change Orders

Background information:

Staff is seeking ratification of Change Orders on the following current District construction projects: Pinole Valley HS Baseball Park; De Anza HS Campus Replacement; Coronado ES New School; Gompers/LPS New Schools; Kennedy HS Science Wing Renovation; Portola MS New Building. 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: \$451,607.57

DISPOSITION BY BOARD OF EDUCATION

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

April 23, 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	Pinole Valley HS Baseball Park	Suarez and Munoz Construction	\$44,700.00	\$0.00	\$2,094.00	4.68%	\$2,094.00	4.68%	\$46,794.00	1
2	De Anza Replacement Campus	Wright Contracting	\$62,508,000.00	\$7,457,995.00	\$229,978.00	0.37%	\$7,687,973.00	12.30%	\$70,195,973.00	43
3	Coronado ES New School	Lathrop Construction	\$26,974,910.00	\$0.00	\$56,529.00	0.210%	\$56,529.00	0.21%	\$27,031,439.00	9
4	Gompers/LPS New Schools	Lathrop Construction	\$53,887,350.00	\$673,297.00	\$23,935.00	0.044%	\$710,320.00	1.32%	\$54,597,670.00	34
					\$5,553.00	0.010%				35
					\$1,407.00	0.003%				36
					\$6,128.00	0.011%				37
5	Kennedy HS Science Wing Renovation	BHM Construction	\$4,136,303.00	\$81,893.00	\$2,780.00	0.067%	\$131,647.00	3.18%	\$4,267,950.00	13
					\$4,859.00	0.117%				14
					\$2,251.00	0.054%				15
					\$18,374.00	0.444%				16
					\$12,289.00	0.297%				17
					\$845.00	0.020%				18
					\$5,356.00	0.129%				19
					\$3,000.00	0.073%				20
6	Portola MS New Building	Arntz Builders	\$42,762,406.00	\$88,792.21	\$20,866.14	0.049%	\$165,021.78	0.39%	\$42,927,427.78	6
					\$12,260.49	0.029%				7
					\$13,540.62	0.032%				8
					\$4,142.51	0.010%				9
					\$10,359.38	0.024%				10
					\$7,038.69	0.016%				11
					\$1,895.97	0.004%				12
					\$3,272.93	0.008%				13
					-\$1,245.00	-0.003%				14
					\$4,097.84	0.010%				15

Total Board Action	\$451,607.57
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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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.17
Associate Superintendent for Operations
Subject: Approve Measure J and D 2010, Measure E 2012, Bond Program Budget Expenditure Authorization.

Background Information:

The District needs to update the Bond Program Budget to accommodate updated anticipated project costs, based on recently received bids. The attached expenditure authorization worksheet includes these proposed adjustments.

Several other current construction estimates exceed the approved project budgets; therefore an ongoing reconciliation will be needed as projects are bid, closed out, and/or additional expenditures are incurred.

Recommendation:

Approve Measure J and D 2010, Measure E 2012, Bond Program budget expenditure authorization.

Fiscal Impact: Updated budgets for Measure J and D 2010, Measure E 2012 Bond Program.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

WCCUSD BOND PROGRAM 2013 BUDGET EXPENDITURE ADJUSTMENTS				
EXPENDITURE AUTHORIZATION WORKSHEET				
SOURCE	APPR'D EXPEND. AUTHORITY	ADJUSTMENTS	EXPENDITURE AUTHORITY	REFERENCE
Downer ES Field	\$330,000	\$520,000	\$850,000	G.C. Bid (04/03/14)
Cameron ES	\$250,000	\$0	\$250,000	Architectural Planning Fees
Coronado ES	\$42,300,000	\$0	\$42,300,000	G.C. Bid - New Construction (10/23/13)
Dover ES	\$33,295,274	\$0	\$33,295,274	
Ford ES	\$31,154,828	\$0	\$31,154,828	Extended time, closeout, window shades
Fairmont ES*	\$34,677,605	\$0	\$34,677,605	
Highland ES*	\$54,600,000	\$0	\$54,600,000	
King ES	\$24,989,530	\$0	\$24,989,530	
Lake ES	\$500,000	\$0	\$500,000	Architectural Master Planning Fees
Mira Vista ES	\$100,000	\$0	\$100,000	ADA Compliance - Arch'l Fees Only
Montalvin Manor	\$4,000,000	\$0	\$4,000,000	
Nystrom ES*	\$33,811,474	\$0	\$33,811,474	
Ohlone ES*	\$34,491,437	\$0	\$34,491,437	
Olinda ES	\$500,000	\$0	\$500,000	Architectural Master Planning Fees
Peres ES Renovation	\$2,247,125	\$0	\$2,247,125	Dental Clinic, RRs, Modernizations
Peres ES Renovation - Phase II	\$1,000,000	\$0	\$1,000,000	Additional Modernizations
Riverside ES	\$250,000	\$0	\$250,000	Architectural Planning Fees
Shannon ES	\$500,000	\$0	\$500,000	Architectural Planning Fees
Stege ES	\$30,800,000	\$0	\$30,800,000	
Valley View ES*	\$34,866,383	\$0	\$34,866,383	
Wilson ES*	\$49,800,000	\$0	\$49,800,000	Approved FSC Meeting, 07/09/13
Helms Middle	\$87,543,413	\$0	\$87,543,413	Fields project bid and soft costs
Pinole Middle*	\$53,155,037	\$0	\$53,155,037	
Portola Middle	\$69,753,352	\$0	\$69,753,352	G.C. Bid, Full-time CA, Legal, EIR MMRP
Leadership + Gompers	\$78,115,983	\$0	\$78,115,983	Construction bid and soft costs
Richmond High School	\$12,234,667	\$0	\$12,234,667	Small projects, Closeout
Richmond High School	\$40,950,000	\$0	\$40,950,000	Health Center, Gym, CR/Library Bldgs.
Kennedy High School	\$14,699,137	\$0	\$14,699,137	
Kennedy High School	\$7,500,000	\$0	\$7,500,000	Science Building, G.C. Bid (07/31/13)
Kennedy High School	\$7,200,000	\$2,200,000	\$9,400,000	Swim Center, G.C. Bid (03/25/14)
Kennedy High School	\$902,875	\$0	\$902,875	Measure D-2010 Projects
Hercules Middle School	\$30,400,000	\$0	\$30,400,000	Approved FSC Meeting, 07/09/13
De Anza High School*	\$118,080,340	\$0	\$118,080,340	New School, Demolition, B10 & Field
El Cerrito High	\$127,417,423	\$0	\$127,417,423	
ECHS Stadium	\$21,000,000	\$0	\$21,000,000	G.C. Bid (11/05/13)
Pinole Valley High School*	\$181,900,000	\$0	\$181,900,000	
Deferred Capital Projects (Measure D-2010)	\$3,116,000	\$0	\$3,116,000	Approved FSC Meeting, 06/11/13 - Fund 14
District Technology (Measure D-2010)	\$5,000,000	\$0	\$5,000,000	
Project Technology (Measure D-2010)	\$5,000,000	\$0	\$5,000,000	
District Technology (Measure E)	\$20,000,000	\$0	\$20,000,000	Common Core
Program Coordination (Measure J)	\$15,000,000	\$0	\$15,000,000	Program Coordination, Exhausted
Program Coordination (Measure D-2010)	\$15,000,000	\$0	\$15,000,000	District-wide program costs, legal
Program Contingency (Measure J)	\$0	\$0	\$0	Program Contingency, Exhausted
Program Contingency (Measure D-2010)	\$6,000,000	\$0	\$6,000,000	
Program Contingency (Measure E)	\$6,000,000	\$0	\$6,000,000	

