

## **NOTICE**

### **REGULAR MEETING OF THE GOVERNING BOARD**

#### **TRACY UNIFIED SCHOOL DISTRICT**

**DATE: TUESDAY, JANUARY 25, 2011**

**PLACE: DISTRICT EDUCATION CENTER  
BOARD ROOM  
1875 WEST LOWELL AVENUE  
TRACY, CALIFORNIA**

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

## **AGENDA**

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#10-11/57, 65, 66, 67
    - 3.1.2 Application for Reinstatement AR#10-11/37, 38  
**Action:** Motion\_\_\_; Second\_\_\_ **Vote:** Yes \_\_\_; No\_\_\_; Absent\_\_\_; Abstain\_\_\_.
    - 3.1.3 Waiver of Expulsion WE#10-11/7  
**Action:** Motion\_\_\_; Second\_\_\_ **Vote:** Yes \_\_\_; No\_\_\_; Absent\_\_\_; Abstain\_\_\_.
    - 3.1.4 Early Graduation: WHS# 10320687, 10320691  
**Action:** Motion\_\_\_; Second\_\_\_ **Vote:** Yes \_\_\_; No\_\_\_; Absent\_\_\_; Abstain\_\_\_.
  - 3.2 **Human Resources:**
    - 3.2.1 Consider Public Employee/Employment/Discipline/Dismissal/Release  
**Action:** Motion\_\_\_; Second\_\_\_ **Vote:** Yes \_\_\_; No\_\_\_; Absent\_\_\_; Abstain\_\_\_.
    - 3.2.2 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**

**6. Closed Session Issues:**

**6a** Action on Findings of Facts: FF#10-11/57, 65, 66, 67

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

**6b** Report Out on Application for Reinstatement AR#10-11/37, 38

**Action:** **Vote:** Yes \_\_\_; No \_\_\_; Absent\_\_\_; Abstain \_\_\_

**6c** Report Out of Action Taken on Waiver of Expulsion WE#10-11/7

**Action:** **Vote:** Yes \_\_\_; No \_\_\_; Absent\_\_\_; Abstain \_\_\_

**6d** Report Out of Action Taken on Early Graduation WHS# 10320687, 10320691

**Action:** **Vote:** Yes \_\_\_; No \_\_\_; Absent\_\_\_; Abstain \_\_\_

**7. Approve Regular Minutes of January 11, 2011.**

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

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**8. Student Representative Reports:** West High: Brooke Gard; Tracy High: Taylor Bobbit; Stein High: Jason Nasiri; Kimball High: Aloukika Shah

**9. Recognition & Presentations:** An opportunity to honor students, employees and community members for outstanding achievement:

