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15 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**
16 **COUNTY OF CONTRA COSTA**

17 SAM CLEARE, SARAH KINCAID,
18 JEREMIAH ROMM, HILDA CRISTINA
HUERTA, AND JETAUN THOMPSON

19 Petitioners,

20 v.

21 WEST CONTRA COSTA UNIFIED
22 SCHOOL DISTRICT, KENNETH CHRIS
23 HURST, WEST CONTRA COSTA UNIFIED
24 SCHOOL DISTRICT BOARD OF
EDUCATION, JAMELA SMITH-FOLDS,
25 DEMETRIO GONZALEZ HOY, OTHEREE
CHRISTIAN, MISTER PHILLIPS, AND
26 LESLIE RECKLER,

27 Respondents.

Case No.

VERIFIED PETITION FOR WRIT OF
MANDATE (CCP § 1085) AND
COMPLAINT FOR INJUNCTIVE AND
DECLARATORY RELIEF

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1 **INTRODUCTION**

2 1. This is a straightforward case seeking to compel a school district to comply with its
3 mandatory statutory duties to address complaints about dangerous facilities conditions and
4 unaddressed teacher vacancies in classrooms.

5 2. In 2004, as part of a landmark statewide settlement in *Williams v. California*, the
6 California Legislature established standards and procedures to ensure that all California public
7 school students have access to the basics of a quality education: instructional materials, safe and
8 clean school facilities, and quality teachers. The Legislature also adopted an administrative
9 process that enables community members (including families, students, and teachers) to enforce
10 the legislative mandate by filing administrative complaints with the school district. (“*Williams*
11 *complaints*”). (See Ed. Code, § 35186.) The Education Code imposes a mandatory duty for
12 school districts to respond to and remedy valid *Williams* complaints. Pursuant to section 35186, a
13 district (a) “*shall remedy*” the complaint within 30 working days, and (b) “*shall report*” the
14 resolution to the complainant within 45 working days. (Ed. Code, § 35186(b).)

15 3. West Contra Costa Unified School District (“WCCUSD” or “the District”) and
16 affiliated administrators have failed to fulfill these mandatory duties in response to dozens of
17 *Williams* complaints filed by Petitioners, identifying serious deficiencies at schools throughout the
18 District.

19 4. Stege Elementary School has languished in a state of dangerous disrepair for the
20 last five years. Mold-infested classrooms. Opaque windows that won’t open. Classroom
21 temperatures exceeding 90 degrees with no ventilation. Broken floor tiles. The President of the
22 WCCUSD Board of Education acknowledged the problem, calling it “heartbreaking.” The
23 *Williams* statute requires school districts to address complaints regarding conditions precisely like
24 those at Stege. (See Ed. Code, § 35186(a).) Yet, in response to *Williams* complaints about the
25 conditions at Stege, the District has failed to provide a substantive response, much less remedy the
26 problems. (Ed. Code, § 35186(b).) The District’s failure to remedy the facilities complaints and
27 report the resolution to complainants is a clear violation of its duties under section 35186.

1 5. The District’s ongoing failure to fill teacher vacancies with qualified, dedicated
2 teachers also violates express requirements of California law. In three schools within
3 WCCUSD—Stege Elementary School, Helms Middle School, and Kennedy High School—
4 administrators have relied on “rolling subs,” unauthorized long-term substitutes, or the daily
5 shifting of teachers from other classrooms to teach core classes for which no permanent teacher is
6 assigned. This is a crisis situation. WCCUSD faces more teacher vacancies than its neighboring
7 districts and continuously underperforms in retaining fully prepared and properly assigned
8 teachers. (See California Department of Education, *2022-23 Teaching Assignment Monitoring*
9 *Outcomes by Full-Time Equivalent (FTE) Contra Costa County Report*, DataQuest
10 <<https://tinyurl.com/5cwrzkcm>> [as of July 18, 2024].)

11 6. Quality teachers are the leading school-related factor contributing to a student’s
12 success. That is no surprise: a single, dedicated, year-long teacher in the classroom provides
13 consistency and stability, allows students to build a relationship of trust, and permits continuity of
14 instruction, all of which are especially critical for low-income students, students of color, and
15 English learners.

16 7. Petitioners have filed valid *Williams* complaints regarding the teacher vacancies at
17 these three schools. The District provided written responses to complainants, but it has not
18 “reported” any resolution of the complaint as required. (Ed. Code, § 35186(b).) Instead, the
19 District has repeatedly indicated that it will not take lawful action to attempt to remedy the
20 problem. In fact, in its responses, the District *conceded* the unlawful status of the vacancies but
21 claimed that it is powerless to resolve the issue, citing an ongoing statewide teacher
22 shortage. There is no excuse for the District’s failure to act. The Legislature has specified
23 numerous ways for school districts to fill teacher vacancies in the event of a teacher shortage,
24 including specially assigning fully certified teachers of other subjects to vacant classes, utilizing
25 emergency-style teaching permits, or exercising an exemption to hire retired teachers. The
26 District has refused to adopt any of these solutions. Likewise, the District has failed to pursue
27 other ways to remediate the teaching vacancies, such as re-assigning fully certified staff from the
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1 committed to advocating for the adequate facilities and teachers that Stege students are entitled to
2 receive. Petitioner Cleare is beneficially interested pursuant to Code of Civil Procedure section
3 1086, as one of the complainants who filed a *Williams* complaint on January 31, 2024 to address
4 teacher vacancies at Stege, and as one of the directly impacted citizens who organized
5 the *Williams* complaint filing in June 2023 on behalf of 45 other teachers, students, and parents to
6 address the facility conditions at Stege.

7 11. Petitioner and Plaintiff **Sarah Kincaid** was, until recently, a third-grade teacher at
8 Stege. She is one of the 45 complainants who submitted a *Williams* complaint last year to address
9 the hazardous facilities at Stege, and she taught in one of the classrooms with the hottest
10 temperatures at the school site. Petitioner Kincaid has taken on extra students in her class at
11 various times throughout the 2023-24 school year to cover vacancies. After three years working at
12 Stege, Petitioner Kincaid will be transferring to another school site in the district due to Stege's
13 substandard working conditions, which took a toll on her mental and emotional health. Petitioner
14 Kincaid is beneficially interested pursuant to Code of Civil Procedure section 1086, as a
15 complainant who filed a *Williams* complaint in June 2023 to address facility conditions, and is a
16 citizen and taxpayer who has been directly impacted by the teacher vacancies at Stege.

17 12. Petitioner and Plaintiff **Jeremiah Romm** grew up in the WCCUSD community and
18 has been an educator at Helms for 16 years. He teaches History and English, and he plays a vital
19 role in providing support to English learner students inside and outside of the classroom. Due to
20 the additional stress the teaching vacancies at Helms have caused, Petitioner Romm planned to
21 leave the district and take a teaching job elsewhere. However, he will be returning to Helms for at
22 least one more year and will continue to advocate for his students. Petitioner Romm is
23 beneficially interested pursuant to Code of Civil Procedure section 1086, as a complainant who
24 filed a *Williams* complaints to address teacher vacancies at Helms on January 31, 2024.

25 13. Petitioner and Plaintiff **Hilda Cristina Huerta** has been an educator at Kennedy
26 for 10 years. She played an instrumental role in the development of the Spanish Speaker Program
27 at Kennedy and continues to provide essential support to multilingual students. Petitioner Huerta
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1 is beneficially interested pursuant to Code of Civil Procedure section 1086, as a complainant that
2 filed a *Williams* complaints to address teacher vacancies at Kennedy on January 31, 2024.

3 14. Petitioner and Plaintiff **Jetaun Thompson** is a concerned parent, employee, and
4 alumna of Stege. She works as a Yard Supervisor who is often called on to provide support to
5 teachers, administrators, and classified staff, due to severe staffing shortages. Petitioner
6 Thompson attempted to remove her son from the school on multiple occasions due to the
7 vacancies. The teachers covering Petitioner Thompson's child's class are often substitutes who
8 are unprepared to provide meaningful instruction. Petitioner Thompson has been directly
9 impacted by the facility and vacancy issues at Stege within her personal and professional
10 capacities. She is joining this Petition to enforce a public duty as a citizen and taxpayer of
11 California. Thus, Petitioner Thompson is a beneficially interested party and has standing to bring
12 this Petition. (Code Civ. Proc., § 1086.)

13 15. Respondent and Defendant **WCCUSD** is a public entity situated in Contra Costa
14 County that has the legal responsibility, under federal and state law, to provide its students with
15 equitable access to a quality education. Respondent WCCUSD must ensure that all students
16 within WCCUSD have access to sufficient textbooks and instructional materials, safe and healthy
17 schools that are in good repair, and qualified, permanent teachers. Respondent WCCUSD also has
18 an obligation to provide a functional complaint process to enforce these rights.

19 16. Respondent and Defendant **Kenneth Chris Hurst**, sued here solely in his official
20 capacity, is the WCCUSD Superintendent. He is a public officer of the District and is charged
21 with the management and supervision of WCCUSD. Respondent Hurst serves as the chief
22 executive officer of WCCUSD's governing board, assigns all district employees in positions
23 requiring certification qualifications, transfers teachers to different schools when in the interest of
24 the school district, and performs other duties imposed upon him pursuant to California Education
25 Code section 35035. In his capacity as Superintendent, Respondent Hurst "shall make all
26 reasonable efforts to investigate any problems within [his] authority," remedy valid *Williams*

1 complaints, and report to the complainants the resolution of the complaint within the statutorily
2 required timelines. (Ed. Code, § 35186(b).)

3 17. Respondent and Defendant **WCCUSD Board of Education** and its members,
4 Respondents and Defendants **President Jamela Smith-Folds, Clerk Demetrio Gonzalez Hoy,**
5 **Trustee Otheree Christian, Trustee Mister Phillips,** and **Trustee Leslie Reckler,** sued here in
6 their official capacities as elected public officers, are responsible for providing leadership and
7 oversight to the District. These Respondents must establish the organizational structure of the
8 District, employ and supervise the Superintendent, set policy for hiring other personnel, establish
9 budget priorities and adopt the budget, monitor the effectiveness of policies and programs in place,
10 and provide safe and adequate facilities that support the District’s instructional program.

11 JURISDICTION AND VENUE

12 18. This Court has jurisdiction under California Code of Civil Procedure sections 526,
13 1060, and 1085.

14 19. Because this Petition is brought against a public entity and public officers, situated
15 in Contra Costa County, and all of the acts and omissions complained of took place in Contra
16 Costa County, venue is proper in this Court pursuant to California Code of Civil Procedure
17 sections 393, 394, and 395.

18 20. Petitioners have a clear, present, and beneficial right to the performance of the
19 mandatory duty set forth in California Education Code section 35186 to “remedy” and “report”
20 resolution of valid *Williams* complaints.

21 21. Petitioners have exhausted all available administrative remedies. To the extent
22 engaging in further administrative procedures with Respondents is possible, such steps would be
23 futile, are premature, and/or are unnecessary.

24 22. Petitioners have no “plain, speedy, and adequate remedy, in the ordinary course of
25 law.” (Code Civ. Proc., § 1086.)

1 **FACTUAL ALLEGATIONS**

2 **A. Stege Williams Complaints Regarding Unsafe and Unhealthy Facilities**

3 **1. The District Did Not Respond to Valid Complaints Regarding Facilities**

4 23. In June 2023, Petitioner Sam Cleare submitted *Williams* complaints on behalf of 45
5 parents, students, and teachers, including a complaint signed by Petitioner Sarah Kincaid. (See
6 Exhibit 1.) The 45 complaints allege that the condition of Stege’s facilities pose an urgent threat
7 to the health and safety of students and staff, pursuant to California Education Code section
8 35186(c). The complaints detail issues of opaque, broken windows that do not open to permit
9 ventilation or emergency egress, classrooms with no ventilation reaching temperatures over 90
10 degrees, mold infested walls, and broken floor tiles. (See, e.g., *id.* at 7, 14, 20, 35, 38-39, 41, 62-
11 63, 169.)

12 24. These complaints were valid under California Education Code section
13 35186(a). The complainants specified the location as Stege, notified the principal of the
14 complaints and filed them with the Executive Director assigned to the school site.

15 25. WCCUSD failed to provide responses to any of the complaints, much less within
16 the statutorily required 45-day timeline. A full school year and over 250 working days after the
17 initial filing, complainants have still not received substantive responses to their complaints, and
18 the urgent facility issues remain unresolved. After Petitioners’ counsel informed the District
19 several times about WCCUSD’s legal obligations, the District provided a non-substantive blanket
20 letter to all complainants. That letter, dated December 14, 2023, acknowledged the complaints,
21 cited to a nonexistent section of the Education Code, claimed the District had no duty to respond
22 within the statutory 45-day timeline, and promised to provide a substantive response with an
23 update by January 12, 2024. (Exhibit 2.)

24 26. No substantive response ever came. Despite taking no action to remedy or respond
25 to Petitioners’ complaints, WCCUSD officials have repeatedly acknowledged the dangerous
26 conditions at Stege. For example, Respondent President of the WCCUSD Board of Education
27 (“BOE”), Jamela Smith-Folds, visited Stege in September 2022 and reported the “heartbreaking”
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1 conditions to Respondent Superintendent Hurst, and another WCCUSD board member, Otheree
2 Christian. (Exhibit 3.) BOE President Smith-Folds described the school as “dirty,” in need of a
3 “power wash,” and having “dangerous windows.” (*Ibid.*) She requested a board discussion
4 specifically about Stege, stating “we don’t have the money to rebuild [Stege] but that doesn’t
5 mean we don’t owe them quality and safe facilities.” (*Ibid.*)

6 27. For over seven years, the District has debated a “Long Range Facilities Master
7 Plan” that would demolish Building 1 of Stege and move all students permanently into portable
8 facilities, because the District claims that it cannot afford to rebuild the school. (Exhibit 4.) In
9 November 2023, the BOE approved a \$43 million budget to cover the cost of implementing the
10 facilities plan. (Exhibit 5.) But new portable facilities have not been constructed, and the District
11 is once again planning to hold classes at Stege this upcoming school year despite its unsafe
12 conditions—including the presence of *lead* in at least two classrooms, which was discovered after
13 the *Williams* complaints were filed. Even if the District could resort to erecting permanent
14 portable buildings rather than fixing the facilities conditions that exist, the District is not absolved
15 of its immediate responsibility to remedy unsafe conditions in the building that students will be
16 forced to use this academic year.

17 28. Despite the District’s long-standing recognition of the unsafe facilities at Stege,
18 and the 45 complaints that Petitioners filed over a year ago, the concerns raised in the complaints
19 have not been remedied and no response has been provided. Respondents’ failure to provide a
20 response to the complaints inhibited complainants from seeking further review. Under the
21 Education Code, complainants alleging emergency or urgent facility threats who are not satisfied
22 with the district’s resolution have the right to file an appeal with the California Department of
23 Education. (See Ed. Code, § 35186(c).) Because the District never formally responded to any of
24 the complaints regarding the facilities conditions, complainants were prevented from exercising
25 their rights to file that appeal.

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1 **2. The District Failed to Report Quarterly Data on the Facilities**
2 **Complaints**

3 29. Under the *Williams* statute, districts “shall report summarized data on the nature
4 and resolution of all [administrative] complaints on a quarterly basis to the County Superintendent
5 of Schools and the governing board of the school district.” (Ed. Code, § 35186(e).) This
6 requirement provides the opportunity for a board discussion on the deficiencies at a public
7 meeting, and ensures governing board and County Office of Education oversight on how the
8 district is resolving *Williams* complaints.

9 30. WCCUSD failed to report any of the 45 *Williams* complaints submitted in June
10 2023 in the District’s Q4 *Williams* Lawsuit Complaints quarterly report, which was agendized at
11 the governing board meeting on July 12, 2023. (Exhibit 6.) The Q4 report should have listed all
12 complaints received between April 1, 2023 through June 30, 2023, yet it falsely states that the
13 District received a total of “0” complaints during that time period. The District therefore failed to
14 comply with its mandatory duty to report data on the *Williams* complaints to the governing school
15 board.

16 **B. Williams Complaints Regarding Teacher Vacancies**

17 **1. Petitioners' Complaints and the District’s Responses**

18 31. Petitioners Sam Cleare, Jeremiah Romm, and Cristina Huerta timely filed *Williams*
19 complaints on January 31, 2024, to address a total of 12 vacancies at Stege Elementary School,
20 Helms Middle School, and Kennedy High School. (Exhibit 7.) These vacancies impacted
21 students from Kindergarten to 12th Grade across a wide variety of subjects. At Stege, there were
22 no designated permanent teachers assigned to a Kindergarten class, a second and third grade
23 combination class, a third grade class, and a fourth grade class. At Helms, there were no
24 designated permanent teachers assigned to an eighth grade Science class, an eighth grade Math
25 class, a seventh/eighth grade Newcomers Math class, and an eighth grade English class. At
26 Kennedy, there were no designated permanent teachers assigned to a multi-grade English
27 Language Development class, a 12th grade Expository Reading and Writing class, a Physical
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1 Education Class, and two periods of Music classes. (Id.) Nearly all of these vacancies existed
2 from September 2023 until the end of the school year.

3 32. Petitioners' complaints regarding these vacancies were valid under California
4 Education Code section 35186(a). The complaints detailed with specificity the location of each
5 vacancy, the number of vacancies at each location, the positions including grade and period where
6 vacancies exist, how long the vacancies have existed, and how Respondents have been covering
7 the vacancies. Petitioners filed the complaints with each school's principal, the District
8 Superintendent, and WCCUSD's BOE. Thus, the complaints filed on January 31, 2024 are within
9 the jurisdiction of the *Williams* process and precisely followed the required procedures.

10 33. Respondents replied to the January 31, 2024 complaints on April 10, 2024. The
11 District *conceded* that the complaints were valid and that all of the identified unlawful vacancies
12 exist. (Exhibit 8 at 3[“The District acknowledges it is out of compliance[.]”].) But rather than
13 explain how Respondents had remedied the valid complaints or were working to remedy them, the
14 District indicated that it would continue relying upon substitutes working beyond their
15 authorization because the District was simply “unable to fill these vacancies with permanent
16 teachers.” (*Ibid.*)

17 34. Throughout the 2023-2024 school year, Respondents illegally “covered” all 12
18 vacancies with unauthorized long-term substitutes, “rolling” short-term substitutes, and school site
19 teachers covering on a daily basis in addition to their own classes. The Legislature has specified
20 that substitute teachers are authorized to work only under 30- or 60-day authorizations. (See Cal.
21 Code Regs., Tit. 5, § 80025.) Ignoring that statutory limitation, the District sometimes assigned a
22 substitute teacher to a classroom for the entire school year. In California, substitute teachers are
23 not qualified teachers; they are only required to pass a basic skills test, hold a B.A. degree, and
24 pass a fingerprinting requirement. (Commission on Teacher Credentialing, *Emergency 30-Day*
25 *Substitute Teaching Permit (CL-505p)* (Dec. 2016)
26 <[https://www.ctc.ca.gov/credentials/leaflets/30-Day-Substitute-Teaching-Permit-\(CL-505p\)](https://www.ctc.ca.gov/credentials/leaflets/30-Day-Substitute-Teaching-Permit-(CL-505p))> [as
27 of July 19, 2024].) They are not required to possess and, as such, typically lack both the subject

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1 matter knowledge and the pedagogical knowledge needed to teach in elementary and secondary
2 classes. Substitutes did not follow curricula or assign homework as a dedicated year-long
3 educator would have, and students in those classrooms were denied the stability and consistency
4 that a permanent qualified teacher provides. (Exhibit 7.)

5 35. Respondents continued this illegal practice after the January 31, 2024 complaints,
6 and show no sign of taking lawful steps to address the vacancies going forward. The District’s
7 practice of relying on inexperienced and unauthorized long-term substitutes and day-to-day rolling
8 substitutes has a tangible impact on student outcomes in the classroom. Education scholars have
9 concluded that teacher inexperience, compounded with the instability caused by high turnover,
10 “negatively impact[s] student learning” and places students at an educational
11 disadvantage. (Desiree Carver-Thomas and Linda Darling-Hammond, *Teacher Turnover: Why it*
12 *Matters and What We Can Do About It* (Aug. 2017) Learning Policy Institute
13 <<https://tinyurl.com/5n998mz3>> [as of July 18, 2024].)

14 36. For example, WCCUSD’s failure to address widespread vacancies at Kennedy
15 High resulted in chronic student absences. Students at Kennedy were not motivated to attend
16 classes where they knew teachers would not be present, or where there were only unfamiliar or
17 temporary substitute teachers. Towards the end of the 2023-2024 school year, some students at
18 Kennedy were uncertain if they would receive grades for their classes because there were no
19 permanent teachers assigned to grade them.

20 37. By failing to resolve any of the vacancies, hundreds of students attending Stege,
21 Helms, and Kennedy unlawfully experienced an entire school year without permanent teachers in
22 their classrooms. Many of those students did not benefit from a coherent curriculum or regular
23 homework assignments. At Helms Middle School, no homework was assigned in some classes for
24 multiple months. At Stege Elementary School, some students in the fourth grade received their
25 first homework assignment in February 2024. Students at Stege were consistently passed back
26 and forth between classes based on which teacher had the capacity to take on extra students that
27 day. While Respondents have claimed that substitute teachers’ ability to teach curricula and
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1 combination classes that exceed maximum class size ratios are not issues subject to the *Williams*
2 complaint process, those issues are the direct result of the District's failure to provide students
3 with the stability of qualified, permanent teachers in each classroom.

4 **2. Duty to Pursue Legal Authorizations or Alternative Options to Fill**
5 **Vacancies with Permanent Teachers**

6 38. The Education Code makes clear Respondents' mandatory duty to fill each
7 classroom established by the District with a permanent teacher, Ed. Code, § 35186(h)(3), who is
8 lawfully authorized for the year. (See Ed. Code § 44830(a) [district "shall employ for positions
9 requiring certification qualifications, only persons who possess the qualifications for those
10 positions prescribed by law."].)

11 39. Respondents cannot satisfy their duty to remedy Petitioners' complaints through
12 inaction or illegal solutions. Respondents have available any number of lawful actions to remedy
13 the vacancies, including transferring fully credentialed district staff from the central office,
14 bringing fully credential teachers out of retirement for the year, undertaking one of several
15 possible "local assignment options," or expanding their supply of district or university interns. If
16 such actions still prove insufficient, there are several *legal* options available for a school district to
17 address vacancies. (Exhibit 12.) The District has a mandatory obligation to try at least one of
18 these options.

19 40. The State priority is to have "fully prepared" teachers with the required certification
20 qualifications assigned to every public school classroom in California. (See Ed. Code,
21 § 44225.7.) Thus, when a vacancy arises, a district must first attempt to find a fully prepared
22 teacher to permanently fill the position. (Ed. Code, § 44225.7(a).) If a district is unable to do so,
23 other options are available to ensure that fully prepared teachers are covering the vacancies.

