

**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
December 17, 2014

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
MEETING AGENDA
DECEMBER 17, 2014**

BOARD AGENDA PACKETS AND INFORMATION:

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

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

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

VIEWING THE BOARD MEETINGS:

Television:

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

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

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

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

ATTENDING BOARD MEETINGS:

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

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

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

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

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

“of children be more careful than anything.”
e.e. cummings

B. OPENING PROCEDURES

B.1 Pledge of Allegiance

B.2 Welcome and Meeting Procedures

B.3 Roll Call

B.4 Presentation of Student Board Representative from North Campus High School

B.5 Report/Ratification of Closed Session

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

* **B.7 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 December 17, 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 December 17, 2014.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per grants summary

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

Comment:

The planned fund-raising events for the 2014-15 school year are summarized, dated December 17, 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 the following contracts as detailed, dated December 17, 2014.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per contracts summary

***CI C.5 Adoption of Resolution No. 44-1415: Replacement of Outdated Warrant**

Comment:

Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Lee Matteucci. Staff recommends replacement of the stale dated warrant.

Recommendation:

Recommend approval to replace the outdated warrant

Fiscal Impact:

None

***CI C.6 New Board Policy: BP 0440 District Technology Plan**

Comment:

This Board Policy was created to be in compliance with current procedures and codes and reflects the criteria of the California Department of Education. The policy outlines the necessary components of a technology plan to include duration, educational and curriculum components, budgeting and planning. The policy was reviewed at the December 10, 2014 Board Meeting.

Recommendation:
Recommend Approval

Fiscal Impact:
None

***CI C.7 WCCUSD Interim Reclassification Criteria for English Learner Students**

Comment:

Staff presented the WCCUSD Interim Reclassification Criteria for English Learner Students at the December 10, 2014 Board Meeting. The Board is now being asked to approve the temporary criteria so qualified students can be reclassified.

Recommendation:
Recommend Approval

Fiscal Impact:
\$4,000 for purchase of additional Scholastic Reading Inventory (SRI) licenses.

***CI C.8 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: \$888,506. Funding sources are Bond Fund and Fund 40.

***CI C.9 Approval of Negotiated Change Orders**

Comment:

Staff is seeking approval of Change Orders on the following current District construction projects: Korematsu MS New Building; Gompers CHS & LPS Richmond School; De Anza HS Linked Learning. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board approval 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 approving 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: \$ 55,942.60

***CI C10 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 member Liz Block has expressed interest in attending the following:

- Linked Learning Convention, Los Angeles, CA, January 12-14, 2015

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

Recommendation:

Recommend Approval

Fiscal Impact:

Estimated cost \$1,150 from General Fund

***CI C11 Candidate Nominations for California School Boards Association (CSBA) Delegate Assembly**

Comment:

The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates serve a two-year term beginning April 1, 2015 through March 31, 2017 and are required to attend two meetings each year.

Board Members Valerie Cuevas and Madeline Kronenberg have submitted their names for nomination.

Recommendation:

Recommend nomination of Board Members Valerie Cuevas and Madeline Kronenberg as candidates for the CSBA Delegate Assembly.

Fiscal Impact:

None

D. AWARDS, RECOGNITIONS, AND REPORTS

* **D.1 Richmond Art Center Presentation**

Comment:

Representatives from the Richmond Art Center will inform the Board about their work with students.

Recommendation:

For Information Only

Fiscal Impact:

None

* **D.2 Local Control Accountability Plan (LCAP) Goals & Progress Indicators Report #2**

Comment:

The Local Control Accountability Plan represents the district's comprehensive plan of goals, actions, services, and expenditures that support schools to ensure students become college and career ready, able to make life choices with productive outcomes.

Staff will provide information to the Board four times throughout the year, detailing information on the LCAP progress indicators. This will be the second report.

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
Citizens' Bond Oversight Committee
College and Career Readiness Academies
Community Budget Advisory Committee
Facilities Subcommittee
Ivy League Connection
Public Employees Local 1

Safety and School Climate Committee
School Supervisors Association Local 21
Technology Subcommittee
United Teachers of Richmond
West Contra Costa Administrators Association
Youth Commission

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

F. ACTION ITEMS

*** F.1 First Interim Report, 2014-2015**

Comment:

The District's First Interim Report for 2014-2015 covers the financial and budgetary status of the district for the period ended October 31, 2014.

Education Code Section 4230 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

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

The summary report is enclosed. The full report is available on the District's website and at the front counter of the District office. Board members receive the full report under separate cover.

Recommendation:

Recommend approval of the First Interim Report for 2014-2015

Fiscal Impact:

Positive Budget Certification

*** F.2 Benefits Package for all employees for the period January 1, 2015 through December 31, 2015 / AB 1200 Public Disclosure**

Comment:

Each of the bargaining units signed a benefit agreement to begin January 1, 2015 based on an 80% District contribution and 20% employee contribution based on Bay Area Kaiser Rates. The new benefit rates were published in August 2014 demonstrating a lowering of Bay Area Kaiser rates and a rise in all other insurance rates offered to employees. Our employee bargaining units approached the district and requested consideration of using the 2014 district contribution rates of \$595.00 for single party, \$1190.00 for two party, and \$1545.00 for three or more members. This request was made to lessen the impact of the effects of the lowering of the Kaiser rates and rise of all other rates.

The District worked with the bargaining units and each unit came to a memorandum of understanding with the District to keep the above mentioned District contribution rates in place. The agreements reached with each unit are provided. As per Board Policy 4154 the same rates will also be in effect for all management and confidential employees, with these groups adhering to the agreements reached by the bargaining units.

Recommendation:

Recommend Approval

Fiscal Impact:

Benefits Budget included in First Interim Report

* **F.3 Independent Contractor Agreement for Unarmed Security Guard Services**

Comment:

The District requires security services, which includes nightly mobile security patrol services (unarmed) at multiple sites throughout the District as well as stationary security patrol services (unarmed) District-owned properties, as needed. District staff accepted three request for proposal for these services and Silicon Valley Security Patrol (SVSP) was the most qualified based upon the District's RFP process.

SVSP has provided an extensive array of highly specialized security services across a broad client base, many of which are in the public sector. SVSP will be able to meet the District's security needs by providing, but not limited to, the following: an account manager to oversee District's security needs, nightly (unarmed) mobile security patrols in fully-marked hybrid vehicles and/or (unarmed) stationary guard patrol services where necessary, the implementation of a transition plan, real-time officer monitoring and reporting through SMART Technology, and all necessary equipment, personnel, and uniforms.

The security services to be provided by SVSP shall be for an amount not-to-exceed \$270,816. The term of the agreement shall be for one year, with a right to further renewal by mutual agreement to the extent permissible by applicable law.

Recommendation:

That the Board approves the Independent Contractor Agreement for Unarmed Security Guard Services with SVSP.

Fiscal Impact:

\$270,816 for unarmed security guard services. Funding Source: General Funds

G. DISCUSSION ITEMS

* **G.1 Initial Bargaining Proposal from School Supervisors Association (SSA), IFPTE Local 21 to the West Contra Costa Unified School District**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of School Supervisors Association (SSA), IFPTE Local 21 to the West Contra Costa Unified School District is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Negotiations proposal

SSA, IFPTE Local 21 wish to bargain the following Articles:

Article 3.1 – Salary
Article 5 – Benefits
Article 5.2-5.5 – Leaves

Recommendation:

That the Board of Education receive the initial bargaining proposal for labor negotiations with the School Supervisors Association (SSA), IFPTE Local 21.

Fiscal Impact:

To Be Determined

*** G.2 Initial Bargaining Proposal from West Contra Costa Unified School District to School Supervisors Association (SSA), IFPTE Local 21**

Comment:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association (SSA), IFPTE Local 21 is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Negotiations Proposal

The District wishes to negotiate the following Articles:

Article 3.1 – Salary
Article 5 – Benefits
Appendix B – Holidays

Recommendation:

The Board of Education receive the initial bargaining proposal for labor negotiations with School Supervisors Association (SSA), IFPTE Local 21.

Fiscal Impact:

To Be Determined

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 – January 7, 2015

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

December 17, 2014

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
[Government Code Section 54956.9(d)(1)]

a. California Charter School Association v. WCCUSD

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/SIGNIFICANT EXPOSURE TO LITIGATION
[Government Code Section 54956.9(d)(2) or (d)(3)]

One case

4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/INITIATION OF LITIGATION
[Government Code Section 54956.9(d)(4)]

5. LIABILITY CLAIMS (Government Code Section 54956.95)

6. 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

7. PUBLIC EMPLOYEE APPOINTMENT

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

9. STUDENT DISCIPLINE (Education Code Section 35146)

Expulsions

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

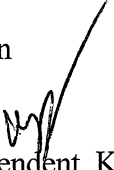
11. REPORT OF CLOSED SESSION ACTIONS

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

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

Agenda Item: B.4

Subject: Presentation of Student Board Representative from North Campus High School

Background Information:

A Student Board Representative from North Campus High School will attend the Board of Education on December 17, 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
1108 Bissell Avenue
Richmond, California 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 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 December 17, 2014.

