

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD

TRACY UNIFIED SCHOOL DISTRICT

DATE: TUESDAY, FEBRUARY 22, 2011

**PLACE: WEST HIGH SCHOOL
1775 WEST LOWELL AVENUE
MAIN GYM
TRACY, CALIFORNIA**

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

A G E N D A

1. Call to Order

2. Roll Call – Establish Quorum

Board: J. Costa, G. Crandall, W. Gouveia, T. Guzman, G. Silva, B. Swenson, J. Vaughn.
Staff: J. Franco, C. Goodall, S. Harrison and 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 Educational Services:

3.1.1 Findings of Facts: FF#10-11/69, 70, 71, 72, 75, 76, 77, 83

3.1.2 PE Exemption Request THS#10306926

Action: Motion__ ; Second__ . Vote: Yes __ ; No __ ; Absent __ ; Abstain __ .

3.2 Human Resources:

3.2.1 Approve the Non Re-Election of Probationary Certificated Employees:

#UC-721 and #UC-722, Pursuant to Education Code Section 44929.21(b)

Action: Motion__ ; Second__ . Vote: Yes __ ; No __ ; Absent __ ; Abstain __ .

**3.2.2 Consider Leave of Absence Request for Classified Employee #UCL-147,
Pursuant to Article XXIII**

Action: Motion__ ; Second__ . Vote: Yes __ ; No __ ; Absent __ ; Abstain __ .

3.2.3 Adopt Resolution No. 10-21, Authorizing the Resolution for Non Re-Election of Certificated Probationary and Temporary Employees

Action: Motion__ ; Second__ . Vote: Yes __ ; No __ ; Absent __ ; Abstain __ .

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

Action: Motion__ ; Second__ . Vote: Yes __ ; No __ ; Absent __ ; Abstain __ .

3.2.5 Conference with Labor Negotiator

Agency Negotiator: Sheila Harrison

Assistant Superintendent of Educational Services & Human Resources

Employee Organization: CSEA, TEA

4. Adjourn to Open Session

5. **Call to Order and Pledge of Allegiance** Pg. No.
6. **Closed Session Issues:**
- 6a Action on Findings of Facts: FF#10-11/69, 70, 71, 72, 75, 76, 77, 83
Action: Motion___; Second___ . Vote: Yes ___; No ___; Absent___; Abstain___.
- 6b Report Out of Action Taken on PE Exemption Request THS#10306926
Action: Vote: Yes ___; No ___; Absent___; Abstain___
- 6c Report Out of Action Taken on Approve the Non Re-Election of Probationary Certificated Employees: #UC-721 and #UC-722, Pursuant to Education Code Section 44929.21(b)
Action: Vote: Yes ___; No ___; Absent___; Abstain___
- 6d Report Out of Action Taken on Consider Leave of Absence Request for Classified Employee #UCL-147, Pursuant to Article XXIII
Action: Vote: Yes ___; No ___; Absent___; Abstain___
- 6e Report Out of Action Taken on Adopt Resolution No. 10-21, Authorizing the Resolution for Non Re-Election of Certificated Probationary and Temporary Employees
Action: Vote: Yes ___; No ___; Absent___; Abstain___
7. **Approve Special Minutes of February 8, 2010.** 1
Action: Motion___; Second___ . Vote: Yes ___; No ___; Absent___; Abstain___.
Approve Regular Minutes of February 8, 2010. 2-6
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:
None.
10. **Hearing of Delegations:** Anyone wishing to address the Governing Board on a non-agenda item may be heard at this time. Presentations shall be held to a reasonable length, normally not to exceed five (5) minutes. If formal action is required, the item will 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. (Please complete a speaker's card at the secretary's desk).
This is a period in which members of the public may address the Board on any subject within the Board's jurisdiction that is not on the agenda. The Brown Act does not allow the Board to take action or discuss items which are not on the agenda. This is because other members of the public have not been notified through the agenda that the subject of the statement would be discussed at this Board meeting.
The Board may ask for the item to be placed on a future agenda, direct the speaker to a person who can help, or provide the speaker with the correct procedure to follow to address his/her problem. All speakers have a constitutional right to free speech. As a protective measure, we would like to remind you that if you say something which might give another person the right to pursue legal recourse against you. There is a record of this meeting. This does not mean you cannot criticize employees of the District. However, we would suggest that you do it without using names. We would also suggest that you use the personnel complaint procedures. The board can only hear and address complaints which have been processed in line with the policy. You may obtain copies of the policy from Human Resources, and staff will assist you.

11. **Information & Discussion Items:** An opportunity to present information or reports concerning items that may be considered by Trustees at a future meeting.
 - 11.1 **Administrative & Business Services:**
 - 11.1.1 Receive Report on the Tracy Unified School District Budget Reduction Plan 7-8
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__

 - 13.1 **Administrative & Business Services:**
 - 13.1.1 Approve Use of the Education Jobs And Medicaid Assistance Act (PL 111-226), the Federal Jobs Bill 9-10
 - 13.1.2 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 11-12
 - 13.1.3 Approve Payroll Reports for January, 2011 13-19
 - 13.1.4 Approve Revolving Cash Fund Reports for January, 2011 20-23
 - 13.1.5 Approve Monthly Budget Adjustment Report, January, 2011 24-28
 - 13.1.6 Approve Accounts Payable Warrants Report for January, 2011 (Separate Cover Item) 29
 - 13.1.7 Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda 30-31
 - 13.1.8 Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda 32-33
 - 13.1.9 Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda 34-35
 - 13.2 **Educational Services:**
 - 13.2.1 Approve Overnight Travel for West High School Key Club to Attend the National Key Club Convention in Anaheim, California on April 15-18, 2011 36
 - 13.2.2 Approve Revised West High School Single Plan for Student Achievement (SPSA) 37-40
 - 13.2.3 Approve Overnight Travel for Three Tracy High School Science Students and One Chaperone to Participate in the Junior Science and Humanities Symposium in Davis, Ca, on March 17-19, 2011 41
 - 13.2.4 Approve Overnight Travel for West High School Dance Team to Attend USA Nationals Competition March 24-38, 2011 in Anaheim, California 42
 - 13.2.5 Approve Second Annual Overnight Awake-a-Thon for Kimball High School's Invisible Children's Club on March 18-19, 2011 43

- | | | Pg. No. |
|----------------|--|---------|
| 13.3 | Human Resources: | |
| 13.3.1 | Approve Classified, Certificated and/or Management Employment | 44-45 |
| 13.3.2 | Accept Resignations/Retirements/Leaves of Absence for Classified, Certificated, and/or Management Employment | 46 |
| 13.3.3 | Ratify Agreement for Special Contract Services for Assistant Softball Coaches Ed Smith and Rachel Brockett for the 2010-2011 Softball Season | 47-51 |
| 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 2011 Delegate Assembly Election | 52-58 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.1.2 | Adopt Resolution No. 10-22 to Support Placing a Revenue Extension Measure on the Ballot | 59-61 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.1.3 | Approve a Pool of Lease-Lease Back Contractors for Future Projects; and, Approve Roebbelen Contracting, Inc. as the Lease-Lease Back Contract for the Monte Vista and McKinley Modernization Projects | 62-63 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.2 | Educational Services: | |
| 14.2.1 | Adopt Resolution No. 10-16 Establishing March as "Arts in Education Month" | 64-66 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.3 | Human Resources: | |
| 14.3.1 | Adopt Resolution No. 10-17, Adopting the Competency Criteria in the Case of a Certificated Reduction in Force for the 2011-2012 School Year | 67-69 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.3.2 | Adopt Resolution No. 10-18, Adoption the Tie Breaking Criteria in the Case of a Certificated Reduction in Force for the 2011-2012 School Year | 70-72 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.3.3 | Adopt Resolution No. 10-19, Authorizing the Reduction or Discontinuance of Particular Kinds of Services | 73-76 |
| Action: | Motion___; Second___ . Vote: Yes ___; No ___; Absent ___; Abstain ___. | |
| 14.3.4 | Adopt Resolution No. 10-20, Authorizing Administrative Reassignments for the 2011-2012 School Year | 77-80 |
| 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 March 1, 2011 (Special Meeting)**
- 17.2 March 8, 2011**
- 17.3 March 22, 2011**
- 17.4 April 12, 2011**
- 17.5 May 10, 2011**
- 17.6 May 24, 2011**
- 17.7 June 14, 2011**
- 17.8 June 28, 2011**

18. Upcoming Events:

- | | |
|---------------------------------|--|
| 18.1 April 22 – 29, 2011 | No School, Spring Recess |
| 18.2 May 27, 2011 | Last Day of School |
| 18.3 May 28, 2011 | Graduation: West High 8:30 a.m.
Tracy High 10:30 a.m. |
| 18.4 August 15, 2011 | First day of School 2011-12 |

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
Special Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, February 8, 2011**

5:20 PM: President Gouveia called the meeting to order and adjourned to closed session.

Roll Call: Board: J. Costa, W. Gouveia, T. Guzman, G. Silva, B. Swenson, J. Vaughn.
Absent: G. Crandall
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry

5:33 PM: President Gouveia called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.

Closed Session: No action was taken.

Employees Present: None.

Press: None.

Visitors Present: None.

**Hearing of
Delegations** None.

5: 34p.m.

Clerk

Date

**Minutes of
Regular Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, February 8, 2011**

- 5:35 PM:** President Gouveia called the meeting to order and adjourned to closed session.
- Roll Call:** Board: J. Costa, W. Gouveia, T. Guzman, G. Silva, B. Swenson, J. Vaughn.
Absent: G. Crandall
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry
- 7:06 PM:** President Gouveia called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.
- Closed Session:** 6a Action on Findings of Facts: FF#10-11/62, 68
Action: Guzman, Swenson. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6b Report Out on Application for Reinstatement AR#10-11/40
Action: **Vote:** Yes-6; No-0; Absent-1(Crandall)
6c Report Out of Action Taken on PE Exemptions:
Freiler #1021120, 10308610, 10204936
Action: **Vote:** Yes-6; No-0; Absent-1(Crandall)
- Employees Present:** C. Minter, R. Soto, R. Gill, N. Kettner, T. Peterson, J. Anderson, D. Ensor, J. Bussey, J. Cardoza, K. Alaniz, J. Skulina, C. Johannes, A. Herrington, C. Woo, L. Dopp, A. Medeiros, R. Call, A. Jauregui, G. Garner, J. Noll, B. Carter, G. Foote, R. Ewen, B. Maslyar, R. Silva, P. Hall, B. Larson, K. Gill, A. Continente, B. Pieretti, A. Ostapiej, J. Arnett, L. Bartholdi, F. Munoz, G. Ramirez, D. Coker, J. Carter, M. Behnam
- Press:** None.
- Visitors Present:** Kevin Arwood, The Skulina Family, M. Behnam
- Minutes:** **Approve Regular Minutes of January 25, 2011.**
Action: Guzman, Vaughn. **Vote:** Yes-; No-0; Absent-1(Crandall)
- Student Rep Reports:** None.
- Recognition & Presentations:** 9.1 Recognize the Outstanding Employees of the Winter Term for the 2010-11 School Year
- The Board recognized the following employees: Gitte Foote, K-5 Classified, para at Poet; Robert Silva, 9-12 Classified, Security at Tracy High; Anne Ostapiej, 6-8 Classified, librarian at Kelly; B. Pieretti, K-5 Certificated, 1st grade teacher at Kelly; Jeff Arnett, 9-12 certificated, Science teacher at Stein; Janet Skulina, Certificated Management, Director of Special Education; and Fabeola Munoz, 6-8 Certificated, 6th Grade teacher at North. Dr. Franco presented each employee with a certificate.

9.2 South West Park Elementary School Site Update on Achievements & Activities

Principal, Ramona Soto, and teacher, Deb Coker, presented the website for South West Park. Most of the information is also available in Spanish. The pages reviewed included the Bilingual program, GATE, newsletter, calendar and important announcements. They also showed the Kindergarten information page and teacher web pages.

9.3 Stein High School Site Update on Achievements & Activities

Principal, Cynthia Johannes, teachers, Ranvir Gill and Gina Berlin, and STEPS Coordinator, Ann Herrington presented power points and the school website which included student activities. Stein High donated the most canned food per student out of all high schools. The website also showed the school history, bell schedules, staff information, emails, science page, STEPS program and TARP.

Hearing of Delegations

None.

Information & Discussion Items:

11.1 Administrative & Business Services:

11.1.1 Receive Report on the Tracy Unified School District Budget

Associate Superintendent of Business Services, Dr. Casey Goodall, presented a power point to review the status of the budget. He will review in more detail in two weeks. As of today, he is assuming that \$1.23 million of reductions planned for July 31 are still required. Assuming that the June election will not pass, and the decrease in revenue limits per student of \$354 per student, this would total a 6.7 million target. He believes that the target will be different in 2 weeks, but it is a reasonable target for today. He reviewed uncertainty issues. The Board approved the green list to be cut and the yellow and red lists were to be reviewed. Closing a school would cost more than it would save. If we were to eliminate both the yellow and red lists, there would still be a \$2.9 million shortfall of the reduction target. We will need help from employee groups to shoulder the responsibility to close deficit. On February 9, the District Budget Advisory will meet, on February 22nd, the Board meeting will be held at West High and there will be a presentation of the budget plan; and on March 1, the Board will hold a special meeting to adopt the budget plan. Dr. Goodall also reviewed where the state gets general funds from and where they are spent. A chart showed comparisons of how much money each state gets per student. Also compared were the number of students per teacher, counselor, librarian and administrator. The cash flow issues were reviewed. If the tax extension goes on ballot it should generate about \$4.6 mill for TUSD which will take a big chunk out of the problem.

11.1.2 Receive Update on Tracy High School Facilities Project

Trustee Guzman commented that with the completion of Measure E projects, and the excellent fund management, staff and district architect, Rainforth Grau are in the process of planning other projects that can be done with the Measure E funds. The committee has recommended that the additional funds be used on the Tracy High stadium. This will benefit both the campus and community. Please note that these are different dollars than general fund. This money is part of Measure E and could not be used for operation of a school district. It would be illegal to do so.

Director of Facilities Planning, Bonny Carter, and architect, Kevin Arwood, presented a power point which showed the current status of the Tracy High modernization renovations and pictures of completed projects. They reviewed the budget and proposed projects.

