

**Friday Memo**  
**June 19, 2015**

**Upcoming Events – Bruce Harter**

June 20: Juneteenth Parade / Festival, Nevin Park, 9:00 AM

June 24: Board of Education Meeting, DeJean, 6:30 PM

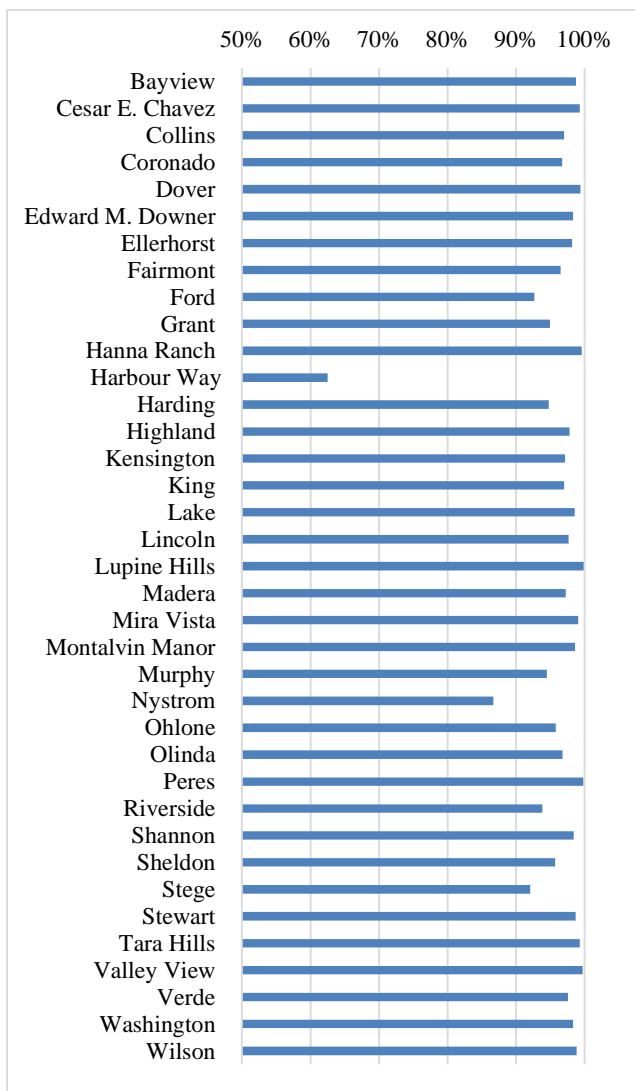
**Closed Session for June 24 – Bruce Harter**

Closed session for Wednesday’s meeting will begin at 5:00 PM.

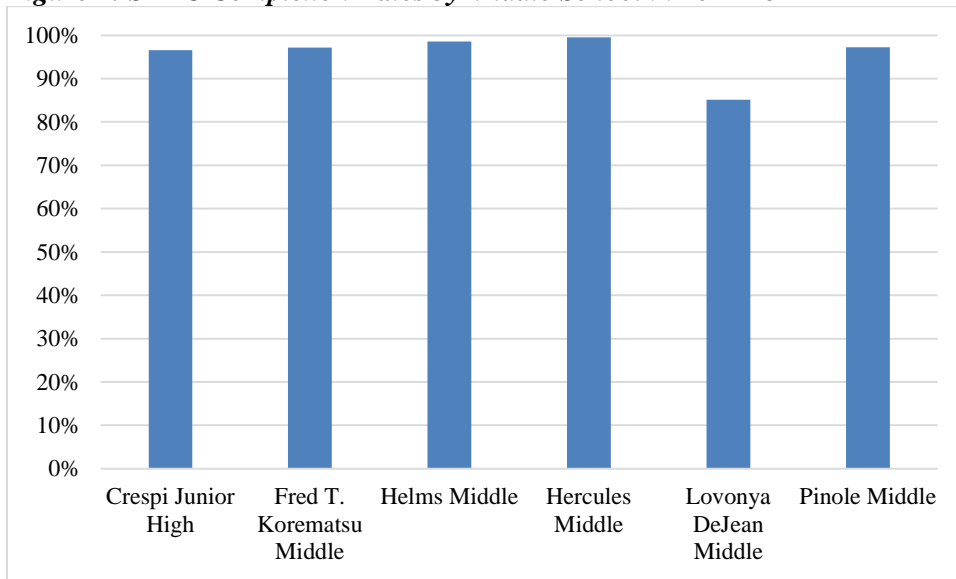
**SBAC Computer-Based Assessments Successful – Nicole Joyner**

