

Friday Memo
March 2, 2018

Upcoming Events – Matthew Duffy

March 2: Read Across America Day
March 6: All District Music Festival, Richmond Auditorium, 7:00 PM
March 7: Board of Education Meeting, DeJean, 6:30 PM
March 10: Annual District Spelling Bee, DeAnza, 9:00 AM
March 13: Solutions Team, UTR Office, 1:00 PM
March 13: Right to Special Education Services Workshop, Pupil Services Center, 5:30 PM
March 13: Academic Committee, DeAnza, 5:30 PM
March 14: Joint Board / CBOC Meeting, FOC, 6:30 PM
March 15: You Make A Difference Ceremony, DeJean, 7:00 PM
March 19: Youth Commission & LCAP, Helms, 6:30 Pm
March 21: Board Meeting, DeJean, 6:30 PM
March 28: Board Study Session, DeJean, 6:30 PM

Next Week's Board Meeting – Matthew Duffy

Closed Session for the March 7 meeting will begin at 5:30 PM.

Conflict of Interest Form 700 – Debbie Haynie

On February 20, 2018, board members received an email from NetFile.com regarding the annual filing of the Conflict of Interest Form 700. Please follow instructions as this document must be filed online (no paper submission). Board members are required to file even if you do not have any reportable interests. The document is due by April 2, 2018. For questions, please contact Stephanie.Mello@cob.cccounty.us.

Board Policy – Ken Whittemore

From the Wednesday night board meeting the responses of the young mothers was requested regarding Board Policy 5146.

I met with the young women and their instructor on February 16. The students had no issues with the Board Policies as explained to them. They did voice the following concerns:

- 1) The cleanliness of the restroom closest to the program classroom. (I spoke with Lisa LeBlanc who would look into the condition of the restroom)
- 2) The program at Richmond High School was difficult at times for El Cerrito, and Kennedy students to attend. They felt the program removed them from their home school and they were uncomfortable in the new surroundings.
- 3) The location of the program in the back of the school was difficult to get to at times.

If you have, any further questions please contact me.

Williams Act - Status of Maintenance Repairs - Lisa LeBlanc

At the November Board of Education Meeting, the Williams Act report was provided along with the current status of maintenance repairs that resulted from the 2017-2018 facility inspections.

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Staff reported that the repairs would be made by March 2018. At the start of March, we have completed 84% of the repairs needed with 16% left to complete. Some of the items are larger pavement or playground repairs, which will be completed through a public procurement process and planned for the upcoming Spring break and during the summer. We will keep the Board updated on the status of the repairs. Please see the list of completed items per site, below:

SITE	TOTAL DEFICIENCY	COMPLETED	% Complete
Bayview Elementary	10	9	90.00%
Chavez Elementary	6	6	100.00%
Crespi Junior High	6	6	100.00%
De Anza High	12	10	83.33%
De Jean Middle School	7	7	100.00%
Dover Elementary	2	1	50.00%
Downer Elementary	2	1	50.00%
El Cerrito High	9	9	100.00%
Ford Elementary	5	3	60.00%
Grant Elementary	4	4	100.00%
Helms Middle	13	12	92.31%
Hercules High	20	18	90.00%
Hercules Middle	7	6	85.71%
Kennedy High	7	5	71.43%
King Elementary	5	3	60.00%
Korematsu Middle School	1	1	100.00%
Lake Elementary	10	9	90.00%
Lincoln Elementary	5	2	40.00%
Mira Vista Elementary	8	6	75.00%
Murphy Elementary	0	0	N/A
Nystrom Elementary	1	1	100.00%
Pinole Middle School	13	11	84.62%
Pinole Valley High	12	10	83.33%
Richmond High School	14	11	78.57%
Shannon Elementary	4	3	75.00%

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Stege Elementary	3	3	100.00%
Tara Hills Elementary	0	0	N/A
Verde Elementary	4	3	75.00%
Wilson Elementary	9	7	77.78%
Totals	199	167	83.92%

WCCUSD Food Services Celebrates National School Breakfast Week March 5-9, 2018 - Lisa LeBlanc

Busy weekday mornings make it a challenge for families to find time for a healthy breakfast. However, US Department of Agriculture data show that more students are starting their day with a nutritious breakfast in their school cafeterias. To encourage more families to take advantage of the healthy choices available with school breakfast, West Contra Costa USD schools are recognizing National School Breakfast Week, which is March 5-9, 2018.

WCCUSD Students are encouraged to “Take the Challenge” next week with special breakfast menus, cafeteria events, and more. Students are challenged to create posters showing the importance of breakfast, new menu items and California-grown fruit will be showcased.

Four new school sites will be piloting the breakfast program during this week: Hanna Ranch, Valley View and Ohlone from March 5th through the 9th and Olinda from Tuesday March 6th through the 9th, all from 7:30 to 8:30 AM daily.