12.1 Educational Services:

12.1.1 Receive Report on Middle School Math Achievement

Director of Staff Development, Janice Bussey, and Director of Curriculum, Accountability and Continuous Improvement, Carol Anderson-Woo, presented a power point regarding math. They recommend that top students to be allowed to accelerate to a higher course. Lower level students do not benefit from grouping and should not be placed in permanent fixed courses. They never catch up and have great management/behavior problems. Low students do benefit from getting intervention based on their academic deficit. Instead of a replacement course, they will get additional intervention which will give them an opportunity to catch up. More work needs to be done to determine how to make these options fit into the school day at each site. The next steps will be working with K-8 and 6-8 principals to evaluate what they currently offer and develop a plan to implement the most effective program at their site.

Public Hearing: None.

Consent Items:

Action Swenson, Vaughn. **Vote:** Yes-6; No-0; Absent-1(Crandall)

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

13.1.2 Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

13.1.3 Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

13.2 Educational Services:

13.2.1 Approve Service Agreement for Special Contract Services with Valley Community Counseling Services

- 13.2.2 Approve Agreement for Special Contract Services with Parent Institute for Quality Education (PIQE) to Provide Training for Parents at McKinley Elementary School
- 13.2.3 Approve Overnight Travel for Kimball High School Cheerleaders to Attend Knott's Berry Farm in Buena Park, CA on March 18-20, 2011
- 13.2.4 Approve Travel for Kimball High School Football Teams to Attend Fresno State University Football Team Camp on June 23-26, 2011
- 13.3 **Human Resources:**
 - 13.3.1 Approve Classified, Certificated and/or Management Employment
 - 13.3.2 Accept Resignations/Retirements/Leaves of Absence for Classified, Certificated, and/or Management Employment

Action Items:

- 14.1 **Administrative & Business Services:** None.
- 14.2 **Educational Services:**
 - 14.2.1 Adopt Board Policy 0420.4, Charter Schools (2nd Reading)
 - Action:** Guzman, Vaughn. **Vote:** Yes-6; No-0; Absent-1(Crandall)
 - 14.2.2 Acknowledge Administrative Regulation 0420.4, Charter Schools (2nd Reading)
 - Action:** Guzman, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)
 - 14.2.3 Approve/Deny the Charter Renewal for the Tracy Learning Center's Discovery School
 - Action:** Approved. Guzman, Swenson **Vote:** Yes-6; No-0; Absent-1(Crandall)

Board Reports:

Trustee Silva passed. Trustee Swenson attended the FEAST lab and the meal was delicious. It was nice to see the new facility. Trustee Guzman attended the Tracy High black light rally for basketball. It went very well and they had a super hero theme. He was a judge for TEEF talent show. The finals are March 6th; TLC started their program review and soil testing has begun on Chrisman Road. They approved their charter last night. He also congratulated Bonny and staff for the great job they are doing. We will benefit from having the stadium not just for Tracy High, but for the whole community. He attended the CALSSD meeting last week. They talked about the Brown budget proposal. He is worried that the proposition may not even get on the ballot. They are going to have to work with the Republicans to get this on the ballot. We have a new State Board of Education and they are looking at testing, waivers on open enrollment, API, textbooks, etc. Congratulations to Tracy High for winning the Academic Decathlon. Trustee Vaughn reported that last Friday was the annual black history month at Amador Valley. West High and Kimball High students attended. West High students stole the show at the rally and he hopes they can get them to come to one of our Board meetings. Three of their students were not African American and it was very meaningful. They had impressive questions. Trustee Costa sat on the interview panel for contractors for Measure S bond projects at McKinley and Monte Vista. Trustee Gouveia congratulated the Tracy High Academic Decathlon Team on their win. The Parks and Rec presented the Holly Sugar site first phase which will be soccer, baseball and football fields. We need to work together to solve our

problems and it has to be give and take. Let's solve our own problems and move forward.

**Superintendent
Report:**

Dr. Franco commented that the Tracy's Got Talent program will be held on March 5th at The Grand Theatre. He thanked all of our donators: Tracy Breakfast Lions in the amount of \$2,542.20 to the Tracy High Girls' Basketball Team; Tracy Freestyle Wrestling Club in the amount of \$1,536.50 to Tracy High School Wrestling; California Future Business Leaders of America in the amount of \$800.00 for Tracy High FBLA; California Future Business Leaders of America in the amount of \$500.00 for Kimball High FBLA; Paul Hussey, Sr. an estimated amount of \$4,000 which included 2 microscopes; Target Field Trip Grant in the amount of \$700.00 to Kimball High for an art class field trip; and P.G.& E. in an amount of \$5,000 for use in Dr. Utt's Environmental and International Studies Pathway for the Renewal Energy Lab. Smokey Blues was great. This was first started by Matt Netto and now Tom Renner has now taken it over. He congratulated Tracy High for winning the Academic Decathlon competition. Last Friday they officially named Thornton Gym during the basketball game. It was very nice.

9:58p.m.

Clerk

Date



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business
DATE: February 1, 2011
SUBJECT: Receive Report on the Tracy Unified School District Budget Reduction Plan

BACKGROUND: On January 10th Governor Brown proposed the California State Budget for 2011-12. Because the State of California is the greatest source of funds for Tracy Unified School District operations, the Governor's January budget proposal is a key source of information for planning.

The report included the following key points:

1. The Governor proposes to balance the state budget by implementing \$12.5 billion in cuts to agencies other than K-12 education, and by generating \$12 billion of revenues by extending three existing taxes for five years.
2. The Governor proposes to maintain level funding for K-12 education so long as the tax measure is placed on the ballot and is approved by the electorate.
3. If the tax measure fails to be placed on the ballot or fails to receive approval by the electorate, Tracy Unified School District anticipates a loss of approximately \$5.7 million per year in revenues.
4. The tax measure is planned for a June election.
5. Because Tracy Unified School District is required to approve a balanced budget in June, and because the results of the election will not be known until then, the District must develop a budget which anticipates the reduced revenues.

Staff members have been reviewing the implications of this budget proposal, and have been factoring these implications into the Second Interim budget report, due to the School Board on March 8th.

RATIONALE: Anticipating that the state budget proposal will lead to budget reductions, a timeline was proposed which included the Superintendent presenting a budget reduction proposal to the School Board on February 22nd, with the Board taking action at a special meeting scheduled for March 1.

In addition, the Superintendent has solicited input from a District Advisory Committee and the District Management Team.

The results of the input from these two committees, plus the Superintendent's budget reduction proposals will be presented on February 22nd.

FUNDING: There is no cost to hearing this report, but the California State Budget is the greatest source of funds available to the district and will impact budget planning.

RECOMMENDATION: Receive Report on the Tracy Unified School District Budget Reduction Plan.

Prepared by: Casey J. Goodall, Associate Superintendent for Business Services



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business
DATE: February 8, 2011
SUBJECT: Approve Use of the Education Jobs and Medicaid Assistance Act (PL 111-226), the Federal Jobs Bill

BACKGROUND: On September 10, 2010, an appropriation of one-time funds was made to local education agencies from federal funds provided to the state of California under the Education Jobs Fund (Ed Jobs) program authorized in the Education Jobs and Medicaid Assistance Act of 2010 (Public Law 111-226), with an intended use at the school site level only for compensation and benefits and other expenses, such as support services, necessary to retain existing employees, to recall or rehire former employees, and to hire new employees, in order to provide early childhood, elementary, or secondary educational and related services.

To date, Tracy Unified School District has received \$ 2,835,422 of these funds, and expects to receive \$ 315,047 more, for a total apportionment of \$ 3,150,469.

The School District must maintain records that separately track and account for Ed Jobs funds in a manner which will facilitate an effective audit and demonstrate that the funds were used in compliance with applicable requirements. In addition, quarterly and annual reporting is required which will include information on the number of education personnel affected by the Ed Jobs program.

RATIONALE: As stated above, the Ed Jobs funds must be used for personnel costs at the school site level for support services necessary to retain existing employees, to recall or rehire former employees, and to hire new employees, in order to provide early childhood, elementary, or secondary educational and related services.

These funds will be expended to retain two classes of site-based positions otherwise at risk of being eliminated due to budget reductions.

Job Title	FTE	Total Cost
Counselors	21	1,865,857.
Vice Principals and Assistant Principals	15	1,487,227.
Total	36	3,353,084.

FUNDING: Funds supplied from the Education Jobs Fund (Ed Jobs) program are identified by resource code 3205. To date, Tracy Unified School District has received \$2,835,422 of these funds, and expects to receive \$ 315,047 more, for a total apportionment of \$ 3,150,469.

RECOMMENDATION: Approve Use of the Education Jobs and Medicaid Assistance Act (PL 111-226), the Federal Jobs Bill.

Prepared by: Casey J. Goodall, Associate Superintendent for Business Services



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: February 11, 2011
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:

1. Tracy Unified School District/McKinley Elementary: From: Sutter Central Valley Hospitals. The donation is in the amount of \$1,000.00 (check #1060310). This donation is for the McKinley Catch Program through Grant 1-5-11C.
2. Tracy Unified School District/Tracy High School ASB: From: Tracy High Athletic Booster Club. The donation is in the amount of \$1,572.50 (check #1437). This donation is for the Tracy High School Pep Squad for the Disneyland Competition.
3. Tracy Unified School District/Kimball High School ASB: From: Tracy Freestyle Wrestling Club. The donation is in the amount of \$1,175.00 (check #779). This donation is for the Kimball High School Wrestling program.

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. Casey Goodall, Associate Superintendent for Business Services.



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: February 7, 2011
SUBJECT: Approve Payroll Reports (January, 2011)

BACKGROUND: Financial Services Department submits summaries of payroll warrants issued each month to the Board of Trustees for review.

RATIONALE: The Board of Trustees is required by law to approve the total expenditures of the district. The Board has requested to review detailed backup for expenditures. This agenda item meets Strategic Goal #7-Develop Powerful Educational Leaders.

FUNDING: N/A

RECOMMENDATION: Approve Payroll Report

Prepared by: Reed Call, Director of Financial Services

DATE: 01/10/2011

FUND 01 GROSS PAYROLL	\$	345,261.52
BENEFITS	\$	37,747.74
TOTAL	\$	383,009.26
FUND 11 GROSS PAYROLL - ADULT EDUCATION	\$	24,824.26
BENEFITS	\$	4,425.53
TOTAL	\$	29,249.79
FUND 12 GROSS PAYROLL - CHILD DEVELOPMENT	\$	3,497.19
BENEFITS	\$	229.44
TOTAL	\$	3,726.63
FUND 13 GROSS PAYROLL - CAFETERIA FUND	\$	12,100.21
BENEFITS	\$	1,170.75
TOTAL	\$	13,270.96
DISTRICT TOTAL	\$	429,256.64

Report: R0010A

Gross Wage & Fringe Summary by Object for DECEMBER SUPPL. 1/10/2011

Fiscal Year 2010/2011

15

Fund: 01	GEN FUND/CO SCHOOL SERV FUND	Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
		1100	TEACHERS' SALARIES	48,018.79	0.00	48,018.79
		1105	TEACHERS' SALARIES SUBS	141,805.07	0.00	141,805.07
		1107	TEACHERS' SALARIES HOURLY	1,543.50	0.00	1,543.50
		1120	HOME INSTRUCTION SALARIES	4,591.13	0.00	4,591.13
		1201	CERT PUPIL SUPPORT SALRY EXTRA	2,413.27	0.00	2,413.27
		1330	ASSISTANT SUPERINTENDENTS SAL	1,146.18	0.00	1,146.18
		1340	CERT. ADMINISTRATOR SALARIES	344.40	0.00	344.40
		1342	CERT. ADMINISTRATOR SAL TEMP	6,616.06	0.00	6,616.06
		1900	OTHER CERTIFICATED SALARIES	9,229.72	0.00	9,229.72
		2100	INSTRUCTIONAL AIDES' SALARIES	15,131.84	0.00	15,131.84
		2105	INSTR AIDES SALARIES SUBS	9,686.74	0.00	9,686.74
		2106	INSTR AIDES SALARIES OVERTIME	1,265.05	0.00	1,265.05
		2200	CLASSIFIED SUPPORT SALARIES	13,588.82	0.00	13,588.82
		2205	CLASS SUPPORT SALARIES SUBS	19,494.59	0.00	19,494.59
		2206	CLASS SUPPORT SALARY OVERTIME	52,096.42	0.00	52,096.42
		2301	CLASS SUPV&ADMIN EXTRA/STIPEND	2,887.36	0.00	2,887.36
		2400	CLERICAL & OFFICE SALARIES	3,283.93	0.00	3,283.93
		2401	CLERICAL AND OFFICE SAL EXTRA	2,888.36	0.00	2,888.36
		2405	CLERICAL AND OFFICE SAL SUBS	2,760.37	0.00	2,760.37
		2406	CLERICAL AND OFFICE SAL OT	188.13	0.00	188.13
		2900	OTHER CLASSIFIED SALARIES	3,891.76	0.00	3,891.76
		2905	OTHER CLASSIFIED SALARY SUBS	2,390.03	0.00	2,390.03
		3101	STRS ON 1000 SALARIES	0.00	14,312.19	14,312.19
		3201	PERS ON 1000 SALARIES	0.00	133.00	133.00
		3202	PERS ON 2000 SALARIES	0.00	2,961.20	2,961.20
		3311	OASDI ON 1000 SALARIES	0.00	158.85	158.85
		3312	OASDI ON 2000 SALARIES	0.00	5,271.09	5,271.09
		3321	FICA-MED ON 1000 SALARIES	0.00	2,944.51	2,944.51
		3322	FICA-MED ON 2000 SALARIES	0.00	1,878.57	1,878.57
		3331	ALTER. RETIREMENT ON 1000 SAL	0.00	347.44	347.44
		3332	ALTER. RETIREMENT ON 2000 SAL	0.00	1,521.11	1,521.11
		3501	STATE UNEMPLOY ON 1000 SALARY	0.00	1,552.91	1,552.91
		3502	STATE UNEMPLOY ON 2000 SALARY	0.00	932.78	932.78
		3601	WORKER'S COMP INS ON 1000 SAL	0.00	3,582.39	3,582.39
		3602	WORKER'S COMP INS ON 2000 SAL	0.00	2,151.70	2,151.70
01 Fund Total:				345,261.52	37,747.74	383,009.26

Fund: 11	ADULT EDUCATION FUND	Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
		1100	TEACHERS' SALARIES	15,528.42	0.00	15,528.42
		1105	TEACHERS' SALARIES SUBS	181.80	0.00	181.80
		1200	CERT PUPIL SUPPORT SALARIES	2,941.44	0.00	2,941.44
		2100	INSTRUCTIONAL AIDES' SALARIES	5,161.39	0.00	5,161.39
		2401	CLERICAL AND OFFICE SAL EXTRA	1,011.21	0.00	1,011.21
		3101	STRS ON 1000 SALARIES	0.00	1,233.95	1,233.95
		3202	PERS ON 2000 SALARIES	0.00	656.03	656.03
		3312	OASDI ON 2000 SALARIES	0.00	382.70	382.70
		3321	FICA-MED ON 1000 SALARIES	0.00	216.86	216.86
		3322	FICA-MED ON 2000 SALARIES	0.00	89.50	89.50

