

Friday Memo
May 13, 2016

Upcoming Events – Bruce Harter

- May 14: California Housing Workshop, DeJean, 10:00 AM
- May 16: Agenda Setting, Superintendent's Office, 4:30 PM
- May 17: 7th Annual Northern California Summit on Children & Youth, Craneway Pavillion, 10:00 AM–8:00 PM
- May 17: Solutions Team, UTR Office, 1:00 PM
- May 17: Facilities Subcommittee, FOC, 4:00 PM
- May 17: Arts Integration Showcase, Downer Elementary, 5:00 PM
- May 17: Academic Subcommittee, DeAnza, 5:30 PM
- May 17: Parent University Graduation, Wilson Elementary, 5:30 PM
- May 17: College Career Pathway Recognition Night, DeAnza, 6:00PM
- May 18: Citizens' Bond Oversight Committee, FOC, 6:00 PM
- May 18: Spring Band Festival, Kennedy Gym, 6:15 PM
- May 18: Board of Education Workshop, DeJean, 6:30 PM
- May 19: Safety & School Climate Committee, IT Center, 9:00 AM
- May 19: Decision Day Event, Richmond High Theatre, 6:00 PM
- May 19: College Career Pathway Recognition Night, Pinole Valley, 6:00 PM
- May 19: College Career Pathway Recognition Night, Kennedy, 6:00 PM
- May 19: Science Fair, Fairmont Elementary, 7:00 PM
- May 20 & 21: Board of Education Closed Session, Superintendent Interviews, Courtyard Marriott, 8:00 AM
- May 20: Dance Production Concert, DeAnza, 7:00 PM
- May 20: Spring Dance Concert, El Cerrito, 7:30 PM
- May 21: Richmond High Drama Production: *Fools*, RHS Little Theatre, 7:00 PM
- May 21: Dance Production Concert, DeAnza, 7:00 PM
- May 21: Spring Dance Concert, El Cerrito, 7:30 PM

Retirement Reception – Ken Whittemore

Just a reminder that the Retirement Reception to honor WCCUSD 2015-16 retirees will be May 26, 2016. See attached invitation.

2016 LCAP Stakeholder Feedback Dashboards - Nicole Joyner

2016 LCAP stakeholder feedback is now available on WCCUSD's interactive data dashboards at (<http://www.wccusd.net/Page/5395>). Feedback is displayed in two new dashboards: 2016 LCAP Town Hall Participation & LCAP Survey Results Dashboard and the 2016 Community Feedback Dashboard.

The 2016 LCAP Town Hall Participation and LCAP Survey Results Dashboard includes bar charts listing the number of LCAP Community Town Hall participants and the names of

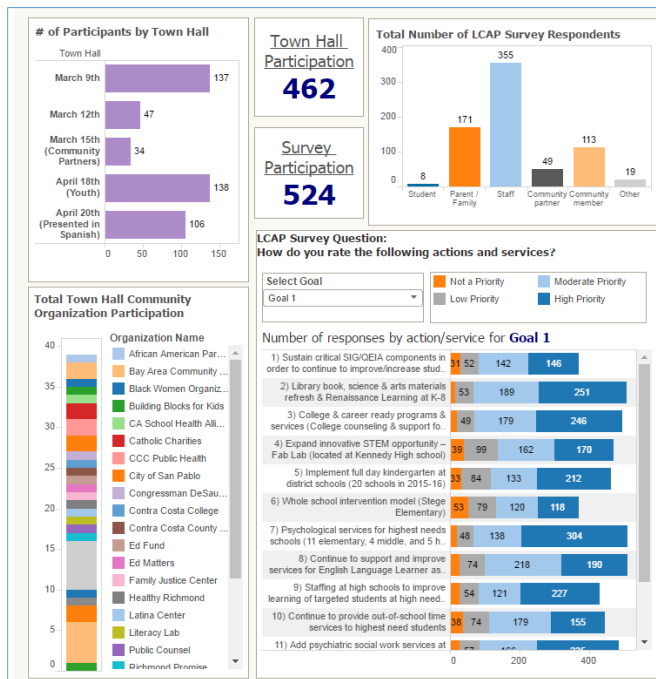
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organizations represented. It also features a bar chart detailing survey respondents and LCAP action and services priority rating by goal.

Figure 1 features a screenshot of the Town Hall Participation and LCAP Survey Results Dashboard.

To view the Town Hall Participation and LCAP Survey dashboard, visit <http://www.wccusd.net/Page/5395> and then select the 2016 LCAP Town Halls and Survey tab.

Figure 1: 2016 LCAP Town Hall Participation and LCAP Survey Results Dashboard



The **2016 Community Feedback Dashboard** includes a bar chart which details the total number of statements by category. It also features a table which lists all original statements collected. Users can search through statements using the “Filters for Feedback Method” and “Feedback Category” selections.