Recommendation: Recommend Approval

Fiscal Impact: As noted per grants summary.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District
December 17, 2014 Board Meeting

GRANT / AWARD / AGREEMENT NOTIFICATIONS

[illegible]

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

From: Sheri Gamba *SG*
Associate Superintendent Business Services

Agenda Item: CI C.2

Subject: Acceptance of Donations

Background Information:

The District has received donations as summarized on the attached sheet dated December 17, 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
December 17, 2014 Board Meeting

<u>Donor Name</u>	<u>Description or Purpose</u>	<u>Estimated Value</u>	<u>Receiving School or Department</u>
Philanthropic Ventures Foundation	Materials and Supplies	\$496.00	Fairmont Elementary
Wells Fargo Community Support Campaign	Materials and Supplies	\$350.00	State Pre-School
Valley View Parents Club	Materials and Supplies	\$500.00	Valley View Elementary
Washington PTA	Art Coach Appreciation	\$13,000.00	Washington Elementary
Freecause Inc.	Supplies	\$13.62	WCCUSD

*Estimated values for the non-cash donations are provided by the donor
Donation Précis 121714

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: December 17, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.3

Subject: Approval of Fund-Raising Activities

Background Information:

The planned fund-raising events for the 2014-15 school year is summarized on the attached sheet dated December 17, 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
December 17, 2014 Board Meeting

APPROVAL OF FUND-RAISERS

<u>School</u>	<u>Fund-Raising Activity</u>	<u>Activity Sponsor</u>
Lupine Elementary	Walk-A-Thon	Lupine Hills PTA
Lupine Elementary	Holiday Gift Shop	Lupine Hills PTA
Pinole Valley High	Sale of Hot Chocolate and Brownies	PVHS Animal Right Club
Pinole Valley High	Sale of Snacks	PVHS Animal Right Club
Pinole Valley High	Sale of Christmas Grams	PVHS Leadership
Pinole Valley High	Sale of Boxed Snacks	PVHS Animal Right Club
Pinole Valley High	Registration Fee for Game Tournament	PVHS Animal Right Club

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: December 17, 2014

From: Sheri Gamba 
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 December 17, 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
December 17, 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>
Ed Services	12/18/14 Thru 6/30/15	Janet Scott	\$16,000 Common Core	Increase existing \$100,000 contract to purchase additional materials and supplies. Janet Scott provides professional development/coaching to Teachers, Admin, and Parents on mindset, cultural competence, and efficacy to build beliefs and actions towards a student growth model that supports the transition to the Common Core State Standards, new ELD standards, and the Next Generation Science Standards, Participate in the Best Practices Conference, Target parent engagement strategies to increase knowledge of the CCSS, students' academic mindset, and cultural relevance, and conduct action research on the above-mentioned service areas.
Print Shop	12/18/14 Thru 6/30/20	Cannon Solutions America	\$51,000	Extend existing contract by three years for a five year total contract term to update and restructure the lease and maintenance agreement for the Print Shop equipment. The annual payment will be \$274,982. The five year contract is \$1,374,912.

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

From: Sheri Gamba 
Associate Superintendent Business Services

Agenda Item: CI C.5

Subject: Adoption of Resolution No. 44-1415: Replacement of Outdated Warrant

Background Information: Government Code Section 298029(c) allows the governing board, by resolution, to order a replacement check be issued for a warrant that is stale dated. This resolution authorizes the issuance of a check to replace the outdated warrant for Lee Matteucci. Staff recommends replacement of the stale dated warrant.

Recommendation: Recommend approval to replace the outdated warrant

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. 44-1415
REPLACEMENT OF OUTDATED WARRANT
December 17, 2014

WHEREAS Government Code Section 29802(c) allows the governing board, by resolution, to order that a replacement check be issued for a warrant that is stale dated.

BE IT RESOLVED, by the Board of Education of the West Contra Costa Unified School District, that we issue a check to replace the following stale dated check:

Type:	Vendor Check
Payee:	Lee Matteucci
Check No.:	449203
Amount:	\$225.89
Issue Date:	March 14, 2012

PASSED AND ADOPTED on the 17th day of December, 2014, at a regular meeting of the Board of Education by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing is a full, true and correct copy of a resolution passed at a meeting of the Board of Education, of the West Contra Costa Unified School District.

Bruce Harter
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: December 17, 2014

From: Mary Phillips
Chief Technology Officer

Agenda Item: CE - C.6

Subject: New Board Policy: BP 0440 District Technology Plan

Background Information:

This Board Policy was created to be in compliance with current procedures and codes and reflects the criteria of the California Department of Education. The policy outlines the necessary components of a technology plan to include duration, educational and curriculum components, budgeting and planning. The policy was reviewed at the December 10, 2014 Board Meeting.

Recommendation: Recommend Approval

Fiscal Impact: None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

West Contra Costa USD

Board Policy

District Technology Plan

BP 0440

Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board recognizes that technological resources can enhance student achievement by increasing student access to information, developing their technological literacy skills, and providing instruction tailored to student needs. Effective use of technology can also increase the efficiency of the district's noninstructional operations and governance. The Board is committed to the development and maintenance of a districtwide infrastructure and to providing staff professional development that will allow the implementation of existing and new technologies.

Education Code 51871.5 requires districts to develop a three- to five-year education technology plan as a condition of receiving any technology grant administered by the California Department of Education (CDE). As required by Education Code 51871.5, the CDE has developed criteria for reviewing technology plans which are described in Education Technology Planning: A Guide for School Districts.

The Superintendent or designee shall develop a three- to five-year technology plan which:

1. Focuses on the use of technology to improve student achievement and is aligned with the district's vision and goals for student learning
2. Contains clear goals for the use of technology based on an assessment of district needs
3. Addresses the components required for state or federal technology grant programs, administered by the California Department of Education, in which the district participates (Education Code 51871.5, 52295.35; 5 CCR 11974; 20 USC 6764; 47 CFR 54.508)
4. Addresses the use of technology to improve district governance, district and school site administration, support services, and communications
5. Addresses funding and budget to include:
 - a. Costs and the current budget associated with implementing each component of the plan
 - b. Existing and potential funding sources
 - c. Options for reducing costs
 - d. Annual budgets for the term of the plan

- e. Provision of ongoing technical support
- f. The district's policy for replacing obsolete equipment
- g. A process for monitoring progress and updating funding and budget decisions

Technology Subcommittee

The Board has appointed the Technology Subcommittee with the development of the technology plan. The subcommittee will be representative of WCCUSD schools, community and parents. The recommendations of the committee shall be advisory only and shall not be binding on the Board. The plan shall be submitted to the Board for approval.

Legal Reference:

EDUCATION CODE

10550-10555 Telecommunications standards
 11800 K-12 High Speed Network grant program
 51006 Computer education and resources
 51007 Programs to strengthen technological skills
 51865 California distance learning policy
 51870-51874 Educational technology
 52295.10-52295.55 Implementation of federal Enhancing Education Through Technology (EETT) grant program
 60010 Instructional materials, definition
 66940 Distance learning

PENAL CODE

502 Computer crimes, remedies

CODE OF REGULATIONS, TITLE 5

11971-11979.5 Enhancing Education Through Technology grants

UNITED STATES CODE, TITLE 20

6751-6777 Enhancing Education Through Technology Act, No Child Left Behind Act, Title II, Part D

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 47

54.500-54.523 Universal service support for schools, especially:

54.508 Technology plan

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Education Technology Planning: A Guide for School Districts, 2001

WEB SITES

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

California Department of Education, Education Technology Office: <http://www.cde.ca.gov/ls/et>
California Learning Resource Network: <http://www.clrn.org>
California Technology Assistance Project: <http://www.ctap.k12.ca.us>
International Society for Technology in Education: <http://www.iste.org>
Technical Support for Education Technology in Schools: <http://www.techsets.org>

Policy
Adopted

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Richmond, California

West Contra Costa USD

Administrative Regulation

District Technology Plan
AR 0440

Philosophy, Goals, Objectives and Comprehensive Plans

Development of Plan

The district's technology plan shall be developed by the Technology Subcommittee, comprised of 2 Board members. Members of the subcommittee may include, but is not limited to, the Superintendent, district curriculum and technology administrators, site administrators, teachers, library media teachers, classified staff, parents/guardians, students, community members, including members of the business community.

The Superintendent or designee shall present the Technology Subcommittee with its specific duties and responsibilities and a timeline for completing its recommendations and for reporting to the Governing Board.

Plan Components

The district's technology plan shall address, at a minimum, all of the following components:

1. Curriculum
 - a. Teachers' and students' current access to technology tools both during the school day and outside of school hours
 - b. The current use of hardware and software to support teaching and learning
 - c. The district's curricular goals and academic content standards as presented in various district and school site comprehensive planning documents
 - d. A list of clear goals and a specific implementation plan to:
 - (1) Use technology to improve teaching and learning by supporting the district's curricular goals and academic content standards
 - (2) Delineate how and when students will acquire technological and information literacy skills needed to succeed in the classroom and the workplace
 - (3) Ensure appropriate access for all students

- (4) Use technology to make student record keeping and assessment more efficient and supportive of teachers' efforts to meet individual student academic needs
 - (5) Use technology to make teachers and administrators more accessible to parents/guardians
 - e. Benchmarks and a timeline for implementing planned strategies and activities
 - f. The process that will be used to monitor whether the strategies and methodologies using technology are being implemented according to the benchmarks and timeline
2. Professional development
- a. Teachers' and administrators' current technology skills and needs for professional development
 - b. Clear goals and a specific implementation plan for providing professional development opportunities based on the needs assessment and on the curriculum goals, benchmarks, and timeline described in item #1 above
 - c. Benchmarks and a timeline for implementing planned strategies and activities
 - d. The process that will be used to monitor whether the professional development goals are being met and the planned professional development activities are being implemented according to the benchmarks and timeline
3. Infrastructure, hardware, technical support, and software
- a. The technology hardware, electronic learning resources, networking, and telecommunications infrastructure, physical plant modifications, and technical support needed by teachers, students, and administrators to support the activities in items #1 and 2 above
 - b. The existing hardware, Internet access, electronic learning resources, infrastructure, and technical support currently in place in the district which could be used to support the components described in items #1 and 2 above
 - c. Benchmarks and a timeline for obtaining the hardware, infrastructure, electronic learning resources, and technical support required to support the other components of the plan
 - d. The process that will be used to monitor whether the goals and benchmarks are

being reached within the specified time frame

4. Funding and budget

- a. All costs and the current budget associated with implementing each component of the plan
- b. Existing and potential funding sources
- c. Options for reducing costs
- d. Annual budgets for the term of the plan
- e. Provision of ongoing technical support
- f. The district's policy for replacing obsolete equipment
- g. A process for monitoring progress and updating funding and budget decisions

5. Appropriate and ethical use of technology (Education Code 51871.5)

- a. Appropriate and ethical use of information technology in the classroom
- b. Internet safety
- c. The manner in which to avoid committing plagiarism
- d. The concept, purpose, and significance of a copyright so that students are equipped with the skills necessary to distinguish lawful from unlawful online downloading
- e. The implications of illegal peer-to-peer network file sharing

6. Monitoring and evaluation

- a. A process for evaluating the impact of technology on student learning using the goals and benchmarks for each component of the plan
- b. A schedule for evaluating the effect of plan implementation on student achievement
- c. How and when the results of the monitoring process and evaluation will be used

Regulation
Adopted

WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
Richmond, California

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: December 17, 2014

From: Nia Rashidchi
Assistant Superintendent, Educational Services

Agenda Item: CI C.7

Subject: WCCUSD Interim Reclassification Criteria for English Learner Students

Background Information:

Staff presented the WCCUSD Interim Reclassification Criteria for English Learner Students at the December 10, 2014 Board Meeting. The board is now being asked to approve the temporary criteria so qualified students can be reclassified.