* Current construction estimate exceeds approved project budget. Expenditure may require adjustment at a future date.

Disclaimer: The Expenditure Authority Worksheet does not represent the entire Bond Program budget. Its purpose is to maintain proper program budget management.

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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.18
Associate Superintendent for Operations
Subject: Award of Contract: Ohlone Elementary School Move Management Services

Background information:

District prepared plans and specifications for the project. Scope of work includes: Move textbooks, files, records, and all other educational materials from the old Ohlone School to the new and interim campus. Work shall also include the removal and repurposing of existing furniture.

The District conducted a public bid process for the project. Bids were received on April 10th, 2014. Three contractors submitted bids. They are as follows: Crown WMS \$37,184; CHIPMAN Relocation & Logistics \$64,528; Corovan Moving & Storage \$66,127. The apparent low bidder is Crown WMS.

Recommendation:

Award the Contract to the lowest responsive, responsible bidder Crown WMS.

Fiscal Impact: \$37,184. Project will be funded from Measure J.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CL C.19

Subject: Dover Elementary School Parking and Site Improvements Phase 2 Award of Contract

Background Information:

HY Architects has prepared plans and specifications for the project. Scope of work includes paving, at both the parking area and playground expansion, with appropriate striping for both parking and game courts, ball walls, parking planting, conversion of existing Dover Avenue parking into a pick-up/drop-off loading zone, site lighting, site fencing with security system infrastructure, and two DSA pre-approved shade structures.

The District will conduct a public bid process for the project. Bids will be opened on April 23rd, 2014.

Recommendation:

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

Fiscal Impact: Funded from the Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.20

Subject: Olinda & Shannon Elementary School Fire Alarm Replacement Project Award of Contract

Background Information:

AE3 Architects has prepared plans and specifications for the project. Scope of work includes: installation of new conductors, conduit, audio / visual devices, pull stations and control equipment as well as removal, modification, and replacement of existing casework and associated hazardous material abatement. Work also includes painting of all exposed new fire alarm conduits/components and removal of all exposed elements of existing fire alarm system, patching and repairing as needed.

The District will conduct a public bid process for the project. Bids will be opened on April 17, 2014.

Recommendation:

Award the contract to the lowest responsive, responsible bidder.

Fiscal Impact: Funded from Measure D-2010:

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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.21
Associate Superintendent for Operations
Subject: Pinole Middle School Soccer and Football Fields Award of Contract

Background Information:

Powell & Partners Architects has prepared plans and specifications for the project. Scope of work includes: general construction necessary for the construction of one restroom building, new synthetic track, artificial turf field, new fencing, retaining wall and new bleachers.

The District conducted a public bid process for the project. Bids were opened on April 15, 2014. One contractor submitted a bid, Roebbelen Contracting, Inc. \$4,097,929. Total bid is the sum of base bid and unit pricing. The lowest responsive, responsible bidder is Roebbelen Contracting, Inc.

Recommendation:

Award the contract to the lowest responsive, responsible bidder: Roebbelen Contracting, Inc.

Fiscal Impact: \$3,959,000. Funded from the Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education **Meeting Date:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.22
Associate Superintendent for Operations
Subject: Ratification of Staff Awarded Contract: Downer Elementary School Playfield Renovations

Background Information:

BCA Architects has prepared plans and specifications for the project. Scope of work includes: demolition of existing asphalt paving and miscellaneous items needed to build a new grass field including but not limited to, rough and finish site grading, irrigation, sod installation, landscaping, and site drainage. Electrical scope consists of: power and data connection to new irrigation controller and installation of infrastructure of empty conduits, junction boxes and pull strings for future low voltage systems.

The District conducted a public bid process for the project. Bids were opened on April 3rd, 2014. Six contractors submitted bids. Total bids are as follows: Maggiora & Ghilotti, Inc. \$623,326; Goodland Landscape Construction, Inc. \$718,600; Arthulia, Inc. \$730,000; W. R. Forde Associates, Inc. \$1,027,500; Suarez & Munoz Construction \$1,092,225; Conscious Construction \$1,624, 641. Total bid is the sum of the base bid and all unit prices. The lowest responsive, responsible bidder is Maggiora & Ghilotti, Inc.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder: Maggiora & Ghilotti.

Fiscal Impact: \$563,226. 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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.23
Associate Superintendent for Operations
Subject: Ratification of Staff Awarded Contract: El Cerrito High School Air Conditioning for
Dance Studios and Multi-Use Classrooms

Background Information:

WLC Architects has prepared plans and specifications for the project. Scope of work includes: installation of a new condenser unit and associated mechanical piping and electrical to be connected to an existing makeup-air handling unit. This work will provide air conditioning to the existing two dance studios and the multi-use classroom on the second level of Building F, located at 530 Ashbury Avenue, El Cerrito, CA 94530. This work shall require limited demolition and patching of existing roofing, installation of a new equipment platform with associated structural steel beams and angles.

The District conducted a public bid process for the project. Bids were opened on April 8, 2014. One contractor submitted a bid: Bell Products, Inc. \$98,514. The lowest responsive, responsible bidder is Bell Products, Inc.

Recommendation:

Ratify award of the contract to the lowest responsive, responsible bidder: Bell Products, Inc.

Fiscal Impact: \$98,514. Funded from the Measure J Bond.