**9.1** Recognize and Thank PG&E for their \$5,250 Rebate to TUSD Following the Purchase of Seven Combi Ovens

**9.2** Villalovoz Elementary School Site Update on Achievements & Activities

**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 Governor's State Budget Proposal

6-7

<b>12. PUBLIC HEARING:</b>		<b>Pg. No.</b>
<b>12.1 Administrative &amp; Business Services:</b>		
12.1.1 Open Public Hearing on the School Facilities Needs Analysis and Adoption of Alternative Developer Fees Pursuant to Government Code Section 65995.6(d)		<b>8-36</b>
<b>12.2 Human Resources:</b>		
12.2.1 Receive Public Comments Regarding Negotiations with the Tracy Educators Association (TEA) and the Tracy Unified School District (TUSD) for the 2011-2012 School Year		<b>37</b>
<b>13. Consent Items:</b> 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.		
<b>Action:</b> Motion___; Second___ <b>Vote:</b> Yes___; No___; Absent___; Abstain___		
<b>13.1 Administrative &amp; Business Services:</b>		
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		<b>38-39</b>
13.1.2 Approve Assembly Vendors and Site Assembly Utilization Calendars		<b>40-43</b>
13.1.3 Approve Revolving Cash Fund Reports for December, 2010		<b>44-45</b>
13.1.4 Approve Monthly Budget Adjustment Report, December, 2010		<b>46-50</b>
13.1.5 Approve Payroll Reports for December, 2010		<b>51-57</b>
13.1.6 Approve Accounts Payable Warrants Report for December, 2010 (Separate Cover Item)		<b>58</b>
13.1.7 Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda		<b>59-60</b>
13.1.8 Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda		<b>61-62</b>
<b>13.2 Educational Services:</b>		
13.2.1 Ratify Agreement for Special Contract Services for Nancy Fetzner to Provide Three Full Days of Coaching for Teachers in Writing Strategies at Jacobson Elementary School on January 12, 13 and 14, 2011		<b>63-65</b>
13.2.2 Approve Overnight Travel for West High, Tracy High And Kimball High Black Student Unions to Attend the United Black Student Unions of California Annual Convention in Ontario, California, on March 18, 19, and 20, 2011		<b>66</b>
13.2.3 Approve Overnight Travel for Tracy High School (THS) Cheer Team and Coaches to Participate in the USA Spirit Nationals in Southern California on March 23-26, 2011		<b>67</b>
13.2.4 Approve Overnight Travel for Lucas Colbert and Effie Zhou to Attend the CBDA All-State Honor Band in Fresno, California, February 17-20, 2011		<b>68</b>
13.2.5 Ratify Agreement for Special Contract Services with Parent Institute for Quality Education (PIQE) to Provide Training for Parents at Villalovoz Elementary and Williams Middle School		<b>69-72</b>
13.2.6 Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2011		<b>73-74</b>

- |        |  | Pg. No. |
|--------|--|---------|
| 13.3   | <b>Human Resources:</b>  |         |
| 13.3.1 | Approve Classified, Certificated and/or Management Employment  | 75-76   |
| 13.3.2 | Accept Resignations/Retirements/Leaves of Absence for Classified, Certificated, and/or Management Employment   | 77      |
| 14.    | <b>Action Items:</b> 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   | <b>Administrative &amp; Business Services:</b>   |         |
| 14.1.1 | Accept the 2009-10 Independent Annual Financial Audit<br>(Separate Cover Item)   | 78      |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 14.1.2 | Approve "Steve Thornton Gymnasium" as the Name for the West High School Gymnasium  | 79-80   |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 14.1.3 | Adopt Resolution No. 10-15 Adopting the School Facilities Needs Analysis and Establish School Facilities Fees  | 81-85   |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 14.1.4 | Accept the 2009-10 Independent Annual Financial Audit and Performance Audit for Measure E and Measure S General Obligation Bonds   | 86-116  |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 14.2   | <b>Educational Services:</b>   |         |
| 14.2.1 | Approve the 2010-2011 Consolidated Application, Part II, for the Tracy Unified School District (Separate Cover Item)   | 117     |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 14.3   | <b>Human Resources:</b>  |         |
| 14.3.1 | Adopt the District's Initial Bargaining Proposal for the Tracy Educators Association (TEA) for the 2011-2012 School Year and Submit it for Negotiations, Pending Public Input  | 118     |
|        | <b>Action:</b> Motion___; Second___ . <b>Vote:</b> Yes ___; No ___; Absent ___; Abstain ___.   |         |
| 15.    | <b>Board Reports:</b> An opportunity for board members to discuss items of particular importance or interest in the district.  |         |
| 16.    | <b>Superintendent's Report:</b> 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.    | <b>Board Meeting Calendar:</b>   |         |
| 17.1   | February 8, 2011   |         |
| 17.2   | February 22, 2011  |         |
| 17.3   | March 8, 2011  |         |
| 17.4   | March 22, 2011   |         |
| 17.5   | April 12, 2011   |         |
| 17.6   | May 10, 2011   |         |
| 17.7   | May 24, 2011   |         |
| 17.8   | June 14, 2011  |         |
| 17.9   | June 28, 2011  |         |

