

West Contra Costa Unified School District  
Board of Education  
Meeting Agenda  
August 17, 2011

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Board Agenda Packets and Information:

Complete Board meeting packets are available for review at the Administration Building, the District's six high schools, and at public libraries throughout West County.

Complete Board agendas and packets are available online at: [www.wccusd.net](http://www.wccusd.net).

Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the District office located at 1108 Bissell Avenue, Richmond, CA 94801 during normal business hours. In addition, such writings and documents may be posted on the District's website as noted above.

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Viewing the Board Meetings:

**Television:**

Live television broadcast of regularly scheduled Board meetings is available by the City of Pinole on PCTV Channel 4t36274 r rt ETBdccang(TV)1(n brt)

**B. OPENING PROCEDURES**

**B.1 Pledge of Allegiance**

**B.2 Welcome and Meeting Procedures**

**B.3 Roll Call**

**B.4 Report/Ratification of Closed Session**

\* **B.5 Agenda Review and Adoption (Public Comment)**

\* **B.6 Minutes: July 27, 2011**

**C. BUSINESS ITEMS**

**CONSENT ITEMS (Routine Matters)**

Consent Calendar Items designated by “CI” are considered routine and will be enacted, approved and adopted by one motion, unless a request for removal, discussion or explanation is received from any Board member or member of the public in attendance. Items the Board pulls for discussion or explanation will be addressed following Section E.

**\*CI C.1 Acceptance of Donations**

Comment:

The District has received donations as summarized, dated August 17, 2011.

Recommendation:

Recommend Approval

Fiscal Impact:

As noted per donations summary

**\*CI C.2 Approval of Fund-Raising Activities**

Comment:

The planned fund-raising events for the 2011-12 school year are summarized, dated August 17, 2011.

Recommendation:

Recommend Approval

Fiscal Impact:

Additional revenue for schools

**\*CI C.3 Summary of Payroll and Vendor Warrant Reports**

Comment:

The summaries of Payroll and Vendor Warrants issued during the month of July, 2011 011

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Recommendation:  
For Information Only

Fiscal Impact:  
None

**\*CI C.7 Certificated Provisional Internship Permit (PIP) Request(s)**

Comment:

The Provisional Internship Permit (PIP) was created in response to the phasing out of emergency permits and became effective on July 1, 2005. It allows an employing agency to hire an individual who has not yet met the subject matter competence requirement needed to enter an internship program. Prior to request



**\*CI C.12 Ohlone Elementary Phase I Reconstruction Construction Management Services**

Comment:

The last project in the Measure J Bond is the reconstruction of Ohlone Elementary School. The Board awarded the Contract for Construction at the meeting of June 28, 2011. The Contractor has received the Notice to Proceed. The next step is to confirm the Construction Management team for the project.

Seville Group (“SGI”) has been providing Construction Management services for the District’s Bond Program projects since the initial Request for Proposal process in 2002. The firm has provided a team for the Ohlone project and is ready to begin. The team includes a full-time Construction Manager and a half-time Project Engineer. The proposed fee is at approximately 5% of construction cost and as such is within industry standards for Construction Management services.

Recommendation:

Approve Construction Management Services for Ohlone Elementary Phase I Reconstruction

Fiscal Impact:

\$1,015,771. Funded from the Ohlone Elementary Project Budget under the Measure J Bond.

**\*CI C.13 Crespi Middle School Gym Floor Replacement Project Award of Contract**

Comment:

The Gym floor at Juan Crespi Middle School sustained damage during winter rains due to a significant

Recommendation:

Award contract to lowest responsive, responsible bidder

Fiscal Impact:

\$54,716. Funded by the Measure J Bond, under the Richmond High School Renovations Project budget.

**\*CI C.15 Lupine Hills Elementary Window, Wall, & Roof Repairs Project Award of Contract**

Comment:

The District needs to complete water intrusion repairs to the Lupine Hills Elementary School Administration Building. There are leaks around windows, through wall areas and from roof assemblies.

Grossman Design Group has prepared plans and specifications for the project. The District conducted a public bid process for the project. Bids were opened on August 4, 2011. Two contractors submitted bids. They are as follows: Pinguelo Construction \$309,372; and, AM Woo Construction \$135,000. The lowest responsive, responsible bidder is AM Woo Construction, at \$135,000.

