

**Friday Memo**  
**March 25, 2016**

**Upcoming Events – Bruce Harter**

March 26: Ed Fund Road to College, DeJean, 1:00 PM  
March 26: Backstage Salsa Dance Party Fundraiser, EC Theater, 6:00 PM  
March 26: Musical: *Into the Woods*, Hercules HS, 6:30 PM  
March 27: Musical: *Into the Woods*, Hercules HS, 2:30 PM  
March 28: Academic Subcommittee, Alvarado, Room 2, 5:30 PM  
March 28: Governance Subcommittee, Alvarado, Room 1, 6:30 PM  
March 29: End of 3<sup>rd</sup> Quarter  
March 29: Hercules Orchestra Concert, Hercules GYM, 7:30 PM  
March 30: Board of Education Joint Meeting with CBOC, FOC, 6:00 PM  
March 31: High School Open House, Times Vary by Site  
March 31: MDAC, Helms Middle School, 6:30 PM  
March 31: Prioritization Committee, Nystrom MPR, 6:30 PM  
April 1: MDAC, Kennedy Library, 9:00 AM  
April 1: CCTA Overcrossing Ground Breaking, Riverside, 10:00 AM  
April 3: Southwest Asian Scholarship Event – DeAnza 3:30 – 5:00 PM

**Disaster Preparedness and Safety – Wendell Greer**

Each year the Contra Costa County Community Awareness and Emergency Response Group (CAER) rewards up to \$2,500.00 to improve the preparedness of businesses, agencies, schools and the community in responding effectively to emergencies through drills and exercises. This year numerous schools from WCCUSD applied and three were awarded grants in total of \$4,500.00.

The following schools were awardees:

Fairmont Elementary - \$1,000.00 to be utilized to construct Shelter-In-Place kits. (Blankets, flashlights, classroom kits, and portable toilets)  
Chavez Elementary - \$1,000.00 to be utilized to purchase Flashlights, and Classroom Emergency Backpacks  
Grant Elementary - \$2,500.00 to be utilized to construct Shelter-In-Place kits, a Megaphone, Solar Radios, and Light sticks.

**Community Engagement- Parent University Graduations – Wendell Greer**

Parent University is currently in session throughout 14 different WCCUSD schools. The goal of Parent University is to increase parent involvement in the school and empower parents to raise children who are successful in school, and in life. Graduation ceremonies will be held throughout the Spring to honor parents who have completed the program. The Board is invited to join in recognizing parents throughout WCCUSD.

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School	Graduation	Time
Bayview	3/29/2016	5:30-7:00
Downer	3/29/2016	6:00-7:00
Peres	4/20/2016	5:30-7:00
Chavez	4/22/2016	5:00-7:00
Verde 2	4/29/2016	6:00-7:00
Verde 3	4/29/2016	6:00-7:00
Coronado	5/3/2016	5:00-7:00
Lincoln	5/4/2016	5:00-7:00
Montalvin	5/5/2016	5:30-7:00
Wilson	5/16/2016	5:30-7:00
Lake	5/18/2016	6:00-7:00
Grant	5/31/2016	6:00-7:00
Dover 2	6/2/2016	6:00-7:00
Dover 3	6/2/2016	6:00-7:00
Helms	TBD	5:00-7:00

**2015-2016 Technical Assistance Special Project: Diagnostic Center, Northern California and West Contra Costa Unified School District-Autism Project – Steve Collins**

In order to address the needs of the increasing number of students identified with autism in our district, the Special Education Department embarked this year on a collaborative project with the Diagnostic Center of Northern California to increase the use of the Evidenced-Based Practices (EBPs) in our district classrooms for educating students with autism. The EBPs are 27 research supported practices identified as effective by the National Professional Development Center on Autism Spectrum Disorder for the treatment of children and adults with autism. The Diagnostic Center-North project with the district was initiated by Assistant Director of the Diagnostic Center-North (DCN), Ann England in collaboration with SELPA Director, Steve Collins and Director, Eric Peterson from the district. It is based on a “Trainer of Trainers” model whereby Diagnostic Center-North staff are training district program specialists and district lead teachers that have students with severe autism in their classrooms who will in turn train other district teachers in using the EBPs effectively. As a state agency, the Diagnostic Center-North provides its consultation services at no charge to the district.