Recommendation: For Approval

Fiscal Impact: \$4,000.00 for purchase of additional Scholastic Reading Inventory (SRI) licenses.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District - English Learner Reclassification Summary 2014-15

Required Criteria (California Education Code Section 313[d])	West Contra Costa Unified School District Criteria Grades 1-2	West Contra Costa Unified School District Criteria Grades 3-6	West Contra Costa Unified School District Criteria Grades 7-8	West Contra Costa Unified School District Criteria Grades 9-12
English Language Proficiency Assessment (CELDT)	Early Advanced or Advanced overall score on the CELDT, with no skill area less than Early Advanced in Listening, Speaking, Reading and Writing.	Early Advanced or Advanced overall score on the CELDT, with no skill area less than Intermediate in Listening, Speaking, Reading and Writing.	Early Advanced or Advanced overall score on the CELDT, with no skill area less than Intermediate in Listening, Speaking, Reading and Writing.	Early Advanced or Advanced overall score on the CELDT, with no skill area less than Intermediate in Listening, Speaking, Reading and Writing.
Assessment using a Standardized Test scaled score in English Language Arts	Grade equivalent of 1.0 for grade one and 2.0 for grade two using the Gates-McGinitie Reading Test	CST Score of Basic 325 or above in ELA <i>Proposed Interim Change: STAR Reading Assessment cut score at benchmark (see attached sheet with breakdown by grade level and administration)</i>	CST Score of Basic 325 or above in ELA <i>Proposed Interim Change: STAR Reading Assessment cut score at benchmark (see attached sheet with breakdown by grade level and administration)</i>	CST Score of Basic 325 or above in ELA <i>Proposed Interim Change : CAHSEE ELA score of 350 or Scholastic Reading Inventory(SRI) for lexile level (see attached sheet with breakdown by grade level)</i>
Parental Opinion and Consultation	Parental Opinion and Consultation Letter	Parental Opinion and Consultation Letter	Consultation letter	Consultation letter
Teacher Evaluation	Recommendation with a score of 4 or 5 on the Student Oral Language Observation Matrix (SOLOM)	Recommendation with a score of 20 on the Student Oral Language Observation Matrix (SOLOM)	Recommendation with a score of 20 on the Student Oral Language Observation Matrix (SOLOM)	Recommendation with a score of 20 on the Student Oral Language Observation Matrix (SOLOM)
Writing Sample	N/A	Writing sample - grade level writing with few or no English learner errors.	Overall score of 4 or above on the ELD placement writing test	Overall score of 4 or above on the ELD placement writing test
Grades	N/A	Grade level work in all core subjects: ELD, language arts, math, science, social science.	Grade point average of C- or above in Core subjects	Grade point average of C- or above in Core subjects

WCCUSD Interim Levels for Reclassification of English Learners

2014-2015

Grade	Instrument	WCCUSD Recommended Minimal Performance for Reclassification
3	STAR Reading Assessment	At Benchmark
4	STAR Reading Assessment	At Benchmark
5	STAR Reading Assessment	At Benchmark
6	STAR Reading Assessment	At Benchmark
7	STAR Reading Assessment	At Benchmark
8	STAR Reading Assessment	At Benchmark
9	Scholastic Reading Inventory	Lexile of 930 L
10	Scholastic Reading Inventory Or CAHSEE	Lexile of 980L or 350 on ELA
11	CAHSEE	350 on ELA
12	CAHSEE	350 on ELA

Grades 3-8 performance will be measured with cut scores from STAR Reading, taken 3 times per year.

Grades 9 Lexile scores will be measured using Scholastic Reading Inventory (SRI) assessment.

Grade 10 students without CAHSEE scores may be evaluated for reclassification using the SRI assessment.

Grades 10-12 students will be evaluated for reclassification using CAHSEE ELA assessment results.

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: December 17, 2014

From: Lisa LeBlanc
Associate Superintendent of Operations

Agenda Item: CI C.8

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: \$888,506. Funding sources are Bond Fund and Fund 40.

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Project/Funding	Dates	Firm	Contract Cost	Reference
Bond Program Management Bond Measure Funded (PID:6151221-06)	January 2015 through June 2015	Jeffrey E. Frates	\$98,800	Data System Consultation for Primavera Integration.
Administration Building Restroom Remodel Project Fund 40	December 2014 through March 2015	Architects MA	\$3,500	Design and Construction Administration Services.
Alvarado Adult School New Restrooms Project Fund 40 (PID:40810062-00)	December 2014 through March 2015	Architects MA	\$24,700	Design and Construction Administration Services.
Crespi Middle School Seismic Evaluation Project Bond Measure Funded (PID:20610065-00)	December 2014	Construction Cost Management Services	\$3,000	Additional Cost Estimating Services.
De Anza High School Campus Replacement Project Bond Measure Funded (PID:3521208-01)	December 2014 through March 2015	Mercurial Consulting	\$19,200	Seismic Evaluation Cost Estimating Services.
Downer Elementary School Playfield Project Bond Measure Funded (PID:1161224-01)	December 2014	Bunton Clifford Architects	\$1,127	Additional Engineering Services.
Fairmont Elementary School Campus Replacement Project Bond Measure Funded (PID:1231349-00)	December 2014 through June 2015	Grossmann Design Group	\$35,000 Not-To-Exceed	Exterior Envelope Peer Review Services.
Harding Elementary School Select Roofing & Exterior Repairs Project Bond Measure Funded (PID:1271223-02)	October 2014 through February 2015	W. J. Robinson & Associates	\$21,065	Additional Construction Management Services.

December 17, 2014

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Helms Middle School Seismic Evaluation Project Bond Measure Funded (PID:2101101-04)	December 2014 through January 2015	Silva Cost Consulting	\$2,363	Cost Estimating Services.
Helms Middle School Seismic Evaluation Project Bond Measure Funded (PID:2101101-04)	December 2014 through March 2015	Rutherford & Chekene	\$193,500	Structural Engineering Services for Seismic Mitigation Program.
Highland Elementary School Campus Replacement Project Bond Measure Funded (PID:1221357-04)	December 2014	A3GEO, Inc.	\$23,193	Geotechnical Engineering Services.
Nystrom Elementary School Modernization Project Bond Measure Funded (PID:1441205-02)	August 2014 through December 2015	Consolidated Engineering Laboratories	\$ 20,000	Material Testing and Construction Inspection Services.
Nystrom Elementary School Modernization Project Bond Measure Funded (PID:1441205-02)	August 2014 through December 2015	RGA Environmental	\$152,950	Environmental Engineering Services.
Ohlone Elementary School West Campus Replacement Bond Measure Funded (PID: 1461206-04)	December 2014 through January 2015	Whitlock & Weinberger Transportation, Inc.	\$12,855	Traffic Engineering Analysis.
Richmond High School Seismic Evaluation Project Bond Measure Funded (PID:3641380-00)	December 2014 through March 2015	Rutherford & Chekene	\$202,200	Structural Engineering Services for Seismic Mitigation.

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

ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS

Richmond High School Seismic Evaluation Project Bond Measure Funded (PID:3641380-00)	December 2014 through January 2015	Silva Cost Consulting	\$4,253	Cost Estimating Services.
Richmond Swim Center Project Bond Measure Funded (PID:3601364-01)	November 2014 through April 2015	Signet Testing Labs	\$46,200	Additional Testing & Inspection Services.
Verde Elementary School Restroom Modernization Project Bond Measure Funded (PID:1621223-14)	June 2013 through December 2014	Hamilton + Aitken	\$24,600	Design and Construction Administration Services.

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

ITEM REQUIRING ATTENTION --- BOARD OF EDUCATION

To: Board of Education **Meeting Date:** December 17, 2014
From: Lisa LeBlanc **Agenda Item:** CI C.9
Associate Superintendent of Operations
Subject: Approval of Negotiated Change Orders

Background information:

Staff is seeking approval of Change Orders on the following current District construction projects: Korematsu MS New Building; Gompers CHS & LPS Richmond School; De Anza HS Linked Learning. Change Orders are fully executed by the District upon signature by the Superintendent's designee. Board approval 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 approving 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: \$ 55,942.60

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

December 17, 2014 Change Order Approval 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	Korematsu MS New Building	Arntz Builders, Inc.	\$42,762,406.00	\$380,906.52	\$10,803.57	0.025%	\$423,250.12	0.99%	\$43,185,656.12	35
					\$9,786.96	0.023%				36
					\$14,896.18	0.035%				37
					\$6,410.63	0.015%				38
					\$446.26	0.001%				39
2	Gompers CHS & LPS Richmond School	Lathrop Construction Associates, Inc.	\$53,887,350.00	\$938,949.00	\$25,093.00	0.05%	\$964,042.00	1.79%	\$54,851,392.00	56
3	De Anza HS Linked Learning	BHM Construction, Inc.	\$17,750,953.00	\$20,464.00	-\$11,494.00	-0.06%	\$8,970.00	0.05%	\$17,759,923.00	2

Total Board Action	\$55,942.60
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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: December 17, 2014

From: Bruce Harter
Superintendent

Agenda Item: CI C.10

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 member Liz Block has expressed interest in attending the following:

- Linked Learning Convention, Los Angeles, CA, January 12-14, 2015

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

Recommendation:

Recommend Approval

Fiscal Impact:

Estimated cost \$1,150 from 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 94801-3135
Office of Superintendent of Schools

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

From: Bruce Harter
Superintendent

Agenda Item: CI C.11

Subject: Candidate Nominations for California School Boards Association (CSBA) Delegate Assembly

Background Information: The California School Boards Association is accepting nominations for its Delegate Assembly. Delegates serve a two-year term beginning April 1, 2015 through March 31, 2017 and are required to attend two meetings each year.

Board Members Valerie Cuevas and Madeline Kronenberg have submitted their names for nomination.

Recommendation: Recommend nomination of Board Members Valerie Cuevas and Madeline Kronenberg as candidates for the CSBA Delegate Assembly.