Report: R0010A

Gross Wage & Fringe Summary by Object for DECEMBER SUPPL. 1/10/2011

Fiscal Year 2010/2011

3411	HEALTH & WELFARE ON 1000 SALS	0.00	1,194.52	1,194.52
3412	HEALTH & WELFARE ON 2000 SALS	0.00	60.90	60.90
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	134.33	134.33
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	44.45	44.45
3601	WORKER'S COMP INS ON 1000 SAL	0.00	309.78	309.78
3602	WORKER'S COMP INS ON 2000 SAL	0.00	102.51	102.51

11 Fund Total:

24,824.26

4,425.53

29,249.79

Fund: 12 CHILD DEVELOPMENT FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	535.50	0.00	535.50
1105	TEACHERS' SALARIES SUBS	138.00	0.00	138.00
1340	CERT. ADMINISTRATOR SALARIES	1,793.29	0.00	1,793.29
2100	INSTRUCTIONAL AIDES' SALARIES	388.61	0.00	388.61
2105	INSTR AIDES SALARIES SUBS	75.06	0.00	75.06
2900	OTHER CLASSIFIED SALARIES	566.73	0.00	566.73
3101	STRS ON 1000 SALARIES	0.00	55.57	55.57
3202	PERS ON 2000 SALARIES	0.00	23.62	23.62
3312	OASDI ON 2000 SALARIES	0.00	13.68	13.68
3321	FICA-MED ON 1000 SALARIES	0.00	9.76	9.76
3322	FICA-MED ON 2000 SALARIES	0.00	14.95	14.95
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	28.58	28.58
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	17.76	17.76
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	7.42	7.42
3601	WORKER'S COMP INS ON 1000 SAL	0.00	40.96	40.96
3602	WORKER'S COMP INS ON 2000 SAL	0.00	17.14	17.14

12 Fund Total:

3,497.19

229.44

3,726.63

Fund: 13 CAFETERIA FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
2200	CLASSIFIED SUPPORT SALARIES	5,446.91	0.00	5,446.91
2205	CLASS SUPPORT SALARIES SUBS	5,468.85	0.00	5,468.85
2206	CLASS SUPPORT SALARY OVERTIME	967.19	0.00	967.19
2405	CLERICAL AND OFFICE SAL SUBS	217.26	0.00	217.26
3202	PERS ON 2000 SALARIES	0.00	224.28	224.28
3312	OASDI ON 2000 SALARIES	0.00	189.82	189.82
3322	FICA-MED ON 2000 SALARIES	0.00	175.47	175.47
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	292.96	292.96
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	87.20	87.20
3602	WORKER'S COMP INS ON 2000 SAL	0.00	201.02	201.02

13 Fund Total:

12,100.21

1,170.75

13,270.96

District Total:

385,683.18

43,573.46

429,256.64

DATE: 01/31/2011

FUND 01 GROSS PAYROLL	\$	5,866,462.55
BENEFITS	\$	1,753,176.01
TOTAL	\$	7,619,638.56

FUND 11 GROSS PAYROLL - ADULT EDUCATION	\$	15,470.37
BENEFITS	\$	6,770.63
TOTAL	\$	22,241.00

FUND 12 GROSS PAYROLL - CHILD DEVELOPMENT	\$	7,242.13
BENEFITS	\$	2,454.15
TOTAL	\$	9,696.28

FUND 13 GROSS PAYROLL - CAFETERIA FUND	\$	110,695.90
BENEFITS	\$	32,732.89
TOTAL	\$	143,428.79

DISTRICT TOTAL	\$	7,795,004.63
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Report: R0010A

Gross Wage & Fringe Summary by Object for JANUARY REGULAR 1/31/2011

Fiscal Year 2010/2011

Fund: 01 GEN FUND/CO SCHOOL SERV FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	3,965,348.64	0.00	3,965,348.64
1120	HOME INSTRUCTION SALARIES	7,205.83	0.00	7,205.83
1200	CERT PUPIL SUPPORT SALARIES	221,001.29	0.00	221,001.29
1300	CERT SUPRVSRs' & ADMINS' SAL	30,011.35	0.00	30,011.35
1310	CERT. SUPERVISOR SALARIES	9,870.35	0.00	9,870.35
1320	SUPERINTENDENTS SALARIES	16,018.68	0.00	16,018.68
1330	ASSISTANT SUPERINTENDENTS SAL	11,072.67	0.00	11,072.67
1340	CERT. ADMINISTRATOR SALARIES	300,657.66	0.00	300,657.66
1900	OTHER CERTIFICATED SALARIES	40,344.03	0.00	40,344.03
2100	INSTRUCTIONAL AIDES' SALARIES	275,951.09	0.00	275,951.09
2200	CLASSIFIED SUPPORT SALARIES	500,539.97	0.00	500,539.97
2300	CLASS SUPRVSRs' & ADMINS' SAL	5,384.26	0.00	5,384.26
2310	CLASS SUPERVISORS SALARIES	27,014.47	0.00	27,014.47
2320	CLASS. ADMINISTRATOR SALARIES	83,230.40	0.00	83,230.40
2400	CLERICAL & OFFICE SALARIES	207,776.92	0.00	207,776.92
2407	CLERICAL AND OFFICE SAL HOURLY	130,655.42	0.00	130,655.42
2900	OTHER CLASSIFIED SALARIES	34,379.52	0.00	34,379.52
3101	STRS ON 1000 SALARIES	0.00	390,895.36	390,895.36
3201	PERS ON 1000 SALARIES	0.00	8,975.08	8,975.08
3202	PERS ON 2000 SALARIES	0.00	132,886.11	132,886.11
3311	OASDI ON 1000 SALARIES	0.00	4,445.57	4,445.57
3312	OASDI ON 2000 SALARIES	0.00	68,007.32	68,007.32
3321	FICA-MED ON 1000 SALARIES	0.00	55,896.79	55,896.79
3322	FICA-MED ON 2000 SALARIES	0.00	16,657.98	16,657.98
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	2,171.67	2,171.67
3411	HEALTH & WELFARE ON 1000 SALS	0.00	524,305.59	524,305.59
3412	HEALTH & WELFARE ON 2000 SALS	0.00	219,890.28	219,890.28
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	33,130.60	33,130.60
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	9,107.67	9,107.67
3601	WORKER'S COMP INS ON 1000 SAL	0.00	76,422.53	76,422.53
3602	WORKER'S COMP INS ON 2000 SAL	0.00	21,008.08	21,008.08
3711	H & W CURRENT RETIREES ON 1000	0.00	114,960.83	114,960.83
3712	H & W CURRENT RETIREES ON 2000	0.00	74,414.55	74,414.55

01 Fund Total:

5,866,462.55

1,753,176.01

7,619,638.56

Fund: 11 ADULT EDUCATION FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
2400	CLERICAL & OFFICE SALARIES	15,470.37	0.00	15,470.37
3202	PERS ON 2000 SALARIES	0.00	1,656.40	1,656.40
3312	OASDI ON 2000 SALARIES	0.00	903.51	903.51
3322	FICA-MED ON 2000 SALARIES	0.00	211.31	211.31
3412	HEALTH & WELFARE ON 2000 SALS	0.00	3,631.09	3,631.09
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	111.38	111.38
3602	WORKER'S COMP INS ON 2000 SAL	0.00	256.94	256.94

11 Fund Total:

15,470.37

6,770.63

22,241.00

Fund: 12 CHILD DEVELOPMENT FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
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Report: R0010A

Gross Wage & Fringe Summary by Object for JANUARY REGULAR 1/31/2011

Fiscal Year 2010/2011

1100	TEACHERS' SALARIES	1,586.65	0.00	1,586.65
2100	INSTRUCTIONAL AIDES' SALARIES	3,195.12	0.00	3,195.12
2400	CLERICAL & OFFICE SALARIES	2,460.36	0.00	2,460.36
3101	STRS ON 1000 SALARIES	0.00	142.80	142.80
3202	PERS ON 2000 SALARIES	0.00	460.75	460.75
3312	OASDI ON 2000 SALARIES	0.00	200.75	200.75
3321	FICA-MED ON 1000 SALARIES	0.00	11.69	11.69
3322	FICA-MED ON 2000 SALARIES	0.00	69.80	69.80
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	64.60	64.60
3411	HEALTH & WELFARE ON 1000 SALS	0.00	645.88	645.88
3412	HEALTH & WELFARE ON 2000 SALS	0.00	685.46	685.46
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	11.42	11.42
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	40.72	40.72
3601	WORKER'S COMP INS ON 1000 SAL	0.00	26.35	26.35
3602	WORKER'S COMP INS ON 2000 SAL	0.00	93.93	93.93

12 Fund Total:

7,242.13

2,454.15

9,696.28

Fund: 13 CAFETERIA FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
2200	CLASSIFIED SUPPORT SALARIES	97,136.62	0.00	97,136.62
2400	CLERICAL & OFFICE SALARIES	13,559.28	0.00	13,559.28
3202	PERS ON 2000 SALARIES	0.00	9,340.22	9,340.22
3312	OASDI ON 2000 SALARIES	0.00	4,683.04	4,683.04
3322	FICA-MED ON 2000 SALARIES	0.00	1,484.46	1,484.46
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	1,100.65	1,100.65
3412	HEALTH & WELFARE ON 2000 SALS	0.00	13,489.13	13,489.13
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	796.96	796.96
3602	WORKER'S COMP INS ON 2000 SAL	0.00	1,838.43	1,838.43

13 Fund Total:

110,695.90

32,732.89

143,428.79

District Total:

5,999,870.95

1,795,133.68

7,795,004.63



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: February 7, 2011
SUBJECT: Approve Revolving Cash Fund Reports (January, 2011)

BACKGROUND: Each month the Financial Services Department submits summaries of revolving cash fund checks issued monthly to the Board of Trustees for review.

RATIONALE: The Board of Trustees is required by law to approve the total expenditures of the district. The Board has requested to review detailed backup for expenditures. This agenda item meets Strategic Goal #6 – Forming Partnerships.

FUNDING: N/A.

RECOMMENDATION: Approve Revolving Cash Fund Reports (January, 2011).

Prepared by: S. Reed Call, Director of Financial Services

TUSD 2011
REVOLVING CASH FUND
January 2011

Date	Num	Name	Memo	Paid Amount
1/11/2011	8597	KINDER'S MEATS DELI BBQ	P.O. 110501	
			01-0000-0-0000-7150-4300-800-1001	-103.26
TOTAL				-103.26
1/11/2011	8598	A+ EDUCATORS	CONFERENCE 1/25/11 T. PARSONS,E. DURAN	
			01-3010-0-1110-1000-5200-250-3304	-470.00
TOTAL				-470.00
1/12/2011	8599		VOID - CHECK MIS-PRINTED	
TOTAL				0.00
1/12/2011	8600		VOID - CHECK MIS-PRINTED	
TOTAL				0.00
1/12/2011	8601	CAEYC	CONFERENCE 3/25-26/11 CONTRERAS, ROD...	
			12-6105-0-7110-1000-5200-400-3604	-435.00
TOTAL				-435.00
1/12/2011	8602	REGISTRATIONS FOR YOU	CONFERENCE 3/3-5/11 ABRAHAM,RICHARDS	
			01-63850-1110-1000-5200-700-6014	-690.00
TOTAL				-690.00
1/12/2011	8603	REGISTRATIONS FOR YOU	CONFERENCE 3/3-5/11 MCMAHAN, HARDING	
			01-6385-0-1110-1000-5200-700-6014	-690.00
TOTAL				-690.00
1/12/2011	8604	REGISTRATIONS FOR YOU	CONFERENCE 3/3-5/11 LOWERY	
			01-6385-0-1110-1000-5200-700-6014	-345.00
TOTAL				-345.00
1/20/2011	8605	DEPARTMENT OF MOTOR VEHICLES	P.O.111752 FEES FOR DELBERT DANIELS	
			01-7230-0-1110-3600-5800-800-9702	-64.00
TOTAL				-64.00
1/25/2011	8606	SIAM CAFE	P.O. 110503	
			01-0000-0-0000-7150-4300-800-1001	-121.04
TOTAL				-121.04
1/27/2011	8607	FROST, DAVIS & DONNELLY CONF...	CONFERENCE 4/4/2011 TED GUZMAN	
			01-0000-0-0000-7150-5200-800-1001	-60.00
TOTAL				-60.00

TUSD 2011
REVOLVING CASH FUND
January 2011

Date	Num	Name	Memo	Paid Amount
1/27/2011	8608	THE COLLEGE BOARD WRO	CONFERENCE 2/5/2011 DIANE MOEN	
			01-0000-0-1110-1000-5200-700-6752	-175.00
TOTAL				-175.00
1/28/2011	8609	EAGLE SOFTWARE INC	CONFERENCE 1/31/2011 ERIC LOBAUGH	
			01-7090-0-1110-2140-5200-190-3904	-325.00
TOTAL				-325.00
1/28/2011	8610	SJACSA	CONFERENCE J.FRANCO, P. HALL 2/9/2011	
			01-0000-0-0000-7150-4300-800-1001	-20.00
TOTAL				-20.00
1/28/2011	8611	MARTIN FARMS	P.O. 111816 WEIGHING SERVICE	
			01-0000-0-0000-8200-5800-800-9722	-80.00
TOTAL				-80.00
1/28/2011	8612	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES ELIAS V.	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8613	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES MILA IOSEFA	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8614	CALIFORNIA HIGHWAY PATROL	P.O. 111818 EDGAR	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8615	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES ANTONIO	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8616	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES JACOB C.	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8617	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES OTIS L.	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00

TUSD 2011
REVOLVING CASH FUND
January 2011

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
1/28/2011	8618	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES LINDA P.	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8619	CALIFORNIA HIGHWAY PATROL	P.O. 111818 FEES GUSTAVO R.	
			01-7230-0-1110-3600-5800-800-9702	-57.00
TOTAL				-57.00
1/28/2011	8620	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES ELIAS V.	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8621	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES MILA IOSEDA	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8622	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES EDGAR	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8623	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES ANTONIO SANCHEZ	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8624	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES JACOB C.	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8625	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES OTIS L.	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8626	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES LINDA P.	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00
1/28/2011	8627	DEPARTMENT OF MOTOR VEHICLES	P.O. 111817 FEES GUSTAVO R.	
			01-7230-0-1110-3600-5800-800-9702	-66.00
TOTAL				-66.00



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *Cg* Dr. Casey Goodall, Assoc. Superintendent for Business Services
DATE: February 7, 2011
SUBJECT: Approve Monthly Budget Adjustment Report-January, 2011

BACKGROUND: Each month the Financial Services Department submits a Budget Adjustment Report summarizing changes of amounts in object codes.

