

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT
FEBRUARY 9, 2021

PLACE: DISTRICT EDUCATION CENTER
SUPERINTENDENT'S CONFERENCE ROOM
1875 WEST LOWELL AVENUE
TRACY, CALIFORNIA

To View this meeting, please follow this link: [Board Meeting Live](#)

TIME: 5:30 PM Closed Session
7:00 PM Open Session

MODIFIED MEETING PROCEDURES DURING COVID-19 PANDEMIC:

To view this meeting, please follow this link: [Board Meeting Live](#)

Select "Watch on Web Instead"

Once the event opens click "Join Anonymously"

As per Executive Order N-29-20 from Governor Newsom, the Tracy Unified School District Board of Education meetings will move to a virtual/teleconferencing environment using Microsoft Teams. The Governor's executive order on March 12, 2020, waived the requirement for a majority of board members to physically participate in a public board meeting at the same location.

To make a public comment, please follow this [Public Comment Link](#) available only on the date of the meeting, between 5:00 and 6:00 p.m. to place your comment.

AGENDA

- | | | |
|-----------|--|----------------|
| 1. | Call to Order | Pg. No. |
| 2. | Roll Call – Establish Quorum
Board:S. Abercrombie, A. Alexander, A. Blanco, N. Erskine, Z. Hoffert, S. Kaur, L. Souza
Staff: B. Stephens, R. Pecot, T. Jalique, J. Stocking, B. Etcheverry | |
| 3. | Closed Session: Opportunity to Address the Board Regarding Closed Session Items which follow. Closed session is limited to consideration of items specifically authorized under the Government Code and/or the Education Codes. | |
| | 3.1 Administrative & Business Services: None. | |
| | 3.2 Educational Services: | |
| | 3.2.1 Reinstatements: AR#20-21/#09
Action: Motion__ ; Second__ . Vote: Yes__ ; No__ ; Absent__ ; Abstain__ | |
| | 3.2.2 Early Graduation: WHS#10353194
Action: Motion__ ; Second__ . Vote: Yes__ ; No__ ; Absent__ ; Abstain__ | |
| | 3.3 Human Resources: | |
| | 3.3.1 Consider Non-Paid Leave of Absence for Classified Employee #UCL-391, Pursuant to Article XXIII
Action: Motion__ ; Second__ . Vote: Yes__ ; No__ ; Absent__ ; Abstain__ | |

3.3.2 Consider Paid Leave of Absence for Classified Employee #UCL-392.
Pursuant to Article XXIII

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

3.3.3 Consider Non-Paid Leave of Absence for Classified Employee #UCL-393, Pursuant to Article XXIII

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

3.3.4 Consider Non-Paid Leave of Absence for Classified Employee #UCL-394, Pursuant to Article XXIII

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

3.3.5 Consider Paid Leave of Absence for Classified Employee #UCL-395, Pursuant to Article XXIII

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

3.3.6 Consider Public Employee/Employment/Discipline/Dismissal/Release

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

3.3.7 Conference with Labor Negotiator

Agency Negotiator: Tammy Jalique

Associate Superintendent of Human Resources

Employee Organization: CSEA, TEA

4. Adjourn to Open Session

5. Call to Order and Pledge of Allegiance

6. Closed Session Issues:

6a Report Out of Action Taken on Reinstatements: AR#20-21/#09

3.2.1

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6b Report Out of Action Taken on Early Graduation: WHS#10353194

3.2.2

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6c Report Out of Action Taken on Consider Non-Paid Leave of Absence for

3.3.1 Classified Employee #UCL-391, Pursuant to Article XXIII

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6d Report Out of Action Taken on Consider Paid Leave of Absence for Classified

3.3.2 Employee #UCL-392, Pursuant to Article XXIII

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6e Report Out of Action Taken on Consider Non-Paid Leave of Absence for

3.3.3 Classified Employee #UCL-393, Pursuant to Article XXIII

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6f Report Out of Action Taken on Consider Non-Paid Leave of Absence for

3.3.4 Classified Employee #UCL-394, Pursuant to Article XXIII

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

6g Report Out of Action Taken on Consider Paid Leave of Absence for Classified

3.3.5 Employee #UCL-395, Pursuant to Article XXIII

Action: **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

7. Approve Regular Minutes of January 26, 2021

1-7

Action: Motion__ ; Second__ . **Vote:** Yes__ ; No__ ; Absent__ ; Abstain__

8. Student Representative Reports: None.

- 9. Recognition & Presentations:** An opportunity to honor students, employees and community members for outstanding achievement:
- 9.1 Recognize the Outstanding Employees of the Fall Term for the 2020-2021 School Year 8
 - 9.2 Art Freiler School Presentation
 - 9.3 Tracy Adult School Presentation
- 10. Information & Discussion Items:** An opportunity to present information or reports concerning items that maybe considered by Trustees at a future meeting.
- 10.1 **Administrative & Business Services:** None.
 - 10.2 **Educational Services:**
 - 10.2.1 Receive Report on San Joaquin County COVID19
 - 10.2.2 Receive Update on Reopening Plan Guidelines
- 11. Hearing of Delegations:** Anyone wishing to address the Governing Board on a non-agenda item may be heard at this time. Oral presentations shall be held to a reasonable length, normally not to exceed five (5) minutes. If formal action is required, the board may request that the item be placed on a future agenda and action will be taken at a future date. If information or a report is requested, the request for it must also be submitted in writing to the superintendent.
- 12. PUBLIC HEARING: None.**
- 13. Consent Items:** Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.
- Action:** Motion___; Second___, **Vote:** Yes__; No__; Absent__; Abstain__.
- Board approval of any agenda item requiring insurance is conditioned upon acceptance of appropriate insurance accepted by Tracy Unified.**
- 13.1 **Administrative & Business Services:**
 - 13.1.1 Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District 9-10
 - 13.2 **Educational Services:**
 - 13.2.1 Approve Agreement for Special Contract Services with Sow A Seed Community Foundation to provide Group Counseling for Art Freiler School 11-14
 - 13.2.2 Approve Agreement for Contract Services for STEM Professional Development between McKinley Elementary and San Joaquin County Office of Education for McKinley Teachers 15-22
 - 13.3 **Human Resources:**
 - 13.3.1 Accept Resignations/Retirements/Leave of Absence for Classified, Certificated, and/or Management Employment 23-24
 - 13.3.2 Approve Classified, Certificated, and/or Management Employment 25-26

14. Action Items: Action items are considered and voted on individually. Trustees receive background information and staff recommendations for each item recommended for action in advance of scheduled meetings and are prepared to vote with knowledge on the action items.

14.1 Administrative & Business Services:

14.1.1 Cast Ballot for CSBA 2021 Delegate Assembly Election **27-33**

Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___.

14.2 Educational Services: None.

14.3 Human Resources

14.3.1 Approve Job Description and Salary for Director of PreK-12 STEM Curriculum and Local Assessment **34-39**

Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___.

15. Board Reports: An opportunity for board members to discuss items of particular importance or interest in the district.

16. Superintendent's Report: An opportunity for the superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities.

17. Board Meeting Calendar:

17.1 February 23, 2021

17.2 March 9, 2021

17.3 March 23, 2021

17.4 April 27, 2021

18. Upcoming Events:

18.1 February 15, 2021 No School, President's Day

18.2 March 5, 2021 No School, Non Work Day

18.3 April 2-9, 2021 No School, Spring Break

18.4 May 28, 2021 Last Day of School

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability. To make this request, please telephone the Superintendent's Office at 209.830.3201. If any person with a disability needs a disability-related modification or accommodation, including auxiliary aids or services, he/she should also contact the Superintendent's Office at least 24 hours prior to the meeting.

