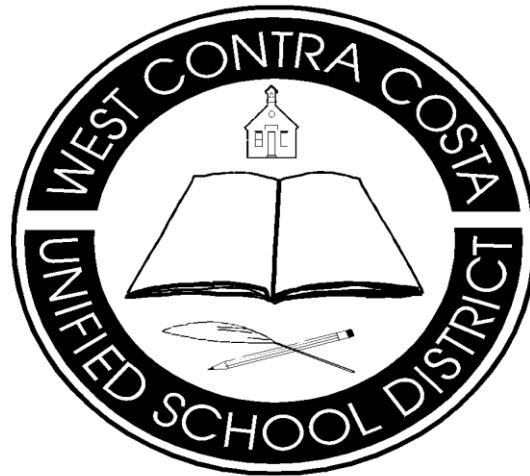


**WEST CONTRA COSTA  
UNIFIED SCHOOL DISTRICT**

**BOARD OF TRUSTEES**



**MISSION STATEMENT**

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

*“Whole Child, Whole Community”*

**MEETING OF**  
April 1, 2015

**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
MEETING AGENDA  
APRIL 1, 2015**

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**BOARD AGENDA PACKETS AND INFORMATION:**

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

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

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

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**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.

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**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 **5:00 PM** in the Multi-Purpose Room to receive comments from anyone wishing to address the Board regarding closed session items (Exhibit A). The Board will then adjourn to closed session and reconvene in open session to address the regular agenda (Exhibits B-G) at 6:30 PM.

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

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

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"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 El Cerrito High School**
- B.5 Report/Ratification of Closed Session**
- \* **B.6 Agenda Review and Adoption** (Public Comment)
- \* **B.7 Minutes:** March 4, 2015; March 18, 2015
- \* **B.8 WCCUSD Public Comment**

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

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

**C. BUSINESS ITEMS**

**CONSENT ITEMS** (Routine Matters)

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

\*CI **C.1 Acceptance of Donations**

Comment:

The District has received donations as summarized, dated April 1, 2015.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per donations summary

\*CI **C.2 Approve Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2014-15 school year are summarized, dated April 1, 2015.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

**\*CI C.3 Notice of Completion: Bid 1401347-00 Montalvin Elementary School New Classroom Building**

Comment:

Substantial completion notice has been received for: Bid 1401347-00.

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

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

W.A. Thomas Company, Inc. Bid 1401347-00 Montalvin Elementary School Classroom Building

Recommendation:

Recommend approval of this notice of completion

Fiscal Impact:

None

**\*CI C.4 Acceptance of Contra Costa County Office of Education 2<sup>nd</sup> quarterly Report for Williams Settlement Legislation**

Comment:

The Contra Costa County Office of Education provides an annual report which in accordance with Education Code 1240(s)(2)(G) pursuant to the Williams Settlement must be presented to the Board of Education.

The District had no findings in the following areas:

- Instructional Materials
- School Facilities
- Uniform Complaints

Included in the report is an item in regards to teacher vacancies and misassignments. The District by the report's findings has no uncorrected misassignments. On the first day of school the District reported 21 vacancies. The breakdown of the first day vacancies are as follows:

- Eleven positions were "teachers on demand". These positions are assigned to schools in anticipation of student enrollment. All positions were eliminated with students enrolled in proper classes.
- Five positions were filled awaiting clearance of paperwork
- Five positions were actual openings



Recommendation:

Receive the County Office of Education report

Fiscal Impact:

None

**\*CI C.5 Delete Board Policy 0420.1**

Comment:

This Board Policy concerns the School Based Program Coordination. The policy is recommended for deletion as the need for this policy was eliminated by the Local Control Funding Formula. The items covered under the consolidated application listed in the following two paragraphs, have all been eliminated and the dollars tied to these programs are incorporated into the Local Control Funding Formula.

“The California Education Code requires the School Site Council (SSC) to develop a Single Plan for Student Achievement (SPSA) for Consolidated Application programs operated at the school or in which the school participates. In addition, Pupil Retention and School and Library Improvement Block Grant programs operated at the school must be included in the SPSA. The SSC must approve the plan, recommend it to the local governing board for approval, monitor implementation of the SPSA, and evaluate the results.

At least annually, the SSC must revise the SPSA, including proposed expenditures of funds allocated to the school through the Consolidated Application, and recommend it to the local governing board for approval. Also, the SSC annually considers whether or not the school will participate in the School-Based Coordinated Program (SBCP) and indicates its decision in the SPSA.”

The School Site Council will continue to focus and play a valuable role in the development of Single Plans for Student Achievement and reviewing funds designated for the school in the Local Control Accountability Plan.

Recommendation:

Approve deletion of the Board Policy

Fiscal Impact:

None

**\*CI C.6 Technology Equipment & Services for Coronado Elementary - RFP Dated February 6, 2015**

Comment:

The District prepared plans and specifications for technology equipment and services for Coronado Elementary School, 2001 Virginia Ave, Richmond, 94804. The scope of work included providing and configuring switches, VoIP phones, mounting wireless access points and “rack and stack” services.

The District solicited competitive bids for the project. The RFP was advertised on February 6, 2015 and closed February 27, 2015. Four companies submitted bid responses. Their bid responses are as follows:

PTI Solutions, \$471,086.59; CBX Technologies, \$446,576.50; AEKO Consulting, \$423,430.18; Development Group Inc., \$409,971.93.

The lowest responsive, responsible bidder is Development Group Inc.

Recommendation:

Ratify the award to the lowest responsive, responsible bidder: Development Group Inc.

Fiscal Impact:

\$409,971.93 Bond proceeds

**\*CI C.7 Close Up Visitation of Washington D.C., April 4 – April 10, 2015**

Comment:

Richmond High School Students will attend the Close Up Washington High School Special Program: Equal Justice Under the Law in Washington D.C. This trip is a one-of-a-kind opportunity for students to experience their government in action. Students will visit Washington's famous monuments, memorials, and institutions. They will meet with their Congressional delegation on Capitol Hill and get a first-hand look at the American political system.

Recommendation:

Recommend Approval

Fiscal Impact:

Title I Funds for charter transportation and the rest of the cost was covered by private donations and fundraisers.

**\*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: \$46,970. Funding sources are Bond Fund.

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

Comment:

Staff is seeking approval of Change Orders where the total is under 10% of the contract on the following current District construction projects: Kennedy HS Richmond Swim Center; Coronado ES New School; Sylvester Greenwood Academy & LPS; Harding ES Exterior Repairs & Select Roofing Replacement;

De Anza HS Linked Learning Building; Montalvin Manor ES Classroom Building; Pinole MS New Playfield; Nystrom ES Ph3B Renovate Classroom. 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: \$407,391.90

**\*CI C.10 Approval of Negotiated Change Orders – M&O**

Comment:

Staff is seeking approval of Change Orders on the following current District construction project: Kennedy HS County Health Clinic. Change Orders are fully executed by the District upon signature by the Superintendent's designee. The 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 to have this work completed by the contractor on the project.

Recommendation:

Approve negotiated Change Orders as noted

Fiscal Impact:

Total approval by this action: \$10,415.29

**\*CI C.11 Ratification of Staff Awarded Contracts (CUPCCAA): July 1, 2014 – December 31<sup>st</sup>, 2014**

Comment:

Staff solicited bids per the California Uniform Public Construction Cost Accounting Act (CUPCCAA) Resolution #90-0809, approved by the Board on May 20, 2009. The resolution allows public projects under a State defined value to be performed by negotiated contract. The resolution further allows the Governing Board to delegate authority to award informal contracts to specific staff members (e.g. Superintendent, Superintendent's designee).

Peres ES	Modernization Slurry Paving	Mark Raine Paving	\$6,280
Kennedy HS	Science Building Renovation Paver Installation	McKim & Company	\$10,860
Montalvin ES	Security Intrusion Alarm Installation	Communication Service Company	\$19,860

Recommendation:

Ratify staff awarded contracts

Fiscal Impact:

Total for this action: \$37,000. Funding sources are Bond Fund.

**\*CI C.12 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:

Building Learning Communities, Boston, Massachusetts, July 15-17, 2015

Cost estimates of \$2,162.00 for this travel include airfare, hotel and ground transportation. This will leave a remaining balance of \$8,150.00 in the Out of-State Travel budget.

The beginning budget for Out of State Travel was \$28,000 with the current balance of \$8,150.00.

Recommendation:

Recommend Approval

Fiscal Impact:

\$2,162.00 from the General Fund

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

**\* D.1 Recognition of El Cerrito High School Basketball Team**

Comment:

We would like to recognize and congratulate the El Cerrito High School basketball team for their championship in the 2014-15 North Coast Section Division 2 Basketball Championship.

We would like to recognize and congratulate the team on their achievements.

We would also like to recognize and commend the coaches in their dedication, commitment and for making a difference in the lives and futures of the students they coach.

Recommendation:

For Information Only

Fiscal Impact:

None

\* **D.2 Local Control Accountability Plan (LCAP) Goals & Progress Indicators Report #3**

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 third 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	Safety and School Climate Committee
Citizens’ Bond Oversight Committee	School Supervisors Association Local 21
College and Career Readiness Academies	Technology Subcommittee
Community Budget Advisory Committee	United Teachers of Richmond
Facilities Subcommittee	West Contra Costa Administrators Association
Ivy League Connection	Youth Commission
Public Employees Local 1	

\* **E.2 Superintendent’s Report**

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

Comment:

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

Mario Ferrari began substituting teaching in the District in 1983. He was put on contract in 1986 with Richmond High teaching art and ROP classes. He was an active, involved member of the faculty.

Cathy Gambucci started with the District in 1972. She held various classified positions including attendance clerk, office manager at Pinole Valley High School and confidential administrative secretary to for Cabinet level administrators, retiring in December 2007.

Jim Storer began teaching in the District in 1959. He advanced from teacher to dean, counselor, vice principal and served six assignments as principal. He retired in 1993, continuing to work as a home school teacher and substitute administrator until 2009.

Charlotte Neyhouse started in the District in 1989 as a typist clerk for the music department. She served in that office for many years, retiring in 2000.

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

Recommendation:  
For Information Only

Fiscal Impact:  
None

## **F. ACTION ITEMS**

### **\* F.1 Long Range Facilities Master Plan**

Comment:

On March 17, 2015, staff presented to the Facilities Subcommittee an overview on the District's existing planning documents, typical elements of a Long Range Facilities Master Plan and best practices to develop a project prioritization process. In addition, staff recommended to the Facilities Subcommittee that the District undertake a formal Request for Qualifications process, together with a Request for Proposals, to provide the District with the ability to select a qualified firm to assist in this effort.

Recommendation:

Recommend that the Board authorize District staff to proceed with a Request for Qualifications and Request for Proposals related to the preparation of a Long Range Facilities Master Plan.

Fiscal Impact:  
None at this time

### **\* F.2 Ohlone Elementary School Playground & Parking Lot Completion Project Change Order Approval**

Comment:

Pursuant to the new change order procedure, all change orders which cause a project's contract costs to exceed ten percent (10%), or are of an individual value of \$250,000 or more, will be considered for action separately from change orders not meeting these criteria.

The Ohlone Elementary School Playground & Parking project consisted of demolition and construction necessary for the parking and hardscape play area (northern portion). This work was performed by

BHM Construction and consisted of site preparation for new asphalt and concrete paving, underground utilities, new site lighting, landscaping and play structure. In order for this work to get underway in the summer, grading and soils work under a different phase was added to the BHM contract mitigating disruption to the students at the campus. The grading work was removed (by deductive change order) from the Phase 1 & 2 contract, and was added by change order to BHM’s contract. The change order represents credit for eliminating four light poles (CO #3), grading and off-hauling of environmentally classified Class II soils, necessary for BHM to proceed with their contracted work (CO #4), and a 45 day time extension to the base contract (CO #5).

Original Contract	Previously Approved COs	COs Pending Approval	Change Percent	Total COs	Total CO Percent of Original Contract	Adjusted New Contract	Change Order Number
\$878,300.00	\$54,265.07	(\$3,339.00)	-0.38%	\$232,002.23	26.41%	\$1,110,302.23	3
		<b>\$141,806.16</b>	<b>16.15%</b>				4
		\$39,270.00	4.47%				5

Recommendation:

Approve negotiated Change Orders as noted.

Fiscal Impact:

Total approval by this action: \$177,737.16

\* **F.3 Program Management and Construction Management Services provided under contract with SGI Construction Management (SGI)**

Comment:

On March 18, 2015, the Board of Education did not approve the SGI fee proposals which were associated with a contract between SGI and the District previously approved by the Board on September 11, 2013 and fully executed on October 1, 2013. The Board requested the opportunity to obtain more information relating to SGI’s services. The contract provides the District with program management services, design services, and construction management services. These three areas are more fully described on the document provided. SGI’s contract is structured on a time and materials basis and their staff is billed at an hourly rate as stipulated within the contract. In addition, the Board considers construction management services on a project-by-project basis. Since approval of the contract, it has been the practice for fee proposals to be considered and approved by the Board for program services on a semi-annual basis and design services on quarterly basis. SGI submits monthly time and material invoices which are reviewed and approved by District staff prior to payment.

The proposed fee for Program Management Services fee is \$1,436,862, which reflects the elimination of 3 FTE for the period through June 2015. The proposed fee for Design Management services is \$546,293 through June 2015. The level of design services proposed has decreased 1.5 FTE. Construction Management services fee for De Anza HS Building 10 & Field Project proposed fee is \$194,822 for one Construction Manager and one Project Engineer from February 2015 through July 2015 and Pinole Middle School Soccer & Multi-Use Field Project proposed fee is \$139,354 for one Construction Manager from January 2015 through June 2015.

Recommendation:

Ratify and approve contracts

Fiscal Impact:

Total for this action: \$2,317,331. Funding sources are Bond Fund and Fund 40.

**G. DISCUSSION ITEMS**

**\* G.1 Governance and Meetings**

Comment:

At the March 18, 2015 meeting, Board member Liz Block requested that the Board consider developing and implementing a Governance Handbook. Many districts throughout the state have developed handbooks that go beyond the bylaws that have adopted by the Board to guide the Board in processes in carrying out the work of the Board. The handbook could include governance roles and responsibilities, agreements to facilitate governance, guidelines for meetings, protocols for working together and other topics that compliment and expand upon the Board Bylaws section of the WCCUSD Board Policy manual.

Board member Val Cuevas has suggested that the Board consider forming a Governance Subcommittee that would work on maintaining a unity of purpose, governing within agreed upon roles, sustaining a positive governance culture and creating a supportive structure for effective governance. The Subcommittee, if approved by the Board, would include two members appointed by the Board President.

Although the Board procedures published in every Board agenda state that meetings will end no later than 10:30 PM, three meetings of the Board of Education over the last three months have extended past midnight. Board Bylaw, *The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.* Board member Randy Enos has suggested that the Board consider whether to continue current practice, start meetings earlier, schedule additional meetings or reduce the items on the agenda.

Recommendation:

That the Board discuss developing a governance handbook, initiating a governance subcommittee and ways to moderate the ending times for meetings.

Fiscal Impact:

None

**\* G.2 Project Status Report**

Comment:

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

- Engineering Officer's Report
- Construction Status Reports



Recommendation:  
For Information Only

Fiscal Impact:  
None

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

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

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

Lovonya DeJean Middle School – April 22, 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**

**April 1, 2015**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Negotiator: Superintendent / Dr. Bruce Harter

Property: 1400 Marina Way South, Richmond, CA

Property: Adams Middle School, 5000 Patterson Circle, Richmond, CA

**2. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

[Government Code Section 54956.9(d)(1)]

- a. California Charter School Association v. WCCUSD
- b. Contra Costa County Superior Court Case No. C13-01676
- c. Contra Costa County Superior Court Case No. C14-00044

**3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/SIGNIFICANT EXPOSURE TO LITIGATION**

[Government Code Section 54956.9(d)(2) or (d)(3)]

Five cases

**4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION/INITIATION OF LITIGATION**

[Government Code Section 54956.9(d)(4)]

One case

**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)**

Classified Employee Dismissal

**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**

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**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** B.4

**Subject:** Presentation of Student Board Representative from El Cerrito High School

**Background Information:**

A Student Board Representative from El Cerrito High School will attend the Board of Education on April 1, 2015. We would like to recognize and commend their participation.

**Recommendation:** For Information Only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

West Contra Costa Unified School District  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805

Agenda Item B.7

March 4, 2015

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

President Groves called the meeting to order at 5:30 P.M. The Board recessed into Closed Session. President Groves called the Public Session to order at 6:38 P.M.

**Public Comment Prior to Recess to Closed Session**

Kanai Anderson, Josiah Zepeda, Angelina Quilici, Rito Gomez, Amina Turner, Juana Parra, Ariel Vega, Cynthia Pardinus, Quinton Taylor, Jordan Mason, Ivan Atataua, MacDaniel Maisel, PwintPhyn Nandar, Pamela Fields, Selina Jones, Mark Quilici, Toni Hall, Paola Chacon, Khyree Neal, Phyllis Qualls, Josie Vega, Jonathan Dumas, Consuelo Gomez, Uche Uwahemy, Akyah Square, Casey Owen, Jaclynn Garry, Calvin Miles, Nakia Washington

**B.1 Pledge of Allegiance**

President Groves led the Pledge of Allegiance.

**B.2 Welcome and Meeting Procedures**

President Groves offered welcome and instructions to the public regarding the meeting

**B.3 Roll Call**

**Board Members Present:** Liz Block, Valerie Cuevas, Randall Enos, Todd Groves, Madeline Kronenberg

**Staff Present:** Elizabeth Carmody, Director Community Engagement; Denise Cifelli, Administrative Assistant; Linda Delgado, Charter School Liaison; Luis Freese, District Engineer; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Joshua Herrera, Electronics Technician; Keith Holtlander, Director Facilities & Construction; Lisa LeBlanc, Associate Superintendent M & O/Bond Program; Mary Phillips, Chief Technology Officer; Nia Rashidchi, Assistant Superintendent Educational Services; Reyna Touriel, Translator; Claudia Velez, Wilson Elementary Principal; Ken Whittemore, Assistant Superintendent Human Resources

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

Mr. Kao Saephan provided a report of activities at Gateway High School.

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

Superintendent Harter asked the Board to ratify action taken in Closed Session to issue notice of non-reelection to 16 probationary teaches pursuant to Education Code Section 44929.21(b), effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out appropriate legal notices.

**MOTION:** Mr. Enos moved to ratify action taken in Closed Session to ratify action taken in Closed Session to issue notice of non-reelection to 16 probationary teaches pursuant to Education Code Section 44929.21(b), effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out appropriate legal notices. Ms. Kronenberg seconded. Ms. Block, Mr. Enos, Ms. Kronenberg and President Groves voted yes, Ms. Cuevas abstained, and no absences. Motion carried 3-0-1-0.

Superintendent Harter asked the Board to ratify action taken in Closed Session to issue notices of non-reelection to 54 temporary classroom teaches pursuant to Education Code Section 44954(b), effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out appropriate legal notices.

**MOTION:** Ms. Kronenberg moved to ratify action taken in Closed Session to issue notice of non-reelection to 54 temporary classroom teaches pursuant to Education Code Section 44954(b), effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out appropriate legal notices. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

Superintendent Harter asked the Board to ratify action taken in Closed Session to issue a notice reassigning 14 administrators pursuant to Education Code section 44951, effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out an appropriate legal notice.