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: December 17, 2014

From: Bruce Harter
Superintendent

Agenda Item: D.1

Subject: Richmond Art Center Presentation

Background Information:

Representatives from the Richmond Art Center will inform the Board about their work with students.

Recommendation:

For Information Only

Fiscal Impact:

None

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

dh

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

ITEM REQUIRING ATTENTION---BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

From: Nicole Joyner
Director, Accountability

Agenda Item: D.2

Subject: Local Control Accountability Plan (LCAP) Goals & Progress Indicators Report #2

Background Information: The Local Control Accountability Plan represents the district's comprehensive plan of goals, actions, services, and expenditures that support schools to ensure students become college and career ready, able to make life choices with productive outcomes.

Staff will provide information to the board four times throughout the year, detailing information on the LCAP progress indicators. This will be the second report.

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

Date: December 17, 2014

From: Sheri Gamba, 
Associate Superintendent Business Services

Agenda Item: F.1

Subject: First Interim Report, 2014-2015

Background Information:

Enclosed is the District's First Interim Report for 2014-2015, which covers the financial and budgetary status of the district for the period ended October 31, 2014.

Education Code Section 4230 requires school districts to prepare interim financial reports each year. The First Interim Report covers the period ending October 31; the Second Interim Report covers the period ending January 31. These financial reports are subject to standards and criteria adopted by the State Board of Education to monitor the fiscal stability of local educational agencies.

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

The summary report is enclosed. The full report is available on the District's website and at the front counter of the District office. Board members receive the full report under separate cover.

Recommendation: Recommend approval of the First Interim Report for 2014-2015

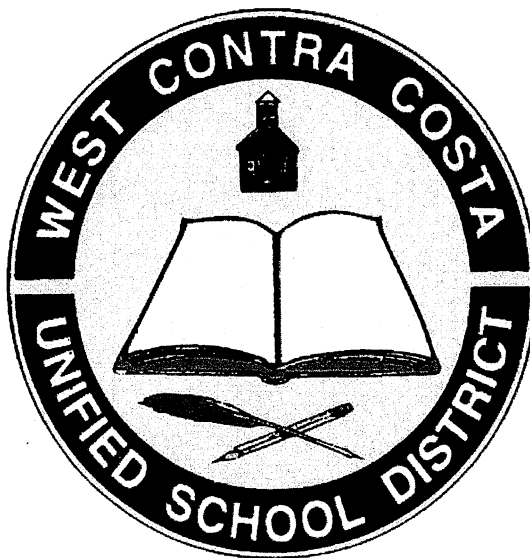
Fiscal Impact: Positive Budget Certification

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved _____ Not Approved _____ Tabled _____

West Contra Costa Unified School District



2014-15 Budget Executive Summary First Interim Report October 31, 2014 Board Meeting December 17, 2014

First Interim Financial Report Overview

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

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

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

With each financial report the District is asked to project the general fund financial status through year-end, June 30, 2015. The Multi-year projection is then required to determine if the District will be financially solvent for two subsequent years, in this case through the 2016-17 fiscal year.

State Budget Impact on District Planning

The 2014-15 budget for the State was adopted on June 20, 2014. This budget marks the first full year in the new Local Control Funding Formula (LCFF) model where Districts have had the opportunity to study, plan and develop a Local Control Accountability Plan (LCAP) for the landmark change to school district funding within the State of California. There has been an enormous amount of work done at the State and Local levels to implement the new funding and accountability model so that it can be functional during the 2014-15 school year and moving forward.

Local Control Funding Formula (LCFF)

The Local Control Funding Formula (LCFF) collapsed the majority of State categorical programs and establishes a targeted base rate funding model with supplemental and concentration grant add-ons. The term targeted is used because the State does not expect to fully fund the LCFF until 2020-21. The targeted base rate funding model eliminates the old Revenue Limit funding model and creates new funding amounts based upon grade span. In addition to base funding, school districts are eligible for supplemental funding for specific student groups. Supplemental funding is provided to districts based on the percentage of English Learners (EL), Foster Youth and Low Income (LI) categories as compared to total enrollment. Concentration funding is provided for the English Learners (EL), Foster Youth and Low Income (LI) students that exceed 55% or more of the student population. This grouping of students is known as the "unduplicated count" because some students may qualify under multiple categories, but are counted only once for the purpose of the added funding.

Many of the programs collapsed and rolled into the new LCFF funding model were unrestricted under the Tier III program and had been utilized as unrestricted revenue for general operations prior to the adoption of the LCFF. There are also programs rolled into the LCFF that had driven expenses, such as the Economic Impact Aid (EIA) program, Transportation Program and Adult Education. All expenses that were part of programs for which revenues were eliminated in the restructuring are now supported through LCFF funding.

The LCFF is now the major funding source for the unrestricted general fund. The formulas that build the LCFF revenue are broken into these categories:

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

The Base Grant factors are provided by and differentiated by grade level. The add on for K-3 Class Size Reduction then ties directly to the K-3 grade levels, while the CTE ties to grades 9-12. *The priority for expending LCFF funding is established through the District's locally adopted LCAP.* The Supplemental and Concentration grants are funded as a percentage add on to the Base Grant, using district demographics of the "unduplicated student count".

The LCFF requires a planning process through the LCAP, which is a budget and accountability plan reporting model determined by the State Board of Education and fulfilled locally through the District Local Control Accountability Committee. The LCAP is a separate document which describes how the District intends to meet annual goals for all students and address state and local priorities.

General Fund Unrestricted

Local Control Funding Formula Revenue

The primary source of revenue for the District is LCFF. Each year the State will supply a formula for schools to estimate funding. The formula starts by establishing a target rate of funding, then the Governor's budget provides for and subsequently the legislature adopts a funding gap percentage. This is the amount that districts will receive toward closing the gap toward the targeted rate for that particular year.

There have been a number of changes since the District's budget adoption in June of 2014. The funding gap percentage for 2014-15 has changed as has the multi-year funding gap estimates, which have been updated by the Department of Finance. Staff has studied the effect of the multi-year funding gap changes and how they impact both base and supplemental/concentration grants in the coming years. Based upon that analysis a revision was made to the initial supplemental/concentration grant calculation. The LCFF calculator includes a component which looks back to the 2012-13 school year. Each district must put the amount of the Economic Impact Aid (EIA) program in this field or optionally increase the dollar amount based upon an internal district calculation, so long as it is at least the amount of EIA. On the District's first LCFF calculation, which was the basis for the first adopted LCAP, it appeared to be

advantageous for the District to work on a district level calculation of the 2012-13 base. With the changes in enrollment projections and the change in gap funding percentage, using the district generated calculation instead of the EIA calculation would result in a greater deficit for the base grant. Therefore, the LCFF calculations are now predicated on the EIA standard. This does not change the LCAP planned activities and measures for 2014-15, but does impact the prospective plans for 2015-16 and 2016-17 and may impact the 2014-15 budget component. The budget component generated to support the LCAP for 2014-15 will also be impacted due to actual enrollment coming in 429 students lower than the adopted budget projection, resulting in a lower average daily attendance (ADA) estimate of 408 ADA.

For the purpose of budget development it was estimated that the District would receive a total of \$217,641,738 in LCFF during the 2014-15 school year. The funding consists of Base in the amount of \$194,244,224 and Supplemental and Concentration funding in the amount of \$23,397,514.

The assumptions used for the original budget projection included:

- Average daily attendance: 28,183
- District unduplicated student count 74.67%
- State Target Gap Closure 28.05%
- State targeted revenue for the District was \$279,011,625

For the First Interim Report Projection it is estimated that the District will receive a total of \$216,233,399 in LCFF during the 2014-15 school year. The funding consists of Base Funding in the amount of \$196,601,699 and Supplemental and Concentration funding in the amount of \$19,631,700. The net reduction of funding is \$1.4 million.

As of the First Interim Report the projections are as follows:

- Average daily attendance: 27,775
- District unduplicated student count 74.69%
- State Target Gap Closure 29.56%.
- State targeted revenue for the District is \$275,090,873, so the District will receive approximately 78% of targeted funding in 2014-15.

Other State and Local Revenue

Other State Revenue includes State Lottery and Mandated Cost reimbursement. The estimated funding for Lottery is \$128 per pupil. The District participates in the Mandated Block Grant program and the estimated revenue for 2014-15 is \$1 million. A one-time payment has been received from the State for funding owed on prior Mandated Cost Claims in the amount of \$1,884,888, which has been included in the First Interim Report. Local Revenue consists of interest earnings and other miscellaneous revenues.

Education Protection Account

Proposition 30 contained language establishing an Education Protection Account (EPA). This funding model is designed to provide relief to the cash deferrals which had been occurring during previous budget cycles. No new money is provided to school districts under the EPA. The EPA deposits count against the district's regular LCFF/student attendance funding. However, the legislation requires that each district establish a special fund to account for these deposits and restricts the use of the funding to school service expenditures only, no administrator salaries and benefits may be charged to the new fund. The EPA also requires that each district provide an accounting of these funds on their website and that it be a topic of discussion at a regular board meeting. The District anticipates receiving \$32.7 million earmarked for the EPA fund reporting. Staff has examined the rules provided by the California Department of Education and has determined that secondary school staffing instructional expenses shall be placed in the EPA fund for 2014-15 and ongoing in the two subsequent years. The Board adopted the EPA funding resolution #80-1314 on May 28, 2014.

Parcel Tax – Local Support for Students

The parcel tax program includes support for a wide variety of services to students of the District. The parcel tax funding, renewed in November of 2012, is accounted for in a locally restricted account and is subject to review by the Community Budget Advisory Committee. The parcel tax was passed with an overwhelming majority of 75%, illustrating the level of commitment for educational programs shared by this community. The parcel tax expires in 2018-19. The District expects to collect \$9.8 million in 2014-15.

Maintenance and Recreation Assessment District – MRAD

In an effort to raise and sustain funding for the school district in 1994 the District formed a Maintenance and Recreation District. In 1996 the formation of MRAD was followed by a vote of the people to continue these levies. This allows the District to levy taxes to support the maintenance and operations of fields and outdoor areas for the purpose of public use. MRAD revenue is budgeted for 2014-15 in the amount of \$5.5 million which pays for evening/after school custodial services, gardeners and outdoor capital projects.

General Fund Restricted

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

Federal Title I and Title II funding was reduced this year by 1%.