24 41. **Retired Teachers.** The District could hire teachers out of retirement to fill these
25 vacancies. Currently, none of the vacancies at Stege, Helms, or Kennedy have been filled with a
26 retired teacher. (Exhibit 8.) Respondents have asserted that they cannot assign retired teachers to
27 a vacancy for a full year without unduly limiting their CalSTRS retirement benefits. That is
28 incorrect. To assist in alleviating teacher shortages, and incentivize retired teachers to fill

1 critically needed vacancies, legislators recently enacted Senate Bill 765. (See Ed. Code, § 24214;
2 Postretirement Earnings Limitations, Cal. Sen. Bill No. 765, Ch. 885 (2023).) Through that law,
3 districts can recruit retired teachers to return to the classroom with a higher postretirement
4 earnings limitation. Section 24214 increases the annual postretirement earnings limit from around
5 \$50,000 to nearly \$75,000, so retired teachers can earn a higher amount before having their
6 CalSTRS benefits impacted. (Ed. Code, § 24214(f)(i); Melissa Jones-Ferguson, *Law temporarily*
7 *changes rules for CalSTRS retirees returning to work* (June 20, 2024) Pension Sense Blog
8 <<https://www.calstrs.com/law-temporarily-changes-rules-for-calstrs-retirees-returning-to-work>>
9 [as of July 19, 2024].)

10 42. **Reassignment Options.** The District can attempt to re-assign fully prepared
11 teachers from administrative and district offices. This is a viable interim measure. Indeed,
12 WCCUSD utilized this method at the beginning of the 2022-2023 school year by assigning
13 administrators from the Family and Community Engagement Office to cover vacancies until a
14 fully prepared teacher was retained.

15 43. **Local Assignment Options.** The District can also fill vacancies with a number of
16 possible “Local Assignment Options” pursuant to California Education Code section
17 44258.3. These options provide a district with various ways to authorize teachers—generally
18 those who are fully credentialed in a certain subject matter area—to teach for a whole year in a
19 given classroom. Among such options are Teachers on Special Assignment (“TOSAs”), who take
20 on specialized roles which could include filling a vacancy in a classroom as a permanent teacher
21 for a year. Respondents have not utilized any local assignment option to resolve any of the
22 vacancies addressed in the January 31, 2024 complaints. (Exhibit 8.)

23 44. **Interns.** The District may also fill a vacancy with so-called “university interns,”
24 who are authorized to teach while enrolled in courses to obtain their full teaching credentials, or
25 “district interns,” who are similarly teaching while pursuing their full credentials through district
26 internship programs. (Ed. Code, §§ 44452, 44325.) Although not fully credentialed yet, these
27 authorizations are valid for two to three years, with options for a one year extension if the
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1 individual needs more time to complete the program due to hardship (university intern), or to
2 complete professional development and experience requirements (district intern). (Ed. Code,
3 §§ 44453(a), 44455, 44225.7(a).) Respondents have established district and university intern
4 programs; yet, they have not covered any of the vacancies at issue with a lawfully authorized
5 intern and there is no indication that the District plans to assign interns to the ongoing vacancies at
6 Stege, Helms, and Kennedy in the new school year. (Exhibit 9.)

7 **45. Emergency-Style Teaching Permits.** The District can obtain short-term,
8 emergency-style teaching permits to fill a vacancy for up to one year, after the District has made
9 reasonable efforts to recruit a fully prepared teacher. (Cal. Code Regs., Tit. 5, §§ 80021, 80022,
10 80021.1.) One emergency teaching permit is for Teachers on Short-Term Staffing Permits
11 (“STSPs”), who must possess a baccalaureate degree or higher, satisfy the basic skills requirement
12 and successfully complete the appropriate course work toward the permit type requested (i.e.
13 single subject, multiple subject, bilingual authorizations). A Teaching Permit for Statutory Leave
14 (“TPSL”) is another long-term option that allows teachers to substitute for another teacher who is
15 on a specified type of statutory leave (i.e. medical, military, administrative), but is still the
16 designated teacher assigned to the class. (Cal. Code. Regs., Tit. 5, § 80022.) This permit is valid
17 for one year, allowing the replacement teacher (who must have greater qualifications than mere 30
18 or 60-day substitute teachers) to cover an individual vacancy and provide students the stability
19 they are entitled to. Alternatively, Provisional Internship Permits (“PIPs”) are available to
20 individuals who have not yet fully met the subject matter competence required to enter an intern
21 program, but are suitable to fill a vacancy for up to one year of coverage. (Cal. Code. Regs., Tit.
22 5, § 80021.1.) Respondents failed to show any attempt to utilize one or more of these lawful
23 emergency-style permits to address the vacancies at Stege, Helms, and Kennedy.

24 **46. Waivers.** As a last resort, the District may request a waiver from the state to assign
25 an individual who does not otherwise meet certification requirements in order to address
26 unanticipated, immediate, and short term needs. (Ed. Code, § 44225(m)(1).) Short-term waivers
27 are only issued for one year and may only be issued once for an individual and for a given
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1 class. Variable-term waivers are generally issued for one year or less, but may be issued for
2 longer periods depending on certain exceptions and until a fully prepared teacher is retained.
3 (*Waiver Requests Guidebook for Employers* (rev. ed. 2024) Commission on Teacher Credentialing
4 Ensuring Teacher Quality <[https://www.ctc.ca.gov/docs/default-source/credentials/manuals-
5 handbooks/waiverhandbook.pdf?sfvrsn=0](https://www.ctc.ca.gov/docs/default-source/credentials/manuals-handbooks/waiverhandbook.pdf?sfvrsn=0)> [as of July 19, 2024].) The District has made no
6 attempt to obtain any waivers to lawfully extend the authorization time for the substitute teachers
7 covering the vacancies. (Exhibit 8.) Nor did the District offer any explanation for its refusal to do
8 so. Even though waivers are the least desirable option, they are legally sanctioned, unlike the
9 District’s current practices. The waiver system requires the District to demonstrate to state
10 authorities that (1) the District has no other viable option for the assignment and (2) the individual
11 in question is worthy of a waiver based on their qualifications. The waiver system also prevents a
12 district from doing what the District is doing—unregulated, long-term reliance on substitutes
13 regardless of how unqualified they might be.

14 47. The District claims that it has tried to hire teachers by posting on job boards and
15 social media platforms, and that it is cultivating pathways to recruit new teachers through
16 residency programs. (*Ibid.*) But the District’s statutory mandate is not just to “try hard” to recruit
17 teachers; it is to actually provide every student with a permanent, qualified teacher. If recruitment
18 efforts fail, due to a teacher shortage or for any other reason, the Legislature has not authorized the
19 District to resort to a stream of unqualified and unauthorized substitute teachers. The District has
20 not utilized a single lawful option to try to address the vacancies at issue in Petitioners’ *Williams*
21 complaints. The District has thus evaded its responsibility to assign permanent, properly qualified
22 teachers to each classroom.

23 **3. Petitioners’ Efforts to Resolve this Issue Cooperatively Have Failed.**

24 48. In an effort to cooperate with Respondents and support their staff in resolving the
25 vacancies, Petitioners submitted an appeal to the WCCUSD BOE on April 18, 2024, offering
26 additional time to cure their response. Respondents failed to do so. (Exhibit 10.) WCCUSD
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1 responded to the appeal a week late, claiming that it had considered but cannot utilize any of the
2 recommended legal emergency measures. (Exhibit 9.)

3 49. Additionally, Petitioners requested a meeting with the District on April 18, 2024 to
4 discuss Respondents' inadequate response and how to properly remedy the vacancies. Despite
5 multiple attempts, a meeting could not be scheduled with WCCUSD Human Resources
6 representatives until two months later, on June 18, 2024, after the school year ended. In this
7 meeting, the District's HR representatives said they would continue to use long-term substitutes
8 whose authorizations have expired to cover vacancies. The District did not commit to taking any
9 additional steps to address the vacancies at Stege, Helms, and Kennedy, nor did it share any plans
10 to ensure the vacancies are filled in the 2024-2025 school year.

11 50. Despite multiple opportunities, Respondents have ignored their duty to fill each
12 vacancy with lawful, permanent teachers. They have no plan to discontinue the illegal use of
13 rolling or long-term substitutes beyond their authorization periods. Given the ongoing teacher
14 shortage that the District cites as its reason for inaction, it is highly probable that vacancies will
15 persist in the near future until the District takes advantage of lawful pathways to remedy the
16 problem. Absent judicial intervention, hundreds of students will continue to lack a permanent
17 dedicated teacher in the next school year, violating a bedrock tenet of the *Williams* legislation.

18 **FIRST COUNT**

19 **Traditional Mandamus (Code Civ. Proc., § 1085)**

20 **Failure to Resolve and Respond to Facility Complaints**

21 51. Petitioners reallege and incorporate herein each and every allegation contained in
22 the preceding paragraphs in this Petition and Complaint.

23 52. Respondents have a clear, present mandatory duty to comply with California
24 Education Code section 35186, when resolving and responding to valid *Williams* complaints. This
25 duty is ministerial. There is no discretionary language within the code section that permits school
26 districts to ignore or choose which complaints to investigate, resolve, and respond to. The statute
27 at issue clearly defines the specific duties or course of conduct that a governing body must take,
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1 thus eliminating any element of discretion, constituting ministerial writ-eligible acts. The
2 language of California Education Code section 35186 unequivocally imposes a mandatory duty to
3 promptly follow the procedural regulations to remedy valid *Williams* complaints regarding
4 “emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or
5 staff” within a 30 day timeline, and respond to complainants with the resolution of the complaints
6 within 45 days from filing. (Ed. Code, § 35186(a)(b).)

7 53. Respondents have proven to be capable of remedying similar facility conditions at
8 Stege in the past within a 30-day timeline, including loose and missing tiles, mildewed windows,
9 and moldy floors. (Exhibit 11.) The District has acknowledged that funds exist to remedy the
10 complaints, as the WCCUSD Governing Board approved increasing the Stege Elementary School
11 Modernization Project Budget to \$43,000,000 in the November 8, 2023 board meeting. (Exhibit
12 5.) Respondents are and have been capable of performing their mandatory duty to resolve the
13 valid *Williams* facility complaints since June 2023, and of responding to the complainants within
14 the 45-day timeline, which they have failed to do. Respondents also had a duty to report the
15 facilities complaints to the governing board in their Q4 quarterly report, which they failed to do.

16 54. In the alternative, the foregoing allegations also constitute an abuse of discretion of
17 Respondents’ discretionary duties under section 35186. To the extent Respondents have any
18 discretion to remedy the facilities at Stege, or to respond to Petitioners within the statutorily
19 prescribed timeline, Respondents have abused that discretion by failing to act.

20 55. Petitioners are beneficially interested in the issuance of a writ to resolve and
21 respond to facilities complaints at Stege. Petitioners are all citizens of California and have or may
22 pay taxes within Contra Costa County. Petitioners are “interested as . . . citizen[s] in having the
23 laws executed and the duty in question enforced.” (*Save the Plastic Bag Coal. v. City of*
24 *Manhattan Beach* (2011) 52 Cal.4th 155, 166.)

25 56. No other plain, speedy, or adequate remedy is available to Petitioners in the
26 ordinary course of law.

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1 61. In the alternative, the foregoing allegations also constitute an abuse of discretion.
2 To the extent Respondents have any discretion to decline to “remedy” the *Williams* complaints
3 regarding teacher vacancies within the statutory timeline, Respondents have abused that discretion
4 by failing to take advantage of any lawful option for filling teacher vacancies. Their refusal to
5 engage in any of the legislatively approved avenues, or any other alternative, to fill teacher
6 vacancies was arbitrary, capricious, and wholly without any basis.

7 62. Respondents are fully capable of fulfilling their duty to remedy the vacancies with
8 one of the several legal options the Legislature has provided and that Respondents have at their
9 disposal.

10 63. Petitioners are beneficially interested in the issuance of a writ to remedy the teacher
11 vacancy complaints. Petitioners are all citizens of California and have or may pay taxes within
12 Contra Costa County. Petitioners are “interested as . . . citizen[s] in having the laws executed and
13 the duty in question enforced.” (*Save the Plastic Bag Coal. v. City of Manhattan Beach* (2011) 52
14 Cal.4th 155, 166.)

15 64. No other plain, speedy, or adequate remedy is available to Petitioners in the
16 ordinary course of law.

17 65. Petitioners are, accordingly, entitled under section 1085 of the Code of Civil
18 Procedure, to a writ of mandamus that compels Respondents to perform their duty to resolve and
19 respond to any and all valid teacher vacancies at Stege, Helms and Kennedy schools, both those
20 identified in the January 2024 complaints, and those arising in the coming year as a result of
21 Respondents’ ongoing policies and practices of failing to lawfully remedy teacher vacancies.

22 66. Moreover, Petitioners are entitled under section 1085 of the Code of Civil
23 Procedure, to a writ of mandamus that compels Respondents to cease and desist from their
24 unlawful practice of assigning 30 and 60-day substitutes to teach in classes beyond their legally
25 authorized period.

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1 **THIRD COUNT**

2 **Declaratory Relief (Code Civ. Proc., § 1060)**

3 67. Petitioners reallege and incorporate herein each and every allegation contained in
4 the preceding paragraphs in this Petition and Complaint.

5 68. Petitioners are interested in ensuring that the accountability tools afforded to all
6 WCCUSD residents interested in public education under California Education Code section 35186
7 are faithfully upheld and that, as concerns teacher assignments, only lawful assignments are made.
8 Moreover, Respondents have outright denied Petitioners and students at Stege, Helms, and
9 Kennedy, their right to clean and safe schools with permanent qualified teachers. Petitioners thus
10 seek a judicial declaration that Respondents have violated these mandatory statutory provisions.

11 **PRAYER FOR RELIEF**

12 WHEREFORE, Petitioners pray as follows:

13 69. That this Court issue a writ of mandate commanding Respondents to do the
14 following:

- 15 a. Provide a written report to the Court, Petitioners, and all complainants that filed a
16 *Williams* complaint in June 2023 of WCCUSD’s resolution of the facility issues at
17 Stege, including the resolution of the valid deficiencies addressed in each
18 complaint;
- 19 b. Provide a proper written report to the Court and Petitioners of WCCUSD’s
20 resolution of the teacher vacancies at Stege, Helms, and Kennedy that complies
21 with California Education Code sections 35186, 44380 and applicable state
22 certification laws;
- 23 c. Take all necessary steps to fill each vacancy identified in the complaints and such
24 other vacancies as may arise at Stege, Helms and Kennedy schools with a single
25 designated certificated employee whose assignment complies with applicable state
26 certification laws for the upcoming 2024-25 school year.

1 70. That this Court issue a declaratory judgment that Respondents are failing to fulfill
2 their mandatory duties pursuant to the *Williams* complaint process under California Education
3 Code section 35186 and order Respondent to follow those mandatory duties going forward.

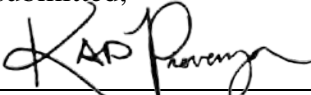
4 71. That this Court enjoin Respondents from the illegal practice of covering teacher
5 vacancies with long-term substitutes and short-term substitutes working beyond their legal
6 authorization.

7 72. That this Court order Respondents to file a return to the writ within sixty (60) days
8 demonstrating that they have complied with the foregoing obligations.

9 That this Court award Petitioners the cost of this action, including reasonable attorneys'
10 fees and expenses; and that this Court grant such other relief as the Court deems just and proper.

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DATED: July 19, 2024

Respectfully submitted,
By: 
Karissa A.D. Provenza

PUBLIC ADVOCATES INC.
John T. Affeldt
Nicole Gon Ochi
Karissa A.D. Provenza

By: 
Dane P. Shikman

MUNGER TOLLES & OLSON LLP
Rohit K. Singla
Dane P. Shikman
Kyra E. Schoonover

Counsel for Petitioners

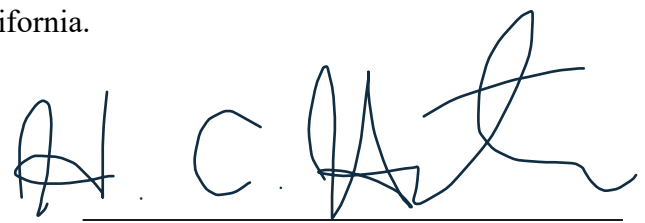
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VERIFICATION

I, Hilda Cristina Huerta, declare:

I am a petitioner in this action. The facts stated in the Petition are either true and correct based on my own personal knowledge, or I am informed and believe that such facts are true and correct, and on that basis I allege them to be true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on July 16, 2024, in [CITY], California.



Hilda Cristina Huerta

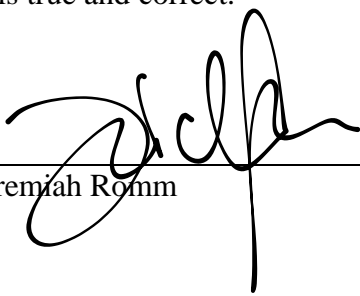
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VERIFICATION

I, Jeremiah Romm, declare:

I am a petitioner in this action. The facts stated in the Petition are either true and correct based on my own personal knowledge, or I am informed and believe that such facts are true and correct, and on that basis I allege them to be true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on July 16, 2024, in Hayward, California.



Jeremiah Romm

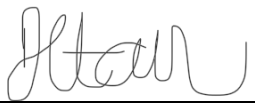
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VERIFICATION

I, Jetaun Thompson, declare:

I am a petitioner in this action. The facts stated in the Petition are either true and correct based on my own personal knowledge, or I am informed and believe that such facts are true and correct, and on that basis I allege them to be true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on July 16, 2024, in Richmond, California.



Jetaun Thompson

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VERIFICATION

I, Sam Cleare, declare:

I am a petitioner in this action. The facts stated in the Petition are either true and correct based on my own personal knowledge, or I am informed and believe that such facts are true and correct, and on that basis I allege them to be true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on July 16, 2024, in El Cerrito, California.



Sam Cleare

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VERIFICATION

I, Sarah Kincaid, declare:

I am a petitioner in this action. The facts stated in the Petition are either true and correct based on my own personal knowledge, or I am informed and believe that such facts are true and correct, and on that basis I allege them to be true and correct. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on July 16, 2024, in Pinole California.



Sarah Kincaid

EXHIBIT 1

The main findings of these complaints and meetings with community members are:

1. Community members feel frustrated that Stege is the oldest building an express distrust for district leadership due to broken past promises and the prioritization of other projects in the district.
2. Community members worry about the facilities due to the:
 - a. Uneven and broken floor tiles
 - b. Lack of opening windows
 - c. Falling ceiling tiles
 - d. Extreme heat temperatures (over 90 degrees) in classrooms and the office
 - e. Mold outside and in classroom
3. Past turnover has severely impacted students, and district leadership does not continue to prioritize retaining teachers at Stege.
4. Student letters were ignored by district leadership.

Williams Complaints participants (staff members highlighted and student letters not included) :

Carson Hunnewell	
Miranda Doris	██████████
Regina Thomas	██████████
Dre Johnson	
Theresa Griffin	
Janet Alexander	
Claudia Cabrera	
Roberto Sanchez	██████████
Fermina Ramos	██████████
Alma Perales	██████████
Yessica Ortez	
Juan Gonzalez	██████████
Carmen Aguirre	██████████
LaTisha Van Dyke	██████████

Doty Shampell	██████████
Phone Lavanh	██████████
Haley Filiafa	██████████
Taurisha Williams	██████████
Eduardo Irma	██████████
Elsa Ramirez	██████████
Agnes Acibar	██████████
Rhina Saravia	██████████
Kelly Madrid	██████████
Naomi Scott/Spencer	██████████
Maria Hernandez	
Sarah Kincaid	
Alexandria Caster	██████████
LaTasha Hilliard	██████████
Dana Russell	██████████
Selena Lazzarotto	
Hannah Miller	
Robin Bryant	
Sonia Perez	
Josh Miller	
Rashelle Rew	
Samuel Ocegüera	██████████
Vickie Price	
Ana Nakamura	
Alice Bennett	
Caitlin Gallagher	
Mary Day	
Cynthia Fago	██████████
Victor Orozco	██████████
Jeremiah Khaleq	██████████
Cheyenne English	

[REDACTED]

7th June 2022

WCCUSD School Board Trustees and Superintendent

West Contra Costa Unified School District

1108 Bissell Avenue

Richmond, CA 94801

Dear WCCUSD School Board Trustees and Superintendent,

My name is [REDACTED] and I am a fourth grade student at Stege Elementary School. I have been a student here since kindergarten. I Would like our school to have new play structure equipment and add swings. Also every recess we get to have music. Every classroom should have a sink and a bathroom and play kitchens and we should be able to eat in class if we're really hungry. I think we should be able to bring hot chips and we should be able to have good food.

Sincerely,

[REDACTED]

Your Name

123 Your Street
Your City, ST 12345
(123) 456-7890
no_reply@example.com

4th September 20XX

Ronny Reader

CEO, Company Name
123 Address St
Anytown, ST 12345

Dear Ms. Reader,

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat.

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Sincerely,

Your Name

Your Name

123 Your Street
Your City, ST 12345
(123) 456-7890
no_reply@example.com

4th September 20XX

Ronny Reader

CEO, Company Name
123 Address St
Anytown, ST 12345

Dear Ms. Reader,

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat.

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Sincerely,

Your Name



7th June 2022

WCCUSb SCHOOL BOARD Trustees and superintendent

CEO, Company Name
123 Address St
Anytown, ST 12345

Dear Ms. Reader,

We need more stuff for this School like new seats, and lights and Windows and air-conditioning, adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat. Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat.

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Sincerely,

Your Name

[REDACTED]

7th June 2022

Dear WCCUSD School Board and Superintendent,

My name is [REDACTED] and I am in fourth grade at Stege Elementary school. I have been a student here since kindergarten. I am writing to you because I've noticed that other schools near me have things that my school does not have. If you can help with it, we need grass to play soccer🏈.

My brother is going to Stege Elementary but I want the school to be better but we can make the school better. And you can help us.

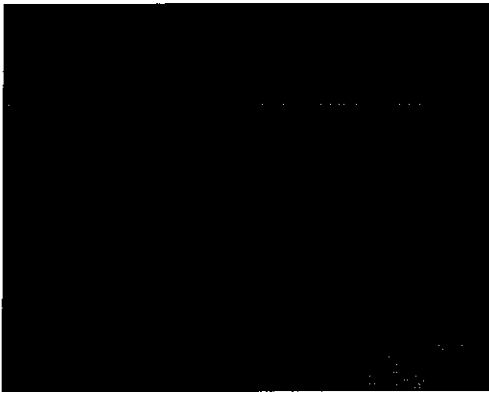
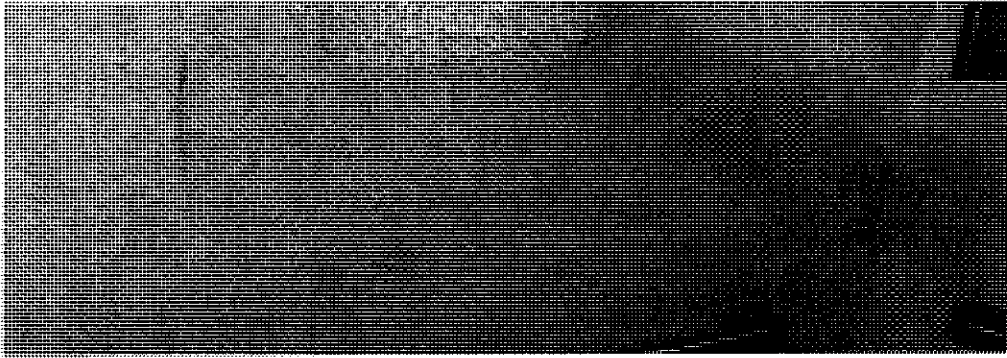
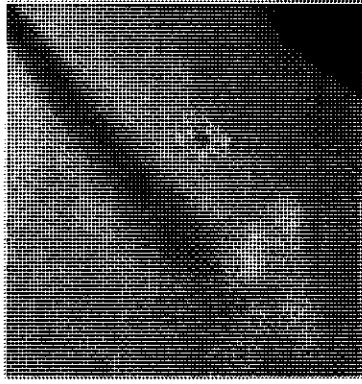
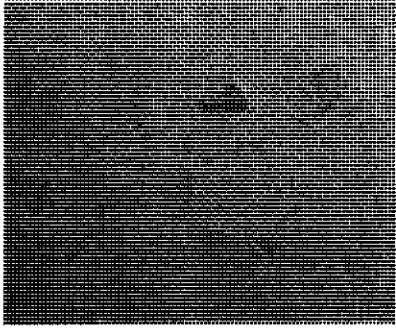
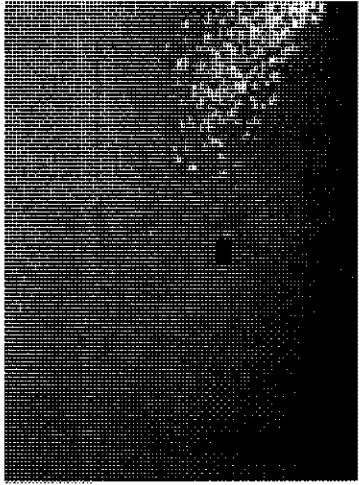
I thank you for making the school better. We could use new books and we could use new lockers. We need new windows because we can not see and some of them do not open and I can not see out of it. We need new floors because the floors are too old. The bathroom rooms are not good and the office is too small.