**MOTION: Ms. Kronenberg moved to ratify action taken in Closed Session to issue a notice reassigning 14 administrators pursuant to Education Code section 44951, effective at the end of the 2014-2015 school year, and directed the Superintendent or designee to send out an appropriate legal notice. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.6 Agenda Review and Adoption**

President Groves recommended moving item G.1 to follow item B.7. Board members also requested that Consent Items C.13, C.15 and C.17 be placed after Section E for separate discussion and action.

**Public Comment:**  
None

**Board Comment:**  
None

**MOTION: Ms. Cuevas moved approval of the agenda as amended. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**B.7 Minutes: February 11, 2015**

**Public Comment:**  
None

**Board Comment:**  
None

**MOTION: Ms. Kronenberg moved approval of the Minutes of February 11, 2015. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**G.1 Manzanita Charter Middle School Renewal Hearing**

Superintendent Harter asked Dr. Linda Delgado to present information for the public hearing regarding the renewal petition for Manzanita Charter Middle School. Dr. Delgado introduced Executive Director Jim Trombley, School System Administrator Colleen Thomas, Parent Kay Wallace, Teacher Patty Susquilanda, and Parent Juan Reardon.

Mr. Trombley introduced Ms. Thomas who presented information regarding the parent cooperative charter petition and some of the 15 year history, as well as the mission and vision of the school. The other speakers spoke about the diverse student body and the school's progress.

**Public Comment:**  
Lucy Reardon, Nicole Williams, Monserrat Amendans, Audra Williams, Elizabeth Burdine, Brandon Cunningham, Lisa Maynard, Erick Dominguez, Jose Martinez, Laila Salaam, Mike Long, Carmen Ortiz, Dennis Fitzgerald

**Board Comment:**  
Mr. Enos complimented the Manzanita family on their accomplishments and parent support.

Ms. Block thanked the Manzanita staff for the presentation. She continued with a question about their move to the Hilltop location and whether there was a change in makeup of the student population as a result. Mr. Trombley responded with background about the previous location and the inappropriateness of the site for middle school students. He said the move was 100% supported by the cooperative parents' group as a site fitting the needs of the school.

Ms. Kronenberg spoke of how impressed she was by the enthusiasm of students, parents and staff. She spoke about hearing from the group and getting a sense of their school. She looked forward to staff's report and the Board's action at the April 1<sup>st</sup> meeting.

Ms. Cuevas asked Ms. Wallace, as a parent, what it meant to have Manzanita School as an option for her children. Ms. Wallace spoke about the anxiety of approaching junior high school. She said the parent led community and diversity of the school were important values for their family.

President Groves asked about specific issues of concern. Mr. Trombley addressed concerns regarding declining math scores, corrective action taken, and growth in achievement. President Groves asked whether parents were compelled to complete service work on campus. Mr. Trombley said the parent cooperative model asks for volunteers but there is no requirement to volunteer any service to the school. President Groves concluded by asking whether the school is taking active steps to be make the school more represented of the District's population. Mr. Trombley answered affirmatively with information about the percentage of ethnic diversity.

Ms. Block asked what assessments the school was using. Mr. Trombley spoke about the quarterly assessments from NWEA Assessments. He said going forward, they are looking for better models in order to maximize learning opportunities.

Ms. Cuevas had a questions regarding student growth and demonstrating growth. Mr. Trombley spoke about the teaching staff's efforts to maximize gains. He concluded by speaking about whole student development.

Superintendent Harter said that staff would return with a recommendation on April 1, 2015.

A brief recess was taken at 7:40 PM.

President called the meeting to order at 7:45 PM.

**B.8 WCCUSD Public Comment**

David Ferrise, Liz Ferrise, Josh Younger, Rebecca Ferrise

Board members requested staff to look into the concerns of the family. Superintendent Harter committed to working with the family and school to see that the young man returns to school safely.

**D.1 National Board for Professional Teaching Standards (NBPTS) Certification Recognition**

Ms. Rashidchi introduced Wilson Elementary Principal Claudia Velez who spoke about the program. She explained that the program is the gold standard for teachers with nationally recognized certification. Higher standards mean better learning for students and advancing the quality of teaching and learning by maintaining high and rigorous standards for accomplished teachers, providing a national system of certification, advocating for reforms in American education, and capitalizing on the expertise of the National Board Certified Teachers. She said that within the District are a number of Board Certified Teachers who have organized a support program for teacher candidates in the coming school year.

Ms. Velez recognized the newly Certified National Board Teachers Maria Aguila and Pat Simon.

**Public Comment:**

None

**Board Comment:**

Board members individually offered congratulations and posed for photographs with the group.

**MOTION: President Groves requested the Board consider moving item F.1 up on the agenda. Ms. Kronenberg moved approval of reordering the agenda to take item F.1 next. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0.**

**F.1 Richmond College Preparatory (RCP) School Renewal Hearing**

Dr. Linda Delgado provided information regarding the process and staff recommendation to renew the charter for Richmond College Preparatory School.

**Public Comment:**

Tana Monteiro

**Board Comment:**

Chief Executive Officer Peppina Chang and RCP Chairperson David Rosenthal were present to address questions of the Board.

Ms. Block asked about benchmark assessments being used. Principal Allie Welch spoke of using the Illuminate program and Smarter Balance. Ms. Block also asked about teacher collaboration to which Ms. Welch responded with detail.

Ms. Cuevas asked Ms. Welch about recognizing growth and using benchmarks for planning instruction. Ms. Welch spoke about developmental reading assessment, annual goal setting and conferences with students. She detailed teacher reviewing assessment results with follow up to celebrate or provide further intervention.

Ms. Kronenberg spoke of how impressed she was when visiting the school. She congratulated the school and said she looked forward to approving the charter renewal.

Ms. Cuevas asked staff about any impact on enrollment with the approval of the charter renewal. Ms. Gamba said that ongoing charter schools do not have the same impact as a new charter school would. She spoke of the cooperative relationship and said that she did not anticipate any major impact either positive or negative because the school is an ongoing entity.

Ms. Gamba clarified state requirements regarding declining enrollment over a one year period as it may pertain to charter school enrollment.

**MOTION:** Ms. Cuevas moved approval of the Richmond College Preparatory (RCP) School Charter Renewal. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0.

**C. BUSINESS ITEM**

**C.1 Acceptance of Donations**

**C.2 Approval of Fund-Raising Activities**

**C.3 Contracts**

**C.4 Notice of Completions: Bid 1151201-05 Dover Elementary School Parking Improvements & Site Work, Bid 1461206-10 Ohlone Elementary School Playground & Parking Lot Completion Phase 4**

**C.5 Resolution No. 60-1415: Directing Preparation of Annual Engineer's Report - MRAD**

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

**C.7 Uniform Complaint Procedures - Board Policy 1312.3 – Community Relations**

**C.8 Secondary Extended Learning Online Curriculum Grades 6 -12**

**C.9 Resolution No. 61-1415: Arts in Education Month – March 2015**

**C.10 Resolution No. 62-1415: Women's History Month – March 2015**

**C.11 Resolution No. 65-1415: California Adult Education Week – March 24-27, 2015**

**C.12 Oregon Shakespeare Festival**

Mr. Greer read a revision to this item into the record to add DeAnza High School Advanced Theatre class traveling March 13 – 15, 2015.

**C.13 Upgrade infrastructure at Kennedy HS, Crespi MS and Richmond HS**

This item moved to follow item E.3.

**C.14 Ratification and Approval of Engineering Services Contracts**

**C.15 Approval of Negotiated Change Orders**

This item moved to follow item E.3.

**C.16 Approval of Negotiated Change Orders – M&O**

**C.17 Ratification of Memorandum of Understanding with City of El Cerrito to complete renovation project of the athletic field located at Castro Park**

This item moved to follow item E.3.

**C.18 Approval of Board Member Travel**



- C.19 Resolution No. 57-1415: In Support of the Implementation of the Common Core State Standards**  
**C.20 Citizens' Bond Oversight Committee (CBOC) Appointment: Antonio Medrano**

**MOTION:** Ms. Block moved Approval of Consent Items C. 1 – C.12, C.14, C.16 and C. 18-C.20. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.

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

**D.1 National Board for Professional Teaching Standards (NBPTS) Certification Recognition**

This item was moved to follow item B.8.

**D.2 Update on District After School Programs**

Mr. Greer introduced Katharine Sullivan, Coordinator of After School Programs, who reported on services provided to students in the District as well as key findings from the 2013-2014 evaluation report.

**Public Comment:**

None

**Board Comment:**

Ms. Kronenberg remarked on the dramatic improvement in enrollment and asked what attributed to the increase. Ms. Sullivan spoke about offering high quality and meaningful programs to offer students and families. She said assessment tools and monthly evaluations used. She said that programs have moved toward a skill building model, building toward project goals.

Ms. Block asked about teacher communication in order to support and stay knowledgeable about curriculum. Ms. Sullivan provided details.

Ms. Cuevas asked about a best practice that has contributed to success. Ms. Sullivan spoke about improved attendance and quality standard to observe and measure the daily warm welcome to students, staff acknowledging and remarking about students as individuals.

Ms. Kronenberg asked about city recreation after school programs. Ms. Sullivan provided information about the cooperation with city recreation and YMCA fee for service programs.

President Groves asked about professional development regarding academic changes offered to after school tutors. Ms. Sullivan provided information about graduate tutors and instructional aides who work during the school day, as well as in after school programs, and their participation in school staff professional development.

**D.3 Report on the Full Service Community Schools**

Mr. Greer introduced Ms. Elizabeth Carmody, Director of Community Engagement, who provided an update on the Full Service Community Schools initiative. She introduced Youth Development Coordinator Tashaka Merriweather, and Teodora Ildefonso-Olmo, Community Services Coordinator for the City of San Pablo. They provided information regarding accomplishments and outcomes for the next few years.

**Public Comment:**

None

**Board Comment:**

Ms. Kronenberg asked about redesigning the partnership agreement. Ms. Carmody spoke of the challenges and realignment for community partners and staff. She also spoke about alignment with Full Service Community Schools as well as LCAP. She said recommendations have been received and a working draft is being developed. Discussion continued identifying service providers and providing a link on the District website to the West County Full Service Community Schools organization.

Ms. Block spoke about the practical level on a school campus and how student services are provided. She said that while she thought the initiative is wonderful she wondered how the District can provide everything. Ms. Carmody responded with information about the relatively new initiative across the country. Each school site staff identify needs

and the District matches support as appropriate to those sites. Ms. Block said she was glad that the District is supporting this because she has seen how the services are needed by students.

Mr. Enos asked how the program was funded. Mr. Greer said that Local Control Accountability Funds, District general funds, as well as financial support from community partners estimates to approximately \$10 per child.

Ms. Cuevas asked how the District evaluates the work leading to higher learning outcomes. Ms. Carmody spoke of indicators to assess achievement and attendance using LCAP indicators for baseline measures. Mr. Greer added that the Healthy Kids survey data reviewed by the School and Climate Safety Committee, as well as WestEd's review of middle school suspension rates are sample indicators.

President Groves spoke about the importance to support children with real needs they grow. He commended staff and said he thought the District could excel and lead outcomes.

## E. COMMITTEE COMMUNICATIONS

### E.1 Standing Reports

**Citizens' Bond Oversight Committee.** Chairperson Ivette Ricco spoke about Ms. LeBlanc's recent report on framing next steps presenting a picture of the current state of the bond program. The report addressed the prioritization, manage and budget for the remaining \$592 Million in bond funds. Ms. Ricco applauded Ms. LeBlanc and her team for setting stringent standards. As chairperson, she offered her support, as well as that of the committee to work cooperatively with Ms. LeBlanc and staff.

**Academic Subcommittee.** Ms. Rashidchi reported that the next meeting will be March 10, in the DeAnza media center. The meeting will be a collaboration of the Common Core working group presenting information regarding progress monitoring and tools for supplemental materials processes.

**College and Career Readiness.** Mr. Greer thanked Mr. Whittemore and Human Resources staff for the support in providing substitute teachers for the 45-50 teachers and principals who attended a Pathways Conference to Sacramento. Mr. Greer also spoke about the recent WASC visit to Richmond High. He commended the Richmond High Boys Soccer team for their Division 2 Championship. He also announced that El Cerrito soccer team defeated Los Lomas and will play in section finals over the weekend.

**Community Budget Advisory Committee.** Ms. Gamba said the next meeting will be held March 26 at the Alvarado Adult School campus. She invited the public to attend.

**Facilities Subcommittee.** Ms. Kronenberg reported on the February 26<sup>th</sup> meeting were the draft financial report, the draft financial audit, and Ms. LeBlanc's report on framing next steps were reviewed. She said the next meeting will be held March 17, 2015.

**Ivy League Connection.** Ms. Kronenberg reported that the committee is selecting students for the upcoming summer programs.

**Safety and School Climate Committee.** Mr. Enos reported that the group met with site leaders to work on individual cases. The next meeting will be held at North Campus. Mr. Greer welcomed Ms. Cuevas to the committee.

**Technology Subcommittee.** Ms. Phillips reported on discussion at the recent meeting regarding installation of a 10 gig pipe for every site by July 2015. The wireless installation has been completed for Kennedy, Coronado and Dover Schools with Helms installation underway. She also said that Ed Services provided updates and Building Blocks for Kids representatives spoke about their partnership to connect students to the internet. The next meeting will be held April 13, 2015.

**Youth Commission.** President Groves reported that commissioners were preparing for an upcoming presentation to the Board, they also want to be active participates in carry the youth voice to the LCAP Committee. Ms. Cuevas spoke about being new to the committee as well as students attending We Day events.

### E.2 Superintendent's Report

Superintendent Harter provided a report of activities in the District.

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

Superintendent Harter recognized the contributions of members of the community who have passed away. President Groves asked everyone to stand for a moment of silence.

**C.13 Upgrade Infrastructure at Kennedy HS, Crespi MS and Richmond HS**

**Public Comment:**

None

**Board Comment:**

Ms. Cuevas had questions regarding the infrastructure upgrades in support of technology for the schools mentioned. Ms. Phillips explained the process of evaluating the bond reconstructed schools to make sure that technology installation is the latest technology to prevent the need to go back to install additional wiring. Ms. Phillips reported that these three schools are older sites needing remediation. The technology staff work closely with facilities staff to address the continued changes with technology. She estimated the kind of infrastructure wiring to sustain new devices for the next 15-20 years.

**MOTION: Ms. Cuevas moved Approval of Consent Item C. 13 Upgrade Infrastructure at Kennedy HS, Crespi MS and Richmond HS. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0.**

**C.15 Approval of Negotiated Change Orders**

**Public Comment:**

None

**Board Comment:**

Ms. Block asked for additional information regarding the Ohlone change orders. Ms. LeBlanc provided information regarding mechanical screens that were deleted from the original project. Once clarification was received regarding the details and work, they were added back into the project as a change order. Ms. Block expressed concern regarding the number of change orders for the project. Ms. LeBlanc provided information regarding the delivery method used by the District and the possibility of changes throughout a project.

**MOTION: Ms. Block moved Approval of Consent Item C. 15 Approval of Negotiated Change Orders. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0.**

**C.17 Ratification of Memorandum of Understanding with City of El Cerrito to Complete Renovation Project of the Athletic Field Located at Castro Park**

**Public Comment:**

None

**Board Comment:**

Ms. Block asked about the original ratification of the agreement as of October 2014 and wondered why it was coming before the Board now. Superintendent Harter explained the property is owned by the District while the City of El Cerrito maintains the park, with the District using it occasionally. The construction of Korematsu Middle School required installation of utilities through the park area. The rebuilding of the field would have been financed through bond funds but the City volunteered to take over the project as part of their continued use and maintenance. He said it was an oversight not to bring this for Board approval in November.

**MOTION: Ms. Kronenberg moved Approval of Consent Item C. 17 Ratification of Memorandum of Understanding with City of El Cerrito to Complete Renovation Project of the Athletic Field Located at Castro Park. Ms. Block seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0.**

**F. ACTION ITEMS**

**F.1 Richmond College Preparatory (RCP) School Renewal Hearing**

This item was moved to follow item D.1 earlier on the agenda.

**F.2 2015 CSBA Delegate Assembly Election**

Superintendent Harter provided information about voting for delegates for the California School Boards Association Delegate Assembly for Subregion 7-A which is Contra Costa County. He detailed the terms of office and the request for a motion to vote for the three vacancies.

**Public Comment:**

None

**Board Comment:**

President Groves asked the Board to discuss forwarding the names of Ms. Cuevas and Ms. Kronenberg and possibility a third candidate.

**MOTION: Ms. Block moved approval of voting for Ms. Cuevas and Ms. Kronenberg for the 2015 CSBA Delegate Assembly Ballot. Mr. Enos seconded. Ms. Block, Ms. Cuevas, Mr. Enos, Ms. Kronenberg, Student Representative Kao Saephan (advisory vote only), and President Groves voted yes, with no abstentions and no absences. Motion carried 5-0-0-0.**

**G. DISCUSSION ITEMS**

**G.1 Manzanita Charter Middle School Renewal Hearing**

This item was moved to follow item B.7.

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

None

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

President Groves spoke about a request from the Richmond City Council to hold a joint meeting regarding facilities and budgeting. He said this would be an opportunity for the Board to highlight items of interest regarding the relationship between the two entities. He expressed interest in discussing student residency and attending Richmond schools. Ms. Kronenberg spoke about the importance of the Richmond Promise initiative. Ms. Cuevas also added potential partnerships with education committees as a topic of discussion.

Ms. Kronenberg asked Board members to think about also holding a joint meeting with community college trustees. She spoke about Arts Education month and the arts calendar detailing performing arts events on the District website. She reported on visiting the Pinole City Council and their recognition of the Pinole Valley Girls Varsity Soccer Team for their success this season. She also highlighted the Battle of the Books event at DeAnza. She concluded with information about upcoming events; the Youth Empowerment Symposium in April, the African American Achievement Celebration in May, and the Efficacy Institute Training for African American Parents also in April.

Ms. Block spoke about attending a Life Skills for Peace class lead by local law enforcement officers. She also shared that she attended a bond conference and heard discussion about evaluation tools for setting criteria for facilities projects. Finally she asked about an evaluation of the ROTC program in the spring to learn more about the program.

Mr. Enos spoke about Read Across America and reading to a third grade class at Washington Elementary.

Ms. Cuevas said she read *Dog Days of School* to Bayview Elementary students as a Read Across America event. She offered congratulations of the Richmond High Boys Soccer team for their recent championship and their success both on the field and in the classroom. She related having a pleasant visit to El Cerrito High with Security Officer Mr. Otheree Christian. Ms. Cuevas spoke about Ms. MontesNations as the District's new Coordinator for Disaster Preparedness. She concluded by commending Ms. LeBlanc's efforts to move the construction program forward.

Student Representative Kao Saephan thanked the Board for the opportunity to participate in the meeting. He said he thought this gave him insight about working in politics.

President Groves spoke about attending the California Association of the Gifted conference recently and developments from the State of California to offer rich learning opportunities. He also spoke about the Hechinger Report's recent article regarding Universal Design for Learning and a middle school reading program. He mentioned Disability Awareness Month and the effort to mitigate the effect of disability in the classroom while tending to the personal needs of each learner. President Groves concluded with remarks about the Battle of the Books, led by District librarians who put together a program about middle school novels. Juan Crespi Middle School students prepared the winning entry regarding the book *Wonder*.