Restricted revenue funding is recognized in two different ways. For funding subject to deferred revenue, the revenue is only recognized once it is spent. This means that any funds received and not spent, with carryover provisions, are deferred into the next fiscal year. For funding subject to ending fund balance, the revenue is recognized in the year

received and any funds remaining at the end of the year are recorded as a restricted ending fund balance. Fund balances and grant carryover have been included in the First Interim report.

New funding letters are received continually throughout the year adjusting and awarding various grants. Budgets and positions are added and reduced based upon the funding received in any given year.

Multi-Year Projection

The multi-year projection for the District's First Interim Report utilizes standard assumptions for expenses and revenues. For instance, expenditure projections include estimated step and column increases as well as staffing changes based upon enrollment or expiration of one time funding. Revenue assumptions are based upon Department of Finance figures, the LCFF Calculator and enrollment trends and changes.

The following are the assumptions used for the development of the multi-year projections for the First Interim Report.

2015-16 Assumptions

- Funded ADA: 26,770
- LCFF Gap Funding Rate: 20.68% (33.95% at adoption)
- Estimated Entitlement per ADA \$8,303 (\$213 less than at adoption)
- District Unduplicated Count: 74.69%
- Step and Column: 1.0%
- CalPERS Rate: 12.6%
- Cal STRS Rate: 10.73%
- Retiree Health Benefits: 5%
- LCAP Plan increase: \$3.1 million
- Maintenance Program: \$4.8 million
- Reserve for economic uncertainty 3%

2016-17 Assumptions

- Funded ADA: 26,306
- LCFF Gap Funding Rate: 25.48% (21.67% at adoption)
- Estimated Entitlement per ADA \$8,836 (\$50 less than at adoption)
- District Unduplicated Count: 74.63%
- Step and Column: 1.0%
- CalPERS Rate: 15%
- Cal STRS Rate: 12.58%
- Retiree Health Benefits: 5%
- LCAP Plan increase \$6.7 million
- Maintenance Program: \$207,000
- Reserve for economic uncertainty 3%

Since the budget adoption the Department of Finance has changed the LCFF Gap funding rate projections for 2015-16 and 2016-17. The rate changes coupled with an

estimated decline in enrollment due to charter schools and a revised enrollment study change received from the District demographer results in a reduction of anticipated revenue projections of \$20.7million in 2015-16 and \$24.4million in 2016-17 over what had been anticipated at budget adoption. Reduced funding will necessitate a re-prioritization of planned increases in 2015-16 and 2016-17. The following chart shows the changes in funding assumptions:

Enrollment	2015-16	2016-17
Enrollment Est. June 2014	29,920	30,300
Demographic Estimates	(474)	(764)
Charter Schools	(1,377)	(1,967)
New Enrollment Estimate	28,069	27,569

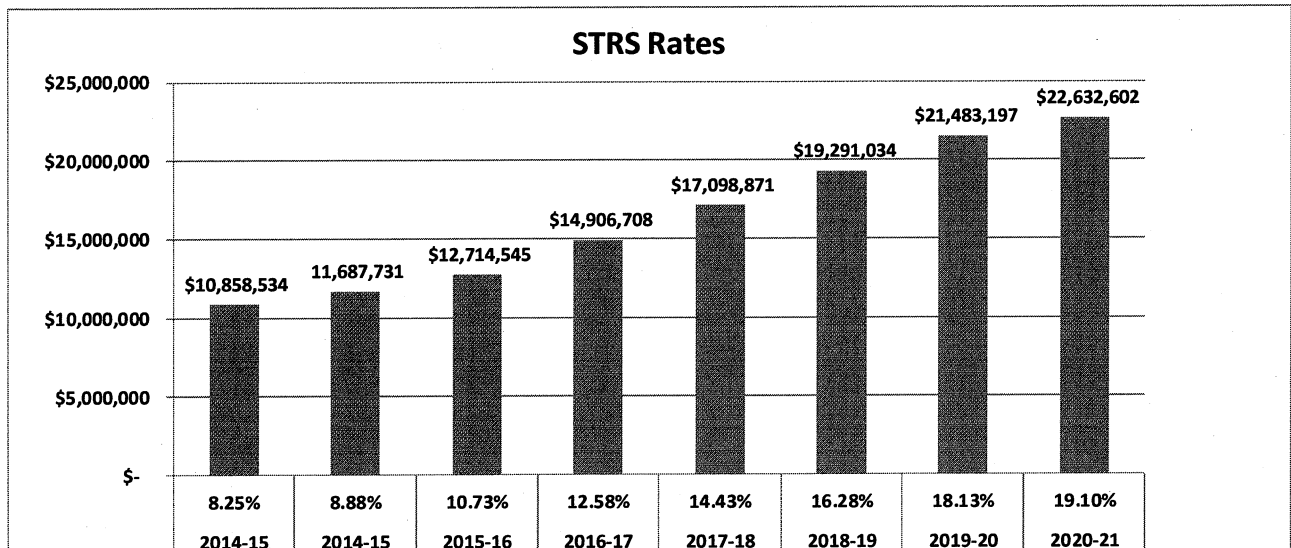
Unduplicated Count	2015-16	2016-17
Est. June 2014	22,069	22,069
First Interim	20,966	20,593
Difference	(1,103)	(1,476)

Funding Adjustment Base	2015-16	2016-17
Est. June 2014	\$208,605,493	\$217,663,105
First Interim	\$195,751,681	\$199,185,512
Difference	(\$12,853,812)	(\$18,477,593)

Funding Adjustment Supplemental/Concentration	2015-16	2016-17
Est. June 2014	\$34,407,385	\$39,248,761
First Interim	\$26,511,326	\$33,260,477
Difference	(\$7,896,059)	(\$5,988,284)

Retirement System Increases

There are two retirement systems that cover employees working in school districts. STRS is the State Teachers Retirement System and CalPERS is the California Public Employee Retirement System. STRS covers teachers and staff members who started their careers as teachers, CalPERS covers classified employees such as clerical, maintenance and paraprofessionals. STRS rates are set in place by the legislature and the rates have not changed in many years. STRS has known for many years that it is operating with a large unfunded liability, currently \$74 Billion, and the legislature has not responded with rate increases to close the gap. In the January Governor's Budget the STRS funding issue was raised and a proposal to fund the liability over 30 years with a combination of funding from schools, employees and the State was included. The original District budget included the May estimate of STRS rate increase proposals, but subsequently the State adopted a slightly different plan. The State adopted rates for 2015-16 and 2016-17 are included in the multi-year projection. The following graph illustrates the 7 year expense trajectory for West Contra Costa's STRS contributions based upon the State adopted STRS rates.



Deficit Spending

It is important to plan toward eliminating deficit spending if deficits are anticipated in the coming years. Deficit spending can be tracked by monitoring the ending fund balance each year. Strictly speaking it is the comparison of current year revenues to current year expenses. It is reflected in the State reports and is described as the net decrease in fund balance.

During the 2009 and 2010 fiscal years the unrestricted ending fund balance declined. While this is not a desirable trend, the fund balance had been carefully monitored to make sure the appropriate funds are in place for a 3% reserve. The following table illustrates the unrestricted ending fund balance for each year end closing plus the projections for fund balance which are included in the multi-year projection.

June 2009	June 2010	June 2011	June 2012	June 2013
\$20,049,661	\$15,439,421	\$18,438,898	\$23,376,077	\$23,376,077
Net Increase (Decrease):	(\$4,610,240)	\$2,999,477	\$4,937,179	\$0
Multi-Year Projection	June 2014	June 2015	June 2016	June 2017
		projected	projected	projected
Fund Balance	\$21,992,229	\$14,159,411	\$9,621,326	\$9,809,298
Net Increase (Decrease):	(\$1,383,849)	(\$7,832,818)	(\$4,538,085)	\$187,971

According to current projections the fund balance will decline by an estimated \$12.3 million over the next two years. In addition the General fund will require the use of \$9.5 million from the Special Reserve Fund. In 2015-16 the Multi-Year Projection includes the use of Special Reserve funds in the amount of \$4.2 to help close the deficit. In 2016-17 the Multi-Year Projection includes the use of Special Reserve funds in the amount of \$5.2 million, leaving a balance of \$2.1 million in Special Reserve as of June 2017. The operational deficit in 2016-17 is estimated to be \$5 million.

Why is the District projecting deficit spending?

The Board has made commitments to provide the maximum educational and safety support to the students of our District and the District is honoring commitments to employees. These commitments include:

- Implementing K-3 CSR at 24:1 earlier than required
- Creating and funding a robust LCAP based upon the District Strategic Plan
 - The projection includes adding program expenses for Supplemental/Concentration
 - 2015-16 added \$3.1 million – according to First Interim MYP
 - 2016-17 added \$6.7 million – according to First Interim MYP
- Increased funding for School Resource Officers over prior years
- Provide Educational Services for Adult Learners
 - The projection includes funding a contribution from the General Fund in the amount of \$1.1 million in 2015-16 – a reduction of \$300,000
 - The projection assumes the State will provide funding in 2016-17 and does not include a contribution to Adult Education
- Improve working conditions for employees by increasing district benefit contributions and providing a modest 3% raise for employees in 2014-15
- Maintains the summer school credit recovery program

Costs are increasing and are impacted in projections, including:

- Increased cost of retirement contributions – STRS and PERS for employees
- Cost of Step increases based upon salary schedule movement
- Increased cost of benefits for retirees

Enrollment projections have been impacted with revised demographic information and anticipated impact of recent charter school approvals.

Special Reserve Fund

The Special Reserve fund has been used to house the reserves set aside by the Board for the “Mid-Year Triggers” threatened by the State during the recession. By the end of 2012 the Board had set aside \$13.5 million in Special Reserve. During the 2012-13 school year the District transferred \$1.8 million to support general fund activities. The Special Reserve Fund remains intact with no transfer to the General Fund in 2014-15. The Board has directed that a 3% reserve be maintained in the Special Reserve fund in addition to the 3% reserve required for economic uncertainty in the general fund, for a total reserve of 6%, which is in place for 2014-15.