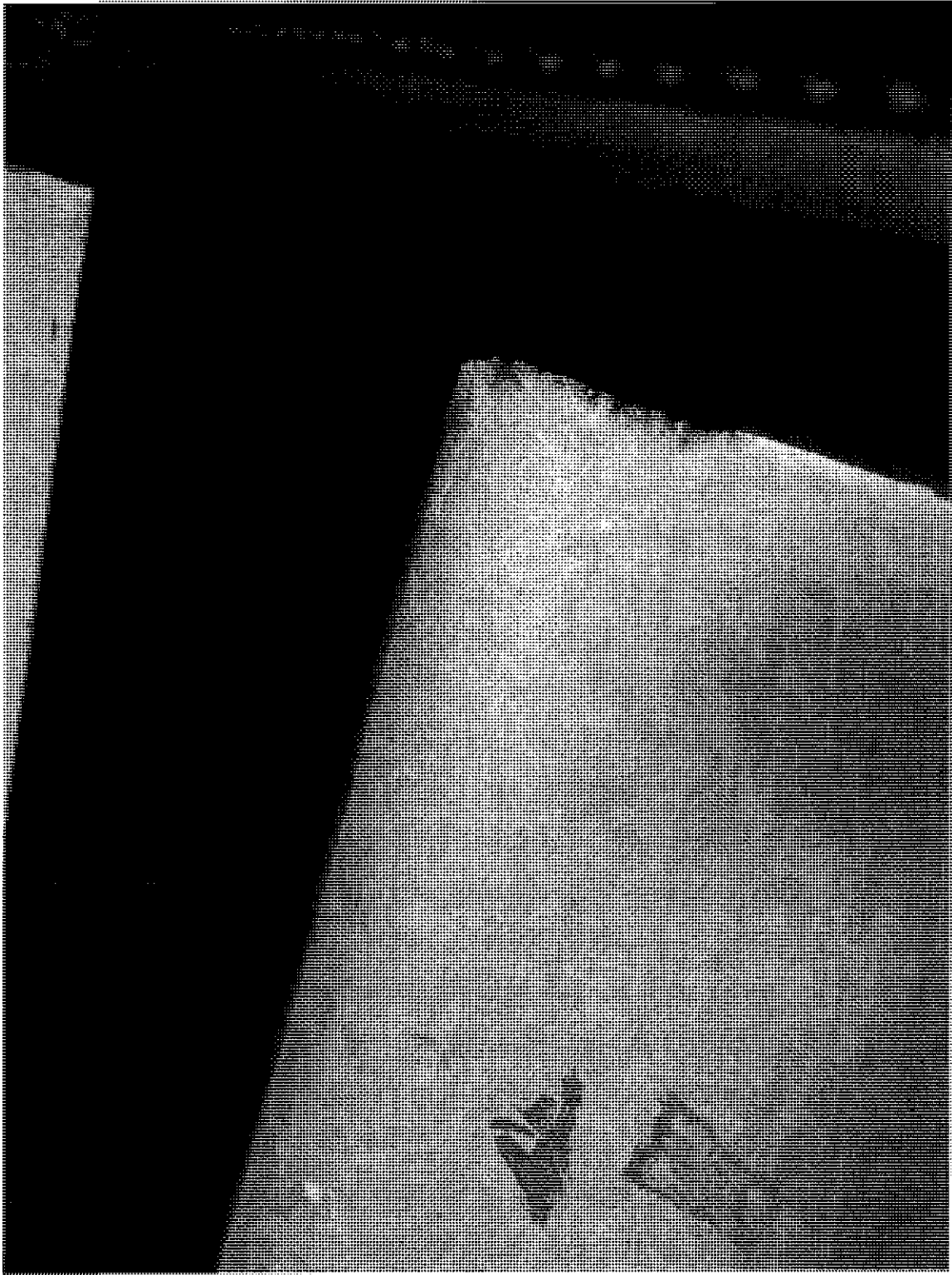
We need a new water fountain and new fans because it is so hot in the classroom. Cups for if we do not have a water bottle. Some widows cut people! We need new bathrooms for the kindergarten because if kids want to go to the bathroom they can go. I can show you some pictures and I think you guys can help us. Some classrooms

are pretty small. The floors and walls are dirty! I think we need two stories. We could use some games for when we are bored or to learn. And I can show you some pictures

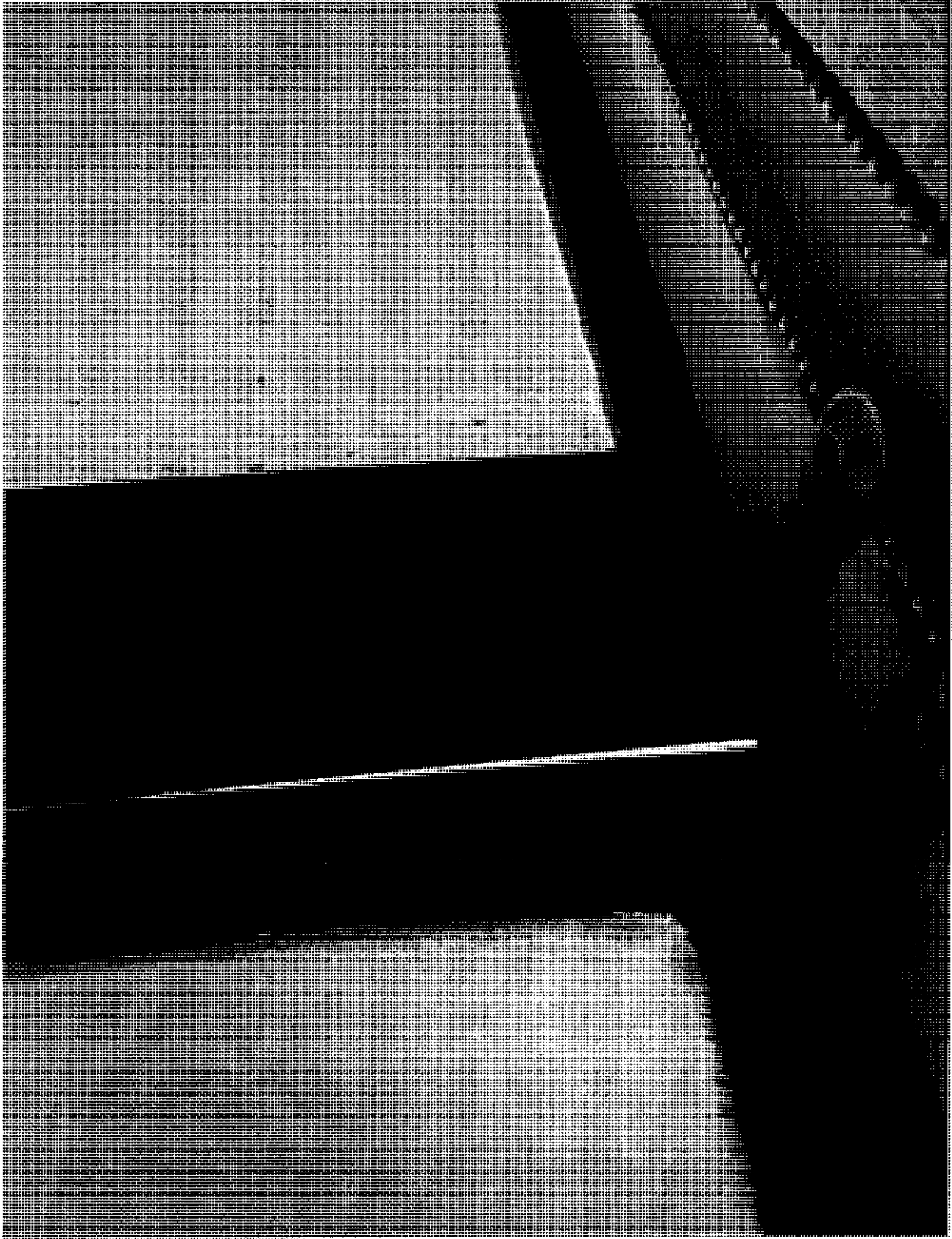
Sincerely,

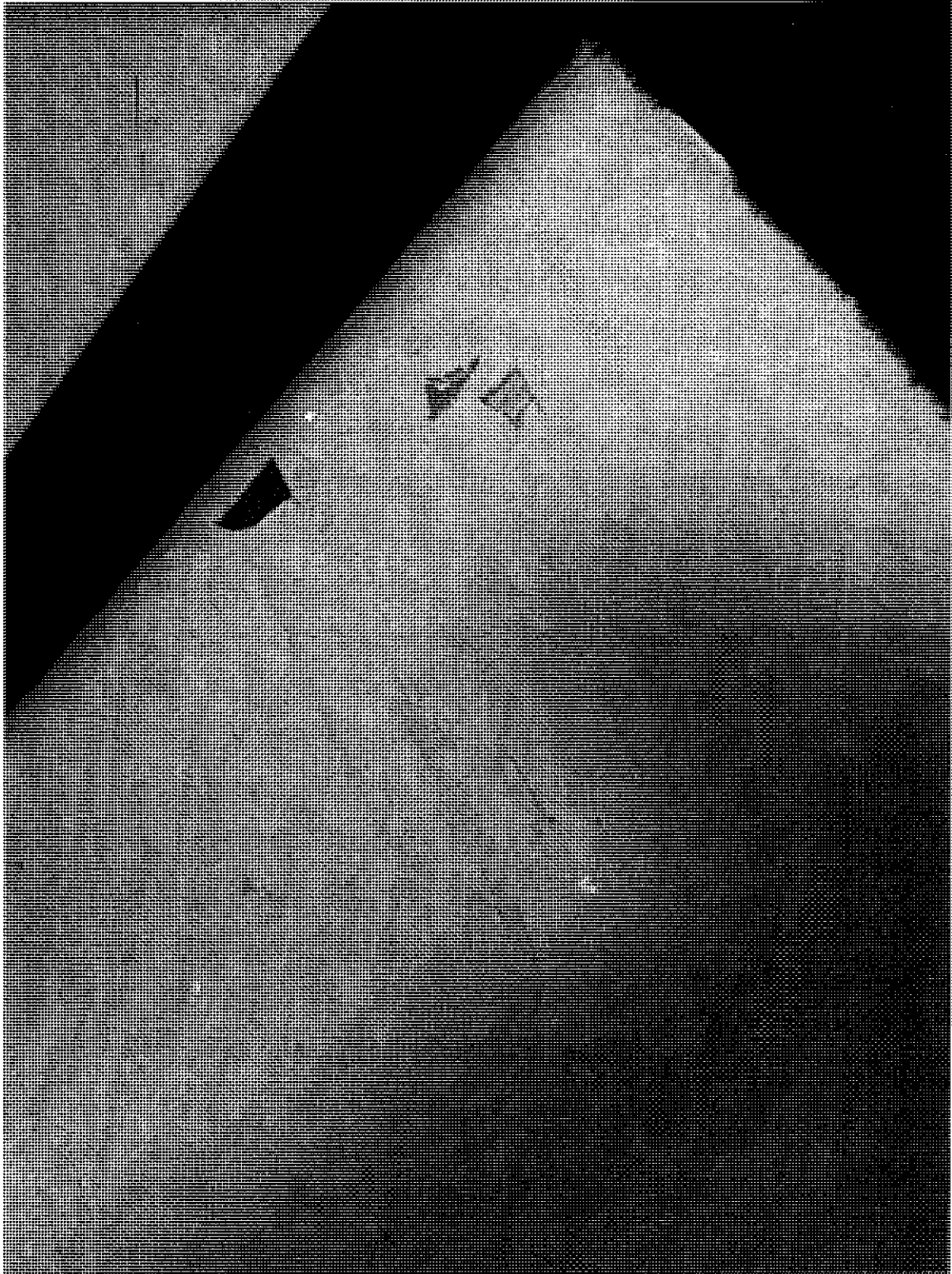
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**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Miranda First Name Doris

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 2nd grade / Mr. Miller

Room number/name of room/location of facility #2

Date problem was observed ON GOING!!!!

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

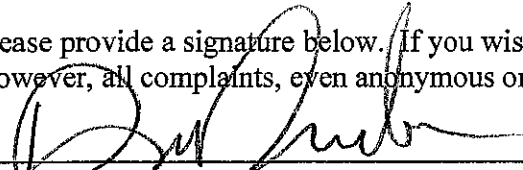
Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

- the ceiling has fallen on children
- dry rot in bathrooms
- mold in classes (my daughter has
been to er numerous times)
- school needs update for my
child to stay and feel safe.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

11/15/22

Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law . Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Thomas First Name Regina

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone same

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 4th grade Mrs. Raw

Room number/name of room/location of facility _____

Date problem was observed 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Steger is one of the oldest school in
Richmond, We have a great principal,
great teachers and staff. We need a
new school for our students and staff
This will make everyone happy in
Richmond and the community. Let get
a fresh start give Steger a new school.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Regina Thomas
Signature

11/15/2022
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/31/22

Last Name Johnson First Name Drc

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Data Professional

Room number/name of room/location of facility 2

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

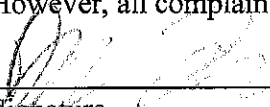
Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Classrooms have lack of windows
and proper ventilation. The floors are
uneven and old. Our play structures
are not fun. We have no grass for
students to play on which means
student often fall on cement. The
school also has no hot water.
there isn't AC in the classroom.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

10/19 / 2022

Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Griffin First Name Theresa

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Grade 4

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

The upper grade faculty bathroom
is unsafe - toilet wiggles, seat unsafe,
NO RUNNING hot water.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Theresa Tuffin
Signature

12/14/22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Alexander First Name Janet

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name GT

Room number/name of room/location of facility 7

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

J. M. [Signature]
Signature

12/14/22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Claudia Cabrera First Name _____

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3rd grade, Kincaid

Room number/name of room/location of facility Room 1

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

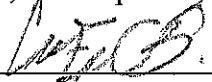
4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

11/15/22

Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Sanchez First Name Roberto

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed years back

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Well as a parent I see too much
work that the school needs and it
has always be the same from years
back the main thing I'm concern
about is the education of every kid
attending at Stege classrooms are
way to old on everything starting

from clean to safety and we dont
need to fill papers or complains as a
School that belongs to Contra Costa County
Should have to be remodel as the same
of every School is been done and
not left us behind.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Roberto Sarker
Signature

10-15-22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Rew First Name Rashelle

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 4th grade / Ms. Rew

Room number/name of room/location of facility Room 18 / schoolwide

Date problem was observed every single day

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

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4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

The facility has noticeable mold and multiple rooms has reached 85+ most days and on occasion has reached 90+. There are missing tiles on the floor as well.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Rashelle Sew
Signature

11/15/22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Miller First Name Josh

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 2nd Grade Teacher

Room number/name of room/location of facility 2 Stege Elementary

Date problem was observed August 2022 - Present

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

This is my first year at Stege Elementary and there are many reasons for complaining. First there are not the proper amount of staff to support the needs of the students. When there is staff some are under qualified to meet the diverse needs of the students. Outside of those concerns the building has many issues. There are rooms that contain black mold. Rooms tend to get

very hot throughout the day due to the fact that the windows don't open. This hinders the learning of all students. Students often complain about being hot. Our playground only ~~has~~ has a black top and on days when it is hot out it can be dangerous for students due to the heat. The facility is old and has many things that need to be updated to make it safer for teachers and ~~students~~ students.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

Nov 16, 2022
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/31/22

Last Name Perez First Name Sonia

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 1st grade, Perez

Room number/name of room/location of facility Room 4

Date problem was observed 11-16-22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
 - A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

I am a 1st grade teacher here at Stege. I have been in my room for 2 years and just recently discovered mold in my closet. This is ^{near} an area where students are actively at and it concerns they are breathing these toxins in. It is unsafe for students and staff to be at a school that has rooms rising to 90's degrees on hot days, windows that do not properly open and therefore have

to sit in the hallway to get air. Our
staff bathroom in the office has a sewer
back up that does not allow any staff to
use it. The lower ^{grade} closet was filled with
a ton of supplies that had to be thrown
out because it was invaded by rodents.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Sonia Perez
Signature

11-16-22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Bryant First Name Robin

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility C

Date problem was observed August 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
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A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

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Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

creatures (rats) and in storage closets, windows are not insulated and are dirty. There is mold in classrooms that is just painted over. Tiles coming up. Grass in playground "leaktop". No temperature regulation. No air conditioning. Too hot or cold. Sewage backup in office bathroom.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Signature

Date



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Response requested? Yes No Date 10/3/22

Last Name Miller First Name Hannah

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Teacher - Kindergarten

Room number/name of room/location of facility #8 Stege Elementary

Date problem was observed August 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
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- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

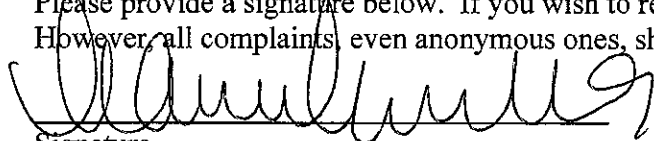
Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

As a staff member at Stege Elementary, it really is upsetting that the smallest and oldest school in the district is not being prioritized in anything. These conditions are ridiculous for our students and it is sad that there is nothing even to discuss with the topic. These unsafe conditions make

me rethink this District and the leaders who are in charge of the students/staff "well-being". I am a pregnant teacher and these disgusting conditions make me not feel okay about my health & child's health. Black mold, rats, dirty/old rooms, ants, hot scorching rooms where temperatures are mid 70's and above. Parents, students, teachers have concerns and have made constant requests, but it feels hopeless at times when our leaders don't prioritize ^{our} specific school.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

11/07/22
Date



**West Contra Costa Unified School District
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Response requested? Yes No Date 10/3/22

Last Name Lazzarotto First Name Selena

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 1:1 aid

Room number/name of room/location of facility Room # 6

Date problem was observed October 6, 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

I am writing in regards to the current conditions at Stege elementary school.

I am hoping that the school will be rebuilt. There's only one playground structure and during recess they have to share. There's no grass outside. The client kiddo that I work with is immunocompromised and there's mold in the classrooms. Not only is he immuno-

compromised



but he doesn't have anywhere to safely play during recess. He has a neurological disorder and doesn't have control of his movements and muscles. He has only one option to sit on the cement which can be very uncomfortable. I fear that staff will leave and the staff ~~is~~ here is quite amazing making a huge difference in these children's lives. This change would make a huge difference! Staff have seen mold, rat poop, dirty windows, tiles are broken. I am also a pregnant teacher

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Selena Jangarolo
Signature

November 16, 2022
Date

↳ and these conditions are unsafe and unhealthy for anyone.



West Contra Costa Unified School District
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Response requested? Yes No

Date 10/31/22

Last Name Russell First Name Dana

Street Address/Apt. # _____

City _____ Zip _____

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed 11/2/2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
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2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

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A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

It has been brought to my attention that classrooms are not properly ventilated causing temperatures in classrooms to become uncomfortable for students. Many windows are in terrible unusable conditions. Broken floor tiles and mold in classrooms is unacceptable and should not even be a concern in an elementary school.

There should be more than one custodian cleaning the entire school. RSP is overwhelmed and is in need of support. The craziest thing of all is there is NO SPRINKLER SYSTEM in case of a fire.

As a parent of three students attending this school, I would really appreciate that these concerns are addressed immediately.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Signature NEREF

Date 11/2/2022



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/31/22

Last Name Hilliard First Name LaTasha

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3rd / Ms. Kincaid

Room number/name of room/location of facility 1 / Ms. Kincaid / Stege

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

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A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

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A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Our children need ventilation and proper air circulating through the classrooms. It is very important for our children to have a school that provides adequate air. Our children deserve a more update school. We don't want the school torn down, just repaired.



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Caster First Name Alexandria

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3

Room number/name of room/location of facility 1

Date problem was observed 11/1/22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

made no sprinkles, windows ^{front open} if it get too hot ac to keep kids cool - our files missing,



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Kincaid First Name Sarah

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3rd Grade, Kincaid

Room number/name of room/location of facility Room 1

Date problem was observed 11-16-22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

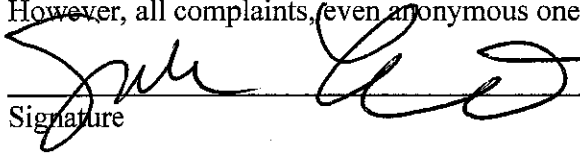
Our school has an incredible staff who are willing to work here even though: it is old and smells like an abandoned building, there are so many rats that several rooms are inaccessible, ^{thousands of} ants crawl across the walls and through my classroom, the tiles are old, ugly, and coming up off the floors, the windows are so old and filthy that I feel

ashamed to invite parents into my classroom, there is no air conditioning and therefore often over 90° in the classroom causing students and I to sweat profusely in the afternoon, paint is peeling off the walls, mold-riddled walls are found frequently in classrooms & staff lounge, and it is the oldest building in the entire district. We have the highest number of black students in the district. They deserve better - and so do we.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Signature



Date

11-16-22



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Hernandez First Name Maria

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Maria Hernandez
Signature

11-16-22
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Scott/Spencer First Name Naomi

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Ms. Cleane

Room number/name of room/location of facility 3

Date problem was observed School year 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

No cool rooms windows don't
open had several different teachers
need more teachers.

Need more paper so they
can have homework sent home.



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

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Response requested? Yes No Date 10/31/22

Last Name Madrid First Name Relly

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed 11/01/2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Saravia First Name Rhina

Street Address/Apt. # [REDACTED]

City _____ Zip _____

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3

Room number/name of room/location of facility 3

Date problem was observed 20/22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

RESE
Signature

11/02/2027
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

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Response requested? Yes No Date 10/3/22

Last Name Acibar First Name Agnes

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Mr. Cleare 3rd

Room number/name of room/location of facility Room 3, Stege

Date problem was observed School Year 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

This school needs air conditioner, new windows, chairs, desk
and more supplies.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Damineo First Name Elsa

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility 10

Date problem was observed 11/1/22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law . Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name Evardado First Name Irma

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Page/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.