Recommendation:

Award contract to lowest responsive, responsible bidder

Fiscal Impact:

\$135,000. Funded by the Measure J Bond, under the Additional Bond Funded Projects budget.

**\*CI C.16 Approval of updated District Standards for Elementary Renovations and Reconstructions**

Comment:

The District has completed renovation and reconstruction of over twenty Elementary Schools since 2003. As a part of every District project, there are standards which cover basic spaces in every school, from administration to classrooms. These standards include lighting, finishes, cabinets/storage, presentation materials, and all other elements needed to design the spaces. The standards are the basis of each school that undergoes renovation or reconstruction and are provided the Architects of Record for their use. The

Fiscal Impact:

Project budgets include design to the referenced standards.

**\*CI C.17**



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Fiscal Impact:  
Unknown at this time

\* **D.2 Bond Sale**

Comment:  
The Associate Superintendent Business Services will provide an update on the August 12 refunding bond sale.

Recommendation:  
For Information Only

Fiscal Impact:  
None

\* **D.3 Standing Reports**

Representatives of the following committees and employee unions are invited to provide a brief update to the Board. Representatives from these groups need to sign up to speak prior to the beginning of this item on the agenda by submitting a “Request to Address the Board” form. Five minutes may be allowed for each subcommittee or group listed below:

Academic Subcommittee	Public Employees Local 1
Bayside Parent Teacher Association	School Supervisors Association
Citizens’ Bond Oversight Committee	United Teachers of Richmond
Community Budget Advisory Committee	West Contra Costa Administrators Association
Facilities Subcommittee	
Ivy League Connection	
Linked Learning – Multiple Pathways	
Safety Committee	
Special Education Citizens Advisory Committee	
Youth Commission	

\* **D.4 Comments of Remembrance, Terence Martin Day August 23, 2011**

Comment:  
Terence Martin was a dedicated father, community member and school employee who gave his life while going to the assistance of a citizen of our community. In 2005 the Board of Education declared, in perpetuity, August 23<sup>rd</sup> as Terence Lionel Martin Day in honor of his dedication and commitment to our school district and community. August 23<sup>rd</sup> is a day to remember Terence and what he stood for and believed in: taking care of one another.

Recommendation:  
For Information Only

Fiscal Impact:  
None



A subcommittee of the Citizens Bond Oversight Committee has reviewed administrative regulation AR7214.2 and has made recommendations for modifications to that regulation. Because both current administrative regulations and the revisions recommended by the CBOC subcommittee include provisions and specifications that only the Board can approved, the administrative regulations for BP 7214.2 need to be incorporated into the policy itself.

Recommendation:

That the Board review and discuss the proposed revisions to BP 7214.2 in anticipation of acting those changes at a subsequent Board meeting.

Fiscal Impact:

None

\* **G.2 Project Status Report Facilities Planning and Construction**

Comment:

The following are provided for review of Facilities Planning and construction in the District's Bond Program and for information regarding individual projects:

Engineering Officer's Report – Verbal Presentation  
Construction Status Reports – Current Construction Projects

Recommendation:

For Information Only

Fiscal Impact:

None

**H. UNFINISHED REQUESTS TO ADDRESS THE BOARD** (continued from Item E)

**I. COMMENTS OF THE BOARD OF EDUCATION AND SUPERINTENDENT**

**J. THE NEXT SCHEDULED BOARD OF EDUCATION MEETING**

Lovonya DeJean Middle School – September 7, 2011

**K. ADJOURNMENT**

At 10:00 PM, any items remaining on the agenda that require immediate attention will be moved to this time. All other items will be tabled to another or the following Board meeting in order to make fair and attentive decisions. The meeting will adjourn at 10:30 PM. The meeting may be extended by a majority vote of the Board of Education.

The public may address items which are marked with an asterisk (\*).



- Confidential and Management

**6. PUBLIC EMPLOYEE APPOINTMENT**

The following administrative appointments will be reported for the 2011-2012 school year:

Assistant Principal, High School  
K-12 Instructional Specialist  
Director of Curriculum & Instruction

**7. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)**

**8. STUDENT DISCIPLINE (Education Code Section 35146)**

Expulsions

**9. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT  
(Government Code Section 54957)**

Certificated / Classified Employee Dismissal

**10. REPORT OF CLOSED SESSION ACTIONS**