RATIONALE: These monthly reports include estimated revenues, expenditures, adjustments, and transfers and facilitate timely monitoring of the budget.

FUNDING: N/A

RECOMMENDATION: Approve Monthly Budget Adjustment Report

Prepared by: S. Reed Call, Director of Financial Services

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

FUND	APPROVED OBJECT	DESCRIPTION	07/28/2010 ADOPTED BUDGET	01/01/2011 REVISED BUDGET	BUDGET ADJUSTMENTS	01/31/2011 REVISED BUDGET
01	1100	TEACHERS' SALARIES	48,296,574.95	50,182,646.03	39,374.00	50,222,020.03
	1200	CERT PUPIL SUPPORT SALARIES	2,818,448.00	2,830,637.00	.00	2,830,637.00
	1300	CERT SUPRVSRs' & ADMINS' SAL	4,548,564.00	4,533,846.00	.00	4,533,846.00
	1900	OTHER CERTIFICATED SALARIES	734,371.00	768,345.00	.00	768,345.00
	2100	INSTRUCTIONAL AIDES' SALARIES	3,350,930.00	3,762,284.00	2,783.00	3,765,067.00
	2200	CLASSIFIED SUPPORT SALARIES	6,419,151.00	6,892,264.00	17,140.00	6,909,404.00
	2300	CLASS SUPRVSRs' & ADMINS' SAL	1,411,587.00	1,427,182.00	1,623.00	1,428,805.00
	2400	CLERICAL & OFFICE SALARIES	4,061,546.00	4,237,838.82	-16,787.00	4,221,051.82
	2900	OTHER CLASSIFIED SALARIES	448,963.00	452,126.00	2,161.00	454,287.00
	3101	STRS ON 1000 SALARIES	4,592,181.79	4,746,576.75	2,959.00	4,749,535.75
	3102	STRS ON 2000 SALARIES	.00	.00	.00	.00
	3201	PERS ON 1000 SALARIES	67,876.00	104,828.00	45.00	104,873.00
	3202	PERS ON 2000 SALARIES	1,434,358.00	1,675,222.92	-1,738.00	1,673,484.92
	3311	OASDI ON 1000 SALARIES	39,445.00	56,734.00	64.00	56,798.00
	3312	OASDI ON 2000 SALARIES	789,542.00	835,802.81	4,081.00	839,883.81
	3321	FICA-MED ON 1000 SALARIES	732,962.00	728,309.77	598.00	728,907.77
	3322	FICA-MED ON 2000 SALARIES	195,703.00	208,853.58	133.00	208,986.58
	3331	ALTER. RETIREMENT ON 1000 SAL	.00	1,308.00	33.00	1,341.00
	3332	ALTER. RETIREMENT ON 2000 SAL	29,191.00	34,622.00	123.00	34,745.00
	3411	HEALTH & WELFARE ON 1000 SALS	6,531,977.21	6,726,428.00	6,927.00	6,733,355.00
	3412	HEALTH & WELFARE ON 2000 SALS	2,713,024.00	2,937,916.00	-1,671.00	2,936,245.00
	3501	STATE UNEMPLOY ON 1000 SALARY	419,151.00	420,235.86	310.00	420,545.86
	3502	STATE UNEMPLOY ON 2000 SALARY	112,988.00	120,559.25	-72.00	120,487.25
	3601	WORKER'S COMP INS ON 1000 SAL	966,863.00	967,249.68	714.00	967,963.68
	3602	WORKER'S COMP INS ON 2000 SAL	260,616.00	278,191.41	-179.00	278,012.41
	3711	OPEB,ALLOCATED, CERTIFICATED	1,124,043.00	1,334,899.00	.00	1,334,899.00
	3712	OPEB,ALLOCATED, CLASSIFIED	723,173.00	885,251.00	.00	885,251.00
	3801	PERS REDUCTION ON 1000 SALARY	20,631.00	20,698.00	.00	20,698.00
	3802	PERS REDUCTION ON 2000 SALARY	233,355.00	276,807.00	-273.00	276,534.00
	3931	GOLDEN HANDSHAKE CERTIFICATED	.00	469,022.66	.00	469,022.66
	3932	GOLDEN HANDSHAKE CLASSIFIED	.00	163,406.55	.00	163,406.55
	3999	BENEFIT PAYROLL ERRORS	.00	.00	.00	.00
	4100	TEXTBOOKS	400,000.00	406,639.00	2,654.00	409,293.00
	4200	BOOKS OTHER THAN TEXTBOOKS	161,573.00	194,113.00	2,223.00	196,336.00
	4300	MATERIALS & SUPPLIES	5,208,315.90	8,788,942.84	-147,418.60	8,641,524.24
	4400	NON-CAPITALIZED EQUIPMENT	241,417.00	438,586.00	96,684.00	535,270.00
	5200	TRAVEL & CONFERENCES	82,589.00	198,098.81	16,935.60	215,034.41
	5300	DUES & MEMBERSHIPS	38,525.00	46,645.00	.00	46,645.00
	5450	OTHER INSURANCE	786,485.00	786,485.00	.00	786,485.00
	5500	OPERATIONS & HOUSEKEEPING SRVC	3,905,522.00	3,957,422.00	-9,000.00	3,948,422.00
	5600	RENTS,LEASES,REPAIRS,IMPRVMTS	684,506.00	696,129.06	-3,792.00	692,337.06
	5710	DIR COSTS FOR INTRPRG SERVICES	.00	190.00	-190.00	.00
	5750	DIR COSTS FOR INTERFUND SVCS	-50,000.00	-52,466.00	-81.00	-52,547.00
	5800	OTHER SVCS & OPER EXPENDITURES	4,901,309.00	5,420,067.80	188,412.00	5,608,479.80
	5900	INTERGOVERNMENTAL FEES	501,833.00	626,258.00	1,732.00	627,990.00
	6200	BLDGS & IMPROVEMENT OF BLDGS	419,901.00	545,178.00	-2,000.00	543,178.00
	6400	EQUIPMENT	500.00	501,845.00	.00	501,845.00
	6500	EQUIPMENT REPLACEMENT	2,500.00	364,143.00	.00	364,143.00
	7130	STATE SPECIAL SCHOOLS	40,000.00	40,000.00	.00	40,000.00

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

FUND	APPROVED OBJECT	DESCRIPTION	07/28/2010 ADOPTED BUDGET	01/01/2011 REVISED BUDGET	BUDGET ADJUSTMENTS	01/31/2011 REVISED BUDGET
01	7142	TUITION, EXCESS COSTS TO COE	364,842.00	675,195.00	.00	675,195.00
	7310	TRANSFERS OF INDIRECT COSTS	.00	.00	.00	.00
	7350	TRANS OF INDIRECT - INTERFUND	-212,442.00	-215,362.00	.00	-215,362.00
	7438	DEBT SERVICE - INTEREST	6,978.00	2,231.00	.00	2,231.00
	7439	DEBT SERVICE - PRINCIPAL	148,244.00	71,124.00	.00	71,124.00
	7615	FROM GEN/SPC/BLDG TO DEF MAINT	.00	.00	.00	.00
	TOTAL EXPENSE		110,709,812.85	121,571,555.60	204,507.00	121,776,062.60

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

APPROVED			07/28/2010	01/01/2011	BUDGET	01/31/2011
FUND	OBJECT	DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	ADJUSTMENTS	REVISED BUDGET
01	8011	REVENUE LIMIT ST AID-CURR YEAR	57,049,911.00	63,699,089.00	.00	63,699,089.00
	8021	HOME OWNERS EXEMPTION	277,105.00	277,105.00	.00	277,105.00
	8040	COUNTY & DISTRICT TAXES	16,681,977.00	14,333,531.00	.00	14,333,531.00
	8042	UNSECURED ROLL TAXES	1,393,726.00	1,393,726.00	.00	1,393,726.00
	8043	PRIOR YEARS' TAXES	21,778.00	21,778.00	.00	21,778.00
	8044	SUPPLEMENTAL TAXES	14,241.00	14,241.00	.00	14,241.00
	8045	ED REVENUE AUGMENT FUND (ERAF)	2,438,203.00	2,438,203.00	.00	2,438,203.00
	8046	SERAF	4,679,359.00	4,679,359.00	.00	4,679,359.00
	8091	REVENUE LIMIT TRANSFERS	.00	.00	.00	.00
	8092	PERS REDUCTION TRANSFER	267,434.00	305,297.00	.00	305,297.00
	8096	TRANSFERS TO CHARTERS, IN LIEU	-1,414,186.00	-1,617,512.00	.00	-1,617,512.00
	8181	SP ED-ENTITLEMENT	2,398,902.00	2,790,216.00	.00	2,790,216.00
	8182	SP ED-DISCRETIONARY GRANTS	221,116.00	268,616.00	.00	268,616.00
	8285	INTERAGENCY CNTRCTS BTWN LEA'S	92,921.00	97,701.88	.00	97,701.88
	8290	ALL OTHER FEDERAL REVENUES	2,823,471.00	4,433,605.00	141,114.00	4,574,719.00
	8311	OTH ST APPORTIONMENTS-CURR YR	2,589,156.00	2,840,268.00	-2,222.00	2,838,046.00
	8434	CLASS SIZE REDUCTION K-3	1,361,526.00	1,361,526.00	.00	1,361,526.00
	8550	MANDATED COST REIMBURSEMENTS	.00	130,832.00	.00	130,832.00
	8560	STATE LOTTERY REVENUE	2,050,902.00	2,167,620.00	-12,820.00	2,154,800.00
	8590	ALL OTHER STATE REVENUES	6,052,672.00	6,832,010.00	-82,585.00	6,749,425.00
	8660	INTEREST	50,000.00	50,000.00	.00	50,000.00
	8675	TRANSPORTATION FEES FROM INDIV	175,000.00	175,000.00	.00	175,000.00
	8677	INTERAGENCY SVCS BETWEEN LEA'S	926,026.00	930,733.00	.00	930,733.00
	8699	ALL OTHER LOCAL REVENUES	518,079.00	2,066,146.00	39,185.00	2,105,331.00
	8792	TRANS OF APPORTION FROM CO OFF	3,567,079.00	3,591,269.00	.00	3,591,269.00
	8919	OTH AUTH INTERFUND TRANS IN	550,800.00	550,800.00	.00	550,800.00
	8980	CONTRIBUTE FROM UNRSTRCTD REV	.00	.00	.00	.00
	8990	CNTRIBUT/TRANS FRM RSTR/UNREST	.00	.00	.00	.00
TOTAL REVENUE			104,787,198.00	113,831,159.88	82,672.00	113,913,831.88

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

FUND	OBJECT	DESCRIPTION	BEGINNING BALANCE	01/01/2011 REVISED BALANCE	ADJUSTMENTS	01/31/2011 REVISED BALANCE
01	9770	DESIGNATED FOR ECON UNCERTAIN	-3,328,815.00	-3,328,815.00	.00	-3,328,815.00
	9780	OTHER DESIGNATIONS	-1,500,000.00	.00	-150,000.00	-150,000.00
	9790	UNDESIGNATED/UNAPPROPRIATED	-11,672,635.38	-11,354,854.51	271,835.00	-11,083,019.51
	9791	BEGINNING BALANCE	-22,660,065.23	-22,660,065.23	.00	-22,660,065.23
	9793	AUDIT ADJUSTMENTS	.00	.00	.00	.00
	9795	OTHER RESTATEMENTS	.00	.00	.00	.00
	9798	BUDGET FUND BALANCE OFFSET	16,737,450.38	14,919,669.51	-121,835.00	14,797,834.51
	9799	K12 NET GAIN OR LOSS	.00	7,740,395.72	121,835.00	7,862,230.72



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: February 7, 2011
SUBJECT: Approve Accounts Payable Warrants (January, 2011)

BACKGROUND: Each month the Financial Services Department submits summaries of warrants issued monthly to the Board of Trustees for review.

RATIONALE: The Board of Trustees is required by law to approve the total expenditures of the district. The Board has requested to review detailed backup for expenditures. This agenda item meets Strategic Goal #6 – Forming Partnerships.

FUNDING: N/A.

RECOMMENDATION: Approve Accounts Payable Warrants (January, 2011)

Prepared by: S. Reed Call, Director of Financial Services



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: February 11, 2011
SUBJECT: Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

BACKGROUND: To be valid or to constitute an enforceable obligation against the district, education code 17604 requires that all contracts must be approved and/or ratified by the board of trustees. This requirement is met in several different ways, depending on the value of the requisition, the types of services or materials being procured, and the advance notice staff has in procuring the services or materials. Routine requisitions less than \$5,000 are ratified on the consent calendar when the board approves the warrants list. Except when specific exceptions are detailed in board policies and procedures, requisitions greater than \$15,000 are submitted as action items for board pre-approval. Also, Special Services and advice in financial, accounting, engineering, legal or administrative matters pursuant to Government Code 63060 meet the requirements.

Routine requisitions between \$5,000 and \$15,000, and requisitions greater than \$15,000 which meet specific criteria, may be ratified on the consent calendar by board approval of a summary list, more detailed than the warrants listing. This may also include ratification of "Notice of Completion" of construction projects.

RATIONALE: The attached summary of these requisitions with related support documentation details financial obligations greater than \$5,000 but which meet the criteria to be ratified in this format. The summary is organized alphabetically so that the project's back-up material is identified with the same letter in the lower left hand corner.

FUNDING: Per attached summary of requisitions.

RECOMMENDATION: Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

Prepared by: Dr. Casey Goodall, Associate Superintendent for Business Services.

