

Friday Memo
March 24, 2017

Upcoming Events – Matthew Duffy

March 21 – April 23: 52nd Annual Student Art Show, Richmond Art Center

March 27: DBEC, Kennedy HS Library, 6:30 PM

March 28: Facilities Subcommittee, FOC, 4:30 PM

March 29: Report Card Marking, Minimum Day Middle and High Schools

March 29: Board of Education Meeting, DeJean, 6:30 PM

March 30: High School Open House, times vary by site

April 3: District Holiday

April 3 – 7: Spring Recess

April 10: Technology Subcommittee, IT Center, 4:00 PM

April 10: Special Education CAC, Cameron, 7:00 PM

April 12: Board of Education Meeting, DeJean, 6:30 PM

April 13: Student Art Show Reception, Richmond Art Center, 5:00 PM

Next Week's Board Meeting – Matthew Duffy

Closed Session for the March 29 meeting will begin at 5:30 PM.

Special Olympics Comes to West Contra Costa SELPA – Steve Collins

The Severely Handicapped (SH) - Special Day Classes at Transition, De Anza High, El Cerrito High, Hercules Middle/High, Kennedy High, Crespi Junior High, Korematsu Middle, DeJean Middle, and Pinole Middle are the first students in West Contra Costa Unified School District to participate in the Special Olympics Schools Partnership Program. They will participate in a basketball event on Tuesday, April 18, 2017 from 9:00 am to 11:30 AM in the El Cerrito High School Gymnasium. Family members and friends are encouraged to attend to watch their students participate in games and/or individualized skills.

The Special Olympics Schools Partnership Program is a unique education program in K-12 schools. It unifies students with and without disabilities through Sports and Whole-School Involvement activities. These activities will provide them with the knowledge, experience, and skills necessary to create and sustain school communities, which promotes inclusion, acceptance, and respect for all students. Currently, over 8,100 special education students and 44,641 general education students participate in the program, at over 350 schools in Northern California.

In the future, we hope to expand this program to include other sports like soccer and track. We also hope to offer this program to our elementary students.

WCCUSD Phase II Solar Power Project - Lisa LeBlanc

Phase II of the WCCSUD solar project will begin construction in late April at the following sites: DeJean, Kensington, Pinole Middle, Peres and Verde Elementary School. The estimated project duration for all sites is 6-9 weeks. Solar panels will provide student shade areas at DeJean, Peres, Pinole Middle, Verde and parking lot shade at Kensington.

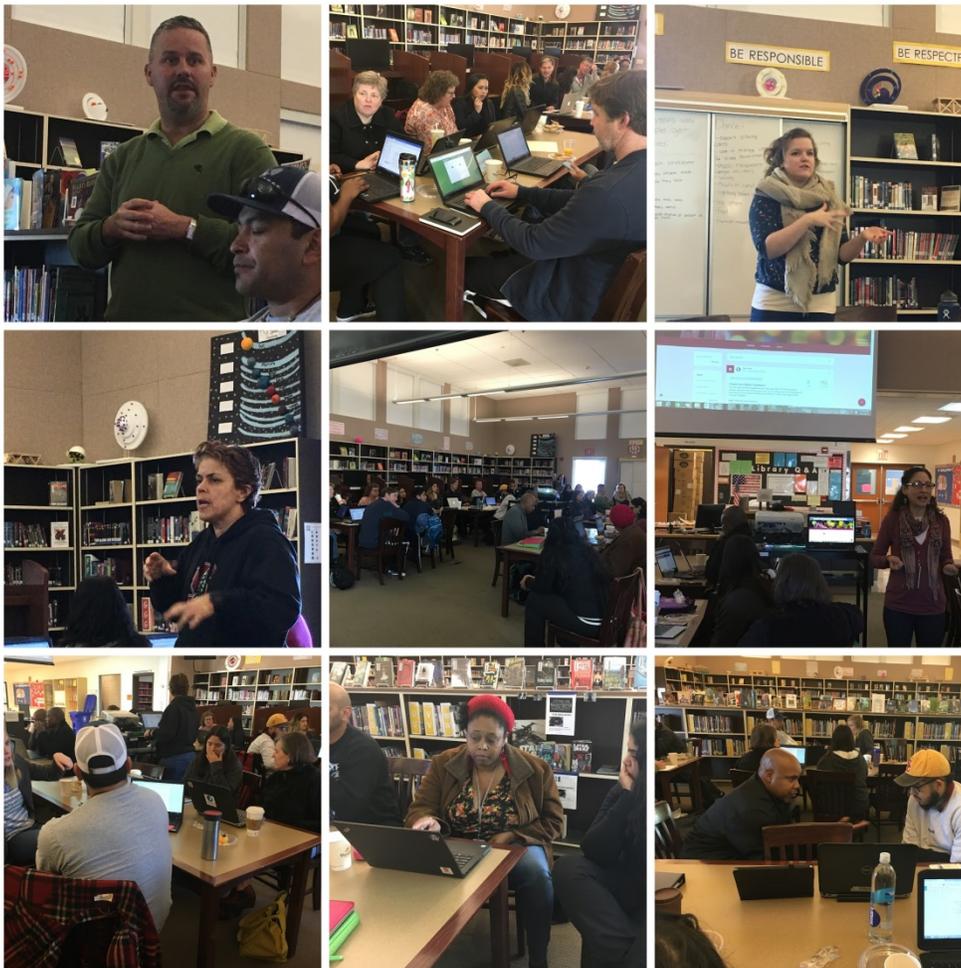
During the summer of 2017, we anticipate construction of several more solar projects all over the district. We will update the Board as we move toward the summer months.

