

West Contra Costa Unified School District

**Friday Memo**

**June 3, 2022**

**Upcoming Events – Kenneth Chris Hurst Sr., Ed.D**

June 3: WCCUSD End of the Year Event from 4:00-7:00pm

June 4: Vista High School Graduation, 11:00am-1:00pm at Vista High School

June 4: Gateway To College Graduation, 2:00pm-4:00pm at Vista High School

June 6: District Reclassification Ceremony for 9-12 Grade Students, 5:30-7:30pm at Richmond High School

June 6: Adult Education Graduation, 6:00-8:00pm at El Cerrito High School

June 13: CBOC Meeting at 6:00pm at FOC Building- 1400 Marina Way South, Richmond, CA 94804

June 15: Board of Education Meeting, 6:30pm at DeJean Middle School

**Curriculum, Instruction & Assessment Secondary- LaResha Martin (Gabriel Chilcott & team)**

**Teacher Professional Learning in Mathematics for SY 2021-22 (Mark Lobaco & team)**

Despite multiple challenges during this school year, teachers across K-12 attended a variety of professional growth opportunities offered by the WCCUSD Math Department. All sessions were held

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**California Public Records Act (CPRA) Activity Log- Robert McEntire, E.D. and Phyllis Rosen (Risk Management)**

Government Code Section 6250-6270.7

2/6/22 to 6/3/22

<b>Date Received</b>	<b>Requestor</b>	<b>Business Services Responsible to Dept</b>	<b>Request Summary</b>	<b>ACTIVITY Response extending</b>
2/6/2022	Lisa Chatar	Business Services Superintendento Purchasing	WCCSD for the All purchasing records 10/18/21 to present.	2/18/22) Final Response extending 2/8/22 Response letter w

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2/15/2022	Mark Shalz - 1	Superintendent/ Business Services	<p>vaccine mandates presented on 9/30/21.</p> <p>Records that pertain to contracts, other agreements, and/or invoices with attorneys, etc., for the purposes of consultation, development, etc., legal opinion presented on 12/15/21, regarding Bylaw 9100.</p>	<p>2/28/22 Initial Response extending to 4/8/22.</p> <p>4/8/22 Response with attachments.</p>
2/15/2022	Mark Shalz - 2	Superintendent	<p>Communications to principals, etc., that the 2/18/22 vaccine mandate deadline had been suspended at the 2/2/22 board meeting.</p>	<p>2/28/22 Initial Response extending to 4/8/22.</p> <p>4/8/22 Determination Letter.</p>
2/23/2022	Cynthia Dizikes-SF Chronicle	Human Resources	<p>Public records relating to any well-founded and substantial claims of sexual misbehavior, harassment and related misconduct.</p>	<p>3/7/22 Initial Response extending to 4/15/22.</p> <p>4/15/22 Follow up response extending to 5/6/22.</p> <p>5/5/22 Follow up letter extending to 5/27/22.</p> <p>5/27/22 Follow up letter extending to 6/17/22.</p>

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2/25/2022	Emma Erbach	HR/Business Services	Document request of 16 items relating to seniority, leave of absence, employee assignments, contracts, temporary employees, federal and/or state statutes, board documents for 22-23 related to reduction or layoff, termination, student teacher ratio, FTE allocation by site, resignations, retirements, Special Ed Services agreements, etc.	3/7/22 Initial Letter extending to 3/21/22. 3/21/22 Determination Letter and attachments extending to 4/25/22. 4/25/22 Further Determination Letter and attachments.
2/25/2022	Veronica Diaz	HR/Business Services	Outside vendor contracts, vacant positions for all bargaining units, Teamsters on leave and sub details, change in staffing amount, non represented management 20-21 to 21-22.	3/7/22 Initial Letter extending to 3/21/22. 3/21/22 Determination Letter and attachments extending to 4/21/22. 4/21/22 Further Response Letter and attachments.
2/28/2022	Sue Kahn	HR/Business Services	List of PKS the district intends to cut by labor groups with unrepresented management; budget cuts, dollar amount total needed to be cut and distributed by	3/10/22 Initial Letter extending to 3/24/22. 3/24/22 Final Response with attachments.

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labor group; current vacancies by labor group; staffing matrix for UTR and WCCAA; Current Org Chart.

3/1/2022	Mark Shalz	Business Services	Records that pertain to the purchase of masks made available to students during the 2021-22 school year.	3/11/22 Response with attachments.
3/3/2022	Stella Miranda	Human Resources	The name of all teachers working with the children in WCCUSD Virtual Academy.	3/11/22 Response with attachment.
3/4/2022	Tanise Smith	Ed Services	OLCAP/AAPAC Budget and Contact Information	3/14/22 Initial letter with attachment. 4/11/22 Final letter w

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3/9/2022	Emma Erbach	HR/Business Services	Bargaining Documents from 2-8-22 and 2-17-22 requests: J-90, salary scattergrams, healthcare scattergram, FCMAT calculator, How one-time Covid related funds are being spent, Site FTE allocation sheets.	3/21/22 Response letter with <del>attachments</del> attachments.
3/16/2022	Sharon Jenkins	HR/Business Services	Open positions, grant funded positions, job analysis forms from Jan 31, SSA positions w DOB/service years, <del>3/16/2022</del>	

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5/26/2022	Charlie Slack, CWS Construction	Facilities, Maintenance, Bond	Bid Packages and related documents for projects at Montalvin, Pinole Valley High, Crespi Middle, Fairmont Elementary	Initial response due June 6.
5/29/2022	Tara Garcia Mathewson	Technology	CALPADS Supporting report 1.13	Initial response due June 8.