4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

11-04-22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name WILLIAMS First Name TAUBISHA

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone —

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 2ND GRADE / MR. MILLER

Room number/name of room/location of facility RM # 2

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

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Response requested? Yes No Date 10/3/22

Last Name FILIAFA First Name HALEY

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

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4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

My child deserves a safe learning environment. The school has issues with mold, malfunctioning windows, and there is no air conditioning on super hot days. The school infrastructure is no longer viable for 20-24 kids per classroom. Poor wiring, and poorly maintained bathrooms make it unsafe. Please rebuild this school.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Haley Z...
Signature

11/15/22
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

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Response requested? Yes No Date 10/3/22

Last Name Lavanh First Name Phone

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Doty First Name Shempell

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name MS cleare / Biganna

Room number/name of room/location of facility 3

Date problem was observed School year 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

My children deserve a safe school and a clean
one. with having a new school, better quality, the
parents will be more comfortable and the school will
stand out more and be recognize for how well the school
has improved



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name VANDUYCKE First Name La'Tisha

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Kindergarten Mrs. Ahmed

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

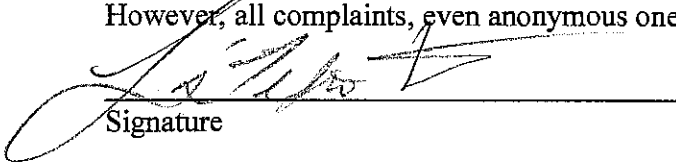
Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

I've been told there's mold growing and that's very dangerous for my child her health is important to me. She can get sick due to the mold

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

11-15-22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Aguiarve First Name Carmen

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Ms. Kincaid

Room number/name of room/location of facility 1

Date problem was observed 11/15/2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
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 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

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A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

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A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

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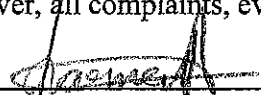
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Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

11/15/2072

Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Gonzalez First Name Juan

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name M.S. deare

Room number/name of room/location of facility Room 3.

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



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Response requested? Yes No

Date 10/3/22

Last Name Jessica ORTEZ First Name Jessica

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



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Response requested? Yes No Date 10/3/22

Last Name Perales First Name Alma

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone 0

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Kincaid

Room number/name of room/location of facility 1

Date problem was observed Year 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

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Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



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Response requested? Yes No

Date 10/3/22

Last Name Ramos First Name Fermina

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

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■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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Response requested? Yes No Date 10/3/22

Last Name DAU First Name MARY

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name K-6 . SPED.

Room number/name of room/location of facility Room 12 | STEGE ELEMENTARY

Date problem was observed 8/2022 - PRESENT

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
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A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

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Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

- Windows in some classrooms do not open,
safety hazard and health hazard
- Falling ceiling tiles, safety hazard.
- Mold in some classrooms, safety and
health hazard.



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Response requested? Yes No Date 10/3/22

Last Name Hummelwell First Name Carson

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Social worker

Room number/name of room/location of facility 31

Date problem was observed all year

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
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□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Here at Stege many of the windows do not
open. That is a health hazard during covid, in addition
it makes for a very uncomfortable learning environment
during hotter months. The kids can also not see
out of the windows which is not good for
their learning or them emotionally. The tiles are also
uneven which is very unsafe for the kids. The school
also has a very outdated + sparse playground

Lastly, the school has almost zero plants!

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Signature

Date



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Response requested? Yes No

Date 10/3/22

Last Name Almeida First Name Romata

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

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Response requested? Yes No Date 10/3/22

Last Name OKOZCO First Name VICTOR

Street Address/Apt _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed 5/26/2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
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Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

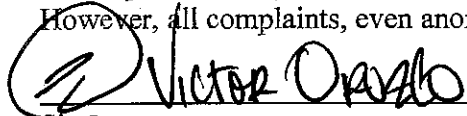
Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

While I understand Stege is one of the oldest schools in the district it is in dire need of upgrades and various repairs. Along with being upgraded one of my main concerns as a parent is safety. There is no sense of security. Ranging from how low the fences are to the front door having a home ring door bell as a camera. This is not enough and needs

to be changed. Air conditioning and heaters for the students would also be of service as it would make for a comfortable teaching and learning environment. Lastly as someone with expertise in the janitorial field the overall cleanliness of the classrooms and restrooms is just not up to standards especially in this time of COVID and other sicknesses such as cold/flu. My wife and I have expressed concerns to the Superintendent but with no avail. This is also something we will be following up on. As states students as well as faculty and staff deserve better.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

11/20/23
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name Fago First Name Cynthia

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 2nd grade Mr. Miller

Room number/name of room/location of facility Room 2

Date problem was observed 10/3/22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No

Date 10/3/22

Last Name Khaleq First Name Jeremiah

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name K, 3rd and 6th grade

Room number/name of room/location of facility _____

Date problem was observed Everyday

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Windows wont open, mold and conditions are unhealthy.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name English First Name Cheyenne

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Kindergarden Mrs. Miller

Room number/name of room/location of facility Play ground

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

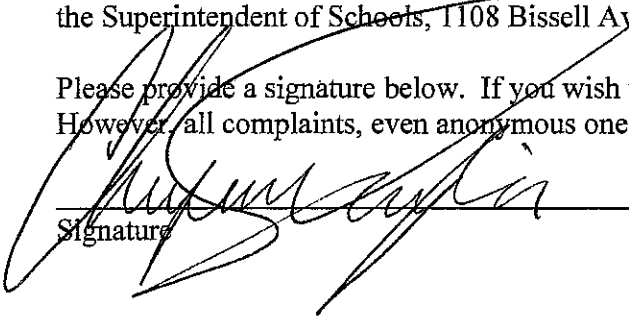
Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

The School has no heat the play ground is also out of date. Almost not safe for the kids. I feel like if the school was in better conditions the kids wouldn't mind being at school. ~~they~~ they need to ~~a~~ be ~~able~~ able to feel comfortable.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

1/19/23
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Zechnowitz First Name Lillian

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone "

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed 5/25/2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

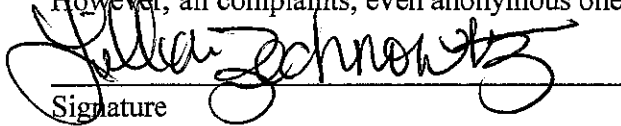
Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

For lack of better words - Stege Elementary is falling apart. As the 1st school built in this district in 1942, it should've been one of the first to be remodeled. WCCUSD has \$32 MILLION in state grants, Stege got \$3 MILLION - where did it go? Safety is a huge concern here for our students and their teachers.

There's no security cameras, fences falling down and Superintendent Hurst has no answers. I want answers from the 5 Board members. This district is failing Steges teachers and our young children. I met with Superintendent Hurst on 5/27/2022 and nothings changed. I will be following up AGAIN and will continue ~~to~~ to do so until I see progress.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

1/19/2023
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name Webb First Name Brandi

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 1st Perez

Room number/name of room/location of facility 4

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

I feel like it is very unacceptable the conditions the school is in. Mold, holes in the wall, broken windows is unsafe to the staff and children. It's so unfair to everyone who attends. We should get the same attention as other schools in the district.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/31/22

Last Name Hildebrand First Name Crystal

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 5th Grade Mrs. Hannah

Room number/name of room/location of facility Stege Elementary

Date problem was observed 1/19/2023

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

any way since I was here.
Please improve my grandson's
school conditions. All the children
are affected by this depressing
environment. If you don't care
why should they care?!!

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Cystal Hildebrand
Signature

1/19/2023
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name ~~Hazzard~~ Johnson First Name ~~Mariae~~ Za'ire

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3rd Ms. Clair

Room number/name of room/location of facility #3

Date problem was observed 01/19/23

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

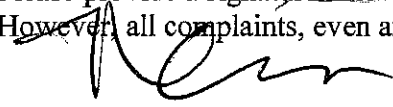
I feel that it's very urgent for this school to be reconstructed. It has been over 20 years ~~that this~~ and this school is still the same. The children that attend this school deserves to learn, play, and grow in a new environment, especially since the kids have to spend most of there day 8 hours at a school that is old that so unfair.

to the children. Please give these kids a better opportunity to be successful, and grow in a better condition School.

Stege is the oldest school in the School district ~~is~~ meaning majority of schools have already been repaired and reconstructed except Stege. Help the children's and teachers.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

01/19/23

Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No

Date 10/31/22

Last Name Minis First Name Eric

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed 1/19/23

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

As a new father I would like
the best for my son and would
love to see a new renovation
at his school not only for the
looks but for his safety.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.



Signature

1/19/23

Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/31/22

Last Name George First Name Chauntale

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone N/A Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 2nd, Mr. Miller

Room number/name of room/location of facility _____

Date problem was observed 1/19/23

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

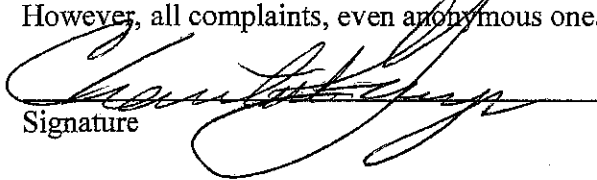
Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

My daughter, who is a student
at the school has asthma and
can't be exposed to mold but
would love to stay a stodge
with her friends she has made
through the past 3 years she
has been a student. If the school
be remedied we will not have

to switch schools or loose friends.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.


Signature

7/19/23
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No Date 10/3/22

Last Name Samuel First Name Ocegvera

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Samuel Ocegüera
Signature

11/15/12
Date



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/31/22

Last Name Price First Name Vickie

Street Address/Apt. # _____

City _____

Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Librarians

Room number/name of room/location of facility 12 - Library - Stege School

Date problem was observed last 3 years

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

There is no air filter in the ^(HERA) library. The windows don't open all the way, the ones that do are a danger to students outside playing on grass as they swing on them (old windows) no air in library from outside. I got sick in October with a viral infection, there's mold. The speaker in the library is so loud, was too loud the year they can't adjust them.



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name Nakamura First Name _____

Street Address/Apt. # _____

City _____ Zip _____

Home Phone _____ Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name Scow/Bilingual

Room number/name of room/location of facility Room 16 / office

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

The school building is in need of structural reform as it contains many danger points for students and faculty.



**West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure**

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date 10/3/22

Last Name Bennett First Name Alice

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone _____

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name TK/K Bennett

Room number/name of room/location of facility 10

Date problem was observed 8/15/22

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

- 1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)**
- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
 - A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
 - Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
 - A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Student restrooms are unsafe - water pooling on floor throughout day. Restrooms frequently have no soap or paper towels. Restrooms near cafeteria smell horrible - raw sewage.

I am required to have an aide per CA law for every 12 students or 12:1. I have no aide.

Students are moved into a class

With another teacher in the event of absence,
subs are unavailable.

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Alice Benth
Signature

11/17/22
Date



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

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Response requested? Yes No

Date 10/3/22

Last Name Nofflett First Name Caitlin

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name _____

Room number/name of room/location of facility _____

Date problem was observed _____

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

■ A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

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4. High school exit exam intensive instruction and services: (Education Code 35186)

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Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

Mud in school, heat (no AC), oldest school in the district, kids deserve better, impacts learning and self worth, no working sprinklers, not good learning conditions.



West Contra Costa Unified School District
Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No

Date 10/3/22

Last Name Bettencourt First Name Angella

Street Address/Apt. # [REDACTED]

City [REDACTED] Zip [REDACTED]

Home Phone [REDACTED] Message/Work Phone [REDACTED]

School/Office of Alleged Violation WCCUSD, Stege

Course title/grade level and teacher name 3rd grade miss Clear

Room number/name of room/location of facility Stage Elementary

Date problem was observed 2022

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
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- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

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■ A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20 percent English learners in the class.

□ A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

■ A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

■ A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

□ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

□ Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

My son has come to me numerous times
complaining about the classroom being too hot
and not enough air flow he has ask to sit
by the windows but they do not open! which
is not safe!! also he has complained about
seeing black mold in one of the classroom's
He also refuses to go to the Bathroom by
his self because of the conditions, also he has

gotten hurt numerous times with the outdated
play equipment these are unsafe conditions
that need to be addressed immediately for
the safety of our teachers and children!!
us parents appreciate the dedication and
hard work that these teachers and staff
are putting in with what they are given!!
this matter needs to be taken seriously
for everyone safety thank you if anyone
has questions feel free to contact me
personally [REDACTED] of via email [REDACTED]

Please file this complaint either with the principal of the school your child attends or at the Office of the Superintendent of Schools, 1108 Bissell Avenue, Richmond, California, 94801.

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

Angella Bottencourt
Signature

1-20-23
Date

From: **Koy Hill (via Google Sheets)** <drive-shares-dm-noreply@google.com>

Date: Thu, Sep 21, 2023 at 1:07 PM

Subject: Spreadsheet shared with you: "Stege Williams Complaints"


To: <lfreese@wccusd.net>

Cc: <gchilcott@wccusd.net>

Koy Hill shared a spreadsheet



Koy Hill (koy.hill@wccusd.net) has invited you to **edit** the following spreadsheet:

 Stege Williams Complaints

[Open](#)

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA

You have received this email because koy.hill@wccusd.net shared a spreadsheet with you from Google Sheets.

[Google Workspace](#)

--

*Luis Freese, Associate Superintendent
Facilities, Maintenance and Bond
West Contra Costa Unified School District
1400 Marina Way South
Richmond, CA 94804
(510) 231 1105*

Stege Williams Complaints Elementary Schools 2022/23-24

Type of complaint:	Department to support:	Date submitted:	Submitted by:	Notes:	Department to support:
Textbooks and Instructional Materials	Curriculum & Instruction	11/15/2022	Miranda Doris	All 3 complaints	
Textbooks and Instructional Materials	Curriculum & Instruction	12/14/2022	Dre Johnson	All 3 Complaints	
Textbooks and Instructional Materials	Curriculum & Instruction	11/15/2022	Regina Thomas	Facility Conditions	Facilities
Textbooks and Instructional Materials	Curriculum & Instruction	1/19/2023	Chrystal Hildebrand		
Teacher Vacancy or misassignment	Vacancies-HR	12/14/2022	Theresa Griffin	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	12/14/2022	Janet Alexander	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Claudia Cabrera	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	10/15/2022	Roberto Sanchez	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Roshelle Rew	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Josh Miller	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Sonia Perez	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/07/2022	Hannah Miller	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Selena Lazzarotto	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/2/2022	Dana Russell	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/1/2022	LaTasha Hilliard	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/1/2022	Alexandria Coster	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Sarah Kincaid	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Maria Hernandez	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/1/2022	Naomi Scott Spencer	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/1/2022	Kelly Madrid	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/2/2022	Rhina Saravia	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/7/2022	Agnes Acibar	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/1/2022	Elsa Ramirez	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/04/2022	Irma Guardado	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/03/2022	Taurisha Williams	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Haley Filiafa	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	P. Lavanh	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Shempell Doty	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	La'Tisha Van Dycke	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/16/2022	Carmen Aguirre	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Juan Gonzalez	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Alma Perales	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Fermina Ramos	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	11/15/2022	Mary D.	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/20/2023	Remata Almeida	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/20/2023	Victor Orozco	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Cynthia Fago	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Jeremiah Khaleq	All 3 Complaints	
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Cheyenne English	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Lillian Zechnowitz	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Brandi Webb	Facility Conditions	Facilities
Teacher Vacancy or misassignment	Vacancies-HR	01/19/2023	Za'ire Johnson	Facility Conditions	Facilities

EXHIBIT 2



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

Facilities Operation Center

1400 Marina Way South

Richmond, CA 94804

Luis Freese
Associate Superintendent, Operations

Phone (510) 231-1105

December 14, 2023

Re: Response to Williams Complaint

Dear ,

The West Contra Costa Unified School District (“District”) received a formal *Williams* Complaint bearing your signature dated 6/7/2022 concerning facilities at Stege Elementary School.

Your Complaint was one of approximately 50 complaints that were filed simultaneously with the District in June 2023. These complaints which were dated from November 1, 2022, through January 20, 2023 raised similar issues concerning the condition of school facilities at Stege Elementary School including the following problems:

- Dry rot;
- Mold;
- Vermin/pest infestation;
- Broken/non-functioning windows;
- Falling/broken ceiling tiles;
- Broken/uneven floor tiles;
- Holes in walls;
- Non-functioning air conditioning/heating;
- Bathroom facilities cleanliness/disrepair;
- Unsafe playground equipment;
- Sewage backup;
- Inadequate fencing and security cameras; and
- No sprinklers.

Several complaints were deemed invalid due to insufficient detail to address an identifiable issue. The District has consolidated the remaining complaints into a single investigation to address all the identified issues in accordance with the District’s *Williams* Uniform Complaint Procedure contained in Administrative Regulation (“AR”) 1312.4. A copy of the applicable regulation is enclosed herewith for your reference.

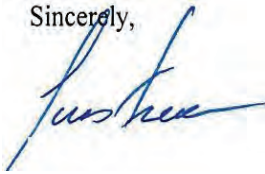
Due to the number of complaints received and the gap in time between the dates of the complaints and when they were filed, the District requires additional time beyond the statutory

45-day timeline provided by Education Code 351869(c) and the District's Administrative Regulation No. 1312.4 to complete its investigation and provide a resolution to the issues presented. Accordingly, the District will provide a substantive response with an update as to the status of its efforts to investigate and remedy the issues identified in your Complaint by January 12, 2024.

The District understands the concerns of students, parents, as well as certificated and classified staff regarding the adequacy of facilities at Stege Elementary School. At its November 8, 2023 Special Meeting, the Board of Education approved a \$43,000,000 Stege Elementary School Modernization Project Budget to fund modernization of the school's facilities. A copy of the agenda item concerning this action is enclosed herewith for your reference.

Thank you for sharing your concerns as well as your cooperation during the investigation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Luis Freese", is written over a light blue rectangular background.

Luis Freese

Associate Superintendent for Operations

Enclosures: WCCUSD Administrative Regulation No. 1312.4

Agenda Item: D.5. Increase the Stege ES Critical Needs Project Budget -
November 8, 2023 Special Meeting of the Board of Education

EXHIBIT 3

----- Forwarded message -----

From: **Jamela Smith** <jamela.smith@wccusd.net>

Date: Mon, Sep 12, 2022 at 1:56 PM

Subject: Stege Elementary Schools

To: Chris Hurst <chris.hurst@wccusd.net>

Cc: Otheree Christian <ochristian@wccusd.net>

Good afternoon,

I had the pleasure of attending Stege Elementary School this morning. The heart and potential that the school has is overwhelming, but so are the problems and areas of concern. I talked to a third grader today who said, "I don't like to come to school because of the spiders." That is heartbreaking.

I would like to share some of my observations, area of concerns and then make an ask.

Some things that I observed and what I was told are the following;

1. The play structure is broken (see attached photo)
2. The grounds need to be weeded and some trees cut back because they bring rodents directly into the school.
3. They have zero permanent custodians. A retired custodian has come in during the day.
4. These students are sitting in old desks.
5. The doorbell on the front doesn't work. It is not compatible with the laptops.
6. There is a broken pipe outside the school (see attached photo)
7. The school is dirty and needs to be power washed.
8. The windows are dangerous. They can be easily pushed open. (see attached photo)
9. The wires that the district ran for internet are just hanging in the school. They are not covered. (see attached photo)
10. The school has no sprinklers in the cafeteria. No one could locate them.
11. The stage is not ADA compliant.
12. The refrigerator needs to be removed (see attached picture)
13. The food service worker has no prep space. She is in a room stuffed with supplies and no windows that open.
14. There is a smell of sewage on occasion from the streets.
15. These kids matriculate to Korematsu and they are not ready. Where is the vertical alignment plan?

Dr. Hurst,

I believe that all of these aforementioned items need to be addressed. Let me take a point of privilege and say a lot are facilities issues. I want this school to thrive. They have 250 students and should feel loved and cared for. They expressed disappointment and neglect.

What can we do, right now for Stege? Well, I believe Power washing their school is a great place to start, covering up wires, fixing the playground equipment, send the ground crew to weed and trim trees, fixing the broken pipe and doorbell. These are impactful steps on rebuilding trust.

Legally what I think must be assessed is the ADA non compliant and safety issues. These include, but I am sure not limited to; no one can locate the sprinklers in the cafeteria, the stage is not ADA compliant, and not having a permanent custodian is a health and welfare issue.

My ask, could we have a board discussion about Stege? Specifically Stege. The reason is because we don't have the money to rebuild them but that doesn't mean we don't owe them quality and safe facilities.

Thank you in advance for your agenda consideration. I am not giving direction. I was just bringing these items to your attention. I would like to know a plan to address some of these issues. Especially the facilities.

Kind regards,

Jamela Smith-Folds

EXHIBIT 4



WCCUSD



Long Range Facilities Master Plan

July 2016



Prioritizing the Options

The Facilities Subcommittee and the Board of Education received the Prioritization Committee's recommendation for prioritizing the options at their April 2016 meetings. At the same meeting the Planning Team stated their overall observations on the process and their recommendations for both the options and the sub-options. The recommendation included the following:

Option A - with adjustments to align with community input and Prioritization Committee criteria.

Option A adjustments included:

- » Created scope definition for Critical Needs Allocation and refine Costs Allocation
- *Allows for resolution of significant seismic issues*
- *Focuses remaining bond funds on the most critical health and safety issues in the 21 Priority School Sites*
- *Focus on projects that move schools closer to implementation of the full Program Approach Option B in the future*
- » Uses "Option B" as the long term solution for school site upgrades rather than "Option D"
- *Adjusted for PVHS expenditure*
- *Remove Stege Elementary School from replacement and provide a Critical Needs Allocation*
- » Recommended Sub-Options
 - #5 *Rebuild Highland on the Harmon-Knolls Site instead of rebuilding the campus on the Highland Site*
 - #6 *Trade the Seaview Campus*
 - #7 *Move Cameron functions to the North Campus (PSC) Site and demolish the existing building to expand Korematsu Middle School field space*
 - #8 *Move entire Fairmont K-6 to the Korematsu (Portola) Temporary Campus and demolish Fairmont (Add: Until Fairmont is rebuilt on the original school site)*
 - #9 *Demolish existing Harmon-Knolls buildings & site improvements*
- » Additional short term recommendations
 - *Revise Standards and Educational Specifications*
 - *Revisit Board approved optimum school sizes*
 - *Create periodic review of the Master Plan involving the community*
 - *Inclusion of all District sites into the Master Plan*

The Board of Education approved the recommendation.

The Facilities Master Planning Process

Initiation



SELECTION AND FIRST MEETING

The District initiated a Request for Qualifications for Long Range Facilities Master Planning services. This was followed by a Request for Proposals to those chosen to move on with the selection process. Within this document, a preliminary process to complete the work was described. Once selected, the Planning Team began discussions with the Facilities Department on the overall process. During these discussions, several key issues were identified, including:

The Process needed to be:

- » Fully Transparent
- » Interactive
- » Community based

THE STEERING COMMITTEE

A Steering Committee was identified. This Committee's charge was to review the steps and help maintain an orderly process of developing the Facilities Master Plan. They met periodically, typically before major community meetings and or Board of Education meetings. The Committee consisted of members from District Administration, Facilities Department, Academic Operations, and the Citizens Bond Oversight Committee. This Committee met six times during the process.