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

Lovonya DeJean Middle School – March 18, 2015

**K. ADJOURNMENT**

President Groves adjourned the meeting at 10:07 PM.

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

BH:dh

West Contra Costa Unified School District  
Minutes of the Board of Education Meeting  
Lovonya DeJean Middle School  
3400 Macdonald Avenue  
Richmond, CA 94805

Agenda Item B.7

March 18, 2015

**A. CLOSED SESSION**

**B. OPENING PROCEDURES**

President Groves called the meeting to order at 5:30 P.M. The Board recessed into Closed Session. President Groves called the Public Session to order at 6:31 PM P.M.

**B.1 Pledge of Allegiance**

President Groves led the Pledge of Allegiance.

**B.2 Welcome and Meeting Procedures**

President Groves offered welcome and instructions to the public regarding the meeting

**B.3 Roll Call**

**Board Members Present:** Liz Block, Valerie Cuevas, Todd Groves, Madeline Kronenberg

**Board Members Absent:** Randall Enos

**Staff Present:** Mark Bonnett, Executive Director Bond Finance; Magdalena Brown, Translator; Elizabeth Carmody, Coordinator Community Engagement; Steve Collins, SELPA Director; Patty Cuevas, Translator; Jose DeLeon, Richmond High Principal; Luis Freese, District Engineer; Sheri Gamba, Associate Superintendent Business Services; Wendell Greer, Associate Superintendent K-Adult Schools; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Joshua Herrera, Electronics Technician; Keith Holtslander, Director Facilities & Construction; Jackie Kim, Internal Auditor; Lisa LeBlanc, Associate Superintendent M & O/Bond Program; Daniela Parasidis, Executive Director Business Services; Lyn Potter, Director Categorical & Instructional Support Services; Nia Rashidchi, Assistant Superintendent Educational Services; Adam Taylor, Executive Director K-12; Marin Trujillo, Director Community Engagement; Katie VonHusen, Coordinator Educational Services; Ken Whittemore, Assistant Superintendent Human Resources; Darrin Zaragoza, Curriculum Specialist

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

Ms. Astrid Flores of Richmond High School introduced herself and said that she would participate in the Youth Commission presentation later on the agenda.

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

Superintendent Harter asked the Board to ratify action taken in Closed Session to appoint two administrators who currently fill interim positions:

Michael Aaronian, Principal, Lupine Hills Elementary

Jessica Petrilli, Principal, Helms Middle School

**MOTION:** Ms. Kronenberg moved to ratify action taken in Closed Session to appoint Michael Aaronian, Principal Lupine Hills Elementary and Jessica Petrilli, Principal Helms Middle School. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.

**B.6 Agenda Review and Adoption**

President Groves asked the Board to consider moving items D.1, D.2 and F.7 to follow item B.6.

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Ms. Kronenberg moved approval of the agenda as amended. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, Student Representative Astrid Flores (advisory vote only), and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

**D.1 Recognition of Richmond High School Soccer Team**

Mr. Greer asked Mr. Darrin Zaragoza to introduce the Richmond High Varsity Boys Soccer Team, 2014-15 NCS Division 2 Champions. Mr. Zaragoza said the students demonstrated sportsmanship and were representatives of their community. Principal Jose DeLeon recognized both the students' background in athletics and academics. He also commended Coach Rene Siles and his leadership over the years. Mr. DeLeon introduced each student and acknowledged his GPA as well as the colleges that seniors have applied to. A brief television new video clip was played showing the championship team in action.

**Public Comment:**

None

**Board Comment:**

Ms. Cuevas commended the young men for their hard work, preparation and success both on and off field.

Ms. Kronenberg commended the students for the incredible job, making the City of Richmond proud. Real College Advisor Angelica Arriaga was commended for her help to students with keeping their grades up. Ms. Kronenberg urged the senior students to come back to be mentors to other Richmond High students.

Ms. Block offered congratulations to the students for their success both on and off the field. She spoke of them as role models and wished them the best in college and in the years ahead.

President Groves offered congratulations and urged the team to keep up the good work.

**D.2 Report on WCCUSD Youth Commission**

Mr. Greer asked Ms. Carmody to introduce Darrin Zaragoza and Adam Taylor who work with the Youth Commission. The commissioners included:

Moises Tenorio-Garcia- Kennedy HS

Astrid Flores- Richmond HS

Emely Reachi- Richmond HS

Francisco Ortiz- Kennedy HS

Ja'Mes Williams- Middle College

The students provided background to the beginnings of the Commission, the changes they've seen at schools and the positive impact.

**Public Comment:**

None

**Board Comment:**

Ms. Block asked what hot topics students have addressed this year. Francisco Ortiz spoke about lack of a college and career center at North Campus. He said that in his opinion, it would make a difference for students. Ja'Mes Williams spoke about self-motivation by learning their voice was heard by Board members. The students spoke about people being unaware of what was happening at other schools and what could be done to gain knowledge and make a difference. The students said they felt it important for students to feel that they matter, that adults talk with them and know them.

Ms. Kronenberg asked about touring other schools and what the students learned. The commissioners said that they gained insight at other campuses about the differences; they saw serious students, students who didn't care, as well as students who try but are challenged to learn.

Ms. Cuevas commended the students' presentation and asked how they worked together. The commissioners said there was lots of communication between themselves and adults. At one meeting they had a free discussion about ideas, and then refined to the presentation.

President Groves said the commissioners are his "think tank" about things going on in schools.

The next meeting of the Youth Commission will be held March 23, at Helms Middle School, 6:30 PM. The Commission will be hosting an upcoming LCAP event on April 16. The students detailed their plans for the structure of the event and sharing information with the student community.

**F.7 Proposition 39 Final Offer of Facilities to Caliber Beta Academy**

Ms. LeBlanc presented information regarding the facilities offer to Caliber Beta Academy for the 2015-2016 school year and the timeline for Proposition 39 facilities requests and offers.

**Public comment:**

Yolanda Lopez, Marjorie Mendez, Pablo Ramirez, Yasmin Barraza, Kathleen Hogan, Ama Kmerow, Monzarrat Ledesma, Natalie Walchuck, Dennis Cody, Flor Castro

**Board Comment:**

Ms. Block thanked the families for coming to the meeting and spoke of the importance of a permanent location for the school. She spoke of her frustration and recommendations provided by staff, saying the Board worked under constraints.

Ms. Cuevas had questions about the considerations made for charters schools and the upcoming facilities master plan. Ms. LeBlanc said charter school facilities will be incorporated into a long term solution. Ms. LeBlanc spoke of background work, cost estimates and bringing recommendations to the Facilities Subcommittee for consideration. Ms. Cuevas asked about any rationale for not offering the Adams site. Ms. LeBlanc spoke about the CEQA evaluation, impact on neighborhood, and assessment of improvement needed for the site. Ms. Cuevas suggested more communication for both parties and urged creation of a master plan for long term facilities use.

Ms. Gamba provided additional information regarding Adams and criteria for the school closure regarding seismic concerns for student safety. She said it was important for the community to understand the hurdles as there are no vacant whole school sites in the District that are seismically safe, adhering to CEQA standards.

Ms. Kronenberg spoke of meetings with Caliber families and remaining committed to all children in District. She spoke of the conversation involving embarking on a master facilities plan, timelines, review of requests, Board consideration and decision making.

Ms. Block asked about a consultant for a long range facilities master plan. Ms. Block said that she did not feel the District met Proposition 39 facilities requirements and said that seismic safety regulations were different for charter schools.

**MOTION: Ms. Kronenberg moved approval of the Proposition 39 Final Offer of Facilities to Caliber Beta Academy. Student Representative Astrid Flores seconded the motion. Ms. Block, Ms. Kronenberg, Student Representative Astrid Flores (vote only), and President Groves voted yes, Ms. Cuevas voted no, with no abstentions and Mr. Enos absent. Motion carried 3-1-0-1.**

**B.7 Minutes: February 25, 2015**

**Public Comment:**

None

**Board Comment:**

None

**MOTION: Ms. Kronenberg moved approval of the Minutes of February 25, 2015. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, Student Representative Astrid Flores (advisory vote only), and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

**B.8 Request to Address the Board regarding the WCCAA Executive Board**

Co-Executive Director Sara Danielson introduced the new members of the WCCAA Executive Board who make up the administrative body. She said they represent over 100 years of combined experience. The representatives serve on various committees and participate in a collective bargaining union using the interest based bargaining process.

Student Representative Astrid Flores left the meeting for the evening.



**B.9 WCCUSD Public Comment**

Cynthia Pardinás, Angelina Quilici, Mark Quilici, Jonathan Dumas, Pamela Fields, Fasihia Ravaiz, Tom Panas, Kanai Anderson, MacDaniel Maisel, PwintPhyn Nandar, David Farr, Lorraine Humes, Graciela Lechon, Billy Alexander, Jordan Mason, Quinton Taylor, Juana Parra, Ariel Vega, Sandi Brown

**C. BUSINESS ITEM**

**C.1 Grants/Awards/Agreements**

**C.2 Acceptance of Donations**

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

**C.4 Contracts**

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

**C.6 Selection of Financial Auditor**

**C.7 Certificated Board Authorization - Education Code 44258.3**

**C.8 Routine Personnel Changes – Classified**

**C.9 Resolution No. 63-1415: Day of Recognition for César Chávez - March 31, 2015**

**C.10 Ratification and Approval of Engineering Services Contracts**

This item was pulled for separate action.

**C.11 Approval of Negotiated Change Orders**

This item pulled for separate action.

**C.12 Kennedy High School Digital Fabrication Laboratory Award of Contract**

This item pulled for separate action.

**C.13 Approval of Board Member Travel**

**MOTION:** Ms. Cuevas moved Approval of Consent Items C. 1 – C.9, and C.13. Ms. Kronenberg seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.

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

**D.1 Recognition of Richmond High School Soccer Team**

This item was moved to follow item B.6.

**D.2 Report on WCCUSD Youth Commission**

This item was moved earlier on the agenda.

**E. COMMITTEE COMMUNICATIONS**

**E.1 Standing Reports**

**United Teacher of Richmond.** Vice President Amanda Henderson read a resignation letter from President Robert Mann, effective March 31<sup>st</sup>, due to health reasons. As Vice President, Ms. Henderson will assume the office of President and said she looked forward to working with the Board and the District.

**Citizens' Bond Oversight Committee.** Chairperson Ivette Ricco introduced new member Anton Jungherr. She said that the committee was pleased with staff's commitment to collaborate and communicate, and was excited to hear about developments for a new master plan. She summarized activities since February. She said there are now 18 citizens on committee and a cost savings subcommittee was established. Progress with website development has been made. The draft performance audit was reviewed and independent counsel has been identified to represent the committee. Mr. Jungherr reported on review of the performance audit report by the subcommittee with recommendations that the item on this agenda be tabled for completion of work.

**Academic Subcommittee.** Ms. Rashidchi reported on the recent meeting where the Common Core teacher leaders provided great feedback tools for a vetting process in reviewing supplemental materials. The also reviewed areas of Common Core focus and assessing implementation progress. The next meeting is scheduled for April 21<sup>st</sup> and will include a Collaboration Colloquium to be held at DeJean where teachers, parents and students will present the program.

**College and Career Readiness.** Ms. Rashidchi spoke about DeAnza High School recently hosting Rochester City Schools for a school study visit to learn how academies work and see one in action. Ms. Kronenberg added that she attended and met people from Rochester. They were very impressed with the DeAnza community and systems in place at DeAnza. They connected with people who spoke of the implementation of the linked learning initiative. Mr. Greer spoke about counselors completing the fifth year of SPARC reports. He said that DeAnza also participated in a gold ribbon event where Assembly member Tony Thurmond attended in recognition of this comprehensive high school. Mr. Greer concluded by recognizing the hard work of assistant principals at Richmond High.

**Community Budget Advisory Committee.** Ms. Gamba announced the next meeting for March 26 at Alvarado Adult Education Center. She remarked on the improved online agenda providing links to presentation documents. She also said that the committee currently has a full roster of members.

**Facilities Subcommittee.** Ms. Kronenberg reported on the recent meeting where the committee heard a report on the recent bond sale and a report on gardens from West County Diggs. They also heard presentations regarding an overview of the Valley View construction schedule, the Lincoln Elementary water damage, the Ohlone construction project, and the facilities master plan. Ms. Block said the committee also heard about the proposal high school rebuilding project.

**Ivy League Connection.** Ms. Kronenberg said that all the cohorts were chosen and that chaperones will be selected next.

**Safety and School Climate Committee.** Ms. Cuevas reported on the recent meeting where Ms. Libby MontesNations was introduced as the new Director of Emergency Preparedness, school site leaders talked about important issues including serving special education students and Office for Civil Rights requirements. Mr. Greer said the next meeting will be March 26, 9:00 AM at North Campus.

**Technology Subcommittee.** President Groves said next meeting was scheduled for April 9, 4:00 at the Information Technology Center.

**Youth Commission.** Ms. Cuevas said the Commission met last week and that an update was provided earlier on agenda. She said that the students are currently planning the upcoming LCAP event. The next meeting will be March 23, 6:30 PM at Helms Middle School.

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

Superintendent Harter provided a report of activities in the District.

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

Superintendent Harter recognized the contributions of members of the community who have passed away. President Groves asked everyone to stand for a moment of silence.

### **Public Comment:**

None

### **Board Comment:**

None

A brief recess was taken at this time.

## **C.10 Ratification and Approval of Engineering Services Contracts**

### **Public Comment:**

Tom Panas

### **Board Comment:**

Ms. Block asked to review some of the contracts under this item. She expressed an opinion that contracts over a certain percentage threshold should be returned to the CBOC or Facilities Subcommittee for review and consideration. She had specific questions regarding the SGI Construction Management contracts to which Ms. LeBlanc provided clarification. Superintendent Harter provided additional information regarding the 2013 selection process seeking proposals for Construction Manager from various construction management firms, resulting in a review and

recommendation by the Facilities Subcommittee to the Board selecting SGI. He said that SGI has been the program manager since prior to 2004 as well as reviewed and renewed in 2013. Ms. LeBlanc explained the quarterly estimated rates for various areas of the contract after review by staff.

Ms. Cuevas also had questions regarding the SGI contract expiration. Superintendent Harter responded that the five year contract would expire in 2018. She continued to ask about the staff recommendation for the SGI proposal. Superintendent Harter said that staff recommended to the Facilities Subcommittee the use of SGI as well as other construction management firms for services. Ms. Cuevas asked Ms. Kronenberg about rationale for awarding the contract to SGI. Ms. Kronenberg responded that the recommendation was based on performance levels as noted in performance audits, as well as the firm's institutional memory from previous work with the program. She said the Facilities Subcommittee approved renewal of the contract, contrary to staff's recommendation, and forwarded the recommendation to the Board for approval.

**MOTION: Ms. Kronenberg moved approval of Ratification and Approval of Engineering Services Contracts. The motion failed for lack of a second.**

Ms. Kronenberg asked the impact if items are not approved. Ms. LeBlanc responded that this could impact some of the construction projects but she would need to confer with legal counsel to determine the extent. Ms. Cuevas asked for descriptions of SGI program services contracts. Ms. LeBlanc provided clarification regarding the Measures D and E program projects.

Superintendent Harter asked whether the Board would consider approval of the other non SGI contracts rather than hold all contract work.

**MOTION: Ms. Cuevas moved approval of Ratification and Approval of Engineering Services Contracts with the exception of the SGI contracts. Ms. Kronenberg seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

Ms. LeBlanc said that due to the delay, she will consult with legal counsel regarding the previously approved contract and estimates for services for the next quarter. Superintendent Harter recommended bringing additional information to Board about the SGI contracts to the April 1, 2015 meeting for consideration. He also heard an interest from the Board regarding a process for the Facilities Subcommittee to review these types of contracts. A discussion could be agendaized at that time as well.

There was an agreement by consensus of the Board.

#### **C.11 Approval of Negotiated Change Orders**

**Public Comment:**

Tom Panas

**Board Comment:**

Ms. Block asked for additional explanation about change orders for the Ohlone project. Ms. LeBlanc spoke about the largest change order for soil removal work. Mr. Luis Freese provided additional information regarding the previous phase of the construction of the main campus and timing to open the campus. This portion of the project was moved to a second phase of the project. He detailed what was involved in removal of class 2 hazardous soil to a controlled site.

**MOTION: Ms. Cuevas moved approval of Negotiated Change Orders. Ms. Kronenberg seconded. Ms. Kronenberg and President Groves voted yes, Ms. Block and Ms. Cuevas voted no, with no abstentions and Mr. Enos absent. Motion failed 2-2-0-1.**

#### **C.12 Kennedy High School Digital Fabrication Laboratory Award of Contract**

Ms. LeBlanc read a revision into the record regarding the award and lowest responsive, responsible bidder.

*The District conducted a public bid process for the project. Bids were opened on March 12, 2015. Four contractors submitted a bid: GEICO, Inc. \$893,000; EVRA Construction Inc., \$936,000; AM Woo Construction, Inc., \$969,000; Bros Construction Inc., \$975,350. The apparent lowest responsive, responsible bidder is GEICO, Inc.*

*Project completion is anticipated June 2015.*

**Recommendation:**

*Award the contract to the lowest responsive, responsible bidder GECCO, Inc.*

**Public Comment:**

Lorraine Humes

**Board Comment:**

Ms. Kronenberg responded to Ms. Hume's questions regarding the Fabrication Laboratory and access to the technology by District students and the public. She also spoke about the mobile lab that will travel throughout the District sharing technology.

Ms. Block asked about the funding through the Chevron and the MIT partnership. Ms. Rashidchi spoke about the \$1 million Chevron donation to fund the equipment and staff Fab Lab, including professional development, mobile lab accessible to schools, as well as a hybrid lab to be located at Juan Crespi Middle School. All of this is a part of the District's STEM initiative and STEM centers to support the Fab Lab locations.

Ms. Cuevas asked about staff review and recommendation for this contract award. Ms. Freese provided information regarding the evaluation of bidders, interviews with contractors, and the recommendation to award to the lowest responsive, responsive bidder.

**MOTION: Ms. Cuevas moved approval of the Kennedy High School Digital Fabrication Laboratory Award of Contract. Ms. Kronenberg seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

**F. ACTION ITEMS**

**F.1 Single Plans for Student Achievement (SPSAs)**

Ms. Rashidchi introduced Ms. Lyn Potter who detailed the process and procedures for the schools Single Plans for Student Achievement (SPSAs) in alignment with the District's LCAP plan. She spoke about the involvement of each school's School Site Council. Administrators from Richmond High and Montalvin Elementary shared their experiences in working through the process. Ms. Katherine Acosta-Verprauskus, Montalvin principal spoke, about the English language development plan component of the SPSA. Ms. Summer Sigler, Richmond High Assistant Principal, detailed the component regarding goals for student discourse and writing.

**Public Comment:**

None

**Board Comment:**

Ms. Block commended Montalvin for their work to increase writing skills. She reviewed some of the schools' rigor and goals for success.

President Groves also commended the target on writing and extra effort on behalf of students.

Ms. Sigler spoke of items reflected in a handout developed by their instructional leadership team regarding mission and goals to anchor the school's work. Ms. Cuevas had questions regarding student completion of A-G requirements. Ms. Sigler responded with information about the academy structure, honor roll, individual student interventions, and quarterly advisories with students for transcript review.