	Budget Projection
First Interim : Special Reserve Fund – 17	
Balance June 30, 2014	\$ 11,705,168
2015-16 Use of Special Reserve to Offset Deficit in General Fund	\$ (4,292,207)
2016-17 Use of Special Reserve to Offset Deficit in General Fund	\$ (5,238,619)
Unassigned Special Reserve Fund Balance Projection June 2017	\$ 2,174,342

K-3 Class Size Reduction

New program rules for K-3 Class Size Reduction are implemented through LCFF and require that each district make progress toward the 24:1 class size average, in grades K-3 by school site. The State allows Districts to locally bargain exceptions to the State regulations in order to avoid egregious penalties contained in the LCFF. The District and United Teachers of Richmond have made such an agreement. During the Board's budget adoption for 2013-14 there was direction to work on eliminating combination classes as a part of the K-3 program, this work continued in 2014-15. Eliminating combinations typically will result in smaller class sizes. The Board has determined that the District will implement the 24:1 average class size effective 2014-15, 30 teaching positions were added to the budget for this purpose at an estimated cost of \$2.6 million.

Transitional Kindergarten

Transitional Kindergarten will be in its fourth year of implementation in 2014-15. The program is offered at 17 schools within the District for 2014-15, an expansion of 4 over the prior year. The cost of the program expansion is estimated at \$512,000 funded through the base grant.

Common Core Block Grant and Prop 39 Energy Grant

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

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

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

Funding has been received for CCSS in the amount of \$5.8 million in 2013-14. As of June 30, 2014 there was a balance of \$4.6 million. The funding must be used over a

two-year period. The Board has adopted a plan for the use of the funding and a Memorandum of Understanding is in place, with the United Teachers of Richmond outlining the various activities that teachers will be engaged as they transition into the Common Core State Standards.

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

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

School Resource Officers

The table below represents the contracts and costs associated with the school resource officer program. This chart of services and expenses were reviewed and approved by the Board with the adoption of the budget. It should be noted that in all cases the police agency offer special programs to school sites as well as special services at school events such as athletics, dances and special assemblies as a part of their contracts.

City	Total # of Officers	Contract Amount	Coverage
Hercules	2	\$320,000	Hercules Family Schools
San Pablo	1	\$136,000	San Pablo Family Schools
CC Sheriff	1	\$257,500	North Campus, Crespi
El Cerrito	3	\$520,000	El Cerrito Family Schools
Richmond	8	\$1,326,000	Richmond, Kennedy and DeAnza Family Schools
Pinole	3	\$480,000	Pinole Family
Kensington	1	\$25,000	Kensington Community
Total	19	\$3,064,500	

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

The Board has taken action, with the cooperation of employee groups, to substantially reduce the District's long term liability for post-employment health care. In the actuarial study completed in 2008 it was determined that the Governmental Accounting Standards Board or "GASB 45" liability was \$495 million. Had the

program not been amended the GASB 45 liability would have grown to \$550 million. With the implementation of new retiree benefit provisions the 2012 actuarial study indicates the GASB 45 liability is now \$369 million, resulting in long term savings to the District of \$181 million. A new actuarial study will be done this summer to update the District's GASB 45 liability.

While this change has stabilized the program and protected the District from increases in costs for future retirees it has not changed the fact that the District has a pay-as-you go program where costs are escalating for those who retired prior to July of 2010. The ten year annual average cost increase, which includes employees adding and dropping benefits as well as health care premium rate increases, is 7%. Over the past three years rates have increased, but costs have remained fairly stable, running between \$18-\$19 million per year, due to the fluctuation in participants as well as their individual choices of program and Medicare eligibility. It is anticipated that the retiree benefit cost will be \$18.4 million for the 2014-15 fiscal year.

Health Care Reform

Federal Health Care Reform or the Affordable Care Act (ACA) will have enactment provisions during the 2014-15 school year. Beginning in January of 2015 the District must comply with new regulations regarding the availability and affordability of health care programs for all employees. This provision includes variable employees, such as temporary and substitute, who work more than 30 hours per week. The Affordable Care Act requires employers to ascertain the eligibility of employees through a "measurement period" defined in federal law. There are multiple measures depending upon hire dates and the stability of hours worked for employees. The District's study is now complete and the Human Resources Department is working toward notifying all employees who are qualified to participate in benefits. The District is not offering to pay benefit costs for qualified workers, however, if the employee is qualified and utilizes the subsidy program offered through the State's exchange there could be a cost to the District. Currently it is estimated that the cost could be as much as \$300,000 per year. Once employees begin accessing the program a better estimate can be made. At this time, the Health Care Reform estimate is not included in the financial projection.

Long Term Debt

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

Long Term Debt Table	Principal June 2014	14-15 Payment	Pay off year
COPS	\$7,390,000	\$930,352	2024
State Emergency Loan	-0-	-0-	2012 (was 2018) *
IBM	-0-	-0-	2012 (was 2015) **
Total	\$7,390,000	\$930,352	
* Paid off using site sale debt service fund deposits			

Local Control Accountability Plan Activities

The District has begun the implementation of new programs augmenting existing programs utilizing the Local Control Funding Formula, including the Supplemental and Concentration Grant dollars. These efforts are described in the Local Control Accountability Plan which has been adopted by the Board and approved by the County Office of Education. The Local Control Accountability Plan is funded in the general fund budget. The activities are directly linked to the District's Strategic Plan as well as to the eight State priorities. The activity/program descriptions are organized by the six key strategies of the District's Strategic Plan.

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

Programs for all students include a cross section of efforts such as expanding the Dual Immersion program to the North side of the District, expanding and improving College and Career Readiness programs and refreshing library collections District wide. This category includes College Going Culture programs such as the Ivy League Connection, Mock Trial and Holy Names Summer College. There are plans to expand the STEM (Science Technology Engineering Math) program by utilizing bond funds to create a Fab Lab at Kennedy High School.

Programs identified to assist with accelerating learning for low income and English language learner students include: Extended Day Kindergarten, Whole School Intervention, Full Service learning center, adding college counseling and social work services and added staffing at high schools for course access.

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

This category of activities includes the training and implementation of the Common Core State Standards, English Language Learner Standard and Next Generation Science Standards in all schools. Professional development programs are emphasized along with a focus to recruit hard to find teachers in areas such as math and science.

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

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

Invest in the Whole Child: Allocate Services to English Language Learners and low income students; improve student engagement and outcomes.

The District began implementation of the new English Language Learner Master Plan in the fall of 2014. Counseling and psychological services have been provided to the Whole School Intervention School, Stege Elementary. Technology coaches were added to targeted schools. Playworks, a program that provides pro-social recreation and conflict resolution activities have been instituted at all elementary schools with 70% or greater ELL/LI students and training and support will be provided to schools under the 70% threshold. Programs such as Restorative Justice, Mindful Life, Toolbox and BEST, have been supported and expanded. Full Service Community Schools Program will be ongoing in 2014-15. These programs provide our students with social emotional support in schools with behavioral management strategies, health outreach and more. There will be an expansion of the arts in schools, including more elementary music teachers, music equipment purchases, extracurricular activity support at high schools, PE equipment purchases and a District level coordination for the visual and performing arts program.

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

The Local Control Accountability Plan is the cornerstone of this effort. A two way communication plan including social media is being implemented. Elementary school clerical has been increased in order to help meet the demands of data gathering. A key addition is in the communications and accountability areas, where staff members are coordinating the collection, communication and reporting of data especially that which is needed for the LCAP.

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

Professional development has been offered through the District's Best Practice Conference, Summer of Innovation Contest and Instructional Piloting. A new student assessment management system has been purchased and implementation has begun. The Technology Master Plan has been implemented. Schools have improved technology capacity through upgraded connectivity, wireless and purchase of computing devices.

Since the adoption of the LCAP the financial picture for the District has changed. In addition, certain programs and activities have come to light that should be considered in the planning process for the District's 2015-16 LCAP.

The concept of how Special Education fits into the LCFF and Supplemental Concentration funding was not fully understood and was not considered during the first LCAP development process. Special Education students constitute approximately 12.5% of the unduplicated count student population. Special Education provides targeted services to students based upon their Individual Education Plans. The cost of providing targeted services is a significant portion of the general fund budget. Special Education should be able to use 12.5% of the Supplemental Concentration funding toward paying for targeted services. The LCAP for 2014-15 did not include that

provision, but the 2015-16 LCAP should. The estimated share of Supplemental Concentration funding for Special Ed would be \$3.3 million.

De Anza High School and Helms Middle School both have School Improvement Grants (SIG) which expires in June of 2015. Each of these schools wrote grants that describe the specific help that each school would be provided with the use of these funds. During the 2014-15 school year the SIG program provided additional support.

As a result De Anza High School had an extended work year and school year. The instructional team engaged in professional development for 5 days prior to the regular school calendar. The students attended an additional 5 days and also have a 7 period day with 8510 more instructional minutes per year. The additional time is paid to employees in the form a special salary schedule that is equivalent to 120% of the standard teacher salary schedule. There is also additional staff provided in the library, counseling office, instructional coaching, campus security and school community outreach. The funding for SIG at De Anza during 2014-15 is \$2 million (including carryover).

Helms Middle School's SIG was written to include an 8 (previously 7) period day, 5 additional days of instruction, and 3 additional days of staff development. The funding for SIG at Helms during 2014-15 school years is \$1.8 million. Helms is also a QEIA School (Quality Education Investment Act), receiving grant funding. The QEIA funding pays for 10 additional teachers, a Program Assistant and extra supplies. QEIA funding at Helms during 2014-15 is \$1.1 million (including carryover)

Harding and Peres Elementary Schools also have QEIA funding which help pay for additional class size reduction in grades TK-6. Peres funding during 2014-15 is \$716,314 (including carryover), Harding is \$246,551 (including carryover).

The Graduate Tutor program was funded for one year only through the 2014-15 LCAP. If that program is not prioritized for LCAP funding in 2015-16 then the District must eliminate the program and staffing. The cost of the Graduate Tutor program is \$1.3 million.

There were areas of expansion identified in the LCAP for 2015-16 and 2016-17. The change in revenue projections and LCFF funding mean that the budget for Supplemental/Concentration is significantly less. A prioritization of programs will be required to determine what programs that were part of the 2014-15 will continue at the currently funded levels and what expansions or new programs will be part of the 2015-16 LCAP. The District will not be able to afford the expansion as originally projected and will have to plan the Supplemental Concentration program expenses within a \$26.5 million budget in 2015-16.

