

West Contra Costa Unified School District
Office of the Superintendent

Friday Memo
June 22, 2018

Upcoming Events – Matthew Duffy

June 25: Trustee Area Information Session, Collins Elem, 5:30 PM
June 25: Trustee Area Information Session, El Cerrito High, 7:30 PM
June 26: Trustee Area Information Session, Verde Elem, 5:30 PM
June 26: Trustee Area Information Session, Riverside Elem, 7:00 PM
June 27: Board of Education Meeting, DeJean, 6:30 PM
July 4: Independence Day, Schools / Offices Closed
July 12: Extended Learning Summer School Graduation, Richmond Auditorium, 6:00 PM
July 13: Last Day of Summer School

Trustee Area Information Sessions -- Marcus Walton

The District will hold informational meetings regarding the trustee-area transition and the draft maps under consideration on Monday and Tuesday of next week. The original plan was to have six sessions held on three days next week. There was a delay in publicizing the meetings due to the uncertainty of when the Board would consider a resolution to adopt a trustee-area boundary map. Once the resolution was confirmed for the June 27 Board meeting date, staff quickly finalized four meetings across the District. The meetings will be held on the following dates:

Monday, June 25 at 5:30 p.m. at Collins Elementary School in Pinole
Monday, June 25 at 7:30 p.m. at El Cerrito High School
Tuesday, June 26 at 5:30 p.m. at Verde Elementary School in North Richmond
Tuesday, June 26 at 7 p.m. at Riverside Elementary School in San Pablo

The meetings will have a brief overview of the process and take time for questions. Attendees will receive printed copies of the maps and the FAQ.

If you have any questions about the sessions, please contact Marcus Walton.

Multilingual and Multicultural Services (MMS) – Matthew Duffy
English Language Development (ELD)

All schools are expected to provide ELD to their students. Teachers are expected to use the ELD Standards as a foundation for the curriculum design and lesson planning. In order to support this our office:

- Created [ELD Standards](#) and [ELPAC](#) Toolkits and delivered monthly professional development to support the implementation of standards based PD.
- Coaches a small group of schools to support ELD implementation based on a multi-factor data analysis.
- Will start monitoring ELD three times a year starting the 2018-2019 school year.
- Requires all schools to have an [ELD implementation plan](#), [ELD schedule](#), and an SPSA goal.

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- Provides expert PD Center for Applied Linguistics to our District for a four-day [Sheltered Instruction and Observation Protocol](#) (SIOP). Over 50 teachers attended.

This is an ongoing area of work that we have strengthened during the 2017-2018 school year and will continue to strengthen during the 2018-2019 school year.

Master Plan for English Learners (MPEL)

Our MPEL was last updated in August 2014 and the Operations Manual was last updated in 2016. There is a misnomer we are out of compliance. While full compliance is a continual process, there are two specific areas that we are actually superseding our current MPEL requirements because the laws have changed. If we were to actually follow our MPEL, we would not be compliant with the law. These areas are reclassification and long-term English Learners.

Reclassification guidance has changed and we are following current guidance from [Tom Torlakson](#), not our MPEL. The [policy](#) for long-term English Learners has also been clarified given new state testing. This now includes SBAC, not CST scores. We are following these changes, not our district MPEL.

This fall, MMS will partner with Understand Language housed at Stanford University to update our MPEL. This work will be aligned to the [California English Learner Roadmap](#). The policy recommendations in the Roadmap *usher(s) in a new era of English Learner educations that embraces linguistic diversity as an asset while providing the supports necessary to allow English Learners meaningful access to intellectually rich and engaging curriculum* (California English Learner Roadmap, page v).

English Learner Data

We are working to strengthen two data streams regarding English Learners. The first, is providing accurate data regarding students' English Learner typology. This refers to whether or not they are a newcomer, *at-risk* of becoming a Long-term English Learner (LTEL), or an LTEL. The second, is providing accurate data regarding a students' academic progress.

To strengthen data quality regarding English Learner typology and program placement Multilingual and Multicultural Services (MMS) worked with Instructional Technology (IT) for several months to develop an English Learner PowerSchool page. This page is tailored to provide English Learner specific data and will be updated regularly by our office. For additional typology information, please see [District Data by School and Family](#)

To strengthen data quality and access, we developed an [English Learner Profile](#). This provides information regarding an English Learner's academic progress towards reclassification and merges the power school data into an easy-to-use format for teachers.

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 June 21, 2018

	Date of Receipt	Requestor	Requested Records/Information	Current Status
56	3/22/18	Scott Rafferty	Communications regarding CVRA allegations	3/26/18 Email sent with DOCs & Links 3/27/18 Email sent with DOCs & Links Gathering/Reviewing Documents
62	4/17/18	Scott E. Jenny Jenny & Jenny LLP, Attorneys	Pinole HS Project- Tree removal, trenching and hill excavation project between Subject Properties, 2059 Shea Drive and 2069 Shea Drive, Pinole CA	5/31/18 Email sent extending date Gathering/Reviewing Documents 6/30/2018 DOCs available
63	4/23/18	Rigel Massaro Public Advocates, Inc.	WCCUSD 2016-2017 LCAP Data	Gathering/Reviewing Documents
65	4/27/18	J. Paul Fanning Lankford, Crawford, Moreno & Ostertag LLP	Richmond High School / Asbestos Records	6/8/18 Email sent requesting clarification in order to narrow search, per our Facilities Department 6/11/18 Updated/Revised PRR received by Requester Gathering Documents 7/11/2018 DOCs available
66	5/1/18	Asher Waite-Jones Legal Services For Children	Student Data for Disciplinary, Suspensions, Expulsions and Transfers for School Years 2014-15, 2015-16, 2016-17 and 2017-18	5/15/18 Acknowledgement email sent Reviewing Documents
67	5/9/18	David Stephan	Roster of all WCCUSD High School Faculty	5/15/18 Acknowledgement email sent
68	5/15/18	Scottie Smith Educational Advocate	Student/District Inter and Intra Transfers Data for each School Site / For School Years 2014-15, 2015-16, 2016-17 and 2017-18	5/15/18 Acknowledgement email sent Gathering/Reviewing Documents 6/30/2018 DOCs available
70	6/13/18	Anton Jungherr	California Fair Political Practices Commission Subpoena dated August 9, 2017 received by District / Response and Documents provided by District	Gathering Documents
71	*6/1/18	Marsha Thrift Rosie The Riveter Trust	Copy of current Lease Agreement between WCCUSD and Richmond College Prep Charter School	6/21/18 Documents sent via email COMPLETED
72	6/19/10	Pablo Portillo Polsinellie LLP	DeAnza High School-Cafeteria / Construction and/or Abatement Projects beginning in 1971 through 2001	6/19/18 Acknowledgement email sent 7/27/2018 DOCs available