DISPOSITION BY BOARD OF EDUCATION

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

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: CI C.24

Subject: Resolution No. 67-1314, Level I Developer Fees

Background Information:

Government Code Sections 65995 regarding school facilities fees requires that a School Facilities Needs Analysis be conducted yearly to determine the amount to be charged for developer fees for Level I residential construction. Due to student generation factors and site acquisition costs, the Level I fee will increase from \$3.20 per square foot to \$3.36 per square foot for residential construction, and \$.54 per square foot for commercial and industrial construction. The mini-storage category of commercial/industrial construction will remain at \$0.05 per square foot. The new fee will go into effect June 23rd, 2014, if approved by the Board. If not approved by the Board, the District would be eligible to collect Level I fees at the current Level I rates of \$3.20 per square foot for residential construction, \$0.51 per square foot for commercial and industrial construction and \$0.05 for the mini-storage category. Level I fees would be charged for commercial and industrial construction. This analysis was conducted according to State guidelines.

A copy of the School Facilities Analysis is available for review by the public in the Facilities Planning and Construction Department.

Recommendation:

Recommend approval of Resolution No. 67-1314.

Fiscal Impact: Increase in Level I Developer Fees of \$.06 cents per square foot of residential construction. Increase in \$.03 cents per square foot of commercial/industrial construction. No change in mini storage category of commercial and industrial construction of \$.05.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

RESOLUTION NO. 67-1314 (April 23rd, 2014, Regular Meeting)
A RESOLUTION OF THE GOVERNING BOARD OF THE
WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY
GOVERNMENT CODE SECTION 65995 (b) 3

WHEREAS, Statute AB 2926 (Chapter 887/Statutes of 1986) authorizes the governing board of any school district to levy a fee, charge, dedication or other form of requirement against any development project for the reconstruction of school facilities; and,

WHEREAS, Government Code Section 65995 establishes a maximum amount of fee that may be charged against such development projects and authorizes the maximum amount set forth in said section to be adjusted for inflation every two years as set forth in the state-wide cost index for Class B construction as determined by the State Allocation Board at its January meeting; and,

WHEREAS, at its January 22, 2014, meeting, the State Allocation Board maintained the maximum fee authorized by Education Code Section 17620 to \$3.36 per square foot of residential construction described in Government Code Section 65995(b)(1) and \$0.54 per square foot against commercial and industrial construction described in Government Code Section 65995(b)(2); and,

WHEREAS, the purpose of this Resolution is to approve and adopt fees on residential projects in the amount of \$3.36 per square foot as authorized by Education Code Section 17620; and,

WHEREAS, the purpose of this Resolution is to approve and adopt fees on commercial and industrial development projects in the amount of \$0.54 per square foot as described in Government Code Section 65995(b)(2). The mini-storage category of commercial/industrial justification has less impact than the statutory \$0.54 per square foot commercial/industrial justification and should be collected at the justified rate of \$0.05 per square foot.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Governing Board of the West Contra Costa Unified School District as follows:

1. Procedure. This Board hereby finds that prior to the adoption of this Resolution, the Board conducted a public hearing at which oral and written presentations were made, as part of the Board's regularly scheduled April 23rd, 2014, meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, has been published twice in a newspaper in accordance with Government Code Section 66016, and a notice, including a statement that the data required by Government Code Section 66016 was available, was mailed at least 14 days prior to the meeting to any interested party who had filed a written request with the District for mailed notice of the meeting on new fees or service charges within the period specified by law. Additionally, at least 10 days prior to the meeting, the District made available to the public, data indicating the amount of the cost, or estimated cost, required to provide the service for which the fee or service charge is to be adjusted pursuant to this Resolution, and the revenue sources anticipated to provide this service. By way of such public meeting, the Board received oral and written presentations by District staff which are summarized and contained in the District's Developer Fee Implementation Study dated March 6th, 2014, (hereinafter referred to as the "Plan") and which formed the basis for the action taken pursuant to this Resolution.
2. Findings. The Board has reviewed the Plan as it relates to proposed and potential development, the resulting school facilities needs, the cost thereof, and the available sources of revenue including the fees provided by this Resolution, and based thereon and upon all other written and oral presentations to the Board, hereby makes the following findings:
 - A. Additional development projects within the District, whether new residential construction or residential reconstruction involving increases in assessable area greater than 500 square feet, or new commercial or industrial construction will increase the need for reconstruction of school facilities.

- B. Without reconstruction of present school facilities, any further residential development projects or commercial or industrial development projects within the District will result in a significant decrease in the quality of education presently offered by the District;
 - C. The fees proposed in the Plan and the fees implemented pursuant to this Resolution are for the purposes of providing adequate school facilities to maintain the quality of education offered by the District;
 - D. The fees proposed in the Plan and implemented pursuant to this Resolution will be used for the reconstruction of school facilities as identified in the Plan;
 - E. The uses of the fees proposed in the Plan and implemented pursuant to this Resolution are reasonably related to the types of development projects on which the fees are imposed;
 - F. The fees proposed in the Plan and implemented pursuant to this Resolution bear a reasonable relationship to the need for reconstructed school facilities created by the types of development projects on which the fees are imposed;
 - G. The fees proposed in the Plan and implemented pursuant to this Resolution do not exceed the estimated amount required to provide funding for the reconstruction of school facilities for which the fees are levied; and in making this finding, the Board declares that it has considered the availability of revenue sources anticipated to provide such facilities, including general fund revenues;
 - H. The fees imposed on commercial or industrial development bear a reasonable relationship and are limited to the needs of the community for schools and are reasonably related and limited to the need for reconstructed school facilities caused by the development;
 - I. The fees will be collected for school facilities for which an account has been established and funds appropriated and for which the district has adopted a reconstruction schedule and/or to reimburse the District for expenditures previously made.
3. Fee. Based upon the foregoing findings, the Board hereby increases the previously levied fee to the amount of \$3.36 per square foot for assessable space for new residential construction and for residential reconstruction to the extent of the resulting increase in assessable areas; and to the amount of \$0.54 per square foot for new commercial or industrial construction. The mini-storage category of commercial/industrial justification has less impact than the statutory \$0.54 per square foot commercial/industrial justification and should be collected at the justified rate of \$0.05 per square foot.
4. Fee Adjustments and Limitation. The fees adjusted herewith shall be subject to the following:
- A. The amount of the District's fees as authorized by Education Code Section 17620 shall be reviewed every two years to determine if a fee increase according to the adjustment for inflation set forth in the statewide cost index for Class B construction as determined by the State Allocation Board is justified.
 - B. Any development project for which a final map was approved and construction had commenced on or before September 1, 1986, is subject only to the fee, charge, dedication or other form of requirement in existence on that date and applicable to the project.
 - C. The term "development project" as used herein is as defined by Section 65928 of the Government Code.
5. Additional Mitigation Methods. The policies set forth in this Resolution are not exclusive and the Board reserves the authority to undertake other or additional methods to finance school facilities including but not limited to the Mello-Roos Community Facilities Act of 1982 (Government Code Section 53311, et seq.) and such other funding mechanisms. This Board reserves the authority to substitute the dedication of land or other property or other form of requirement in lieu of the fees levied by way of this Resolution at its discretion, so long as the reasonable value of land to be dedicated does not exceed the maximum fee amounts contained herein or modified pursuant hereto.

