

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

**Friday Memo**  
**March 19, 2021**

**Upcoming Events – Matthew Duffy**

March 19: Budget Committee Meeting, 3:00 PM  
March 22: Academic Committee Meeting, 4:00 PM  
March 23: DLI Committee Meeting, 4:00 PM  
March 24: Board of Education Meeting, 6:30 PM  
March 25: MDAC Meeting, 6:00 PM  
March 26: No School (Non Workday for 10 Month Employees) - Reserve Day 2  
March 30: DLCAPS Meeting, 6:30 PM  
April 1: Joint Board of Education / CBOC Meeting, 4:00 PM  
April 2: Facilities Committee Meeting, 3:00 PM

**Next Board Meeting March 24 – Matthew Duffy**

Closed Session will begin at 5:00 PM.

**Food Service Update - Tony Wold (Barbara Jellison)**

This week we wanted to share an email that Barbara Jellison, Director of Food Services, sent out to our Food Services team across the District. As we continue to work through the significant emotional impact of the pandemic and try to find ways to come together and define our options I would ask that everyone take a moment to recognize the dedication of our Food Service team who have been outside and out front serving our community since day one of the Pandemic forced shutdown. We closed our sites on Friday, March 13, 2020 and this describes what our employees did that Monday, March 16, 2020. This is the simple email that Barbara sent out below:

*One year ago – **March 16, 2020** – Gov. Newsom moved us to an unprecedented place when he announced the shelter-in-place order.*

*On March 16, 2020 the following 20 staff reported to work, opened 9 curbside meal sites and served 2818 meals.*

*Lisa Saechao, Buyer  
Maria Rodriguez, Operations Assistant  
Luis Mazariegos, IT/Communications  
Nadine Ahola, Area Supervisor  
Antonio Tirado, Warehouse Supervisor  
Brent Goodman, Maintenance Supervisor  
Jose Pizano, Driver  
Jose Jaime, Driver  
Roberto Lopez, Driver  
Jesus Corona, Driver  
Fernando Mercado, Driver*

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*Maria Flores, Lead Worker*  
*Maria Victoria Santoyo, FSW2*  
*Madhu Kapoor, FSW1*  
*Lilian Orellana, FSW1*  
*Lisset Cahuantzi, FSW1*  
*Danitra Hollister, FS Aide*  
*Arcelia Velasquez de Ramirez, FSW1*  
*Maria Madrid, FSW1*  
*Patricia Bogran, FSW1*

*Thank you all who have been able to return to work during this pandemic and continue the work we started one year ago on 3/16/2020.*

*We have since opened 15 curbside school sites and 18 non profit sites. Last Thursday we served 23,240 boxes which totaled 650,720 meals for the week.*

*FROM 3/17/2020-3/16/2021, we served over 12,953,491 meals*

*You are more than amazing,*

*Barbara Jellison*

Barbara does not mention herself as also been at work since the shutdown but I wanted the entire public to see the names of the first 20 (21 with Barbara). On Thursday of this week more than 150 employees and volunteers will distribute another 650,000 meals and we will cross 13.5 million. I asked everyone who reads this to please make sure that when you pick up a meal or happen to be near our food service team that you take the time to join me in **saying thank you** (socially distanced with your mask on of course) to **these heroes**.

As we continue working together to build our programs and supports for students and our community I hope that we can use our food service team as the hallmark of service and allow us to appreciate each other and the sacrifices that we have all made to get through the pandemic to this point. We know that things will likely continue to look different than the “school” of the past and that as much as we want to get back to “normal” that may be something that we will have to redefine. As we think about that we can just look at this team that has moved from serving 2880 meals on day 1 of the pandemic to 650,000 each week and has found a way to make those meals 100% organic and locally sourced. I am proud to share this email with you and the community and hope we all can celebrate all of our food service workers for their continued service.

**Athletics Update - Tony Wold (Tashaka Merriweather and Michael Booker)**

The District has begun participating in CIF sports and is following all appropriate guidelines for safety including the testing of athletes and coaches within Football. The first week that testing occurred was last

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week and the results are encouraging. The chart below shows the statistics of testing and that all athletes and coaches within the bubble are being checked.