PRIORITY SCHOOL SITES

The District had identified 21 "Priority" School Sites to receive detailed facilities assessments. Assessments included condition and educational program deficiencies for both the campus buildings and site. Section 8 of this report contains the results of the assessments. The following is a list of the 21 Priority School Sites in alphabetical order:

1. Alvarado Adult School
2. Cameron School
3. Chavez Elementary School
4. Collins Elementary School
5. Crespi Middle School
6. Fairmont Elementary School
7. Grant Elementary School
8. Hercules Middle School
9. Hercules High School
10. Highland Elementary School
11. Kennedy High School
12. Lake Elementary School
13. Ohlone Elementary School
14. Olinda Elementary School
15. Richmond High School
16. Riverside Elementary School
17. Serra Adult School
18. Shannon Elementary School
19. Stege Elementary School
20. Valley View Elementary School
21. Wilson Elementary School

Defining the Critical Needs Scope

In creating the scope for Critical Needs Allocation and refinement of the cost allocation

- » Allows for resolution of significant seismic issues
- » Focuses remaining bond funds on the most critical health and safety issues in the 21 Priority School Sites
- » Focus on projects that move schools closer to implementation of the full Program Approach Option B in the future

The following charts provide a breakdown of the defined critical needs by school. All critical needs, especially the seismic projects, need further scoping and examination for implementation.

Stege Elementary School was added to the critical needs list because the amount of remaining funds may not be able to support the full replacement project. See the Implementation Plan for additional detail on the timing and decision points for Stege.

RECOMMENDED SUB OPTIONS

The following Sub-Options were recommended for inclusion into the Master Plan. These Sub-Options will require further study. If the detailed studies produce a positive cost and/or operational saving, then the Sub-Options should be implemented. The other Sub-Options have been removed from consideration.

- #5. Rebuild Highland on the Harmon-Knolls Site instead of rebuilding the campus on the Highland Site (Pending geotechnical soils investigation).
- #6. Trade the Seaview Campus.
- #7. Move Cameron functions to the North Campus (PSC) Site and demolish the existing building to expand Korematsu Middle School field space (after buildings and site is updated).
- #8. Move entire Fairmont K-6 to the Korematsu Temporary Campus (@ the former Portola MS Site) and demolish Fairmont (Add: Until Fairmont is rebuilt on the original school site).
- #9. Demolish existing Harmon-Knolls buildings & site improvements.

Section 6 | Option Development

General Critical Needs




General Critical Needs				
School	Proposed Scope	Original C.N.A. In Millions	Recommended C.N.A. In Millions	Possible State Funding
Stege ES	Close and Demolish Building 1, and move into vacated portables on site after DSA certification.	\$41.2 (Replacement Cost)	\$2.6	*
Highland HS	Fix sewer system with piping and new lift stations, study Harmon-Knolls for viable relocation site	\$2.6	\$0.08	
Grant ES	Add portable student and staff toilets adjacent to portable Classroom Buildings	\$3.6	\$0.8	
Shannon ES	Demolish existing portable Multi-Purpose Room and build a new Multi-Purpose Room	\$2.1	\$5.8	*
Olinda ES	Safety hazards- site, windows and Restroom Building	\$2.4	\$1.0	*
Collins ES	Fix safety hazards on the stage and add HVAC	\$2.8	\$2.8	*
Chavez ES	Add new drop-off	\$1.9	\$0.6	
Hercules MS	Build new shared Science Building; scope the project to the budget	\$6.1	\$6.1	
Hercules HS	Build new shared Science Building; scope the project to the budget	\$5.9	\$5.9	
Ohlone ES	Demolish remaining original school campus buildings and open parking and drop-off on the east side, Remove leased portables	\$1.3	\$0.8	
Alvarado Adult School	ADA upgrades and retrofit restrooms to adult height	\$2.2	\$2.2	
Serra Adult School	ADA upgrades and retrofit restrooms to adult height	\$1.8	\$1.8	

*R.O.M. Cost - Rough Order of Magnitude Cost, which are based on general cost per square foot and do not include escalation or cost for temporary housing. Further Architectural and Engineering studies are required, including scoping and budgeting, for all Critical Needs.

Implementation Plan - Model One

Future Funding/Needs Projects		
School	Project Type	R.O.M. Cost (In Millions)
Alvarado Adult School	Critical Needs	4.2
Serra Adult School	Critical Needs	3.4
Stege ES	RS Replacement	86.4
Highland ES	RS Replacement	121.9
Valley View ES	RS Replacement	108.5
Grant ES	Mod/Partial Replacement	46.6
Richmond HS	Mod/Partial Replacement	119.2
Shannon ES	Mod/Partial Replacement	28.1
Olinda ES	RS Replacement	89.6
Fairmont ES	RS Replacement	102.4
Crespi MS	Mod/Partial Replacement	65.5
Collins ES	Mod/Partial Replacement	37.2
Kennedy HS	Mod/Partial Replacement	110.4
Riverside ES	Mod/Partial Replacement	58.1
Chavez ES	Mod/Partial Replacement	24.6
Hercules MS	Mod/Partial Replacement	7.2
Hercules HS	Mod/Partial Replacement	15.9
Ohlone ES	Mod/Partial Replacement	10.2
Cameron School	Mod/Partial Replacement	37.4
Alvarado Adult	Mod/Partial Replacement	25.7
Serra Adult	Mod/Partial Replacement	17.4
Sub Total		1,119.9

Legend:

-  Seismic Critical Need
-  Critical Need
-  Modernization/Replacement

Grand Total	1,301.7
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Section 7 | Implementation

Implementation Schedule - Model One

The projects with potential funding have been included in a time-line. This time-line is based on the cash flow of the issuances discussed above. Å

ID	Task Name	Start	Finish	2016	2017	2018	2019	2020	2021	2022	2023	2024
1	WCCUSD Project Implementation Plan, Model One	6/6/16	6/5/23	[Grey bar spanning 2016-2023]								
2	Complete Educational Specifications	6/6/16	1/2/17	[Grey bar]								
3	Complete Standard Material and Product Specifications	6/6/16	1/2/17	[Grey bar]								
4	Complete School Size Review and Board Adoption	8/8/16	12/9/16	[Grey bar]								
5	Complete Inclusion of All District Sites into Master Plan	1/6/20	10/9/20					[Grey bar]				
6	Testing Harmon Knolls	6/6/16	8/5/16	[Grey bar]								
7	Valley View Elementary School (demo)	6/6/16	6/16/17	[Orange bar]								
12	Crespi Middle School Seismic	6/6/16	6/15/18	[Orange bar]								
17	Riverside Elem Seismic	1/9/17	9/27/19		[Orange bar]							
22	Richmond HS Seismic	1/9/17	2/28/20		[Orange bar]							
27	Kennedy High School Seismic	1/7/20	4/8/22					[Orange bar]				
33	Highland Elementary School	6/6/16	2/10/17	[Blue bar]								
37	Grant Elementary School	6/6/16	2/10/17	[Blue bar]								
41	Olinda Elementary School	6/6/16	3/24/17	[Blue bar]								
45	Chavez Elementary School	6/6/16	3/24/17	[Blue bar]								
49	Ohlone Elementary School Portable Demo	6/14/16	9/5/16	[Blue bar]								
51	Harmon Knolls Demo	6/6/16	10/7/16	[Blue bar]								
53	Fairmont Elementary School	1/8/18	8/16/19			[Blue bar]						
58	Stege Elementary School	1/8/18	8/30/19			[Blue bar]						
63	Cameron School	1/6/20	8/13/21					[Blue bar]				
68	Hercules MS/HS	1/6/20	10/8/21					[Blue bar]				
73	Collins Elementary School	1/6/20	7/16/21					[Blue bar]				
78	Shannon Elementary School	1/6/20	1/28/22					[Blue bar]				
83	Wilson Elementary School	1/9/17	7/17/20		[Green bar]							
89	Lake Elementary School	7/8/19	6/5/23					[Green bar]				

* Implementation Schedule - Model One assumes no Local Bond in 2018.

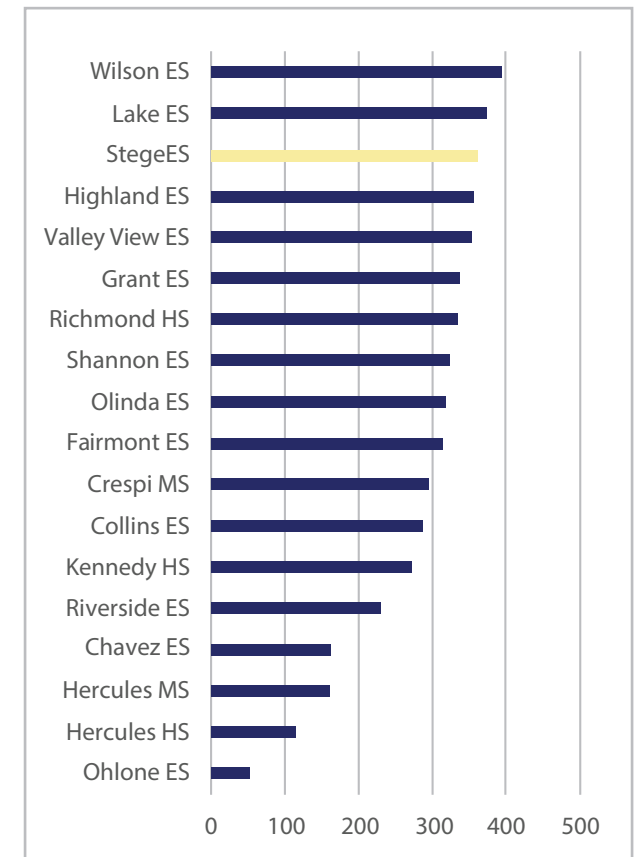
** Time bars represent design, DSA review and approval & construction.

Stege Elementary School Prioritization Criteria Scoring

Criteria	Metric	Stege Base Data	Stege Weighted Score
Number of Years since Last Improvements	Bond & State dollars spent/student	\$8,233	54
Function Score	Darden/iep2 assessment score	31.58	60
Seismic Needs	Seismic Report Priority	3	30
Age	Age of the main permanent building	1943	50
Condition Score	Darden/iep2 assessment score	28.28	45
ADA Score	Darden/iep2 assessment score	16.23	36
Completed Plans	Design stage of campus improvement plans	CD	32
Economically Disadvantage Area	Median household income (dollars)	\$50,625	24
Technology Infrastructure	Technology Department Ranking	3	12
State Funding	Eligible for a facilities state funding program	No	0
% of students who are low income, ESL or Foster	2015-16 WCCUSD LCAP Draft - Unduplicated Count	93%	18
At or Nearing Capacity	Utilization without portables	72%	0
Total			361

Scoring Comparison

This chart represents the sequence ranking of all 21 Priority Sites, and the position that this school site was ranked.



Stege Elementary School

Critical Needs Phase

Critical Needs Phase 1

Stege Elementary School is third in line for total replacement, according to the Priority List. The remaining Bond authority in the District is not expected to reach as far as this third project; however, if a new Bond is passed before this critical need project is addressed then the replacement project should occur instead of the critical need project.

If the funding is not available for the full replacement, the critical needs scope includes the following:

- » Obtaining DSA certification for the portables which are currently on-site
- » Relocating the classroom and office functions to the portables
- » Demolishing Building 1 and providing minimal site work to enclose the school site and create a safe environment for student use of the entire building site

Building 1 was chosen to be demolished because the original wood windows are failing. The connection of the exterior wall to the facilities structural system has deteriorated and near failure. The main buildings floor structure is deteriorated and continues to fail. The office layout is not conducive to everyday activities, and a safe and secure environment is compromised by the direct access to the campus.



EXHIBIT 5



**Special Board of Education Meeting
11/08/2023 05:00 PM**

PUBLIC SESSION: 5:00 - 7:00 PM
LoVonya DeJean Middle School, 3400 Macdonald
Ave., Richmond, CA 94805
ZOOM WEB CONFERENCE:
<https://zoom.us/j/443916491>

ITEM : D.5. Increase the Stege ES Critical Needs Project Budget

Item Type

Action

Contact Person

Luis Freese, Associate Superintendent Operations

Summary

Staff recommends increasing the Stege ES Critical Needs Project Budget by \$40,100,000. The funding source for the Project Budget increase would be State Facilities Funds. The approval of this Project budget will fund the modernization of Stege ES.

Recommendation

Increase the Stege ES Critical Needs Project Budget of \$2,900,000 by \$40,100,000 to approve a \$43,000,000 Stege ES Modernization Project Budget. The funding source is State Facility Matching Dollars in the Non-Measure Resource from the Bond Fund.

Financial Impact

\$40,100,000. Funded from Non-Measure Resource Fund 21 Building Fund.

Financial Impact Statement

Bond Program	As of 11/8/23*	Estimated
Total Bond Program Budget*	\$2,345,061,243	\$2,385,161,243
Measure R2020 Budget*	\$566,800,000	\$566,800,000

*assumes approval of the Allocation of Measure R2020 Project Budget for Kennedy HS & Richmond HS separate items on the same Board Agenda

EXHIBIT 6

Quarterly Uniform Complaint Form

[Education Code 35186]

District: West Contra Costa Unified School District

Person completing this form: Luis Freese

Title: Associate Superintendent Operations

Report Submission **Due Date:** (check one)

- Q1: Jul-Sep 2022 – DUE: October 31, 2022
 Q2: Oct-Dec 2022 – DUE: January 31, 2023
 Q3: Jan-Mar 2023 – DUE: May 1, 2023
 Q4: Apr-Jun 2023 – DUE: July 31, 2023

Date for information to be reported publicly at governing board meeting: July 12, 2023

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
 Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

Area of Complaint	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignment	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Kenneth C. Hurst Ed.D.

Print Name of District Superintendent

Signature of District Superintendent

Date

Please return completed form to Peggy Russell, Williams Settlement Administrative Assistant
 CCCOE – 77 Santa Barbara Road, Pleasant Hill, CA 94523
 E-MAIL: prussell@cccoe.k12.ca.us

EXHIBIT 7



West Contra Costa Unified School District Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date _____

Last Name Provenza First Name Karissa

Street Address/Apt. # [Please use email: kprovenza@publicadvocates.org]

City _____ Zip _____

Home Phone _____ Message/Work Phone 808-386-0399

School/Office of Alleged Violation Stege Elementary School

Course title/grade level and teacher name Multiple/See Attached

Room number/name of room/location of facility Multiple/See Attached

Date problem was observed 2023-24 School year to date

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with ~~more than 20 percent~~ **one or more** English learners in the class. **Change in law: see Cal. Educ. Code Sec. 35186(f)(2)(B)**

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

See attached description of Williams issues.



Description of *Williams* Issues at Stege Elementary School

Introduction

Stege Elementary School is among the oldest schools in West Contra Costa Unified School District (WCCUSD). As of the 2022-23 school year, 253 students were enrolled at the school, 84 percent of whom are socioeconomically disadvantaged, and 39 percent of whom are African American, the highest percentage of African American students in the district.¹

Per California Education Code Section 35186, *Williams* complaints may be filed in response to concerns about instructional materials, clean and safe school facilities, or teacher vacancies or misassignments. Public Advocates is filing this *Williams* complaint on behalf of Samantha Cleare, a 5th grade teacher at Stege Elementary School in response to serious concerns regarding teacher vacancies.

The staffing instability and reliance on illegal remedies, such as long-term substitutes and rolling substitutes, is causing a detrimental effect on the students of Stege Elementary School. The students of Stege Elementary School have been learning in an unhealthy and unsafe environment with broken windows, mold, and poor ventilation that have impacted their emotional and physical health. These issues have been documented in the filing of over fifty *Williams* complaints concerning facility deficiencies by teachers, parents, and students over the last two years. Now, after multiple years of the district failing to remedy the facility issues, unfortunately, Stege Elementary School is struggling to retain permanent teachers. Members of the school community have expressed concerns about the number of students, particularly Black students, whose academic and social-emotional needs are being ignored because of the number of teacher vacancies.

The Complainant

Samantha Cleare has been an educator at Stege Elementary for seven years. She has led advocacy to address the dire facility issues at Stege and is a vocal member of the WCCUSD community. Before this school year's vacancies she taught 3rd grade, and now, to cover a vacancy, she is teaching a 5th/4th grade combination class.

¹ In the 2022-23 school year, 38.7% of students at Stege Elementary School identified as African American, 34% as Latino/e, 9.5% as Asian, 7.1% as White, and 5.5% as two or more races.

Teacher Vacancies

Members of the school community have shared the following general, ongoing concerns with us:

- Long-term substitute teachers have been assigned to cover classes since the beginning of the 2023-24 school year, serving as a substitute in the same classroom for more than the 30-or-60-day authorization allowed under such permits.²
- The designated substitute teachers are ill-prepared to teach subject matters, resulting in curricula not being followed.
- The Kindergarten and combination grade class sizes exceed the maximum agreed upon class size of 23 students per teacher for grades kindergarten through third grade. See Agreement Between West Contra Costa Unified School District and the United Teachers of Richmond (Article 12 Section 1).

We have learned of the following specific teacher vacancies that we demand be immediately corrected:

- **Kindergarten:** An unlawful vacancy has existed since September 2023, with the class initially being taught by a curriculum coach, and then by a long-term substitute. Now a new semester has begun, and to our knowledge the vacancy remains with the same long-term substitute covering it.
- **2nd/3rd grade:** A permanent and fully credentialed teacher was assigned to this class at the beginning of the 2023-24 school year, but has not covered the class after the first day of school in September 2023. Due to the unlawful vacancy this class became a combination covered by a long-term substitute. Now a new semester has begun, and to our knowledge the vacancy remains.
- **3rd grade:** Originally, Samantha Cleare was assigned as the permanent teacher for this class. Due to a vacancy in the 5th grade, administrators moved Samantha Cleare at the beginning of the 2023-24 school year to cover that 5th grade vacancy. The district initially covered this vacancy with a permanent teacher but a long-term substitute has been assigned since the fall of 2023. We are not aware of any efforts by the district to fill this vacancy and hire a permanent teacher.
- **4th grade:** Not soon after the beginning of the 2023-24 school year, the teacher assigned to this class left Stege and the district covered the unlawful vacancy with a long-term substitute. Due to the district's failure to prepare and support the long-term substitute, they are struggling to teach this class and follow the designated curriculum. In October 2023 administrators turned Samantha Cleare's 5th grade class into a combination 5th/4th grade class so she could take on some 4th grade students to relieve the long-term substitute. The district's delay in filling this vacancy has created an unstable learning environment for the 4th graders who have now had multiple teachers, and some who had to switch classes entirely.

² The holder of an Emergency 30-Day Substitute Teaching Permit (Day-Day Substitute Teaching) is authorized to serve as a substitute for no more than 30 days for any one teacher during the school year. See Title 5, California Code of Regulations, Section 80025. The holder of an Emergency Career Substitute Teaching Permit is authorized to substitute for no more than 60 days for any one teacher. See Title 5, California Code of Regulations, Section 80025.1

Inaction by School Administrators

We have also heard many concerns about inaction by school and district leadership and a systematic failure to ensure that students are provided with comprehensive instruction. Other surrounding districts are not experiencing the same level of teacher vacancies as WCCUSD.³ These concerns include:

- A failure to develop a comprehensive recruitment, development, hiring and assignment plan across the district to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class. Through adequate compensation and support, robust teacher residencies, grow-your-own, and other traditional and alternative pathway programs, the district needs to be aggressive about recruiting, developing and hiring an adequate supply of teachers.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully-credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully-certified, in lieu of rolling substitutes. The lack of such internal processes is evidenced by the inaction by administrators to recruit and retain permanent and certificated replacements for the vacancies in which they had ample notice to fill before the beginning of the 2023-24 school year.
- A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at Stege Elementary School.

Remedies Sought

We seek the following remedies. That the district and school:

- Fill the vacant positions within a reasonable period of time, not to exceed 30 (thirty) working days. (Cal. Educ. Code Sec. 35186(b)), and hopefully sooner to avoid further disruption to the affected students' education and adverse impacts on school climate.
- Prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools.
- Cease the illegal practice of using long-term substitutes to fill vacancies, and instead implement districtwide processes to recruit, hire and assign permanent, legally authorized teachers in a timely manner and refine the teacher development and support programs to advance such processes, including supporting classified staff interested in a pathway to become a certificated teacher.

³ 78% of classes in West Contra Costa Unified School District are taught by both fully prepared and properly assigned teachers. See California Department of Education DataQuest, 2021-22 Teaching Assignment Monitoring Outcomes by Full-Time Equivalent (FTE), <https://dq.cde.ca.gov/dataquest/DQCensus/TchAssgnOutcomeLevels.aspx?aggllevel=County&cde=07&year=2021-22>.

The county and state average is 85%, with at least thirteen districts in Contra Costa meeting or exceeding that average. *Id.* See also, The Education Trust-West, Teaching Assignment Monitoring Outcomes (TAMO) Data Dashboard, <https://west.edtrust.org/tamo-data-tool/>.

- Implement a districtwide stipend program to prepare and retain teachers who are fully certificated to teach English learner students and the subject matter they are teaching at Title I schools.

We look forward to the prompt resolution of this complaint. If you have any questions, please contact Karissa Provenza at kprovenza@publicadvocates.org



Date: 01/31/2024

John T. Affeldt, Managing Attorney
Nicole Gon Ochi, Deputy Managing Attorney
Karissa Provenza, Law Fellow



West Contra Costa Unified School District Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No Date _____

Last Name Provenza First Name Karissa

Street Address/Apt. # [Please use email: kprovenza@publicadvocates.org]

City _____ Zip _____

Home Phone _____ Message/Work Phone 808-386-0399

School/Office of Alleged Violation Helms Middle School

Course title/grade level and teacher name Multiple/See Attached

Room number/name of room/location of facility Multiple/See Attached

Date problem was observed 2023-24 School year to date

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with ~~more than 20 percent~~ English learners in the class. **Change in law: see Cal. Educ. Code Sec. 35186(f)(2)(B) one or more**

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

See attached description of Williams issues.



Description of *Williams* Issues at Helms Middle School

Introduction

Helms Middle School is a middle school in West Contra Costa Unified School District (WCCUSD). As of the 2022-23 school year, 591 students were enrolled at the school, 73 percent of whom are socioeconomically disadvantaged, and over 80 percent of whom are Latine.¹ 47 percent of the 591 students identified as English learners, or multilingual learners, many of whom are newcomers.

Per California Education Code Section 35186, *Williams* complaints may be filed in response to concerns about instructional materials, clean and safe school facilities, or teacher vacancies or misassignments. Public Advocates is filing this *Williams* complaint on behalf of Jeremiah Romm, an 8th grade teacher at Helms Middle School, in response to serious concerns regarding four teacher vacancies impacting over half of the student population at Helms Middle School.

The staffing instability and reliance on illegal remedies, such as long-term substitutes and rolling substitutes, is causing a detrimental effect on the students of Helms Middle School, particularly the eighth grade students, many of whom do not have a permanent teacher in one to two of their core classes. Members of the school community have expressed concerns about the number of students, particularly multilingual learners whose academic and social-emotional needs are being ignored because of the number of teacher vacancies.

The Complainant

Jeremiah Romm grew up in the WCCUSD community and has been an educator at Helms Middle School for 16 years. He teaches History and English, and has played a vital role in providing support to newcomer immigrant English learner students inside and outside of the classroom.

