

West Contra Costa Unified School District
Office of the Superintendent

Friday Memo
October 30, 2020

Upcoming Events – Matthew Duffy

November 3: Election Day
November 4: Board of Education, 6:30 PM
November 9: CBOC Meeting, 2:00 PM
November 9: Agenda Setting, 4:20 PM
November 9: Governance Committee, 5:30 PM
November 10: DLCAP Meeting, 6:30 PM
November 11: Veterans Day Holiday, Schools / Offices Closed
November 12: Safety Committee, 6:00 PM

Next Week's Board Meeting November 4 - Matthew Duffy

Closed Session will begin at 6:00 PM.

Richmond Public Library Partnership - Rubén Aurelio (Gabriel Chilcott & Library Services team)

This week Library Services began publicizing a new partnership with Richmond Public Library. All WCCUSD students and staff now have free access to age-appropriate eBooks and audiobooks from the Richmond Library's OverDrive collection without having a RPL library card. The Richmond materials are accessed using our WCCUSD OverDrive / Sora app, available in the Clever Portal. This integration expands the digital offerings we provide to support reading and listening for all students in multiple languages.

College & Career Pathways - College Access Workshops - Rubén Aurelio (Allison Huie & team)

In partnership with Richmond Promise, WCCUSD's Department of College and Career is pleased to support a series of College Access Workshops for the Class of 2021. Virtual appointments with Richmond Promise staff are available [by reservation](#) Mondays through Thursdays from 3-5 PM. Drop-in hours are available every Friday from [12-1 PM](#).

The Richmond Promise team is offering the following series of College Information Workshops this year:

These workshops are for 9th-12th graders interested in learning more about the college application process, and individual campus experiences from the college and student perspective. Workshops will cover the application process, getting to know the campus, and include a mix of college partners and students. Students from across WCCUSD and the Bay Area are welcome to attend.

- a. CSU Application/Campus Overview featuring Cal Poly
 - i. October 7th, 3:30pm-4:30pm - [RSVP Link](#)
- b. CSU Application/Campus Overview featuring SFSU
 - i. Dates TBD - [RSVP Link](#)
- c. UC Application/Campus Overview featuring UC Davis
 - i. October 27th, 4-5 pm - [RSVP Link](#)
 - ii. October 28th 3:30pm-4:30pm - [RSVP Link](#)

West Contra Costa Unified School District
Office of the Superintendent

- d. UC Application/Campus Overview - UC Merced
 - i. November 12th , 3:30pm-4:30pm - [RSVP Link](#)
 - e. Community College Overview - Berkeley City College
 - i. December 3rd, 3:30pm-4:30pm - [RSVP Link](#)
 - f. HBCU Student Panels
 - i. Date TBD - [RSVP Link](#)
 - g. Community College Overview - Contra Costa College
 - i. Date TBD - [RSVP Link](#)
2. Partner Workshops: View the workshops that our college access partners are offering this fall, free to all students:

EAOP/DCAC Tea Thursday Workshops

- A. 4-year University Admissions and Eligibility Updates:
 - a. Thursday, October 1st, 4-5 pm - [RSVP Link](#)
- B. College Options: Learn about your options after High School!
 - a. Thursday 15 Oct at 4 pm - [RSVP Link](#)
- C. Essays/PIQ's Support for UC's
 - a. Thursday 5 Nov at 4 PM - [RSVP Link](#)
- D. Self Care Workshop
 - a. Thursday 19 Nov at 4 PM - [RSVP Link](#)
- E. After You Hit Submit: Next Steps
 - a. Thursday 10 Dec at 4 PM - [RSVP Link](#)
- F. Financial Aid 101 w/ Richmond Promise
 - a. Thursday 17 Dec at 4 PM - [RSVP Link](#)

Travis Credit Union Workshops

- A. Financial Aid Info Night (for High School Seniors)
 - a. October 5, 2020, 4:00 PM - [RSVP Link](#)
- B. How to Pay for College
 - a. October 7, 2020, 4:00 PM - [RSVP Link](#)
- C. College Financing Webinar (In Spanish)
 - a. October 14, 2020, 4:00 PM - [RSVP Link](#)
- D. Understanding Student Loans
 - a. October 21, 2020, 4:00 PM - [RSVP Link](#)
- E. Holiday Spectacular - Budgeting Workshop
 - a. November 18, 2020, 4:00 PM - [RSVP Link](#)

East Bay Consortium College Info Day

- A. All-day series of workshops for students 9th-12th grade
 - a. Sat, October 10, 2020 9:00 AM – 1:00 PM - [RSVP Link](#)

Cash for College Nights - FAFSA/CADA Support

West Contra Costa Unified School District
Office of the Superintendent

Attend a Cash for College Night for your specific High School to receive information and help with your 2020-21 FAFSA/CA Dream Act. You can also make an appointment with us to help you with this process.

- a. October 22 • 6:00-8:00 pm • De Anza High School • www.tinyurl.com/DAC4C20
- b. November 4 • 6:00-7:30 pm • El Cerrito High School •
- c. November 12 • 3:00-5:00 pm • John Henry High School •
- d. November 19 • 5:30-7:30 pm • Kennedy High School•
- e. December 2 • 5:30-7:30 pm • Aspire Richmond CA College Prep Academy •
- f. December 9 • 5:30-8:30 pm • Richmond High School • <https://bit.ly/RHS-C4C2020>
- g. January 28 • 5:30-7:30 pm • Hercules High School •
- h. February 10 • 5:00-7:00pm • Contra Costa College •

3. Recorded Sessions: View previously recorded topic videos.

- a. UC Application Overview Guide - [Playlist Link](#)
- b. FAFSA Application Line By Line - [Full Walkthrough](#)
 - i. Part 1 FSA ID
 1. [Video 1](#)
 2. [Video 2](#)
 - ii. Part 2 Student/School Information
 - iii. Part 3 Parent Financial Info/IRS Data Retrieval Tool
 - iv. Part 4 Signature Page/Mail-in Signature
 - v. Part 5 SAR - Student Aid Report
- c. CADA (CA Dream Act) Line by Line - [Full Walkthrough](#)
 - i. Part 1 CADA Student ID
 - ii. Part 2 Student/School Information
 - iii. Part 3 Parent Financial Info
 - iv. Part 4 Parent Pin - Signature
 - v. Part 5 CAL SAR - Student Aid Report

WCCUSD College & Career Pathways - Alumnus Spotlight - Rubén Aurelio (Allison Huie & team)
Hercules High School and College and Career Pathways Alumnus, Joseph Fortunato, will be speaking to WCCUSD students as part of Junior Achievement of Northern California's [Virtual Career Speaker Series](#) this month.