Please join us. Breakfasts are no charge to eligible students, \$1.50 for non-eligible students at elementary schools and \$1.75 at all secondary schools, adults can purchase a breakfast for \$2.50.

“National School Breakfast Week helps us educate parents and students about all the healthy and appealing choices we offer”. WCCUSD serves over 8,000 breakfasts daily through the federally funded School Breakfast Program. Our school nutrition professionals in West Contra Costa prepare breakfast and lunches every day that meet federal nutrition standards – limiting fat, calories and sodium – and encourage students to choose from the fruits, vegetables and whole grains offered with school meals.

Another reason for WCCUSD to celebrate is their breakfast grant award. The Hunger Is Campaign, an initiative of the Albertsons Companies Foundation (representing our Albertsons and Safeway stores) and Entertainment Industry Foundation, awarded the California Summer Meal Coalition/Institute for Local Government to help school districts, including WCCUSD, to increase access to school breakfast programs. The project also aims to identify connections between school attendance and access to school breakfast programs. Students that are late or miss school are also missing out on the crucial nutrition provided by school breakfast. The Coalition has provided funds to support WCCUSD’s innovative and dedicated efforts to ensure students start their day nourished and ready to learn.

For more information on WCCUSD meal programs go to www.wccusd.net - Food services department or call WCCUSD Food Services at 510-307-4580



WCCUSD Food Services Offers Bayview Elementary, Lovonya De Jean and Richmond High Students a Special Lunch in Celebration of Black History Month - Lisa LeBlanc

WCCUSD Food Services appreciated the requests from the principals and staff from Bayview Elementary, Lovonya De Jean and Richmond High school to offer a special lunch in recognition of Black History month for their students. Food Services worked with site staff and volunteers at all three schools to serve over 1900 meals to students during the three individual events. BBQ chicken, corn on the cob, corn muffins, Mac & cheese, a garden salad and fresh seasonal fruit were on the menu. The events were a success for all involved. Special thanks to the cafeteria school staff and Food Services central kitchen for supporting these special events.

For more information on WCCUSD meal program go to www.wccusd.net - Food services department or call WCCUSD Food Services at 510-307-4580



WCCUSD Food Services Awarded a 2017 National School Lunch Program Equipment Assistance Grant - Lisa LeBlanc

On February 12, 2018, WCCUSD received a congratulatory email from the California Department of Education Nutrition Services notifying our district that it was awarded a 2017 National School Lunch Program Equipment Assistance Grant. The WCCUSD Food Service department had submitted a grant request for \$100,000 for a food truck. The WCCUSD Food Service Department plans to use this asset to educate and offer students an increase of freshly prepared meals and California-grown produce. Taste testing and feedback will be an important function of this new addition to our district's meal programs.

For more information on WCCUSD meal program go to www.wccusd.net Food services department or call WCCUSD Food Services at 510-307-4580.

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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 1, 2018

	Date of Receipt	Requestor	Requested Records/Information	Current Status
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 Reviewing additional DOCs
45	1/23/18	Paula Senigar	Special Education Department Documents and Agreements	Mr. Collins working on PRR with assistance from Attorneys Gathering/Reviewing Documents 4/1/2018 DOCs available
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 Gathering/Reviewing Documents 4/1/2018 DOCs available
49	2/2/18	Ryan Luther	Tony Thurmond/Former Board Member – Various Documents and Records	Gathering/Reviewing Documents
50	2/6/18	Guadalupe Calvario	Nystrom Elementary / SSC Meeting Minutes for 2016-17 School Year and Membership Rosters for 2015-16, 2016-17 and 2017-18 School Years	2/28/18 Mail and Email sent with Minutes & Rosters COMPLETED
51	2/26/18	Jenna Reeve Edge Point	WCCUSD Accounting of all uncashed checks and unclaimed funds	2/26/18 Acknowledgement email sent
52	2/26/18	Denise Morgan California Charter Schools	WCCUSD Proposals for space allocated to Charter Schools for the 2018-2019 School Year	2/26/18 Acknowledgement email sent
53	2/26/18	Torrey Thornton NuQuo / Cost Recovery	WCCUSD Current Copier and Printer Contracts including any amendments to Contracts	2/26/18 Acknowledgement email sent
Public Records Request Log / Ongoing 2016 - 2017				
29	9/14/16	Matt Cagle American Civil Liberties Union	Surveillance Technology and Digital Searches beginning January 1, 2013 – Present	12/2/16 Documents sent via email 3/31/17 Documents sent via email 5/5/17 Documents sent via email 7/13/17 Documents sent via email 9/22/17 Documents sent via email 10/27/17 Documents sent via email 12/1/17 Documents sent via email 1/1/218 Letter sent to requester to schedule phone call / No response from requester