

**Friday Memo**  
**March 23, 2018**

**Upcoming Events – Matthew Duffy**

March 27 – April 22: 53<sup>rd</sup> Annual Student Art Show, Richmond Art Center  
March 28: Agenda Setting, Superintendent's Office, 5:00 PM  
April 2: District Holiday, Schools and Office Closed  
April 2-6: Spring Recess, Schools Closed  
April 10: Solutions Team, UTR Office, 1:00 PM  
April 11: Board of Education Meeting, DeJean, 6:30 PM  
April 14: New Teacher Collaborative, TBD, 9:00 AM  
April 17: Annual Student Art Show Reception, Richmond Art Center, 5:00 PM

**Upcoming Study Sessions Postponed – Matthew Duffy**

The March 28 Facilities Study Session has been postponed to May 9 in order to allow staff sufficient time to prepare. The April Study Session will be rescheduled to the fall once school has opened for 2018-19, tentatively October 10, 2018.

**Media articles of note -- Marcus Walton**

The following news articles may be of interest to the Board.

<https://edsources.org/2018/first-time-superintendent-in-just-his-second-year-faces-demands-to-quickly-improve-student-learning/595002>

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<https://www.eastbaytimes.com/2018/03/20/lockdown-lifted-at-hercules-schools-after-threatening-graffiti-found/>

<http://richmondstandard.com/2018/03/21/local-students-tackle-school-safety-mental-health-at-junior-achievement-camp/>

<http://richmondstandard.com/2018/03/20/students-invited-to-2nd-annual-building-construction-trades-career-fair/>

**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 2017 - 2018**  
**Week Ending March 22, 2018**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
40	1/2/18	Ann Surapruik Bay Area Legal Aid	WCCUSD Applicant and Application Processes and Leases/Contracts with the City of Richmond	2/12/18 Email sent with DOCs & Links 2/28/18 Email sent with DOCs 3/7/18 Email sent with DOCs <b>Reviewing additional DOCs</b>
45	1/23/18	Paula Senigar	Special Education Department Documents and Agreements	Mr. Collins working on PRR with assistance from Attorneys  <b>Gathering/Reviewing Documents 4/1/2018 DOCs available</b>
48	1/29/18	Todd Senigar	WCCUSD Policies/Protocols for maintenance, retention and destruction of student records	Mr. Collins working on PRR with assistance from Attorneys  <b>Gathering/Reviewing Documents 4/1/2018 DOCs available</b>
51	2/26/18	Jenna Reeve Edge Point	WCCUSD Accounting of all uncashed checks and unclaimed funds	3/6/18 Email Sent  <b>3/16/2018 DOCs available</b>
53	2/26/18	Torrey Thornton NuQuo / Cost Recovery	WCCUSD Current Copier and Printer Contracts including any amendments to Contracts	<b>Gathering Documents</b>
54	3/7/18	David Stephan	Number of WCCUSD Teachers working under what type of Credential or Permit	<b>3/7/18 Acknowledgement email sent</b>
55	3/22/18	Scott Rafferty	Communications regarding CVRA allegations	<b>3/23/18 Acknowledgement letter sent</b>