Joseph's journey has been both challenging and incredible. He has experienced homelessness and eventually became President of the JA "Herban Movement" at **Hercules High School's Academy of Hospitality and International Tourism (AHIT)** which received the JA Company Program Social Innovation Award and was highlighted in the **Huffington Post**. He's spoken at the **JA Hall of Fame**, was profiled on **PBS - American Graduate**, met **President Obama**, thrived in college, and now is working for Industrial Light and Magic. Joseph's ability to transition the skills he learned in one of our WCCUSD's College and Career Pathways programs into life-long learning that has lead to a lucrative

West Contra Costa Unified School District
Office of the Superintendent

career is one of the many examples of our underlying philosophy: that College and Career Pathways help students to develop multiple career onramps to both college and career, whenever they are ready for them and whatever those goals may ultimately be.

Information for this virtual event:

Joseph Fortuno, Production Assistant, Industrial Light, and Magic
Friday, October 30 at 3:00 PST [Register Here](#)

Joseph Fortuno is currently working as a Production Assistant at Industrial Light & Magic. He is a jack-of-all-trades Business Administration-graduate skilled in content writing and development, brand development and marketing, graphic design, public speaking, presentations, layout design, and project management. He is most passionate about helping people, especially kids in underprivileged communities. He has spent the last few years working with many non-profit organizations to fundraise, promote, and organize events.

African American Student Achievement - Rubén Aurelio (William McGee & team)

1. The Black student game show is slated to be held on Thursday, November 5, 2020, at 6:15 pm via zoom. Students will compete showing their academic skills in a Jeopardy-style game show. Categories will include Black history, 90s tv, questions about the congress and supreme court, and more. After the game, students will engage in a discussion about how they're doing in distance learning, racism in education, and their needs. The game show is an action step from the resolution in support of Black students in the WCCUSD which is supported by the WCCUSD BOE, the AASAT, the COE, and the OAASA.
2. The weekend workshop is scheduled for Friday, November 13, and Saturday, November 14. The workshop will serve as part of the ongoing professional development for the WCCUSD community. We are planning to also include the community and students as part of the workshop titled, Creating Conditions for Student Success - Fostering Courageous Conversations Pertaining to Race and Equity to Support Black/African American Student Achievement and Success. The workshop is an action step from the resolution in support of Black students in the WCCUSD which is supported by the WCCUSD BOE, the AASAT, the COE, and the OAASA.
3. The OAASA has supported the AASAT with the executive board member elections. The voting for the election will conclude Friday, October 30, 2020, at 5:00 pm. The results of the election will be announced the following week.
4. The BOE should be seeing information coming forward regarding an intervention program to support Black students in the WCCUSD. Through the work in the department, we have been discussing systems of alignment, and how to strengthen the Tier I academic program to eliminate the need for intervention programs. The intervention is an action step from the resolution in support of Black students in the WCCUSD which is supported by the WCCUSD BOE, the AASAT, the COE, and the OAASA.

West Contra Costa Unified School District
Office of the Superintendent

English Learner Achievement & Literacy - Rubén Aurelio (Christi Roscigno & team)
Reclassification Process being updated

The English Learner Achievement and Literacy team are finalizing the English Reclassification process, with changes in place due to Covid-19. We will be bringing this item to the board for review and approval on November 18th.

Special Education (General Mental Health vs. Significant Disproportionality of Identification for Emotional Disturbance)- Kristen Hardy

The highest level of support provided within the school system is special education, but it is the goal to provide support early and prevent the need to identify students as “handicapped.” 21st Century schools are tasked with caring for and educating the whole child. This means tending to the development of not just a student’s academic skills and abilities, but also their social emotional and behavioral skills and abilities. These last two skills are the foundations for learning. When these skills are not in place, students are not in a learning-ready state and this affects their own learning and that of others. Our goal is for students to develop age and grade appropriate skills through strong First Instruction in the classroom. Many students in our community require additional support and services to gain these skills in one or more areas during their educational career.

Health experts in the United States and around the world have recognized that adolescents, and even young children, are struggling with diagnosable mental health conditions that can have lifelong impacts on health and relationships, and adversely impact school outcomes. Anxiety, depression, and ADHD in children have been on the rise over the past two decades. Research by the CDC and the World Health Organization prior to the pandemic indicates that as many as 1 in 6 students struggle with at least one childhood mental health condition. Schools are tasked with providing screening and prevention services to meet this need. Many students in our community have mental health needs that, if addressed early, can prevent academic failure, social and behavioral, and attendance challenges.

WCCUSD has developed internal capacity for this work with our school psychologists, the full service school model, and our community clinics. In addition, we have partnered with a number of community-based agencies who work on the school sites and in our clinics to provide services to specific groups of students, usually based on their grant funding. But the need is greater than our current resources, and so we, like almost every other school district, are exploring ways to build greater capacity through a variety of means across our system in order to intervene early and prevent the need for special education. Increased early intervention services, including mental health, will decrease the number of students requiring special education services under every eligibility category.

Bright spots of practice:

This week I attended a Parent Workshop led by one of our School Psychologists and Applied Behavior Analysts. They gave parents easy, evidence-based practices to avoid battles and support their child’s behavior and school participation at home. The parents who attended were extremely appreciative. The two presenters have created a resource folder that they are sharing with the community. They are anticipating running this workshop again.

West Contra Costa Unified School District
Office of the Superintendent

Two School Psychologists shared a social emotional curriculum that they have developed and been delivering at their school site, in collaboration with the classroom teachers, during Homeroom. These materials are excellent examples of strong First Instruction.