6. Implementation. For residential, commercial or industrial projects within the District, the Superintendent, or the Superintendent's designee, is authorized to issue Certificates of Compliance upon the payment of any fee levied under the authority of this Resolution.
7. California Environmental Quality Act. The Board hereby finds that the implementation of Developer Fees is exempt from the California Environmental Quality Act (CEQA).
8. Commencement Date. The effective date of this Resolution shall be June 23rd, 2014 which is 60 days following its adoption by the Board.
9. Notification of Local Agencies. The Secretary of the Board is hereby directed to forward copies of this Resolution and a Map of the District to the Planning Commission and Board of Supervisors of West Contra Costa County and to the Planning Commission and City Council of the Cities of Hercules, El Cerrito, San Pablo and Richmond.
10. Severability. If any portion of this Resolution is found by a Court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares its intent to adopt this Resolution irrespective of the fact that one or more of its provisions may be declared invalid subsequent hereto.

APPROVED, PASSED and ADOPTED by the Governing Board of the West Contra Costa Unified School District this 23rd day of April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Governing Board
West Contra Costa Unified School District

ATTEST:

Secretary, Governing Board
West Contra Costa Unified School District

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:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.25
Associate Superintendent for Operations
Subject: Resolution No. 69-1314: School Nutrition Employee Appreciation Week – May 5-9, 2014

Background Information:

May 5-9, 2014 has been designated School Nutrition Employee Appreciation week. This resolution recognizes this week in the District in honor of and Appreciation to our School Nutrition personnel.

Recommendation:

Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

Resolution No. 69-1314

SCHOOL NUTRITION EMPLOYEE APPRECIATION WEEK

WHEREAS, nutritious meals at school are an essential part of the school day; and

WHEREAS, the staff of the District's school meals and nutrition department are committed to providing healthful, nutritious meals to the District's children; and

WHEREAS, the men and women who prepare and serve school meals help nurture our children through their daily interaction and support; and

NOW THEREFORE, BE IT RESOLVED, that the Board of education of the West Contra Costa Unified School District proclaims the week of May 5-9, 2014 as School Nutrition Employee Appreciation Week, and

BE IT FURTHER RESOLVED, that the Board of Education expresses its deep appreciation to these valuable employees and commends their good work on behalf of children

PASSED AND ADOPTED on this 23rd day of April 2014 at a regular meeting of the Board of Education by the following vote:

AYES _____ NOES _____ ABSENT _____ ABSTAIN _____

I HEREBY CERTIFY that the foregoing Resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a Regular Meeting held on April 23, 2014.

Secretary, Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** April 23, 2014
From: Bill Fay **Agenda Item:** CI C.26
Associate Superintendent of Operations
Subject: Williams Lawsuit Complaints Quarterly Report

Background Information:

The Williams Lawsuit requires that a quarterly report be brought before the Board of Education reflecting the number of complaints filed with any school in the district during a particular quarter. This report reflects the time period from January 1, 2014 through March 31, 2014.

Recommendation:

For approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**PRINT****RESET**

Quarterly Uniform Complaint Form

[Education Code 35186]

District: West Contra Costa Unified School DistrictPerson completing this form: Bill FayTitle: Associate Superintendent OperationsQuarterly Report Submission Date: *(check one)*

- ☒ April 30, 2014 (Jan-Mar 2014)
☐ July 31, 2014 (Apr-Jun 2014)
☐ October 31, 2014 (Jul-Sep 2014)
☐ January 31, 2015 (Oct-Dec 2014)

Date for information to be reported publicly at governing board meeting: 4-23-14

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Dr. Bruce Harter

Print Name of District Superintendent

Signature of District SuperintendentDate

Please return completed form to Peggy Marshburn, Chief Communications Officer
CCCOE – 77 Santa Barbara Rd. Pleasant Hill, CA 94523
FAX: (925) 942-3454 E-MAIL: pmarshburn@cccoe.k12.ca.us

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:** April 23, 2014
From: Bruce Harter **Agenda Item:** CI C.27
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. Another four members were approved at the March 26, 2014 meeting. Additional nominations include Liliana Garcia from Building Blocks for Kids Collaborative and Dennis Pimentel, Youth Commission representative.

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: April 23, 2014

From: Bruce Harter
Superintendent

Agenda Item: CI C.28

Subject: Approval of Board Member Travel

Background Information:

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

- Fifth Annual Save Schools Conference, Anaheim, CA July 30-August 1, 2014
- The Bond Buyer's California Public Finance Conference, San Diego, CA October 8-10, 2014

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

Recommendation:

Recommend Approval

Fiscal Impact:

General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

dh

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** April 23, 2014
From: Nia Rashidchi **Agenda Item:** D.1
Assistant Superintendent Education Services
Subject: WCCUSD Teachers of the Year and the Ed Fund Excellence in Education Recognition

Background Information:

For the 26th year, the Ed Fund will celebrate and honor the excellence of 4 WCCUSD teachers at its Annual Ed Fund Excellence in Education Celebration, "Soaring to Excellence," on Friday, May 16th at the Craneway Pavilion in Richmond. Again this year, the Ed Fund collaborated with WCCUSD to acknowledge 4 outstanding Teachers of the Year.

The names of this year's teachers are: Bruce McCormick (Portola Middle School, 8th Grade English), Patricia Simon (Montalvin Elementary, 5th Grade), Keith Johnson (El Cerrito High School, Band Director), and Adam Quintero (DeJean Middle School 8th Grade Science, 7th Grade Leadership).

These teachers of excellence share a profound passion for instilling a love of learning in our diverse students so that they can attain their goals and realize their dreams. By carefully and thoughtfully weaving creativity, adherence to high standards, profound knowledge of the subjects being taught, and appreciation of individual differences, needs, and strengths, these award winning teachers raise the quality of education to new heights.

WCCUSD has selected Bruce McCormick and Keith Johnson as the district representatives for the Contra Costa County Teacher of the Year competition. We wish them the best of luck in the county competition.

We want to recognize and congratulate all our honorees for all the wonderful work they carry out with our students on a daily basis.