**Minutes of
Regular Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, January 26, 2021**

As per Executive Order N-29-20 from Governor Newsom, the Tracy Unified School District Board of Education meetings moved to a virtual/teleconferencing environment using Microsoft Teams. The Governor's executive order on March 12, 2020, waived the requirement for a majority of board members to physically participate in a public board meeting at the same location. The intent is not to limit public participation, but rather to protect public health by following the Governor's Stay at Home executive order. (Public Comments were available by online submission).

- 5:30 PM:** 1-3. Vice-President Abercrombie called the meeting to order and adjourned to closed session.
- Roll Call:** 4. Board: S. Abercrombie, A. Alexander, A. Blanco, N. Erskine, Z. Hoffert, S. Kaur (present online, vice-president Abercrombie lead the meeting), L. Souza
Staff: B. Stephens, R. Pecot, T. Jaliue, J. Stocking, B. Etcheverry
- 7:03 PM** 5. Vice President Abercrombie called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.
- Closed Session:**
- 6a** Consider Non-Paid Leave of Absence for Certificated Employee #UC-
3.3.1 1226, Pursuant to Article XX
Action: Approved. **Vote:** Yes-7; No-0.
 - 6b** Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.2 383, Pursuant to Article XXIII
Action: Denied. **Vote:** Yes-4; No-3(Blanco, Erskine, Hoffert)
 - 6c** Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.3 384, Pursuant to Article XXIII
Action: Approved. **Vote:** Yes-7; No-0.
 - 6d** Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.4 385, Pursuant to Article XXIII
Action: Denied. **Vote:** Yes-4; No-3(Blanco, Erskine, Hoffert)
 - 6e** Consider Leave of Absence for Classified Employee #UCL-386,
3.3.5 Pursuant to Article XXIII
Action: Approved. **Vote:** Yes-7; No-0.
 - 6f** Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.6 387, Pursuant to Article XXIII
Action: Denied. **Vote:** Yes-5; No-2(Blanco, Hoffert)
 - 6g** Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.7 388, Pursuant to Article XXIII 8.5.19
Action: Denied. **Vote:** Yes-5; No-2(Blanco, Hoffert)
 - 6h** Consider Paid Leave of Absence for Classified Employee #UCL-389,
3.3.8 Pursuant to Article XXIII
Action: Approved. **Vote:** Yes-7; No-0.

6i Consider Non-Paid Leave of Absence for Classified Employee #UCL-
3.3.9 390, Pursuant to Article XXIII
Action: Denied. **Vote:** Yes-4; No-3(Blanco, Erskine, Hoffert)

Minutes: **7. Approve Regular Minutes of January 12, 2021**
Action: Erskine, Souza. **Vote:** Yes-7; No-0.

Visitors: None. Meeting was live streamed via Microsoft Teams.

Student Rep Reports: **8. Students Prepared Video Presentations:**

Tracy High: Sophia Alejandre wished everyone a Happy new year. Everyone is excited to welcome in the new year. Students studied hard in December for finals. To thank their teachers, the leadership class sent holiday cards to them and the mascot uploaded an appreciation video on his You Tube channel. New changes with the new year include classes ending at 12:50pm. Last week Ms. Herman set up a panel of teachers and students to discuss issues with Distance Learning. Their teachers are awesome. Students felt they could express themselves. Students needs to make sure they keep their cameras turned on. The seniors are the first class to virtually present their senior projects. Everyone is eager for life to return to normal.

West High: Kaitlyn Durant and Gianna Uribe commented that in their last update they reported that they were having a canned food drive. They collected 1800 pounds of donated food. Before winter break, they held a winter coat drive and donated them to the McHenry House. To thank all of their teachers, they were given a goodie bag to show appreciation. The senior hall of fame nominations were held and winners were announced. This semester they have a whole new schedule and have class with all of their teachers every day, with an earlier start time and later end time. They were able to chat with their counselor and get classes picked out for the upcoming year. Some students and teachers have seen each other quickly while stopping by to pick up supplies for art class. Teachers are being pro-active and trying to safety get students met up. They showed a clip of teacher, Ms. Shade, taking about a cohort of students working in a small group while socially distancing in the empty quad. Representatives from the E-Sports Club spoke about their teams that are in the finals and playing for the championship. They congratulated students for being the top teams out of 54 in the country. Student in first place receive \$1,000 scholarship and students in second place receive a \$500 scholarship. They congratulated the students

Kimball High: Julian Steffens commented that before finals week students had a stress-free week to help students relax. They held small events every day to have students relax and take a break. They also had media posts about self-care. They had a movie night and made ornaments for the residents at Astoria Gardens. Next week will be Game Show Week and will end with a trivia night where students can answer questions from several different categories. Students are excited about these events.

Alternative Ed Campus: Aime Valencia Munoz is a Junior at Stein High on the Alternative Education Campus. Students have transitioned to a hybrid bell

schedule and completed a semester of Distance Learning. Teachers have encouraged and shown appreciation to students during this pandemic. Teachers have given student awards for various things, such as most participate, perfect attendance, and academics. Principal, Ms. Mitchel, announced the awards via video. Teachers work hard to provide assignments and curriculum to learn content and catch up on credits so that students can graduate on time. Science students use Edgenuity daily in addition to regular class assignments on various topics. On MLK Day students were asked to imagine what his message would be today. Edgenuity has an additional class called Strategies for Academic Success which teaches skills students can use beyond high school. Every student is required to have a college or career portfolio. Each student builds a website with this information and shares it with a counselor and then present it to a board of teachers. The yearbook will look different this year. Staff is looking for pictures from students to share. Before break, students were able to make ornaments out of clay. Mental Health is important, and many students are struggling. Their counselor and principal gave students counseling information in the event they need to talk to someone. The Tracy Young Adult Program, in person instruction, will reconvene on January 25, 2021.

Recognition & Presentations:

9.1 Jacobson Elementary School Presentation

Jacobson Principal, Derek Sprecksel, submitted a video presentation He showed the SDC team, Ms. Caffese, Ms. Jacinto and Ms. Ortega, whose goals are to have students succeed. They support each other and share ideas, as they each have different strengths. They also collaborate with the general ed teachers to try and mainstream their students. The video then showed 5th grader, Kalani Kabir, who has been at Jacobson since Kindergarten. He was being interviewed and talked about what he did in each class and what he learned. He feels ready for 6th grade.

9.2 Monte Vista Middle School Presentation

Monte Vista Principal, Barbara Silver, presented a power point on Distance Learning technology. She showed pictures of the school prior to the pandemic with classrooms full and various groups at the school. Now rooms are empty. Teachers faced a steep learning curve for Distance Learning. This presentation is about how we have used and learned technology to ensure equal access in the curriculum. She is bringing the school to you. Currently there are 822 enrolled with 35% being English Language Learners and 20% being special education students. Counselors have played a vital role in creating a master schedule for distance learning. Mr. Espino has collected all Microsoft Teams codes so that they can be enrolled and ready to go. This has helped streamline the process. She showed the interactive page of Ms. Hoffman which contains many links which are connected to get appropriate help needed or make an appointment. She showed an example of a teacher using 3 screens to see students, present a lesson, and using a spinner for questions. There is a virtual classroom with links and shortcuts for students to get to what they need. One of the favorite applications is Padlet. This increase student participation and engagement. Students can see who is participating and see all of the other students questions and thoughts. She also reviewed other platforms and applications such as Digits, Nearpod, Virtual Whiteboards, CNN10, Flipgrid and Kahoot. She also showed a kick boxing class for PE.

It is imported to recognize our scholars who are working very hard with awards. The Tracy Press took pictures. This year they added the award “Digital Citizen”. Students participated in a drive by award ceremony with admin and teachers cheering them on.