It is exciting to see the creativity and dedication of our staff to meet the learning needs of our students.

Human Resources - Marci Williams and Rhonda Haney

This is a follow-up to the request for an explanation for two of the redactions made to the District's [Board Policy 1312.3 - Uniform Complaint Procedures](#). This guidance was prepared by Lozano Smith who also assisted in updating our policies.

Explanation

4. Any complaint alleging district noncompliance with requirements to provide a pregnant or parenting student the accommodations specified in Education Code 46015, including those related to the provision of parental leave, right of return to the school of previous enrollment or to an alternative education program, if desired, and possible enrollment in school for a fifth year of instruction to enable the student to complete state and Board-imposed graduation requirements (Education Code 46015)

The California Code of Regulations at Title 5, Section 4610(e), was amended on July 1, 2020, to state that the Uniform Complaint Procedures (UCP) shall apply to complaints relating to all matters addressed in Education Code section 33315(a)(1), which does not include complaints alleging noncompliance with requirements to provide a pregnant or parenting student with accommodations specified in Education Code section 46015. The Regulations also state that nothing shall prevent a local educational agency from using its UCP to address other complaints, but those complaints may not be appealed to the California Department of Education (CDE). This caveat is reflected in the District's proposed BP 1312.3 at #11.

Currently, District BP 5146 – Married/Pregnant/Parenting Student provides, “Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.” This means that if a student has a complaint of discrimination based on pregnancy, marital, or parental status, the District will process the complaint in accordance with its UCP. However, the student will not be afforded the right to appeal the District's decision to the CDE under the new Regulations.

While the District could address this in the UCP, we do not recommend it do so. It could cause conflict or confusion in the future, should the Board choose to make changes to BP 5146.

3. Any complaint alleging fraud shall be referred to the Legal, Audits and Compliance Branch of the California Department of Education.

The California Code of Regulations at Title 5, Section 4611, was amended on July 1, 2020, to remove this provision from the statute. The reason provided for this change was “...section 4611 involves only

West Contra Costa Unified School District
Office of the Superintendent

referring complaint issues to agencies other than the CDE. It is not necessary to regulate how the CDE processes complaints internally, which the complaint is not being referred to another agency other than the CDE.”

As a result, local educational agencies are no longer directed to refer complaints alleging fraud to the Legal, Audits, and Compliance Branch of the CDE, as they previously were. Rather, complaints that fall within the UCP, including certain claims that may be characterized as “fraud,” should still be processed under the District’s UCP and/or filed directly with the CDE.

Michelle Obama School Grand Opening - Luis Freese (Ellen Mejia Hooper)

Thank you to everyone who made the Michelle Obama School virtual grand opening a success. We are so excited to share this wonderful school with the Michelle Obama School Family and the broader WCCUSD community. For anyone who missed the event or would like to watch it again, a link to the video is available on the District website <https://www.wccusd.net/Page/6945> and on the [District’s Facebook Page](#).

Community-Wide Survey Results on Updating the 2016 Facilities Master Plan - Luis Freese (Ellen Mejia Hooper)

The Community-Wide Survey for updating the 2016 Facilities Master Plan closed with nearly 2000 responses in English and Spanish. These results were shared with the newly formed Prioritization Committee at their first meeting on October 27th. The results will also be available on the District website <https://www.wccusd.net/Page/5810>.

Updating the 2017 District-Wide Elementary Educational Specifications - Luis Freese (Ellen Mejia-Hooper)

Before commencing the next phase of the 2016 Facilities Master Plan projects, District staff has prepared an update to the 2017 Elementary Educational Specifications. These updates are directly related to changes in the Division of State Architect requirements and opportunities for additional clarifications to the existing specifications. The educational program, the identified spaces, and big picture concepts remain the same. At the November 4th Board Meeting, Staff is seeking approval of the District-Wide Elementary Educational Specifications.

Updating Designated Material and Product Standards - Luis Freese (Ellen Mejia-Hooper) The Designated Material and Product Standards were approved by the Board on April 12, 2017. Before commencing the next phase of the 2016 Facilities Master Plan projects, District staff prepared an update to reflect the availability of the current market.

Products and materials change frequently. New products are introduced, the cost for products fluctuates, new technology is introduced and discontinued so it is important for the designated material and product standards to be up to date. While adjustments were made, the design intent and structure of the document has remained the same. At the November 4th Board Meeting, Staff is seeking approval of the Designated Material and Product Standards.

West Contra Costa Unified School District
Office of the Superintendent

Lake Elementary School Rebuild Educational Specifications - Luis Freese (Ellen Mejia-Hooper)

The planning process for the Lake Elementary School Campus Replacement project has been developed in partnership with the Lake Community. District staff has prepared a project-specific Educational Specification to guide the District's design and align the rebuild to the educational program. Staff will bring back the Lake ES Educational Specification to the November 4th Board meeting with additional information about the community participation, learning suites, and library spaces.

School Facility Preparation for Possible Reopening - Luis Freese and Tony Wold (Vince Meyer and David Johnston)

As part of long term Covid Readiness planning the District is going through every classroom and taking pictures of the current layout. We now know that Covid- 19 precautions will be needed possibly for later this school year. While we are not yet at a point where the criteria has been met to safely return to in-person instruction we must ready all classrooms for that eventual return. We will be providing Principals and staff with formal direction in the coming weeks.

We plan to use the pictures to support principals in working with teachers to identify what materials, equipment and supplies need to be removed from sites to be prepared. Teachers that can come into their classrooms to organize materials will be encouraged to do so, but those that cannot come in physically will be able to identify what needs to be done by referencing the pictures. We anticipate that we should have this process occurring prior to the Thanksgiving break. This will allow Facilities and Warehouse / IT to remove all necessary materials, equipment, and supplies from the classrooms and campuses.