The Smarter Balance Assessment Consortium (SBAC) assessments were fully implemented for the first time this year and were successfully administered to 95.9%\* of students district-wide in an online format in English-language Arts and Mathematics. These next-generation assessments are aligned to the Common Core State Standards (CCSS) and accurately measure student progress toward college and career readiness. SBAC reporting will provide composite scores as well as information on student performance. In English, reporting will cover reading, writing, listening and research/inquiry. In math, reporting will cover concepts and procedure, problem solving, and modeling/data analysis. Figure 1 below shows SBAC completion rates by school site. \* Please note that these are preliminary unofficial results. Official completion rates and results will be added to dashboard by early August.

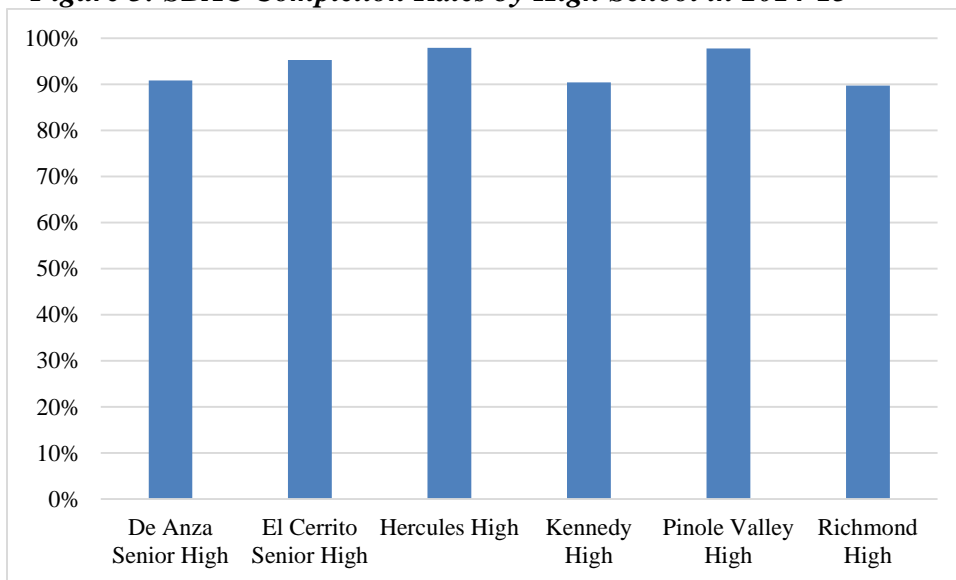
**Figure 1: SBAC Completion Rates by Elementary School in 2014-15**



**Figure 2: SBAC Completion Rates by Middle School in 2014-15**



**Figure 3: SBAC Completion Rates by High School in 2014-15**



**Summer School Science Classrooms and Safe Procedures/Materials – Nia Rashidchi**

When reviewing the Materials Safety Data Sheets (MSDS) in one of our summer science classrooms, one of our wonderful WCCUSD science teachers shared some concerns and questions about safety.

We are using FOSS kits this summer again (like last year), and there are lots of materials inside those kits that come with Materials Safety Data Sheets (MSDS).

These MSDSs are part of standard Occupational Safety and Health Administration (OSHA) procedures when materials are provided to employees in work environments; they are a part of

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*Office of the Superintendent*

standard hazard communication. The district has MSDSs on many common items in our schools such as white out, sharpie pens and markers.

We have reviewed the MSDS forms inside our FOSS kits and the various kits include the following the materials:

Sodium Chloride – salt

Calcium chloride – rock salt as used in melting ice on streets and sidewalks (may cause mild skin irritation)

Colgate cavity protection – tooth paste

Thermometer – non-mercury

Cobalt chloride strips – the cobalt chloride is bound to a paper strip

Calcium carbonate – used in antacids (Tums) and classroom chalk

Kosher salt

Sodium bicarbonate – baking soda

Magnesium sulfate – Epsom salt

Citric acid, anhydrous – from organic sources such as fruits (food grade)

Diatomaceous earth – ground seashells and rock (used in pool filters)

Gravel

Magnetite – iron oxide as found in metamorphic and igneous rock

Staff has also spoken with the Contra Costa Environmental Hazardous Materials Division, as well as done research with the California Department of Education and reviewed the Science Safety Handbook for California Public Schools to ensure that we are fully informed and follow science safety procedures and requirements.

Based on the materials being used for the elementary science classes; eye protection may be required, but no elementary science classes need an emergency eye wash or shower station.