**Information &
Discussion Items:**

10.1 Administrative & Business Services: None.

10.2 Educational Services:

10.2.1 Receive Report on San Joaquin County COVID19

Julianna Stocking, Associate Superintendent of Educational Services, reported that we are still in the purple tier with 293 new cases as of January 26. There have been a total of 60,545 cases in our county and we have a positivity rate of currently 63.7. We need to be at 25 per 100,000 to be able to reopen. These numbers are in a window of 2 weeks and then they go back and update numbers. She reviewed the vaccine allocation process. It is varying county to county. Some schools and districts in other counties have already began to give the vaccine to educators. Each county has a different rollout. We are providing information to our county so that when the vaccine is ready for us they will have our numbers.

10.2.2 Receive Report on Distance Learning Impacts on Student Achievement

Julianna Stocking, Associate Superintendent of Educational Services, presented a power point that showed attendance data, teacher & learning resources, student engagement trends, failure rates and next steps. The attendance rates are very similar this year to 2019-2020. Prior to COVID, students and teachers had materials such as textbooks, workbooks, posters, and libraries, gyms, labs, etc. In this school year, we have laptops, notebooks, online assessments and resources, virtual platform, and learning from their family home and technology apps. Student centered engagement included development positive relationships, student centered learning, marking up text, clubs, sports and programs. With Distance Learning, not all students are logging on or not participating, some cameras are off, less questioning and interaction, digital notebooks, sports have been paused and clubs and programs restricted. She reviewed the failure rate data for high school and middle school. The number of Fs has often doubled in looking at English, Math, Science and Foreign Language. Our sites have had a practice of looking at running grade reports and having conversations with teachers and students to try to understand what the challenges are. When looking at data we need to talk about the “why”. It’s important when looking at grades we need to see the trends that we are seeing across the board. We also need to look at instructional strategies to see what is best for the students and increase communication with students and families. West High is looking at hosting small learning pods. Tracy High facilitated a peer to peer mentoring panel. As a district we need to allocate the necessary resources to credit recovery programs, summer intervention programs, consider reducing number of credits to graduation in 2021 and student support interventions.

10.2.3 Receive Report on Mental Health Services

Dr. Deidre Hill, Coordinator of Prevention Services, presented a power point which reviewed mental health services and referral processes and the need for continued work. She showed a video clip about the definition of Social Emotional Learning. She then reviewed the Multi-Tiered System of Supports (MTSS) for Academics and Behavior, including the MTMDSS Model which address the needs of all students in academic, college and career and social/emotional. She reviewed the referral process where referral would first start with either the student parent, teacher, counselor or admin. Students 12 years or older can consent for their own counseling. She then showed the amount of student referrals and school sites for Axis Community Health, Community Medical Center, and Valley Community Counseling which are for individual counseling. She also provided referral process and numbers with Crossroads (individual substance use and anger management counseling). For small group counseling she reviewed the data for Child Abuse Prevention Council (CAPC) which is suicide prevention and awareness' Sow A Seed which is group anger management and Point Break's substance abuse counseling. Continued work includes outreaching via mass emails, text messages, posting on social media and websites, etc. Sites continue to have student videos, parent trainings, liaisons outreaching to families and sharing resources during home visit. There is a questionnaire for families with housing insecurity to complete so that we can best meet their needs. Commercial slides for each site have been created to post on websites, social media and posted at the beginning of classes if needed. Next steps include collecting and reviewing data to identify students with critical needs; ensure that therapists continue to transition to in person one-to-one and small group counseling; and communicate to increase advocacy and awareness.

Hearing of Delegations

11. The following comment was submitted online, read aloud, and copy and pasted into these minutes:

Jacqui Nott: My name is Jacqui Nott and I am President of Tracy Educators Association(TEA). As I am sure you are well aware, Governor Newsom has proposed a grant program to incentivize the reopening of schools. A key requirement of this program is that districts must have a negotiated MOU that has been ratified by the certificated and classified bargaining units. TEA has conducted a survey of our members regarding feelings of safety with respect to in-person instruction and sentiment toward the Governor's program. I submit this public comment to you now to share the following survey results.

* 90% said they are concerned for their safety if made to return to in-person instruction while in WIDESPREAD purple tier.

* 96% did not choose WIDESPREAD purple tier as safe for them even when combined with other safety protocols such as social distancing, mask wearing, and vaccination.

* 86% do not agree with Governor Newsom's plan to reopen.

TEA will not agree to any reopening plan while our county is in the WIDESPREAD purple tier. This means our new cases per 100,000 must be below 7. Currently, our county metrics show 63.7 new COVID cases per 100,000. Teachers desperately want their students back in classrooms with them but not until it is safe for ALL. Thank you.

- Public Hearing:** 12.1 **Administrative & Business Services:** None.
- Consent Items:** 13. **Board approval of any agenda item requiring insurance is conditioned upon acceptance of appropriate insurance accepted by Tracy Unified.**
Action: Erskine, Alexander. **Vote:** Yes-7; No-0.
- 13.1 **Administrative & Business Services:**
- 13.1.1 Approve Accounts Payable Warrants (December, 2020)
(Separate Cover Item)
- 13.1.2 Ratify Measure B Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.3 Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District
- 13.1.4 Accept and Review the Status of School Connected Organization/Booster Club Applications Submitted for the 2020/21 School Year
- 13.1.5 Approve Payroll Reports (December, 2020)
- 13.1.6 Approve Revolving Cash Fund Reports (December, 2020)
- 13.2 **Educational Services:**
- 13.2.1 Approve Agreement for Contract Services with Core Collaborative to Provide Math Training for the 2020-2021 School Year
- 13.2.2 Approve Increase to Existing Master Contract with Nonpublic Agency-360 Degree Customer, Inc.
- 13.2.3 Receive Update on Quarterly Williams Uniform Complaint Report for the Quarter ending January 15, 2021
- 13.2.4 Approve Master Contract (MC) for Nonpublic, Nonsectarian School Services with Haynes Family of Programs Inc-S.T.A.R. Academy (Separate Cover Item)
- 13.3 **Human Resources:**
- 13.3.1 Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees
- 13.3.2 Approve Classified, Certificated and/or Management Employment
- 13.3.3 Approve Administrative Fieldwork Agreement with Concordia University
- Action Items:** 14.1 **Administrative & Business Services:**
- 14.1.1 Approve Resolution No. 20-10 Support of Applications for Eligibility Determination and Funding in the School Facility Program When Bond

Authority is Exhausted
Action: Erskine, Souza. **Vote:** Yes-7; No-0.

14.2 Educational Services: None.

14.3 Human Resources:

14.3.1 Approve Tentative Agreements with the Tracy Educators Association

Action: Souza, Alexander. **Vote:** Yes-7; No-0.

Board Reports:

Trustee Alexander would like more information on employees to make more informed decision. He would like to see a comparison of what other districts are paying for their legal fees. Trustee Blanco enjoyed the student presentations and school sites. She would also like to look at legal fees on a yearly basis and request to compare to other districts. Trustee Hoffert thanked everyone for the presentations on the impacts of distance learning and mental health. He commented on the police blog in the Tracy Press about a West High hacked account. It frustrated him as it was near the time of a cyber security presentation and he was unaware of it. He thinks that it was not being transparent. He also wanted to acknowledge that tomorrow is the 76th anniversary of the liberation of Auschwitz in 1945. This happened during his grandparents' lifetimes. Less than 100 years ago a group of people inflicted unspeakable suffering should not be ignored. He wonders what if more people asked questions and voiced concerns if there would be different results. Trustee Erskine thought the presentations were meaningful and engaging. She would like to see our legal fees reduced. She also feels that it is important to continue to provide as much information as we can in the areas of HR decisions. She wants to change things to improve. Trustee Souza thanked Jacobson, Monte Vista and the high school students for their reports. She also thanked Julie, Deidre and Mary for the Distance Learning and Mental Health reports. We are often offered trainings and attended one on the Brown Act by CSBA. It is good for board members to attend these trainings. She thanked the people involved in the MLK event. It was a great panel discussion and looks forward to doing more with students. She feels we should always keep our students in mind and that should be our main goal. Trustee Kaur thanked everyone for the reports, they are appreciated. Trustee Abercrombie passed.