**18. Upcoming Events:**

<b>18.1</b>	<b>February 14, 2011</b>	No School, Lincoln's Birthday
<b>18.2</b>	<b>February 21, 2011</b>	No School, Presidents' Day
<b>18.3</b>	<b>April 22 – 29, 2011</b>	No School, Spring Recess
<b>18.4</b>	<b>May 27, 2011</b>	Last Day of School
<b>18.5</b>	<b>May 28, 2011</b>	Graduation: West High 8:30 a.m. Tracy High 10:30 a.m.

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability. To make this request, please telephone the Superintendent's Office at 209/830-3201. If any person with a disability needs a disability-related modification or accommodation, including auxiliary aids or services, he/she should also contact the Superintendent's Office at least 24 hours prior to the meeting.

**Minutes of  
Regular Meeting of the Governing Board  
For Tracy Unified School District  
Held on Tuesday, January 11, 2011**

- 5:20 PM:** President Swenson called the meeting to order and adjourned to closed session.
- Roll Call:** Board: J. Costa, G. Crandall, W. Gouveia, T. Guzman, G. Silva, B. Swenson, J. Vaughn.  
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry
- 7:06 PM:** President Swenson 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#10-11/44, 50, 51, 52, 53, 54, 56, 58, 59, 60, 63  
**Action:** Swenson, Crandall. **Vote:** Yes-7; No-0.
  - 6b** Report Out on Application for Reinstatement AR#10-11/5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36  
**Action:** **Vote:** Yes-7; No-0.
  - 6c** Report Out on Application for Enrollment #10-11/3  
**Action:** **Vote:** Yes-7; No-0.
  - 6d** Report Out of Action Taken on Waiver of Expulsion WE#10-11/ 5  
**Action:** **Vote:** Yes-7; No-0.
  - 6e** Report Out of Action Taken on Consider Leave of Absence Request for Certificated Employee #UC-718, Pursuant to Article XX, Leave of Absence of the Master Agreement Between the Tracy Unified School District and the Tracy Educators Association  
**Action:** Denied. **Vote:** Yes-7; No-0.
- Employees Present:** C. Minter, J. Cardoza, R. Pearlman, S. Lycan, N. Link, N. Kettner, A. Lowery, P. Hall, B. Carter, A. Continente, S. Sievers, J. Yasemsky, B. Maslyar, D. Wittkoske, L. Dopp, D. Langland, K. Abney, J. Anderson, C. Greer, D. Ensor, J. Squires
- Press:** K. Young, Tracy Press
- Visitors Present:** Mousalimas Family, A. Gupta, Dhakal Family
- Minutes:** **Approve Regular Minutes of December 14, 2010.**  
**Action:** Vaughn, Guzman. **Vote:** Yes-6; No-0; Abstain-1(Crandall)
- Student Rep Reports:** None.
- Recognition & Presentations:** 9.1 Recognize and Congratulate the Student Winners and Staff Coordinators of the TUSD Spelling Bee

Assistant Superintendent of Educational Services and Human Resources, Dr. Sheila Harrison recognized the following spelling bee winners:

The winners of the 4-6th Grade Elementary Bee were: 1st Place: Paris Mousalimas, 5th grade, Hirsch Elementary School; 2nd Place: Destinee Goodman, 6th grade, Monte Vista Middle School; 3rd Place: Tanner Piazza, 5th grade, Central Elementary School; 4th Place: Abigail Atkins, 6th grade, Williams Middle School, who also advanced to the County Spelling Bee. The winners of the 7-9th Grade Junior High Bee were: 1st Place: Aditya Gupta, 9th grade, Tracy High School; 2nd Place: Ahana Dhakal, 9th grade, Kimball High School; 3rd Place: Mashall Chhotani, 8th grade, George Kelly School; 4th Place: Ghayan Chhotani, 9th grade, Kimball High School. First place winner Aditya Gupta and second place winner Ahana Dhakal advanced to the County Spelling Bee where Aditya took second place and Ahana took third. Aditya will now advance to the State spelling bee in San Rafael on May 14<sup>th</sup>. Dr. Franco presented certificates to these students and teachers: Cindy Greer, Maria Bourque, Donna Boyd, Jan Borrego and Rechelle Pearlman.