**BUSINESS SERVICES
FACILITIES DEVELOPMENT DEPARTMENT
MEASURE E BOND
SUMMARY OF SERVICES**

A. Vendor: AMS.NET
Site: Tracy High School – Modernization/Reconstruction – Library/Classrooms
Item: Quote
Services: Security surveillance camera, materials and installation for elevator monitoring
Cost: \$3,133.12
Project Funding: Measure E Bond Funds and State School Building Fund (SSBF)

B. Vendor: AMS.NET
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Quote
Services: Installation services for VBrick RMS demonstration camera for the Feast Lab.
Cost: \$1,961.46
Project Funding: Measure E Bond Funds and SSBF

C. Vendor: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Library/Classrooms
Item: Change Order # 7
Services: Scope of work documented on the change order summary.
Cost: \$36,417.00; Deduction from contingency allowance previously included in contract.
Project Funding: Measure E Bond Funds and SSBF

D. Vendor: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Change Order # 8
Services: Scope of work documented on the change order summary.
Cost: \$56,890.00; Deduction from contingency allowance previously included in contract.
Project Funding: Measure E Bond Funds and SSBF

E. Vendor: Sierra Building Systems
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Proposal - Ratify
Services: Contractor to relocate fire alarm panel from Room 200 to Room 201 and remove all other fire alarm devices from the eight leased classrooms being returned.
Cost: \$3,850.00
Project Funding: Measure E Bond Funds and SSBF

F. Vendor: Bockmon & Woody Electric Company
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Proposal - Ratify
Services: Contractor to disconnect power and signal from the eight leased classrooms being returned.
Cost: \$3,490.00
Project Funding: Measure E Bond Funds and SSBF



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: February 11, 2011
SUBJECT: Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

BACKGROUND: To be valid or to constitute an enforceable obligation against the district, education code 17604 requires that all contracts must be approved and/or ratified by the board of trustees. This requirement is met in several different ways, depending on the value of the requisition, the types of services or materials being procured, and the advance notice staff has in procuring the services or materials. Routine requisitions less than \$5,000 are ratified on the consent calendar when the board approves the warrants list. Except when specific exceptions are detailed in board policies and procedures, requisitions greater than \$15,000 are submitted as action items for board pre-approval. Also, Special Services and advice in financial, accounting, engineering, legal or administrative matters pursuant to Government Code 63060 meet the requirements.

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RATIONALE: The attached summary of these requisitions with related support documentation details financial obligations greater than \$5,000 but which meet the criteria to be ratified in this format. The summary is organized alphabetically so that the project's back-up material is identified with the same letter in the lower left hand corner.

FUNDING: Per attached summary of requisitions.

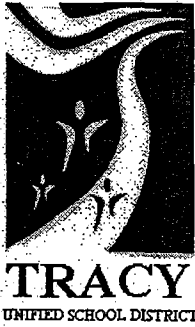
RECOMMENDATION: Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

Prepared by: Dr. Casey Goodall, Associate Superintendent for Business Services.

**BUSINESS SERVICES
FACILITIES DEVELOPMENT DEPARTMENT
MEASURE S BOND
SUMMARY OF SERVICES**

A. Vendor: Decotech
Site: Institute for Global Commerce & Government (IGCG)
Item: Quote-Ratify
Services: Installation of the Extron Polevault AV System for the multipurpose room.
Cost: \$4,485.44
Project Funding: Measure S Bond Funds

B. Vendor: Subdynamic Locating Services
Site: McKinley Elementary – Modernization
Item: Service Agreement-Ratify
Services: Contractor to locate utility for storm drain.
Cost: \$1,740.00
Project Funding: Measure S Bond Funds and State School Building Fund (SSBF)



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: February 11, 2011
SUBJECT: Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

BACKGROUND: To be valid or to constitute an enforceable obligation against the district, education code 17604 requires that all contracts must be approved and/or ratified by the board of trustees. This requirement is met in several different ways, depending on the value of the requisition, the types of services or materials being procured, and the advance notice staff has in procuring the services or materials. Routine requisitions less than \$5,000 are ratified on the consent calendar when the board approves the warrants list. Except when specific exceptions are detailed in board policies and procedures, requisitions greater than \$15,000 are submitted as action items for board pre-approval. Also, Special Services and advice in financial, accounting, engineering, legal or administrative matters pursuant to Government Code 63060 meet the requirements.

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RATIONALE: The attached summary of these requisitions with related support documentation details financial obligations greater than \$5,000 but which meet the criteria to be ratified in this format. The summary is organized alphabetically so that the project's back-up material is identified with the same letter in the lower left hand corner.

FUNDING: Per attached summary of requisitions.

RECOMMENDATION: Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

Prepared by: Dr. Casey Goodall, Associate Superintendent for Business Services.

**BUSINESS SERVICES
FACILITIES DEVELOPMENT DEPARTMENT
SUMMARY OF SERVICES**

A. Vendor: L&H Airco
Site: District Wide
Item: Proposal - Ratify
Services: Install Alerton Building Suite 2.6 software and software key on Districts
furnished server computer; L&H Airco will rebate the Alerton Envision for
BACtalk 2.0 software key and rebate the Alerton Webtalk IPort.
Cost: \$9,927.00
Project Funding: Restricted Maintenance



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *JS* Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: February 9, 2011
SUBJECT: Approve Overnight Travel for West High School Key Club to Attend the National Key Club Convention in Anaheim, California April 15 -18, 2011

BACKGROUND: The West High Key Club has elected new officers for the 2011-12 school year. This National Convention is designed to instruct students in leadership protocols, recruitment, and other skills necessary to run a club successfully. They will have an opportunity to network, participate in the electoral process, vote for new national officers, and exchange ideas with other clubs. The students will also have an opportunity to spend a partial day at Disneyland during this trip. West High Key Club will send 6 students to this convention chaperoned by their Kiwanis advisors Mr. and Mrs. Montalbo. The club will travel by District van driven by Mr. Tony Montalbo, assistant football coach at Kimball High School and Kiwanis club member. Mr. and Mrs. Montalbo are the liaison's that work with West High Key Club throughout the year. They will also expedite payment for the trip.

RATIONALE: The Key Club officers will have an opportunity to spend quality time together as a team and develop unity and trust. The conference will also increase their confidence and leadership skills; as well as expose the officers to a business environment. This meets Strategic Goal #7-Develop and Utilize Partnerships that Contribute to the Achievement of District Goals.

FUNDING: The cost of the conference, ½ day at Disneyland, hotel and meals is \$435.00 per person. The Manteca Sunrise Kiwanis Club is sponsoring this event for West High Key Club, paying all the officers and advisor expenses. There is no cost to Tracy Unified School District or West High Key Club.

RECOMMENDATION: Approve Overnight Travel for West High School Key Club to Attend the National Key Club Convention in Anaheim, California April 15 -18, 2011

PREPARED BY: Jeff Frase, Principal - West High School



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *JS* Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: February 10, 2011
SUBJECT: Approve Revised West High School Single Plan for Student Achievement (SPSA) and Budget

BACKGROUND: The *Single Plan for Student Achievement* (SPSA) is a plan of actions to raise the academic performance of all students to the level of performance goals established under the California Academic Performance Index. California *Education Code* sections 41507, 41572, and 64001 and the federal No Child Left Behind Act (NCLB) require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and NCLB Program Improvement into the *Single Plan for Student Achievement*.

RATIONALE: The Single Plan for Student Achievement was originally presented to the West High School Site Council and approved on October 27, 2010. It was necessary to go back to the Site Council with an update because we did not allocate all the EIA funds in the original plan. We surveyed the staff and allocated the funds toward the improvement of technology to support student learning. The Single Plan was presented to Site Council again on November 17, 2010 and approved.

FUNDING: All funding modifications are EIA funds.

RECOMMENDATION: Approve Revised West High School Single Plan for Student Achievement (SPSA) and Budget

Prepared by: Jeff Frase, Principal - West High School

		<u>District</u>	<u>*Site</u>	<u>MAA</u>	<u>EIA</u>	
	10/11 Estimated Allocations West High	\$258,768	\$97,727		\$161,041	
	09/10 Carryover	\$0		\$0		
	Centralize Services	\$13,208			\$13,208	
	Total Available Funding	\$271,976	\$97,727	\$0	\$174,249	
	Site allocation		\$47,000			
	Department Allocations		\$50,000			
	PAYROLL					
			\$97,727	\$0	\$174,249	
	*Funding is contingent upon district carryover from 2009-10					
Plan Ref	Goal #1: All Students will meet or exceed grade level standards and the achievement gap will be closed.					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	<u>Totals by sections</u>
	Provide direct support to students through Centralized Services, per District				\$13,208	
1a.5a	CABE ELD Conference				5,400	
1a.5b	LULAC Bus				1,000	
1a.9a	Purchase Visions consumable workbooks				4,000	
1a.9b	Purchase ELD books for ELD library				3,000	
1a.9c	Purchase ELD supplemental materials/textbooks/software				9,000	
1a.9d	Purchase ELD supplies and copy costs				5,000	
1a.11a	ELD/CELDT Coordinator (20% - Rachel Moraes as of 7/1/2010) Site EIA funded.				15,453	
1a.11b	ELD/CELDT Testing Assistance/Scoring/Data Entry (including Summer 2010)				12,000	
1a.14	Continue to place 11th-12th grade students in the CAHSEE Remediation classes; evaluate pass rates of students enrolled. Provide after-school support through tutoring prior to test administrations. (See 1.e2)				1,152	
1a.15a	ELD 5 hour Para/Fojo Salary and Benefits				26,924	
1a.15b	ELD 2 4 hour para/ Colbert				14,209	

		<u>District</u>	<u>*Site</u>	<u>MAA</u>	<u>EIA</u>	
1a.15c	ELD 4 hour para/Durney				14,843	
1a.16	AVID teacher training/ Summer Institute see Prof Dev 4.11	\$ 3,000				
1a.19	Translation Services for Parent contact by teachers				500	
1b.1a	Cyber High Teachers					
1b.1b	Cyber High tests	\$ -				
1b.1c	Cyber High printer and supplies				1,500	
1e.1	Brain X for CAHSEE remediation	\$10,000				
1e.2	Continue to place 11th-12th grade students in the CAHSEE Remediation classes; evaluate pass rates of students enrolled. Provide after-school support through tutoring prior to test administrations. (See 1a.14)					127,189
1d.4	Site level support to address or meet grade level standards and closing of the Achievement gap- IMP Support Class.		\$13,735			
	Goal #2: Increase the students' average daily attendance					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	
2.6	MAA Referrals to encourage healthy lifestyles and health insurance for all					
	Goal #3: Diversity & Equity					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	
3.12	Administration attends conferences and training to assist with school safety					
3.13	Implementation/Purchase of Student Lanyards, Planners, and Student ID cards for School Safety		\$ 2,550			
	Goal #4: Professional Development					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	
4.2	At Risk and ELD Staff Development, including travel				6000	
4.4	WASC Coordinators training					
4.5	CABE ELD Conference- 2 teachers (See 1a.5 for amount)					
4.10	RSDSS/STI training for 6 teachers					
4.11a	AVID Summer Institute	3,000				
4.11b	AVID Training/Professional Development/Conferences				4000	10000
	Goal #5: Parent Involvement and Communication					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	

		<u>District</u>	<u>*Site</u>	<u>MAA</u>	<u>EIA</u>	
5.2a	Communication support services: mail distribution, postage, and printing charges		\$ 28,000			
5.8	Continue improving on Facility/Building Identification with signs where needed. Update the marquee near IMC.					0
	Goal #6: Technology					
		<u>District</u>	<u>Site</u>	<u>MAA</u>	<u>EIA</u>	
6.4	Integrate new updated technology into curriculum	10,000				
6.5	Technology - continue replacement of old and out-of-date technology in the classrooms	Block Grant				
6.7	Renew subscriptions for electronic resources	9,500				
6.8	Provide 2 ELD computers and mount LCD projector				3,500	
6.9	Purchase headphones for use with Rosetta Stone				1,000	
6.10	Upgrade IMC technology- LCD Projector	1,500				
6.11	Equip LEP/SDAIE classrooms with mounted LCD projectors				20,000	24,500
	Grand Total from EIA Site Funds					\$ 161,689



TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco Superintendent
FROM: *JH* Dr. Sheila Harrison, Assistant Superintendent for Educational Services
DATE: February 9, 2011
SUBJECT: Approve Overnight Travel for Three Tracy High School Science Students and One Chaperone to Participate in the Junior Science and Humanities Symposium in Davis, CA March 17-19, 2011

BACKGROUND: The San Francisco Bay Area Science Fair has been inviting Tracy High School to present research at the Junior Science and Humanities Symposium for many years. The students will be chaperoned and transported by Ms. McKay in her personal vehicle. Ms. McKay will be District approved prior to this event. The students will be observing this event in preparation of competing themselves next year or presenting in the Western Regional Semi-Finals if selected. The students who will be attending are Niraj Punjya, Karen Hoi and Rajan Makker. They will stay at the Hyatt Place UC Davis in Davis, CA.

RATIONALE: Finalists are selected through a rigorous screening process and this provides the student with a valuable opportunity to compete regionally in the scientific field. This aligns with Strategic Goal #2: Provide a safe environment for students and staff that is conducive to learning, and Goal #7: Develop and utilize partnerships that contribute to the achievement of District Goals.

FUNDING: There will be two days of sub costs to the high school. The San Francisco Bay Area Science Fair and Junior Science and Humanities Symposium will incur all costs (except for the \$100 deposit fee) for the three students and the advisor for accommodations, meals, and competition event expenses. The \$100 deposit fee will be paid by the THS Science Department fund.

RECOMMENDATION: Approve Overnight Travel for Three Tracy High School Science Students and One Chaperone to Participate in the Junior Science and Humanities Symposium in Davis, CA, March 17-19, 2011

PREPARED BY: Mr. Jason Noll, Principal



TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent Educational Services and Human Resources
DATE: February 1, 2011
SUBJECT: Approve Overnight Travel for West High School Dance Team to Attend USA Nationals Competition March 24 – 28, 2011 in Anaheim, California

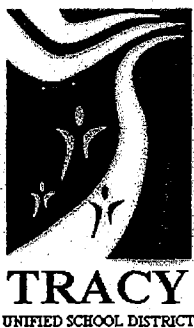
BACKGROUND: The USA Nationals Dance Competition is a two day annual event that encourages teams to develop and present their best routines in a fun and challenging environment. Teams from California, Arizona, and Nevada participate. Students will stay at the Anaheim Marriott in Anaheim, California. The dance team will leave after school on Thursday, March 24, 2011 missing two days of school. Students are required to obtain teacher clearance for their absence and all work that will be missed. Time will be provided to complete their homework each evening. Nine (9) students will attend the competition and Disneyland Theme Park chaperoned by Coach Toni Glover. Students will be transported to and from the event by their parents and all appropriate permissions for driving personal vehicles will be obtained and left on file at West High.

RATIONALE: The dance team will have the opportunity to spend quality time together as a team while they compete against other dance teams from California, Nevada, and Arizona. The team has worked hard all year to develop their skill levels in dance performance in order to compete at this event. They will attend proudly looking forward to representing their school and community. This meets Strategic Goal #7 - Develop and Utilize Partnerships that Contribute to the Achievement of District Goals.

FUNDING: Cost not to exceed \$5,000.00, which includes hotel stay, Disneyland admission, competition, and registration fees. Students will be responsible for individual food cost. There will be no cost to West High or Tracy Unified School District because the dance team has held various fundraisers and paid for their trip in its entirety.