Ms. Block offered congratulations to Richmond High for its growth in writing. Ms. Sigler spoke about the process used by staff to regularly review data and dialog about improvement.

Ms. Kronenberg asked about the wall-to-wall academy school and what recognitions do students receive? Sigler responded. Richmond High Assistant Principal William McGee provided information about multimedia academy and industry recognized certification.

Board members continued to commend the work by schools.

**MOTION: Ms. Block moved approval of the Single Plans for Student Achievement (SPSAs). Ms. Kronenberg seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

**F.2 Second Interim Report, 2014-15 / Financial Update**

Ms. Gamba presented information regarding January 31<sup>st</sup> Second Interim Budget Report.

**Public Comment:**

None

**Board Comment:**

Board discussion included questions regarding Proposition 30 funds and parcel tax expiration in 2018-2019. Ms. Gamba provided information regarding three year planning cycles of budget planning, parcel tax expiration and the effects of declining enrollment.

**MOTION: Ms. Block moved approval of the Second Interim Report, 2014-15. Ms. Cuevas seconded. Ms. Block, Ms. Cuevas, Ms. Kronenberg, and President Groves voted yes, with no abstentions and Mr. Enos absent. Motion carried 4-0-0-1.**

**F.3 Receive the Building Fund (Measure D and Measure E) Performance Audit for Year Ended June 30, 2014**

Ms. Gamba provided information regarding the proposed Bond Performance Audit. She introduced Certified Public Account Xiupin Guillaume who was available to take questions. Ms. Gamba said that the report was provided in the Board packet for consideration.

**Public Comment:**

Anton Jungherr

**Board Comment:**

Ms. Cuevas asked about the comments and recommendations of the CBOC Audit Committee to consider this report as a draft report and bring it back at a later date as a final report with agreed upon procedures. Ms. Gamba said the document presented by the audit firm Vavrinek, Trine & Day is the legally required report and added that the enhanced aspects of the report will be incorporated into this report. She did not characterize the report presented for approval as draft form.

Ms. Kronenberg recapped the Facilities Subcommittee review where they heard public comment and accepted the report.

Superintendent Harter recapped the objective of the audit to determine whether expenditures charged to the building fund were made in accordance with the bond project list approved by voters with the approval of Measure D and E, and determine whether salary transactions charged to the bond were supported by Measures D and E and not for the general operations. He said this was the content of the audit report as required by law. He added that the Board, in September 2014, approved a much larger scope of services, including audit of contracts and change orders, report of local hire and wage conditions, compliance with state regulations and district policies and guidelines. This was a very detailed report with more details still to come as the result of a local choice to incorporate the additional information.

Ms. Gamba invited Attorney Lisel Wells of Nixon Peabody to give an opinion regarding acceptance of the performance audit. Ms. Wells affirmed that Board approval of the report presented would fulfill the legal requirement.

**MOTION: Ms. Block moved approval to receive the Building Fund (Measure D and Measure E) Performance Audit for Year Ended June 30, 2014. Ms. Kronenberg seconded. Ms. Block, Ms. Kronenberg, and President Groves voted yes, Ms. Cuevas voted no, with no abstentions and Mr. Enos absent. Motion carried 3-1-0-1.**

**F.4 2010 Measure D and 2012 Measure E General Obligation Bonds Financial Statements June 30, 2014**

Ms. Gamba recapped financial statements performed by Crowe Horwath and Company as part of other financial statements received by the Board in January 2015. She summarized the more in depth subset report by bond authorization for acceptance into the public record. Executive Director Bond Finance Mark Bonnet pointed out details regarding the financial statements broken down by 2010 Measure D and 2012 Measure E.

- F.7 Proposition 39 Final Offer of Facilities to Caliber Beta Academy**  
This item was moved to follow item D.2.

**G. DISCUSSION ITEMS**

- G.1 Project Status Report**  
This item was tabled due to the lateness of the hour.

- H. UNFINISHED REQUESTS TO ADDRESS THE BOARD** (continued from Item E)  
None

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

Ms. Cuevas spoke about procedures and framing her vote in the context of limited choices due to deadlines. She expressed concern about the timing for considerations feeling that additional preparation by staff is required.

Ms. Block said compliance deadlines cause her to feel trapped without adequate information. She said that she would like to develop a handbook for protocol. She enjoyed honoring the Richmond High Boys Soccer Team honored and welcomed opportunity to honor academic teams as well. Separately she suggested that information regarding employee matters be provide at a meeting prior to decisions at a subsequent meeting, allowing time for consideration. She also spoke about working toward a student evaluation of teachers.

Ms. Kronenberg acknowledged many student successes such as the El Cerrito Symphonic Band invited to Carnegie Hall. She announced a dance performance for March 20<sup>th</sup> at El Cerrito High. Ms. Kronenberg concluded by expressing her full support of Superintendent Harter, remarking on the opportunity to evaluate him over the last nine years, saying that he serves community incredibly well.

President Groves spoke of an extraordinary two years of working with the Superintendent and Cabinet. He commended staff for the pace of the organization. He gave his full support and admiration for amount of work put forth by the Superintendent and staff.

- J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**  
Lovonya DeJean Middle School – April 1, 2015

- K. ADJOURNMENT**  
President Groves adjourned the meeting at 12:20 AM.

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

BH:dh

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

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

---

**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** CI C.1

**Subject:** Acceptance of Donations

**Background Information:** The District has received donations as summarized on the attached sheet dated April 1, 2015. The estimated values for any non-cash donations (as indicated by an asterisk) are those provided by the donor. Staff recommends acceptance of these donations.

**Recommendation:** Recommend Approval

**Fiscal Impact:** As noted per donations summary.

DISPOSITION BY BOARD OF EDUCATION

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

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

West Contra Costa Unified School District  
April 1, 2015 Board Meeting

<b><u>Donor Name</u></b>	<b><u>Description or Purpose</u></b>	<b><u>Estimated Value</u></b>	<b><u>Receiving School or Department</u></b>
Ms. Barbara Kitagawa	Materials and Supplies	\$50.00	Cameron School
Target Take Charge of Education	Materials and Supplies	\$65.77	Chavez Elementary
Target Take Charge of Education	Materials and Supplies	\$85.40	Highland Elementary
Chamberlin Family Foundation	Materials and Supplies	\$249.00	Kennedy High
Wells Fargo Foundation Educational Matching Gift Program	Materials and Supplies	\$600.00	State Pre-School

\*Estimated values for the non-cash donations are provided by the donor  
Donation Précis 040115



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

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

---

**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** CI C.2

**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 April 1, 2015.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Additional revenue for schools

DISPOSITION BY BOARD OF EDUCATION

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

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

West Contra Costa Unified School District  
April 1, 2015 Board Meeting

APPROVAL OF FUND-RAISERS

<b><u>School</u></b>	<b><u>Fund-Raising Activity</u></b>	<b><u>Activity Sponsor</u></b>
Fairmont Elementary	Celebrating diversity with Games, Music and Food. \$10 per wrist Band for Games.	Fairmont PTA
Lupine Hills Elementary	Sale of World's Finest Chocolate	Lupine Hills 5th Grade
Lupine Hills Elementary	Popcorn Palace	Lupine Hills PTA
Lupine Hills Elementary	Scholastic Book Fair	Lupine Hills PTA

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

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

---

**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** CI C.3

**Subject:** Notice of Completion: Bid 1401347-00 Montalvin Elementary School New Classroom Building

**Background Information:**

Substantial completion notice has been received for: Bid 1401347-00.

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

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

W.A. Thomas Company, Inc. Bid 1401347-00 Montalvin Elementary School Classroom Building

**Recommendation:** Recommend approval of this notice of completion.

**Fiscal Impact:** None.

DISPOSITION BY BOARD OF EDUCATION

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

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

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## NOTICE OF COMPLETION

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

Notice is hereby given that:

1. The undersigned is owner of the property hereinafter described:
2. The full name of the owner is: Governing Board, West Contra Costa Unified School District.
3. The full address of the owner is: 1108 Bissell Avenue, Richmond, Calif. 94801.
4. A work of improvement on the property hereinafter described was completed and accepted on April 1, 2015.
5. The work done was: Project 1401347-00 Montalvin ES New Classroom Building.
6. The name and address of the contractor for such work of improvement was W.A. Thomas Company, Inc., 2356 Pacheco Boulevard, Martinez, CA 94553. Date of Contract: 12/30/2013.
7. The name of the Bonding Company that provided Surety for said contractor relative to work to be performed is: Hartford Fire Insurance Company.
8. The property on which said work of improvement was completed is located within the West Contra Costa Unified School District, County of Contra Costa, State of California, and is described and located as follows: Montalvin Elementary School, 300 Christine Drive, San Pablo, CA 94806.

Dated: April 1, 2015

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

## VERIFICATION

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

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

Executed on April 1, 2015, at Richmond, CA.

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

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

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

---

**To:** Board of Education

**Meeting Date:** April 1, 2015

**From:** Ken Whittemore  
Assistant Superintendent Human Resources

**Agenda Item:** CI C.4

**Subject:** Acceptance of Contra Costa County Office of Education 2<sup>nd</sup> quarterly Report for Williams Settlement Legislation

**Background Information:** The Contra Costa County Office of Education provides an annual report which in accordance with Education Code 1240(s)(2)(G) pursuant to the Williams Settlement must be presented to the Board of Education.

The District had no findings in the following areas:

- Instructional Materials
- School Facilities
- Uniform Complaints

Included in the report is an item in regards to teacher vacancies and misassignments. The District by the report's findings has no uncorrected misassignments. On the first day of school the District reported 21 vacancies. The breakdown of the first day vacancies are as follows:

- Eleven positions were "teachers on demand". These positions are assigned to schools in anticipation of student enrollment. All positions were eliminated with students enrolled in proper classes.
- Five positions were filled awaiting clearance of paperwork
- Five positions were actual openings

**Recommendation:** Receive the County Office of Education report

**Fiscal Impact:**

None

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_



February 9, 2015

RECEIVED  
FEB 23 2015  
SUPERINTENDENT

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

Dear Dr. Harter:

Please extend to your governing board, administration and site staff my appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation. Below is the report of our findings. Please present to your governing board at a regularly scheduled meeting, during the second quarterly report for fiscal year 2014-2015, as required by Education Code section 1240(c)(2)(G) pursuant to the Williams Settlement. This report is the results of my staff's review of the West Contra Costa Unified School District for the December Quarter, 2014.

Findings were as follows:

**Instructional Materials**

- No reviews were conducted during this quarter

**School Facilities**

- No reviews were conducted during this quarter

**School Accountability Report Card**

- No reviews were conducted during this quarter

**Teacher Misassignments and Teacher Vacancies**

- Report issued by the Credentialing Office

The law also requires that I receive quarterly reports on complaints filed with the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure. While this

data is not mandated to be a part of this report, it is included so that you and the citizens of our community will have a complete understanding of the environment in which the schools in the West Contra Costa Unified School District are functioning.

### **Uniform Complaints**

- The Uniform Complaints Report for this quarter was due by January 31, 2015. There were no complaints and no unresolved issues.

If you have any questions about this report, please contact Eloisa Mendoza-Hinds, Williams Settlement Lead, (925) 942-3352 or [EMendoza@cccoe.k12.ca.us](mailto:EMendoza@cccoe.k12.ca.us).

Sincerely,



Karen Sakata  
County Superintendent of Schools

/lb  
Attachment

<b>West Contra Costa</b>	# of teachers on staff	Hold correct credential	Certified to teach EL Learners	20% classes EL Learners	# of teacher in process of obtaining EL	Corrected removal	Misassig. corrected applied for cred.	Misassig. corrected by Ed. Code	Vacancy	Uncorrected Misassignment
Bayview	29	29	29	25	0	0	2	0	1	0
Chavez	29	29	29	25	0	0	0	0	0	0
Dover	30	30	30	0	0	0	0	0	1	0
Downer	30	30	30	23	0	0	0	0	0	0
Ford	20	20	20	18	0	0	0	0	0	0
Grant	25	25	25	25	0	0	0	0	5	0
King	23	23	23	20	0	0	0	0	0	0
Lake	19	19	19	17	0	0	0	0	0	0
Lincoln	20	20	20	18	0	0	0	0	2	0
Mira Vista	27	27	27	21	0	0	0	0	0	0
Murphy	24	24	24	18	0	0	0	0	0	0
Nystrom	23	23	23	20	0	0	0	0	0	0
Shannon	18	18	18	12	0	0	0	0	0	0
Stege	16	16	16	9	0	0	0	0	0	0
Tara Hills	25	25	25	22	0	0	0	0	1	0
Verde	15	15	15	13	0	0	0	0	0	0
Wilson	22	22	22	19	0	0	0	0	0	0
Crespi	22	22	22	44	0	0	0	0	0	0
Helms	49	49	49	150	0	0	0	0	0	0
Hercules Middle	26	26	26	35	0	0	0	0	0	0
Korematsu Middle	20	20	20	32	0	0	0	0	1	0
Lovonya DeJean	27	27	27	98	0	0	0	0	0	0
Pinole Junior High	28	28	28	40	0	0	0	0	0	0
DeAnza High	48	48	48	104	0	0	0	1	4	0
El Cerrito	59	59	59	62	0	0	0	0	0	0
Hercules High	44	44	44	62	0	0	0	0	5	0
Kennedy High	35	35	35	218	0	0	0	0	1	0
Leadership	20	20	20	18	0	0	0	0	0	0
Pinole Valley High	55	55	55	57	0	0	0	0	0	0
Richmond High	68	68	68	263	0	0	0	0	0	0



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

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

**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** CI C.5

**Subject:** Delete Board Policy 0420.1

**Background Information:**

This Board Policy concerns the School Based Program Coordination. The policy is recommended for deletion as the need for this policy was eliminated by the Local Control Funding Formula. The items covered under the consolidated application listed in the following two paragraphs, have all been eliminated and the dollars tied to these programs are incorporated into the Local Control Funding Formula.

“The California Education Code requires the School Site Council (SSC) to develop a Single Plan for Student Achievement (SPSA) for Consolidated Application programs operated at the school or in which the school participates. In addition, Pupil Retention and School and Library Improvement Block Grant programs operated at the school must be included in the SPSA. The SSC must approve the plan, recommend it to the local governing board for approval, monitor implementation of the SPSA, and evaluate the results.

At least annually, the SSC must revise the SPSA, including proposed expenditures of funds allocated to the school through the Consolidated Application, and recommend it to the local governing board for approval. Also, the SSC annually considers whether or not the school will participate in the School-Based Coordinated Program (SBCP) and indicates its decision in the SPSA.”

The School Site Council will continue to focus and play a valuable role in the development of Single Plans for Student Achievement and reviewing funds designated for the school in the Local Control Accountability Plan.

**Recommendation:**

Approve deletion of the Board Policy

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

# ~~West Contra Costa USD~~

## ~~Board Policy~~

### ~~School-Based Program Coordination~~

~~BP 0420.1~~

#### ~~Philosophy, Goals, Objectives and Comprehensive Plans~~

~~In order to best serve students with special needs and students participating in designated educational programs, the Governing Board encourages school-based program coordination as a means for achieving flexibility in the use of the categorical funds received by each school. The Board believes that resources acquired to assist students in one program often can benefit other students without in any way depriving the originally targeted group.~~

~~A school site council shall be established at each school to consider whether or not it wishes the school to participate in school-based program coordination. All interested persons shall have an opportunity to meet in public to establish the site council.~~

~~The school site council of any participating school shall develop, for approval by the Board, a school plan that addresses the components specified in Education Code 52853. This plan shall be incorporated into the school's single plan for student achievement required for the state's consolidated application process. (Education Code 52853, 64001)~~

~~Evaluation of each participating school's educational program shall include an assessment of the school's effectiveness in meeting the needs of each student population originally targeted by the categorical programs.~~

#### ~~Legal Reference:~~

##### ~~EDUCATION CODE~~

~~8750-8754 Conservation education~~

~~41500-41573 Categorical education block grants~~

~~44520-44534 New Careers Program~~

~~51870-51874 Education technology~~

~~52200-52212 Gifted and Talented Education Program~~

~~52340-52346 California Regional Career Guidance Centers~~

~~52800-52887 School-Based Program Coordination Act~~

~~54000-54028 Educationally Disadvantaged Youth Programs~~

~~54100-54145 Miller Unruh Basic Reading Act~~

~~54650-54659 Education Improvement Incentive Program~~

~~56000-56867 Special education~~

~~64000 Categorical programs included in consolidated application~~

~~64001 Single-school plan for student achievement, consolidated application programs~~

##### ~~MILITARY AND VETERANS CODE~~

~~500-520.1 California Cadet Corps~~

Management Resources:

~~CDE PUBLICATIONS~~

~~Voluntary Template for the Single Plan for Student Achievement~~

~~WEB SITES~~

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

~~Policy WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT~~

~~adopted: May 15, 1996 — Richmond, California~~

~~revised: January 17, 2007~~

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Mary Phillips **Agenda Item:** CI C.6  
Chief Technology Officer  
**Subject:** Technology Equipment & Services for Coronado Elementary - RFP Dated February 6, 2015

**Background Information:**

The District prepared plans and specifications for technology equipment and services for Coronado Elementary School, 2001 Virginia Ave, Richmond, 94804. The scope of work included providing and configuring switches, VoIP phones, mounting wireless access points and "rack and stack" services.

The District solicited competitive bids for the project. The RFP was advertised on February 6, 2015 and closed February 27, 2015. Four companies submitted bid responses. Their bid responses are as follows: PTI Solutions, \$471,086.59; CBX Technologies, \$446,576.50; AEKO Consulting, \$423,430.18; Development Group Inc., \$409,971.93.

The lowest responsive, responsible bidder is Development Group Inc.

**Recommendation:** Ratify the award to the lowest responsive, responsible bidder: Development Group Inc.

**Fiscal Impact:** \$409,971.93 Bond proceeds

**DISPOSITION BY BOARD OF EDUCATION**

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

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

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Wendell C. Greer **Agenda Item:** CI C.7  
Associate Superintendent, K – Adult Operations  
**Subject:** Close Up Visitation of Washington D.C., April 4<sup>th</sup> –April 10<sup>th</sup>, 2015

**Background Information:**

Richmond High School Students will attend the Close Up Washington High School Special Program: Equal Justice Under the Law in Washington D.C. This trip is a one-of-a-kind opportunity for students to experience their government in action. Students will visit Washington's famous monuments, memorials, and institutions. They will meet with their Congressional delegation on Capitol Hill and get a first-hand look at the American political system.

**Recommendation:** Recommend Approval

**Fiscal Impact:** Title I Funds for charter transportation and the rest of the cost was covered by private donations and fundraisers.