In addition, The District has contracted and is currently surveying sites with Facilities Analytics Consulting Services (FACS) to define clear standards for classroom learning spaces to ensure a safe, clean learning environment. To maximize floor space, non-District owned furniture, i.e. Couches, lounge chairs, book cases, tables, e-waste, etc have been identified as material to be removed from classrooms to maximize floor space for distance learning. As we discussed above, the Custodial Operations department will begin tonight, surveying school classrooms to photo document materials described above. Principals will then contact teachers to request the removal of identified personal furniture in their classroom. Teachers will be given time to work with site principals in organizing this process. Please note that area carpets will not be allowed in classrooms at this time, they will be stored onsite until such time conditions warrant their return to classrooms. Our goal is to be prepared to reopen when the conditions allow and this work will not allow.

Contracts Update - Tony Wold (Mary Kitchen)

The November 4th board summary has 9 items for review.

There are 3 contracts presented by the Business Operations Department:

- Bay Area Community Resources will provide mental health services at Fairmont, King Lupine Hills, Montalvin, Murphy and Riverside Elementary Schools. They will provide therapy, case management, family support and resources networking to youth and families through telehealth and phone platforms.

West Contra Costa Unified School District
Office of the Superintendent

- Bay Area Community Resources will provide school-based trauma-responsive outreach at Helms Middle School. Prevention and intervention strategies will be used to create health norms that enable youth and families to thrive.
- Bay Area Community Resources will provide social-emotional behavioral health for students at Richmond High and Vista High School. Restorative, culturally jumble and trauma-informed behavioral health services help youth and families cope with emotional/life circumstances and develop positive strategies.

The Office of African American Student Achievement is bringing forward two contracts:

- Beauty Scholars will provide workshops that are tailored to develop the students' ability to cultivate leadership skills, and excel academically through a host of relevant topics, structured interactive exercises and events led by highly qualified community leaders, and various activities focusing on promoting positive self-reinforcement, education, leadership and life skills.
- East Bay Center for Performing Arts Mafanikio after school program provides arts instruction to all students enrolled at Grant, King, Mira Vista, Nystrom and Sheldon Elementary Schools. This program will serve African American students enrolled in their sites afterschool Mafanikio program and will focus on Afro-Diasporic culture and dance disciplines.

The Visual and Performing Arts Department is bringing forward one contract:

- East Bay Center for Performing Arts will provide professional development services in arts integration to West Contra Costa Unified School District Elementary Schools in collaboration with other local arts organizations for Friday PD sessions. They will also work with the VAPA coordinator and classroom teachers to build capacity around arts integration and skill building for the physical and virtual classroom formats.

The Superintendent's office is bringing two contracts:

- Dr. Christopher B Knaus and Dr. Rachelle Rogers-Ard will serve as facilitators to support the creation and implementation of actively anti-racist policies, procedures, and practices. This work operates in parallel with a guided effort to create the conditions needed at management and community levels to support an engaged, diverse, locally responsive, anti-racist educational workforce.

De Anza High School is bringing forward one contract:

- Mills Teacher Scholars at Mills College will provide individual coaching/data collection and support to teacher leaders for the 2020/2021 school year through 36 hours of virtual sessions. Facilitate monthly principal coaching sessions on visioning for and support adult learning at De Anza High. This will culminate in a 6 hour Summer Intensive Retreat for Teacher leaders in August 2020 that Mills Teacher Scholars will plan and facilitate.

Warehouse/Print Shop Update - Tony Wold (David Johnson, Eric Moreno and Alice Lara)

Through the pandemic and distance learning, the districts Print Shop and Warehouse continue to be essential departments of the district. The Print Shop has been working nonstop during these difficult times supporting our schools and students. The Print Shop has been working with Nancy Algood and her

West Contra Costa Unified School District
Office of the Superintendent

team, printing a large volume of student extended learning material that each site has requested for their students. The Print Shop also worked together with the Warehouse on delivering all of the student extended learning materials to the designated school sites while meeting critical deadlines. The Print Shop and the Warehouse continue to meet the needs and the timelines of our school sites and departments. The staff of the Print Shop and the Warehouse are proud that they are able to provide the materials our students need in order to learn and succeed.

LCP Update - Tony Wold (Lyn Potter)

This week the District and County received a letter from Public Advocates, which was also joined by Healthy Richmond, and several other community members requesting additional information in respect to the Learning Continuity Plan (LCP) that was adopted in June. The LCP is being used for the 2020 - 2021 school year in place of the Local Control and Accountability Plan (LCAP). The current law is that the District will present a short template of the LCAP budget report for parents in December with the First Interim report and then an annual report summarizing the LCP as part of the adoption of the 2021 - 2022 LCAP in June.

The District met with Public Advocates, Healthy Richmond and several parents on Thursday, October 29th to clarify the request and provide next steps collaboratively. The requests were to ensure that there is detail regarding the fact that the District is still providing \$50 million for LCAP priorities within the current budget. This was mentioned in the LCP on a single line. The request is that the District add the following slide from the Unaudited Actuals to amend the LCP:

**LCAP
 Priorities
 Budgeted
 in 2020 -
 2021**

PROGRAM	DESCRIPTION	Revised Budget
1024	INTERNATIONAL	\$ 1,605,610.00
1102	DUAL IMMERSION	\$ 270,000.00
1120	EXPAND COLLEGE AND CAREER	\$ 4,920,257.00
1121	CAREER PATHWAYS/ ACADEMIES	\$ 467,747.00
1150	ACHIEVE/TARGETED SCHOOL SUPPORT	\$ 196,947.00
1180	AFRICAN AMERICAN STUDENT SUPPORT	\$ 2,384,736.00
1250	FULL DAY KINDERGARTEN	\$ 3,640,878.00
1251	SECONDARY CLASS SIZE REDUCTION	\$ 919,666.00
1260	VICE AND ASSISTANT PRINCIPALS	\$ 2,615,299.00
1261	READ 180	\$ 350,720.00
1270	ENGLISH LANGUAGE LEARNERS	\$ 1,067,004.00
1290	OUT OF SCHOOL TIME/SUMMER	\$ 481,906.00
2180	AFRICAN AMERICAN STUDENT SUPPORT-PD	\$ 77,889.00
2312	TEACHER SALARY INCREASE	\$ 15,273,988.00
2315	EMPLOYEE RECRUITMENT & RETENTION	\$ 357,443.00
3110	SCHOOL COMMUNITY OUTREACH WORKERS	\$ 2,416,561.00
3120	PARENT UNIVERSITY	\$ 240,300.00
3180	PRACTICES FOR AFRICAN AMER STUDENTS	\$ 89,472.00
4170	ENGLISH LANGUAGE LEARNERS-WHOLE CHILD	\$ 1,246,454.00
4220	SCHOOL CLIMATE-WHOLE CHILD	\$ 790,994.00
4230	VISUAL & PERFORMING ARTS-WHOLE CHILD	\$ 1,234,224.00
4240	FULL SERVICE COMMUNITY SCHOOLS-WHOLE CHILD	\$ 1,114,761.00
4260	SPECIAL EDUCATION	\$ 6,052,737.00
4272	PSYCHIATRIC SOCIAL WORK SERVICE	\$ 307,001.00
5250	TYPIST CLERK SUPPORT	\$ 1,151,817.00
5260	EVALUATIONS & PROGRAM MONITORING	\$ 269,099.00
6110	PROFESSIONAL DEVELOPMENT-INNOVATE	\$ 668,505.00
6250	ADAPTIVE CURRICULUM	\$ 90,253.00
Grand Total		\$ 50,302,268.00



West Contra Costa Unified School District
Office of the Superintendent

By adding the slide, the District would then be able to provide detail on this as part of the annual report in June. This was always the intent of the District and we are glad to do so. The second request was to add the following chart from the Friday letter in respect to the AASAT resolution program support to the LCP, which again would ensure that it is reflected in the annual report.