**9.2 Recognize and Congratulate West High School's Academy for Business and Law Teacher, Debbie Wittkowske for Winning a Golden Bell Award in the Curriculum Category for the Mathematics IMP Support Class**

Outstanding recognition and award to win. Honored at the CSBA conference in San Francisco.

**9.3 McKinley Elementary School Site Update on Achievements & Activities**

Principal, Carla Washington, reviewed her website which included information such as ThinkCentral, newsletter, bell schedules, student handbook and ClassZone.

**9.4 Poet Christian School Site Update on Achievements & Activities**

Principal, Bill Maslyar, reviewed his website which included information such as the family envelope, quick links and student handbook. All teachers for grades 5<sup>th</sup> through 8th are using Parent Link.

**Hearing of Delegations**

Steve Sievers commented that CTA is going to invite the school board to their annual dinner. He is not sure of the date yet but it will be at Papapovlos or Le Bistro. The speaker will be one of the top budget analysts.

**Information & Discussion Items:**

**11.1 Administrative & Business Services:  
11.1.1 Receive Report on the Governor's State Budget Proposal**

Associate Superintendent of Business Services, Dr. Casey Goodall, presented a power point regarding the State Budget. Governor Brown presented his 2011 budget proposals yesterday and commented that painful cuts are required. There is currently a \$25.4 billion dollar budget gap. Schools have borne the brunt of spending reductions in recent years so his proposal maintains funding at the same level of the

current year. However, his proposal is based on the outcome of the election tax issue. There is not currently a Plan B. Tracy Unified cannot wait until June 7<sup>th</sup>, as we have to submit a balanced budget by June 30<sup>th</sup>. We will have to work with the assumption that this will not pass. Important upcoming budget dates are: January 14 (State Budget Workshop); January 25 (Board Meeting with more detailed analysis); March 1 (Special Board Meeting to adopt reduction plan); March 8 (Second Interim Report); June 7 (election)

Dr. Franco thanked Casey and his financial team. While we are thankful to Governor Brown for stating that K-12 education has, "borne the brunt of spending reductions in recent years," the current 2011-12 budget proposal does not guarantee funding at the same level as the current. We cannot base our 2011-12 budget on hopeful budgetary figures and therefore, must move forward with the assumption stated in tonight's presentation – cuts of up to \$5.7 million must be made in order to create and pass a balanced budget. We hope, first and foremost, for no further reductions, but if they are required, we will maintain our use of creative solutions and ideas to continue our excellent programs for the students of Tracy.

**Public Hearing:**

12.1

12.1.1

**Human Resources:**

Receive Public Comments Regarding Negotiations with the California School Employees Association (CSEA)

Opened public hearing at 8:09 p.m.

No comments were made.

Closed public hearing at 8:10 p.m.

**Consent Items:**

**Action**

As amended (13.1.1 to reflect corrected amount) Vaughn, Guzman.  
**Vote:** Yes-7; No-0.