Recommendation: Recognition

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: D.2

Subject: Update on the Development of the Masterplan for English Learners

Background Information: West Contra Costa Unified School District is developing a new Masterplan for English Learners. Professor Jose Lopez and staff will provide an update on key learnings from our stakeholders and next steps in the process of completing the Masterplan.

Recommendation: Report

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Sheri Gamba
Associate Superintendent Business Services

Agenda Item: D.3

Subject: Introduction of Bond Finance Team for Potential Bond Refunding, July 2014

Background Information: In accordance with Board Policy, B.P. 7214.3, Refunding Policy, the District shall, with the assistance of its financial advisor and other District financial professionals, annually review outstanding Bonds and develop a strategy to identify and initiate refundings when economically feasible and advantageous. Bond Finance Team will consist of the following firms:

Bond: Nixon Peabody
Sr. Manager, Underwriting: Piper Jafray
Co-Manager, Underwriting: Backstrom, McCarley, Berry & Co.
Financial Advisor: KNN Public Finance

The Finance Team will present specific information on the potential refunding to the Facilities Subcommittee and the School Board in May. Sheri Gamba, Associate Superintendent Business Services and Martin Coyne, Executive Director Business Services (Bond) will represent the district.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

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

Agenda Item: D.4

Subject: Update on Linked Learning

Background Information:

Staff will provide the Board an update on Linked Learning. In 2008 supported in part by a James Irvine Foundation grant through the California Center for College and Career (ConnectEd), the District developed comprehensive pathways of academic and technical study that would prepare our students for both college and career. Since 2008 the Career Pathways has evolve and since then changed their name to Linked Learning.

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education **Meeting Date:** April 23, 2014
From: Bruce Harter **Agenda Item:** E.3
Superintendent
Subject: In Memory of Members of the School Community

Background Information:

The District would like to take time to recognize the contributions of members of our school community who have passed away. The District requests the community to submit names to be reported as a regular part of each agenda.

Retired Gardener Leadman Major Dixon Sr. passed away. Mr. Dixon worked for the District for over 37 years as Custodian, Athletic Field Attendant and Gardner. He was the Vice President and Shop Stewart for the Maintenance and Operations Local One members.

Richmond teen, Terrance Forks died tragically. He was a former El Cerrito High School student.

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

Recommendation: For Information Only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Sheri Gamba, Associate Superintendent Business Services
Ken Whittemore, Assistant Superintendent Human Resources

Agenda Item: F.1

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

Background Information: District and West Contra Costa Administrators Association Collective bargaining reopener proposals were sunshined for the 2014-2015 year. Through the Interest Based Process a Tentative Agreement has been reached with representatives of West Contra Costa Administrators Association (WCCAA). A copy of the Tentative Agreement is provided. WCCAA has ratified the Agreement. It is now presented to the Board of Education for ratification.

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

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

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

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

Fiscal Impact: 2014-15 Fiscal Year \$450,352

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

**The West Contra Costa Unified School District and West Contra Costa Administrators
Association agreed to Salary and Health Benefits for 2014-2015**

Article 3 – Salary

Effective July 1, 2014, there shall be a 3.0% increase in the salary schedule

Article 12 – Benefits

Effective January 1, 2015, the district shall calculate the District contribution on an eighty percent (80%) district contribution and a twenty percent (20%) employee contribution based on the Bay Area Kaiser Permanente published rates. Once these are calculated, new employer/employee contributions will be established for 2015, and will be used as the published contributions for future years.

SUMMARY OF TENTATIVE AGREEMENT

**With the West Contra Costa Administrators Association (WCCAA) Bargaining
Unit of the West Contra Costa Unified School District**

To be acted upon by the Governing Board at its meeting on April 23, 2014

GENERAL:

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

Certificated: Settled

Classified: Settled

This action is not with a union, however it does have fiscal impact and is subject to review.

COMPENSATION:

Proposed percentage increase in tentative agreement: 3% effective July 1, 2014.

**Current year total cost increase for:
Salaries and Statutory Benefits: \$0
Health & Welfare: \$0**

OTHER PROVISIONS

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

Non-Compensation:

TOTAL NET COST OF SETTLEMENT 2013-14 : -0-

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

SOURCE FUNDING:

The following source(s) of funding have been identified to fund the proposed agreement for 2013-14:

Unrestricted General Fund Balance: \$ 0

Restricted General Fund and Other Funds: \$0

FISCAL IMPACT IN CURRENT YEAR:

\$0

FISCAL IMPACT IN FUTURE YEARS:

\$450,352 per year for 2014-15

Unrestricted General Fund and Other Funds: \$450,352

Summary of Tentative Agreement:

Effective July 1, 2014 3 % will be added to the WCCAA salary schedules.

Employees who have chosen to enroll in the health benefits program of the district on or after January 1, 2015 will receive an additional contribution toward their benefits by the District which will be calculated in an 80/20 split based upon the Kaiser rates. The District contribution will be set at the newly calculated, ongoing, subject to future negotiations.

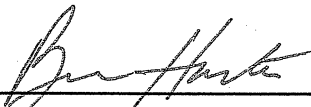
CERTIFICATION

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

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

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

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



District Superintendent

4-14-14

Date



Chief Business Official

4/10/14

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on April 23, 2014 took action to approve the proposed agreement.

President, Governing Board

Date

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Sheri Gamba, Associate Superintendent Business Services
Ken Whittemore, Assistant Superintendent Human Resources

Agenda Item: F.2

Subject: Salary and Health Benefits Package for Unrepresented Management, Cabinet, Board Members and Confidential Employees / AB 1200 Public Disclosure

Background Information:

It is proposed that the employees of the school district who are in the categories of Management, Cabinet, and Confidential will receive the benefit contribution rates for active employees in accordance with Board Policy 4154. The salary schedules for Management, Cabinet and Confidential employees will receive a 3% increase. This recommendation includes an adjustment to the salary schedule to align the SELPA Director salary with the Chief Technology Officer. The School Board will select from the health benefits plans and correlating contribution rates that are currently offered to the bargaining units in accordance with Board Policy and will adhere to the retiree provisions in Board Bylaw 9250. An increase to the Board stipend was acted upon in January 2014.

The salary will be effective July 1, 2014 and Benefits will be effective January 1, 2015.

Recommendation: Approval

Fiscal Impact: \$234,446 General Fund

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

SUMMARY OF TENTATIVE AGREEMENT

With the Management and Confidential Employees

Of the West Contra Costa Unified School District

To be acted upon by the Governing Board at its meeting on April 23, 2014

GENERAL:

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

Certificated: Settled

Classified: Settled

This action is not with a union, however it does have fiscal impact and is subject to review.

COMPENSATION:

Proposed percentage increase in tentative agreement: 3% effective July 1, 2014.

