



**MT. DIABLO UNIFIED SCHOOL DISTRICT
MAINTENANCE DEPARTMENT**

1480 Gasoline Alley
Concord, California 94520
(925) 825-7440



OFFICE OF
MAINTENANCE/OPERATIONS

MEMORANDUM

January 22, 2014

TO: Rose Lock, Assistant Superintendent, Student Achievement and School Support, (SASS)

FROM: Jeff McDaniel, Director of Facilities, Operations & Resource Conservation 

RE: Williams Act Complaint – Ygnacio Valley High School

On January 9, 2014 the MDUSD Maintenance Department received a Williams Act complaint from Mr. Paul Kitchell, a parent from Ygnacio Valley High School.

The basis for this complaint was a lack of functional exterior lighting throughout the campus, in particular the S-Wing.

On January 10th, 13th, & 14th 2014, the district electrical department completely inspected and repaired exterior lighting issues. Upon reviewing the condition of the site, it was determined that S-wing had wires cut to the outside lighting during construction at the wing this summer.

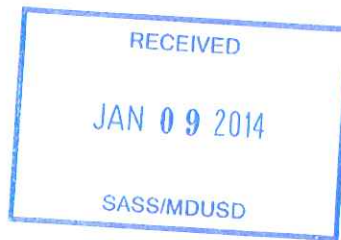
In addition, the 100-Wing was found to have some exterior lighting issues which were due to the remodel of the wing.

As of the above date all exterior lighting has been repaired / replaced.

Should you have any questions feel free to contact me at extension #3821.

JM/pk

Cc: Dr. Nellie Meyer, Superintendent
Stephen Brady, Principal, Ygnacio Valley High School
Kerry Larion, Mechanical Trades Supervisor
Mr. Paul Kitchell, 3133 Santa Maria Dr – Concord CA 94518



Community Relations

E(2) 1312.4(a)

WILLIAMS UNIFORM COMPLAINT PROCEDURES

COMPLAINT FORM: WILLIAMS UNIFORM COMPLAINT PROCEDURES

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

Contact Information:

Name: Paul Kitchell
Address: 3133 Santa Maria Dr., Concord CA 94518
Phone Number: Day: 415-407-3905 Evening: 415-407-3905
E-mail address, if any: paulkitchell@me.com

← received

Location of the problem that is the subject of this complaint:

School: Ygnacio Valley High School

Course title/grade level and teacher name:

Room number/name of room/location of facility: Campuswide, particularly along

Date problem was observed: 1-8-14 (later) S-Wing and previously

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please use the appropriate district complaint procedure.

Specific 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; 5 CCR 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 lacking credentials or training to teach English learners 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; 5 CCR 4683)
- A condition exists that poses an emergency or urgent threat to the health or safety of pupils 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 regularly, 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 and include as much text 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.

Campuswide safety lighting is inoperable and
intermittent along the entrance driveway. This poses
a significant safety hazard after dark to students
on campus for athletic and other after school activities.

This has been brought to the principals attention, and
he has reported this via traditional procedures yet
no action has taken place on this urgent matter.

Please file this complaint at the following location:

Rose Lock,
Assistant Superintendent
1936 Carlotta Drive
Concord, CA 94519
925-682-8000 ext. 4015
Fax: 925-689-1466
E-mail: lockr@mdusd.k12.ca.us

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.

Paul Mitchell 1-9-14
(signature) (date)



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MAINTENANCE DEPARTMENT
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Concord, California 94520
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OFFICE OF
MAINTENANCE/OPERATIONS

MEMORANDUM

April 3, 2014

TO: Rose Lock, Assistant Superintendent, Student Achievement and School Support, (SASS)

FROM: Jeff McDaniel, Director of Facilities, Operations & Resource Conservation 

RE: Williams Act Complaint – Ygnacio Valley High School

On January 10, 2014 the MDUSD Maintenance Department received a Williams Act complaint from Ms. Cathy Boer, a parent from Ygnacio Valley High School.

The basis for this complaint was a lack of functional exterior lighting throughout the campus, in particular the S-Wing.

On January 10th, 13th, & 14th 2014, the district electrical department completely inspected and repaired exterior lighting issues. Upon reviewing the condition of the site, it was determined that S-wing had wires cut to the outside lighting during construction at the wing this summer.

In addition, the 100-Wing was found to have some exterior lighting issues which were due to the remodel of the wing.

As of the above date all exterior lighting has been repaired / replaced.

Should you have any questions feel free to contact me at extension #3821.

JM/pk

Cc: Dr. Nellie Meyer, Superintendent
Stephen Brady, Principal, Ygnacio Valley High School
Kerry Larion, Mechanical Trades Supervisor
Ms. Cathy Boer, 2141 Blackfield Dr, Concord CA 94520



Community Relations

E(2) 1312.4(a)

WILLIAMS UNIFORM COMPLAINT PROCEDURES

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Response requested? Yes No

Contact Information:

Name: Cathy Boer
Address: 2141 Blackfield Dr. Concord CA 94520
Phone Number: Day: 925.408.7767 Evening: 925.682.2845
E-mail address, if any: cboer@earthlink.net

Location of the problem that is the subject of this complaint:

School: Ygnacio Valley HS
Course title/grade level and teacher name: n/a
Room number/name of room/location of facility: perimeter lighting
Date problem was observed: 10/30/13

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please use the appropriate district complaint procedure.

Specific 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; 5 CCR 4681)
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 - A teacher lacking credentials or training to teach English learners 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 condition exists that poses an emergency or urgent threat to the health or safety of pupils 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 and include as much text 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 below

Please file this complaint at the following location:

Rose Lock,
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925-682-8000 ext. 4015
Fax: 925-689-1466
E-mail: lockr@mdusd.k12.ca.us

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) 1-10-14
(date)

My complaint:

The safety lighting on the perimeter of the following buildings has been inoperable since the painting was done this past summer. I confirmed with the custodial staff on October 30, 2013 that the switches did not work. We cleaned paint out of the switches and even checked the breakers without success. I informed our principal, Stephen Brady, via email and he has since followed up with MDUSD personnel several times. As of Wednesday, January 8, 2014, the lights still do not work. Our students are frequently on campus after dark (which is now 5:30) practicing with their athletic teams, cheer and choir. It is pitch dark by the field and gym at night. This is an extremely important safety issue and must be addressed immediately. The buildings that do not have any lighting: S-Wing and the Gym. The lighting along the MU and Music rooms does not regularly turn on so that is possibly a timing issue, but also needs to be addressed. They are frequently not on when my children are at choir in the evenings.