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 Measure E Related 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

13.1.4

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

13.1.5

Approve Assembly Vendors and Site Assembly Utilization Calendars

13.2

**Educational Services:**

13.2.1

Approve Overnight Travel for Tom Renner, Aaron Gozum, Pauline Gutierrez, Ian Nool, Emily Teixeira, and Matthew Testo to Attend the ACDA CA All-State Honor Choir in Sacramento, CA March 31-April 2, 2011

13.2.2

Approve Agreement for Special Contract Services for Nancy Fetzner to



Provide Two Full Days of Coaching for Teachers in Reading Comprehension and Writing Strategies at Central School on March 21, 2011 and March 22, 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
- 13.3.3** Approve the Hiring of Four Additional Consulting Teachers for the Peer Assistance and Review Program Per Article XXXVI of the Current Master Agreement between Tracy Educators Association and the Tracy Unified School District

**Action Items:**

- 14.1 Administrative & Business Services:**
- 14.1.1** Adopt Resolution No. 10-13 Authorizing the Imposition and Collection of Developer Fees  
**Action:** Guzman, Vaughn. **Vote:** Yes-7; No-0.
- 14.1.2** Adopt Resolution No. 10-14 Authorizing the Participation in California School Cash Reserve Program (Mid-Year TRAN)  
**Action:** Crandall, Silva. **Vote:** Yes-7; No-0.
- 14.1.3** Approve the Recommendation of the Facility Utilization Committee to Sell Up to \$26 Million of Bonds in Order to Move Ahead with Measure S Projects and to Accept the Recommendation to Remove Closure of a School from the 2011-12 School Year Budget Reduction Plan  
**Action:** Guzman, Vaughn. **Vote:** Yes-7; No-0.
- 14.2 Educational Services:**
- 14.2.1** Adopt Board Policy 0420.4 Charter Schools (1<sup>st</sup> Reading)  
**Action:** Guzman, Swenson. **Vote:** Yes-7; No-0.
- 14.2.2** Acknowledge Administrative Regulation 0420.4, Charter Schools (1<sup>st</sup> Reading)  
**Action:** Crandall, Vaughn. **Vote:** Yes-7; No-0.
- 14.3 Human Resources:**
- 14.3.1** Approve the Traditional Classified and Certificated Calendars for the 2011-12 School Year  
**Action:** Crandall, Silva. **Vote:** Yes-7; No-0.
- 14.3.2** Receive the District's Initial Bargaining Proposal for the Tracy Educators Association (TEA) for the 2011-2012 School Year and Submit it for Negotiations, Pending Public Input  
**Action:** Guzman, Swenson. **Vote:** Yes-7; No-0.
- 14.3.3** Adopt the District's Initial Bargaining Proposal for the California School Employees Association (CSEA) for the 2010-2011 School Year  
**Action:** Guzman, Vaughn. **Vote:** Yes-7; No-0.
- 14.3.4** Acknowledge Receipt of Tracy Educators Association's (TEA) Sunshine Proposal for the 2011-2012 School Year  
**Action:** Crandall, Silva. **Vote:** Yes-7; No-0.

**Board Reports:**

Trustee Silva passed. Trustee Swenson attended the Tracy v. West basketball

game. Trustee Guzman congratulated West for winning a tournament. Trustee Vaughn reported that on Monday January 17<sup>th</sup> there will be the MLK Breakfast sponsored by TAAA, TUSD, City of Tracy and the BSUs from our high schools. It will take place at the Tracy Community Center at 8:30 a.m. The cost of the tickets are \$8.00 each. Trustee Costa passed. Trustee Crandall attended the Tracy v. West basketball game and complimented all the students for their good behavior. Trustee Gouveia worked with Mr. Hawkins at the girls' basketball tournament sponsored by the Tracy Breakfast Lions Club. He commented that this year's challenges be pursued with the thought of unity, understanding, harmony and peace.

**Superintendent  
Report:**

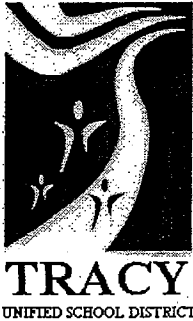
Dr. Franco thanked those who have made donations: Chan Hong in memory of Carol Phan for a grand piano with an estimated value of \$21,168; Tracy Breakfast Lions Club - \$1,000 towards the Tracy High FFA program; NUMMI for used office furniture and offices supplies with an estimated value of \$2,000 to Kimball High; Tracy Chevrolet for \$9,716 for the Tracy/West Ag program and \$1,000 to South/West Park who lost their festival money towards playground equipment; and Taylor Farms for their \$1,000 donation to Williams Middle School. He appreciates everyone's generosity.