Superintendent Report:

Dr. Stephens thought the reports were outstanding and had great information. He always enjoys the school and student reports. He wanted to address the comments made by Trustee Hoffert implying that Mr. Quiambao was not being transparent in his cyber security report was incorrect. It was not a cyber security issue. It was an issue where an employee did not set up the Teams meeting correctly. Mr. Quiambao's character is without question and he was not being deceptive. I'm sorry that was raised because it was not an accurate reflection of what occurred.

Adjourn: 9:32 p.m.

Clerk

Date



HUMAN RESOURCES MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 22, 2021
SUBJECT: **Recognize the Outstanding Employees of the Fall Term for the 2020-2021 School Year**

BACKGROUND: Three times each school year, nominations for outstanding employees are solicited from staff. A selection committee composed of two administrators; one classified/confidential representative, two certificated representatives and one classified representative review the nominations and make the selections.

RATIONALE: The employees who are selected are recognized by the School Board and are recognized at their school sites in various ways. At the end of the year, the nominations of the three employees who have received recognition as Outstanding Employees of the Term in each category are reviewed, and one employee in each category is selected as Outstanding Employee of the Year.

This agenda item meets District Strategic Goal #2: Hire, support, develop, train, and sustain district employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential.

FUNDING: N/A

RECOMMENDATION: Recognize Ana De La Mora (9-12), Gurleen Kaur (6-8) and Janet Parks (K-5) as Outstanding Certificated Employees; Lidia Chase (9-12) and Elizabeth Cull (6-8) and Ashley Fisher (K-5) as Outstanding Classified Employees and Michael Stagnaro as the Outstanding Management Employee for the Fall Term of the 2020-2021 school year.

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.



BUSINESS SERVICES MEMORANDUM

TO: Dr. Brian Stephens, Superintendent
FROM: Dr. Rob Pecot, Assoc Supt of Business Services
DATE: January 13, 2021
SUBJECT: **Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District**

BACKGROUND: In order to assist the various school sites and departments in the District with the continued effort to enhance the educational, technological, health, and environmental needs of our students and staff, the following funds, materials, and/or equipment are to be considered for acceptance as donations:

Tracy High School:

1. Tracy Unified School District/Tracy High School: From Tracy Hills Holding Co., LLC for the amount of \$500.00 (ck. #1134). This donation will benefit Tracy High School's Leadership and it will be used towards the purchase of 'Dog Pound' T-shirts.
2. Tracy Unified School District/Tracy High School: From Craig and Patricia Carnes for the amount of \$500.00 (ck. #9715). This donation is a contribution to the Roger Traina Memorial Scholarship for the 2020/2021 school year.

West High School:

1. Tracy Unified School District/West High School: From Olin – Charitable Trust for the amount of \$500.00 (via electronic transfer). This donation will benefit West High School's Space & Engineering Academy.

RATIONALE: Acceptance is recommended in order to meet the District's strategic goals and to enhance and benefit the educational experiences of the students of the Tracy Unified School District. This agenda item meets Strategic Goal #2 – Create a quality and effective learning environment for all students.

FUNDING: Sites and departments of the District will incur responsibilities and costs associated with (some) of the donations which include, but are not limited to, supplies, repairs, maintenance of equipment, disposal/recycling. All items accepted by the Board of Trustees of the Tracy Unified School District are directed to the District's warehouse through the Materials

Management Department for inclusion on the inventory list, marking for distribution and identification prior to site or department use or placement. All items needing inspection prior to installation or use are scheduled through the Materials Management and Operations and/or the Facilities Developments and budgeted accordingly. All technology items are reviewed and approved by the Director of Information Services and Educational Technology, prior to Board presentation.

RECOMMENDATION: Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District.

Prepared by: Dr. Rob Pecot, Associate Superintendent for Business Services.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Julianna Stocking, Associate Superintendent of Educational Services
DATE: January 22, 2021
SUBJECT: **Approve Agreement for Special Contract Services with Sow A Seed Community Foundation to provide Group Counseling for Art Freiler School**

BACKGROUND: Tracy Unified School District (TUSD) provides mental health support services to students with psychosocial-emotional and emotional challenges that serve as a barrier to their academic success and overall well-being. It is imperative to provide support services in a school setting in order to improve school climate and student success. Sow A Seed Community Foundation will facilitate age-appropriate cognitive behavioral or other therapeutic groups to help children and youth practice impulse control, emotional regulation, positive & affirming relationships with peers and adults, etc. Group activities will follow an approved evidence based curriculum.

RATIONALE: A multi-tiered system of supports is the District's framework to identify levels of social-emotional interventions. Tier 2 and 3 interventions for behavior involve targeted and intensive behavioral health services to students who are struggling to meet academic, attendance, and/or behavioral expectations within a school setting. The District benefits greatly from having school based mental health support services across all schools, particularly Title I schools and with a high percentage of free and reduced lunch. A partnering agency of the PEI Project 5, Sow A Seed Community Foundation will provide mental health support services to TUSD's schools with the highest percentage of free and reduced lunch applicants. Additionally, this service aligns with TUSD's LCAP Goal #2: Provide a safe and equitable learning environment for all students and staff.

FUNDING: Total cost is \$31,274.25. Funding will be provided by Title I funds.

RECOMMENDATION: Approve Agreement for Special Contract Services with Sow A Seed Community Foundation to provide Group Counseling for Art Freiler School.

Prepared by: Stephen Theall, Art Freiler School Principal.

TRACY UNIFIED SCHOOL DISTRICT
1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Sow A Seed Community Foundation, hereinafter referred to as "Contractor," is for consultant or special services to be performed by a non-employee of the District. District and Contractor, herein named, do mutually agree to the following terms and conditions:

1. Contractor shall perform the following duties: Through the Prevention & Early Intervention (PEI) Project 5: School-based Interventions for Children and Youth and San Joaquin County Behavioral Health Services (SJCBS), Sow A Seed Community Foundation will facilitate age-appropriate cognitive behavioral or other therapeutic groups to help children and youth practice impulse control, emotional regulation, positive & affirming relationships with peers and adults, etc. Group activities will follow an approved evidence based curriculum. Services will be provided at Art Freiler School during the 2020-21 school year.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of _____ () [] HOURS [X] DAYS, under the terms of this agreement at the following location See Above.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
- a. District shall pay \$31,274.25 per [] HOUR [] DAY [] FLAT RATE, not to exceed a total of \$31,274.25. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$0.00 for the term of this agreement.
 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS [] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on February 10, 2021, and shall terminate on June 30, 2021.

5. This agreement may be terminated at any time during the term by either party upon 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Stephen Theall, at (209) 830-3309 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor WILL WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

Contractor agrees to hold harmless and to indemnify District for:

Any injury to person or property sustained by Contractor or by any person, firm or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act or omission of District or its officers, agents or employees.

9. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any person or persons who are not parties to this Agreement except for employees of Contractor. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. Contractor certifies that his or her current employer, if any, is fully cognizant of this Agreement and that payments hereunder are not in conflict with any federal, state, or local statutes, rules or regulations or with any policies of Contractor's current employer. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

_____ Contractor Signature	_____ Title	_____ Tracy Unified School District
_____ IRS Identification Number		_____ Date
_____ Title		_____ Account Number to be Charged
_____ Address		_____ Department/Site Approval
_____		_____ Budget Approval
_____		_____ Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Julianna Stocking, Associate Superintendent of Educational Services
DATE: January 15, 2021
SUBJECT: **Approve Agreement for Contract Services for STEM Professional Development between McKinley Elementary and San Joaquin County Office of Education for McKinley Teachers**

BACKGROUND: The McKinley Elementary School teachers will participate in Professional Development focused on STEM during Distance Learning as part of the larger TUSD Education Innovation and Research Grant titled *Leadership in STEM: The PreK-12 Pathway*.