Support Systems and Operational Driven Costs

District plans to fund the support, operational and equipment replacement needs of the District's schools out of the general fund have been placed on the "back burner" during the 2009 to 2013 tough economic times.

The State Flexibility legislation in place during the recession included a suspension of the textbook adoption cycle. That flexibility is set to expire and a new textbook adoption cycle will begin. This will require that a portion of LCFF funding be set aside to meet the adoption costs. The State is no longer funding instructional materials separately; it is included in the LCFF funding. The District is budgeting \$3 million for textbook purchases each year, however an annual funding amount needs to be determined for the purposes of new adoptions and built into the future budgets.

As the District opens and operates newly constructed campuses the Board should consider the level of staffing provided to keep these campuses in top operating condition. Past studies indicate the District is understaffed for the square footage we are operating in terms of the maintenance and custodial staff. As we add more sophisticated building components, such as technology infrastructure, climate control and sophisticated security systems it is important to consider the number and types of staff provided to keep these investments in good working order for our students. It will also be important to develop a plan of replacement for the technology equipment that is funded through the Bond Capital program. It would be worthwhile for the Board to consider a support staff study to quantify the types and levels of staffing that are desirable for newly constructed schools.

The Federal Erate program is undergoing a major change. In the past, Erate had a large component which helped districts with operational costs. The Erate program is now shifting funding away from operations and more into infrastructure. The District has relied upon the funding for Erate to offset the cost of cell phones and connectivity services. According to information recently received the District will have to study current connectivity and cell phone costs and determine the additional general fund budget adjustment that will be necessary to continue coverage or find other service alternatives.

Deferred Maintenance

The Deferred Maintenance program funding was incorporated into the State Tier III Flexibility program sweep during the past years. The program, as a separate funding model no longer exists under the LCFF. However, the obligation to keep schools in good repair is clearly stated as one of the eight state priorities. Capital projects related to bond eligible schools have been accomplished over the past few years through the bond construction program. However, it is incumbent upon the District to identify a funding source and plan for projects and long term maintenance in order to insure that district schools are kept in good repair. The fund balance as of June 30, 2014 was \$3,002,466. These dollars are to provide funding for projects identified by the Operations Division. Beginning in 2015-16 the Deferred Maintenance Fund will no longer be an approved fund according the State Accounting Manual. Additionally, in 2015-16 the Tier III Flexibility provision which allows reduced funding for the Routine Repair and Restricted Maintenance (RRRM) will expire. This will require an increased transfer to RRRM estimated to be \$4.8 million. A portion of the increase will be utilized to fund the District's Deferred Maintenance Program.

Adult Education

The Adult Education program funding is another example of a large program that is no longer funded by the State. It is a program that school districts were not required to operate during the fiscal crisis. While many districts eliminated this program the Board maintained a program, albeit with a lower funding level. For the 2013-14 and 2014-15 school years, all districts that operated a program during 2012-13 is expected to continue to operate a program at the 2012-13 expenditure level. The State is asking Community College Districts and K-12 School Districts to form consortia and examine how to offer regional programs for adults. In the Governors May Revision Budget it was noted that a funding model would be available by 2015-16. The First Interim Report anticipates a contribution of \$1.1 million to Adult Education in 2015-16 with the State funding model anticipated to be fully in place by 2016-17 (no general fund contribution) Our school district is participating with the Contra Costa Community College District.

Capital Facility Funds

Capital Facility Funds consists of the Building Fund (21), Capital Facilities Fund (25), County School Facilities Fund (35), Special Reserve for Capital Outlay (40). The Building Fund is where the bond funds and projects are accounted for, the Capital Facilities Fund contains developer fees, the County School Facilities Fund consists of funding received through the State School Building Program and the Special Reserve for Capital Outlay housed the former RDA funds. The budgets for these funds total \$179 million with \$176 million from the Bond Fund. The Board has confirmed the sale of \$135 million in bonds in February of 2015.

Other Funds

In addition to the General, Capital Outlay and Adult Funds the District operates six additional funds. These include the Child Development Fund (Pre-School), the Cafeteria Fund, Bond Interest and Redemption Fund (County level bond debt payments), Debt Service Fund (COP), Self-Insurance Fund (Property, Liability, Dental and Vision), and Retiree Benefit Fund. These funds all have positive fund balances in the 2014-15 budget.

Next Steps

What can we do about the deficit?

- Diligently work on the enrollment projection information to get specific information from each Charter School so that we have the best data possible to estimate our budget.
- Meet with the demographer and have a new report available in early 2015 in case there are any changes to consider for budget development.
- Review the LCAP plan to prioritize programs
- Consider Special Education Students as a part of the LCAP plan
- Do not increase the planned expenditures in the LCAP if it causes a deficit for the District

The Second Interim Report period ends in January and budget development for 2015-16 is already underway. The Board will need to hold study sessions early in 2015 in order to provide guidance on the 2015-16 budget.

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: December 17, 2014

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

Agenda Item: F.2

Subject: Benefits Package for all employees for the period January 1, 2015 through December 31, 2015 /
AB 1200 Public Disclosure

Background Information:

Each of the bargaining units signed a benefit agreement to begin January 1, 2015 based on an 80% District contribution and 20% employee contribution based on Bay Area Kaiser Rates. The new benefit rates were published in August 2014 demonstrating a lowering of Bay Area Kaiser rates and a rise in all other insurance rates offered to employees. Our employee bargaining units approached the district and requested consideration of using the 2014 district contribution rates of \$595.00 for single party, \$1190.00 for two party, and \$1545.00 for three or more members. This request was made to lessen the impact of the effects of the lowering of the Kaiser rates and rise of all other rates.

The District worked with the bargaining units and each unit came to a memorandum of understanding with the district to keep the above mentioned district contribution rates in place. The agreements reached with each unit are attached to this précis. As per Board Policy 4154 the same rates will also be in effect for all management and confidential employees, with these groups adhering to the agreements reached by the bargaining units.

Recommendation: Approval

Fiscal Impact: Benefits Budget included in First Interim

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____

Memorandum of Understanding
West Contra Costa Administrators Association (WCCAA)
&
West Contra Costa Unified School District

ARTICLE 12
BENEFITS

12.1 Medical Benefits

Article 12 – Benefits

Effective January 1, ~~2014~~2015, the District's maximum contribution to medical benefits shall be as follows:

- 1) For unit members choosing Employee Only coverage, the amount of \$595.00 per month;
- 2) For unit members choosing Employee Plus One coverage, the amount of \$1,190.00 per month;
- 3) For unit members choosing Family coverage, the amount of \$1,545.00 per month.

If any other labor organization gets the 80/20 split for two years that will be offered to WCCAA as well.

Cash in Lieu

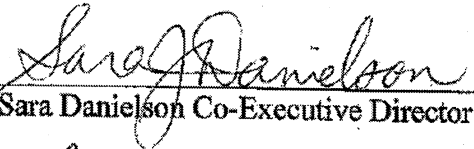
Effective January 1, 2014 and for each year thereafter, increase the cash-in-lieu amount to \$400.00 per month.

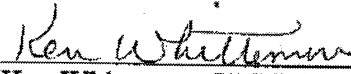
ARTICLE 18
RECLASSIFICATION

- 18.1 Any member of the unit may request a job audit when the member believes that, as a result of a gradual increase in the scope of or range of duties, the position may warrant a reclassification.

- 18.2 The request for an audit must be submitted in writing, through WCCAA with copies to the member's supervisor, manager, or department head and to Human Resources.
- 18.3 Such requests shall be made on a mutually approved form and submitted to Human Resources between the dates of November 15 and January 31.
- 18.4 Prior to March 15, Human resources shall notify WCCAA of reclassification findings.
- 18.5 Human resources shall respond in writing to all reclassification requests prior to March 31 of the current school year and shall notify the employee and WCCAA in writing of the recommendations as a result of the job audit.
- 18.6 Prior to May 1, if the employee involved in the reclassification disagrees with the results, he or she may meet with Human Resources and WCCAA to review the findings.
- 18.7 Any recommendation for job description modifications or salary range placement shall be subject to negotiations with WCCAA. Any approved reclassification request will be implemented no later than July 1 of each year.
- 18.8 This article shall be suspended until June 30, 2015 at which time it will go back into effect on July 1, 2015.**

Agreed to on this day October 23, 2014


Sara Danielson Co-Executive Director WCCAA


Ken Whittemore WCCUSD


Sharon Lambie Co-executive Director WCCAA

Agreement Between
School Supervisors Association (SSA)
And
West Contra Costa Unified School District (WCCUSD)

The parties agree to the following:

The employer contribution for Medical Benefits shall remain at the 2014 rates of:

- a. For unit members choosing Employee Only coverage, the amount of \$595.00 per month;
- b. For unit members choosing Employee Plus One coverage, the amount of \$1190.00 per month;
- c. For unit members choosing Family coverage, the amount of \$1545.00 per month.

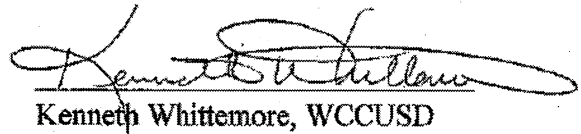
Article 3107, Reclassification is suspended for the 2014-15 school year. Article 3107, Reclassification will be reinstituted effective July 1, 2015.

It is understood by both parties the above agreed upon language shall be superseded by any future negotiations which may affect these articles.

This agreement sunsets on December 31, 2015

Agreement entered into on October 25, 2014

 10/23/14
Jonathan Wright, Lead Representative SSA


Kenneth Whittemore, WCCUSD

Agreement Between Public Employees,
Local One And
West Contra Costa Unified School District (WCCUSD)

The West Contra Costa Unified School District and the Local One share an interest in reviewing the health care coverage costs for employees. The agreement in the current bargaining unit agreement bases the District contribution at 80% of the cost with the employee's share being 20% based on Bay Area Kaiser Permanente published rates. In a unique occurrence, the Bay Area Kaiser rates went down causing a negative impact on employees who elect to not use Kaiser as their provider.