Current year total cost increase for:

Salaries and Statutory Benefits: \$0

Health & Welfare: \$0

OTHER PROVISIONS

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

Non-Compensation:

TOTAL NET COST OF SETTLEMENT 2013-14 : -0-

**WAS THIS COST INCLUDED IN THE LATEST
PROJECTIONS PROVIDED TO THE COUNTY OFFICE?**

Yes x No

SOURCE FUNDING:

The following source(s) of funding have been identified to fund the proposed agreement for 2013-14:

Unrestricted General Fund Balance: \$ 0

Restricted General Fund and Other Funds: \$0

FISCAL IMPACT IN CURRENT YEAR:

\$0

FISCAL IMPACT IN FUTURE YEARS:

\$234,446 per year for 2014-15

Unrestricted General Fund and Other Funds: \$234,446 per year

Summary of Tentative Agreement:

Effective July 1, 2014 3 % will be added to the Management and Confidential salary schedules.

Management and Confidential employees who have chosen to enroll in the health benefits program of the district on or after January 1, 2015 will receive an additional contribution toward their benefits by the District which will be calculated in an 80/20 split based upon the Kaiser rates. The District contribution will be set at the newly calculated, ongoing, subject to future negotiations.

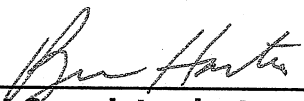
CERTIFICATION

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

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

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

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



District Superintendent

4-14-14

Date



Chief Business Official

4-10-14

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on April 23, 2014 took action to approve the proposed agreement.

President, Governing Board

Date

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

From: Ken Whittemore,
Assistant Superintendent Human Resources

Agenda Item: F.3

Subject: Resolution No. 71-1314: Authorization to Eliminate Classified Positions and Layoff Classified Employees

Background Information:

A lack of work and/or funds necessitates the elimination of hours and/or positions for the attached classified classifications for the 2014/15 school year.

- The Food Service Aide / Clerk positions are currently vacant and there will not be any negative impact to any employee.
- The Instructional Assistants in the SMILE program and the Behavior Technicians will be placed into positions prior to the beginning of the 2014/15 school year. There will not be any negative impact to any employee when placed in their new positions.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 71-1314
AUTHORIZATION TO ELIMINATE CLASSIFIED POSITIONS
AND LAY OFF CLASSIFIED EMPLOYEES**

WHEREAS, it is necessary, because of lack of work and/or funds, to eliminate certain classified positions of the District; and

WHEREAS, certain services performed by a classified employees are being eliminated;

NOW, THEREFORE, BE IT RESOLVED that the following positions should be eliminated as of June 30, 2014:

Eliminate:

Instructional Assistant – Smile	4.80	FTE
Food Service Aide/Clerk	.87	FTE
Behavior Technician	1.86	FTE

Total: 7.53 FTE

BE IT FURTHER RESOLVED that the Superintendent hereby authorizes a notice of lay off to affected employees as required by law.

BE IT ALSO RESOLVED that the positions enumerated herein being eliminated effective June 30, 2014.

PASSED AND ADOPTED on this 23rd day of April 2014, by the Board of Education of the West Contra Costa Unified School District, County of Contra Costa, State of California, by the following vote:

AYES:

NOES:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution was duly and regularly introduced, passed, and adopted by the members of the Governing Board of the West Contra Costa Unified School District at a public meeting of said Board held on April 23, 2014.

Bruce Harter, Ph.D.
Secretary, Board of Education

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: April 23, 2014

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

Agenda Item: G.1

Subject: Board Policy 6146.1 “High School Graduation Requirements”

Background Information:

The Academic Subcommittee approved changes to the current graduation requirements on the February 11, 2014 meeting. The current graduation matrix requires students to complete 40 credits of Social Science. Social Science includes Cultural Geography for entering 9th grade students. Beginning with the class of 2016, entering 9th grade students will have the option of taking an A-G elective course in lieu of Cultural Geography. If a student opts out of Cultural Geography, they would need to take an elective class either tied to a Pathway program or A-G course; ie. Biomedical Science, Engineering, Computer Science, AP Human Geography and Journalism.

Recommendation: For Discussion

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT GRADUATION REQUIREMENTS

Change of Graduation requirements for entering 9th grade students Class of 2018; Students will have the option of taking an A-G elective class in lieu of Cultural Geography. If a student opts out of Cultural Geography, they would need to take an elective class tied to either a Project Lead the Way or Pathway program; ie. Biomedical Science, Engineering, Computer Science, AP Human Geography.

(Subject to CHANGE / WCCUSD School Board Approval)

Requirements	WCCUSD Graduation Requirements for Class of 2008 through 2017	WCCUSD Graduation Requirements for Class of 2018	College Entrance Requirements		
			University of California		California State University
English Language Arts	40	40	40		40
Mathematics	30 Including 10 credits of Algebra I or above	30 Including 10 credits of Algebra I or above	30 Recommends 40 Algebra I or above		30 Recommends 40
Science	20 Biological Science (10) Physical Science (10)	20 Biological Science (10) Physical Science (10)	20 Lab Science Recommends 30		20 Lab Science Physical Biological
Social Science	40 Cultural Geography (10)* World History (10) U.S. History (10) Government (5) Economics (5)	40 (30 if opt out of Cultural Geography)	20		20
Physical Education	20	20	----		----
Fine Arts	10	10	10		10
World Language	10	10	20 Recommends 30		20
UC/CSU Electives	----		10 from 'A-G'		10 from 'A-G'
Electives	55	55 10 (A-G Courses)	----		----
Other Requirements	CAHSEE successful completion of a senior project and service learning is in the planning stage	CAHSEE	SAT Reasoning or ACT with Writing plus 2 SAT Subject Tests		SAT Reasoning or ACT
Required Entry Credits for Placement in Grade					
Grade 10		55 credits			
Grade 11		110 credits			
Grade 12		165 credits			
Graduation		225 credits			

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: April 23, 2014

From: Bill Fay
Associate Superintendent for Operations

Agenda Item: G.2

Subject: Project Status Report

Background Information:

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

- Engineering Officer's Report
- Construction Status Reports

Recommendation:

For information only

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

PROJECT STATUS REPORT

Coronado Elementary School - Reconstruction

Period Ending: 4/9/2014

Scope: Reconstruction Project

Construction Status:

Architect: WLC Architects
 Project Manager: Cary Talbott, SGI Construction Management
 Project Engineer: Marcus Blackmon, Amanco, Inc.
 Contractor: Lathrop Construction Associates
 Inspector: Kris Gilbert
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	1/6/2014		
	Original	Approved	Projected
Construction Schedule (days):	510		
Original Completion Date:	5/31/2015		
Projected Completion:	5/31/2015		

Buildings:

Building A	Administration
Building C	Classrooms
Building K	Classrooms
Building M	Multi-Purpose Room

Progress This Period:

Building A, C, K & M
 ● Footings & Undeslab Utilities.
 ● Site Grading.