RATIONALE: The Tracy Unified School District, in alignment with TUSD LCAP goals is concentrating resources on various actions including STEM for all students with support of the Education Innovation and Research Grant titled *Leadership in STEM: The PreK-12 Pathway*. McKinley Elementary School is a participating school in this grant. In order to facilitate this training, McKinley School will contract with the San Joaquin County Office of Education (SJC OE) STEM Development Team to provide these services. This professional development opportunity will be presented to all McKinley teachers during an Early Release Wednesday Staff Meeting on February 17, 2021 and will focus on STEM during Distance Learning. This aligns with McKinley's SPSA Goal #3: Prepare all students to meet grade level standards in the areas of Life Sciences, Physical Sciences, and Earth and Space Sciences. This Agenda Item supports District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals; District Strategic Goal #2: Hire, support, develop, train, and sustain district employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure to a safe learning environment that supports staff and student goals.

FUNDING: The cost for this contracted service will not exceed \$750.00. This fee includes preparation and facilitation of the K-5 Professional Learning focused on STEM Distance Learning by the San Joaquin County Office of Education's STEM Department. The funds will be paid out of site Title 1 funds allocated for Professional Development for STEM in McKinley's SPSA.

RECOMMENDATION: Approve Agreement for Contract Services for STEM Professional Development between McKinley Elementary and San Joaquin County Office of Education for McKinley Teachers.

Prepared by: Mrs. Shannon Bancroft, McKinley Elementary School Principal

TRACY UNIFIED SCHOOL DISTRICT
1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and San Joaquin County Office Of Education, hereinafter referred to as "Contractor," is for consultant or special services to be performed by a non-employee of the District. District and Contractor, herein named, do mutually agree to the following terms and conditions:

1. Contractor shall perform the following duties: _____
Provide preparation and facilitation of the K-5 professional learning focused on STEM distance learning by the SJCOE STEM Department

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 1/2 () [] HOURS [x] DAYS, under the terms of this agreement at the following location McKinley Elementary School.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$ 750.00 per [] HOUR [] DAY [x] FLAT RATE, not to exceed a total of \$ 750.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [] SHALL [x] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ _____ for the term of this agreement.
 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS [x] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on December 13, 2020, and shall terminate on February 26, 2021.
5. This agreement may be terminated at any time during the term by either party upon _____
30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Shannon Bancroft, at (209) 830-3319 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

Contractor agrees to hold harmless and to indemnify District for:


Any injury to person or property sustained by Contractor or by any person, firm or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act or omission of District or its officers, agents or employees.

9. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any person or persons who are not parties to this Agreement except for employees of Contractor. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

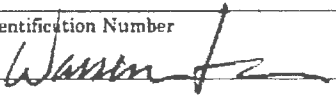
10. Contractor certifies that his or her current employer, if any, is fully cognizant of this Agreement and that payments hereunder are not in conflict with any federal, state, or local statutes, rules or regulations or with any policies of Contractor's current employer. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:



Contractor Signature Title

IRS Identification Number



Title

Division Director

Address

Tracy Unified School District

Date

Account Number to be Charged

01-3010-0-1110-2140-4300-280-3002

Department/Site Approval

Budget Approval

Date Approved by the Board



MEMORANDUM OF UNDERSTANDING

**SAN JOAQUIN COUNTY OFFICE OF EDUCATION
and
MCKINLEY ELEMENTARY SCHOOL**

This Agreement by and between the San Joaquin County Office of Education, hereinafter referred to as "SJCOE," and McKinley Elementary School, hereinafter referred to as "MES," is to assist MES with professional learning Support.

The two parties, SJCOE and MES, mutually agree to the following terms and conditions:

I. SCOPE OF WORK

SJCOE STEM will perform the following services:

Overall Goals:

To provide preparation and facilitation of the K-5 Professional Learning focused on STEM Distance Learning by the SJCOE STEM department.

Specific Dates and Times

Date(s)	# of Days	Location	Grades	Topic	Cost
1/13/2021	½ day	Online	K-5	STEM Distance Learning	\$750
	½ day			Total	\$750

II. TERMS OF AGREEMENT

- a. This agreement will be in effect from December 16, 2020 – February 26, 2021 2020.

III. COMPENSATION

- a. Professional Development Costs (which include preparation, travel, and materials):
- b. MES will pay SJCOE \$750.00.

IV. TERMINATION OF MEMORANDUM

- a. This agreement can be terminated by either party with 30 days advanced written notice.

V. CERTIFICATION OF NON-EMPLOYEE STATUS:

- a. SJCOE certifies that at all times SJCOE is acting as an independent contractor and not as employee of McKinley Elementary School. McKinley Elementary



SAN JOAQUIN COUNTY OFFICE OF EDUCATION
James A. Mousalimas, County Superintendent of Schools

P.O. Box 213030
Stockton, CA 95213-9030
(209) 468-4800
www.sjcoe.org

School agrees to indemnify and hold harmless the County Superintendent, Board of Education, officers, agents and employees of SJCOE against any and all claims, which may result from this agreement.

- b. San Joaquin County Office of Education agrees to make no claim against McKinley Elementary School for any vacation, sick leave, retirement benefits, social security, medical benefits, workers' compensation benefits, unemployment benefits or any other benefits usually provided to employees and expressly agrees that SJCOE is not entitled to any such benefits.

Are you, any of your employees or sub-contractors a CalSTRS or CalPERS retiree? Yes No
If yes, are they paid through a payroll system that reports to both CalSTRS and CalPERS? Yes No

SAN JOAQUIN COUNTY OFFICE OF
EDUCATION

Kirk Brown
Kirk Brown, Div. Director of STEM
12/16/20
Date

MCKINLEY ELEMENTARY SCHOOL

Shannon Bancroft
Shannon Bancroft, Principal
1-7-2021
Date

Warren Sun
Warren Sun, Div. Director of Operations
12/17/20
Date

Module 1

Social Emotional Learning Supports

Educators will be able to recognize behaviors resulting from trauma and utilize Social Emotional Learning to care for themselves as well as support students and families. Participants will begin by exploring the effects of COVID-19 on education then move to understanding how a safe and supportive classroom and school environment supports learning. Finally, teachers will learn to recognize stress and anxiety signs and levels in themselves.

Module 2

Shifting Relationships: Behavior and Positive Student-Teacher Relationships

Educators will be able to identify challenging classroom behaviors that prevent students from engaging, understand behaviors, gain classroom management strategies, and learn how to create positive student-teacher relationships. Participants will also explore how to utilize behaviors to inform practice and shift perception to prevention.

Module 3

Choosing Synchronous and Asynchronous Activities

Educators will determine the purpose of asynchronous and synchronous activities, ways to choose activities for each environment, how to assess learning, and how to leverage technology in both environments. Come explore tools and strategies that will excite and engage your students whether you are planning for distance learning, face-to-face instruction or a hybrid model.

Module 4

Collaboration

Educators will understand why collaboration is vital to student experience, when to utilize a collaborative activity, and explore ways to collaborate in a hybrid learning environment. Participants will explore how to use technology to allow equitable collaboration for both remote and in person students.

Our content modules can be scheduled for the following offerings:

Please contact Ed Services at (209)468-9027 to schedule Content Modules.

STEM Modules

STEM for Virtual and Blended Learning

Are you wondering how to provide effective labs, hands-on experiences and inquiry-based science instruction in an online or hybrid classroom? In this workshop you will experience a hands-on investigation in a virtual setting and learn about tech tools that can be used to enhance your students' learning and simulate lab experiences to build content knowledge.

You will debrief creating these experience for your own classes.

