

Friday Memo
September 8, 2017

Upcoming Events – Matthew Duffy

September 9: Volunteer Fingerprinting for Parents, Harding, 9:00 – 12:00
September 11: Agenda Setting, Superintendent’s Office, 4:00 PM
September 11: Technology Advisory Committee
September 11: Special Education CAC, Cameron, 7:00 PM
September 12: Solutions Team, UTR Office, 1:00 – 4:00 PM
September 12: Governance Subcommittee, Alvarado, 6:00 PM
September 13: Board of Education / CBOC Joint Meeting, FOC, 6:00 PM
September 16: Volunteer Fingerprinting for Parents, Collins, 9:00 – 12:00
September 16: El Cerrito Showcase Parade, Safeway Parking Lot, 10:00 AM
September 17: El Sobrante Stroll, Parade 11:00 AM, Stroll to 4:00 PM
September 18: Youth Commission, Helms Library, 6:30 PM
September 19: Facilities Subcommittee, FOC, 4:00 PM
September 19: Academic Committee DeAnza Media Center, 5:30 PM
September 20: Board of Education Meeting, DeJean, 6:30 PM
September 22: State of the Schools Breakfast, DeJean, 7:30 AM
September 23: Volunteer Fingerprinting for Parents, Lupine Hills, 9:00 – 12:00
September 25: Agenda Setting, Superintendent’s Office, 4:00 PM
September 27: DLCAP Meeting, Helms, 6:00 PM
September 28: 2017 Teacher of the Year Awards, Concord Hilton, 6:00 PM
September 30: Volunteer Fingerprinting for Parents, DeJean, 9:00 – 12:00

Next Week’s Board Meeting – Matthew Duffy

The joint meeting with the CBOC begins at 6:00 PM at the Facilities Operations Center

Illuminate Technology Integration #1 - Nia Rashidchi

During the September 6 meeting, Board members had several questions about Illuminate. This update is to share with the Board a clear description of what illuminate DNA is, why we selected it, and how some of our major technology applications integrate with it. Please note that as we continue to create our “**One-stop Data Shop**”, the process of aligning all of our systems will take time. We continue to evaluate what systems are in use and what information should be held centrally.

What is Illuminate?

Illuminate is an online data and assessment platform that allows us to:

For the District Office:

- Securely access, input, and analyze data from any computer with internet access
- Automatically (and manually) load data from various sources for analysis individually or jointly
- Populate reports with any data the district has
- Seamlessly work with current systems to meet all assessment and data management needs

For Schools and Departments:

- Access a selection of pre-built reports
- Easily compare data sets and subgroups of students with simple demographic filters
- Access easy-to-read graphs and visuals to identify trends and inform decision making
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For Teachers:

- Create, upload, scan, add, and administer standards-based assessments
- Immediately receive results and use data for flexible grouping of students, Response to Intervention (RtI) protocol, judging how to pace and plan the next lesson, and more
- Be able to create formative assessments to provide instant formative feedback mid-lesson to ascertain lesson plan success, as well as inform next steps

Why did we select illuminate?

Illuminate is among the best aligned tools with common core aligned resources. Despite all of its options, it is the lowest cost tool of its type on the market, and it can be learned through a variety of avenues including:

- District provided in-person professional development (With Illuminate Trainer)
- Self selected PD options, including regional in-depth training opportunities and user conferences
- Webinar training opportunities
- Embedded self-paced tutorials through Illuminate University
- Searchable help documentation with easy-to-follow lessons and handouts to find answers to questions users might be too embarrassed to ask
- A help desk that is accessible to all users, not just the systems administrator.

How will we integrate our current systems with Illuminate?

Publisher: Renaissance Learning- Currently in Illuminate

Technology Application	Purpose	Grade Range	Data to be housed in Illuminate.
STAR Early Literacy English/Spanish	Assess Early Literacy Skills of First Grade Students	1	Fall, Winter and Spring Benchmark Data
STAR Reading	Assess Reading Fluency	2-8	Fall, Winter and Spring Benchmark Data

Publisher: Edmentum- Planned to be Integrated into Illuminate

Technology Application	Purpose	Grade Range	Data to be housed in Illuminate.
HS. Plato Courseware	Credit Recovery for HS Students	9-12	Courses and Credits Completed
Extended Learning	Classroom Blended Learning	9-12	N/A

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EDOptions	Virtual Teacher Online Courses	9-12	Course and Credit Completion
MS. Plato Courseware	Supplemental Units for Core Courses	7-8	N/A
Exact Path	Differentiated/ Supplemental in-class instruction for tier 2 and 3 intervention.	Elem.	Hours of student use per course
Mafanikio- Study Island	After School Intensive intervention in ELA and Math	K-8	Pre and Post Test

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 September 7, 2017

	Date of Receipt	Requestor	Requested Records/Information	Current Status
3	7/18/17	Kyra Kocis Transparent California	WCCUSD 2016 Employee Compensation Report	Reviewing Data for Report
4	8/1/17	John Paul Teague Smaha Law Group	Nystrom Elementary School Modernization and Classroom Building Rehabilitation Documents	8/23/17 Requestor went to FOC / Looked through DOCs and made needed copies COMPLETED
6	8/8/17	Kyra Worthy For Richmond	Approved Contracts with Invoices and Individuals Served for 2016-2017 School Year	8/10/17 Acknowledgement email sent 9/15/17 Documents ready for review
8	8/17/17	Kyra Worthy For Richmond	Electronic Communications / Various – Beginning January 1, 2015 – November 1, 2017	Marcus to check with Legal counsel
10	8/23/17	Arto Rinteela Farmede Hilltop Neighborhood Council	Lease Agreement between WCCUSD and City Of Richmond / Property around Highland Elementary	9/5/17 Documents sent via email COMPLETED
11	8/24/17	Jenna Reeve Edge Point	Uncashed checks/warrants (outstanding) / Unclaimed funds	9/7/17 Follow-up email sent 9/15/17 Documents ready for review
12	8/25/17	Mary Hernandez Garcia Hernandez Sawhney LLP	Fernando Yates Matter	9/7/17 Documents sent via email COMPLETED
13	8/29/17	Jorge Palacios	Washington Elementary Mtg. Minutes of 8/29; Contractors hired to assess quality of services rendered by HR Dept.; Quality Improvement reports in relationship to BCLAD Teacher recruitment; and Success stories of WCCUSD recruitment practices of BCLAD Teachers	9/5/17 Acknowledgement email sent Gathering/Reviewing Documents
14	8/31/17	Ivan Kranjcec SmartProcure	WCCUSD Purchase Order Report beginning May 8, 2017 – Present	9/7/17 Report sent via email COMPLETED
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 Gathering/Reviewing additional Docs 8/18/2017 Response Due