Anticipated Progress Next Period:

Building A, C, K & M
 ● Underslab Utilities & Slab on Grade.
 Site Work - Continue Mass Grading & Lime Treat Balance of Site.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	510
Construction Calendar Days Elapsed:	93
Construction Calendar Days Remaining:	417
Percent of Construction Completed:	9%

Percentage of Work Done	9%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 4/9/2014



Building A Elevator Wall Forming



Building M Multi Purpose Room Wall Forming for Stage (1)



Abandoned Well Decommissioning

PROJECT STATUS REPORT

El Cerrito High School - Stadium

Period Ending: 4/9/2014

Scope: Sports Field and Landscaping Project

Construction Status:

Architect: WLC Architects
Project Manager: Hector DeLeon, SGI Construction Management
Project Engineer: Maria Zupo, SGI Construction Management
Contractor: Wright Contracting Inc.
Inspector: Kris Gilbert, WCCUSD
WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	1/27/2014		
	Original	Approved	Projected
Construction Schedule (days):	608	0	608
Original Completion Date:	9/27/2015		
Projected Completion:	9/27/2015		

Buildings:

Building A	Restrooms & Visitors Team Room
Building B	Weight Room
Building C	Home Locker Room
Building D	Home Restroom
Building E	Concession & Storage
Building F	Storage
New Bleacher	Bleacher and Press Box

Progress This Period:

- Temporary access road has been cut into the hillside off Ashbury Ave.
- SWPPP measures are installed throughout the project site.
- Demolition of the existing aluminum bleachers is complete and sections will be taken off the site.
- Excavation is underway.
- Contract abatement work is complete.

Anticipated Progress Next Period:

- Excavation and re-compaction will continue for the next couple of months.
- ECHS radio station antenna will be relocated to provide continued broadcasting.
- The existing stadium lights will be removed.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	608
Construction Calendar Days Elapsed:	71
Construction Calendar Days Remaining:	537
Percent of Construction Completed:	10%

Percentage of Work Done	10%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 4/9/2014



Temporary Access Road off Ashbury Ave.



Over Excavation and Off Haul



Abatement of Existing Wood Bleachers

PROJECT STATUS REPORT

Gompers and LPS Richmond Schools - New Construction

Period Ending: 4/9/2014

Scope: New Construction

Construction Status:

Architect: HMC Architects
 Project Manager: Gregory Smith, SGI Construction Management
 Project Engineer: Supriya Shrestha, SGI Construction Management
 Contractor: Lathrop Construction Associates, Inc.
 Inspector: Roy Moreno, ABC Inspections, Inc.
 WCCUSD Mgr: Andrew Mixer

Contract Status:

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

Buildings:

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

Progress This Period:

- Building A
- Exterior Walls & Windows.
 - Window/Shadow Box Assembly .
 - Interior Wall ,Ceiling & Soffits Framing.
 - Electrical, Plumbing & Air Conditioning.
 - Solar Panel Support Railings on the Roof.
 - Mechanical, Electrical & Plumbing Rough In.
- Building B
- Roof Top Carpentry.
 - Interior & Exterior Wall Framing.
 - Electrical, Plumbing , A.C. Rough In.
- Building C
- Roof Top Carpentry.
 - Roof in.
 - Window/Shadow Box Assembly.
 - Electrical, Plumbing, Piping AC Rough In.
 - Interior Wall Framing.

Anticipated Progress Next Period:

- Building A
- Interior Elevator.
 - Install Curtain Walls.
 - Install Heating Unit in Mech. Room.
 - Frame Interior Partitions & Install HM Door Frames.
- Building B
- Frame Interior Partitions.
 - Roofing.
- Building C
- Frame Interior Partitions.
 - Set Mechanical Equipment on the Roof.

Schedule Assessment/Update:

Construction Duration (Calendar Days): 1,090
 Construction Calendar Days Elapsed: 597
 Construction Calendar Days Remaining: 493
 Percent of Construction Completed: 55%

Percentage of Work Done 55% Total Project

Proposed Changes:

General Comment:

Project is on schedule.

Progress Photos: 4/9/2014



Building A - Solar Panel Support Railings



Building B - Interior/Exterior Framing & Duct Work on Ceiling



Building C - Window & Shadow Box Installation at West Side

PROJECT STATUS REPORT

Helms Middle School - Sports Field and Landscaping

Period Ending: 4/9/2014

Scope: Sports Field and Landscaping Project

Construction Status:

Architect: Baker Vilar Architects
Project Manager: Hector DeLeon, SGI Construction Management
Project Engineer: Maria Zupo, SGI Construction Management
Contractor: Robert A. Bothman, Inc.
Inspector: Brad Williamson, WCCUSD
WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	1/7/2013		
	Original	Approved	Projected
Construction Schedule (days):	395	74	469
Original Completion Date:	02/06/2014		
Projected Completion:	4/21/2014		

Buildings:

Building 1	Boys & Girls Restrooms
Building 2	Storage Building
Building 2	Community Center Pad Prep.

Progress This Period:

- Site & Railings.
- Roofing & Plaster.
- Finish Carpentry & Painting.

Anticipated Progress Next Period:

- Punch list and Closeout.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	469
Construction Calendar Days Elapsed:	446
Construction Calendar Days Remaining:	23
Percent of Construction Completed:	98%

Percentage of Work Done	98%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 4/9/2014



Storage Building



Restroom Building



Women's Restroom Interior

PROJECT STATUS REPORT

Kennedy High School - Science Wing Renovation

Period Ending: 4/9/2014

Scope: Science Wing Renovation

Construction Status:

Architect: Powell & Partners
 Project Manager: Herman Blackmon Jr., Amanco, Inc.
 Project Engineer:
 Contractor: BHM Construction
 Inspector: Brad Williamson
 WCCUSD Mgr: Andrew Mixer

Contract Status:

Notice to Proceed:	9/16/2013		
	Original	Approved	Projected
Construction Schedule (days):	365		
Original Completion Date:	9/16/2014		
Projected Completion:	9/16/2014		

Buildings:

Building 400 Kennedy High School

Progress This Period:

- Doors & Skylights.
- Drywall & Casework.
- Ceilings & Painting.