Program Description (Budget Manager)	Object Description	LCFF	OTHER	Total	YTD REPORT AS OF OCTOBER 14 2020			ACTUAL/ ENCUMBRANCE/ REQ DETAILS	
					YTD ACTUAL	ENCUMBRANCE/REQ	AVAILABLE		
1180- STUDENT SUPPORT (WILLIAM MCGEE, DIRECTOR OF AFRICAN AMERICAN STUDENT ACHIEVEMENT)	1000-1999 CERTIFICATED SALARIES	\$ 135,660.00		\$ 135,660.00	\$ 23,815.33	\$ 111,844.67	\$ -	DIRECTOR WILLIAM MCGEE	
	1000-1999 CERTIFICATED EXTRA HOURS	\$ 267,263.00		\$ 267,263.00	\$ 528.60		\$ 266,734.40	EXTRA HOURS CERTIFICATED	
	2000-2999 CLASSIFIED SALARIES	\$ 45,644.00		\$ 45,644.00	\$ 1,970.10	\$ 43,673.90	\$ -	COORDINATOR OF AA/JONATHAN CABLE (0.4 FTE)	
	2000-2999 CLASSIFIED EXTRA HOURS	\$ 58,310.00		\$ 58,310.00	\$ 1,000.30	\$ -	\$ 57,309.70	EXTRA HOURS CLASSIFIED	
	3000-3999 CERTIFICATED BENEFITS	\$ 73,379.00		\$ 73,379.00	\$ 7,582.07	\$ 37,118.10	\$ 28,678.83		
	3000-3999 CLASSIFIED BENEFITS	\$ 25,315.00		\$ 25,315.00	\$ 1,525.11	\$ 14,599.44	\$ 9,190.45		
	4300-MATERIALS AND SUPPLIES	\$ 23,908.00		\$ 23,908.00	\$ 660.18	\$ 2,000.00	\$ 21,247.82	SOUTHWEST SCHOOL AND OFFICE SUPPLY; AMAZON	
	4305-FOOD PURCHASES FOR MEETINGS	\$ 2,500.00		\$ 2,500.00	\$ -	\$ -	\$ 2,500.00		
	5100-SUB AGREEMENT SERVICES	\$ 50,570.00		\$ 50,570.00	\$ -	\$ 50,570.00	\$ -	YOUNG SCHOLARS PROGRAM	
	5220-CONFERENCE IN STATE	\$ 15,000.00		\$ 15,000.00	\$ -	\$ 4,800.00	\$ 10,200.00	NATIONAL EQUITY PROJECT - KINGMAKERS OF OAKLAND	
	5610-RENTAL	\$ 9,000.00		\$ 9,000.00	\$ -	\$ -	\$ 9,000.00		
	5750-INTERFUND SERVICES/FOOD SVC	\$ 2,500.00		\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	CATERING FOR STUDENTS	
	5860-CONSULTANTS REVIEWS	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	PEDRO NOGUERA PhD	
	5880-TRANSPORTATION/STUDY TRIP FIEL	\$ 50,850.00		\$ 50,850.00	\$ -	\$ -	\$ 50,850.00	FIELD TRIP TRANSPORTATION	
	5890-OTHER SERVICES OPERATIONS	\$ 1,404,955.00		\$ 1,404,955.00	\$ -	\$ -	\$ 1,404,955.00	(EASTBAY CENTER FOR PUBLIC ARTS; BEAUTY SCHOLARS; KIM EVANS)	
	7310-INDIRECT COSTS	\$ 208,882.00		\$ 208,882.00	\$ -	\$ 208,882.00	\$ -	INDIRECT COSTS REQUIRED CONTRIBUTION	
		\$ 2,378,736.00	\$ -	\$ 2,378,736.00	\$ 42,081.69	\$ 473,488.11	\$ 1,863,166.20		
	2180- TEACHER SUPPORT (WILLIAM MCGEE, DIRECTOR OF AFRICAN AMERICAN STUDENT ACHIEVEMENT)	1000-1999 CERTIFICATED EXTRA HOURS	\$ 24,413.00		\$ 24,413.00	\$ 2,021.85	\$ -	\$ 22,391.15	EXTRA HOURS CERTIFICATED
		2000-2999 CLASSIFIED SALARIES	\$ 17,074.00		\$ 17,074.00	\$ -	\$ 17,074.00	\$ -	COORDINATOR OF AA / JONATHAN CABLE (0.20FTE)
3000-3999 CLASSIFIED BENEFITS		\$ 9,389.00		\$ 9,389.00	\$ -	\$ 9,389.00	\$ -		
3000-3999 CERTIFICATED BENEFITS		\$ 5,654.00		\$ 5,654.00	\$ 96.31	\$ -	\$ 5,557.69		
5220-CONFERENCE IN STATE		\$ -	\$ 10,537.00	\$ 10,537.00	\$ -	\$ -	\$ 10,537.00	NATIONAL EQUITY PROJECT REIMBURSEMENT CHECK (EVENT WAS SCHEDULED MARCH 18-20)	
5890-OTHER SERVICES OPERATIONS		\$ 16,000.00		\$ 16,000.00	\$ -	\$ 16,000.00	\$ -	CENTER FOR CULTURALLY RESPONSIVE (LAK) / WORKSHOP SPEAKER TO SUPPORT EDC	
7310-INDIRECT COSTS		\$ 6,822.00		\$ 6,822.00	\$ -	\$ 6,822.00	\$ -		
	\$ 79,352.00	\$ 10,537.00	\$ 89,889.00	\$ 2,118.16	\$ 49,285.00	\$ 38,485.84			
3180- PARENT SUPPORT (WILLIAM MCGEE, DIRECTOR OF AFRICAN AMERICAN STUDENT ACHIEVEMENT)	2000-2999 CLASSIFIED SALARIES	\$ 54,219.00		\$ 54,219.00	\$ -	\$ 54,219.00	\$ -	SCHOOL COMMUNITY OUTREACH WORKER/ ANDRE SHUMAKE (5 FTE)	
	3000-3999 CLASSIFIED BENEFITS	\$ 29,325.00		\$ 29,325.00	\$ -	\$ 29,325.00	\$ -	COORDINATOR OF AA / JONATHAN CABLE (.33FTE)	
	4300-MATERIALS AND SUPPLIES	\$ 10,000.00		\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	PARENT SUPPLIES	
	4305-FOOD PURCHASES FOR MEETINGS	\$ 2,500.00		\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	FOOD PURCHASES FOR MEETINGS	
	5220-CONFERENCE IN STATE	\$ 5,000.00		\$ 5,000.00	\$ -	\$ 800.00	\$ 4,200.00	NATIONAL EQUITY PROJECT - KINGMAKERS OF OAKLAND	
	5890-OTHER SERVICES OPERATIONS	\$ 11,429.00		\$ 11,429.00	\$ -	\$ -	\$ 11,429.00	(BRIGHT FUTURES GROWTH AND DEVELOPMENT; CAASA PARENT EMPOWERMENT)	
	7310-INDIRECT COSTS	\$ 7,619.00		\$ 7,619.00	\$ -	\$ 7,619.00	\$ -		
		\$ 120,092.00	\$ -	\$ 120,092.00	\$ -	\$ 91,963.00	\$ 28,129.00		
SIGNIFICANT DISPROPORTIONALITY (KRISTEN HARDY, SELPA DIRECTOR)	1000-1999-CERTIFICATED SALARIES	\$ -	\$ 778,111.05	\$ 778,111.05	\$ -	\$ 778,111.05	\$ -	THESE FUNDS ARE FOR THE SIGNIFICANT DISPROPORTIONALITY PROJECT SUPPORTING AA STUDENTS; THE PLAN MUST BE APPROVED BY THE CALIFORNIA DEPARTMENT OF EDUCATION	
	3000-3999-CERTIFICATED BENEFITS	\$ -	\$ 162,729.95	\$ 162,729.95	\$ -	\$ 162,729.95	\$ -		
	\$ -	\$ 940,841.00	\$ 940,841.00	\$ -	\$ 940,841.00	\$ -			
3010 - IASA TITLE I BASIC (LYN POTTER, DIRECTOR, STATE AND FEDERAL)	1000-1999 CERTIFICATED SALARIES	\$ 93,913.00		\$ 93,913.00	\$ 17,075.00	\$ 76,838.00	\$ -	PROGRAM SPECIALIST CICELY DAY	
	2000-2999 CLASSIFIED SALARIES	\$ 20,071.00		\$ 20,071.00	\$ -	\$ 20,071.00	\$ -	SCHOOL COMMUNITY OUTREACH WORKER/ ANDRE SHUMAKE (5 FTE)	
	3000-3999 CERTIFICATED BENEFITS	\$ 48,033.00		\$ 48,033.00	\$ 8,927.12	\$ 39,105.88	\$ -		
	3000-3999 CLASSIFIED BENEFITS	\$ 10,549.00		\$ 10,549.00	\$ -	\$ 10,549.00	\$ -		
	4300-MATERIALS AND SUPPLIES	\$ 370,000.00		\$ 370,000.00	\$ -	\$ -	\$ 370,000.00	TITLE I FUNDS TO SUPPORT AA STUDENT ACHIEVEMENT	
	\$ -	\$ 511,946.00	\$ 511,946.00	\$ 26,002.12	\$ 115,943.88	\$ 370,000.00			
CARRYOVER SUP & CONC. (WILL MCGEE)	4399 CARRYOVER	\$ 977,379.00		\$ 977,379.00	\$ -	\$ -	\$ 977,379.00	CARRYOVER OF LCAP FUNDS NOT SPENT IN 2019-2020 DEDICATED TO AA STUDENTS	
	\$ 977,379.00	\$ -	\$ 977,379.00	\$ -	\$ -	\$ 977,379.00			
7085-LEARNING COMM SCHOOL SUCCESS (TONY WOLD)	5860-CONSULTANTS REVIEWS		\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	MILLIE BURNS AND RACE AND EQUITY TRAINING - GRANT FUNDS SPENT BY DECEMBER	
	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -			
9190 PARCEL TAX (TONY WOLD)	1000-1999 CERTIFICATED SALARIES	\$ 61,701.00		\$ 61,701.00	\$ -	\$ 61,701.00	\$ -	0.6 FTE COUNSELOR	
	3000-3999 CERTIFICATED BENEFITS	\$ 25,100.00		\$ 25,100.00	\$ -	\$ 25,100.00	\$ -		
		\$ 86,801.00	\$ 86,801.00	\$ -	\$ 86,801.00	\$ -			
9531 CHEVRON	4300-MATERIALS AND SUPPLIES	\$ 913.00		\$ 913.00	\$ -	\$ -	\$ 913.00		
	7310-INDIRECT COSTS	\$ 87.00		\$ 87.00	\$ -	\$ -	\$ 87.00		
	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00			
LCAP (ALISON HUIE, DIRECTOR, COLLEGE AND CAREER)	5860 CONSULTANTS REVIEWS	\$ 100,000.00		\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	PAYS PART OF UC REGENTS CONTRACT TO SUPPORT AA THROUGH MULTIPLE PROGRAMS INCLUDING WOMEN IN STEM AND AA MALE PIPELINE	
	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -			
0000 GENERAL FUND (TONY WOLD)	2000-2999 CLASSIFIED SALARIES	\$ 72,000.00		\$ 72,000.00	\$ 18,430.93	\$ 53,569.07	\$ -	RECRUITMENT COORDINATOR THOMAS SCOTT 0.2 FTE; DIRECTOR OF ACCOUNTABILITY NICOLE JOYNER 0.2 FTE; COORDINATOR COMMUNICATIONS RACHELLE FORREST 0.2 FTE	
	3000-3999 CLASSIFIED BENEFITS	\$ 31,919.00		\$ 31,919.00	\$ 7,984.27	\$ 23,934.73	\$ -		
	\$ -	\$ 103,919.00	\$ 103,919.00	\$ 26,415.20	\$ 77,503.80	\$ -			
3220 COVID CARES ACT (TONY WOLD)	1000-1999 CERTIFICATED SALARIES	\$ 1,240,038.00		\$ 1,240,038.00	\$ -	\$ 1,240,038.00	\$ -	JOURNALED FUNDS TO PAY PROPORTION OF SALARY OF TEACHERS TO PARTICIPATE IN FRIDAY PD FOR RACE AND EQUITY	
	3000-3999 CERTIFICATED BENEFITS	\$ 259,962.00		\$ 259,962.00	\$ -	\$ 259,962.00	\$ -		
	\$ -	\$ 1,500,000.00	\$ 1,500,000.00	\$ -	\$ 1,500,000.00	\$ -			
PROGRAM TOTALS		\$ 3,655,559.00	\$ 3,255,044.00	\$ 6,910,603.00	\$ 96,617.17	\$ 3,535,825.79	\$ 3,278,160.04		