School	# Tested	# Negative	Other
DeAnza	64	63	1 indeterminate invalidated test
Kennedy	21	21	
Pinole Valley	56	56	
Richmond	26	26	
District Total	167	166	

The protocols are very clear and are reviewed by the District and responses coordinated between our Coordinator of Athletics, Tashaka Merriweather, Coordinator of Safety, Michael Booker, and the Site Administration and Athletic Directors at the site. We are extremely proud of the extremely hard work that our District team, site administrators, athletic directors and coaches are doing to make sure safety is number one for our scholar athletes.

As we saw with professional athletes, the maintaining of a “bubble” requires extreme discipline and adherence to strict guidelines. In our protocols, the negative tests allow the sport to continue. All other results result in significant disruption to the team. In this case, the 1 Indeterminate will be sent for a retesting prior to any action. A positive test for any results in a minimum of one week quarantine for all. Then all will be retested to determine if activities can continue the following week, but this does not cancel the season as it is anticipated that at some point this could occur as can be seen in the chart below:

<b>Positive Test= Team quarantine &amp; cancellation of practice/game for that week</b>
<b>No symptoms= 5 day quarantine and retest</b>
<b>Symptoms= 10 day quarantine no retest</b>
<b>Negative Test= Proceed to following week</b>
<b>INDETERMINATE= Person should be removed (isolated) from team until re-tested</b>

Another aspect of safety within our Athletics program is that the District is not allowing spectators to attend activities that are not directly involved in the game. We understand that this is a very emotionally charged policy and fully understand the joy and pride that comes from being able to participate in youth sports. Unfortunately, at the current time we do not have the capacity, personnel, or ability to ensure that all spectators are following all appropriate protocols and are not a risk. The district is following the guidelines from the California Department of Public Health:

- *Limit observation of youth sports (age 18 years and under) to immediate household members, **and for the strict purpose of age appropriate supervision.** This includes observation of practice and competition. Limit number of observers to ensure physical distance can be maintained, reduce potential crowding, and maintain indoor and outdoor capacity limits.*

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- *Consider video streaming of games so that they can be watched "live" from home.*
- *For adult sports, spectators are not allowed at this time.*

The bold emphasis is critical in this policy. The District is providing the appropriate level of supervision with coaches and staff assigned and working on expanding beyond this. We are pleased to announce that we have been able to find a videography service that will allow us to capture the games and have them available for viewing through our District's social media sites fairly quickly after each game. We recognize that this is not the same as being present and are doing all that we can to provide as much access as possible and having the games recorded is part of that work.

We fully understand that limiting spectators is something that is cause for significant disappointment for our parents and community members, but we remain committed to our athletes in the goal of attempting to allow participation in some games during this year and this requires us to maintain the smallest possible groupings to limit exposures.

**With all of this in mind - please see the next item in the update....**

**Pilot Spectator Procedure begins next week - Tony Wold (Michael Booker, Julio Franco & Tashaka Merriweather)**

Beginning this upcoming week (March 22nd) we will attempt to pilot a spectator procedure for outdoor sports that will allow each participant to receive 2 spectator "tickets." The procedure shall be that by Tuesday of the week, the student-athlete shall provide the name of the spectators to their coach. Those spectators must be over the age of 18, direct relatives, or physically reside in the same household, as the student-athlete per the CDPH guidelines. This pilot shall be reviewed each week, and any site that does not follow the full safety guidelines and reporting requirements shall have this opportunity removed for the subsequent week. We hope that this will provide the opportunity for our student athletes to be able to participate in front of their loved ones. At this time, with significant regret, we are not able to allow students to attend the games of their peers. If both teams are from WCCUSD then each may have spectators in the pilot.