DISPOSITION BY BOARD OF EDUCATION

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

**WCCUSD STUDY TRIP REQUEST FORM (Form must be typed)**

<b>SCHOOL: Richmond High School</b>	<b>Date of Submission: 2/13/2015</b>
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**TYPE OF TRIP: OVERNIGHT TRIP**

Submissions must be received in the Executive Director's office by the following timeline:

<input checked="" type="checkbox"/> Chartered Transportation (Bus reserved by school/PTA/Transportation Office)	25 school days prior to trip date
Automobile (Driving to destination)	25 school days prior to trip date
<input checked="" type="checkbox"/> Public Transportation (Plane, Amtrak, etc.)	25 school days prior to trip date
Out of Country (Plane, Amtrak, Automobile, etc.)	45 school days prior to trip date

**ALL trips must start AND end at the school site.** **TRIP AND CHAPERONE INFORMATION:** Minimum of 2 Chaperones per study trip

**Adult to Student Ratio: Pre-School (1:3), K-3 (1:5) & 4-12 (1:10)**

Date of Trip: <b>April 4-10, 2015</b>	Time 7:00 Leave: pm Return: <b>9:30 pm</b>	Grade/Group: <b>9-12</b>	Total number of students participating: <b>8</b>
Trip Destination: (Include Address/phone) Hyatt Regency Crystal City 2799 Jefferson Davis Highway Arlington, VA 22202	Teacher in Charge of Group: (Name, phone, e-mail) William McGee 510-209-5962 wmcgee@wccusd.net		Other Teachers Accompanying Group: <b>N/A</b>
Total Number of Chaperones accompanying the group <input type="text" value="1"/>	* Names of Chaperones and Position/Title form attached		
* List of student names attached-District provides insurance coverage for all students. (PowerSchool printout or typed list)			

**TRANSPORTATION ARRANGEMENTS:**

<b>Chartered Transportation</b>	<b>CHARTERED TRANSPORTATION REQUEST FORM.</b> All requests using district funds must be booked through the Transportation Office. Completed Chartered Transportation request must be attached to study trip request.	* Completed form attached. (Funding Source Account Code provided on form)
	<b>FUNDING SOURCE</b> Requests using other funding sources (i.e. PTA) must be booked by trip organizer and paid for at the site level. Funding source MUST be indicated.	<b>FUNDING SOURCE/ACCOUNT CODE</b> Title I 01-3010-5880-364-1110-1000-300114-0-0000
	<b>COMPANY</b> Must be from District approved list as indicated on Bulletin. <u>Attach confirmation from chartered transportation company.</u>	<b>COMPANY NAME AND CONTACT:</b>
<b>Automobile</b>	<b>AUTOMOBILE TRANSPORTATION FORM</b> Form must be completed with driver's information attached. Valid California Driver's license and insurance requirements are mandatory.	Completed form attached. Valid driver's license and insurance attached
<b>Public Transportation</b>	<b>TYPE OF PUBLIC TRANSPORTATION (BART, BUS, AMTRAK, FERRY)</b> Funding source required if transportation tickets/arrangements are to be purchased using District funds. Funding source MUST be indicated even if using other funding, i.e., PTA, Approved Fundraiser, etc. <b>PR's should be initiated at least 8 weeks in advance of the trip.</b>	Funding Source Account Code:  <b>MUNIS Req/PO #</b>
<b>Admission Fees</b>	<b>FEES TO DESTINATION, I.E., ZOO, THEATER, MUSEUM, ETC.</b> Funding source required if tickets are to be purchased using District funds. Funding source MUST be indicated even if using other funding, i.e., PTA, Approved Fundraiser, etc. <b>PR's should be initiated at least 8 weeks in advance of the trip.</b>	Funding Source Account Code:  <b>MUNIS Req/PO #</b>

**EDUCATIONAL VALUE**

Must include standards reference number and a brief explanation of how the trip relates to the classroom activity. Attach additional sheet if necessary.  
Standards Number(s):

**CCSS.ELA-LITERACY.RH.11-12.7**

Integrate and evaluate multiple sources of information presented in diverse formats and media (e.g., visually, quantitatively, as well as in words) in order to address a question or solve a problem.

Students will also be posed with real life situations, dramatizations, and participate in mock congress activities.

<b>Substitute(s) Requested</b>	FOR SECONDARY SITES ONLY: SUBSTITUTES NEEDED FOR TEACHERS ON STUDY TRIPS.	Funding Source Account Code:  Substitutes Needed for <u>0</u> paid periods
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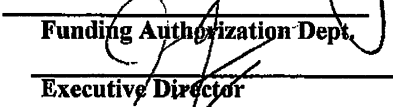
**LAST DATE FOR SUBMISSION OF STUDY TRIP: APRIL 17, 2015 (3<sup>RD</sup> Friday in April)**

**LAST DATE FOR STUDY TRIP TO BE TAKEN: MAY 29, 2015 (5<sup>TH</sup> Friday in May)**


**\* No late or incomplete requests will be accepted. Study trips need pre-approval during CST testing periods.**

**STUDY TRIP REQUEST FORM MUST HAVE PRINCIPAL SIGNATURE AND FUNDING SOURCE INDICATED BEFORE SENDING TO THE EXECUTIVE DIRECTOR'S OFFICE. INCOMPLETE STUDY TRIP REQUESTS WILL BE RETURNED AND MAY RESULT IN DELAY IN PROCESSING OR DENIAL OF REQUEST. APPROVALS WILL BE SENT BACK VIA EMAIL TO SECRETARY/OFFICE MANAGER AND PRINCIPAL.**

APPROVALS:  2/22/15  
Principal Signature Date

 3/17/15  
Funding Authorization Dept. Signature Date

**RECEIVED**

EXECUTIVE DIRECTOR'S OFFICE USE ONLY:  
Received: **FEB 25 2015**  
Approval Sent: **3/17/15**  
Date: **3/17/15** WCCUSD  
Executive Director By: 

**APPROVED**

## CLOSE UP WASHINGTON HIGH SCHOOL SPECIAL FOCUS PROGRAM: EQUAL JUSTICE UNDER THE LAW

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Arrive in Washington, D.C.	8:00 Hot Breakfast Buffet	8:00 Hot Breakfast Buffet	7:15 Hot Breakfast Buffet	8:00 Hot Breakfast Buffet	7:30 Breakfast
Hotel Check-In: Meet With the Close Up Concierge & Explore D.C. With Your School if Time Allows	9:00 Jefferson Memorial: Study Visit at the Tidal Basin	9:30 "What's On The Docket" Seminar	8:15 Capitol Hill Day: Take Advantage of As Many Activities As You Can!	9:00 Arlington National Cemetery: Tomb of the Unknown Soldier, JFK & Challenger Memorial	Depart for Home
6:00 Teacher/Staff Dinner	10:15 Franklin Delano Roosevelt Memorial Study Visit	10:45 Neighborhood Study Visit on Historic U-Street	Meet With Your Members of Congress or Their Staffs	11:45 Smithsonian Study Visit and Lunch	
6:15 Welcome Student Dinner	11:30 Martin Luther King Jr. Memorial Study Visit	12:15 Lunch at National Place	Attend and Observe Key Testimony in Congressional Committee Hearings	2:00 Federal Courts Simulation	
7:00 Orientation	12:15 Smithsonian Study Visit and Lunch	1:30 Capitol Reflecting Pool Group Photo	Explore the U.S. Capitol Hill Visitor Center & Museum	5:00 White House Study Visit: See 1600 Pennsylvania Avenue Up Close	
7:30 Introductory Workshop	3:00 Judicial Seminar	1:45 Capitol Hill Walking Workshop	Lunch at the House Cafeteria	5:30 Return to Hotel	
8:30 Domestic Issues Debate: Liberal vs. Conservative. Stand Up and Be Heard on Issues That Matter to You	4:00 US Marine Corps Memorial Visit	2:45 WWII Memorial Study Visit	Visit the Supreme Court & Library of Congress	6:00 Final Workshop	
10:00 Student Lounge	4:30 Pentagon 9/11 Memorial Study Visit	3:30 Vietnam Veterans Memorial Study Visit	Take Your Seat in the Galleries to See the U.S. Senate & House of Representatives in Action	7:45 Farewell Dinner and Banquet	
11:00 Room Check	5:30 Return to Hotel	4:15 Korean War Memorial Study Visit	Dinner at Union Station	9:00 Dance and Student Lounge	
	6:15 Standards of Judicial Interpretation Workshop	4:45 Lincoln Memorial Study Visit	8:00 Performance at a Renowned D.C. Theater	11:00 Room Check	
	7:15 Dinner at Hotel	5:45 Dinner at Pentagon City Mall	10:00 Return to Hotel		
	8:30 Bill of Rights Electives	6:45 Return to Hotel	10:15 Student Lounge		
	10:00 Student Lounge	7:15 Capitol Hill Prep Workshop	11:00 Room Check		
	11:00 Room Check	8:35 Mock Congress: Debate and Vote on Congressional Issues			
		9:45 Student/Teacher Meetings			
		10:00 Student Lounge			
		11:00 Room Check			

Study visits led by our highly-trained instructors give students unique opportunities to learn using historic sites and institutions as living classrooms.

Workshops and seminars reinforce this learning and help students make personal connections to the roles that they, as ordinary citizens, play in democracy.

**SAMPLE SCHEDULE SUBJECT TO CHANGE**

**[www.Closeup.org](http://www.Closeup.org)**

**CLOSE UP**  
WASHINGTON DC

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

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

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**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc **Agenda Item:** CI C.8  
Associate Superintendent, Operations  
**Subject:** Ratification and Approval of Engineering Services Contracts

**Background Information:**

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

**Recommendation:**

Ratify and approve contracts.

**Fiscal Impact:** Total for this action: \$46,970. Funding sources are Bond Fund.

**DISPOSITION BY BOARD OF EDUCATION**

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



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

**ENGINEERING & ARCHITECTURAL SERVICES CONTRACTS**

<b>Project/Funding</b>	<b>Dates</b>	<b>Firm</b>	<b>Contract Cost</b>	<b>Reference</b>
Richmond Swim Center Project  Bond Measure Funded (PID:3601364-01)	April through June 2015	Signet Testing Labs	\$39,750	Additional Geotechnical Investigation Services.

**Scope of Work:**  
Additional construction inspection and material testing services.

Lincoln Elementary School Exterior Repairs Project  Bond Measure Funded (PID:13510083-00)	April 2015	Grossmann Design Group	\$5,350	Additional Design Services.
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**Scope of Work:**  
Site Surveying to address ponding.

Richmond High School Fire Alarm Project  Bond Measure Funded (PID:36410084-00)	April 2015	Construction Cost Management Services	\$1,870	Additional Cost Estimating Services.
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**Scope of Work:**  
Third party cost estimate for planning and cost efficiency purposes.

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc **Agenda Item:** CI C.9  
Associate Superintendent, Operations  
**Subject:** Approval of Negotiated Change Orders

**Background information:**

Staff is seeking approval of Change Orders where the total is under 10% of the contract on the following current District construction projects: Kennedy HS Richmond Swim Center; Coronado ES New School; Sylvester Greenwood Academy & LPS; Harding ES Exterior Repairs & Select Roofing Replacement; De Anza HS Linked Learning Building; Montalvin Manor ES Classroom Building; Pinole MS New Playfield; Nystrom ES Ph3B Renovate Classroom. 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: \$407,391.90

DISPOSITION BY BOARD OF EDUCATION

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

**April 1, 2015 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	Kennedy HS Richmond Swim Center	Arntz Builders, Inc.	\$7,642,921.00	\$193,486.40	\$884.84	0.012%	\$214,415.98	2.81%	\$7,857,336.98	10
					\$0.00	0.000%				11 (time ext)
					\$2,998.74	0.039%				12
					\$2,131.80	0.028%				13
					\$4,643.86	0.061%				14
					\$2,271.16	0.030%				15
					\$7,999.18	0.105%				16
2	Coronado ES New School	Lathrop Construction Associates, Inc.	\$26,974,910.00	\$509,469.00	\$52,639.00	0.20%	\$580,775.00	2.15%	\$27,555,685.00	21
					\$1,025.00	0.00%				22
					\$1,427.00	0.01%				23
					\$7,368.00	0.03%				24
					\$3,423.00	0.01%				25
					\$4,984.00	0.02%				26
					\$440.00	0.00%				27
3	Sylvester Greenwood Academy & LPS	Lathrop Construction Associates, Inc.	\$53,887,350.00	\$1,796,949.00	\$120,847.00	0.22%	\$1,992,707.00	3.70%	\$55,880,057.00	69
					\$74,911.00	0.14%				70
4	Harding ES Exterior Repairs & Select Roofing Replacement	Best Contracting Services, Inc.	\$918,600.00	\$0.00	\$23,294.32	2.54%	\$23,294.32	2.54%	\$941,894.32	2
5	De Anza HS Linked Learning Building	BHM Construction, Inc.	\$17,750,953.00	\$206,058.00	\$2,362.00	0.01%	\$211,507.00	1.19%	\$17,962,460.00	8
					\$3,087.00	0.02%				9
6	Montalvin Manor ES Classroom Building	W.A. Thomas Co., Inc.	\$2,843,000.00	\$194,107.55	\$8,767.00	0.31%	\$204,903.55	7.21%	\$3,047,903.55	21
					\$1,578.00	0.06%				22
					\$451.00	0.02%				23
7	Pinole MS New Playfield	Roebbelen Contracting	\$3,959,000.00	\$43,143.00	\$11,375.00	0.29%	\$95,788.00	2.42%	\$4,054,788.00	5
					\$20,000.00	0.51%				6
					\$8,270.00	0.21%				7
					\$13,000.00	0.33%				8
8	Nystrom ES Ph3B Renovate Classroom	Roebbelen Contracting	\$21,188,102.00	\$19,618.00	\$27,214.00	0.13%	\$46,832.00	0.22%	\$21,234,934.00	2


<b>Total Board Action</b>	<b>\$407,391.90</b>
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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 94801-3135  
Office of Superintendent of Schools

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

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**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc  **Agenda Item:** CI C.10  
Associate Superintendent, Operations  
**Subject:** Approval of Negotiated Change Orders – M&O

**Background information:**

Staff is seeking approval of Change Orders on the following current District construction project: Kennedy HS County Health Clinic. Change Orders are fully executed by the District upon signature by the Superintendent's designee. The 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 to have this work completed by the contractor on the project.

**Recommendation:**

Approve negotiated Change Orders as noted.

**Fiscal Impact:** Total approval by this action: \$10,415.29

**DISPOSITION BY BOARD OF EDUCATION**

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

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

**April 1, 2015- Change Order Approval Summary - M&O**

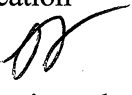
	Project	Company	Contract Number	Original Contract	Previously Approved CO's	CO's Pending Approval	Change Percent	Total CO's	Total CO Percent of Original Contract	Adjusted New Contract	Change Order Numbers
1	KENNEDY HS COUNTY HEALTH CLINIC	STREAMLINE BUILDERS	1000001477	\$393,000.00	\$13,352.03	\$10,409.64	2.649%	\$23,767.32	6.05%	\$416,767.32	9
						\$999.79	0.254%				10
						-\$994.14	-0.253%				11

<b>Total Board Action</b>	<b>\$10,415.29</b>
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Note: the proposed Board Action is to Approve all Change Orders below ten percent (10%) of the Contract Value.

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc  **Agenda Item:** CI C.11  
Associate Superintendent, Operations  
**Subject:** Ratification of Staff Awarded Contracts (CUPCCAA): July 1, 2014 – December 31<sup>st</sup>, 2014

**Background information:**

Staff solicited bids per the California Uniform Public Construction Cost Accounting Act (CUPCCAA) Resolution #90-0809, approved by the Board on May 20, 2009. The resolution allows public projects under a State defined value to be performed by negotiated contract. The resolution further allows the Governing Board to delegate authority to award informal contracts to specific staff members (e.g. Superintendent, Superintendent's designee).

Peres ES	Modernization Slurry Paving	Mark Raine Paving	\$6,280
Kennedy HS	Science Building Renovation Paver Installation	McKim & Company	\$10,860
Montalvin ES	Security Intrusion Alarm Installation	Communication Service Company	\$19,860

**Recommendation:**

Ratify staff awarded contracts.

**Fiscal Impact:** Total for this action: \$37,000. Funding sources are Bond Fund.

**DISPOSITION BY BOARD OF EDUCATION**

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

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

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

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

**To:** Board of Education

**Meeting Date:** April 1, 2015

**From:** Bruce Harter  
Superintendent

**Agenda Item:** CI C.12

**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:

Building Learning Communities, Boston, Massachusetts, July 15-17, 2015

Cost estimates of \$2,162.00 for this travel include airfare, hotel and ground transportation. This will leave a remaining balance of \$8,150.00 in the Out of-State Travel budget.

The beginning budget for Out of State Travel was \$28,000 with the current balance of \$8,150.00.

**Recommendation:**

Recommend Approval

**Fiscal Impact:**

\$2,162.00 from the General Fund

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**

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**To:** Board of Education

**Meeting Date:** April 1, 2015

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

**Agenda Item:** D.1

**Subject:** Recognition of El Cerrito High School Basketball Team

**Background Information:**

We would like to recognize and congratulate The El Cerrito High School basketball team for their championship in the 2014-15 North Coast Section Division 2 Basketball Championship.

We would like to recognize and congratulate the team on their achievements.

We would also like to recognize and commend the coaches in their dedication, commitment and for making a difference in the lives and futures of the students they coach.

**Recommendation:** For Information Only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_



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

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

**To:** Board of Education

**Meeting Date:** April 1, 2015

**From:** Nicole Joyner  
Director, Accountability

**Agenda Item:** D.2

**Subject:** Local Control Accountability Plan (LCAP) Goals & Progress Indicators Report #3

**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 third report.

**Recommendation:** For Information Only

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

# West Contra Costa Unified School District

## Local Control Accountability Plan Progress Indicators Update #3

April 1, 2015

### LCAP Progress Indicators (Section 2)

#### Progress Indicator Number

#### LCAP GOAL

#### Yearly Progress Indicator

**Section 2: Goals and Progress Indicators**

For school districts, Education Code sections 52060 and 52061, for county offices of education, Education Code sections 52060 and 52067, and for charter schools, Education Code section 7606.5 require(s) the LCAP to include a description of the annual goals, for all pupils and each subgroup of pupils, for each state priority and any local priorities and require the annual update to include a review of progress toward the goals and describe any changes to the goals.