In addition, there was continued discussion about AMOs for each of the elements within the LCAP and LCP and it was determined that this should appropriately be addressed through the DLCAP work this year.

The District believes that this was a productive meeting as we continue to work toward greater transparency of budget information. We have begun the process of creating some proof of concept work in data reporting with the goal of building ongoing systems of support. We reiterated to the groups that

West Contra Costa Unified School District
Office of the Superintendent

this work will take some time and additional financial investments in technology, but that the District was committed to moving forward on this pathway.

We look forward to preparing the First Interim in December with the first steps toward more detailed reporting which will include the addition of the information above into the LCP.

AB 1505 Charter Reforms Affecting New and Renewal Charter Petitions - Tony Wold (Denise Cifelli)

Governor Newsom signed AB 1505 on October 3, 2019. Portions went into effect January 1, 2020 with most provisions going into effect July 1, 2020. This legislation shifts the focus from emphasis on the charter school performance compared with the district to a focus on the fiscal and operational impacts that a new or existing charter may have on the district. A three-tiered charter renewal process was established and is based on the [California School Dashboard](#). Based on the states [Charter School Performance Category Data File](#), Summit Tamalpais is rated as “Middle Performing”.

Highlights of the changes for renewal petitions are as follows:

Timelines - AB 1505 extends the timelines for districts to consider a petition. Currently districts have 30 days to hold a public hearing and 60 days to either grant or deny the petition. Under AB 1505, these timelines are extended by an additional 30 days allowing up to 60 days for first hearing and up to 90 days for the final determination, with the option to extend the decision date by an additional 30 days if both parties agree.

Renewals - Under AB 1505, charter authorizers must consider the charter school’s performance on the indicators included in the [California School Dashboard](#) when evaluating a petition to renew a charter school. The new renewal process created three tiers for renewal.

1. **High-Performing Charter Schools:** A chartering authority shall not deny renewal for a charter school that meets the high-performing criteria and the school can be renewed for a period of between five and seven years.
2. **Low-Performing Charter Schools:** A chartering authority shall not renew a charter school that meets the low-performing criteria. However, the chartering authority may make an exception and renew a low performing school if it makes both of the following written factual findings:
 - a. The charter school is taking meaningful steps to address the underlying cause or causes of low performance reflected, or will be reflected, in a written plan adopted by the charter school’s governing body, and
 - b. There is clear and convincing evidence that the charter school has either achieved measurable increases in academic achievement, as defined by at least one year’s progress for each year in school, or the charter school has demonstrated strong postsecondary outcomes.
3. **Middle-Performing Charter Schools:** For all other charter schools, the chartering authority shall consider for renewal based on the performance schoolwide, and the performance of all subgroups of pupils served by the school, on the state and local indicators on the Dashboard and give greater weight to the school’s performance on “measurements of academic

West Contra Costa Unified School District
Office of the Superintendent

performance”—the test-based indicators in ELA and math, ELPI, and CCI.

An authorizer may deny renewal of a charter school in the middle tier only upon making a specific written finding that the school has failed to make sufficient progress toward meeting standards that provide a benefit to the school’s students, that closure of the school is in the student’s best interests, and that the decision provided greater weight to performance on “measurements of academic performance”—the test-based indicators in ELA and math, ELPI, and CCI.

The renewal period will be for five years.

Renewal of State-Authorized Schools - Under the new law, current State-authorized schools will need to petition for renewal through the district where they are located. If the initial renewal petition is denied at the local level, they can appeal directly to the State. If renewal is granted, the State will designate, in consultation with the charter school, either the district or county where the school is located as the charter authority.