One-to-One Initiative Planning/PD – Nia Rashidchi

We have held a series of trainings for school site administrators and their Tech Teacher Leaders (TTLs) on the one-to-one initiative roll out. Teams were given practical tools to use during the roll out and time to work on an action plan. We began in December and the final training was on March 4th at Pinole Middle School. All sites have participated in the training and received the same foundational support.

We now have begun a series of professional development opportunities for classroom teachers. 66 kindergarten and first grade teachers had a day-long training on March 18th. Some of our current district K/1 teachers facilitated the training. The training includes grade-level specific support around management of devices, appropriate integration tools, and support for developing lesson plans that integrate technology. Future trainings are planned to target grade-level needs for 2nd/3rd grade teachers and 4th/5th/6th grade teachers. Secondary teachers will be provided similar support with an emphasis on curriculum specific technology integration strategies.

Presenters and participants work to make these valuable Saturday trainings for all.

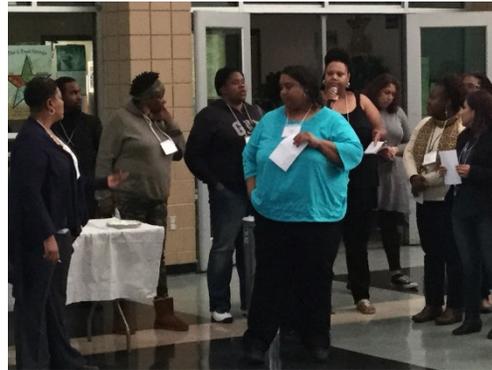


What's Happening with the African American Site Advisory Team? (AASAT) – Nia Rashidchi

Our AASAT is on the move! This month all schools are carrying out their Family Friendly School Walkthroughs. Teams of three to four African American parents at all 52 schools are using a Family Friendly survey.

The Family Friendly School Walk-Through process is an opportunity to acknowledge the great things our schools are doing to make families feel welcomed. It is also an opportunity to identify areas for growth. The Family-Friendly School Walk-Through document is a tool to assess how stakeholders see our schools and how they feel when they are on campus. The tool assesses four areas: personal interactions, the physical environment, school-wide practices and policies, and written materials and communications. It is not a report card, but simply a tool to determine where schools are on the road to partnership.

At our March 16 AASAT meeting, parents shared their initial experiences on carrying out the walkthrough process at their schools. We used an engaging four corners activity to summarize the diverse parent experiences. Pictures of the meeting are included in this Friday memo. We will be sharing more details on the work of our AASAT at the March 29 Board meeting. The AASAT meeting dates for the rest of the school year are April 13, May 18, and June 1. All meetings take place at De Jean Middle School from 6:00 - 8:00 p.m.



WCCUSD Food Services Kicks Off Salad Bar at Lunch in Cafeteria at Peres Elementary- Lisa LeBlanc

Students were very excited about the new addition of a salad bar to their lunch program at Peres Elementary these last couple of weeks. The students are taking full advantage of the variety of fresh choices of vegetables and fruit that they are offered daily because of their new salad bar program. WCCUSD Food Services is working with their Produce Company, California Association of Family Farmers and local farmers to bring the seasonally best to our students. More salad bars are scheduled to start at a few more schools this spring and more in the fall, depending on staffing and facility readiness.