Teacher Vacancies

Members of the school community have shared the following general, ongoing concerns with us:

- Parents/caretakers do not know who is teaching their children's class because teachers are incorrectly named the teacher of record for classes that are taught primarily or entirely by substitutes.
- Long-term substitute teachers have been assigned to cover classes since the beginning of the 2023-24 school year, serving as a substitute in the same classroom for more than the 30- or 60-day authorization under such permits.²

¹ In the 2022-23 school year, 82.6% of students at Helms Middle School identified as Latino/e, 7.3% as African American, 3.9% as Asian, 2.5% as White, 1% as two or more races.

² The holder of an Emergency 30-Day Substitute Teaching Permit (Day-to-Day Substitute Teaching) is authorized to serve as a substitute for no more than 30 days for any one teacher during the school year. See Title 5, California

- There have been a few occasions where multiple teacher absences and insufficient individual classroom coverage resulted in administrators combining students into large groups in the cafeteria.
- The designated substitute teachers are ill-prepared to teach subject matters, and the newcomer students in their classrooms, with multiple families reporting that no homework is being assigned.
- Within the 8th grade, there is a large number of students who are experiencing an overlap of vacancies in their Math, Science, and English classes. Now, there is an overreliance on the TeachStart program to permanently staff these classrooms with TeachStart Fellows who are operating on substitute permits well beyond the authorization of their permits.

We have learned of the following specific teacher vacancies that we demand be immediately corrected:

- **7th/8th grade Math (Newcomers Academy):** In February 2023 the former teacher of this class gave notice of their intent to leave. For the first couple of months of the 2023-24 school year the vacancy was covered by rolling substitutes and Helms Middle School teachers period-subbing. Since November, a long-term substitute on an emergency substitute permit has been covering the class. It is incumbent on the district to ensure that a single, designated teacher who is qualified teaches the class. That has not happened. We understand that this Math class is a part of the Newcomers Academy, serving nearly 75 newcomer immigrant English learner students. The students in this class rely on the instructor to be fully, or at least, provisionally certified to teach English learners. See Cal. Educ. Code Sec. 35186(f)(2)(B) (establishing a *Williams* violation when “A teacher who lacks credentials or training to teach English Learners is assigned to teach a class with one or more English learner pupils in the class”) *see also id.* At Sec. 35186(f)(2)(C) (assigned teacher lacks subject matter competency). Staff have shared that the district has failed to procure a properly assigned teacher and, further, that it has failed to properly prepare the illegally-assigned long-term substitute to support and instruct the English learner students in this combination math class.
- **8th Grade Science:** The permanent teacher assigned to this class gave notice of their departure before the end of the 2022-23 school year. Since September 2023, a long-term substitute has been covering this class and an unlawful vacancy has existed. Students and caretakers have shared that homework is not being assigned. Currently, this vacancy is being covered by a TeachStart Fellow who, to the best of our knowledge, we believe is authorized through either an Emergency Substitute Teaching Permit for Prospective Teachers or an Emergency 30-Day Substitute Teaching Permit.³ The district’s delay in filling this vacancy has created an unstable learning environment for roughly 160 8th grade Science students.

Code of Regulations, Section 80025. The holder of an Emergency Career Substitute Teaching Permit is authorized to substitute for no more than 60 days for any one teacher. See Title 5, California Code of Regulations, Section 80025.1

³ Emergency Substitute Teaching Permits for Prospective Teachers authorizes a holder to serve as a day-to-day substitute for no more than 30 days for any one teacher, and no more than 90 days during the school year. See Title 5, California Code of Regulations, Section 80025.2. Generally, this permit authorizes substitutes who are currently enrolled in a four-year college or university who have completed a minimum of 90 semester units of course work. *Id.*

- **8th Grade Math:** The former permanent teacher assigned to this class gave notice of their departure before the end of the 2022-23 school year. Since September 2023, a long-term substitute has been covering this class and an unlawful vacancy has existed. Now a new semester has begun with the vacancy being covered by a TeachStart Fellow, not by a single, designated permanent, properly-assigned teacher. The Fellow, to the best of our knowledge, is authorized through either an Emergency Substitute Teaching Permit for Prospective Teachers or an Emergency 30-Day Substitute Teaching Permit.
- **8th Grade English:** The permanent teacher designated to this class requested to be transferred in October 2023. Since then, an unlawful vacancy has existed with a rotation of Helms Middle School's certificated teachers being called upon to provide class coverage. We understand that a long-term substitute was originally assigned, but was only present for two weeks. This situation is adversely impacting more than 120 students' learning and achievement and putting additional strain on the teachers having to cover the class in addition to their permanent assignments. Rather than a single, designated permanent teacher, this vacancy is currently being covered by a TeachStart Fellow who, to the best of our knowledge, we believe is authorized through either an Emergency Substitute Teaching Permit for Prospective Teachers or an Emergency 30-Day Substitute Teaching Permit.

Inaction by School Administrators

We have also heard many concerns about inaction by school and district leadership and a systematic failure to ensure that students are provided with comprehensive instruction. Other surrounding districts are not experiencing the same level of teacher vacancies as WCCUSD.⁴ These concerns include:

- A failure to develop a comprehensive recruitment, development, hiring and assignment plan across the district to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class. Through adequate compensation and support, robust teacher residencies, grow-your-own, and other traditional and alternative pathway programs, the district needs to be aggressive about recruiting, developing and hiring an adequate supply of teachers.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully-credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully-certified, in lieu of rolling substitutes. The lack of such internal processes is evidenced by the inaction by administrators to recruit and retain permanent and certificated replacements for the vacancies in which they had ample notice to fill before the beginning of the 2023-24 school year.

⁴ 78% of classes in West Contra Costa Unified School District are taught by both fully prepared and properly assigned teachers. See California Department of Education DataQuest, 2021-22 Teaching Assignment Monitoring Outcomes by Full-Time Equivalent (FTE), <https://dq.cde.ca.gov/dataquest/DQCensus/TchAssgnOutcomeLevels.aspx?aggllevel=County&cde=07&year=2021-22>.

The county and state average is 85%, with at least thirteen districts in Contra Costa meeting or exceeding that average. *Id.* See also, The Education Trust-West, Teaching Assignment Monitoring Outcomes (TAMO) Data Dashboard, <https://west.edtrust.org/tamo-data-dashboard/>.

- A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at Helms Middle School.

Remedies Sought

We seek the following remedies. That the district and school:

- Fill the vacant positions within a reasonable period of time, not to exceed 30 (thirty) working days. (Cal. Educ. Code Sec. 35186(b)), and hopefully sooner to avoid further disruption to the affected students' education and adverse impacts on school climate.
- Prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools.
- Cease the illegal practice of using long-term substitutes to fill ongoing vacancies, and instead implement districtwide processes to recruit, hire and assign permanent, legally authorized teachers in a timely manner and refine the teacher development and support programs to advance such processes, including supporting classified staff interested in a pathway to become a certificated teacher.
- Implement a districtwide stipend program to prepare and retain teachers who are fully certificated to teach English learner students and the subject matter they are teaching at Title I schools.

We look forward to the prompt resolution of this complaint. If you have any questions, please contact Karissa Provenza at kprovenza@publicadvocates.org



Date: 01/31/2024

John T. Affeldt, Managing Attorney
Nicole Gon Ochi, Deputy Managing Attorney
Karissa Provenza, Law Fellow



West Contra Costa Unified School District Complaint Form: Williams Uniform Complaint Procedure

Education Code 35186 creates a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, teacher vacancy or misassignment, or the lack of opportunity to receive intensive instruction and services to pupils who did not pass one or both parts of the high school exit examination by the end of grade 12. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? Yes No _____ Date _____

Last Name Provenza _____ First Name Karissa _____

Street Address/Apt. # _____ [Please use email: kprovenza@publicadvocates.org]

City _____ Zip _____

Home Phone _____ Message/Work Phone 808-386-0399

School/Office of Alleged Violation John F. Kennedy High School

Course title/grade level and teacher name Multiple/See Attached

Room number/name of room/location of facility Multiple/See Attached

Date problem was observed 2023-24 School year to date

Issue(s) of the complaint: (Please check all that apply; a complaint may contain more than one allegation):

1. Textbooks and instructional materials: (Education Code 35186; 5 CCR 4681)

- A pupil, including an English Learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- A pupil does not have access to textbooks or instructional materials to use at home or after School. This does not require two sets of textbooks or instructional materials for each pupil.
- Textbooks or instructional materials are in poor or unusable condition, have missing Pages, or are unreadable due to damage.
- A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment: (Education Code 35186; 5CCR 4681)

A semester begins and a teacher vacancy exists. A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the school year for an entire year, or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

A teacher lacks credentials or training to teach English learners or is assigned to teach a class with ~~more than 20 percent~~ **one or more** English learners in the class. **Change in law: see Cal. Educ. Code Sec. 35186(f)(2)(B)**

A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions: (Education Code 35186, 35292.5; CCR 4683)

A condition exists that poses an emergency urgent or threat to the health or safety of students or staff including gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition.

A school restroom has not been cleaned or maintained properly, is not fully operational, or has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.

The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes. This does not apply when closing of the restroom is necessary for pupil safety or to make repairs.

4. High school exit exam intensive instruction and services: (Education Code 35186)

Pupils who have not passed the high school exit exam by the end of grade 12 were not provided the opportunity to receive intensive instruction and services pursuant to Education Code 37254(d)(4) and (5) after the completion of grade 12.

Please describe the issue of your complaint in detail. You may attach additional pages as necessary to fully describe the situation. For complaints regarding facilities conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of pupils or staff.

See attached description of Williams issues.



Description of *Williams* Issues at John F. Kennedy High School

Introduction

John F. Kennedy High School is a high school in West Contra Costa Unified School District (WCCUSD). As of the 2022-23 school year, 823 students were enrolled at the school, 78 percent of whom are socioeconomically disadvantaged. Nearly half of the 823 students identified as English learners or multilingual learners.

Per California Education Code Section 35186, *Williams* complaints may be filed in response to concerns about instructional materials, clean and safe school facilities, or teacher vacancies or misassignments. Public Advocates is filing this *Williams* complaint on behalf of Hilda Cristina Huerta, an educator at John F. Kennedy High School, in response to serious concerns regarding teacher vacancies greatly impacting the students and teaching staff at John F. Kennedy High School.

The staffing instability and reliance on unsustainable remedies are causing a detrimental effect on the students of John F. Kennedy High School. Over 400 students at John F. Kennedy High School started the 2023-24 school year off without a certificated permanent teacher in at least one class. Members of the school community have expressed concerns about the number of students, particularly multilingual learners whose academic and social-emotional needs are being ignored because of the number of teacher vacancies at John F. Kennedy High School.

The Complainant

Hilda Cristina Huerta has been an educator at John F. Kennedy High School for ten years. She currently teaches two Spanish Literature classes for students whose home language is Spanish. Ms. Huerta played an instrumental role in the development of the Spanish Speaker Program at John F. Kennedy High School, and continues to provide essential support to multilingual students.

Teacher Vacancies

Members of the school community have shared the following general, ongoing concerns with us:

- Classroom instability and reliance on the online program, Edgenuity, to teach whole courses to classrooms of students is escalating chronic absenteeism, especially for those who require additional support.
- School administrators are having teachers both period-sub and work 120% of their job responsibilities¹, sacrificing their preparation time and risking burn out.

¹ Period-subbing is the practice of having a substitute or a school's own certificated teachers cover a vacancy on an ad hoc, day-by-day basis. When no permanent, single designated teacher is assigned to the class, an illegal vacancy exists. A related, but legal way to fill a vacancy is to designate a particular teacher to teach the same period every day for the full year or semester (assuming they are otherwise properly authorized to teach the subject and students

We have learned of the following specific teacher vacancies that we demand be immediately corrected:

- **Multi-grade English Language Development:** The teacher originally assigned to these two periods was pulled from a special assignment, and reportedly left after a few days into the 2023-24 school year, creating a vacancy in September 2023. Until October 2023 both periods were period-subbed. A long-term substitute teacher was assigned to cover the vacancy towards the end of the first quarter, and continued to cover the vacancy up until recently. Now, to our knowledge, the vacancy is again being period-subbed. This class is primarily for long-term English learners, some of whom are experiencing delays in reclassification due to the lack of stable support.
- **12th Grade CSU Expository Reading and Writing Curriculum:** The permanent teacher who would have been assigned to teach these four periods is the same as the above Multi-grade English Language Development class who has departed. Accordingly, this vacancy was formerly covered by a long-term substitute teacher beginning in October 2023. Now all four periods are being period-subbed, impacting students in their college preparation.
- **6th Period Physical Education:** Since the fall of 2023, this period has repeatedly been covered by substitutes or period-subbed by John F. Kennedy High School teachers working at 120%. Now, well into the 2023-24 school year, there continues to be no stable coverage.
- **Music:** Since the beginning of the school year, this music class has had a regular teacher teaching at 120% to cover two of the four weekly periods, and has fill-in teachers for the other two periods. To our understanding, a vacancy still exists for the two periods that are being period-subbed.

Inaction by School Administrators

We have also heard many concerns about inaction by school and district leadership and a systematic failure to ensure that students are provided with comprehensive instruction. Other surrounding districts are not experiencing the same level of teacher vacancies as WCCUSD.² These concerns include:

- A failure to develop a comprehensive recruitment, development, hiring and assignment plan across the district to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class. Through adequate compensation and support, robust teacher residencies,

in the class). When those teachers already have full loads, this results in the teacher working 120% to fill the vacancy. Although this practice, which appears to be a common occurrence at John F. Kennedy High School, does not technically violate *Williams*, it is not a sustainable solution for the individual teacher or the school community.² 78% of classes in West Contra Costa Unified School District are taught by both fully prepared and properly assigned teachers. See California Department of Education DataQuest, 2021-22 Teaching Assignment Monitoring Outcomes by Full-Time Equivalent (FTE),

<https://dq.cde.ca.gov/dataquest/DQCensus/TchAssgnOutcomeLevels.aspx?aggllevel=County&cde=07&year=2021-22>.

The county and state average is 85%, with at least thirteen districts in Contra Costa meeting or exceeding that average. *Id.* See also, The Education Trust-West, Teaching Assignment Monitoring Outcomes (TAMO) Data Dashboard, <https://west.edtrust.org/tamo-data-dashboard/>.

grow-your-own, and other traditional and alternative pathway programs, the district needs to be aggressive about recruiting, developing and hiring an adequate supply of teachers.

- The reliance on teachers to work at 120% to cover vacancies, beyond what is included in this complaint, instead of actively searching for permanent and sustainable replacements.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully-credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully-certified, in lieu of rolling substitutes. The lack of such internal processes is evidenced by the inaction by administrators to recruit and retain permanent and certificated replacements for the vacancies in which they had ample notice to fill before the beginning of the 2023-24 school year.
- A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at John F. Kennedy High School.

Remedies Sought

We seek the following remedies. That the district and school:

- Fill the vacant positions within a reasonable period of time, not to exceed 30 (thirty) working days. (Cal. Educ. Code Sec. 35186(b)), and hopefully sooner to avoid further disruption to the affected students' education and adverse impacts on school climate.
- Prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools.
- Cease the practice of overworking John F. Kennedy High School teachers by having them work 120% and/or using long-term substitutes to cover vacancies, and instead implement districtwide processes to recruit, hire, and assign permanent, legally authorized teachers in a timely manner and refine the teacher development and support programs to advance such processes, including supporting classified staff interested in a pathway to become a certificated teacher.
- Implement a districtwide stipend program to prepare and retain teachers who are fully certificated to teach English learner students and the subject matter they are teaching at Title I schools.

We look forward to the prompt resolution of this complaint. If you have any questions, please contact Karissa Provenza at kprovenza@publicadvocates.org



John T. Affeldt, Managing Attorney
Nicole Gon Ochi, Deputy Managing Attorney
Karissa Provenza, Law Fellow

Date: 01/31/2024

EXHIBIT 8



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

1108 Bissell Avenue
Richmond, CA 94801

Telephone (510) 231-1188 FAX (510) 237-6411

Kenneth C. Hurst, Sr., Ed.D.
Superintendent

Camille Johnson Ed. D.
Interim Associate Superintendent, HR

Via Email

April 10, 2024

Karissa Provenza
kprovenza@publicadvocates.org

Re: Response to Williams Complaint – Stege Elementary

Dear Ms. Provenza:

The West Contra Costa Unified School District (“District”) received a *Williams* Complaint bearing your signature, dated January 31, 2024, concerning teacher vacancy and misassignment issues at Stege Elementary School (“Complaint”).

I. COMPLAINT PROCEDURES

The District’s *Williams* Complaint procedures are set forth in District Administrative Regulation (“AR”) 1312.4 (Williams Uniform Complaint Procedures) and at California Code of Regulations, Title 5, sections 4680 et seq. To the extent you allege your Complaint is subject to them, these procedures originate from a school finance lawsuit that alleged the state failed to provide poor and underprivileged students with equal access to instructional materials, safe school facilities, and qualified teachers.¹ *Williams* and its settlement produced the *Williams* Complaint procedures to “establish minimum thresholds for teacher quality, instructional materials, and school facilities.” (See Senate Bill 550, Assem. Floor Analysis, June 8, 2004.) These procedures are intended to address, in summary, complaints that a student does not have textbooks or other required instructional materials; complaints of teacher vacancy or misassignment; or complaints related to the condition of facilities. (See California Code of Regulations Title 5, sections 4681-4683, and Education Code section 35186.)

II. ALLEGATIONS

Your Complaint raised the following issues:

Teacher vacancy or misassignment:

¹ See “The *Williams* Case -- An Explanation,” at <https://www.cde.ca.gov/eo/ce/wc/wmslawsuit.asp>

- Long-term substitute teachers have been assigned to cover classes since the beginning of the 2023-24 school year, serving as substitute in the same classroom for more than the 30- or 60-day authorization allowed under such permits.

Inaction by school administrators:

- A failure to develop a comprehensive, districtwide recruitment, development, hiring, and assignment plan to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully certified, in lieu of rolling substitutes.
- A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at Stege Elementary School.

III. RESPONSE TO ALLEGATIONS

The District’s ability to address the issues raised in the Complaint and its ongoing efforts to address related issues have been impacted by statewide systemic problems. The California Department of Education’s (“CDE”) most recent statistics show that, beginning in 2021, California school districts in general experienced a significant increase in teacher vacancies and a decline in newly issued teacher credentials. In 2023, upon passing S.B. 765, the California Legislature declared findings that “California’s public education system was, prior to the COVID-19 pandemic, experiencing a severe educational workforce shortage.” CDE also declared findings that the COVID-19 pandemic exacerbated this problem and that there has been an increase in the number of teachers choosing to leave the profession. On January 31, 2024, Senator Steve Padilla introduced Senate Bill 995 aimed at addressing California’s severe teacher shortage. California currently ranks third in the nation for teacher shortages. Based on a recent EdSource article published December 4, 2023, California had more than 10,000 teacher vacancies during the 2021- 2022 school year. More information regarding these findings is available at the webpages linked below:

<https://edsources.org/2023/want-to-solve-the-teacher-shortage-start-with-increasing-salaries/701802#:~:text=According%20to%20the%20California%20Department,decline%20in%20nearly%20a%20decade>

<https://sd18.senate.ca.gov/news/senator-padilla-introduces-bill-reimagining-californias-teacher-credentialing-process-and>

<https://legiscan.com/CA/text/SB765/id/2837661>

<https://legiscan.com/CA/text/SB995/id/2972857>

Accordingly, the allegations of teacher vacancy and misassignment are sustained. However, the District has implemented districtwide recruiting, development, and hiring measures in response to the ongoing teacher shortage. The District continues to review and revise its recruitment strategies to increase its recruitment and retention of teachers.

The issues raised in the Complaint regarding substitute teachers' ability to teach the curricula and the agreed upon class size per teacher for grades Kindergarten through third grade are not issues subject to the *Williams* Complaint Procedures. As such, these allegations are not addressed in this response. As the issue of agreed upon class size arises under the District's collective bargaining agreement ("CBA") with United Teachers of Richmond ("UTR"), it may properly be raised under the CBA's grievance procedures.

IV. REMEDIAL MEASURES

The Complaint requests the following remedies: (1) fill the vacant positions within a reasonable period of time; (2) prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools; (3) cease using long-term substitutes to fill vacancies and implement districtwide processes to recruit and assign permanent teachers and refine the teacher development and support programs, including supporting classified staff interested in pathways to become teachers; (4) implement a districtwide stipend program to prepare and retain teachers certificated in their respective subject matters and to teach English learner students at Title I schools.

Although the allegations of teacher vacancy and misassignment are sustained, the District is currently unable to provide the requested remedies to the extent they require addressing statewide, systemic problems over which the District has little control, or to the extent they require the District to take action it is not permitted to take under the Educational Employment Relations Act ("EERA") without bargaining with the certificated employees' exclusive representative.

As to the first requested remedy, the Complaint identifies vacancies in Kindergarten, second grade, third grade, and fourth grade classrooms at Stege Elementary School. The vacancy in the Kindergarten classroom has existed since the beginning of the 2023-2024 school year. While the other classrooms were assigned permanent teachers at the start of the 2023-2024 school year, these vacancies remained unfilled for a number of reasons, including, but not limited to, teacher transfers and late notification received by the teacher assigned in 2022-2023. The District acknowledges it is out of compliance; however, it has been unable to fill these vacancies with permanent teachers. It has utilized long-term and day-to-day substitutes to provide support and supervision for the students and continues to search for qualified candidates. Any vacancy was not purposefully caused by the District.

As to the second requested remedy, the District has prioritized filling the vacancies. However, the District is cautious about mandating the assignments of its teachers. As stated above, the shortage of teachers is a statewide issue; therefore, teachers who are unsatisfied with the District's offers of employment at a specific school or grade level likely have opportunities to be employed with other school districts. Additionally, the District must follow the internal transfer and assignment process as outlined in the CBA. While filling teacher vacancies is a priority, the District's measures for assigning teachers and offers of employment must be balanced as to avoid alienating current employees and new recruits and violating the CBA.

Additionally, while the District is always engaged in recruiting efforts, the effectiveness of these efforts depends partly on what times of year it is able to begin recruiting for particular positions. Pursuant to Education Code section 44842, teachers must give notice of their intent not to return to employment by June 30. The District cannot begin to recruit to fill a vacancy created by a

teacher's decision not to return until it receives such notice. When the District receives notice at the end of the school year, recruiting to fill the resulting vacancy will be more difficult than recruiting at earlier times. Fewer candidates will be available to recruit and the time available for recruiting efforts will be more limited than if notice was received earlier.

As to the third requested remedy, in addition to its ordinary recruitment strategies, such as through job fairs and job boards, the District has implemented several districtwide recruitment and development measures in direct response to the teacher shortage. Since August 2023 to present, the District has attended 25 job recruitment fairs during the 2023-2024 school year. The District also posts jobs on at least six different job boards and uses a variety of social media platforms. The District has also taken measures to recruit new teachers and to provide pathways to employment as permanent teachers for classified employees and substitute teachers. The District recently hired Kristyn Loy as Coordinator of Teacher Residency Programs for the purpose of developing and promoting these pathways. The District also maintains partnerships with other public and nonprofit organizations for recruiting. Current partners include Cal State East Bay, Dominican University, UC Berkeley, TeachStart, and Teach for America. TeachStart is a nonprofit program that provides substitute teachers to District schools and supports substitutes in obtaining teaching credentials, such that the District may offer them employment as probationary certificated staff in the next school year. (**Exhibits A, B, and C.**)

Additionally, the District has bargained with UTR for Article 14 in the 2022-2025 CBA to provide an incentive for teachers to notify the District early if they intend to retire or resign at the end of the school year. Article 14, section 2.3(a) of the CBA provides that teachers who notify the District by February 1 shall receive a stipend of \$2,000. Also, Section 2.3(b) provides that teacher vacancies shall be communicated to UTR members as they become available. This measure supports the District's recruitment efforts by encouraging teachers to notify the District early if they do not intend to return for the next school year, allowing the District to begin recruiting to fill the vacancy at a more advantageous time than the end of the school year.