RECOMMENDATION: Approve Overnight Travel for West High School Dance Team to Attend USA Nationals Competition March 24 – 28, 2011 in Anaheim, California

PREPARED BY: Jeff Frase, Principal - West High School



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: *AK* Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources
DATE: February 9, 2011
SUBJECT: Approve Second Annual Overnight Awake-a-Thon for Kimball High School's Invisible Children's Club on March 18-19, 2011.

BACKGROUND: Members of the Invisible Children's Club will arrive on campus at 7:00 pm on March 18 and go straight to the Kimball High School (KHS) Cafeteria. They will stay up all night to participate in the following activities: Watch the Invisible Children film; break into groups and discuss ways the members can help the children in Uganda; share out ideas and come up with a plan on what members will do in response to viewing the film; design and make clothing to sell at a later event; write letters to congressmen making them aware of the war in Uganda; and play board games.

RATIONALE: This event fits into KHS's essential question, "How will we help solve the worldwide poverty crisis?" Students will give support to children in Uganda who are being abducted and forced to be child soldiers. These children are being traumatized, cannot attend school and need support. Students will help by raising awareness and money. Money goes to pay school fees for children that can't afford to attend school. Students will learn how to become an active member of the democratic process in America by writing letters expressing their concerns to their congressmen and senators. This event not only affects the students who attend, but the school and the community of Tracy. These students will share their experience with friends and family and help people to see outside their own personal lives, feel compassion for others, and begin to serve and help humanity.

FUNDING: None required.

RECOMMENDATION: Approve Second Annual Overnight Awake-a-Thon for Kimball High School's Invisible Children's Club on March 18-19, 2011.

Prepared by: Cheryl Domenichelli, Principal, Kimball High School.



TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *AK* Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources
DATE: February 11, 2011
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

Davis, Roland

BACKGROUND:

Haws, Maren

Wilkinson, Pamela

BACKGROUND:

Garay, Jennifer

Jacinto, Johanna

Lafever, Ernie

CERTIFICATED MANAGEMENT

Assistant Principal (Replacement)
West High School
LME 48, Step D
\$44,340.30
Funding: General

CLASSIFIED

IEP Para Educator I (New)
Villalovoz Elementary School
Range 24, Step A - \$12.51 per hour
4.5 hours per day
Funding: Special Ed IDEA Grant

IEP Para Educator I (New)
George Kelly School
Range 24, Step A - \$12.51 per hour
5 hours per day
Funding: Special Education

COACHES

Gymnastics
Kimball High School
Stipend: \$2,434.02

Assistant Track
Kimball High School
Stipend: \$2,922.14

Freshman Baseball
Kimball High School
Stipend: \$2,434.02

McClain, Ken

Assistant Track
Kimball High School
Stipend: \$2,922.14

Pribble, Jeff

Assistant Track
Tracy High School
Stipend: \$2,922.14

Timmons, Kristina

Assistant Swim Coach
Kimball High School
Stipend: \$2,434.02

RECOMMENDATION: Approve Classified, Certificated and/or Management Employment

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources



TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr.~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services
& Human Resources
DATE: February 11, 2011
SUBJECT: Accept Resignations/Retirements/Leave of Absence for Classified,
Certificated, and/or Management Employment

BACKGROUND:

**CERTIFICATED MANAGEMENT
RESIGNATION**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Davis, Roland Assistant Principal	Kelly	01/26/11	To accept Assistant Principal At West High School

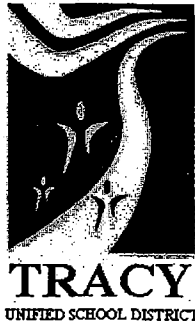
BACKGROUND:

CLASSIFIED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Williams, Tia IEP Para Educator I	MVMS	1/28/2011	Accepted Special Ed Para position

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

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human
Resources



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. Sheila Harrison~~, Assistant Superintendent of Educational Services and Human Resources
DATE: February 11, 2011
SUBJECT: Ratify Agreement for Special Contract Services for Assistant Softball Coaches Ed Smith and Rachel Brockett for the 2010-2011 Softball Season

BACKGROUND: Currently, there is a need in the softball program at Tracy High for additional supervision by knowledgeable coaches to ensure the players have a positive and safe educational experience. Having exceptionally qualified staff is the primary aim of the program.

RATIONALE: Ed Smith and Rachel Brockett are currently volunteer coaches for the softball program and are uniquely qualified to assist and enhance the program at Tracy High School. Mr. Smith's and Ms. Brockett's extensive softball experience and enthusiasm will ensure the overall success and safety of the program. Their duties will consist of assisting with daily practice, tournaments and fundraisers. The softball season started on February 7, 2011; therefore, this agenda item needs to be ratified.

This aligns with Strategic Goal #2: Provide a safe environment for students and staff that is conducive to learning.

FUNDING: Expenses for the assistant softball coaches will be paid by the District and reimbursed from the Tracy High School ASB softball account. Expenses will not exceed \$1500.00.

RECOMMENDATION: Ratify Agreement for Special Contract Services for Assistant Softball Coaches Ed Smith and Rachel Brockett for the 2010-2011 Softball Season

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This Agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Ed Smith 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:

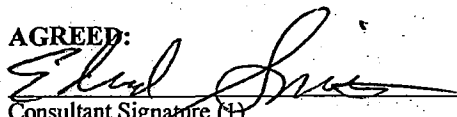
1. Contractor shall perform the following duties: **Assist with the coaching of the Tracy High Varsity Softball Team** including practices, tournaments, and fundraisers.
2. Contractor will provide the above service(s), as outlined in Paragraph 1, for a period of **February 10, 2011 to May 30, 2011**
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - A. District shall pay \$1000.00 FLAT RATE (Flat Rate/Hourly), not to exceed a total of \$1000.00. 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 at 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 "Invoice of Non-Employee Consultant Services". Original paid receipts are required for lodging, airfare (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 term of this agreement shall commence on 2-10-2011, and shall terminate on 5-30-2011.
5. This agreement may be terminated at any time during the term by either party upon N/A (0) days written notice.
6. Contractor shall contact the District's designee, Greg Smith, with any questions regarding performance of the service outline above. District's designee shall determine if and when Contractor has completed the services described.
7. The parties intend that an independent contractor relationship is created by this contract and District assumes no responsibility for workers compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, contractor's activities during or relating to the performance of service under this Agreement.

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 any 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.

8. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any persons who are not parties to this Agreement except for employees of Contractor.
9. 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.
10. 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.
11. Consultant/Contractor certifies that he or she is not an employee of the District and is self-employed in the performance of the services specified. Consultant agrees that he or she assumes all responsibility in relation to providing the District with an Employer Identification number or Social Security number as required by IRS regulations in relation to the conduct of his or her business.

AGREED:


Consultant Signature (1)

Social Security Number or TIN number (2)

1-31-11

Date

Coach

Title

Address

Tracy, CA 95376

City/State/Zip

Phone Number

Date

Title

Account Number to be charged

Budget Approval

Date Approved by the Board

Send All Copies to the Business Office

- 1 Whenever organizational names are used, the authorized signature must include company title, such as president.
- 2 Whenever organizational names are used, the employer IRS Identification Number must be used instead of a Social Security Number.

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Glenda Borejko Page 2 03/10/1998

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This Agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Rachel Brockett 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: **Assist with the coaching of the Tracy High Varsity Softball Team** including practices, tournaments, and fundraisers.
2. Contractor will provide the above service(s), as outlined in Paragraph 1, for a period of **February 10, 2011 to May 30, 2011**
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - A. District shall pay **\$500.00 FLAT RATE** (Flat Rate/Hourly), not to exceed a total of **\$500.00**. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - B. District [☐] **SHALL**; [☒] **SHALL NOT** reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals, and lodging at 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**, [☒] **SINGLE PAYMENT UPON COMPLETION OF THE DUTIES** and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a "Invoice of Non-Employee Consultant Services". Original paid receipts are required for lodging, airfare (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 term of this agreement shall commence on **2-10-2011**, and shall terminate on **5-30-2011**.
5. This agreement may be terminated at any time during the term by either party upon N/A (0) days written notice.
6. Contractor shall contact the District's designee, **Greg Smith**, with any questions regarding performance of the service outline above. District's designee shall determine if and when Contractor has completed the services described.
7. The parties intend that an independent contractor relationship is created by this contract and District assumes no responsibility for workers compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, contractor's activities during or relating to the performance of service under this Agreement.

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 any 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.

8. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any persons who are not parties to this Agreement except for employees of Contractor.
9. 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.
10. 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.
11. Consultant/Contractor certifies that he or she is not an employee of the District and is self-employed in the performance of the services specified. Consultant agrees that he or she assumes all responsibility in relation to providing the District with an Employer Identification number or Social Security number as required by IRS regulations in relation to the conduct of his or her business.

AGREED:

Rachael Brockett
Consultant Signature (1)

Social Security Number or TIN number (2)

1-31-11

Date

Softball Coach
Title

Tracy, CA 95376
Address
City/State/Zip

Phone Number

Date

Title

[Signature]
Account Number to be charged

Budget Approval

Date Approved by the Board

Send All Copies to the Business Office

- 1 Whenever organizational names are used, the authorized signature must include company title, such as president.
- 2 Whenever organizational names are used, the employer IRS Identification Number must be used instead of a Social Security Number.

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Glenda Borejko Page 2 03/10/1998



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Trustees
FROM: Dr. James Franco, Superintendent
DATE: February 11, 2011
SUBJECT: Cast Ballot for CSBA 2011 Delegate Assembly Election

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

RATIONALE: The official ballot for Subregion 8-A has been received for the CASBA 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:

____ Matthew D. Balzarini (Lammersville USD)
____ Brian Jackman (Jefferson ESD)
____ Joe Nava (Lodi USD)
____ Van-Ha To-Cowell (Lincoln USD)

FUNDING: N/A

RECOMMENDATION: Cast Ballot for CSBA 2011 Delegate Assembly Election

Prepared by: Dr. James Franco, Superintendent.

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 **TUESDAY, MARCH 15, 2011**. 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 2011 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, 2011 – March 31, 2013

**denotes incumbent*

- ☐ Matthew D. Balzarini (Lammersville USD)
☐ Brian Jackman (Jefferson ESD)
☐ Joe Nava (Lodi USD)
☐ Van-Ha To-Cowell (Lincoln USD)

Provision for Write-in Candidate Name

School District/COE

Provision for Write-in Candidate Name

School District/COE

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

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



2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will not be accepted.

Name: <u>Matthew D. Balzarini</u>	CSBA Region: <u>8A - San Joaquin</u>
District or COE: <u>Lammersville Unified School District</u>	Years on board: <u>3</u> ADA: <u>2004</u>
Contact Number: <u>209-836-7400</u>	E-mail: <u>mbalzarini@sjcoe.net</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association. First and foremost our students need to be in a safe environment. We must continue to create an environment for teachers to teach, and students to learn. Many districts are doing a good job in this area and many have much to learn. Through the Delegate Assembly we should be creating opportunities to collaborate with other districts to create professional development and agreements to assist our neighbors should disaster strike. Secondly the state budget is in need of repair. I attended the annual conference and heard the message loud and clear. I want to be part of the solution in fixing school finance. As a small school district in a predominantly rural area I want to be sure that our voice is heard. As a member of the Delegate Assembly I will ensure that all of the districts in my region are represented as we tackle this daunting budget crisis. Lastly, I want to ensure that the students of this generation are challenged by new innovative teaching methods. With technology increasing at a rapid rate the Delegate Assembly should ensure that school districts are preparing students for this new tech world. Through the Delegate Assembly we should be sharing these innovative experiences with other districts so we can all benefit throughout the state.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office. As a Police Officer and former Firefighter, safety and security is a very high priority for me. I sit on the Crisis Response Committee of our Board and have helped provide training in the area of Incident Command. With the slump in the economy, crime and suicide has increased. Our district is working hard to be prepared should a crisis arise. I have also served on our district's curriculum council. This has been a great way for me to see the collaboration that takes place between administrators and teachers in various subjects. I was able to see first hand textbook adoptions and participate in candid conversations each month about various educational issues. Another area I have a specific interest in is policy. Our Board created a committee, which I was part of, to work with CSBA in an effort to review and update all of our board policies. This was a challenging, tiresome experience that I am proud to have been apart of. Not only is our district growing, this year we unified and have begun planning a high school. As a member of the new Unified Board I have been working with the rest of the Board Members to look at high school designs and program options as we progress. This is a very exciting time for our district and I am ready to bring news from our district to the Delegate Assembly and bring the most up-to-date information back to our region.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I am interested in taking my service as a Board Member to the next level. I want to represent the districts in our region at the state level and relay information obtained from the Delegate Assembly back to the districts in our region. I am confident that I can contribute in many ways. As the past Board President, I bring leadership qualities and effective communication skills. With my background in law enforcement, especially as a School Resource Officer, I bring an understanding of criminal law and techniques in creating a safe school climate. Our district has rapidly grown over the past few years. This has given me governance experience in school design and construction, and working relationships with developers of a master planned community. I am ready to serve region 8A as a Delegate. I welcome the opportunity to share the experience I have gained, and obtain the most current information available from the Delegate Assembly.

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

Signature: _____

Date: 1/4/11



2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will not be accepted.

Name: Brian Jackman

CSBA Region: 8-A

District or COE: Jefferson Elementary School District

Years on board: 4 ADA: 5454

Contact Number: 209-830-9231

E-mail: rjackman5@yahoo.com

Are you a continuing Delegate? ☐ Yes ☒ No

If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

My top three educational priorities are as follows:

1. To find educational paths that create excitement around education and will help reduce the states high drop-out rates
2. Technology-finding engaging, interactive mediums to provide students with the interaction and stimulus to help them achieve their educational goals.
3. Provide a safe, positive, unbiased environment for children to learn, grow and develop.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

As a current trustee in the Jefferson School District just outside of Tracy, CA I have been very active in working with other board members to shape the direction, and provide an environment for learning that is sought after by families that move to Tracy from other areas. Additionally, I have been active as Board President for the past year and realize that we do not have a voice as a smaller district. I am active in the world of business speak regularly to diverse audiences, and feel well equipped to carry the message of members from districts around me to the CSBA Board of Directors or Executive Committee. I am always interested in both advancing curriculum to help students find new vehicles to learn and grow, as well as the financial aspects of the broader district that supports Jefferson School District.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I think it is important to understand what various aspects and influencing groups have on my and others children and their education. I have a very creative and open mind, work diligently for the children of Jefferson School District and feel that our success and direction as well as programs may be of value to the delegation as well as other districts in helping advance our children's development mentally, socially, and physically.