The focus of the project for the 2015-2016 school year is to support the lead teachers in their classrooms in implementing the most critical EBPs for their students. This includes supporting the teachers in implementing the STAR curriculum for students with autism which includes the Applied Behavior Analysis (ABA) instructional method-EBPs of pivotal response training, discrete trial training and teaching functional routines. The second focus of the project is to support the WCCUSD Special Education Leadership Team of program specialists and administrators so that they can sustain the implementation of evidence-based practices and disseminate them throughout other special education programs in WCCUSD.

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Lead teachers participating in the project are Kali Baylen (Ellerhorst), Glicel Tamonang (Sheldon), J. Maria Perez (Highland), and Philmosa Geldore (King). The district program specialists participating in the project are Rosalind Brown, Maria Gomez, and Kira Walsh. Diagnostic Center-North program specialists providing coaching under this project are Virginia Sanchez-Salazar and Shannon Johns. The principals at the school sites (David Ranch, Melissa Sigars, Armando Torres, and Jeff Carr) have also been very supportive of the project and day to day implementation.

The project includes weekly coaching visits by Diagnostic Center-North program specialists to the classrooms of lead district teachers. Coaches provide support to teachers based on the practices of adult learning theory. District program specialists also attend the teacher coaching sessions so that they can learn how to take the place of the Diagnostic Center-North coaches after the project ends. There are also bi-monthly meetings at the Diagnostic Center-North to review project progress and make any necessary modifications which include Diagnostic Center-North staff, the district program specialists and Director, Eric Peterson.

**Community Engagement-Full Service Community Schools – Wendell Greer**

The Department of Justice's Office for Victims of Crime, has awarded funding to the California School Based Health Alliance and local community partners Bay Area Community Resources, YMCA of the East Bay, and Contra Costa Health Services to more deeply integrate trauma-informed care throughout nine WCCUSD schools beginning in the 2016-17 school year. The *Young Men's Empowerment Collaborative* funding will be used to focus specifically to promote justice and healing among boys and young men of color in West Contra Costa County who have been victims of violence. Goals of the program include: increasing identification and screening of survivors; creating effective response to violence through trauma-focused cognitive behavioral therapy, restorative justice, and parent/family care plans focused on healing; integrating trauma-informed care throughout WCCUSD school based health centers; and transforming classroom environments through teacher training to recognize trauma survivors, respond effectively, and refer for appropriate services. The project is currently in the planning phase through June. The planning team is conducting focus groups to get feedback on project goals and objectives through meeting with students, teachers, administrators, parents and community partners. Program implementation will begin in the 2016-17 school year and support DeAnza High School, DeJean Middle School, El Cerrito High School, Greenwood Academy, Helms Middle School, Hercules High School, Kennedy High School, Pinole Valley High School, and Richmond High School. Please see attached flyer for more information.

**Amendment to Vicenti, Lloyd & Stutzman (VLS) Contract – Lisa LeBlanc**

On March 16, 2016 the Board tabled the request to increase the VLS contract from \$127,010 to \$150,219 for work performed as part of the Phase I Risk Assessment. The amendment request represents an increase of \$23,209. The Board recommended that the item be brought back to the next Clay Investigation Subcommittee meeting for further discussion. There are no scheduled meetings of the subcommittee at this time as there are limited discussion items until the forensic audit progresses further; however, a meeting will be scheduled prior to fiscal year end, if needed, to address this item.

**District’s Lighting Upgrades Featured in California Energy Commission Blog – Marcus Walton**

The District’s Prop. 39 energy conservation efforts were featured in the California Energy Commission Blog this week. Energy Conservation Manager Julio Arroyo discussed the lighting upgrades that took place at Richmond High School and Collins, Grant, Lake, and Hanna Ranch elementary schools, saving the District an estimated \$160,000 per year.