Math Modules

Math for Virtual and Blended Learning

Are you wondering how to provide effective student-centered math instruction in an online or hybrid classroom? In this workshop you will experience a lesson which will model effective math strategies you can use with your students and how to facilitate an effective problem-solving lesson. The workshop will focus on how to build procedural fluency from conceptual understanding and engage students in reasoning and discourse. A variety of tech tools to enhance students' learning will also be shared.

ELA & ELD Modules

ELA with Integrated ELD, Designated ELD for Virtual and Blended Learning

Are you wondering how to provide effective student-centered ELA instruction with Integrated ELD and Designated ELD instruction in an online or hybrid classroom? In this workshop, you will experience activities that will model effective strategies for developing language, building academic vocabulary, literacy skills, and much more. In addition, engaging techniques and tech tools that support different levels of proficiency and grade level/grade span ELA/ELD instruction will be shared.



HUMAN RESOURCES MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 27, 2021
SUBJECT: Accept Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employment

<u>BACKGROUND:</u>	<u>CERTIFICATED RETIREMENTS</u>		
<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Chadwick, Theresa 3 rd grade	SWP	7/1/2021	Retirement

<u>BACKGROUND:</u>	<u>CLASSIFIED RETIREMENTS</u>		
<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Loredo, Sheryl Student Body Bookkeeper/ Health Clerk	West High	2/2/2021	Retirement

<u>BACKGROUND:</u>	<u>CLASSIFIED RESIGNATION</u>		
<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Castaldi, Ashley IEP Para Educator I	Kimball High	1/12/2021	Accepted an IEP Para position with more hours
Gupta, Ashmita Special Ed Para Educator I	Monte Vista	1/29/2021	Personal
Novoa Garcia, Liliana Bilingual Para Educator I	West High	1/18/2021	Accepted Bus Driver position
Rodriguez, Samuel	MOT	1/22/2021	Personal

Mechanic

Roman, Jocelyne
IEP Para Educator I

Villalovoz 1/3/2021

Accepted an IEP Para
Educator I position
with more hours

Roman, Jocelyne
IEP Para Educator I

Villalovoz 1/29/2021

Personal

RECOMMENDATION: Accept Resignations/Retirements/Leave of Absence for Classified, Certificated, and/or Management Employment.

Prepared by: Tammy Jalique, Associate Superintendent for Human Resources



HUMAN RESOURCES MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 27, 2021
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

Dander, Mireya

CERTIFICATED

Special Education SDC (Replacement)
Tracy High School
“A” Step 1, Class I, \$33,128.00
Fund: Special Education

Pickering, Juliana

5th Grade (Replacement)
George Kelly
“A” Step 1, Class I, \$21,452.00
Fund: General Fund

Raja, Preetha

6th Grade (Replacement)
Williams Middle School
“B” Step 1, Class VI, \$26,390.00
Fund: General Fund

BACKGROUND:

Ambs, Hayley

CLASSIFIED

H.S. Library Technician (Replacement)
Kimball High
Range 31, Step A - \$18.31 per hour
5 hours per day
Fund: State Lottery

Castaldi, Ashley

IEP Para Educator I (New)
McKinley
Range 24, Step B - \$16.28 per hour
6.25 hours per day
Fund: Special Ed

Godinez, Lesly	Para Educator I (New) Art Freiler Range 24, Step C - \$17.07 per hour Fund: IASA-Title I Bas Grant Low Inc
Hewell, Alexandria	Utility Person II (Replacement) MOT Range 35, Step A - \$20.10 8 hours per day Fund: General Fund
Novoa Garcia, Liliana	Bus Driver (New) Transportation Range 38, Step A - \$21.53 per hour 6 hours per day Fund: Special Ed Transportation
Ortega Cisneros, Julyssa	Parent Liaison (Replacement) West High Range 28, Step A - \$17.07 per hour 8 hours per day Fund: Targeted EL
Roman, Jocelyne	IEP Para Educator I (Replacement) Villalovoz Range 24, Step D - \$17.87 per hour 6.5 hours per day Fund: Special Education

RECOMMENDATION: Approve Classified, Certificated and/or Management Employment

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Education
FROM: Dr. Brian Stephens, Superintendent
DATE: February 1, 2021
SUBJECT: **Cast Ballot for CSBA 2021 Delegate Assembly Election**

BACKGROUND: There are two 2 vacancies to be filled in Subregion 8-A.

RATIONALE: The official ballot for Subregion 8-A has been received for the CSBA Delegate Assembly election. Each member board submits one ballot. Each Board may vote for up to two candidates. A biographical sketch for each candidate is enclosed. The ballot for subregion 8-A also allows spaces for write-in candidates. The positions will be filled by the candidates receiving the highest number of votes. The candidates are:

- _____ George Neely (Lodi USD)*
- _____ Christopher “Kit” Oase (Ripon USD)*
- _____ Courtney Porter (Lodi USD)

*incumbent

FUNDING: N/A

RECOMMENDATION: Cast Ballot for CSBA 2021 Delegate Assembly Election.

Prepared by: Dr. Brian Stephens, Superintendent.

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 15, 2021**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2021 DELEGATE ASSEMBLY BALLOT
SUBREGION 8-A
(San Joaquin County)

Number of vacancies: 2 (Vote for no more than 2 candidates)

Delegates will serve two-year terms beginning April 1, 2021 - March 31, 2023

**denotes incumbent*

George Neely (Lodi USD)*

Christopher “Kit” Oase (Ripon USD)*

Courtney Porter (Lodi USD)

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.

Delegate Assembly Biographical Sketch Form for 2021 Election



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m. on January 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature:  Date: 12/31/2020

Name: George Neely CSBA Region & subregion #: 8A
 District or COE: Lodi Unified School District Years on board: 10
 Profession: Retired Contact Number (Cell Home Bus.): 209-329-5152
 Primary E-mail: gneely@lodiUSD.net
 Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2013

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I have been a Board member for 10 years and a CSBA delegate for 6 years. I strongly believe in the purpose and the power of CSBA as we are largest single body of elected officials in the country. I am passionate about fixing public education in California, and I believe that if we act together, we can greatly impact the direction of public education. I have been President of the Lodi USD Board twice. I am a founding member of our Legislative Advocacy committee. I am also a member of our Lodi City Council 2 x 2 committee and the San Joaquin County School Boards Association. I am a retired military officer, and I believe that the leadership and other experiences I gained while in the military have helped me immensely as a member of the Board of Education. In the military, I learned a saying that has stayed with me; "Difficulty is a challenge, not an excuse." We can accomplish anything as an organization if we focus on our goals. I am also retired from General Electric Security. As the Regional Manager for Southern California and Hawaii, I taught business development and assisted companies in achieving their goals. Finally, I am retired teacher and administrator. These three careers have prepared me to a Board Member for Lodi Unified School District and a member of the Delegate Assembly.

Please describe your activities and involvement on your local board, community, and/or CSBA.

In the 10 years that I have been a member of our Lodi City Council 2 x 2 committee, I have met with council members many times, both formally as part of the committee and informally as well. As President of the LUSD Board, I have spoken to at City Council Meetings to give the council updates on the status and progress of LUSD. I am a founding Board member of Giving Opportunities To Kids (GOT Kids), our nonprofit foundation for raising and distributing money to our schools to support student activities. I have sponsored resolutions in support of CSBA goals including a resolution for Full and Fair Funding. I presented twice at the CSBA Annual Education Conference. My first presentation was "Technology in Education," where we showcased the advancements Lodi Unified had made towards fully incorporating computing skills into our curriculum. The second time our Superintendent and I shared our policy and practice of Teacher Career Paths.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Public Education faces 4 major issues that must be addressed. The first is obviously the immediate and long term impacts of the COVID virus. School districts that follow public health guidelines must be indemnified against the massive potential loss of COVID lawsuits. We also need to make up for lost instructional time, particularly for low income and low performing students, and this will require additional funding. The second is Full and Fair Funding. CSBA has done a fantastic job laying the ground work to increase the funding level for California Schools. We must now take that message to the public. The third issue is Charter School Reform. Charter Schools must be forced to play on a level playing field! If we increase funding, without Charter School Reform, we will see a huge increase in the number of applications as they scramble for the money. The fourth issue we must address is that of Special Education. Districts must spend an ever-increasing amount of their limited funds on Special Ed mandates not covered by our current funding. CSBA continues to support efforts for all of these areas.