**8:32 p.m.**

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Clerk

Date



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Cg Dr. Casey Goodall, Associate Superintendent for Business  
**DATE:** January 18, 2011  
**SUBJECT:** Receive Report on the Governor's State Budget Proposal

**BACKGROUND:** On January 10th Governor Brown proposed the California State Budget for 2011-12. The following day, staff presented a report to the governing Board of the projected impacts of the proposed budget on Tracy Unified School District.

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 California Association of School Business Officials is quoted as stating, "Governor-elect Jerry Brown has made a great effort [...] to get the news out that the state budget is in a \$25 billion hole and that there is going to be more budget pain in the future of every program that relies on state funding, including schools."

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 received further clarification at a budget seminar in Sacramento on January 14, 2011.

**RATIONALE:** Staff will review the information gained at the budget seminar on January 14, 2011, provide a report of whatever information is known on the date of the board meeting, and propose a budget reduction plan.

**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 Governor's State Budget Proposal.

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



**TRACY**  
UNIFIED SCHOOL DISTRICT

# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business  
**DATE:** January 17, 2011  
**SUBJECT:** Open Public Hearing on the School Facilities Needs Analysis and Adoption of Alternative Developer Fees Pursuant to Government Code Section 65995.6 (d).

**BACKGROUND:** In August 1998, ("SB-50") legislation was passed that made major changes in the State School Building Program as well as the level of permissible school mitigation fees. Education Code 17620 was amended to include the revised provisions of Government Code Sections 65995, 65995.5, 65995.6 and 65995.7. Prior to the passage of SB-50 school districts had the power to withhold land use approvals until the impact on school facilities was fully mitigated. These measures included the ability to levy mitigation payments in excess of the statutory fees also referred to as Level I fees. SB-50 limited the powers cities and counties had requiring mitigation of school facilities impact on new development. The amended law required school districts meet certain conditions in order to impose higher fees known as: Level II fees which are based on a 50% contribution from the State School Building Program and Level III fees which is based on 100% of the school facilities cost and may be imposed if the State School Building Program is out of bond funds.

The alternative fees must be adopted by resolution at the end of a public hearing period of not less than 30 days. The public hearing period is scheduled to begin on December 14, 2010 and will close at the January 25, 2011 board meeting.

**RATIONALE:** As a condition to levy alternative fees, TUSD must conduct and adopt a School Facilities Needs Analysis (SFNA). The purpose of the SFNA is to: establish the need for new school facilities for unhoused students attributable to new residential development over the next five years; establish the amount of the fees and demonstrate that the fees are proportionate and reasonable as related to the cost of future facilities within the District.

Due to the configuration of TUSD, two SFNAs have been developed, one for the K-12 boundaries of the District which yields Level II fees of \$5.32 and Level III fees of \$10.64 per square foot of residential construction. Statutory Level I fees are justified for the K-8 feeder Districts which are responsible for mitigation of high school facilities only.

**FUNDING:** No funding implications

**RECOMMENDATIONS:** Open Public Hearing on the School Facilities Needs Analysis and Adoption of Alternative Developer Fees Pursuant to Government Code Section 65995.6 (d).

**Prepared by:** Bonny Carter, Director of Facilities & Planning

Tracy Unified School District  
School Facilities Needs Analysis  
Kindergarten – Grade 12  
November 2010

## Summary

The Governing Board of any school district is authorized to levy a fee, charge, dedication or other requirement against any construction within the boundaries of the district, for the purpose of funding the construction or reconstruction of school facilities. The amount of the fee, with the exceptions as stated in Sections 65995.5 and 65995.7 of Government Code, is limited to a specified amount, generally referred to as the "statutory" fee. Recent legislation also refers to the statutory fee as the Level I Fee. This fee is presently a maximum of \$2.97 per square foot of assessable area for new residential construction and a maximum of \$.47 per square foot of commercial/industrial construction.