A special thank you to the Supervisors, site support, Central Kitchen staff, Warehouse and drivers in coordinating the start of this valuable program.



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.

West Contra Costa Unified School District African-American Site Advisory Team



WHAT IS THE WCCUSD AFRICAN-AMERICAN SITE ADVISORY TEAM?

The WCCUSD African-American Site Advisory Team (AASAT) is an advisory group made up of Parent and District Leaders dedicated to promoting quality education for African-American students. The purpose of AASAT is to advise the WCCUSD school and District staff on strategies that will improve academic outcomes for African-American students and increase the engagement of African-American families.

WHY IS AASAT SO IMPORTANT?

Significant achievement and opportunity gaps separate low-income, black, Latino, or American Indian students from other young Americans. In WCCUSD, the gap is widest for African-American students. It is a moral, social, and economic imperative to ensure that future generations of students are prepared for success in college, career, and life. Our African American students, as a group, have been underserved, and we need to change this in WCCUSD.

Substantial evidence exists to show that children whose parents are involved in their education have significantly increased academic achievement and cognitive development.

The AASAT Parent Leaders will not only advise the District on ways to improve outcomes for African-American students, but will also work with their school site to improve climate and culture and increase family engagement.

WHO IS ON AASAT?

AASAT members are parents/guardians of African-American students attending a public school in WCCUSD. There is one AASAT Leader representing each of the 52 school sites. Staff members representing District Leadership also attend AASAT meetings.

WHAT IS THE ROLE OF AASAT?

- Advise on the goals, programs and services for African American student achievement and family engagement that should be considered for the Single Plan for Student Achievement and the District Local Control Accountability Plan
- Work with school Principal to ensure that their child's school has a functioning African-American Parent Advisory Council (AAPAC)
- Support school staff in conducting a climate and culture needs assessment at their child's school site
- Review and advise on the communication and outreach efforts that WCCUSD uses to engage African American families
- Advocate for programs and services that will increase African-American students' preparation for college and career
- Attend AASAT capacity-building meetings regularly and share information with school Principal

WHEN DOES AASAT MEET?

AASAT meets once each month. For the 2016-2017 school year, AASAT will meet on the following dates at DeJean Middle School or DeAnza High School:

Tuesday, January 24, 2017	Thursday, April 13, 2017
Thursday, February 9, 2017	Thursday, May 18, 2017
Thursday, March 16, 2017	Thursday, June 1, 2017

Meeting Times: 6:00 – 8:00 p.m.



What is our roadmap for engaging African-American families in student success?



1. AASAT Leaders at Each School

The WCCUSD African-American Site Advisory Team (AASAT) is an advisory group made up of Parent and District Leaders dedicated to promoting quality education for African-American students. The purpose of AASAT is to advise the WCCUSD school and District staff on strategies that will improve academic outcomes for African-American students and increase the engagement of African-American families.

AASAT Leaders are parents/guardians of African-American students attending a public school in WCCUSD. There is one AASAT Leader representing each of the 52 school sites. Staff members representing District Leadership also attend AASAT meetings.

2. Family-Friendly School Walk-Through

The Family Friendly School Walk-Through process is an opportunity to acknowledge the great things your school is doing to make families feel welcomed. It is also an opportunity to identify areas for growth. The Family-Friendly School Walk-Through document is a tool to assess how others see your school and how they feel when they are there. The tool assesses personal interactions, the physical environment, school-wide practices and policies, and written materials and communications. It is not a report card, but simply a tool to determine where you are on the road to partnership. African American parents at each of our schools are conducting the walkthrough in March/April 2017.

3. School and District Capacity Building

Professional development is being provided to Principals, school staff and District Leadership to ensure that the District's strategies to increase the engagement of African-American families are systemic, integrated and sustainable. These key stakeholders are provided with the tools and strategies needed to support sustainable family engagement practices at the district and school-site level.