The entire blog post can be found at:

<http://www.calenergycommission.blogspot.com/2016/03/school-district-modernizes-lights-to.html>

**2015-16 LCAP Feedback Survey - Nicole Joyner**

The [2015-16 LCAP Feedback Survey](#) is now open in English and Spanish. This anonymous survey is an important part of WCCUSD's stakeholder engagement process, which gathers feedback on the design and implementation of the Local Control Accountability Plan (LCAP). To accomplish this, we are gathering community input through parent meetings, town halls, and the LCAP feedback survey.

As pictured below in Figure 1 (English) and Figure 2 (Spanish), the survey presents the actions and services aligned to each goal and invites survey respondents to rate them on a scale ranging from “High Priority” to “Not a Priority.” Each goal has a free text box where respondents can include any additional actions and services they would like to see added to the goal. The final section of the survey invites respondents to provide general demographic information about themselves.

Page one of the two-page survey includes links to the LCAP District Infographic, LCAP Review, LCAP Executive Summary, Site Matrix of Services, and Approved LCAP so that stakeholders can easily access any information they may need to submit their feedback.

The survey is available online at [bit.ly/LCAPfeedback16](http://bit.ly/LCAPfeedback16).

**Please rate the following actions & services by priority level.**

Goal 1: Improve student achievement for all students and accelerate student learning increases for English learner and low income students

\* 3. How do you rate the following actions and services from Goal 1?

	High Priority	Moderate Priority	Low Priority	Not a Priority	N/A
1) Schoolwide Improvement Grant/Quality Education Investment Act (De Anza/Helms)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2) Library Books, Science / Arts Materials, Renaissance Learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3) College / Career Ready Programs & Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4) Expand Innovative STEM Opportunity- Fab Lab	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5) Full Day Kindergarten	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6) Whole School Intervention Model (Stege)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7) Psychological Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8) English Language Learner Assessment & Reclassification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9) High School Staffing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10) Out-of-School Time Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11) Psychiatric Social Work Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12) Foster Youth Policy & Practice Training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13) Grad Tutors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. Are there other actions and services you would like to see added to Goal 1?

Figure 1

\* 3. ¿Como evalúa usted las siguientes acciones y servicios de Meta 1?

	Prioridad Alta	Prioridad Moderada	Prioridad Baja	No es Prioridad	No Aplica
1) Subsidio de Mejoramiento a nivel Escolar/Ley de Inversión en Educación de Calidad (SIG/QEIA) (De Anza/Helms)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2) Libros de biblioteca, materiales de ciencia y artes, Renaissance Learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3) Programas y servicios de preparación universitaria y profesional	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4) Expandir oportunidad innovadora-Fab Lab	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5) Kinder de día completo	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6) Modelo de intervención en toda la escuela (Stege)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7) Servicios psicológicos	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8) Evaluación y re-clasificación de aprendices del inglés	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9) Dotación en escuelas preparatorias	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10) Servicios independientes de la jornada escolar	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11) Servicios psiquiátricos de trabajo social	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12) Entrenamiento de política y práctica de jóvenes de hogar temporal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13) Tutores Graduados	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. ¿Hay otras acciones y servicios que le gustaría ver añadidas a Meta 1?

Figure 2

West Contra Costa Unified School District  
*Office of the Superintendent*

**County Office of Education First Interim Approval – Sheri Gamba**

The Contra Costa County Office of Education has reviewed and approved the District's First Interim Financial Report. The Contra Costa County Superintendent of Schools, Deputy Superintendent, letter is enclosed for your review.

**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.

# I-80/SAN PABLO DAM ROAD Interchange Reconstruction

## GROUNDBREAKING EVENT INVITATION APRIL 1, 2016

### YOU'RE INVITED!

The Contra Costa Transportation Authority (CCTA) is pleased to invite you to the **I-80/San Pablo Dam Road Interchange Reconstruction Groundbreaking Celebration**. The celebration marks the beginning of a two-phase project that will alleviate congestion and improve traffic safety at the I-80/San Pablo Dam Road interchange and adjacent interchanges at El Portal Drive and McBryde Avenue, improving the interchange for motorists, increasing pedestrian access, and enhancing bicycle safety.

DATE: Friday, April 1, 2016

EVENT TIME: 10:00 a.m. – 11:00 a.m.