In an effort to address this issue the following proposal has been agreed to:

**ARTICLE 15
BENEFITS**

Section 1. Medical Coverage. The District shall provide all eligible employees, their spouses, dependents, and domestic partners an opportunity to enroll in medical benefits as currently offered by CalPERS. Effective January 1, 2015, the District's maximum contribution to medical benefits shall be as follows:

(a.) Medical Benefits

- a. For unit members choosing Employee Only coverage, the amount of \$595.00 per month;
- b. For unit members choosing Employee Plus One coverage, the amount of \$1,190.00 per month;
- c. For unit members choosing Family coverage, the amount of \$1,545.00 per month

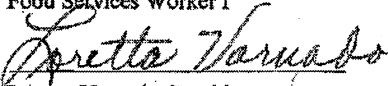
Effective January 1, 2016, the district shall calculate the District contribution on an eighty percent (80%) district contribution and a twenty percent (20%) employee contribution based on the Bay Area Kaiser Permanente published rates. Once these rates are calculated, new employer/employee contributions will be established for 2016, and will be used as the published contributions for future years.


Article 25, Reclassification is suspended for the 2014-15 school year. Article 25 will be reinstituted beginning July 1, 2015.

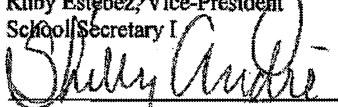
It is understood by both parties the above agreed upon language shall be superseded by any future negotiations which may affect these articles.

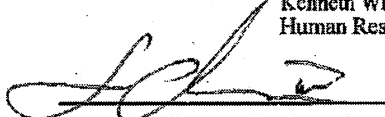
Agreement entered into on November 5, 2014

Consuelo Munguia
Food Services Worker I

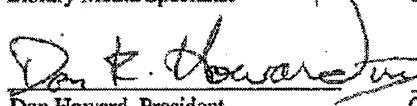

Loretta Varnado, President
School Secretary I


Ruby Estebez, Vice-President
School Secretary I

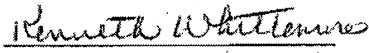

Shelly Andre, President
Instructional Assistant

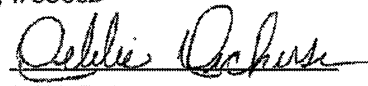

Stone Chandler IV, Vice-President
Special Education Assistant

Vickie Price
Library Media Specialist


Don Howard, President
Welder

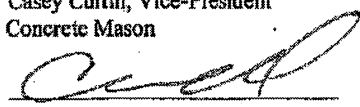
Audie La Rita
Gardener Operator


Kenneth Whittemore, Assistant Superintendent
Human Resources, WCCUSD


Debbie Dickerson
Instructional Assistant Special Ed

Danielle Posey
Occupational Therapist

Casey Curtin, Vice-President
Concrete Mason


Carolyn Wendell
Head Custodian

**Memorandum of Understanding
between
United Teachers of Richmond (UTR)
&
West Contra Costa Unified School District (WCCUSD)**

The current bargaining unit agreement between the United Teachers of Richmond and the West Contra Costa Unified School District bases the district's contribution toward employee healthcare on Bay Area Kaiser rates, with the district providing 80% of the cost and the employee responsible for 20%.

When this agreement was reached, it was anticipated that during the time of this contract Bay Area Kaiser rates would increase. Instead, for reasons unforeseen at the time, Bay Area Kaiser rates decreased, while the costs for all other health care plans increased.

In 2014, the District made the following contributions toward health care benefits:

Single Party:	\$673.00
Employee +1:	\$1,190.00
Family (3 or more):	\$1,545.00

As of January 1, 2015, because of the decline in Bay Area Kaiser rates (and due to the single rate being adjusted to the 80/20 ratio), the district plans to make the following contributions:

Single Party:	\$571.56
Employee +1:	\$1,143.12
Family (3 or more):	\$1,486.06

The United Teachers of Richmond proposed to the District a solution to this situation to maintain the agreed upon 80/20 ratio based on Bay Area Kaiser rates, but hold - for one year only - to the 2014 Kaiser rates. This would mean that the district would make the following contributions toward health care benefits:

Single Party:	\$595.00
Employee +1:	\$1,190.00
Family (3 or more):	\$1,545.00

The district agrees to make the above changes to **Article 25 (Employee Benefits)**, on the condition that **Article 14 (Transfers and Reassignments)** be amended as notated below.

**ARTICLE 25
EMPLOYEE BENEFITS**

Section 1. Health Insurance

1. Effective January 1, 2014, the District shall make the following contributions toward health benefits:

Employee Only:	\$673.00
Employee Plus One:	\$1190.00
Employee Plus Dependents:	\$1545.00

~~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 rates are calculated, new employer/employee contributions will be established for 2015, and will be used as the published contributions for future years.~~

Effective January 1, 2015, the District shall make the following contributions toward health benefits:

<u>Employee Only:</u>	<u>\$595.00</u>
<u>Employee Plus One:</u>	<u>\$1190.00</u>
<u>Employee Plus Dependents:</u>	<u>\$1545.00</u>

Health benefits from January 1, 2016 shall be based on the 80/20 ratio based on Bay Area Kaiser rates, unless this is superceded by future bargaining unit agreements.

Employees may choose from among a list of such plans mutually agreed upon by the Union and the District. When an employee selects a health benefits plan that exceeds the District contribution the District shall make a payroll deduction to cover the difference.

ARTICLE 14
TRANSFERS and REASSIGNMENTS

Section 2. Voluntary Transfer

1. A permanent, non-probationary teacher may request a voluntary transfer to take effect either during a school year or at the beginning of the next school year. Except by mutual agreement, transfers will not be made during the school year. However, vacancies, which are filled during the school year by a temporary employee, will be advertised for transfer in the subsequent school year if the position still exists.

Upon UTR's request, and with WCCUSD's approval, probationary teachers may be reassigned under Section 5 of Article 14. It is understood that UTR and WCCUSD will act in the best interests of the students, teachers, and school sites in making school site assignments for probationary teachers.

The above listed alterations to Article 14 sunset on June 30, 2015. All contract language with regard to Article 14 shall revert to the language in effect on October 31, 2014, unless otherwise bargained.

Agreed upon on this date November 20, 2014



Robert Mann, UTR President



Ken Whittlemore, Assistant Superintendent, Human Resources, WCCUSD

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 December 17, 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.

COMPENSATION:

Current year total cost increase for:

Salaries and Statutory Benefits: \$0

Health & Welfare: \$670,000

OTHER PROVISIONS

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

Non-Compensation:

TOTAL NET COST OF SETTLEMENT 2015-2016: \$670,000

**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 2014-2015:

General Fund

FISCAL IMPACT IN CURRENT YEAR:

\$670,000

FISCAL IMPACT IN FUTURE YEARS:

Unrestricted General Fund and Other Funds: \$670,000 per year

Summary of Tentative Agreement: WCCAA, Local One, and SSA, Local 21 agreed to the benefit rates and forfeited the right to job reclassification for the 2014-15 school year

United Teachers of Richmond agreed to modifications to transfer language for non-tenured employees in return for the rate change.

Benefits cap will be as follows beginning January 1, 2015 for all groups:

Single	\$595
Two-party	\$1,190
Family	\$1,545

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

12-10-14

Date



Chief Business Official

12/9/14

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on December 17, 2104 took action to approve the proposed agreement.

President, Governing Board

Date

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:** December 17, 2014
From: Wendell C. Greer **Agenda Item:** F.3
Associate Superintendent K – Adult Operations
Subject: Independent Contractor Agreement for Unarmed Security Guard Services

Background Information:

The District requires security services, which includes nightly mobile security patrol services (unarmed) at multiple sites throughout the District as well as stationary security patrol services (unarmed) District-owned properties, as needed. District staff accepted three request for proposal for these services and Silicon Valley Security Patrol (SVSP) was the most qualified based upon the District's RFP process.

SVSP has provided an extensive array of highly specialized security services across a broad client base, many of which are in the public sector. SVSP will be able to meet the District's security needs by providing, but not limited to, the following: an account manager to oversee District's security needs, nightly (unarmed) mobile security patrols in fully-marked hybrid vehicles and/or (unarmed) stationary guard patrol services where necessary, the implementation of a transition plan, real-time officer monitoring and reporting through SMART Technology, and all necessary equipment, personnel, and uniforms.

The security services to be provided by SVSP shall be for an amount not-to-exceed \$270,816. The term of the agreement shall be for one year, with a right to further renewal by mutual agreement to the extent permissible by applicable law.

Recommendation:

That the Board approves the Independent Contractor Agreement for Unarmed Security Guard Services with SVSP.

Fiscal Impact:

\$270,816 for unarmed security guard services Funding Source: General Funds

DISPOSITION BY BOARD OF EDUCATION


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

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

ITEM REQUIRING ATTENTION----BOARD OF EDUCATION

To: Board of Education

Meeting Date: December 17, 2014

From: Kenneth L. Whittemore 
Assistant Superintendent-Human Resources

Agenda Item: G.1

Subject: Initial Bargaining Proposal from School Supervisors Association (SSA), IFPTE Local 21 to the West Contra Costa Unified School District

Background Information:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of School Supervisors Association (SSA), IFPTE Local 21 to the West Contra Costa Unified School District is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Negotiations proposal

SSA, IFPTE Local 21 wish to bargain the following Articles:

Article 3.1 – Salary

Article 5 – Benefits

Article 5.2-5.5 – Leaves

Recommendation: That the Board of Education receive the initial bargaining proposal for labor negotiations with the School Supervisors Association (SSA), IFPTE Local 21.

Fiscal Impact: To be determined

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: December 17, 2014

From: Kenneth L. Whittemore, 
Assistant Superintendent Human Resources

Agenda Item: G.2

Subject: Initial Bargaining Proposal from West Contra Costa Unified School District to School Supervisors Association (SSA), IFPTE Local 21

Background Information:

Pursuant to the Educational Employment Relations Act, the initial proposal for negotiations by school districts and labor unions must be submitted at a public meeting of the governing board. The initial proposal of the West Contra Costa Unified School District to School Supervisors Association (SSA), IFPTE Local 21 is presented tonight as an information item. At the next regularly scheduled board meeting this item will come back for public hearing and adoption by the Board of Education.

Negotiations Proposal

The District wishes to negotiate the following Articles:

Article 3.1 – Salary
Article 5 – Benefits
Appendix B – Holidays

Recommendation: The Board of Education receive the initial bargaining proposal for labor negotiations with School Supervisors Association (SSA), IFPTE Local 21.

Fiscal Impact: To be determined

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____

Seconded by: _____

Approved _____

Not Approved _____

Tabled _____