We, of course, want to make sure that all our classrooms are practicing safe science procedures, and so we are ensuring that each of our science classrooms has protective eye goggles for staff and students.

In WCCUSD, safety is a primary concern, and we will continue to do additional training with science teaching staff on the proper use, storage and disposal of science materials.

**Continuing Contracts – Sheri Gamba**

Continuing contracts are contracts or services exceeding \$50,000 where there is an ongoing relationship between the provider and the district and the services will be provided for more than one year. These services are for ongoing Educational Services, Technology Services, School Resource Officers, Health Services, Legal Services, Leases, Transportation, and Maintenance Contracts. These continuing contracts are provided to the board annually as a part of preparing for each new budget year.

**Ratification of Negotiated Change Orders – Lisa LeBlanc**

There are two change orders on the June 24, 2015 consent agenda that are greater than \$100,000. De Anza High School Linked Learning Change Order #10 in the amount of \$101,727 is a result of adjustments to the project schedule postponing the removal of the temporary parking lot used by staff and students and the installation of the multi-use field. The temporary parking could not be removed until construction was completed on the permanent parking lot. The change order represents the remobilization cost of the contractor. Pinole Valley High School Existing Campus Demolition Change Order #1 in the amount of \$145,884.10 is to address unforeseen environmental hazards. Historical documents which were used as reference for the environmental consultant did not indicate the areas of concern that were later discovered to contain materials requiring abatement. Predetermined unit pricing provided at the time of bid were used to determine the additional costs.

**Engineering Services: Ohlone ES, Phase 3 East Campus Design Revisions – Lisa LeBlanc**

Phase 3 of Ohlone ES was submitted for DSA review in May 2014. Due to scope modification considerations, the review period of one year was going to expire, so a 6-month extension was filed. The fees associated with these services will ensure DSA approval of the construction documents in compliance with the DSA extension. Once approved, the District will have up to four years in which the plans can be used without resubmission to DSA. Alternatively, the filing would expire, and the District would need to restart the review process, under current, and potentially, more stringent building code requirements.

**Summer Bid Schedule – Lisa LeBlanc**

The summer presents an opportunity for facilities to complete a number of challenging and fast-paced projects with the benefit of summer weather and an unoccupied school site. There are three summer projects on the June 24, 2015 agenda that are placeholders that must be read into the record: Verde ES Exterior Painting, Ellerhorst ES Exterior Repairs and Lincoln ES Exterior Repairs. The bids for all three projects were still in the review process at the time of publication. The District review process includes post-bid meetings and a three day bid protest period to resolve any potential issues, before recommending a contract for award.

**Public Records Log – Marcus Walton**

Included in this week's memo is the log of public records requests received by the district. If you have any questions, please contact me.

**Public Records Request Log 2014-2015  
Week Ending June 18, 2015**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
87	11/18/14	Fatima Alleyne	Washington School Budget / SSC SY 2009 -to- 2013	<b>5/18/15 - Contacted Requestor to review documents</b>  <b>Requestor to schedule apt. to review</b>
176	3/23/15	Michael Strub Jr. Irell & Manella LLP	CA Healthy Kids Survey / CA School Climate Survey / CA Student Survey / LCAP / Student Information / Suspensions / Expulsions / Employment Information	<b>Extension Invoked</b>  <b>In Progress</b> <b>Gathering/Reviewing Documents</b>
197	5/19/15	Timothy Adams Schoolie	WCCUSD Student Information/Records for the past 5 years	<b>Extension Invoked</b>  <b>In Progress</b> <b>Gathering Documents</b>
200	6/8/15	Letitia Sorensen Donahoo & Associates	El Cerrito High School / Stadium Project Records	<b>6/16/2015</b> <b>Letter sent requesting fees</b>
201	6/15/15	Wan Yan Ling/Attorneys Northern CA Plasterers Trust	District Projects / James Island Plastering-Payroll Records and Payment Bonds	6/18/15 Documents mailed <b>COMPLETED</b>
202	6/15/15	Labor Commissioner State of California	El Cerrito High School / Stadium Project	<b>In Progress</b> <b>Acknowledgement letter sent</b>
203	6/15/15	Steve Chamberlin	Wilson Elementary School Project	<b>In Progress</b> <b>Acknowledgement letter sent</b>
204	6/16/15	Jessica Scott CC Electrical Compliance	Lake Elementary School / Fire Alarm Modernization Project	<b>In Progress</b> <b>Acknowledgement letter sent</b>