EVENT LOCATION: Riverside Elementary School, 1300 Amador Street, San Pablo, CA

*Note: Use Riverside Ave entrance. This event is in a residential neighborhood with extremely limited on-street parking. No parking lot will be available. Carpooling is encouraged.*

### ACCESSIBILITY:

If you have special site accessibility requirements, please notify Amy Huang, Senior Associate, at 510-285-6746 by March 30, so accommodations can be made.

### PROJECT INFORMATION:

The first phase, which includes construction of the new El Portal Drive on-ramp and the new pedestrian overcrossing, is anticipated to be completed in the spring of 2017. Closure and removal of the existing El Portal on-ramp to westbound I-80 will take place after the new on-ramp is completed. Construction of the new pedestrian overcrossing is anticipated to be complete in the fall of 2016. This work will require some nighttime full closures of eastbound and westbound I-80, and additional notification will be provided when these closures are scheduled.

**FOR ADDITIONAL INFORMATION: Website:** <http://www.ccta.net/sanpablodamroad> | **Project hotline:** (510) 277-0444





# Empowering Students to Promote Healing From Trauma in West Contra Costa County

## Violence & Trauma in West Contra Costa

The city of Richmond provides a dramatic illustration of the health and social disparities that impact young men of color. Richmond is located in the western portion of Contra Costa County, which is a large and socioeconomically diverse county located on the east side of the San Francisco Bay. Violence is an overwhelming problem in the western portion of Contra Costa County, specifically in the greater Richmond area. **The FBI's Preliminary Annual Crime Statistics for 2010 cited the region as having the third highest rate of violent crime in California.**

## A School-Based Health Solution

West Contra Costa Unified School District has a school-based health center (SBHC) at each of its six high schools and will be opening new SBHCs at its alternative high school and two middle schools. The nine SBHCs in West Contra Costa all provide comprehensive services directly on school campuses including primary medical care, mental health care, youth development programs, and preventive services such as health education.

## Promoting Healing Among Boys & Men

The Young Men's Empowerment Collaborative (YMEC) will promote justice and healing among boys and young men of color in West Contra Costa County who have been victims of violence. YMEC will scale up evidence-based, trauma-informed practices across schools in this community.

YMEC will target youth aged 12-18 years and achieve the following goals:

- Increase the portion of young male survivors of violence who are identified by expanding screening and by adopting outreach strategies specifically focused on young men.
  - Create an effective response to violence for young men of color through individual Trauma-Focused Cognitive Behavioral Therapy, Restorative Justice, and parent/family care plans focused on the healing process.
- Integrate trauma-informed care throughout all nine West Contra Costa SBHCs to respond more effectively to the needs of young male survivors.
  - Transform classroom environments to foster academic success among young male survivors of violence by training teachers to recognize trauma survivors, respond effectively, and refer them for appropriate services.

## A Path to Community Health

### Phase 1: Planning

- *Develop collaborative structure.*
- *Gather input and create final YMEC demonstration plan.*
- *Conduct training to educate stakeholders on the effects of trauma and violence.*

### Phase 2: Implementation

- *Maintain collaborative structure.*
- *Build staff capacity to expand evidence-based practices.*
- *Conduct school-wide screenings.*
- *Conduct outreach to young men exposed to violence and trauma.*
- *Expand evidenced-based practices: Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) and Restorative Justice.*
- *Implement trauma-informed practices in the classrooms.*

### Program Partners

- California School-Based Health Alliance – Project coordinator and technical assistance provider
- West Contra Costa Unified School District – Host school district
- Bay Area Community Resources – Lead agency for half of the SBHCs in West Contra Costa
- YMCA of the East Bay (Y Team) – Lead agency for half of the SBHCs in West Contra Costa
- Contra Costa Health Services – Medical provider at all of the SBHCs.





## Contra Costa County Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388  
Karen Sakata, Superintendent of Schools

March 18, 2016

Randall Enos, Board President  
West Contra Costa Unified School District  
1108 Bissell Avenue  
Richmond, CA 94801

RE: 2015-16 First Interim Report

Dear Mr. Enos:

The District submitted its 2015-16 First Interim Report with a positive certification. This certification states that the District will meet its financial obligations for the current and subsequent two fiscal years. Our office has completed its review of your First Interim Report in compliance with the provisions of state law. Based on the information available at the time of our review, we agree with the District's certification for the period ended October 31, 2015.

