

**Friday Memo**  
**July 8, 2016**

**Upcoming Events – Matthew Duffy**

June 20-July 15: Summer School Extended Learning

July 11: Technology Subcommittee, IT Center, 4:00 PM

July 11: Agenda Setting, Superintendent's Office

July 11: Governance Subcommittee, Alvarado Room 1, 6:30 PM

July 14: Summer School Graduation Ceremony, Richmond Convention Center, 6:00 PM

**PG&E Commercial Highlights District Students, Programs – Marcus Walton**

PG&E has chosen to feature the District's energy conservation efforts, which includes students from Richmond High School, in two commercials that will air more than 1,600 times in the San Francisco Bay Area and more than 700 times in the Central Valley and Central Coast. One commercial features the work of three Richmond High School students, the school's "energy patrol," who saved \$50,000 by reminding teachers to cut off lights when classrooms were not in use. The other spot features Energy Conservation Manager Julio Arroyo discussing lighting upgrades that have taken place at several schools.

The 30-second commercials are scheduled to be aired on local broadcast and cable channels. In addition, the Communications Office has developed a robust strategy to promote the spots, which includes email blasts, social media, and website postings.

The videos can be seen at <https://youtu.be/EJK1fXrs7X8> and <https://youtu.be/kFz5kbPlaQY>.

**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 2016 - 2017**  
**Week Ending July 7, 2016**

	<b>Date of Receipt</b>	<b>Requestor</b>	<b>Requested Records/Information</b>	<b>Current Status</b>
1	7/1/2016	Micha Star Liberty Liberty Law	Billing records for Attorney services defending any Sexual Assault, Harassment and/or Abuse Claims filed against the District / Claims filed against District	<b>Acknowledgement letter sent</b>
2	7/5/2016	Charla Shaughnessy NTEU/Staff Attorney	WCCUSD Proposed sale of Adams Middle School to Caliber / Documents and/or communications during course of negotiations	<b>Acknowledgement letter sent</b>
<b>Public Records Request Log / Ongoing 2015 - 2016</b>				
32	10/12/15	Fatima Alleyne	Lozano Smith Attorneys / All Invoices, Contracts and Expenses paid beginning January 1, 2014 – December 31, 2014	<b>Available documents ready for review</b>
38	10/16/15	Fatima Alleyne	Parcel Tax Measure D for 2012-2013 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
40	10/23/15	Fatima Alleyne	Parcel Tax Measure D for 2009-2010 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
41	10/26/15	Fatima Alleyne	Parcel Tax Measure D for 2008-2009 School Year / All financial and bank statements, invoices, receipts and salaries	<b>Available documents ready for review</b>
43	11/1/15	Fatima Alleyne	All Contracts, Invoices and Expenditures for Legal services paid by the District for the 2013-14 School Year	<b>Available documents ready for review</b>
48	11/10/15	Fatima Alleyne	Job Descriptions for all Superintendents' positions	<b>Available documents ready for review</b>
56	11/30/15	Fatima Alleyne	2015-16 Legal Services Contracts / Lozano Smith Attorneys- Ramsey & Ehrlich- Bragg Coffin Lewis & Trapp- and Swanson & McNamara	<b>Available documents ready for review</b>
57	11/30/15	Fatima Alleyne	Superintendent's Contract and 2014-15 and 2015-16 Goals	<b>Available documents ready for review</b>
113	6/2/16	Michael Schoenfeld Murphy Austin Adams Schoenfeld LLP	Portola Middle School Project / Various records and documents	<b>7/1/16 Email sent on Extension 8/31/16 Records will be available</b>
114	*5/20/16	Lillian Chen Public Counsel	Madera Middle School / For 2014-15 and 2015-16 School Year – Suspensions, Expulsions and Transfers	7/5/16 Response sent via email <b>COMPLETED</b>
115	6/16/16	Barbara Glendenning	WCCUSD Communication(s) with Caliber Schools	<b>Gathering Documents</b>
116	6/17/16	Don Driscoll Driscoll & Omens	CAL200 v. SFUSD Settlement Documents, Agreements and/or Reports	<b>Gathering / Reviewing Documents</b>
117	6/23/16	Patricia Ann Watt	Prop 39 Documents related to Caliber Schools	7/6/16 Letter/information sent <b>COMPLETED</b>
118	6/27/16	Lillian Chen Public Counsel	Madera Elementary School / Student Office Referrals for 2014-15 and 2015-16 School Years	7/6/16 Response sent via email <b>COMPLETED</b>
119	6/27/16	Lisa Vorderbrueggen Building Industry Assoc.	School Facility Needs Analysis / Fee Resolution Developer Fee Reports	7/6/16 Information sent via email <b>COMPLETED</b>
121	6/29/16	Chris Kelley CBOC Vice Chair	Audio copies of Clay Investigation SubCommittee Meetings	7/6/16 Letter/information sent <b>COMPLETED</b>