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

Signature: Brian Jackman

55

Date: 1-4-2011

**CSBA****2011 Delegate Assembly Candidate Biographical Sketch Form****Due: Friday, January 7, 2011** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will not be accepted.

Name: Joe NavaCSBA Region: 8-aDistrict or COE: San Joaquin County Lodi USDYears on board: Two ADA: 29,000+Contact Number: 209-952-6106E-mail: coachnava@sbcglobal.netAre you a continuing Delegate? ☐ Yes ☒ No

If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

1. Primary Budget Crisis: We need to keep class size down, especially at the elementary level.
2. Drop out rate: Focus on the problem at all levels - intervention programs to resolve the learning process.
3. School Improvement progress: Improve teaching techniques and improve the quality of teaching.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office. Involved in the Parks and Recreation Dept. to improve and continue our after school programs. Community involvement in the Individual school and also district wide. Involvement of teach/parent in solving the improvement of learning. Provide parents with the opportunity to get involved in their child's education.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I have been involved in education of 41 years and feel the need to express my ideas based on my experiences and get involved in the process. I would like to pass on my knowledge of communication between our diverse school population and teachers/parents/ students to improve the learning process. Maximize resources to improve the achievement of students in a safe and positive environment.

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

Signature: _____

Joe Nava

56

Date: 01/06/2011



2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please **do not** state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will **not** be accepted.

Name: Van-Ha To-Cowell

CSBA Region: 8A (San Joaquin)

District or COE: Lincoln Unified School district

Years on board: 2 ADA: 9,000

Contact Number: 209-473-8471

E-mail: vanha22toc@aol.com or vtocowell@lusd.net

Are you a continuing Delegate? ☐ Yes ☒ No

If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

- .Continue to work on advocacy for public schools on budgetary issues.
- .Close the achievement gap
- .Professional Development

I strongly believe that public schools are a great equalizer of society. There is so much talk about school reforms by replacing public schools with charter schools. While I truly believe in the urgency of reforming public schools, there has to be more ways to achieve that goal than just charter schools. We must look at successful public schools and learn from them. Support staff through careful budget planning so that the funding goes to effective programs and continued professional growth at all levels.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

I served on many committees in the Lincoln District as a highly involved parent such as GATE, Visual & Performing Arts, President of Lincoln High School Site Council, Superintendent's Budget advisory. In the last two years I have continued to serve on a few of these committees as a board member. My current activities are: Parent Task Force Committee, Lincoln Latin Leadership, and Superintendent's Budget Advisory. The mission of the Parent Task Force and Lincoln Latin Leadership is to provide parents with resources and support so that they can help their children, and in turn help with the effort to closing the achievement gap. On the Superintendent's Budget advisory, my role is to listen to all stakeholders' ideas and feedback on decisions the Board make that affect student learning, the welfare of the District and community.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I am interested in becoming a Delegate because I feel it's been a long time since Lincoln Unified School District had a representative on the CSBA Delegate Assembly. I believe with my background as a practicing public school educator I can bring in a perspective of the reality of today's classrooms. I have great knowledge of curriculum, from my experiences as a certified bilingual teacher, a GATE teacher, a reading specialist, and a full-time classroom teacher for 26 years. I have served on many leadership committees that not only deal with student achievement, but also with budget issues.

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

Signature: Van Ha To - Cowell

57

Date: Dec. 15, 2010

Van-Ha To-Cowell
3872 Brook Valley Circle
Stockton, CA 95219
(209) 473-8471

Education	<p>Reading Recovery Certificate, 1994 <i>California State University, San Bernadino, CA</i></p> <p>M.A. in Education, focus in English Language Development & Multi-Lingual/Multi-Cultural Education, May 1988 <i>California State University, Sacramento, CA</i></p> <p>B.S. in Elementary Education, Minor in French, May 1978 <i>University of Tennessee, Knoxville, TN</i></p>
Experience	
2008 – 2010	<p><i>City of Stockton Commissioner, 49-99 Library Systems Advisory</i> 425 N. El Dorado Stockton, CA</p>
2008 - 2012	<p><i>Board Member 2008-10, Vice President 2010-11</i> Lincoln Unified School District Board of Trustees, 2010 West Swain Road Stockton, CA 95207</p>
1988 – Present	<p><i>Elementary Teacher</i> Wagner-Holt Elementary, Lodi Unified School District 8878 Brattle Place Stockton, CA 95209 Currently teaching 4th grade and serving on Wagner Holt Leadership Team.</p>
1983 – 1988	<p><i>Elementary Teacher</i> Sutter Middle School, Sacramento Unified School District Sacramento, CA Taught a bilingual 5th grade.</p>
1982 – 1983	<p><i>Teacher Aide</i> Grant High School, Grant Unified School District Sacramento, CA Assisted high school teachers with new coming students in content areas.</p>
Other Experience	<p>Banking, Computer Operations & Programming, Library Services</p>
Community Service	<p>San Joaquin A+ Literacy Team, Lincoln High Site Council, PTA, Lodi USD Multi-lingual/Multi- cultural Master Plan, Lincoln USD Parent GATE Advisory, Lodi USD ELD Program Review, Visual & Performing Arts Committee (Lincoln & Lodi USD)</p>
Memberships	<p>California School Boards Association, Delta Kappa Gamma, League of Women Voters, American Association of University Women</p>



TRACY
UNIFIED SCHOOL DISTRICT

ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Education
FROM: Dr. James C. Franco, Superintendent
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-22 to Support Placing a Revenue Extension Measure on the Ballot

BACKGROUND: Governor Brown's 2011-12 budget proposal is a balanced approach between revenues and new cuts to solving the deficit and provides for an extension of temporary revenues to support programs our students need and deserve. A ballot measure to extend temporary revenues will help prevent further cuts to schools, and without this extension the LAO reports that funding for schools would fall by at least \$2 billion, or more than \$335 per student.

RATIONALE: Tracy Unified School District expects our local legislators to work with the governor to protect schools from further cuts and to ensure the continued investment our students deserve; Tracy Unified School District opposes a cuts-only budget and supports a budget that is balanced with a combination of cuts and revenue extensions.

FUNDING: N/A.

RECOMMENDATION: Adopt Resolution No. 10-22 to Support Placing a Revenue Extension Measure on the Ballot.

Prepared by: Dr. James C. Franco, Superintendent



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 10-22**

Resolution to Support Placing a Revenue Extension Measure on the Ballot

WHEREAS, Governor Brown's 2011-12 budget proposal is a balanced approach between revenues and new cuts to solving the deficit and provides for an extension of temporary revenues to support programs our students need and deserve; and

WHEREAS, over the last several years, K-12 and adult education funding has taken a disproportionate amount of budget cuts; and

WHEREAS, state and local funding for schools has been cut by more than \$18 billion, or about \$1,900 per student in the last three years; and

WHEREAS, Tracy Unified School District has cut \$26 million dollars from its budget over the past three years as a result of ongoing statewide cuts to education funding; and

WHEREAS, the loss of \$7 billion in one-time federal funding further reduces school budgets; and

WHEREAS, to begin to reverse this downward spiral, Californians must retain the revenues that enable us to invest in our schools and students; and

WHEREAS, the governor's budget proposal to limit further cuts to schools in 2011-12 is dependent on voter approval of an extension of existing temporary tax increases; and

WHEREAS, a ballot measure to extend temporary revenues will help prevent further cuts to schools, and without this extension the LAO reports that funding for schools would fall by at least \$2 billion, or more than \$335 per student; and

WHEREAS, Tracy Unified School District expects our local legislators to work with the governor to protect schools from further cuts and to ensure the continued investment our students deserve; and

WHEREAS, Tracy Unified School District opposes a cuts-only budget and supports a budget that is balanced with a combination of cuts and revenue extensions;

NOW, THEREFORE, BE IT RESOLVED that the Tracy Unified School District supports placing a measure on the June 2011 ballot calling for a five-year revenue extension to protect our schools and students by making education a priority in our state.

Resolved this 22ND day of February, 2011, at a regular meeting of the Board of Education of the Tracy Unified School District by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTION:

PRESIDENT, BOARD OF EDUCATION
TRACY UNIFIED SCHOOL DISTRICT

Attest:

I certify that the foregoing resolution was adopted by the Board of Education of the Tracy Unified School District, County of San Joaquin, on the date shown above.

Clerk

Board of Education

Tracy Unified School District



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent of Business Services
Date: February 14, 2011
Subject: Approve a Pool of Lease-Leaseback Contractors for Future Projects; and, Approve Roebbelen Contracting, Inc. as the Lease-Leaseback Contractor for the Monte Vista and McKinley Modernization Projects

BACKGROUND: On December 14, 2010, the Board authorized the release of a Request for Qualifications (RFQ) for Lease-Leaseback Contractors for the Modernization of Monte Vista and McKinley Elementary Schools. TUSD has successfully used the Lease-Leaseback delivery method for Kimball High School and various West High and Tracy High Measure E projects with good results. Due to the favorable bidding climate, staff believes that this project delivery method would again benefit TUSD on future projects.

A selection committee reviewed 14 responses to TUSD's advertised RFQ. Eight candidates were selected to continue on to the interview process. The interview panel consisted of: K. Arwood, Rainforth Grau Architects, A. Continente, RGM & Associates, J. Costa, TUSD Board Member, C. Goodall, Associate Superintendent for Business and B. Carter, Director of Facilities.

RATIONALE: Due to the lengthy selection process, it behooves the district to have a pool of firms from which we may begin negotiations for upcoming projects as planning and construction schedules dictate. The District anticipates completing several projects in the next several months/years; therefore, the 3 top ranked firms have been recommended for a District "shortlist" and will be contacted for "additional information" on an as-needed basis. The following three firms are being recommended as a "pool" of Lease-Leaseback contractors for future projects based upon their responses to the RFQ and the interview process.

- Acme Construction Company, Inc.
- F& H Construction
- Roebbelen Contracting, Inc.

The above three firms were contacted and asked to provide additional information regarding the Monte Vista and the McKinley projects. Based upon their responses, the critical nature of the project timeline, and the experience of each of the firms with construction of this type; staff is recommending that the Board approve Roebbelen Contracting, Inc. for the Monte Vista and McKinley project.

FUNDING: Project funding will come from a number of resources depending on the nature of the project; including but not limited to: Measure E and Measure S Bond Funds, State School Facilities Funding, Developer/Mitigation Fees, Redevelopment, General Fund, and Deferred Maintenance

RECOMMENDATIONS: Approve a Pool of Lease-Leaseback Contractors for Future Projects; and, Approve Roebbelen Contracting, Inc. as the Lease-Leaseback Contractor for the Monte Vista and McKinley Modernization Projects

Prepared by: Bonny Carter, Director of Facilities and Planning



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-16 Establishing March as "Arts in Education Month."

BACKGROUND: Many national and state professional education associations hold celebrations in March focused on art in education. Our District has worked to develop standards in the areas of Visual and Performing Arts as well as a variety of programs. Our District has continued to promote and offer a strong Visual and Performing Arts program while maintaining a focus on core curriculum, student achievement, and closing the achievement gap.

RATIONALE: This resolution recognizes the importance of the arts in education and our society. It advocates for school districts to continue offering a comprehensive Visual and Performing Arts program for all students. This supports Strategic Goal #1 – Provide a variety of learning opportunities through standards based curriculum and assessment and research based instruction that ensures that all students meet or exceed grade level standards and results in closing the achievement gap.

FUNDING: N/A

RECOMMENDATION: Adopt Resolution No. 10-16 Establishing March as "Arts in Education Month."

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION No. 10-16
RESOLUTION AUTHORIZING MARCH AS
"ARTS IN EDUCATION MONTH"**

WHEREAS, Arts Education, which includes dance, music, theatre, and the visual arts, is an essential part of basic education for all students, kindergarten through grade twelve; and

WHEREAS, through well-planned instruction and activities in the arts, children develop initiative, creative ability, self-expression, self-reflection, thinking skills, discipline, a heightened appreciation of beauty and cross-cultural understanding; and

WHEREAS, many national and state professional education associations hold celebrations in March focused on students' participation in the arts; and

WHEREAS, experience in the arts develops insights and abilities central to the experience of life, and the arts are collectively one of the most important repositories of culture; and

WHEREAS, these celebrations give Tracy schools a unique opportunity to focus on the value of the arts for all students, to foster cross-cultural understanding, to give recognition to our outstanding young artists to focus on careers in the arts available to students, and to enhance public support for this important part of our curriculum; and

WHEREAS, the Tracy Unified School District Board of Education states in its Board Policy 6142.6 adopted in September 1997 that a comprehensive arts education program should be an integral part of the basic education offered to all students in all grades; and

THEREFORE BE IT RESOLVED, on February 22, 2011 that the Tracy Unified School District Board of Education joins the California State Board of Education in proclaiming the Month of March 2011 as Arts Education Month and encourages all schools in the Tracy Unified School District to celebrate the arts with meaningful student activities and programs that demonstrate learning and understanding in the visual and performing arts; and be it further;

PASSED AND ADOPTED this the 22nd day of February, 2011, by the Board of Trustees of the Tracy Unified School District the following vote:

AYES:

NOES:

ABSENT:

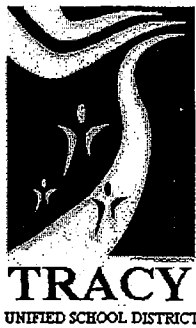
ABSTAIN:

**Walter Gouveia, President
Board of Trustees
Tracy Unified School District**

Attested:

I certify that the foregoing resolution was adopted by the Board of Trustees of the Tracy Unified School District, County of San Joaquin, on the date shown above.

**Jill Costa, Board Clerk
Board of Trustees
Tracy Unified School District**



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-17, Adopting the Competency Criteria in the Case of a Certificated Reduction in Force for the 2011-2012 School Year

BACKGROUND: Pursuant to Education Codes 44949, 44955, and 44951, the District administration is making a recommendation that will require the Governing Board of the Tracy Unified School District to reduce or discontinue particular kinds of services in order to reduce the number of certificated employees of the District. In conjunction with that recommendation it is necessary to adopt criteria for determining if a certificated employee would have the competency to replace (Bump) another certificated employee out of their position.

RATIONALE: Reduction or discontinuance of particular kinds of services are needed to address budget cuts for the 2011-2012 school year and the District must have a way to ensure that when one certificated employee may potentially replace (bump) another certificated employee that they possess the necessary competency in order to provide adequate services.