Anticipated Progress Next Period:

- Finishes & Equipment.
- Mechanical, Electrical & Plumbing Trim.
- Cabinet Plumbing.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	365
Construction Calendar Days Elapsed:	205
Construction Calendar Days Remaining:	160
Percent of Construction Completed:	75%

Percentage of Work Done	75%	Total Project
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Proposed Changes:

General Comment:

Project is on schedule.

Progress Photos: 4/9/2014



Flashing Tape at Skylights



Room 406 Cabinet Installation



Covered Walkway Ceiling Removal

PROJECT STATUS REPORT

Montalvin Elementary School - New Classroom Building

Period Ending: 4/1/2014

Scope: New Classroom Building & Site Work

Construction Status:

Architect: Baker Vilar Architects
Project Manager: Paul Orr, SGI Construction Management
Project Engineer:
Contractor: W. A .Thomas, Inc.
Inspector: Mark Eriksen
WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed:	2/3/2014		
	Original	Approved	Projected
Construction Schedule (days):	270	0	0
Original Completion Date:	10/31/2014		
Projected Completion:	10/31/2014		

Buildings:

New Classroom Building & Site Work

Progress This Period:

New Classroom Building:

- Demo of the existing utilities.
- Demo of existing AC pavements & A/B coarse subgrade Materials.
- Scarification of native soils.
- Building Pad.

Anticipated Progress Next Period:

New Classroom Building:

- Building Footings.
- Underslab Utilities.
- Slab Rebar.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	270
Construction Calendar Days Elapsed:	58
Construction Calendar Days Remaining:	212
Percent of Construction Completed:	7%

Percentage of Work Done	7%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 4/1/2014



PROJECT STATUS REPORT

Ohlone Elementary School - West Campus

Period Ending: 4/9/2014

Scope: Ground up Construction of 2 buildings, landscaping and play grounds. Phase I & II.

Construction Status:

Architect: Powell & Partners
Project Manager: Sonya Perkins, SGI Construction Management
Project Engineer: Paul Orr, SGI Construction Management
Contractor: Zovich & Sons Construction Company
Inspector: Mark Eriksen
WCCUSD Mgr: Ferdinand Fergeire

Contract Status:

Notice to Proceed:	08/01/2011		
	Original	Approved	Projected
Construction Schedule (days):	720		1,151
Original Completion Date:	7/21/2013		
Projected Completion:	6/30/2014		

Buildings:

Bldg. A	New Construction- 2 Story Bldg. / Admin & Classrooms
Bldg. B	Classrooms & Restrooms

Progress This Period:

Building A:

- Tackboard in classrooms installation, electrical fixtures & trim, mechanical controls, install display casework, clocks, wall resistant panels in corridor, corner guards, clocks & speakers, fire alarm devices, map tracks, interior & exterior doors, thresholds & hardware, ceiling tiles installation, HVAC start up/TAB.

Building B:

- Electrical trim, USGS cabling completed, HVAC start-up/TAB, interior & exterior doors & thresholds & hardware, marker board/map tracks, Interim Housing pre subgrade work & install piers and pour concrete for 20' posts.

Anticipated Progress Next Period:

Buildings A & B:

- Countertops, plumbing fixtures, projectors, card readers, intrusion & cameras, commissioning/power/HVAC TAB, Asphalt fog & striping, install ornamental & chain link gates. Interim Housing Pad prep work underway to prepare for asphalt.
- Punch list Inspection Phase I.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	720
Construction Calendar Days Elapsed:	982
Construction Calendar Days Remaining:	-262
Percent of Construction Completed:	91%

Percentage of Work Done	91%	Total Project
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Proposed Changes:

Added Interim Housing Pad.

General Comment:

Project is behind schedule.

Progress Photos: 4/9/2014



Prep subgrade for interim housing pad



Pier installation for 20' Fence Posts



Building A Display Case

PROJECT STATUS REPORT

Pinole Valley High School - Detention Basin

Period Ending: 4/9/2014

Scope: Detention Basin

Construction Status:

Architect: WLC Architects
Project Manager: Rod Sias, SGI Construction Management
Project Engineer:
Contractor: Bay Cities Paving & Grading
Inspector: Mark Eriksen
WCCUSD Mgr: Eduardo Donoso

Contract Status:

Notice to Proceed: 11/12/2013
Original Approved Projected
Construction Schedule (days): 130
Original Completion Date: 3/22/2014
Projected Completion: 3/22/2014

Buildings:

Phase 1 Detention Basin

Progress This Period:

- Asphalt Paving of Site.
- Hydro Test DW/ FW.
- Import Class 2 AB.
- 12KV Installation.
- Retaining Wall Construction.
- Transition to Phase 2 of PVHS Temp Campus .

Anticipated Progress Next Period:

- Retaining Wall & Fencing.
- Project Closeout.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	130
Construction Calendar Days Elapsed:	149
Construction Calendar Days Remaining:	-19
Percent of Construction Completed:	90%

Percentage of Work Done	90%	Total Project
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Proposed Changes:

General Comment:

Project is behind Schedule.

Progress Photos: 4/9/2014



PROJECT STATUS REPORT

Portola Middle School - New Campus

Period Ending: 3/31/2014

Scope: New Campus Project

Construction Status:

Architect: HY Architects
Project Manager: Jose Chapa, SGI Construction Management
Project Engineer: Rene Barrera, SGI Construction Management
Contractor: Arntz, Builders, Inc.
Inspector: Steve Cayson
WCCUSD Mgr: Ferdie Vergeire

Contract Status:

Notice to Proceed:	5/13/2013	Original	Approved	Projected
Construction Schedule (days):	960			
Original Completion Date:	12/29/2015			
Projected Completion:	12/29/2015			

Buildings:

Building A	Administration/Classrooms
Building B	Gymnasium
Building C	Classrooms
Building D	Multipurpose

Progress This Period:

- Building B 1st level concrete GYM slab.
- Building A Basement Slab.
- Building C Upper level footings.
- Building A MEP rough in.
- Building D Roof Deck.
- Building B Structural Steel..

Anticipated Progress Next Period:

- Building D Roof Deck installation.
- Building B Locker room Slab.
- Building B Upper level footings.
- Building C (upper) underslab electrical.
- Building A Basement wall framing complete.
- Building C Footing concrete pour.
- Building A Window Installation.

Schedule Assessment/Update:

Construction Duration (Calendar Days):	960
Construction Calendar Days Elapsed:	332
Construction Calendar Days Remaining:	628
Percent of Construction Completed:	30%

Percentage of Work Done	30%	Total Project
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Proposed Changes:

General Comment:

Project is on Schedule.

Progress Photos: 3/31/2014



Building B GYM Structural Steel



Building D Stud Framing



Building A Basement wall framing