Other recruitment, development, and support measures are provided under the District's Teacher Induction Program, and Teacher Residency Program. The Teacher Induction Program promotes retention by providing support to certificated employees with preliminary credentials. The Teacher Residency Program offers participants support in obtaining teaching credentials and for the first years of teaching. More information about these programs is available at the webpages linked below:

<https://www.wccusd.net/tip>

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/teacher-residency-general->

43567138.3/

Page 5

[education](#)

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/sped-teacher-residency>

In addition, the District provides a pathway for classified employees to become certificated employees, offering classified employees tuition support and other assistance in obtaining teaching credentials. (**Exhibits B and C.**)

As to the fourth requested remedy, the EERA under Government Code section 3453.2 requires the District to negotiate with the exclusive representatives of its employees prior to making any change to matters within the scope of representation. The scope of representation includes matters relating to compensation, hours of employment, and other terms and conditions of employment, such as transfer and assignment procedures. Providing a new stipend would constitute a matter within the scope of representation as a change to compensation. Accordingly, the District is not permitted to provide a stipend to certificated employees without first negotiating with UTR. The District lacks the authority to unilaterally provide the requested remedy.

In summary, the issues raised in the Complaint arise from statewide, systemic problems. Addressing these issues is a priority for the District, and the District has taken measures in direct response to the underlying problems. However, the District's ability to remedy systemic problems in the short term is limited, as is its authority to unilaterally adopt measures that would affect the working conditions of its employees. The District has provided support and supervision for its students to the best of its ability within these limitations and has not purposefully caused any noncompliance.

V. CONCLUSION AND APPEAL RIGHTS

If you are not satisfied with the District's response to your Williams complaint, pursuant to Administrative Regulation 1312.4, you may describe the complaint to the District's Governing Board at a regularly scheduled Board meeting. For complaints involving a condition related to a facility or accessibility of textbooks, you have the right to file an appeal of this decision to the CDE, State Superintendent of Public Instruction, within 15 days of receiving the District's response.

This correspondence concludes the District's investigation.

Sincerely,

A handwritten signature in cursive script that reads "Camille Johnson".

Camille Johnson, Ed.D.
Interim Associate Superintendent, Human Resources

Enclosed: Exhibits A-C



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

1108 Bissell Avenue
Richmond, CA 94801

Telephone (510) 231-1188 FAX (510) 237-6411

Kenneth C. Hurst, Sr., Ed.D.
Superintendent

Camille Johnson Ed. D.
Interim Associate Superintendent, HR

Via Email

April 10, 2024

Karissa Provenza
kprovenza@publicadvocates.org

Re: Response to Williams Complaint – Helms Middle School

Dear Ms. Provenza:

The West Contra Costa Unified School District (“District”) received a *Williams* Complaint bearing your signature, dated January 31, 2024, concerning teacher vacancy and misassignment issues at Helms Middle School (“Complaint”).

I. COMPLAINT PROCEDURES

The District’s *Williams* Complaint procedures are set forth in District Administrative Regulation (“AR”) 1312.4 (Williams Uniform Complaint Procedures) and at California Code of Regulations, Title 5, sections 4680 et seq. To the extent you allege your Complaint is subject to them, these procedures originate from a school finance lawsuit that alleged the state failed to provide poor and underprivileged students with equal access to instructional materials, safe school facilities, and qualified teachers.¹ *Williams* and its settlement produced the *Williams* Complaint procedures to “establish minimum thresholds for teacher quality, instructional materials, and school facilities.” (See Senate Bill 550, Assem. Floor Analysis, June 8, 2004.) These procedures are intended to address, in summary, complaints that a student does not have textbooks or other required instructional materials; complaints of teacher vacancy or misassignment; or complaints related to the condition of facilities. (See California Code of Regulations Title 5, sections 4681-4683, and Education Code section 35186.)

II. ALLEGATIONS

Your Complaint raised the following issues:

¹ See “The *Williams* Case -- An Explanation,” at <https://www.cde.ca.gov/eo/ce/wc/wmslawsuit.asp>

Teacher Vacancies:

- Parents/caretakers do not know who is teaching their children’s classes because teachers are incorrectly named the teacher of record for classes that are taught primarily or entirely by substitutes.
- Long-term substitute teachers have been assigned to cover classes since the beginning of the 2023-24 school year, serving as a substitute in the same classroom for more than the 30- or 60-day authorization under such permits.
- There have been occasions where multiple teacher absences and insufficient individual classroom coverage resulted in administrators combining students into large groups in the cafeteria.
- The designated substitute teachers are ill-prepared to teach subject matters, and the newcomer students in their classrooms, with multiple families reporting that no homework is being assigned.
- Within the 8th grade, there is a large number of students who are experiencing an overlap of vacancies in their Math, Science, and English classes. Now, there is an overreliance on the TeachStart program to permanently staff these classroom with TeachStart fellows who are operating beyond the authorization of their substitute permits.

Inaction by school administrators:

- A failure to develop a comprehensive recruitment, development, hiring, and assignment plan across the District to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully-credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully certified, in lieu of rolling substitutes. The lack of such internal processes is evidenced by the inaction by administrators to recruit and retain permanent and certificated replacements for the vacancies in which they had ample notice to fill before the beginning of the 2023- 24 school year.
 - A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at Helms Middle School.

III. RESPONSE TO ALLEGATIONS

The District’s ability to address the issues raised in the Complaint and its ongoing efforts to address related issues have been impacted by statewide systemic problems. The California Department of Education’s (“CDE”) most recent statistics show that, beginning in 2021, California school districts in general experienced a significant increase in teacher vacancies and a decline in newly-

issued teacher credentials. In 2023, upon passing S.B. 765, the California Legislature declared findings that “California’s public education system was, prior to the COVID-19 pandemic, experiencing a severe educational workforce shortage.” CDE also declared findings that the COVID-19 pandemic exacerbated this problem and that there has been an increase in the number of teachers choosing to leave the profession. On January 31, 2024, Senator Steve Padilla introduced Senate Bill 995 aimed at addressing California’s severe teacher shortage. California currently ranks third in the nation for teacher shortages. Based on a recent EdSource article published December 4, 2023, California had more than 10,000 teacher vacancies during the 2021- 2022 school year. More information regarding these findings is available at the webpages linked below:

<https://edsources.org/2023/want-to-solve-the-teacher-shortage-start-with-increasing-salaries/701802#:~:text=According%20to%20the%20California%20Department,decline%20in%20nearly%20a%20decade>

<https://sd18.senate.ca.gov/news/senator-padilla-introduces-bill-reimagining-californias-teacher-credentialing-process-and>

<https://legiscan.com/CA/text/SB765/id/2837661>

<https://legiscan.com/CA/text/SB995/id/2972857>

Accordingly, the allegations of teacher vacancy and misassignment are sustained. However, the District has implemented districtwide recruiting, development, and hiring measures in response to the ongoing teacher shortage. The District continues to review and revise its recruitment strategies to increase its recruitment and retention of teachers.

IV. REMEDIAL MEASURES

The Complaint requests the following remedies: (1) fill the vacant positions within a reasonable period of time; (2) prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools; (3) cease the practice of using long term substitutes to fill ongoing vacancies, and instead implement districtwide processes to recruit, hire, and assign permanent, legally authorized teachers in a timely manner and refine the teacher development and support programs to advance such processes, including supporting classified staff interested in a pathway to become a certificated teacher; (4) implement a districtwide stipend program to prepare and retain teachers certificated in their respective subject matters and to teach English learner students at Title I schools.

The District is currently unable to provide the requested remedies to the extent they require addressing statewide, systemic problems over which the District has little control, or to the extent they require the District to take action it is not permitted to take under the Educational Employment Relations Act (“EERA”) without bargaining with the certificated employees’ exclusive representative.

As to the first requested remedy, the Complaint identifies vacancies in the following classes: 7th and 8th Grade Math in the Newcomers Academy program, 8th Grade Science, 8th Grade Math, and 8th Grade English. The Newcomers Academy Math class was covered by rolling substitutes and permanent teachers of other classes substituting between the beginning of the 2023-2024 school year and November 2023. Since November 2023, it has been covered by a long-term

substitute. The 8th Grade Science and Math classes have been covered by long-term substitutes since September 2023. The 8th Grade English class was covered by a permanent teacher at the beginning of the 2023-2024 school year, but this teacher was transferred in October 2023. Since October 2023, the class has been covered by long-term substitutes and permanent teachers of other classes substituting; currently, it is covered by a long-term substitute.

The District acknowledges it is out of compliance; however, it has been unable to fill these vacancies with permanent teachers. These vacancies have remained unfilled for a number of reasons, including, but not limited to, teacher transfers and late notification received by the teacher assigned in 2022-2023. It has utilized long-term and day-to-day substitutes to provide support and supervision for the students, and continues to search for qualified candidates. Any vacancy was not purposefully caused by the District.

As to the second requested remedy, the District has prioritized filling the vacancies. However, the District is cautious about mandating the assignments of its teachers. As stated above, the shortage of teachers is a statewide issue; therefore, teachers who are unsatisfied with the District's offers of employment at a specific school or grade level will likely have opportunities to be employed with other school districts. Additionally, the District must follow the internal transfer and assignment process as outlined in the collective bargaining agreement ("CBA") with United Teachers of Richmond ("UTR"). While filling teacher vacancies is a priority, the District's measures for assigning teachers and offers of employment must be balanced as to avoid alienating current employees and new recruits and violating the CBA.

Further, while the District is always engaged in recruiting efforts, the effectiveness of these efforts depends partly on what times of year it is able to begin recruiting for particular positions. Pursuant to Education Code section 44842, teachers must give notice of their intent not to return to employment by June 30. The District cannot begin to recruit to fill a vacancy created by a teacher's decision not to return until it receives such notice. When the District receives notice close to the deadline, at the end of the school year, recruiting to fill the resulting vacancy will be more difficult than recruiting at earlier times. Fewer candidates will be available to recruit and the time available for recruiting efforts will be more limited than if notice was received earlier.

As to the third requested remedy, in addition to its ordinary recruitment strategies, through job fairs and job boards, the District has implemented several districtwide recruitment and development measures in direct response to the teacher shortage. Since August 2023 to present, the District has attended 25 job recruitment fairs during the 2023-2024 school year. The District also posts jobs on at least six different job boards and uses a variety of social media platforms. The District has also taken measures to recruit new teachers and to provide pathways to employment as permanent teachers for classified employees and substitute teachers. The District hired Kristyn Loy, Coordinator of Teacher Residency Programs, for the purpose of developing and promoting these pathways. The District also maintains partnerships with other public and nonprofit organizations for recruiting. Current partners include Cal. State East Bay, Dominican University, UC Berkeley, TeachStart, and Teach for America. TeachStart is a nonprofit program that provides substitute teachers to District schools and supports substitutes in obtaining teaching credentials, such that the District may offer them employment as probationary certificated staff in

Additionally, the District has bargained with United Teachers of Richmond (“UTR”) for Article 14 in the 2022-2025 collective bargaining agreement (“CBA”) to provide an incentive for teachers to notify the District early if they intend to retire or resign at the end of the school year. Article 14, section 2.3(a) of the CBA provides that teachers who notify the District by February 1 shall receive a stipend of \$2,000. Also, Section 2.3(b) provides that teacher vacancies shall be communicated to UTR members as they become available. This measure supports the District’s recruitment efforts by encouraging teachers to notify the District early if they do not intend to return for the next school year, allowing the District to begin recruiting to fill the vacancy at a more advantageous time than the end of the school year.

Other recruitment, development, and support measures are provided under the District’s Teacher Induction Program, and Teacher Residency Program. The Teacher Induction Program promotes retention by providing support to certificated employees with preliminary credentials. The Teacher Residency Program offers participants support in obtaining teaching credentials and for the first years of teaching. More information about these programs is available at the webpages linked below:

<https://www.wccusd.net/tip>

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/teacher-residency-general-education>

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/sped-teacher-residency>

In addition, the District provides a pathway for classified employees to become certificated employees, offering classified employees tuition support and other assistance in obtaining teaching credentials. (**Exhibits B and C.**)

As to the fourth requested remedy, the EERA under Government Code section 3453.2 requires the District to negotiate with the exclusive representatives of its employees prior to making any change to matters within the scope of representation. The scope of representation includes matters relating to compensation, hours of employment, and other terms and conditions of employment, such as transfer and assignment procedures. Providing a new stipend to would constitute a matter within the scope of representation as a change to compensation. Accordingly, the District is not permitted to provide a stipend to certificated employees without first negotiating with UTR. The District lacks the authority to unilaterally provide the requested remedy.

In summary, the issues raised in the Complaint arise from statewide, systemic problems. Addressing these issues is a priority for the District, and the District has taken measures in direct response to the underlying problems. However, the District’s ability to remedy systemic problems in the short term is limited, as is its authority to unilaterally adopt measures that would affect the working conditions of its employees. The District has provided support and supervision for its students to the best of its ability within these limitations and has not purposefully caused any noncompliance.

V. CONCLUSION AND APPEAL RIGHTS

If you are not satisfied with the District’s response to your Williams complaint, pursuant to Administrative Regulation 1312.4, you may describe the complaint to the District’s Governing Board at a regularly scheduled Board meeting. For complaints involving a condition related to a facility or accessibility of textbooks, you have the right to file an appeal of this decision to the CDE, State Superintendent of Public Instruction, within 15 days of receiving the District’s

response.

This correspondence concludes the District's investigation.

Sincerely,

A handwritten signature in cursive script that reads "Camille Johnson". The signature is written in black ink and is positioned above the typed name and title.

Camille Johnson, Ed.D.
Interim Associate Superintendent, Human Resources

Enclosed: Exhibits A-C



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

1108 Bissell Avenue
Richmond, CA 94801

Telephone (510) 231-1188 FAX (510) 237-6411

Kenneth C. Hurst, Sr., Ed.D.
Superintendent

Camille Johnson Ed. D.
Interim Associate Superintendent, HR

Via Email

April 10, 2024

Karissa Provenza
kprovenza@publicadvocates.org

Re: Response to Williams Complaint – John F. Kennedy High School

Dear Ms. Provenza:

The West Contra Costa Unified School District (“District”) received a *Williams* Complaint bearing your signature, dated January 31, 2024, concerning teacher vacancy and misassignment issues at John F. Kennedy High School (“Complaint”).

I. COMPLAINT PROCEDURES

The District’s *Williams* Complaint procedures are set forth in District Administrative Regulation (“AR”) 1312.4 (Williams Uniform Complaint Procedures) and at California Code of Regulations, Title 5, sections 4680 et seq. To the extent you allege your Complaint is subject to them, these procedures originate from a school finance lawsuit that alleged the state failed to provide poor and underprivileged students with equal access to instructional materials, safe school facilities, and qualified teachers.¹ *Williams* and its settlement produced the *Williams* Complaint procedures to “establish minimum thresholds for teacher quality, instructional materials, and school facilities.” (See Senate Bill 550, Assem. Floor Analysis, June 8, 2004.) These procedures are intended to address, in summary, complaints that a student does not have textbooks or other required instructional materials; complaints of teacher vacancy or misassignment; or complaints related to the condition of facilities. (See California Code of Regulations Title 5, sections 4681-4683, and Education Code section 35186.)

II. ALLEGATIONS

Your Complaint raised the following issues:

Teacher Vacancies:

¹ See “The *Williams* Case -- An Explanation,” at <https://www.cde.ca.gov/eo/ce/wc/wmslawsuit.asp>

- Classroom instability and reliance on the online program Edgenuity to teach whole courses to classrooms of students is escalating chronic absenteeism, especially for students who require additional support.
- School administrators are having teachers both period-sub and work 120% of their job responsibilities, sacrificing their preparation time and risking burn out.

Inaction by school administrators:

- A failure to develop a comprehensive recruitment, development, hiring, and assignment plan across the District to ensure that all classes are covered by a single designated certificated teacher with the requisite subject matter competence and legal authorization to provide instruction to the students in the class.
- A failure to maintain adequate internal processes to hire and assign teachers in a timely manner and, when fully credentialed teachers are not available, to take advantage of the lawful options for staffing classrooms with permanent teachers who may not yet be fully certified, in lieu of rolling substitutes. The lack of such internal processes is evidenced by the inaction by administrators to recruit and retain permanent and certificated replacements for the vacancies in which they had ample notice to fill before the beginning of the 2023-24 school year.
- A failure to provide comprehensive training and institutional support to those long-term substitutes who are currently covering classes at John F. Kennedy High School.

III. RESPONSE TO ALLEGATIONS

The District's ability to address the issues raised in the Complaint and its ongoing efforts to address related issues have been impacted by statewide systemic problems. The California Department of Education's most recent statistics show that, beginning in 2021, California school districts in general experienced a significant increase in teacher vacancies and a decline in newly issued teacher credentials. In 2023, upon passing S.B. 765, the California Legislature declared findings that "California's public education system was, prior to the COVID-19 pandemic, experiencing a severe educational workforce shortage." It also declared findings that the COVID-19 pandemic exacerbated this problem and that there has been an increase in the number of teachers choosing to leave the profession. On January 31, 2024, Senator Steve Padilla introduced Senate Bill 995 aimed at addressing California's severe teacher shortage. California currently ranks third in the nation for teacher shortages. Based on a recent EdSource article published December 4, 2023, California had more than 10,000 teacher vacancies during the 2021-2022 school year. More information regarding these findings is available at the webpages linked below:

<https://edsources.org/2023/want-to-solve-the-teacher-shortage-start-with-increasing-salaries/701802#:~:text=According%20to%20the%20California%20Department,decline%20in%20nearly%20a%20decade>

<https://sd18.senate.ca.gov/news/senator-padilla-introduces-bill-reimagining-californias-teacher-credentialing-process-and>

<https://legiscan.com/CA/text/SB765/id/2837661>

<https://legiscan.com/CA/text/SB995/id/2972857>

Accordingly, the allegations of teacher vacancies are sustained. However, the District has implemented districtwide recruiting, development, and hiring measures in response to the ongoing teacher shortage. The District continues to review and revise its recruitment strategies to increase its recruitment and retention of teachers.

The Complaint also alleges that classes are being covered by permanent certificated employees assigned work up to 120% of their ordinary job responsibilities. As noted in the Complaint, covering vacancies by assigning additional work to permanent certificated employees of the District is not an issue subject to the *Williams* complaint procedures. As such, this allegation is not addressed in this response.

IV. REMEDIAL MEASURES

The Complaint requests the following remedies: (1) fill the vacant positions within a reasonable period of time; (2) prioritize filling the vacancies at Title I schools without exacerbating the issue elsewhere by pulling educators from other high need schools; (3) cease the practice of overworking John F. Kennedy High School teachers by having them work 120% and/or using long-term substitutes to cover vacancies, and instead implement districtwide processes to recruit, hire, and assign permanent, legally authorized teachers in a timely manner and refine the teacher development and support programs to advance such processes, including supporting classified staff interested in a pathway to become a certificated teacher; (4) implement a districtwide stipend program to prepare and retain teachers certificated in their respective subject matters and to teach English learner students at Title I schools.

The District is currently unable to provide the requested remedies to the extent they require addressing statewide, systemic problems over which the District has little control, or to the extent they require the District to take action it is not permitted to take under the Educational Employment Relations Act (“EERA”) without bargaining with the certificated employees’ exclusive representative.

As to the first requested remedy, the Complaint identifies vacancies in the following classes: Multi grade English Language Development, 12th Grade CSU Expository Reading and Writing, 6th Period Physical Education, and Music. At the beginning of the school year, the same permanent teacher was assigned to both Multi-grade English Language Development and 12th Grade CSU Expository Reading and Writing Curriculum, however, this teacher departed in September 2023. These class periods were covered by day-to-day substitutes and permanent teachers of other classes acting as substitutes until October 2023, after which they were covered by a long-term substitute; currently, they are covered by day-to-day substitutes. 6th Period Physical Education has been covered by a long-term or day-to-day substitute since fall 2023. Four periods of Music have been covered by a permanent teacher working 120% of their job responsibilities, while vacancies exist for two periods covered by day-to-day substitutes.

The District acknowledges it is out of compliance regarding the vacancies that have not been filled,

and which are currently covered by long-term or day-to-day substitutes. However, it has been unable to fill these vacancies with permanent teachers. These vacancies have remained unfilled for a number of reasons, including, but not limited to, teacher transfers and late notification received by the teacher assigned in 2022-2023. It has utilized long-term and day-to-day substitutes to provide support and supervision for the students and continues to search for qualified candidates. Any vacancy was not purposefully caused by the District.

As to the second requested remedy, the District has prioritized filling the vacancies. However, the District is cautious about mandating the assignments of its teachers. As stated above, the shortage of teachers is a statewide issue; therefore, teachers who are unsatisfied with the District's offers of employment at a specific school or grade level will likely have opportunities to be employed with other school districts. Additionally, the District must follow the internal transfer and assignment process as outlined in the collective bargaining agreement ("CBA") with United Teachers of Richmond ("UTR"). While filling teacher vacancies is a priority, the District's measures for assigning teachers and offers of employment must be balanced as to avoid alienating current employees and new recruits and violating the CBA.

Additionally, while the District is always engaged in recruiting efforts, the effectiveness of these efforts depends partly on what times of year it is able to begin recruiting for particular positions. Pursuant to Education Code section 44842, teachers must give notice of their intent not to return to employment by June 30. The District cannot begin to recruit to fill a vacancy created by a teacher's decision not to return until it receives such notice. When the District receives notice at the end of the school year, recruiting to fill the resulting vacancy will be more difficult than recruiting at earlier times. Fewer candidates will be available to recruit and the time available for recruiting efforts will be more limited than if notice was received earlier.

As to the third requested remedy, in addition to its ordinary recruitment strategies, such as through job fairs and job boards, the District has implemented several districtwide recruitment and development measures in direct response to the teacher shortage. Since August 2023 to present, the District has attended 25 job recruitment fairs during the 2023-2024 school year. The District also posts jobs on at least six different job boards and uses a variety of social media platforms. The District has also taken measures to recruit new teachers and to provide pathways to employment as permanent teachers for classified employees and substitute teachers. The District recently hired Kristyn Loy as Coordinator of Teacher Residency Programs for the purpose of developing and promoting these pathways. The District also maintains partnerships with other public and nonprofit organizations for recruiting. Current partners include Cal. State East Bay, Dominican University, UC Berkeley, TeachStart, and Teach for America. TeachStart is a nonprofit program that provides substitute teachers to District schools and supports substitutes in obtaining teaching credentials, such that the District may offer them employment as probationary certificated staff in the next school year. **(Exhibits A, B, and C.)**

Additionally, the District has bargained with UTR for Article 14 of the 2022-2025 CBA to provide an incentive for teachers to notify the District early if they intend to retire or resign at the end of the school year. Article 14, section 2.3(a) of the CBA provides that teachers who notify the District by February 1 shall receive a stipend of \$2,000. Also, Section 2.3(b) provides that teacher vacancies shall be communicated to UTR members as they become available. This measure supports the District's recruitment efforts by encouraging teachers to notify the District early if they do not intend to return for the next school year, allowing the District to begin recruiting to fill the vacancy at a more advantageous time than the end of the school year.