**Facilities Underutilized Property Update - Tony Wold and Luis Freese**

The District is working with our Facilities support team from School Services of California along with our legal support from AALRR to begin to set the stage for this work. We are working toward the creation of a 7-11 committee. To provide the board, and public, with a clear understanding of the process we would have SSC present the process at the Facilities committee meeting on April 2nd and then bring forward a board item, presentation, and resolution to begin the outreach process to form the 7-11 committee at the Board meeting on April 14th.

**Annual Audit Update - Tony Wold (Margarita Romo)**

Every year school districts are required to have an independent financial audit of their books. In normal years the fiscal services and accounting employees are working in-person. Over the past 12 months, our

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employees have been working to sustain the business operations of the school district remotely. This has required an immediate change in process from a paper oriented system to one that is electronic. In this transition many records have been lost in an endless sea of folders and digital files. This transition has changed the way we maintain records and are able to produce all necessary documentation. The way audits are done has also transitioned to virtual work. It has also delayed the completion of the audit that is normally received in December or January will be completed at the end of the month.

Through this transition, we have found that many systems had to be reinvented to be able to sustain the appropriate long-term documentation. As one would expect, there were several areas where things fell through the cracks. The result of that transition is that there were several incidents where our full documentation was missing an element from the time frames being audited. This will likely result in a couple more findings that we might have in a normal year and the ASB finding is a continued challenge. We are disappointed that there are any findings whatsoever and will ensure that each finding is addressed in a timely manner that is appropriate. Below is a summary of the major areas of findings:

Category	Issue	Financial Impact
ASB Accounting	Receipt and timing issues	\$0 - Corrective Action training plan
ASES Program	Underreporting of Attendance	\$0 - Resubmission of Information
GANN Reporting	Wrong version submitted	\$0 - Corrective Action reporting plan
LCFF Funding	English Learner Coding, RFEP students still coded as English Learner	\$18,473
Instructional Materials	Several Teachers did not complete validation due to pandemic and inability to see their students	\$0 - Corrective Action Plan to define other methodologies when teacher refused
School Accountability Report Card	Clerical Error in Reporting FIT scores regarding Facilities	\$0 - Proper Reconciliation

**COVID-19 Testing - Tony Wold (Michael Booker, Anne Shin & Julio Franco)**

We will have a consent item at the next board meeting that will authorize the District to enter into contracts with several different COVID-19 testing companies. As we begin to have more and more in-person opportunities for our students and staff we will need to have multiple pathways to provide asymptomatic testing. Due to the volume of testing that might be required we will be engaging with multiple vendors and labs to provide this service. This is a very new industry and the contracts and terms vary so the consent item will be authorizing the District staff to enter into multiple contracts. The costs will vary depending upon several factors including the insurance of the person being tested and the options from government assistance. At no time will any student or staff member have to pay to be tested, but they will be required to register their insurance information. The District is receiving ESSER funding to support this testing, and there is word that there may also be some direct funding coming from

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the Federal government for this testing. It is important that the Board approve this item so that we can move forward to set up all of the testing logistics.

**Curriculum, Instruction & Assessment - Rubén Aurelio (Gabriel Chilcott & team)**

**Math Curricula K-12 (Mark Lobaco & Team):**

Current district-approved math curricula for TK-AlgII

Grade/Course	Title	Publisher	Pub Yr	Adopted	Expires
Math TK - 5	My Math	McGraw Hill	2013	4/13/2016	Sept 2024
Math 6-8	Big Ideas	Larsen	2015	6/14/2017	June 2025
Algebra 1	Algebra 1	Pearson	2015	6/14/2017	June 2025
Geometry	Envision Geometry	Pearson	2015	6/13/18	June 2026
Algebra 2	Envision Algebra 2	Pearson	2015	6/13/2018	June 2026

Through district curricular flexibility options, sites have opted to use different high-quality math curricula: EngageNY (through Eureka Math K-8 and Zearn Math K-5), Illustrative Mathematics (through Kendall Hunt K-6 and OpenUp/Desmos/LearnZillion 6-8). Most sites using these curricula are being supported by the Chamberlin Foundation, which has hired Instruction Partners, an instructional support non-profit organization. Instruction Partners holds professional development sessions for both site administrators and teachers throughout the school year.