Resume of George Neely

Statement of Qualifications

I am a retired military officer, a retired manager for General Electric Security, and a retired public school teacher and administrator. I have been on the Board of Education for 10 years and a CSBA Delegate for Region 8A for the last 8 years. I have completed the Masters in Governance program from CSBA. I have also pursued additional training as a Board Member on my own, as well as taking classes at CSU Stanislaus for School administration. I have a strong technology background in government, the corporate arena, and public education as well.

Work Experience:

- 2010 – Board of Education, Lodi Unified School District
Served as Board President, Board Vice President, and Board Clerk. Served on Lodi City Council 2 x 2 Committee, Legislative Advocacy Committee, and San Joaquin School Board Association.
- 2010 – 2015 Teacher and Administrator for Academy of Business, Law, and Education
Taught Personal Finance, Communications, Computer Literacy, Web Design, and Job Skills
- 2005 – 2010 Teacher for Lodi Unified School District
Classroom teacher for Title 1 Schools
- 1992 – 2004 Territory Manager for General Electric Security
Responsible for business development in Southern California and Hawaii
- 1991 – 1992 Director of Technical Services X-Truder National
Responsible for technical operations of Atlanta based security provider
- 1971 – 1991 US Army
Infantry Soldier in Vietnam
Aviation Officer, Attack Helicopter Pilot, Scout Helicopter Pilot

Education

Lodi High School
Austin Peay State University, Clarksville, TN
Bachelor Business Administration
California State University Stanislaus
Multi Subject Teaching Credential
California School Board Association
Masters in Governance

Personal

Married with 3 children and 6 grandchildren. My hobbies include home renovation projects, hiking, traveling, and golf.

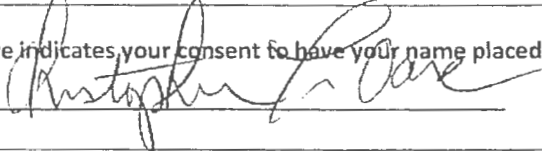
**Delegate Assembly
Biographical Sketch Form for 2021 Election**



Deadline: Thursday, January 7, 2021 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org no later than 11:59 p.m. on January 7, 2021. Forms may also be submitted via mail to CSBA's Executive Office at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2021.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature:  Date: December 2,

Name: Dr. Christopher "Kit" Oase CSBA Region & subregion #: 8A
 District or COE: Ripon USD Years on board: 10
 Profession: Retired Educator Contact Number (Cell Home Bus.): 209 613-1035
 Primary E-mail: kitoase@yahoo.com

Are you an incumbent Delegate? Yes No If yes, year you became Delegate: 2017

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

The CSBA has established itself as an effective organization representing school boards and children throughout the State of California. I would hope to continue my service as a member of the Delegate Assembly to actively support these efforts. I have skills and knowledge as a former teacher and administrator as well as service as a member and chair, many years ago, of the State Commission on Educational Innovation and Planning. I would hope the breadth and depth of my experience and ability to work with others might be helpful in the work of our organization.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served on the Ripon Unified School District's Board of Trustees for 10 years including work as Clerk, Vice President and President. I have served on many committees, chaired the last two bond campaigns for our district, attended CSBA Legislative Action Days, and been involved in legislative issues on a regular basis. My community activities include serving as President of the Ripon Arts League, working as a volunteer and donor at the local Red Cross Blood Bank and service as lay leader of my church.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Our challenges include: (1) maximizing the resources we have to provide the best education we can for students, (2) continuing work to keep ourselves informed on local and statewide issues, (3) providing leadership to local school boards on all aspects of addressing the COVID-18 crisis, and, (4) ensuring that CSBA continues its excellent efforts to garner respect in the education community, the State Legislature, Governor, and public at large. CSBA needs to continue to inform school board members on how they can improve communication at all levels and the importance of its role in fostering quality schools. To that end, we must work as a team to build and maintain strong relationships between local boards and superintendents, address the ongoing need for more reasonable funding to meet the needs of students, and develop a stronger and reasoned voice for CSBA.

Resume of Christopher "Kit" Oase

Member of the Delegate Assembly (8A)- 4 years

Member and Board Officer, Ripon Unified School District- 10 years

Active in CSBA Legislative Action Day, Proposition 51 election and specific legislative efforts

Holds Bachelor's and Master's degrees in Government and Music from Sacramento State Univ.

Holds Interdisciplinary Doctorate in Political Science and Economics from Idaho State University

Retired educator with 11 years teaching experience at the elementary and high school levels, and 24 years of service as a school administrator in unified school districts and the Stanislaus County Office of Education.

Enjoys- family, photography, camping, golf and music.

Lay leader and choir member in his church, 25 gallon+ blood donor, community concerts leader, and scholarship donor.

Delegate Assembly Biographical Sketch Form for 2021 Election



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Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Courtney Porter Date: 1/7/2021

Name: <u>Courtney Porter</u>	CSBA Region & subregion #: <u>B A</u>
District or COE: <u>Lodi Unified School District</u>	Years on board: <u>3</u>
Profession: <u>Retired Teacher</u>	Contact Number (<input checked="" type="checkbox"/> Cell <input type="checkbox"/> Home <input type="checkbox"/> Bus.): <u>(209) 712-1176</u>
Primary E-mail: <u>courtneyporter@sbcglobal.net</u>	
Are you an incumbent Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, year you became Delegate: _____	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I have been a classroom teacher and coach for 38 years so I have an insider's appreciation for educational management. I have taught AP, special needs, English language learners and a variety of children from diverse backgrounds. I know how instrumental collegial, competent and cooperative school boards can be for these children.

Please describe your activities and involvement on your local board, community, and/or CSBA.

In addition to 38 years of teaching, I have held leadership positions such as department chair, union executive board, aquatics director and head water polo coach at both the high school and collegiate levels. I have fundraised successfully for these programs, and my dedication to students is well known by everyone in my community. I have held Teacher of the Year honors at the high school where I taught, and I was awarded CIF State Coach of the Year as well.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Since I have spent 38 years teaching, I am acutely aware of California's teacher shortage. It is critical that the state's school boards work to attract qualified teachers and retain those teachers through meaningful professional development and reliable mentoring. I have worked with my district to do this, but I'd like to continue to work with CSBA to troubleshoot this crisis at a state level as well. I am also interested in ending the school to prison pipeline with targeted educational reforms.



HUMAN RESOURCES

MEMORANDUM

TO: Dr. Brian R. Stephens, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: February 1, 2021
SUBJECT: **Approve Job Description and Salary for Director of PreK-12 STEM Curriculum and Local Assessment**

BACKGROUND: In October 2018, TUSD was awarded an Education Innovation and Research (EIR) grant from the United States Department of Education (US Ed) in collaboration with their partner, the Community Training and Assistance Center (CTAC). The award supports TUSD in creating *Leadership of STEM: The PreK-12 STEM Pathway (PreK-12 STEM)*, a multi-disciplinary STEM project-based curriculum that is engineering- and computer science-centered. It ensures that every student has a STEM learning trajectory that progresses through elementary, middle, and high school. Moreover, it increases the number of underrepresented students (girls, students of color, and low-income students) engaged in STEM learning.