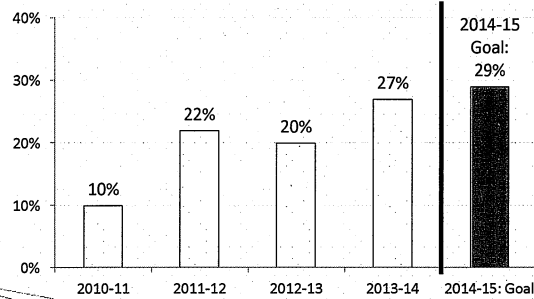
Identified Need and Metric	Description of Goal	Applicable Subgroups	Schools Affected	Annual Update Analysis of Progress	What will be different / improved for students?			Related State and Local Priorities
					LCAP YEAR Year 1 2014-15	LCAP YEAR Year 2 2015-16	LCAP YEAR Year 3 2016-17	
1. Ensure students have access and enrollment in all required courses of study	1.1 Improve student achievement for all students	All Students	All Schools	N/A: LCAP Year 1	Continue to provide full complement of specified courses for students in grades 7-12	Continue to provide full complement of specified courses for students in grades 7-12	Continue to provide full complement of specified courses for students in grades 7-12	Pupil achievement; Course Access
2. Beginning in 2014-15, growth will be measured using CAASPP	1.1 Improve student achievement for all students	All Students	All Schools	N/A: LCAP Year 1	CAASPP targets to be determined using baseline data	CAASPP targets to be determined using baseline data	CAASPP targets to be determined using baseline data	Pupil achievement; Course Access
3. Based on 2015-2016 API, set new goals	1.1 Improve student achievement for all students	All Students	All Schools	N/A: LCAP Year 1	Establish API baselines	API targets to be determined using baseline data	API targets to be determined using baseline data	Pupil achievement; Course Access
4. Increase % of 10 <sup>th</sup> graders who pass the CAHSEE ELA: ~3%	1.1 Improve student achievement for all students	All Students	All High Schools	N/A: LCAP Year 1	CAHSEE Pass Rate (350+) in English will increase by 2%	CAHSEE Pass Rate (350+) in English will increase by 2%	CAHSEE Pass Rate (350+) in English will increase by 2%	Pupil achievement; Course Access
5. Increase % of 10 <sup>th</sup> graders who pass the CAHSEE Math: ~2%	1.1 Improve student achievement for all students	All Students	All High Schools	N/A: LCAP Year 1	CAHSEE Pass Rate (350+) in Math will increase by 2%	CAHSEE Pass Rate (350+) in Math will increase by 2%	CAHSEE Pass Rate (350+) in Math will increase by 2%	Pupil achievement; Course Access
6. Increase the PSAT Selection Index score: 110	1.1 Improve student achievement for all students	All Students	All High Schools	N/A: LCAP Year 1	PSAT Selection Index will increase 3% (113)	PSAT Selection Index will increase 3% (116)	PSAT Selection Index will increase 3% (119)	Pupil achievement; Course Access
7. Increase % of graduates completing UC/CSU course requirements: 3%	1.1 Improve student achievement for all students	All Students	All High Schools	N/A: LCAP Year 1	UC/CSU completion rate will increase 2% (39%)	UC/CSU completion rate will increase 2% (41%)	UC/CSU completion rate will increase 2% (43%)	Pupil achievement; Course Access
8. Increase # of students completing CTE	1.1 Improve student achievement for all students	All Students	All Schools	N/A: LCAP Year 1	# of Students	# of Students	# of Students	Dual

**LCAP GOAL: 1.1 Improve student achievement for all students**

Yearly Indicator 11: % students who are 'Ready for College/Conditional' in English will increase by 2%

The Early Assessment Program (EAP) is a project of the California State University (CSU) system designed to gauge college-readiness among high school students. In their junior year, high school students have the opportunity to take the EAP tests in math and language arts. High scores allow students to skip CSU placement testing. English scores are based on the 15 EAP multiple-choice questions, selected questions from the grade 11 CST test, and the EAP Essay.

**% Students "Ready for College/Conditional" in English by School Year**



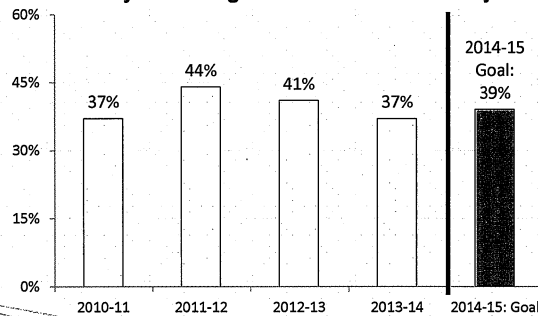
3

**LCAP GOAL: 1.1 Improve student achievement for all students**

Yearly Indicator 12: % students who are 'Ready for College/Conditional' in math will increase by 2%

The Early Assessment Program (EAP) is a project of the California State University (CSU) system designed to gauge college-readiness among high school students. In their junior year, high school students have the opportunity to take the EAP tests in math and language arts. High scores allow students to skip CSU placement testing. Math scores are based on the 15 EAP multiple-choice questions, plus selected questions from the Algebra 2 or Summative High School Math CST.

**% Students "Ready for College/Conditional" in Math by School Year**



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**LCAP GOAL: 4.2 Improve student engagement and climate outcomes**

Yearly Indicator 29: School attendance rates will increase by 0.5% for all schools with lower than 95% attendance rate

The attendance rate is the total days attended divided by the total days of membership within student group categories using ADA rules

**School Attendance Rates by School Year - Elementary**

School	2012-13	2013-14	2014-15 Goal	School	2012-13	2013-14	2014-15 Goal
Bayview	93.9%	94.1%	94.6%	Murphy	94.0%	94.5%	95.0%
Chavez	94.4%	94.6%	95.1%	Nystrom	92.3%	92.8%	93.3%
Collins	94.6%	94.8%	95.3%	Peres	94.6%	94.5%	95.0%
Coronado	94.3%	94.7%	95.2%	Shannon	93.3%	94.6%	95.1%
Downer	93.6%	94.0%	94.5%	Stege	93.1%	92.7%	93.2%
Grant	94.6%	94.0%	94.5%	Tara Hills	94.5%	94.5%	95.0%
King	92.7%	93.6%	94.1%	Verde	95.8%	93.4%	93.9%
Lincoln	94.6%	94.6%	95.1%	Washington	94.6%	94.7%	95.2%
Mira Vista	94.1%	94.8%	95.3%				

**LCAP GOAL: 4.2 Improve student engagement and climate outcomes**

Yearly Indicator 29: School attendance rates will increase by 0.5% for all schools with lower than 95% attendance rate

The attendance rate is the total days attended divided by the total days of membership within student group categories using ADA rules.

**School Attendance Rates by School Year - Secondary**

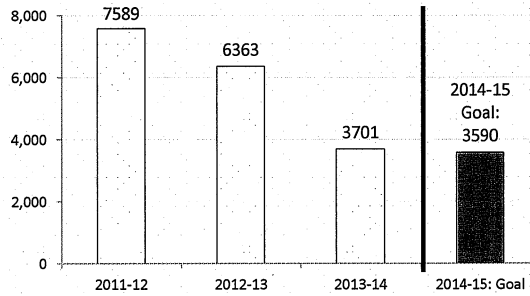
School	2012-13	2013-14	2014-15 Goal
Crespi	94.9%	94.4%	94.9%
Kennedy	87.6%	88.6%	89.1%
Richmond	93.7%	94.6%	95.1%
Gompers	69.8%	72.3%	72.8%
North Campus	76.9%	74.4%	74.9%

**LCAP GOAL: 4.2 Improve student engagement and climate outcomes**

Yearly Indicator 34: # of out-of-school suspensions will decrease by 3%

Out-of-school suspension means students are not allowed to go to campus during the period of suspension except for official meetings relating to their suspension.

**# Out-of-School Suspensions by School Year**



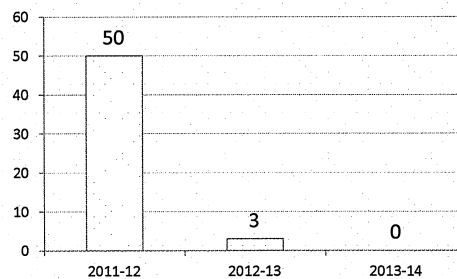
7

**LCAP GOAL: 4.2 Improve student engagement and climate outcomes**

Yearly Indicator 35: Maintain low level of expulsions

Expulsion is district's most serious discipline approach, requiring approval from the Board of Education. For up to two semesters, expelled students may not participate in any district- or school-sponsored activity, including regular classes, dances, athletics, and performing arts events. Instead, these students must attend a community day school or alternative education program.

**# Expulsions by School Year**



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**LCAP GOAL: 3.1 Increase parent engagement, involvement, and satisfaction**

Yearly Indicator 22: Develop annual parent surveys which will measure engagement, involvement, and satisfaction.

The district seeks to measure how engaged and satisfied parents are with their schools. The California School Parent Survey (CSPS), a companion to the California Healthy Kids Survey (CHKS), is a district-wide survey parents take in February which asks questions about school climate, safety, and engagement. All parents in the district can take the survey.

**% Parent Engagement/ Involvement by School Year**

Survey Question This school:	2013-14 Rate (n = 2245)
Keeps me well-informed about my child's progress in school	81%
Encourages me to be an active partner with the school in educating my child	76%
Allows input and welcomes parent contributions	77%
Actively seeks the input of parents before making important decisions	61%

\* Strongly Agree/Agree

9

**LCAP GOAL: 3.1 Increase parent engagement, involvement, and satisfaction**

Yearly Indicator 22: Develop annual parent surveys which will measure engagement, involvement, and satisfaction.

The district seeks to measure how engaged and satisfied parents are with their schools. The California School Parent Survey (CSPS), a companion to the California Healthy Kids Survey (CHKS), is a district-wide survey parents take in February which asks questions about school climate, safety, and engagement. All parents in the district can take the survey.

**% Parent Satisfaction by School Year**

Survey Question This school:	2013-14 Rate (n = 2245)
Promotes academic success for all students	83%
Motivates students to learn	80%
Is a safe place for my child	77%
Has a supportive learning environment for my child	79%
Has adults that really care about students	78%

\* Strongly Agree/Agree

10

**LCAP GOAL: 7 Provide basic services to all students**

Yearly Indicator 46: Ensure 0% misassignment rates

The district seeks to ensure there are no placements of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential.

**% Teacher Misassignments by School Year**

School Year	Rate
2010-11	0%
2011-12	0%
2012-13	0%
2013-14 Baseline	0%
<b>2014-15 Goal</b>	<b>0%</b>
2014-15 Actual	0%

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**LCAP GOAL: 7 Provide basic services to all students**

Yearly Indicator 47: Ensure 0% misassignment rates of teachers of English Learners

The district seeks to ensure there are no placements of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential.

**% Teacher Misassignments of ELs by School Year**

School Year	Rate
2010-11	0%
2011-12	0%
2012-13	0%
2013-14 Baseline	0%
<b>2014-15 Goal</b>	<b>0%</b>
2014-15 Actual	0%

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

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

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**To:** Board of Education **Meeting Date:** April 15, 2015  
**From:** Bruce Harter **Agenda Item:** E.3  
Superintendent  
**Subject:** In Memory of Members of the School Community

**Background Information:**

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

Mario Ferrari began substituting teaching in the District in 1983. He was put on contract in 1986 with Richmond High teaching art and ROP classes. He was an active, involved member of the faculty.

Cathy Gambucci started with the District in 1972. She held various classified positions including attendance clerk, office manager at Pinole Valley High School and confidential administrative secretary to for Cabinet level administrators, retiring in December 2007.

Jim Storer began teaching in the District in 1959. He advanced from teacher to dean, counselor, vice principal and served six assignments as principal. He retired in 1993, continuing to work as a home school teacher and substitute administrator until 2009.

Charlotte Neyhouse started in the District in 1989 as a typist clerk for the music department. She served in that office for many years, retiring in 2000.

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

**Recommendation:** For Information Only

**Fiscal Impact:** None

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
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**

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**To:** Board of Education

**Meeting Date:** April 1, 2015

**From:** Lisa LeBlanc  
Associate Superintendent, Operations

**Agenda Item:** F.1

**Subject:** Long Range Facilities Master Plan

**Background Information:**

On March 17, 2015, staff presented to the Facilities Subcommittee an overview on the District's existing planning documents, typical elements of a Long Range Facilities Master Plan and best practices to develop a project prioritization process. In addition, staff recommended to the Facilities Subcommittee that the District undertake a formal Request for Qualifications process, together with a Request for Proposals, to provide the District with the ability to select a qualified firm to assist in this effort.

**Recommendation:**

Recommend that the Board authorize District staff to proceed with a Request for Qualifications and Request for Proposals related to the preparation of a Long Range Facilities Master Plan.

**Fiscal Impact:** None at this time.

DISPOSITION BY BOARD OF EDUCATION

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

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

Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

# NEXT STEPS – BOND PROGRAM Facilities Master Plan Update

Board of Education – April 1, 2015

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## Overview

- \* **There is currently \$457M in bond authority remaining under Measures D (2010), Measure E (2012) and Measure J (2005)**
- \* **Planning and sequencing of the remaining projects is needed**
- \* **A Facilities Master Plan will provide the opportunity to prioritize, plan and sequence upcoming projects, including additional Prop 39 Facilities Requests**

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## Bond Authority Targeted Issuance Schedule

<u>Year</u>	<u>Measure D</u>	<u>Measure E</u>	<u>Measure J</u>	<u>Total</u>	
2016/17	\$60M	\$65M		\$125M	
2018/19	\$65M	\$60M		\$125M	
2020/21	\$45M	\$57M		<u>\$102M</u>	\$352M
2035/36			\$77M	\$77M	
2045	\$20M	\$8M		\$28M	<u>\$105M</u>
					\$457M

*Note: assumes \$48 tax rate per \$100,000 of assessed value, 40-year maturity structure and 4% AV growth*

## Estimated Revenue and Current Project Expenditures

<u>REVENUE:</u>	<u>AMOUNT:</u>	
Cash balance as of 7/1/2014	\$104M	
Recently Issued D/E Bonds	\$135M	
Available bond authority thru 2021	<u>\$352M</u>	\$591M
<u>EXPENDITURES:</u>		
Expenditures and estimated expenditures for current projects		<u>\$347M</u>
Estimated bond funds available 2019-2021 for upcoming projects to be planned		\$244M

## District Facility Planning Documents

- ❖ **District's Long Range Facilities Master Plan - 2006**
  - ❖ *Demographics/Enrollment Study*
  - ❖ *Land Use Planning and Spatial Analysis (attendance boundaries)*
  - ❖ *Capacity Analysis / Future Facility Needs*
  
- ❖ **Facilities Master Plan – 2007**
  - ❖ *Roadmap for District facilities and reconstruction program*
  - ❖ *Priorities and Challenges*
  
- ❖ **Facilities Condition Assessment dated 06/30/2010**
  - ❖ *Deficiencies identified; funding requirements; priorities established*
  
- ❖ **Capital Assets Management Plan – 2013**
  - ❖ *Program revenue and project budgets*

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## Best Practices in Long Range Facilities Plans

**C.A.S.H. Awards for Facilities Master Planning  
over the past four (4) years:**

- ❖ **San Juan USD – 2015**
- ❖ **Irvine USD – 2014**
- ❖ **Sacramento City USD – 2013**
- ❖ **Clovis USD – 2012**

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## BEST PRACTICES – ELEMENTS OF LONG RANGE FACILITIES MASTER PLANS

- ❖ Research and Discovery
- ❖ Facilities Needs Assessment & Related Costs
- ❖ Capacity & Utilization Study
- ❖ Demographics & Enrollment Projections
- ❖ Educational Specification Review
- ❖ Prioritization of Projects
- ❖ Community Outreach & Input
- ❖ Implementation

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## Best Practices – Prioritization Process

- \* Create Prioritization Subcommittee
- \* Establish Guiding Principles
- \* Define Priority Categories (enrollment, condition, life/health/safety, etc.)
- \* Score and Rank Projects
- \* Community Outreach and Input
- \* Facilities Subcommittee Input and Recommendation
- \* Board of Education Input and Approval

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# Long Range Facilities Master Plan

## **\* Comprehensive review of District facilities to also take into consideration:**

- \* Schools needing modernization/replacement, schools that have previously been modernized; schools that have been replaced/rebuilt
- \* Long-Term Prop. 39 Facilities Requests
- \* Administration Space
- \* Work already being performed that can be incorporated into the plan (enrollment projections, capacity analysis, i.e.)
- \* Cost and timing to complete the plan

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# Next Steps/Timeline

- ❖ Request for Qualifications (RFQ) issued in March to pre-qualify firms
- ❖ Request for Proposal (RFP) will be issued to the top three (3) to five (5) firms
- ❖ The RFP Scope of Work will be consistent with best practices but must take into consideration work currently being performed to maintain cost efficiencies (i.e. enrollment projections, demographics, etc.)
- ❖ Facilities Master Plan completed and approved by Board of Education in approximately 10 months

## Recommendation

**Recommend that the Board authorize District staff to proceed with a Request for Qualifications and Request for Proposals related to the preparation of a Long Range Facilities Master Plan**

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc **Agenda Item:** F.2  
 Associate Superintendent, Operations  
**Subject:** Ohlone Elementary School Playground & Parking Lot Completion Project  
 Change Order Approval

**Background information:**

Pursuant to the new change order procedure, all change orders which cause a project's contract costs to exceed ten percent (10%), or are of an individual value of \$250,000 or more, will be considered for action separately from change orders not meeting these criteria.

The Ohlone Elementary School Playground & Parking project consisted of demolition and construction necessary for the parking and hardscape play area (northern portion). This work was performed by BHM Construction and consisted of site preparation for new asphalt and concrete paving, underground utilities, new site lighting, landscaping and play structure. In order for this work to get underway in the summer, grading and soils work under a different phase was added to the BHM contract mitigating disruption to the students at the campus. The grading work was removed (by deductive change order) from the Phase 1 & 2 contract, and was added by change order to BHM's contract. The change order represents credit for eliminating four light poles (CO #3), grading and off-hauling of environmentally classified Class II soils, necessary for BHM to proceed with their contracted work (CO #4), and a 45 day time extension to the base contract (CO #5).

Original Contract	Previously Approved COs	COs Pending Approval	Change Percent	Total COs	Total CO Percent of Original Contract	Adjusted New Contract	Change Order Number
\$878,300.00	\$54,265.07	(\$3,339.00)	-0.38%	\$232,002.23	26.41%	\$1,110,302.23	3
		<b>\$141,806.16</b>	<b>16.15%</b>				<b>4</b>
		\$39,270.00	4.47%				5

**Recommendation:**

Approve negotiated Change Orders as noted.

**Fiscal Impact:** Total approval by this action: \$177,737.16

<b>DISPOSITION BY BOARD OF EDUCATION</b>		
Motion by: _____	Seconded by: _____	
Approved _____	Not Approved _____	Tabled _____



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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc **Agenda Item:** F.3  
Associate Superintendent, Operations  
**Subject:** Program Management and Construction Management Services provided under contract with SGI Construction Management (SGI)

**Background Information:**

On March 18, 2015, the Board of Education did not approve the SGI fee proposals which were associated with a contract between SGI and the District previously approved by the Board on September 11, 2013 and fully executed on October 1, 2013. The Board requested the opportunity to obtain more information relating to SGI's services. The contract provides the district with program management services, design services, and construction management services. These three areas are more fully described on the attached document. SGI's contract is structured on a time and materials basis and their staff is billed at an hourly rate as stipulated within the contract. In addition, the Board considers construction management services on a project-by-project basis. Since approval of the contract, it has been the practice for fee proposals to be considered and approved by the Board for program services on a semi-annual basis and design services on quarterly basis. SGI submits monthly time and material invoices which are reviewed and approved by District staff prior to payment.

The proposed fee for Program Management Services fee is \$1,436,862, which reflects the elimination of 3 FTE for the period through June 2015. The proposed fee for Design Management services is \$546,293 through June 2015. The level of design services proposed has decreased 1.5 FTE. Construction Management services fee for De Anza HS Building 10 & Field Project proposed fee is \$194,822 for one Construction Manager and one Project Engineer from February 2015 through July 2015 and Pinole Middle School Soccer & Multi-Use Field Project proposed fee is \$139,354 for one Construction Manager from January 2015 through June 2015.

**Recommendation:**

Ratify and approve contracts.

**Fiscal Impact:** Total for this action: \$2,317,331. Funding sources are Bond Fund and Fund 40.

**DISPOSITION BY BOARD OF EDUCATION**

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

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

## Seville Group, Inc. (SGI) – Description of Services

### ▪ **Program Management**

The Program Management consultant is responsible for: defining responsibilities of all parties and ensure that all required work is included in the program plan; Identifying, monitoring and assessing all project scope changes and implement change control system; ensure various elements of the program are properly coordinated and consistent.