**InterDistrict Permits - Tony Wold (Anne Shin and Julio Franco)**

This year the Student Services Transfer Office has become part of the District Operations department. One of the areas that we are beginning to monitor and review is the transfers of students on interdistrict permits. We have begun to review the previous years data to review the number of students who are attending our schools that reside outside of our district boundaries. In addition, we are also reviewing those students who are leaving our District to attend schools in other districts. Once this permit is granted that student is able to renew the permit year over year.

We received a Public Records Act request for information on Interdistrict permits over the past 4 years and we are providing that summary information for the past 4 years. In this [Transfer Data Document](#) you will be able to see the total number of students that have been leaving is exceeding those coming into the district by about a ten to one ratio. This is an area of opportunity for the District to invest in programs that will capture the hearts and minds of our community with the building of new programs. If you read across the chart you will see the number of students who entered a school and where they came from (we have also been trying to go back and capture intradistrict transfers as well, but this is a new process and the data is not yet fully evaluated, and is a work in process, but it does show some of the trends of movement from school to another within the past 4 years).

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**Science Materials Kit Distribution (John Iwawaki & Team):**

Over 60 TK-5 teachers in WCCUSD are currently participating in Science Professional Development from the STEM Department, in partnership with [Community Resources for Science](#) (“CRS”). Their students will be receiving kits of materials to investigate topics in life science over the coming week. Grant funding from Chevron is providing the materials kits, which include seeds and soil, an owl pellet dissection, mini-science notebooks, and lots more (see attached photo!)



**College & Career - Rubén Aurelio (Allison Huie & team)**

**AP Exam registrations**

School sites confirmed student registrations for Advanced Placement examinations last Friday. Students in WCCUSD are registered to sit for 4,261 examinations. This year, 2,175 students enrolled for 4,261 AP courses. Exams will be given in 25 different subject areas.

School	Tests being taken	Students	Exams
De Anza	AP Biology, AP Calculus AB, AP Chemistry, AP English Language and Composition, AP English Literature & Composition, AP French Language and Culture, AP Macroeconomics, AP Microeconomics, AP Spanish Language	369	728

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	and Culture, AP Spanish Literature and Culture, AP US Gov. and Politics, AP World History		
El Cerrito	AP 2-D Art and Design, AP 3-D Art and Design AP Calculus AB, AP Calculus BC, AP Chemistry, AP Comp Science A, AP Comp Science Principles, AP Drawing, AP English Language and Composition, AP English Literature & Competition, AP Environmental Science, AP French Language and Culture, AP Japanese Language and Culture, AP Microeconomics, AP Music Theory, AP Psychology, AP Spanish Language and Culture, AP US Gov. and Politics, AP US History AP World History	542	1333
Hercules	AP 2-D Art and Design, AP Biology, AP Calculus AB, AP Comp Science A, AP Comp Science Principles, AP English Language and Composition, AP English Literature & Competition, AP Environmental Science, AP Psychology, AP Spanish Language and Culture, AP US Gov. and Politics, AP US History, AP World History	338	612
Kennedy	AP Drawing, AP English Language and Composition, AP English Literature & Competition, AP Environmental Science, AP Spanish Language and Culture, AP Spanish Literature and Culture, AP Statistics, AP United States Gov and Politics, AP US History	86	130
Pinole Valley	AP 2-D Art and Design, AP 3-D Art and Design, AP Biology, AP Calculus AB, AP Calculus BC, AP Chinese Language and Culture, AP Comp Science A, AP Comp Science Principles, AP Drawing, AP English Language and Composition, AP Psychology, AP Statistics, AP US Gov. and Politics,	194	270
Richmond	AP Art History, AP Calculus AB, AP English Language and Composition, AP English Literature & Competition, AP Environmental Science, AP Macroeconomics, AP Microeconomics, AP Spanish Language and Culture, AP Statistics, AP US History	155	237