RECOMMENDATION: Adopt Resolution No. 10-17, Adopting the Competency Criteria in the Case of a Certificated Reduction in Force for the 2011-2012 School Year

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources

**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 10-17**

**COMPETENCY CRITERIA IN THE CASE OF
CERTIFICATED REDUCTION IN FORCE FOR THE 2011-2012 SCHOOL YEAR**

WHEREAS, it appears that it will be necessary for the Tracy Unified School District to lay off certificated employees at the end of the 2010-2011 school year for the 2011-2012 school year; and

WHEREAS, the District is required to provide instruction to students who have limited English language proficiency; and

WHEREAS, the State has determined that in order to provide instruction to such students, teachers shall be specifically trained in appropriate techniques, which training is demonstrated by the teacher holding a BCLAD, CLAD, SB 2042, AB 1059, SB 395 or equivalent certificate; and

WHEREAS, approximately 25.8% of the students in the District are English Learners ("EL"), that is, students whose first language is not English; and

WHEREAS, to provide teachers for those classes containing EL students, there is a need for teachers throughout the District who are EL certified; and

WHEREAS, for the purposes of making assignments and reassignments of certificated employees for the District a certificated employee shall be deemed to be competent to perform certificated services if he or she, in addition to the criteria described above, has a credential authorizing the service to be rendered. ♦♦♦♦♦

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Tracy Unified School District that for the purposes of making assignments and reassignments of certificated employees for the District to meet its obligations under Education Code Section 44955, a certificated employee shall be deemed to be competent and qualified to perform certificated service if:

He or she holds a BCLAD, CLAD, SB 2042, AB 1059, SB 395 or equivalent certification to provide instruction to English Learners; and

He or she has a credential authorizing the service to be rendered.

PASSED AND ADOPTED, by roll call vote this _____ day of _____, 2011, by
the Governing Board of the Tracy Unified School District.

AYES: _____

NOS: _____

ABSTENTIONS: _____

ABSENT: _____

Clerk of the Board of Education of the
Tracy Unified School District of
San Joaquin County, State of California



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *SH* Dr. Sheila Harrison, Assistant Superintendent of Educational Services
& Human Resources
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-18, Adopting the Tie-Breaking Criteria In the Case
of a Certificated Reduction in Force for the 2011-2012 School Year

BACKGROUND: Pursuant to Education Codes 44949, 44955, and 44951, the District administration is making a recommendation that will require the Governing Board of the Tracy Unified School District to reduce or discontinue particular kinds of services in order to reduce the number of certificated employees of the District. In conjunction with that recommendation it is necessary to adopt criteria for tie breaking when two or more certificated employees possess the same seniority date.

RATIONALE: Reduction or discontinuance of particular kinds of services are needed to address budget cuts for the 2011/2012 school year and the District must have a way to break ties between two or more certificated employees with the same seniority date who are both currently providing the same particular kind of service identified for reduction or discontinuance.

RECOMMENDATION: Adopt Resolution No. 10-18, Adopting the Tie-Breaking Criteria In the Case of a Certificated Reduction in Force for the 2011-2012 School Year

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources

**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 10-18**

**ADOPTING TIE BREAKING CRITERIA
IN THE CASE OF A CERTIFICATED REDUCTION IN FORCE
FOR THE 2011-2012 SCHOOL YEAR**

WHEREAS, it appears that it will be necessary for the Tracy Unified School District to lay off certificated employees at the end of the 2010-2011 school year for the 2011-2012 school year; and

WHEREAS, there are individuals who have the same first date of paid service as probationary certificated employees.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Tracy Unified School District that if any two or more employees have the same first date of paid service as probationary certificated employees in the Tracy Unified School District, and if there is a need to reduce staffing by a number less than all such individuals, the decision as to which individuals shall be given preference and not be laid off shall be determined by the following criteria, which are based upon the Governing Board's determination of the needs of the District and its students:

1. Individuals with BCLAD a certificate will be given preference. If these factors are identical then;
2. Individuals with CLAD, SDAIE or an equivalent certificate will be given preference. If these factors are identical then;
3. Individuals with credentials and actual teaching experience in the District as follows:
In the subject area of mathematics with a single subject authorization in mathematics authorizing the person to teach up to and including 12th grade mathematics; in the subject area of science with a single subject authorization in science authorizing the person to teach Biological Sciences, Chemistry, Geosciences, and/or Physics, and Special Education will be given preference. If these factors are identical then;
4. Individuals whose credentials, authorizations or certifications enable them to serve in the greatest number of different K-12 teaching positions will be given preference. If these factors are identical then;
5. Individuals with no Requires Improvement or Unsatisfactory ratings on his/her most recent evaluation. If these factors are identical then;
6. Individuals with valid extra-duty experience within the District (i.e., coaching, class sponsorship or other student-related activities) will be given preference. If these factors are identical then;

7. A lottery shall be conducted among those remaining, and layoff shall be from the lowest number to the highest number from the lottery.

PASSED AND ADOPTED by roll call vote this _____ day of _____, 2011, by the Governing Board of the Tracy Unified School District.

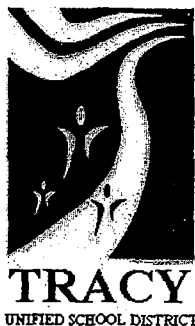
AYES: _____

NOS: _____

ABSTENTIONS: _____

ABSENT: _____

Clerk of the Board of Education of the
Tracy Unified School District of
San Joaquin County, State of California



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *SH* Dr. Sheila Harrison, Assistant Superintendent of Educational Services
& Human Resources
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-19, Authorizing the Reduction or Discontinuance of Particular Kinds of Services

BACKGROUND: Pursuant to Education Codes 44949, 44955, and 44951, the District administration is making a recommendation that will require the Governing Board of the Tracy Unified School District to reduce or discontinue particular kinds of services in order to reduce the number of certificated employees of the District.

RATIONALE: Reduction or discontinuance of particular kinds of services are needed to address budget cuts for the 2011-2012 school year.

RECOMMENDATION: Adopt Resolution No. 10-19, Authorizing the Reduction or Discontinuance of Particular Kinds of Services

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources

**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 10-19
REDUCTION AND ELIMINATION OF
PARTICULAR KINDS OF SERVICE
FOR THE 2011-2012 SCHOOL YEAR**

WHEREAS, as a result of possible budget reductions needed to balance the budget, the Governing Board of the Tracy Unified School District has determined that it shall be necessary to reduce the following particular kinds of certificated services of the District not later than the beginning of the 2011-2012 school year:

- a. Reduction of K-8 Administration Program, resulting in the elimination of 2.0 Full Time Equivalent ("FTE") certificated Assistant Principal positions.
- b. Reduction of the PLAY (First Five) Pre School Program, resulting in the elimination of 1.0 FTE certificated Administrative School Readiness Coordinator positions.
- c. Reduction of High School Counseling Program, resulting in the elimination of 1.0 FTE certificated Counselor positions.
- d. Reduction of Middle School Counseling Program, resulting in the elimination of 5.0 FTE certificated Counselor positions.
- e. Reduction of Adult School English Second Language Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- f. Reduction of Adult School ILC Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- g. Reduction of Adult School Tracy Adult Resource Program, resulting in the elimination of .5 FTE certificated Teacher positions.
- h. Reduction of Athletic Director Program, resulting in the elimination of .6 FTE certificated Teacher positions.
- i. Reduction of Activities Director Program, resulting in the elimination of .6 FTE certificated Teacher positions.
- j. Reduction of Lower Level Math Teaching Program, resulting in the elimination of 4.0 FTE certificated Teacher positions.
- k. Reduction of Spanish Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.

- l. Reduction of High School Business Teaching Program, resulting in the elimination of 1.4 FTE certificated Teacher positions.
- m. Reduction of High School Art Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- n. Reduction of High School Exploratory Industrial Technology Teaching program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- o. Reduction of High School Chemistry Teaching Program, resulting in the elimination of 2.0 FTE certificated Teacher positions.
- p. Reduction of High School Biology Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- q. Reduction of High School Social Science Teaching Program, resulting in the elimination of 4.4 FTE certificated Teacher positions.
- r. Reduction of the Physical Education Teaching Program, resulting in the elimination of 3.0 FTE certificated Teacher positions.
- s. Reduction of High School AVID Teaching Program, resulting in the elimination of .2 FTE certificated Teacher positions.
- t. Reduction of Itinerant K-5, K-8 Strings/Instrumental Music Teaching Program, resulting in the elimination of 2.0 FTE certificated Teacher positions.
- u. Reduction of Middle School Woodshop Teaching Program, resulting in the elimination of 1.0 FTE certificated Teacher positions.
- v. Reduction of High School English Teaching Program, resulting in the elimination of .2 FTE certificated Teacher positions, including .2 FTE temporary teacher for the 2010-2011 school year.
- w. Reduction of Elementary Classroom Teaching Program, resulting in the elimination of 41.0 FTE certificated Teacher positions, including 19.5 FTE teachers laid off in 2009-2010 and rehired as temporary teachers for the 2010-2011 school year.

WHEREAS, it is the opinion of the Governing Board that it is necessary by reason of the above reduction or elimination of particular kinds of service to eliminate 75.9 FTE certificated positions in the District at the close of the current school year in accordance with Education Code section 44955; and

WHEREAS, this Board is authorized by Education Code section 44955 to deviate from terminating employees in order of seniority where the District demonstrates a specific need for personnel to teach a specific course or course of study.

NOW, THEREFORE, BE IT RESOLVED that it shall be necessary to terminate at the end of the 2010-2011 school year the employment of not more than 75.9 FTE certificated employees of the District as a result of the above-reduction of services. The Superintendent or his designated representative is directed to take all appropriate action needed, including the sending of appropriate notices to all employees whose positions shall be affected by virtue of this action.

PASSED AND ADOPTED this 22nd day of February, 2011 by the Board of Trustees of the Tracy Unified School District by the following vote:

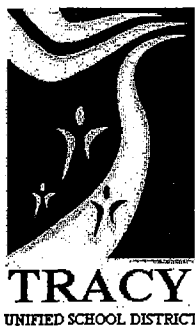
AYES: NOES: ABSENT: ABSTAIN:

President
Board of Trustees
Tracy Unified School District

Attested:

I certify that the foregoing resolution was adopted by the Board of Trustees of the Tracy Unified School District, County of San Joaquin, on the date shown above.

Clerk
Board of Trustees
Tracy Unified School District



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: *SH* Dr. Sheila Harrison, Assistant Superintendent of Educational Services
& Human Resources
DATE: February 11, 2011
SUBJECT: Adopt Resolution No. 10-20, Authorizing Administrative Reassignments for
the 2011/2012 School Year

BACKGROUND: Pursuant to Education Code 44951 the District administration is making a recommendation that will require the Governing Board of the Tracy Unified School District to Adopt Resolution 10-20 authorizing the reassignment of administrators for the 2011-2012 school year.

RATIONALE: Pursuant with Education Code 44951 the District can exercise its right to reassign Administrators for the 2011-2012 school year. This Resolution will allow the flexibility needed by the District to make any necessary reassignments in the administrative ranks in order to meet budgetary, District, and school site needs. Certificated administrators must receive notice of a possible reassignment prior to March 15, 2011 in order to preserve the ability to adjust their work assignment for the 2011-2012 school year.

RECOMMENDATION: Adopt Resolution No. 10-20, Authorizing Administrative Reassignments for the 2011/2012 School Year

Prepared by: Dr. Sheila Harrison, Assistant Superintendent of Educational Services & Human Resources

**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 10-20**

**RESOLUTION AUTHORIZING ADMINISTRATIVE REASSIGNMENTS
FOR THE 2011-2012 SCHOOL YEAR**

WHEREAS, the Governing Board of a school district may, pursuant to California law, choose to release or reassign properly notified certificated administrators and supervisors for the next school year; and

WHEREAS, pursuant to Education Code section 44951, all certificated employees holding a position requiring an administrative or supervisory credential will be continued in their present positions unless notified in writing prior to March 15 that they may be released or reassigned from their position for the following year; and

WHEREAS, it is possible that the Superintendent will recommend and that the Board will choose to release or reassign administrators holding the following positions effective the 2011 -2012 school year:

<u>Name</u>	<u>Position</u>
Juan Lopez	Administrator of Bilingual/ ELD Site Programs
Rashmi Ahuja	Assistant Principal
Karen Alcorn	Assistant Principal
Troy Brown	Assistant Principal
Roland Davis	Assistant Principal
Doyle, David	Assistant Principal (Interim)
Lyndell Hawkins	Assistant Principal
Eric Lobaugh	Assistant Principal
Ronald Lycan	Assistant Principal
Joni McGinnis	Assistant Principal
Barbara Silver	Assistant Principal
Sam Strube	Assistant Principal
Amy Lowery	Associate Principal

Sheila Harrison	Assistant Superintendent, Human Resources and Educational Services
Cynthia Edmiston	Coordinator of Health Services
Dave Pickering	Director, Adult, Career & Technical Education
Linda Boragno-Dopp	Director, Alternative Programs
Carol Anderson-Woo	Director, Curriculum, Accountability, & Continuous Improvement
Donna Sonneburg	Director, Instructional Media Center
Janet Skulina	Director, Special Education
Janice Bussey	Director, Staff Development
Paul Hall	Director, Student Services & Curriculum
Cynthia Johannes	Principal, Continuation High School
Lisa Beeso	Principal, Elementary
Tammy Christensen	Principal, Elementary
Jon Fine	Principal, Elementary
Nancy Link	Principal, Elementary
Cindy Sasser	Principal, Elementary
Ramona Soto-Barajas	Principal, Elementary
Carla Washington	Principal, Elementary
Cheryl Domichelli	Principal, High School
Jeff Frase	Principal, High School
Jason Noll	Principal, High School
Laurie Fracoli	Principal, K-8
Khushwinder Gill	Principal, K-8
William Maslyar	Principal, K-8
Frederick Medina	Principal, K-8

Barbara Montgomery-Aquino

Principal, Middle School

Susan O'Hara-Jones

Principal, Middle School

Brandi Harrold

Program Specialist

Katharine Alaniz

Special Education Program Specialist

NOW, THEREFORE, BE IT RESOLVED THAT the Governing Board of the Tracy Unified School District hereby determines that the above-listed administrators may be released or reassigned from their positions for the 2011-2012 school year;

BE IT FURTHER RESOLVED THAT the Superintendent is directed before March 15, 2011, to send a written notice to each of them which shall either be deposited in the United States registered or certified mail, return receipt requested, with postage prepaid addressed to the last known address of each, or shall be personally delivered to each and for which each shall sign indicating receipt, and which shall notify each of the possible above-referenced reassignment for the 2011-2012 school year.

ADOPTED by the Governing Board of the Tracy Unified School District on _____, 2011, by the following vote:

AYES:

NOES:

ABSENT:

President of the Board

Clerk of the Board