- Program Controls – Contract initiation, fund transfer initiation and requests, invoice and pay validation, tracking, and processing, contract augmentation, contract close out; confirmation of statutory and regulatory requirements for District processes
- Budget Management – Manage allocation of District approved budgets across identified needs and projects, integrating project cost estimates and committed costs, and forecasting impacts of District decisions.
- Scheduling – Manage and track program and project schedules as defined by District priorities. Revise schedule as program requirements evolve. Provide regular schedule reports, updated weekly internally (draft) and monthly for publication.
- Communications & Project Status Reports – Manage communication and reporting systems supporting needs of the Board, District administration, oversight committees, site administration and staff, contractors, design consultants, and the community at-large, using Bond website; District Meetings, Annual Report; E-mail Blasts and E-Newsletters; Reports to Administration and Board; Stakeholder and Community Presentations
- Document Management – Receive, record, and catalog program and project documents and files; assist the District in responding to Public Records Request Act submissions.

### ▪ **Design Management**

- Project Scope Management – Monitor and review A/E design effort; identify roles and responsibilities of project team members; perform design reviews; facilitate reviews with District stakeholders.
- Project Budget Management & Updates – Identify project budgets to design teams; facilitate third party estimates; review budget modification needs with District staff; direct design teams on scope modifications when cost efficiencies are required by the District.
- Constructability Review Management – Facilitate or perform project constructability reviews; ensure all comments associated with constructability reviews have been adequately addressed by project design teams.
- Bid Management – Bid and Award Phase Management, pre-bid conference; bid opening and evaluation, award, and contract

### ▪ **Construction Management**

- Submittal Management – Verify the list of submittals and develop a submittal tracking log. Log is updated to track submittals from scheduled submittal date through final approval. Review all submittals for general compliance and ensure all requirements of a quality submittal.
- Requests for Information – Request-for-Information (RFI) system managed to facilitate prompt responses to open or unclear issues.
- Construction Schedule – Confirm and facilitate approval of a baseline schedule, progress is measured and evaluated. Project schedules are reviewed and noted at monthly progress meetings.
- Cost Control & Change Control Processing System – Manage change order process. Prepare estimates of changes in a cost model format, offer recommendations to District project manager prior to the execution of change orders. Requests for proposals and change orders are tracked in a log, basis for change order report.
- Close-Out Phase – Equipment Instruction Manuals, Warranties/Bonds and As-Built Documents, Move-In Coordination

ok  
LF  
3/2/15



March 2, 2015

Mr. Luis Freese  
Engineering Officer  
Facilities Operations Center  
1400 Marina Way South  
Richmond, CA 94804

Dear Mr. Freese:

Thank you for giving us the opportunity to submit a proposal for additional Construction Management (CM) Services, including time and materials estimates for De Anza High School Building 10 (Linked Learning) & Fields Construction project.

Our Construction Management services include one project engineer for the following tasks/professional responsibilities:

1. Construction Management during the construction phase required to complete the project.
2. Coordinating Architects and Engineers in the development of final As-Built plans specifications.

**SGI FEES**

This time and materials proposal for the above mentioned work is in the amount of \$194,822.00. Attached you will find a detailed time and materials breakdown for the months of February 1 through July 31, 2015. Fees for one Construction Manager were previously submitted and approved for the months of August 1, 2014 through July 31, 2015.

If you have any questions regarding this proposal, please contact me at your convenience.

Sincerely,

A large, handwritten signature in black ink, appearing to read "Karim Nassab", is written over the typed name and title.

Karim Nassab  
Program Manager

Attachment

Attachment 'A'

**West Contra Costa Unified School District  
Construction Management Fees  
De Anza High School  
Building 10 & Field Construction  
March 2, 2015**

		2014					2015	Sub-Total
No. Project Manager		1 Aug 21	2 Sep 21	3 Oct 23	4 Nov 18	5 Dec 22	6 Jan 21	
1.	<u>Construction Manager</u> De Anza High School Building 10 & Field Construction	July 1, 2014 through June 30, 2015						\$0
	Billing Rate Per Hour	0%	0%	0%	0%	0%	0%	
	Days	\$153	\$153	\$153	\$157	\$157	\$157	
	Hours	21	21	23	18	22	21	
	Sub-Total	168	168	184	144	176	168	
2.	<u>Project Engineer</u> De Anza High School Building 10 & Field Construction	August 1, 2013 thru July 31, 2014						\$52,989
	Billing Rate Per Hour	0%	25%	50%	50%	50%	50%	
	Days	\$138	\$138	\$138	\$142	\$142	\$142	
	Hours	21	21	23	18	22	21	
	Sub-Total	168	168	184	144	176	168	
							<b>TOTAL</b>	<b>\$52,989</b>

		2015						Sub-Total
No. Project Manager		7 Feb 19	8 Mar 22	9 Apr 22	10 May 20	11 Jun 22	12 Jul 22	
1.	<u>Construction Manager</u> De Anza High School Building 10 & Field Construction	July 1, 2014 through June 30, 2015						\$0
	Billing Rate Per Hour	0%	0%	0%	0%	0%	0%	
	Days	\$153	\$153	\$153	\$157	\$157	\$157	
	Hours	19	22	22	20	22	22	
	Sub-Total	152	176	176	160	176	176	
2.	<u>Project Engineer</u> De Anza High School Building 10 & Field Construction	August 1, 2013 thru July 31, 2014						\$141,833
	Billing Rate Per Hour	100%	100%	100%	100%	100%	100%	
	Days	\$138	\$138	\$138	\$142	\$142	\$142	
	Hours	19	22	22	20	22	22	
	Sub-Total	152	176	176	160	176	176	
							<b>TOTAL</b>	<b>\$141,833</b>
							<b>GRAND TOTAL</b>	<b>\$194,822</b>

OK  
LF  
2/11/15



February 11, 2015

Mr. Luis Freese  
Engineering Officer  
Facilities Operations Center  
1400 Marina Way South  
Richmond, CA 94804

Dear Mr. Freese:

Thank you for giving us the opportunity to submit a proposal for additional Construction Management (CM) Services, including time and materials estimates for the Sports Field project at Pinole Middle School.

Our continued Construction Management services include the following tasks/professional responsibilities:

1. Construction Management during the construction phase.
2. Coordinating Architects and Engineers in the development of final As-Built plans and specifications.
3. Review, coordinate and distribute final construction documents.
4. Coordinate Project Close-Out.

SGI FEES

This time and materials proposal for the above mentioned work is in the amount of \$139,354. Services include the support of one construction manager only. Attached you will find a detailed time and materials breakdown for the months of January 1 through June 30, 2015.

If you have any questions regarding this proposal, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "KARIM NASSAB", is written over a large, loopy scribble.

Karim Nassab  
Bond Program Director

/attachment

ATTACHMENT A



**West Contra Costa Unified School District  
 Construction Management Fees  
 Pinole Middle School  
 Sports Field**

**February 11, 2015**

		2015						Total
		1 Jan 20	2 Feb 19	3 Mar 22	4 Apr 22	5 May 20	6 Jun 22	
<b>No. Project Manager</b>	<b>Work Days</b>							
1 <b>Construction Manager</b> <u>Pinole Middle School</u> Sports Field	FTE	100%	100%	100%	100%	100%	50%	
	Billing Rate Per Hour	\$153	\$153	\$153	\$153	\$153	\$153	
	Sub-Total	\$24,448	\$23,226	\$26,893	\$26,893	\$24,448	\$13,446	
	Sub-Total Per Month	\$24,448	\$23,226	\$26,893	\$26,893	\$24,448	\$13,446	

OK  
LF  
2/11/18



February 11, 2015

Mr. Luis Freese  
Engineering Officer  
Facilities Operations Center  
1400 Marina Way South  
Richmond, CA 94804

Subject: Program and Construction Management Services for Measure D-2010 & E-2012 Projects

Dear Mr. Freese:

Thank you for giving us the opportunity to submit a proposal for Program and Construction Management (PM/CM) Services, including time and materials estimates for the District Bond Program. Projects include modernization and new construction of elementary, middle and high school buildings.

Our Program and Construction Management services include the following tasks/professional responsibilities:

1. Overall Bond Program Management, including implementing and maintaining the District's Master Plan for all bond projects.
2. Tracking all Bond project budgets, commitments, expenditures and projecting future potential commitments.
3. Coordinating Architects and Engineers in the development of final plans and specifications for bidding
4. Review, coordinate and distribute construction documents prior to bidding
5. Coordinating bidding process, and reviewing and awarding of contract(s) to successful bidders

SGI Proposal for  
WCCUSD Program and Construction Management Services  
February 11, 2014  
Page 2

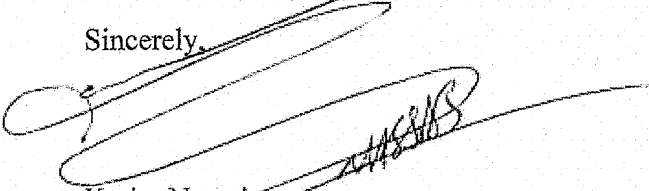
In addition to the above responsibilities, services will also include the initiation of contracts/purchase orders, processing invoices and coordinating, approving and processing change orders for bond projects, as well as, other miscellaneous construction projects.

#### SGI FEE SCHEDULE

This time and materials proposal for the above mentioned work is in the amount of \$1,436,862 from January 1 through June 30, 2015. Please note that fees for January sum to \$0.00, as fees were paid from unused commitments under the previous proposal.

If you have any questions regarding this proposal, please contact me at your convenience.

Sincerely,



Karim Nassab  
Bond Program Director

/attachment





West Contra Costa Unified School District  
 Projected Program Management Fees

		2015						
No. Employee		1 Jan 0	2 Feb 21	3 Mar 21	4 Apr 23	5 May 18	6 Jun 22	
1	Lance Jackson Principal-In-Charge	20% Billing Rate Per \$222.00 Hours 0 Sub-Total \$0	20% \$222.00 33.6 \$7,459	20% \$222.00 33.6 \$7,459	20% \$222.00 36.8 \$8,170	20% \$222.00 28.8 \$6,394	20% \$222.00 35.2 \$7,814	\$7,459
2	Karim Nassab Bond Program Director	100% Billing Rate Per \$207.00 Hours 0 Sub-Total \$0	100% \$207.00 168 \$34,776	100% \$207.00 168 \$34,776	100% \$207.00 184 \$38,088	100% \$207.00 144 \$29,808	100% \$207.00 176 \$36,432	\$34,776
3	TBD Deputy / Construction	0% Billing Rate Per \$178.00 Hours 0 Sub-Total \$0	0% \$178.00 0 \$0	0% \$178.00 0 \$0	0% \$178.00 0 \$0	0% \$178.00 0 \$0	0% \$178.00 0 \$0	\$0
4	Juan Garrahan Program Manager	100% Billing Rate Per \$178.00 Hours 0 Sub-Total \$0	100% \$178.00 168 \$29,904	100% \$178.00 168 \$29,904	100% \$178.00 184 \$32,752	100% \$178.00 144 \$25,632	100% \$178.00 176 \$31,328	\$29,904
5	Rob Bayne Programming Engineer	100% Billing Rate Per \$154.00 Hours 0 Sub-Total \$0	100% \$154.00 168 \$25,872	100% \$154.00 168 \$25,872	100% \$154.00 184 \$28,336	100% \$154.00 144 \$22,176	100% \$154.00 176 \$27,104	\$25,872
6	April Clement Project Controls Eng'r III Apprentice	100% Billing Rate Per \$135.00 Hours 0 Sub-Total \$0	100% \$135.00 168 \$22,680	100% \$135.00 168 \$22,680	100% \$135.00 184 \$24,840	100% \$135.00 144 \$19,440	100% \$135.00 176 \$23,760	\$22,680
7	Winson Thai Network Sys. Administrator Apprentice	100% Billing Rate Per \$69.00 Hours 0 Sub-Total \$0	100% \$69.00 168 \$11,592	100% \$69.00 168 \$11,592	100% \$69.00 184 \$12,696	100% \$69.00 144 \$9,936	100% \$69.00 176 \$12,144	\$11,592
8	Imelda Sanchez Office Engineer III DISC. (Apprentice)	100% Billing Rate Per \$67.00 Hours 0 Sub-Total \$0	100% \$67.00 168 \$11,256	100% \$67.00 168 \$11,256	100% \$67.00 184 \$12,328	100% \$67.00 144 \$9,648	100% \$67.00 176 \$11,792	\$11,256
9	Melissa Payne Compl. Enforc'r Coordin'r Apprentice	100% Billing Rate Per \$135.00 Hours 0 Sub-Total \$0	100% \$135.00 168 \$22,680	100% \$135.00 168 \$22,680	100% \$135.00 184 \$24,840	100% \$135.00 144 \$19,440	100% \$135.00 176 \$23,760	\$22,680
10	Lora Boehlke Office Engineer III Apprentice	100% Billing Rate Per \$84.00 Hours 0 Sub-Total \$0	100% \$84.00 168 \$14,112	100% \$84.00 168 \$14,112	100% \$84.00 184 \$15,456	100% \$84.00 144 \$12,096	100% \$84.00 176 \$14,784	\$14,112
11	David Page Master Scheduler	100% Billing Rate Per \$171.00 Hours 0 Sub-Total \$0	100% \$171.00 168 \$28,728	100% \$171.00 168 \$28,728	100% \$171.00 184 \$31,464	100% \$171.00 144 \$24,624	100% \$171.00 176 \$30,096	\$28,728
12	Erica Butler Office Engineer I Apprentice	100% Billing Rate Per \$63.00 Hours 0 Sub-Total \$0	100% \$63.00 168 \$10,584	100% \$63.00 168 \$10,584	100% \$63.00 184 \$11,592	100% \$63.00 144 \$9,072	100% \$63.00 176 \$11,088	\$10,584
13	Latasha Jules Office Engineer I Apprentice	100% Billing Rate Per \$63.00 Hours 0 Sub-Total \$0	100% \$63.00 168 \$10,584	100% \$63.00 168 \$10,584	100% \$63.00 184 \$11,592	100% \$63.00 144 \$9,072	100% \$63.00 176 \$11,088	\$10,584

Rates based on 2013 Contract and Supplemental Agreements  
 2/11/2015



West Contra Costa Unified School District  
 Projected Program Management Fees

No. Employee		2015						
		1 Jan 0	2 Feb 21	3 Mar 21	4 Apr 23	5 May 16	6 Jun 22	
14	Divya Bhaskar Office Engineer I Apprentice	100%	25%	0%	0%	0%	0%	
	Billing Rate Per	\$63.00	\$63.00	\$63.00	\$63.00	\$63.00	\$63.00	
	Hours	0	42					
	Sub-Total	\$0	\$2,646	\$0	\$0	\$0	\$0	\$2,646
15	Annie Garcia Office Engineer I Apprentice	100%	0%	0%	0%	0%	0%	
	Billing Rate Per	\$63.00	\$63.00	\$63.00	\$63.00	\$63.00	\$63.00	
	Hours	0						
	Sub-Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16	Nilesh Panchal Cost Estimator II	100%	100%	100%	100%	100%	100%	
	Billing Rate Per	\$171.00	\$171.00	\$171.00	\$171.00	\$171.00	\$171.00	
	Hours	0	168	168	184	144	176	
	Sub-Total	\$0	\$28,728	\$28,728	\$31,464	\$24,624	\$30,096	\$28,728
17	Keith Clinksdale Scheduler	100%	100%	100%	100%	100%	100%	
	Billing Rate Per	\$166.00	\$166.00	\$166.00	\$166.00	\$166.00	\$166.00	
	Hours	0	168	168	184	144	176	
	Sub-Total	\$0	\$27,888	\$27,888	\$30,544	\$23,904	\$29,216	\$27,888
<b>Bond Program Management</b>		<b>\$0</b>	<b>\$289,489</b>	<b>\$286,843</b>	<b>\$314,162</b>	<b>\$245,866</b>	<b>\$300,502</b>	<b>\$1,438,862</b>

\*January services paid from unused commitments of previous fee proposal

OK  
LF  
2/11/15



February 11, 2015

Mr. Luis Freese  
Engineering Officer  
Facilities Operations Center  
1300 Potrero Avenue  
Richmond, CA 94804

Subject: Program Design Management for Bond Program Projects

Dear Mr. Freese:

Thank you for giving us the opportunity to submit a proposal for Design Management Services, for School Bond Program Projects.

Our Design Management services include the following tasks and professional responsibilities:

1. Provide overall coordination for all projects under design; serve as the focal point of communication, transmitting information to the District and Project team on general as well as specific issues and information pertaining to projects under design (i.e. estimates and budgets, master planning, design schedules, schematics, design development, development of final construction documents and procurement procedures).
2. Implement District design standards and requirements for modernization and new construction projects.
3. Assist the District in coordinating and integrating the work of hired consultants into the various design phases (i.e. historical significance report, soils investigation, geotechnical and hazardous materials reports, topographic surveys, utility locating services, as-built documentation from previous construction projects, etc.).
4. Interface with the regulatory agencies and coordinate District compliance with regulatory agency standards and requirements (i.e. Division of the State Architect, Department of Education, Public Health Department, Office of Public School Construction, etc.).

#### SGI FEE SCHEDULE

This time and materials proposal for the above mentioned work is in the amount of \$546,293. Attached you will find a detailed time and materials breakdown for each school site. Fees are for services from March 1 through June 30, 2015.

If you have any questions regarding this proposal, please contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "Karim Nassab", is written over a horizontal line.

Karim Nassab  
Bond Program Manager

/attachment



**West Contra Costa Unified School District  
Design Management Fees  
Measure D, J, D-2010, and E2012 Reimbursable Cost**

January 7, 2015

General Condition Reimbursable		2015				SUB -Total
		1 Mar 22	2 Apr 22	3 May 20	4 Jun 22	
1. <u>Kent Brown</u> <i>Senior PM / Design</i>	Billing Rate Per Hour	100%	100%	100%	100%	\$119,884
	Hours	176	176	160	168	
	Sub-Total	\$31,029	\$31,029	\$28,208	\$29,618	
2. <u>Melissa Truitt</u> <i>Senior PM / Design</i>	Billing Rate Per Hour	60%	60%	60%	60%	\$72,777
	Hours	105.6	105.6	96	105.6	
	Sub-Total	\$18,617	\$18,617	\$16,925	\$18,617	
3. <u>Samara Silverman</u> <i>Office Engineer III</i>	Billing Rate Per Hour	100%	100%	100%	100%	\$57,792
	Hours	176	176	160	176	
	Sub-Total	\$14,784	\$14,784	\$13,440	\$14,784	
4. <u>Tierra Andrews</u> <i>Contracts Engineer</i>	Billing Rate Per Hour	100%	100%	100%	100%	\$43,344
	Hours	176	176	160	176	
	Sub-Total	\$11,088	\$11,088	\$10,080	\$11,088	
5. <u>Design Manager</u> Measure D, J, D-2010, and E201: Program Projects	Billing Rate Per Hour	50%	50%	50%	50%	\$59,306
	Days	22	22	20	22	
	Hours	176	176	160	176	
Sub-Total	\$15,171	\$15,171	\$13,792	\$15,171		
6. <u>Design Coordinator</u> Measure D, J, D-2010, and E201: Program Projects	Billing Rate Per Hour	100%	100%	100%	100%	\$107,190
	Days	22	22	20	22	
	Hours	176	176	160	176	
Sub-Total	\$27,421	\$27,421	\$24,928	\$27,421		
7. <u>Project Analyst</u> Measure D, J, D-2010, and E201: Program Projects	Billing Rate Per Hour	100%	100%	100%	100%	\$86,000
	Days	22	22	20	22	
	Hours	176	176	160	176	
Sub-Total	\$22,000	\$22,000	\$20,000	\$22,000		
					<b>\$546,293</b>	

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

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

**To:** Board of Education

**Meeting Date:** April 1, 2015

**From:** Bruce Harter  
Superintendent

**Agenda Item:** G.1

**Subject:** Governance and Meetings

**Background Information:**

At the March 18, 2015 meeting, Board member Liz Block requested that the Board consider developing and implementing a Governance Handbook. Many districts throughout the state have developed handbooks that go beyond the bylaws that have adopted by the Board to guide the Board in processes in carrying out the work of the Board. The handbook could include governance roles and responsibilities, agreements to facilitate governance, guidelines for meetings, protocols for working together and other topics that compliment and expand upon the Board Bylaws section of the WCCUSD Board Policy manual.

