

**Friday Memo**  
**July 21, 2017**

**Upcoming Events – Matthew Duffy**

July 25: Working Group on Defiance Suspensions, Kennedy Library, 12:00 PM

July 26: CBOC, FOC, 6:00 PM

July 27: District Budget Engagement Committee (DBEC), Kennedy Library 6:00 PM

July 31: Agenda Setting, Superintendent's Office, 4:00 PM

August 7: Board of Education Retreat, Alvarado, 12:00 – 4:00 PM

August 9: Board of Education Meeting, DeJean, 6:00 PM

August 21: First Day of School

**SEC Investigation Closed – Chris Mount-Benites**

On July 31, 2014, the SEC served a subpoena on the District, requesting that the District produce documents related to the District's bond program. The SEC served another subpoena on September 3, 2014, seeking additional documents regarding the bond program and conducted a formal interview of one District staff member on October 29, 2014. The District has complied with the subpoenas and has cooperated with the SEC throughout the SEC Investigation. While the District considered the SEC Investigation to be still ongoing, the SEC has not requested any additional documents or information from the District since the fall of 2014. On July 12, 2017 the District was notified the SEC has concluded their investigation and "do not intend to recommend any enforcement action by the Commission". A copy of the letter is attached.

**Wilson Elementary School Temporary Campus – Lisa LeBlanc**

On March 29, 2017, the Board directed staff to move Wilson Elementary school to the Portola campus. HY Architects immediately began preliminary work to develop a plan to convert the existing temporary campus. The conversion into an elementary school campus required additional facilities including: a preschool portable, restroom portable and play structure. Division of State Architects (DSA) approval is required for the additional facilities. DSA is requiring that the campus be considered "new" since it has been in existence for more than two years. This triggers an updated geo-hazard report, which would need to be submitted to the California Geological Survey (CGS) for review prior to DSA approval. DSA is also requiring the entire campus to have fire sprinklers. The additional design and geotechnical engineering will impact the approval from DSA which is currently anticipated in November 2017. Staff has met with the Wilson staff and site committee to discuss the need to adjust the move to the temporary campus from winter 2017 to summer 2018. In addition, Staff presented this information to the Facilities Subcommittee on July 18, 2017. Staff will continue to work on DSA requirements and communicate updates with the Wilson community.

**Madera Elementary School Kindergarten Portable – Lisa LeBlanc**

On November 16, 2016, the Board approved the full day kindergarten portable project budget for Madera Elementary School. HMR Architects immediately began preliminary work to develop a plan to install a kindergarten portable. The Division of the State Architects (DSA) required a California Geological survey (CGS) due to the proximity to a nearby fault line. The geotechnical study was completed in May and submitted to CGS. DSA accepted the plans for concurrent

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

review in June. In July, CGS required an additional ground motion analysis. Concurrent to CGS and DSA review, the portable is being fabricated off-site and is anticipated to be complete in August. Due to the additional site requirements necessary to complete this project, the kindergarten class will be temporarily housed in the library. The library will be outfitted with the appropriate kindergarten classroom furniture for this temporary occupancy. District staff has met with Madera site staff to discuss the logistics to coordinate and support the temporary housing and the principal will be communicating with Madera kindergarten parents. Staff will continue to work on the DSA requirements and communicate updates with the Madera community. We are targeting an October occupancy subject to DSA's approval.

**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.



UNITED STATES  
SECURITIES AND EXCHANGE COMMISSION  
SAN FRANCISCO REGIONAL OFFICE  
44 Montgomery Street  
SUITE 2800  
SAN FRANCISCO, CALIFORNIA 94104

DIRECT DIAL: 415-705-2500  
FAX NUMBER: 415-705-2501

JULY 12, 2017

VIA EMAIL at [jgonzalez@nixonpeabody.com](mailto:jgonzalez@nixonpeabody.com)

Jason Gonzalez  
Nixon Peabody  
Gas Company Tower  
555 West Fifth St., 46th Floor  
Los Angeles, CA 90013-1010

Re: West Contra Costa Unified School District, SF-03910

Dear Mr. Gonzalez:

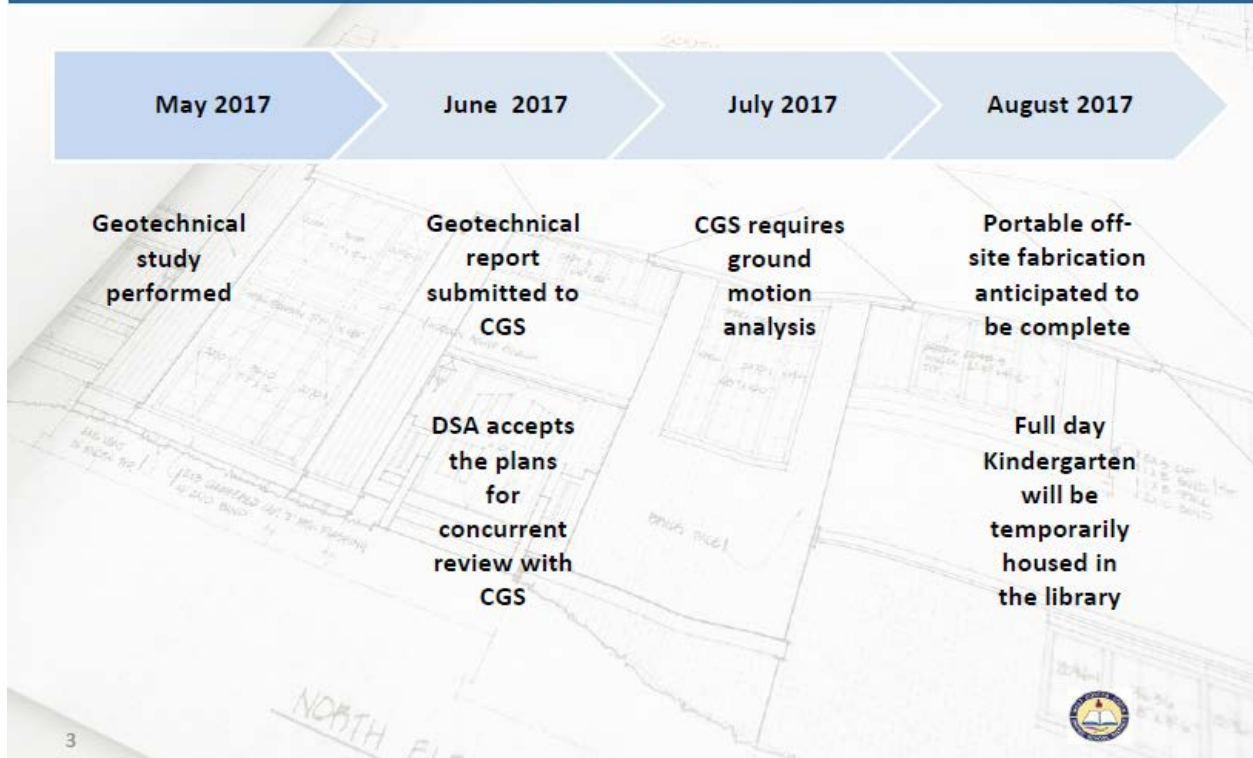
We have concluded the investigation as to West Contra Costa Unified School District. Based on the information we have as of this date, we do not intend to recommend any enforcement action by the Commission. We are providing this notice under the guidelines set out in the final paragraph of Securities Act Release No. 5310, which states in part that the notice "must in no way be construed as indicating that the party has been exonerated or that no action may ultimately result from the staff's investigation." (The full text of Release No. 5310 can be found at: <http://www.sec.gov/divisions/enforce/wells-release.pdf>.)

Sincerely,

A handwritten signature in blue ink, appearing to be "M. Winkler".

Monique C. Winkler  
Assistant Regional Director

# Updated Madera ES Projected Timeline



**Public Records Request Log 2017 - 2018**  
**Week Ending July 20, 2017**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
1	7/6/17	Sallie DeWitt CBOC, Chair	CBOC Annual Report 2016 / Photos of Projects completed in 2016 and photo of students	7/13/17 Photos of 2016 Completed Projects sent via email
2	7/18/17	Mike Cunningham	Lease for 6500 Stockton Avenue, El Cerrito, CA	7/20/17 Documents sent via email <b>COMPLETED</b>
3	7/18/17	Kyra Kocis Transparent California	WCCUSD 2016 Employee Compensation Report	Acknowledgement email sent  7/28/2017 Response Due
<b>Public Records Request Log / Ongoing 2016 - 2017</b>				
29	9/14/16	Matt Cagle American Civil Liberties Union	Surveillance Technology and Digital Searches beginning January 1, 2013 – Present	12/2/16 Documents sent via email 3/31/17 Documents sent via email 5/5/17 Documents sent via email 7/13/17 Documents sent via email  Gathering/Reviewing additional Docs 8/18/2017 Response Due
65	2/7/17	Casey Hazelhofer Law Offices of Young, Minney & Corr. LLP	All WCCUSD Elementary & Middle Schools Student Data, Enrollment, School Site Data	3/31/17 Documents sent via email <b>COMPLETED</b>