Our office requests that all districts submit a collective bargaining disclosure form to our office ten working days prior to board action on a proposed settlement. To be in compliance with AB 2756 (Daucher), both the Superintendent and Chief Business Officer must sign the collective bargaining disclosure form. Districts must make any budget revisions within 45 days of approval of a collective bargaining agreement.

Districts are also required to disclose non-voter approved debt and self-insured workers' compensation claims.

We wish to express our appreciation to the District staff for their cooperation during the review of the 2015-16 First Interim Report. If our office can be of further assistance, please call me at 925-942-3418.

Sincerely,

Bill Clark  
Associate Superintendent  
Business Services

BC:bf

cc: Bruce Harter, Ph.D., Superintendent, WCCUSD  
Sheri Gamba, Associate Superintendent, Business Services, WCCUSD

080 15/16

**Public Records Request Log 2015-2016**  
**Week Ending March 24, 2016**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
32	10/12/15	Fatima Alleyne	Lozano Smith Attorneys / All Invoices, Contracts and Expenses paid beginning January 1, 2014 – December 31, 2014	<b>Available documents ready for review</b>
38	10/16/15	Fatima Alleyne	Parcel Tax Measure D for 2012-2013 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
40	10/23/15	Fatima Alleyne	Parcel Tax Measure D for 2009-2010 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
41	10/26/15	Fatima Alleyne	Parcel Tax Measure D for 2008-2009 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
43	11/1/15	Fatima Alleyne	All Contracts, Invoices and Expenditures for Legal services paid by the District for the 2013-14 School Year	<b>Available documents ready for review</b>
48	11/10/15	Fatima Alleyne	Job Descriptions for all Superintendents' positions	<b>Available documents ready for review</b>
56	11/30/15	Fatima Alleyne	2015-16 Legal Services Contracts / Lozano Smith Attorneys- Ramsey & Ehrlich- Bragg Coffin Lewis & Trapp- and Swanson & McNamara	<b>Available documents ready for review</b>
57	11/30/15	Fatima Alleyne	Superintendent's Contract and 2014-15 and 2015-16 Goals	<b>Available documents ready for review</b>
72	1/15/16	Ivette Ricco CBOC Chairperson	Clay Investigation Subcommittee / Audio Recording of 1/11/2016 Meeting	<b>Acknowledgement email sent</b>  Requestor informed that recording may not be available until Meeting Minutes are approved at next schedule meeting
75	1/26/16	Dan Borenstein Bay Area News Group	Bond Measure (Possible) for Parcel Tax Extension or Increase in 2016 Ballot	<b>Available documents ready for review</b>
83	2/23/16	Elliot Haspel Education Matters	Richmond and Kennedy High Schools / Class Size Enrollment – Students per Teacher/Class	3/22/16 Information sent via email <b>COMPLETED</b>
84	2/26/16	Niki York Northern CA Fire Protection	Fire Sprinkler Contractor Contract / Title 19 Documents-Past 5 years	3/24/16 Information sent via email <b>COMPLETED</b>
87	3/8/16	Maryll Kersting Allied Barton Security	WCCUSD Security Guard Contract	<b>Gathering records</b>
88	3/10/16	Glenn Snyder Sheet Metal Workers Union	Portola Middle School/Korematsu – Kitchen Equipment Installation Project	<b>3/24/16 Partial Records mailed</b>
90	3/15/16	Bigad Shaban NBC Bay Area	Law Enforcement / Student Data	<b>Gathering records</b>
91	3/18/16	Rhem Bell United Teachers of Richmond	Parcel Tax Monies & Charter Schools	<b>Acknowledgement email sent</b>
92	3/18/16	Nicole Marti Public Employees Union	Budget Documents	<b>Acknowledgement letter sent</b>
93	3/22/16	Jason Insdorf Kaludi Insdorf Law Group	Richmond College Prep Charter School	<b>Acknowledgement letter sent</b>