Teacher Credentialing - Current law provides charter schools with flexibility on teacher credentialing for non core, non college preparatory classes. AB 1505 removes this flexibility, and requires charter school teachers to have the same teaching credentials as public school teachers and requires teachers in charter schools to hold the same credentialing certificate, permit, or other documents required for the teacher’s assignment similar to other public school teachers. Charter schools have the same ability to obtain waivers or emergency permits from the Commission on Teacher Credentialing (CTC). The provisions apply beginning July 1, 2020, however, teachers employed in a charter school in the 2019–20 school year have until July 1, 2025, to obtain certification for their position.

As previously announced in this bulletin, Summit Tamalpais is up for renewal June 30, 2021. Their renewal petition was received on September 25, 2020 and is being reviewed by the renewal team which includes the following staff:

- | | |
|--|--|
| Business Services/District Operations: | Tony Wold
Michael Booker
Denise Cifelli
Julio Franco
Anne Shin |
| Educational Services: | Gabriel Chilcott
Edith Jordan-McCormick
Christi Roscigno |
| Facilities & Operations: | Ellen Meja-Hooper
Vince Meyer |
| Human Resources: | Sylvia Greenwood |
| Legal: | Ed Sklar |
| Special Education: | Kristen Hardy |

West Contra Costa Unified School District
Office of the Superintendent

Elements of the renewal checklist have been updated to include the changes outlined in AB 1505. Summit's Public Hearing is scheduled for November 18th. District staff will post their Recommendations & Findings by December 1st with the decision hearing being held on December 16th. Attached for your reference is the [Charter Schools Toolkit](#) prepared by Lozano Smith which provides additional detailed information.

Warehouse/Print Shop Update - Tony Wold (David Johnson, Eric Moreno and Alice Lara)

Through the pandemic and distance learning, the districts Print Shop and Warehouse continue to be essential departments of the district. The Print Shop has been working nonstop during these difficult times supporting our schools and students. The Print Shop has been working with Nancy Algood and her team, printing a large volume of student extended learning material that each site has requested for their students. The Print Shop also worked together with the Warehouse on delivering all of the student extended learning materials to the designated school sites while meeting critical deadlines. The Print Shop and the Warehouse continue to meet the needs and the timelines of our school sites and departments. The staff of the Print Shop and the Warehouse are proud that they are able to provide the materials our students need in order to learn and succeed.

School Site Safety Plans - Tony Wold (Julio Franco and Michael Booker)

Preface

The School Site Emergency Plan is designed for use as a school resource for prevention/mitigation, preparedness, response, and recovery planning and training as well as functioning as a template for meeting the requirements for the annual Safety Plan Process under Senate Bill 187, Education Code Section 35294, Statutes of 1998, and the National Incident Management System. It is designed to be a living document that is updated as necessary to meet site, District, and community needs, forms, and/or requirements—therefore, it should be maintained in hard copy and electronic form.

Overview

The Comprehensive School Site Safety Plan provides an operational template for individual schools to prepare for, respond to, and recover from disasters that may occur within the greater San Francisco Bay Area. The emergency organizational structure identified in this plan is consistent with the federally mandated National Incident Management System (NIMS) and the State of California's Standardized Emergency Management System (SEMS), and it effectively structures emergency response at all levels in compliance with the Incident Command System (ICS).

Purpose

The purpose of the Comprehensive School Site Safety Plan is to provide a uniformed template for school sites to respond and recover from an emergency, disaster, or event resulting in the disruption of normal school operations.

Scope

The Comprehensive School Site Safety Plan guides a coordinated school staff response to an emergency, disaster, or event and aids in directing emergency response activities toward reaching an agreed upon goal. Comprehensive School Site Safety Plan procedures are scalable in order to address incidents that may develop over time and those that may occur without warning.

West Contra Costa Unified School District
Office of the Superintendent

Objectives

The objectives for the Comprehensive School Site Safety Plan are as follows:

1. Protect the safety and welfare of students, school staff, and visitors.
2. Provide for a safe and coordinated response to emergencies.
3. Protect the District's facilities and properties.
4. Enable the District to restore normal conditions with minimal confusion in the shortest time possible.
5. Provide for the interface and coordination between sites and the District Emergency Operations Center (DEOC).
6. Provide for the interface and coordination between the District EOC and the Cities of Richmond, El Cerrito, San Pablo, Pinole, Hercules, and Contra Costa County Emergency Operations Center (EOC).
7. Provide for the orderly conversion of pre-designated District sites to mass care sites, when necessary.

Procedures

District Responsibilities:

1. Provide each school site with a blank Comprehensive School Safety Plan (CSSP) template during the month of October.
2. Give complete and clear instruction to all site principals regarding the proper completion of the CSSP.
3. Set a due date that is 60 days from the date of dissemination to the site principals.
4. Provide continued support to the site principals while completing the CSSP.
5. Collect an electronic and a hard copy of the completed original CSSP from the sites after the due date.
6. Review and approve the CSSPs for completeness and accuracy.
7. Submit all reviewed and approved CSSPs to the WCCUSD School Board for final approval within 15 days after collection from the sites.
8. Announce in open session, following closed session, any approved Comprehensive Site Safety Plans .
9. Submit board approval confirmation to CDE before the March 1, 2021 deadline.
10. Post all redacted CSSPs on the district website for public access.
11. If needed, submit a letter of explanation certified by the Superintendent to the CDE before October 15, 2021 if the district CSSPs are not submitted by March 1, 2021

West Contra Costa Unified School District
Office of the Superintendent

Bond Financing Update - Tony Wold

At the next board meeting we will be bringing forward the annual bond financing report with Blake Boehm from KNN. This report will highlight the successes of being able to refinance previous bonds and also illustrate and quantify some of this savings that has been passed on to taxpayers who pay less than what the total bonding authorization is. While the District has issued several facilities bonds, we remain committed to ensuring that we obtain the greatest value in our bonds. KNN has been working with the District since 2009, and has clearly contributed to this good work. As part of the presentation we will be asking the board to approve the renewal of our contract with KNN with the same terms and conditions as our previous contract.