Other recruitment, development, and support measures are provided under the District's Teacher Induction Program, and Teacher Residency Program. The Teacher Induction Program promotes

retention by providing support to certificated employees with preliminary credentials. The Teacher Residency Program offers participants support in obtaining teaching credentials and for the first years of teaching. More information about these programs is available at the webpages linked below:

<https://www.wccusd.net/tip>

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/teacher-residency-general-education>

<https://sites.google.com/wccusd.net/wcctr/teacher-residencies/sped-teacher-residency>

The District also provides a pathway for classified employees to become certificated employees, offering classified employees tuition support and other assistance in obtaining teaching credentials. (**Exhibits B and C.**)

As to the fourth requested remedy, the EERA under Government Code section 3453.2 requires the District to negotiate with the exclusive representatives of its employees prior to making any change to matters within the scope of representation. The scope of representation includes matters relating to compensation, hours of employment, and other terms and conditions of employment, such as transfer and assignment procedures. Providing a new stipend would constitute a matter within the scope of representation as a change to compensation. Accordingly, the District is not permitted to provide a stipend to certificated employees without first negotiating with UTR. The District lacks the authority to unilaterally provide the requested remedy.

In summary, the issues raised in the Complaint arise from statewide, systemic problems. Addressing these issues is a priority for the District, and the District has taken measures in direct response to the underlying problems. However, the District's ability to remedy systemic problems in the short term is limited, as is its authority to unilaterally adopt measures that would affect the working conditions of its employees. The District has provided support and supervision for its students to the best of its ability within these limitations and has not purposefully caused any noncompliance.

V. CONCLUSION AND APPEAL RIGHTS

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Page 6

If you are not satisfied with the District's response to your Williams complaint, pursuant to Administrative Regulation 1312.4, you may describe the complaint to the District's Governing Board at a regularly scheduled Board meeting. For complaints involving a condition of a facility, you have the right to file an appeal of this decision to the CDE, State Superintendent of Public Instruction, within 15 days of receiving the District's response.

This correspondence concludes the District's investigation.

Sincerely,

A handwritten signature in black ink that reads "Camille Johnson". The signature is written in a cursive, flowing style.

Camille Johnson, Ed.D.
Interim Associate Superintendent, Human Resources

Enclosed: Exhibits A-C

50225052.1/

EXHIBIT 9



**WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT
HUMAN RESOURCES**

1108 Bissell Avenue
Richmond, CA 94801-313
Telephone (510) 231-1188 FAX (510) 237-6411

Kenneth C. Hurst, Sr., Ed. D.
Superintendent

Camille Johnson Ed. D.
Interim Associate Superintendent, HR

Via Email

May 6, 2024

Karissa Provenza
kprovenza@publicadvocates.org

Re: Response to Your Letter of April 18, 2024 Concerning January 31, 2024 Williams Complaints

Dear Ms. Provenza:

This correspondence constitutes the West Contra Costa Unified School District's ("District") response to your letter of April 18, 2024, appealing the District's response to your *Williams* Complaints of January 31, 2024. received a *Williams* Complaint bearing your signature, dated January 31, 2024, concerning teacher vacancy and misassignment issues at Stege Elementary School ("Complaint").

Your letter requests a "targeted plan" for addressing teacher vacancies in the positions below:

Stege Elementary School

- I. Kindergarten: vacant since the beginning of the 2023/24 school years.
- II. 2nd/3rd grade combination: vacant since September 2023.
- III. 3rd grade: vacant since the fall of 2023.
- IV. 4th grade: vacant since October 2023.

Helms Middle School

- I. 8th grade Science: vacant since September 2023.
- II. 8th grade Math: vacant since September 2023.
- III. 7th/8th grade Newcomers Math: vacant since the beginning of the 2023/24 school year.
- IV. 8th grade English: vacant since October 2023.

Kennedy High School

- I. Multi-grade ELD: vacant since September 2023.
- II. 12th grade CSU Expository Reading and Writing: vacant since September 2023.
- III. 6th Period Physical Education: vacant since the fall of 2023.
- IV. Music (2 periods): vacant since the beginning of the 2023/24 school year.

Your letter also requests a meeting between the District, the complainants, and the complainants' representative to "gain clarity" on these vacancies and provide "thought partnership" on the District's plans.

The District's initial response explained that the District's options for filling the vacancies are limited by the ongoing, statewide teacher shortage. The District exercises caution in mandating the assignments of certificated employees, as the current circumstances create a high risk that employees who are unsatisfied with the District's offers of employment will seek employment with other school districts. Your letter argues that while this is the case, the District has a duty to use a legal remedy for each of the identified vacancies, such as placing credentialed administrators into classrooms, assigning employees with Short-Term Staff Permits ("STSP") or Provisional Internship Permits ("PIP"), or employing retired credentialed teachers.

Since 2023, the District has used PIPs and variable term waivers under Education Code section 44258.3 as part of its efforts to fill teacher vacancies that could not be filled by fully-credentialed certificated employees. The District has also used teachers on special assignment ("TOSA") and non-classroom certificated staff on special assignment to fill vacancies which exist at the beginning of the school year. However, the District has limited ability to keep these staff members in their special assignments through the end of the school year, as the District typically receives requests from United Teachers of Richmond to return them to their original assignments after the first few weeks of the school year have passed.

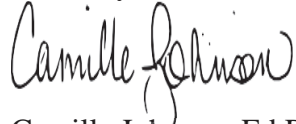
Additionally, the District employs retired credentialed teachers to fill certain vacancies. However, the District's ability to assign retirees is dependent on retirees' interest in assignment. Moreover, they typically can be assigned only to short-term vacancies, or vacancies in shared positions. This is because retirees generally cannot be assigned to a class for a full year, as retirees who work while receiving CalSTRS retirement benefits are subject to earnings limitations.

In summary, the District has considered legal emergency measures, including measures noted in your letter, and implemented such measures in its efforts to address teacher vacancies. However, the District has thus far been unable to remedy all existing teacher vacancies using these measures, and some measures are limited in their applicability.

After receiving your letter, the District contacted all retirees to determine whether any would accept assignment to remedy an identified vacancy. At this time, the District has not yet confirmed which, if any retirees will be available for such assignment. As such, on the timeline you requested, the District has not been able to prepare a targeted plan for each of the vacancies

identified in your letter and in your initial *Williams* Complaints. Nevertheless, in the interest of clarifying the issues surrounding the identified vacancies and ensuring that they are ultimately remedied using legal measures, the District agrees to meet with complainants and their representative as requested in your letter.

Sincerely,

A handwritten signature in black ink that reads "Camille Johnson". The signature is written in a cursive style with a large, prominent initial "C".

Camille Johnson, Ed.D.
Interim Associate Superintendent, Human Resources

EXHIBIT 10



Appeal to the WCCUSD Governing Board

VIA EMAIL

Jamela Smith-Folds, President
Otheree Christian, Trustee
Mister Phillips, Trustee
Demetrio Gonzalez Hoy, Clerk
Leslie Reckler, Trustee

West Contra Costa Unified School District

April 18, 2024

Re: Appeal to Board re District Response to *Williams* Teacher Complaints – Stege Elementary, Helms Middle, and Kennedy High

Dear Board President Smith-Folds and Board Members:

On behalf of complainants Sam Cleare, Jeremiah Romm, and Cristina Huerta, Public Advocates is writing in response to the District's letters, dated April 10, 2024, regarding the *Williams* complaints we filed on January 31, 2024, concerning teacher vacancies at Stege Elementary, Helms Middle, and Kennedy High.

Per California Education Code Section 35186(b), "[t]he principal or designee of the district superintendent shall remedy a valid complaint within a reasonable time period but not to exceed 30 working days from the date the complaint was received." The District's response admits that the complaints are valid and that the unlawful vacancies do indeed exist. Yet, rather than demonstrating how the District remedied the valid complaints 30 working days after January 31 as required, the response evinces a plan to leave the unlawful vacancies in place without any specific remedy for the hundreds of affected students, all of whom have been experiencing unlawful, substandard learning environments for six months or more.

The District has a mandatory duty to have already remedied these vacancies with a single, designated and properly certificated permanent teacher for the remainder of the year. Please provide us with an acceptable plan by no later than ten (10) days from today, April 29, 2024, that explains how each of the positions detailed below will immediately be remedied.

TEACHER VACANCIES

Stege Elementary School

- I. Kindergarten: vacant since the beginning of the 2023/24 school year.
- II. 2nd/3rd grade combination: vacant since September 2023.
- III. 3rd grade: vacant since the fall of 2023.
- IV. 4th grade: vacant since October 2023.

Helms Middle School

- I. 8th grade Science: vacant since September 2023.
- II. 8th grade Math: vacant since September 2023.
- III. 7th/8th grade Newcomers Math: vacant since the beginning of the 2023/24 school year.
- IV. 8th grade English: vacant since October 2023.

Kennedy High School

- I. Multi-grade ELD: vacant since September 2023.
- II. 12th grade CSU Expository Reading and Writing: vacant since September 2023.
- III. 6th Period Physical Education: vacant since the fall of 2023.
- IV. Music (2 periods): vacant since the beginning of the 2023/24 school year.

CONCLUSION

As acknowledged in the District's response, the practice of using long-term and day-to-day substitutes to cover teacher vacancies is illegal, and must be discontinued. If any of the long-term substitutes currently covering these vacancies are legally authorized to be permanently assigned to one or more of these classes, then this should be made clear, as that could potentially be a viable short term solution. Otherwise, other short term emergency remedies exist, including: placing credentialed administrators into these classrooms to conclude the school year, employing individuals who hold a [Short-Term Staff Permit \(STSP\)](#) or a [Provisional Internship Permit \(PIP\)](#), or employing retired credentialed teachers rather than covering the vacancies illegally with day-to-day substitutes or substitutes working beyond their authorization.¹

We recognize that school districts across California are being impacted by the educational workforce shortage. That reality does not relieve WCCUSD or any other district from its duty to fill each class with a single, designated permanent certified teacher. If circumstances preclude a district from assigning a fully-credentialed teacher, California law permits any number of emergency-credentialed, provisional certifications, including those set forth above, which ensure at least a minimum level of training to instruct a class for an entire year.

¹ The holder of an Emergency 30-Day Substitute Teaching Permit is authorized to serve as a substitute for no more than 30 days for any one teacher during the school year. See Title 5, California Code of Regulations, Section 80025. The holder of an Emergency Career Substitute Teaching Permit is authorized to substitute for no more than 60 days for any one teacher. See Title 5, California Code of Regulations, Section 80025.

Accordingly, we and our clients are entitled to the requested response setting forth the District's plan for filling each position with lawfully assigned teachers. Therefore, we request the following:

- A corrected response from the District no later than April 29, 2024, which presents a targeted plan for addressing each vacancy; and
- A meeting with the District to gain clarity on these vacancies and provide thought partnership on the District's plan to address them.

Should the District's response continue to prove inadequate, we and our clients reserve all rights to pursue additional legal measures, including by filing suit in a California Superior Court to compel lawful compliance.

Thank you for your prompt attention to this matter. If you have any questions, please contact Karissa Provenza at kprovenza@publicadvocates.org



Date: 04/18/2024

John T. Affeldt, Managing Attorney
Nicole Gon Ochi, Deputy Managing Attorney
Karissa Provenza, Law Fellow

CC:

Dr. Kenneth Chris Hurst, Superintendent
chris.hurst@wccusd.net

Dr. Camille Johnson, Associate Superintendent of HR, Interim
camillejohnson@wccusd.net

EXHIBIT 11

466	112881	Closed Work Orders	2019 FIT Williams - FOR SITE CUSTODIAN Clean the windows of bird droppings in back of room 9. The gate at the back of room 12 needs to be locked and used with panic hardware to open. The chains and lock can only be used after school hours. Gates by MPR and by upper grade girls restroom by the office must be kept open during school hours. Inform teachers to not block the secondary exit door in every classroom; there must be a clear exit to the doors.		1/30/2019	2/11/2019
467	113184	Closed Work Orders	Heater in room 16 is not working. Thank you.	fitted , changed the control module	2/5/2019	2/7/2019
468	113189	Closed Work Orders	While it was raining last night the ceiling was leaking in room 16. Thank you.	sealed roof where leak was caused by a roof sample was taken and never sealed	2/5/2019	3/13/2019
469	113488	Closed Work Orders	There is mold all around the inside windows in room 4. Can we please have someone come take a look. Thank you.	clean mildew from window frames ,prime and paint in rms 2,4 ,6.	2/11/2019	3/12/2019
470	113533	Closed Work Orders	Install a fence for the new portable.	build 140 of 7 foot fence casey 12 hours mark 5 hours oscar 5 hours roger 5 hours	2/12/2019	2/26/2019
472	113969	Closed Work Orders	We have mice in the supply room. Many droppings on shelves. They have chewed through some of the supply packaging and boxes. Pest control has placed a trap on the floor in the corner but it is not helping.	Pest control notified. Please log this in your pest control binder.	2/27/2019	2/27/2019
473	114013	Closed Work Orders	The double door refrigerator is leaking water from the top.	New temp control	2/28/2019	3/13/2019

288	101892	Closed Work Orders	It was reported that there is a strong odor in the women's restroom (portable restroom between 28 and 29). The reports state it might be a sewer smell. The custodians keep the restroom clean top to bottom so not sure what else it could be. Any questions speak to the ladies in portable 25. Thanks!	checked sewermain doesnt seem to be backed up water seems to be flowing smell maybe fro drains not having water poured in them	4/23/2018	6/6/2018
290	101992	Closed Work Orders	Unable to put key in door of room 10.	Work has been completed, work order has been closed several times but keeps returning for some unknown reason.	4/26/2018	10/19/2018
291	101993	Closed Work Orders	Door handle is loose. Thank you	Work has been completed, work order has been closed several times but keeps returning for some unknown reason.	4/26/2018	10/19/2018
292	101995	Closed Work Orders	Door handle very loose. Thank you.	just time	4/26/2018	4/27/2018
294	102062	Closed Work Orders	Ground drain on playground (near cafeteria) needs to have cement or gravel put inside it to maintain the water level to the top of the grate. Thank You.	done by casey	4/27/2018	6/12/2018
295	102064	Closed Work Orders	Door handle is broken on office restroom door. Thank You.	Work has been completed, work order has been closed several times but keeps returning for some unknown reason.	4/27/2018	10/19/2018
296	102079	Closed Work Orders	The bathroom and custodial room in the cafeteria smells like mold. Thank you.	Removed and replaced floor.	4/30/2018	5/30/2018

529	120938	Closed Work Orders	Two of the toilets are not flushing properly. Thank you.	changed 2 sloan valves	9/19/2019	9/25/2019
530	120990	Closed Work Orders	The door closer is broken. Thank you.	replace	9/20/2019	9/30/2019
531	120991	Closed Work Orders	The basketball backboard is broken. Thank you.	Duplicate.	9/20/2019	9/20/2019
532	121253	Closed Work Orders	Boys restroom needs a new door closer on bathroom door.	Pest control notified.	9/26/2019	9/26/2019
533	121461	Closed Work Orders	Sensors in zone 5 may be faulty system has been going off constantly every night.	replaced the faulty alarm devices in zone 5 with wireless alarm devices.	10/1/2019	1/11/2021
535	122086	Closed Work Orders	The heater in room #15 is not working. Thank you.	Fitted, changed control module, induce fan motor	10/10/2019	10/11/2019
536	122320	Closed Work Orders	Classroom #18 has 9 broken tiles. Thank you.	Replaced all loose/missing tiles.	10/14/2019	10/15/2019
537	122735	Closed Work Orders	2019 Williams Inspection Main building rooms 13 - 20 exterior poor building hygiene; unabated cobwebs, dust, and debris at most buildings.		10/17/2019	10/29/2019
538	122736	Closed Work Orders	2019 Williams Inspection Main building boys restroom inop exhaust fan.	replaced blower motor	10/17/2019	11/9/2019
539	122737	Closed Work Orders	2019 Williams Inspection Main building boys restroom odor in restroom.		10/17/2019	10/29/2019
540	122738	Closed Work Orders	2019 Williams Inspection Main building boys restroom damaged toilet paper holder.		10/17/2019	10/29/2019
541	122739	Closed Work Orders	2019 Williams Inspection Main building boys restroom missing door knob.	fix	10/17/2019	1/28/2020
542	122740	Closed Work Orders	2019 Williams Inspection Hallways - uneven concrete near room 7.		10/17/2019	6/1/2020

EXHIBIT 12

California Legal One-Year Authorizations for Filling Teacher Vacancies

A Local Education Agency (LEA) must only employ teachers who possess the qualifications for the positions they are assigned. California Education Code § 44830(a). When a vacancy exists, LEAs must first attempt to find a fully prepared educator (Professional Clear or Preliminary) to fill the position. If the LEA cannot find a fully prepared educator to permanently fill the position, they may choose from the list below of one year authorizations. Note, authorizations for the teacher assigned to fill a vacancy must be for the full year (or the full semester for semester courses) pursuant to Cal. Ed. Code § 35186 and its implementing regulations Cal. Code Regs. Tit. 5 §§ 4680, 4682, which outlaws assigning any teacher to a vacancy who is not a single, designated permanent teacher for the duration of the course. Short term (30 or 60-day) substitutes, by definition, cannot be assigned as a permanent teacher.

PROFESSIONAL CLEAR AND PRELIMINARY CREDENTIALS

A Preliminary credential is valid for five years and cannot be renewed. Holders of a Preliminary credential must complete the additional specific requirements based on their preparation pathway to qualify as Clear. Professional Clear credentials are valid for life, but must be renewed every five years. A Clear credential signifies that all education and program requirements are met. Core requirements for both Preliminary and Clear credentials include: a B.A., Subject Matter Competency, CBEST, and completion of a teacher preparation program. Cal. Ed. Code § 44251.

Multiple Subject Matter Authorization (for K-8 classrooms, also known as a standard elementary teaching credential)	Single Subject Authorization (for single subject middle school and high school classrooms, also known as a standard secondary teaching credential)	Education Specialist (for special education instruction)
Holds a Preliminary or Clear credential to serve in a Self-Contained classroom PK-12. Cal. Ed. Code § 44526(b).	Holds a Preliminary or Clear credential to serve in a Departmentalized classroom grades 7-12. Cal. Ed. Code § 44526(a); Cal. Code Regs. Tit. 5 § 80005.	Holds a Preliminary or Clear credential with advanced preparation or special competence including reading specialist, math specialist, special education, or early childhood education. Cal. Ed. Code § 44526(c).

INTERN

If a fully credentialed teacher is not available, an LEA may fill a vacancy with a candidate who is “scheduled to complete preliminary credential requirements within six months,” or a candidate who is enrolled in a university or district internship program. Cal. Ed. Code § 44225.7(a).

University Intern (a university-based program for training teachers to earn their preliminary credential while they are also undertaking full classroom teacher responsibilities)	District Intern (a district-based program for training teachers to earn their preliminary credential while they are also undertaking full classroom teacher responsibilities)
Available to individuals who are enrolled in a college or university intern program, to provide classroom experience while they complete their course work requirements for a multiple subjects, single subject or ed specialist preliminary credential. Valid for two calendar years, with the option to extend for one year if the individual cannot complete the program due to hardship. Cal. Ed. Code § 4452, 44325.	Depending on the district program and authorization, the individual can teach K-8 or 6-12 or K-12 if they have a Education Specialist Authorization. Multiple and Single subject District Intern credentials are valid for three years, with the option for a one year extension if the intern needs additional time to complete the Professional Development and experience requirements. Cal. Ed. Code § 44325.

LOCAL TEACHING ASSIGNMENT OPTIONS

School districts may assign a fully credentialed educator (i.e., holding a professional clear or preliminary credential) to

serve in an assignment outside of their authorized subject matter or credential area, if specified criteria is met. Cal. Ed. Code § 44258.3.

For holders of Multiple Subjects/Standard elementary credential	For holders of Single Subject/Standard secondary Teaching credential	For regular credential holders	Any regular teaching credential holder + Special Skills and Prep in Elective	Any regular teaching Credential (Elementary and Secondary) holder
With the teacher's consent and additional relevant coursework, can be assigned to teach any subject below grade 9. Cal. Ed. Code § 44256(b).	With the teacher's consent and additional relevant coursework, can be assigned to grades 5-8 in a Departmentalized (i.e., single subject) classroom. Cal. Ed. Code § 44258.2.	If the teacher can demonstrate "adequate knowledge of each subject" according to local district policies and procedures and consents, they can be assigned to any Departmentalized or Self-Contained class K-12 grade. Cal. Ed. Code § 44258.3.	A full-time teacher grades 1-12 with special skills and preparation may be assigned to an elective course , in the area of their special skills or preparation, in a Departmentalized (i.e., single subject) setting, for a maximum of one school year unless extended. Cal. Ed. Code § 44258.7(c)(d).	May teach a single subject class or a multi subject class in a Self-Contained setting K-12 grade if they hold the appropriate credentials and obtain additional relevant coursework. Maximum of one year, may be renewed annually. Cal. Ed. Code § 44263.

EMERGENCY-STYLE TEACHING PERMITS

Short-Term Staff Permit (STSP)	Teaching Permit for Statutory Leave (TPSL)	Provisional Internship Permit (PIP)
Available for Multiple Subject, Single Subject, and Education Specialists. Authorized for Self-Contained classrooms (i.e., as used by most elementary schools). Holders of Multiple Subject STSP authorizations may teach in any Self-Contained class K-12. Available for one school year. Cal. Code Regs. Tit. 5, § 80021.	At the request of an employing agency, individuals may temporarily fill a position where the teacher of record is unable to teach due to a specified statutory leave (i.e. medical, military, or administrative leave). A holder of a TPSL may teach in any Self-Contained or Departmentalized classroom based on their authorization (Multiple subject or Single Subject). A TPSL permit is valid for one year with options for renewal. Cal. Code. Regs. Tit. 5, § 80022.	Available to individuals who have not yet met the subject matter competence required to enter an intern program. Available for Multiple Subject, Single Subject, and Education Specialist assignments based on the successful completion of course work per permit type. Available for one year. Cal. Code Regs. Tit. 5, § 80021.1.

WAIVERS

Credentialing requirements may be waived by the CTC, at the request of the school district generally for one year or less to address unanticipated, immediate, short-term shortages and provide flexibility to small, geographically isolated regions. Cal. Ed. Code § 44225(m)(1).

Short-Term Waiver	Variable Term Waiver
<p>Individuals who hold basic teaching credentials may teach outside their credentialed authorizations for LEAs in short-term immediate need. May be issued only once to an individual and only once for a given class.¹</p>	<p>Allows LEAs to assign an individual who has not yet completed their credentials until the LEA finds a teacher with the appropriate qualifications. Individuals are provided additional time to complete a credential requirement. May be issued for any length of time depending on exceptions based on circumstances; most issued for one year or less.²</p>

¹ Commission on Teacher Credentialing, *Waivers*, <https://www.ctc.ca.gov/credentials/certification-glossary/Waivers>.

² *Id.*