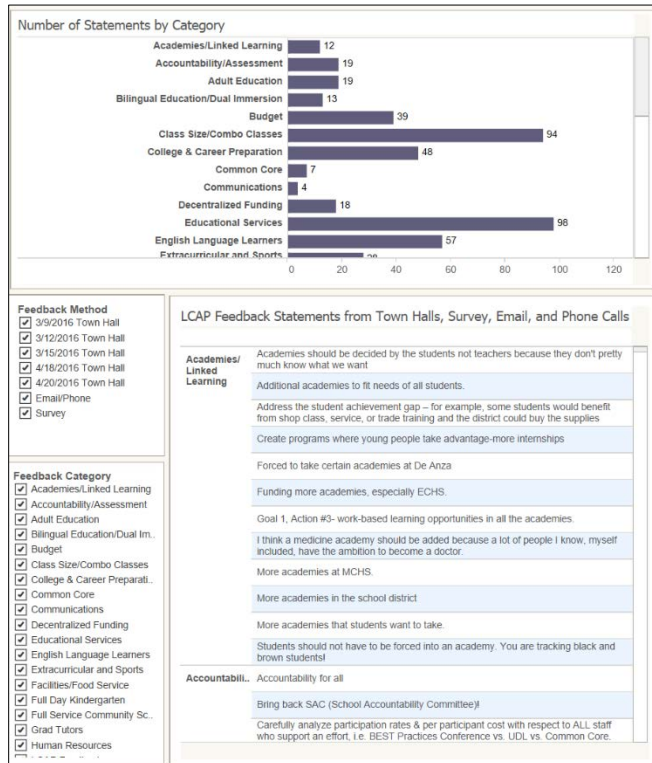
Included below, Figure 2 features a screenshot of the Community Feedback Dashboard. Community feedback was collected through various channels:

- community town hall meetings (through verbal statements and comment cards)
- the anonymous LCAP Feedback survey
- directly to the Accountability department by email or telephone

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To view the 2016 Community Feedback dashboard, visit <http://www.wccusd.net/Page/5395> and then select the 2016 Community Feedback tab.

Figure 2: 2016 Community Feedback Dashboard



ERATE Audit – Mary Phillips

The District underwent an extensive ERATE audit which analyzed our telecommunications invoices and payments for the year 2014-2015. The ERATE program subsidizes telecommunications costs based on our free and reduced lunch program as well as ensuring we are CIPA (Children’s Internet Protection Act) compliant. This program has saved the District hundreds of thousands of dollars per year. As with all programs of this magnitude, there are a myriad of rules which must be followed by both the vendor and the district. There is potential, if a District error is found, that we would be required to pay money back to the program. The audit began in October, 2016 and was just completed last week. We are pleased with the preliminary findings which should be finalized in June, 2016. The audit uncovered that AT&T had overbilled both the District and ERATE program on two occasions. The District had no areas which needed correction. Fred Brakeman, our ERATE consultant, stated the following:

“As I told the auditors, this is the first time I have ever been through an Erate audit where we ended up where we were owed money, even though it’s only about \$4,500.00. I would be more than happy to take the lead to work with AT&T and SchoolWires to get this money back.” I have requested that he takes the lead on this.

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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.



**You are cordially invited to attend the
West Contra Costa Unified School District**

**Retirement Reception
Honoring the 2015 - 2016 Retirees**

Thursday, May 26, 2016

5:00 – 6:00 p.m. Welcome (no host cocktails)

6:00 p.m. Dinner

6:30 – 7:30 p.m. Recognition

Richmond Country Club

1 Markovich Lane

Richmond CA 94806

Public Records Request Log 2015-2016
Week Ending May 12, 2016

	Date of Receipt	Requestor	Requested Records/Information	Current Status
32	10/12/15	Fatima Alleyne	Lozano Smith Attorneys / All Invoices, Contracts and Expenses paid beginning January 1, 2014 – December 31, 2014	Available documents ready for review
38	10/16/15	Fatima Alleyne	Parcel Tax Measure D for 2012-2013 School Year / All financial and bank statements, invoices, receipts and salaries	Available documents ready for review
40	10/23/15	Fatima Alleyne	Parcel Tax Measure D for 2009-2010 School Year / All financial and bank statements, invoices, receipts and salaries	Available documents ready for review
41	10/26/15	Fatima Alleyne	Parcel Tax Measure D for 2008-2009 School Year / All financial and bank statements, invoices, receipts and salaries	Available documents ready for review
43	11/1/15	Fatima Alleyne	All Contracts, Invoices and Expenditures for Legal services paid by the District for the 2013-14 School Year	Available documents ready for review
48	11/10/15	Fatima Alleyne	Job Descriptions for all Superintendents' positions	Available documents ready for review
56	11/30/15	Fatima Alleyne	2015-16 Legal Services Contracts / Lozano Smith Attorneys- Ramsey & Ehrlich- Bragg Coffin Lewis & Trapp- and Swanson & McNamara	Available documents ready for review
57	11/30/15	Fatima Alleyne	Superintendent's Contract and 2014-15 and 2015-16 Goals	Available documents ready for review
88	3/10/16	Glenn Snyder Sheet Metal Workers Union	Portola Middle School/Korematsu – Kitchen Equipment Installation Project	5/10/16 Letter/Information mailed COMPLETED
95	3/28/16	Niki York Northern CA Fire Protection	Battalion One Payroll Records / Title 19 Documents from 2015 – Present	5/10/16 Letter / CD mailed COMPLETED
97	4/15/16	Glenn Snyder Sheet Metal Workers Union	Portola Middle School/Korematsu – Kitchen Equipment Installation Project / Arntz Daily Logs	5/10/16 Letter / CD mailed COMPLETED
101	4/25/16	Michael Cunningham	Fairmont Elementary School Project/Facilities Master Plan - Relocation of Schools' Students	5/11/16 Letter sent via email with links COMPLETED
104	5/4/16	Elliot Haspel Education Matters	Records/Communications pertaining to Proposed Parcel Tax – Richmond Measures N and O – Marina Way Properties – United Teachers of Richmond	5/12/16 Response sent via email COMPLETED