Board member Val Cuevas has suggested that the Board consider forming a Governance Subcommittee that would work on maintaining a unity of purpose, governing within agreed upon roles, sustaining a positive governance culture and creating a supportive structure for effective governance. The Subcommittee, if approved by the Board, would include two members appointed by the Board President.

Although the Board procedures published in every Board agenda state that meetings will end no later than 10:30 PM, three meetings of the Board of Education over the last three months have extended past midnight. Board Bylaw, *The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and subsequently may be adjourned to a later date.* Board member Randy Enos has suggested that the Board consider whether to continue current practice, start meetings earlier, schedule additional meetings or reduce the items on the agenda.

**Recommendation:**

That the Board discuss developing a governance handbook, initiating a governance subcommittee and ways to moderate the ending times for meetings.

**Fiscal Impact:** None

**DISPOSITION BY BOARD OF EDUCATION**

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

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


Approved \_\_\_\_\_

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

Tabled \_\_\_\_\_

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

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

**To:** Board of Education **Meeting Date:** April 1, 2015  
**From:** Lisa LeBlanc   
Associate Superintendent, Operations **Agenda Item:** G.2  
**Subject:** Project Status Report

**Background Information:**

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

- Engineering Officer's Report
- Construction Status Reports

**Recommendation:**

For information only

**Fiscal Impact:** None

DISPOSITION BY BOARD OF EDUCATION

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

# PROJECT STATUS REPORT

## Coronado Elementary School - Reconstruction

### Period Ending: 3/31/2015

**Scope:** Reconstruction Project

**Construction Status:**

Architect: WLC Architects  
 Project Manager: Rene Barrera, SGI Construction Management  
 Project Engineer: Marcus Blackmon  
 Contractor: Lathrop Construction Associates  
 Inspector: Kris Gilbert  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	1/6/2014	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	510			
Original Completion Date:	5/31/2015			
Projected Completion:	6/9/2015			

**Buildings:**

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

**Progress This Period:**

- **Building A** - Finish Coat Application, Ductwork Installation (first and second floors), Finished Painting Walls, Placed Vapor Membrane (second floor), Poured Concrete Topping Slab (second floor) and Continued Terrazzo Flooring Installation.
- **Building C** - Painting Exterior, Casework, Ceiling Grid & Plumbing Fixture Installation.
- **Building K** - Casework Installation, Light Fixtures, Plumbing Fixtures & Install Ceiling Grid.
- **Site Work** - Poured Sidewalks behind Buildings C and K, Install & Continue Painting Site Structures.

**Anticipated Progress Next Period:**

- **Building A** - Install Grid For T-Bar Ceiling Tiles, Commence Terrazzo Floor Installation, Finish Plaster & Painting, Connect Roof Top Gas/Unit Hookups and Commence Commissioning HVAC Items.
- **Building C** - Complete Ceramic Tile Installation at all Restrooms, Complete Casework Installation, Complete Light Fixture Installation and Complete Installing Ceiling Grid.
- **Building K** - Complete Installing Casework, Light Fixtures, Skylight Screens, Commence Resilient Flooring Installation and drop Ceiling Tile.
- **Building M** - Finish Terrazzo Flooring installation, Finish Painting Interior Walls, Commence T-Bar Ceiling Grid and Install Light Fixtures.
- **Site Work** - **Complete Painting of Site Structures**, PG&E Transformer, Commence Playground Equipment Installation, Place Miscellaneous Site Concrete, Install Chain Link Fence Posts & Fabric.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	510
Construction Calendar Days Elapsed:	450
Construction Calendar Days Remaining:	60
Percent of Construction Completed:	84%

**Percentage of Work Done**                      **84%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 3/31/2015



**Building C - Exterior Classroom Shade Structure Painting**



**Building K - Classroom T-Bar Ceiling Grid Installation**



**Building Classroom Casework Installation**



# PROJECT STATUS REPORT

DeAnza High School - Building 10 Linked Learning & Sports Fields

Period Ending: 3/31/2015

**Scope:** Building 10 Linked Learning & Sports Fields

**Construction Status:**

Architect: DLM Architects  
 Project Manager: Paul Orr, SGI Construction Management  
 Project Engineer: Gaile Suarez, SGI Construction Management  
 Contractor: BHM Construction, Inc.  
 Inspector: Mark Eriksen  
 WCCUSD Mgr: Ferdinand Vergeire

**Contract Status:**

Notice to Proceed:	10/13/2014		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	395		
Original Completion Date:	11/12/2015		
Projected Completion:	11/12/2015		

**Buildings:**

Building 10	Linked Learning
	Sports Fields

**Progress This Period:**

- Concrete pour for ramps and retaining wall east side.
- Storm drain installation.
- Rough Grade parking lot 1.
- Under slab utilities.
- Building slab on grade rebar.
- Concrete pour at building slab.

**Anticipated Progress Next Period:**

- Storm drain installation.
- Structural steel erection at building.
- MEP rough in at building.
- Marquee footings.
- Rough grade basketball and tennis courts.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	395
Construction Calendar Days Elapsed:	170
Construction Calendar Days Remaining:	225
Percent of Construction Completed:	26%

<b>Percentage of Work Done</b>	<b>26%</b>	<b>Total Project</b>
--------------------------------	------------	----------------------

**Proposed Changes:**

**General Comment:**

Progress Photos: 3/31/2015



Ramp formwork



Structural Steel Erection



Grading Parking Lot



# PROJECT STATUS REPORT

El Cerrito High School - Stadium

Period Ending: 3/31/2015

**Scope:** Stadium

**Construction Status:**

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

**Contract Status:**

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

**Buildings:**

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

**Progress This Period:**

- **Building A** - Built-up roofing underway, plumbing hangers, vents and mechanical ductwork ongoing.
- **Building B** - Modified Bituminous roof is complete and fireproofing of structural steel is complete.
- **Building C & D** - Ready for built-up roofing to begin, plumbing hangers, vents and mechanical ductwork ongoing.
- **Building D** - Stucco screens installed
- **Building E** - Roof decking is complete, exterior gypsum board sheathing is complete and built-up roofing ready to begin.
- Track curbs and drains around perimeter of field are ongoing.
- Visitor bleacher foundation is complete.
- Backfill of upper Colusa Ave. retaining wall is complete.
- Domestic and fire water lines have been installed in front of Building D.

**Anticipated Progress Next Period:**

- **Building A** - Built-up roofing to be completed, lath and plaster will be underway, fireproofing of structural steel will be completed and ceiling framing will begin.
- **Building B** - Lath and plaster will be underway, ceiling framing and above-ceiling conduit to be completed and roll-up doors to be installed.
- **Building C & D** - Built-up roofing ongoing and lath and plaster will be underway.
- **Building E** - Built-up roofing, lath and plaster to begin,
- Underground electrical conduit to be installed at visitor's bleachers, subgrade prep and base rock to be completed.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days): 608  
 Construction Calendar Days Elapsed: 429  
 Construction Calendar Days Remaining: 179  
 Percent of Construction Completed: 61%

**Percentage of Work Done                      61%                      Total Project**

**Proposed Changes:**

**General Comment:**

Progress Photos: 3/31/2015



Visitor Bleacher Foundations



Building A & B - Roof



Field Drain Installation

# PROJECT STATUS REPORT

## Korematsu Middle School - New Campus

### Period Ending: 3/31/2015

**Scope:** New Campus Project

**Construction Status:**

Architect: HY Architects  
 Project Manager: Tim Peel, SGI Construction Management  
 Project Engineer: Dovie Edwards, SGI Construction Management  
 Contractor: Arntz Builders, Inc.  
 Inspector: Steve Cayson  
 WCCUSD Mgr: Ferdie Vergeire

**Contract Status:**

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

**Buildings:**

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

**Progress This Period:**

- **Building A** - Interior painting continues.
- **Building B** - Hang sheetrock on second floor.
- **Building C** - Install storefront windows.
- **Building D** - Frame partition walls.
- **Site Level 2** - Concrete poured for planter wall at stair #2.

**Anticipated Progress Next Period:**

- **Building A** - Interior painting continue and installation of storefront doors.
- **Building B** - Storefront and curtain wall installation and sheetrock on second floor.
- **Building C** - Install exterior DensGlass.
- **Building D** - Sheetrock wall and ceilings.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	960
Construction Calendar Days Elapsed:	688
Construction Calendar Days Remaining:	272
Percent of Construction Completed:	71%

**Percentage of Work Done**                      **71%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Project is on schedule.

Progress Photos: 3/31/2015



**Building A - Complete forms for planter walls and seat benches**



**Building B - Storefront and window installation**



**Building B & C - Sheetrock**



# PROJECT STATUS REPORT

## Nystrom Elementary School - Modernization Classroom Building Rehabilitation Period Ending: 3/31/2015

**Scope:** Modernization of existing classrooms, administration building and site improvements.

**Construction Status:**

Architect: Interactive Resources  
 Project Manager: Eddie Law, SGI Construction Management  
 Project Engineer: Verna Van, SGI Construction Management  
 Contractor: Roebbelen Contracting, Inc.  
 Inspector: Man Wah Cheng  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed: 8/25/2014

	Original	Approved	Projected
Construction Schedule (days):	480	0	0
Original Completion Date:	12/15/2015		
Projected Completion:	12/15/2015		

**Buildings:**

North Wing Administration / Kindergarten / Classrooms  
 South Wing Classrooms

**Progress This Period:**

**North Wing**

- Installation of Interior Framing/Shear Walls.
- Installation of Electrical/Plumbing/Mechanical Rough-in.
- Installation of SBS Membrane Roofing System.
- Installation of Replacement for Diagonal Sheathing.
- Excavation for Interior Footings.
- Prep, Form, Rebar, and Concrete Pour for Interior Footings at Corridor.
- Installation of Fire Sprinkler System.

**South Wing**

- Installation of Interior Framing/Shear Walls.
- Installation of Electrical/Plumbing Rough-in.
- Installation of SBS Membrane Roofing System.
- Installation of Replacement for Diagonal Sheathing.
- Prep and Concrete Pour for Slab on Grade and Elevator Pit.

**Anticipated Progress Next Period:**

**North Wing**

- Continue Installation of Plumbing/Electrical/Mechanical Rough-In.
- Continuation of Prep, Form, Rebar, and Concrete Pour for Interior Footings.
- Prep and Concrete Pour for Slab on Grade.
- Installation of Rooftop Units.
- Installation of Fire Sprinkler System.

**South Wing**

- Continue Installation of Electrical/Plumbing/Mechanical Rough-in.
- Installation of Rooftop Units.

**Site Work**

- Prepare Site for Installation of Underground Utilities.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	480
Construction Calendar Days Elapsed:	218
Construction Calendar Days Remaining:	262
Percent of Construction Completed:	44%

**Percentage of Work Done 44% Total Project**

**Proposed Changes:**

**General Comment:**

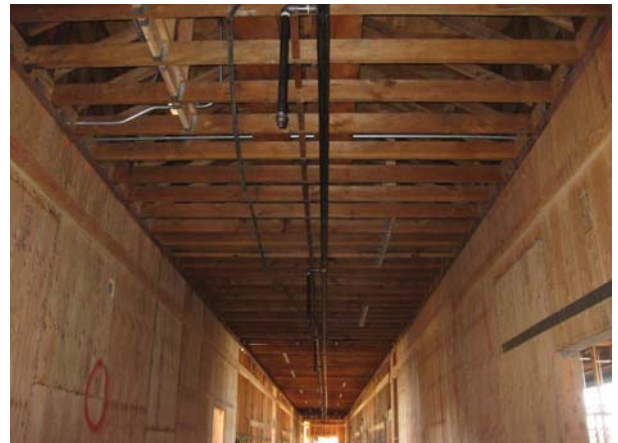
Progress Photos: 3/31/2015



South Building - Concrete Pour



North Building - Replacement Diagonal Sheathing



North Building - Fire Sprinkler System

# PROJECT STATUS REPORT

## Pinole Middle School - Soccer & Football Fields

### Period Ending: 3/31/2015

**Scope:** Soccer & Football Fields

**Construction Status:**

Architect: Powell & Partners Architects  
 Project Manager: Sonya Perkins, SGI Construction Management  
 Project Engineer:  
 Contractor: Roebbelen Construction  
 Inspector: Brad Williamson  
 WCCUSD Mgr: Eduardo Donoso

**Contract Status:**

Notice to Proceed:	5/19/2014		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	284	37	
Original Completion Date:	2/27/2015		
Projected Completion:	4/5/2015		

**Buildings:**

Landscape, Field & Track  
 Restroom & Storage Building  
 Fire Lane

**Progress This Period:**

- Toilet accessories and partitions, track surface, signage and hardware.
- SOD, hydro-seeding and trees are complete.
- Poured footings for digital sign.

**Anticipated Progress Next Period:**

- Master valve, test fire alarm system, pull single mode fiber to Building B.
- Louvers, casework, digital sign, punch walk-thru and corrections, training and close out documents.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	321
Construction Calendar Days Elapsed:	317
Construction Calendar Days Remaining:	4
Percent of Construction Completed:	93%

<b>Percentage of Work Done</b>	<b>93%</b>	<b>Total Project</b>
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**Proposed Changes:**

**General Comment:**

Progress Photos: 3/31/2015



**Restroom/Storage building painted**



**Picnic Tables and Bleachers**



**SOD Install**

# PROJECT STATUS REPORT

Pinole Valley High School - Existing Campus Demolition

Period Ending: 3/31/2015

**Scope:** Existing Campus Demolition

**Construction Status:**

Architect: WLC Architects  
 Project Manager: David Carey, SGI Construction Management  
 Project Engineer: Shawn Fitzgibbons, SGI Construction Management  
 Contractor: Evans Brothers, Inc.  
 Inspector:  
 WCCUSD Mgr: Eduardo Donoso

**Contract Status:**

Notice to Proceed:	2/16/2015	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	180			
Original Completion Date:	8/15/2015			
Projected Completion:	8/15/2015			

**Buildings:**

Existing Campus Demolition

**Progress This Period:**

- Mobilization and temporary construction fence.
- Hazardous material abatement under way on first three buildings at the south end campus.

**Anticipated Progress Next Period:**

- Continue Abatement.
- Waste Removal (Off haul).
- Start Building Demolition.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	180
Construction Calendar Days Elapsed:	44
Construction Calendar Days Remaining:	136
Percent of Construction Completed:	13%

**Percentage of Work Done**                      **13%**                      **Total Project**

**Proposed Changes:**

Coordinate Hillside Stabilization and Demolition schedules so both projects can progress concurrently.

**General Comment:**

Progress Photos: 3/31/2015



**Abatement I**



**Existing Campus**



**Abatement II**



# PROJECT STATUS REPORT

Kennedy High School - Richmond Swim Center

Period Ending: 3/31/2015

**Scope:** Richmond Swim Center at Kennedy High School

**Construction Status:**

Architect: Architects MA  
 Project Manager: Herman Blackmon Jr.  
 Project Engineer:  
 Contractor: Arntz Builders, Inc.  
 Inspector: Brad Williamson  
 WCCUSD Mgr: Andrew Mixer

**Contract Status:**

Notice to Proceed:	4/28/2014		
	<b>Original</b>	<b>Approved</b>	<b>Projected</b>
Construction Schedule (days):	365	38	
Original Completion Date:	6/4/2015		
Projected Completion:	6/4/2015		

**Buildings:**

Natorium

**Progress This Period:**

- Install Truss Purlins at Natatorium.
- Poured Mechanical Pad.
- Install Window Frames.
- Install Gutters and Fascia.

**Anticipated Progress Next Period:**

- Apply Plaster to Interior of Natatorium.
- Set Mechanical Unit.
- Install Window Glazing and Skylights.
- Pour Courtyard Hardscape.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	403
Construction Calendar Days Elapsed:	338
Construction Calendar Days Remaining:	65
Percent of Construction Completed:	70%

<b>Percentage of Work Done</b>	<b>70%</b>	<b>Total Project</b>
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**Proposed Changes:**

New Corridor Lighting.

**General Comment:**

Progress Photos: 3/31/2015



Corridor Window Frames



Building B - Roof Deck and Trusses



Forming & Grading of Court Yard

# PROJECT STATUS REPORT

Sylvester Greenwood Academy & Leadership Public Schools - New Construction  
 Period Ending: 3/31/2015

**Scope:** New Construction

**Construction Status:**

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

**Contract Status:**

Notice to Proceed:	08/20/2012		
		<b>Original</b>	<b>Approved</b>
Construction Schedule (days):	1,090		
Original Completion Date:	08/15/2015		
Projected Completion:	7/31/2015		

**Buildings:**

Building A	Leadership Public Schools
Building B	Shared Gymnasium
Building C	Sylvester Greenwood Academy

**Progress This Period:**

**Building A**

- Floor Tile at first floor corridor.
- Skylight framing at plaza deck.
- Epoxy flooring at kitchen.
- Metal Ceiling and hanging lights at lobby.

**Building B**

- Insulation, gyp board gym walls
- Framing ceiling and light fixtures.
- Boiler and hydronic piping setup.
- Moisture floor treatments.
- Wall heating equipment.

**Building C**

- T bar & light fixtures at ceilings.
- Case work at classrooms.
- Lath/Mortar corridor walls.
- Moisture treatment at class room floors.

**Site**

- Rebar and formwork for planter boxes at north side.
- Sidewalk grading.

**Anticipated Progress Next Period:**

**Building A**

- Install linoleum flooring at classrooms.

**Building B**

- Tile corridor floor and walls.

**Building C**

- Tile corridor.
- HVAC startup.

**Site**

- Form, pour curb, gutter and flat work.

**Schedule Assessment/Update:**

Construction Duration (Calendar Days):	1,090
Construction Calendar Days Elapsed:	952
Construction Calendar Days Remaining:	138
Percent of Construction Completed:	86%

**Percentage of Work Done**                      **86%**                      **Total Project**

**Proposed Changes:**

**General Comment:**

Project is on schedule.

Progress Photos: 3/31/2015



**Building A - LPS: Metal ceiling and hanging light at lobby**



**Building C - SGA: Moisture treatment at second floor corridor**



**Site: Rebar and form work for planter boxes at north side**