4. African-American Parent Leadership Training and Capacity-Building

The African-American Parent Leadership Training is an 8-week series that provides African-American families with the tools, support and resources needed to ensure the academic and social success of their child. The workshops are designed to build community among African-American families and to provide a safe place for families and school community to discuss the education of African-American students. Workshops occur once a week for two hours per week, at the school site. Each training is for up to 20 participants and we recognize that some schools have fewer African-American families.

Upon graduation from the 8-week series, parents will be encouraged to join the African-American Parent Advisory Council (AAPAC) and partner with the school to develop a plan for increasing outcomes for African-American students. AAPACs will be equipped with tools and capacity-building opportunities to ensure that each Council is successful in implementing their plan for increasing African-American student achievement.

Six early adopting schools will start in April/May of 2017.

5. African American Family Engagement Summer Learning Institute

The African-American Family Engagement Learning Institute (AA-FELI) is a 2-day training for school teams. These teams assist with assessing present family engagement practices, implementing activities, evaluating next steps and continuing to improve and coordinate practices for the engagement of African-American families.

Each school's team is made up of **at least**:

- 1 School Administrator
- 1-2 Teachers and/or other staff
- 2-3 African-American Parents/Guardians
- 1-2 Family and Community Engagement Staff

During this Institute, school teams will work together to develop a plan for the engagement of African-American families that is **directly linked to student achievement**, to be included in their Single Plan for Student Achievement. Actions will become a part of the SPSA African-American School Climate and Parent Involvement Frames. Teams will learn to develop, implement and evaluate culturally relevant family engagement practices as professional learning communities.

6. Implementation of the Action Plan and Ongoing Support to Schools

As a follow-up to the African-American Family Engagement Summer Learning Institute, teams will receive support to ensure the quality implementation of their action plans. This includes:

- Assisting schools in linking evidence based practices to their action plan
- Examining how their action plan is integrated into the overall school structure
- Equipping team members (families, teachers, administrators, community partners) with the core skills needed to function effectively as a team

7. Establishment of African-American Parent Advisory Council (by June 2018)

The African-American Parent Advisory Council is a group of parents of African-American students, and school staff coming together to ensure the success of their children, and ultimately all African-American students at the school. It is an advocacy group dedicated to promoting quality education for African-American students. Through monthly meetings and ongoing support, Council members receive information, tools, and networking opportunities to help parents and staff ensure the academic success of African-American students. AAPAC is responsible for advising the Principal and staff on programs and services that will increase academic outcomes for African-American students at the school.

Public Records Request Log 2016 - 2017
Week Ending March 23, 2017

	Date of Receipt	Requestor	Requested Records/Information	Current Status
29	9/14/16	Matt Cagle American Civil Liberties Union	Surveillance Technology and Digital Searches beginning January 1, 2013 – Present	Gathering/Reviewing additional Docs
50	12/14/16	Mary Selva Richmond Annex Neighborhood	Number of Students attending Public Schools in Richmond Annex	12/22/16 Acknowledgement email sent 1/19/17 Email Sent
60	1/30/17	Anton Jungherr	Long-Range Facilities Master Plan / Implementation Plan / Determination on Estimated Available Funds	3/22/17 Email Sent Response Due on 4/7/2017 Gathering Documents
61	2/1/17	Anton Jungherr	General Obligation Bonds / Annual Certification Form for 2014, 2015 and 2016	2/15/17 Email sent to extend date Gathering/Reviewing Documents
65	2/7/17	Casey Hazelhofer Law Offices of Young, Minney & Corr. LLP	All WCCUSD Elementary & Middle Schools Student Data, Enrollment, School Site Data	3/3/17 Email sent Response due on 3/31/2017
69	3/1/17	Giorgio Cosentino	Review of Services for Hercules Struggling Students	3/8/17 Documents sent via email COMPLETED
71	3/9/17	Aaron Rabinowitz Baker & Hostetler LLP	Helms Middle School Restrooms / All Fire Report Records January 1, 2007 – Present	3/21/17 Email Sent Response Due on 3/31/2017
72	3/13/17	Andrew Baker Beeson, Tayer & Bodine	WCCUSD & Public Employees Local 1 MOUs July 1, 1985 – June 30, 2008	3/22/17 Email Sent Response Due on 4/7/2017
73	3/17/17	Denise Morgan Calif. Charter Schools Assoc.	Charter Schools PROP 39 Facilities Use submitted to WCCUSD for 2016-2017 and 2017-2018 School Years	3/21/17 Acknowledgement email sent