Since that award, TUSD has been engaged in implementation of STEM curriculum at nine sites, PreK-5. In 2020-21, this will expand to grades 6-12 at eight sites. In 2022-23, all TUSD sites will be STEM sites. TUSD has institutionalized many aspects of the STEM grant work, realigning and reallocating TUSD funds and personnel to support it. The PreK-12 STEM Curriculum and Local Assessment Director will best support Tracy Unified in making connections between the designed STEM Units of Study and Assessments, and the need to move toward increasing rigor, relevance, and relationships for all students.

RATIONALE: As the TUSD STEM EIR Grant expands to all grades, further institutionalizing the STEM work by having a PreK-12 STEM Curriculum Director coupled with Local Assessment would strengthen TUSD's ability to manage this expansion, the logistics of STEM implementation, grant/district data evaluation, data collection and reporting, the participation of community members in field experiences, and much more. This agenda item meets District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals, Strategic Goal #2: Hire, support, develop, train, and sustain district employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential, and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

FUNDING: Funding Source: District LCAP Funds.

RECOMMENDATION: Approve Job Description and Salary for the Director of PreK-12 STEM Curriculum and Local Assessment.

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Director of PreK-12 STEM Curriculum and Local Assessment

DEPARTMENT/DIVISION: Educational Services

POSITION SUMMARY: Under the general supervision of the Associate Superintendent for Educational Services, provides leadership and supervision of the K-12 STEM Curriculum and local assessment and accountability requirements. This includes planning, organizing, and developing the PreK-12 STEM curricular programs; supporting STEM professional learning activities for administration and staff; and supporting improvements to curriculum, instructional practices, and student achievement in STEM-related subjects.

ESSENTIAL FUNCTIONS:

1. Direct all aspects of the implementation of integrated STEM PreK-12 for all students.
2. Demonstrate an understanding of and support implementation of California content standards and frameworks for PreK-12 in science, computer science, math and other STEM-related content areas.
3. Demonstrate an understanding of and support implementation and assessment of the scope and sequence for STEM-related content areas in TUSD.
4. Design, plan, and manage the work of the STEM in TUSD and all related STEM Curriculum Teams.
5. Ensure the development, implementation, and evaluation of STEM curriculum and instruction is aligned with career pathways that insure integration of academic and Career Technical Education.
6. Collaborate with the Professional Learning Director in leading, managing, and delivering the implementation of a comprehensive professional development program for certificated staff in STEM-related content areas.
7. Serves as the liaison representative in the field of assessment and accountability AS IT RELATES TO STATE AND FEDERAL FUNDS FOR STEM with the Federal, and State, Regional and County offices.
8. Develop and carry out long- and short-term plans, programs, and activities to support the implementation of the District's STEM vision, curriculum, instruction, and assessment programs.
9. Collaborate and communicate with sites, community members, and STEM project teams to support and sustain STEM implementation.
10. Seek grant requests for proposals to support the implementation of STEM; participate in and support the work of the grant-writing team.
11. Directs, develops, implements, evaluates and establishes standards of achievement and District-wide assessment programs and data storage/reporting systems.
12. Monitors local data in District data storage/reporting systems for accuracy and works with school sites/other district departments to ensure Data Integrity (e.g. district assessment data).
13. Provides leadership and assistance to site and District personnel in identifying, planning, developing and implementing continuous improvement processes.
14. Assists in interpreting the instructional programs and assessment & accountability

- data, to the community.
15. Plans, organizes, directs and supervises the local assessment administrative systems.
 16. Assists in the determination of the educational needs and the goals of the community and the school district.
 17. Assists with development of Pre-K-12 curriculum including coordination of the District's Curriculum committees.
 18. Develops policies, administrative regulations and guidelines for all STEM related programs.
 19. Develops contacts with state and national organizations for the purpose of enhancing and improving local assessment and STEM related Programs.
 20. Coordinates and provides the necessary in-service for staff to implement district-wide local assessments and analyze data.
 21. Participates in curriculum development, facility planning, personnel and budget functions, and task forces that will enhance the District's educational programs.
 22. Serves as chief spokesperson for the District on District wide STEM related programs and local assessment.
 23. Evaluates the effectiveness of STEM related programs and makes program modifications, additions and deletions as appropriate.
 24. Assists in functions and services in the Educational Services Division as deemed necessary.
 25. Supervise and evaluate certificated and/or classified staff as assigned.
 26. Maintain professional competence through on-going professional development and training in areas related to the position and its responsibilities and assist in providing leadership in determining program direction and improvement to curriculum, instruction, and assessment, including the use of technology.
 27. Establish and maintain cooperative relationships with those contacted during the course of work.
 28. Maintain confidentiality on issues concerning programs and staff.
 29. Maintain regular and prompt attendance in the workplace.
 30. Perform other related duties as assigned.

EDUCATION AND EXPERIENCE:

Ability to provide and carry out oral and written directions in English, to read and speak at a level sufficient to fulfill the duties described. Must possess or be able to obtain a valid California Administrative Services Credential. Must possess or be able to obtain a Masters Degree, Doctorate preferred. Successful experience as a school or district administrator with experience in developing and implementing education programs for students in K-12 including school budgeting. Knowledge and experience of the California standards and frameworks for PK-12, and local assessment and accountability measures are required. Possession of an appropriate California driver's license; have willingness and ability to travel throughout the District.

SKILLS AND QUALIFICATIONS:

1. Knowledge and experience writing proposals for and coordinating grant-funded projects
2. Ability to oversee and manage budgets.
3. Leadership skills in planning, setting agendas, and coordinating and conducting meetings, trainings, and professional learning.

4. Knowledge and experience in implementing research-based instructional practices and Strategies.
5. Communicate and collaborate effectively with diverse groups and audiences.
6. Demonstrated competence in the California Standards for the Teaching Profession (CSTP) and California Professional Standards for Education Leaders (CPSEL).
7. Ability to collect and analyze data for evaluation and improvement of instructional practices and professional development programs.
8. Ability to analyze situations accurately and adopt effective course of actions.
9. Ability to lead others effectively.
10. Ability to communicate effectively both orally and in writing.
11. Ability to integrate current technology into work and job functions.
12. Ability to effectively coach certificated staff.
13. Ability to function effectively as a member of a team.
14. Ability to work independently with minimal supervision.
15. Knowledge of business and management principles involved in strategic planning, resource allocation, and using local assessment data to monitor and measure student achievement.
16. Knowledge of operating policies, rules and procedures of the school district.
17. Ability to maintain cooperative working relationships with those contacted in the course of work; apply strong communication skills both orally and in writing, and maintain confidentiality.
18. Ability to apply effective leadership skills.
19. Ability to prepare comprehensive reports.
20. Knowledge of local assessment, Data Management, and Continuous Improvement processes.
21. Ability to select and manage classified and certificated staff with skills and abilities that match school needs and enhance program effectiveness.
22. Ability to apply quality management tools to organizational data and make process improvement changes.
23. Knowledge and experience of local assessments and accountability measures.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

1. Sit for extended periods of time.
2. Stand and/or walk on hard and/or uneven surfaces for extended periods of time.
3. Bend, squat, stoop and/or climb for extended periods of time.
4. Reach overhead, grasp, push/pull up to 50 pounds for short distances.
5. Enter data/information in a computer terminal and operate standard office equipment for extended periods of time.
6. See and read a computer screen and printed matter with or without vision aids.
7. Speak so that others may understand at normal levels and on the telephone.
8. Hear and understand at normal levels and on the telephone with or without hearing aids.
9. Lift and carry up to 50 pounds at shoulder height for short distances.

WORK ENVIRONMENT:

Employees in this position will be required to work indoors in a standard office and/or classroom environment and come in direct contact with District and site staff, students, and the public. In addition, the Director of PreK-12 STEM Curriculum and Local Assessment must perform duties and responsibilities that occur outside the school campus and District Office for related activities and events, including off-site meetings and/or trainings.

SALARY: Leadership/Management Salary Range 58

DAYS OF SERVICE: 225 Days

BOARD APPROVED: TUSD