Sections 65995.5 and 65995.7 of Government Code contain provisions which allow a school district to justify greater fees which are referred to as the Level II Fee and Level III Fee, if the school district meets specified legal requirements for eligibility and adopts a School Facility Needs Analysis (Government Code 65995.6).

This study titled the School Facility Needs Analysis finds that justification exists for levying Level II Fees and Level III Fees in the Tracy Unified School District in the amounts determined pursuant to Sections 65995.5, 65995.6 and 65995.7. The determination of Level II and III Fees is based the prescribed method of calculation documented in Government Code Section 65995.5 (c).

The calculation yields the representative cost per square foot for new residential construction for school facilities mitigation based on a number of factors that are documented through out this analysis. The results as calculated in accordance with the prescribed formula are noted below:

**Tracy Unified School District  
Grade Kindergarten – 12 Attendance Boundaries  
Mitigation Fees (2010 \$s)**

<b>Level II Fee per Square Foot</b>	<b>\$5.32</b>
<b>Level III Fee per Square Foot</b>	<b>\$10.64</b>

## **Eligibility Requirements**

In order to impose Level II and Level III fees, the District must have met the eligibility requirements outlined in Government Code Section 65995.5. The conditions are as follows:

1. A school district must make a timely application to the State Allocation Board for new construction funding for which it is eligible; be determined by the Board to meet the eligibility requirements for new construction funding pursuant to the State Facilities Program and obtain a letter of determination of its eligibility requirements for new construction.
2. Conduct and adopt a school facilities needs analysis.
3. Satisfy at least two of the following requirements:
  - The district is a unified or elementary school district that has a substantial enrollment of its elementary school pupils on a multi-track year-round schedule. "Substantial enrollment" means that at least 30 percent of the district pupils in kindergarten and grades 1-6 inclusive, in the high school attendance area in which all or some of the new residential units identified in the needs analysis, are planned for construction.
  - The district has placed on the ballot in the previous four years a local general obligation bond to finance school facilities and the measure received at least 50 percent plus one of the votes cast.
  - The district meets one of the following:
    - a. The district has issued debt or incurred obligations for capital outlay in an amount equivalent to 15 percent of the district's local bonding capacity, including indebtedness that is repaid from property taxes, parcel taxes, the district's general fund, special taxes levied by vote of the landowners prior to November 4, 1998, and revenues received pursuant to the Community Redevelopment Law. Indebtedness or other obligation to finance school facilities to be owned, leased, or



used by the district, that is incurred by another public agency, shall be counted for the purpose of calculating whether the district has met the debt percentage requirement contained herein; or

- b. The district has issued debt or incurred obligations for capital outlay in an amount equivalent to 30 percent of the district's local bonding capacity, including indebtedness that is repaid from property taxes, parcel taxes, the district's general fund, special taxes levied by vote of the landowners after November 4, 1998, and revenues received pursuant to the Community Redevelopment Law. Indebtedness or other obligation to finance school facilities to be owned, leased, or used by the district, that is incurred by another public agency, shall be counted for the purpose of calculating whether the district has met the debt percentage requirement contained herein.
- At least 20 percent of the teaching stations are relocatable classrooms.

## **Compliance with Statutory Requirements**

The District satisfies all of the requirements necessary to conduct a School Facilities Needs Analysis. These requirements have been satisfied in the following manner:

- The District adopted a Resolution on February 23, 1999 electing to participate in the School Facilities Program. Eligibility was recently reestablished April 22, 2009 with the recertification of SAB Forms 50-01. Filing for construction eligibility satisfies the requirement for collecting Level II and Level III fees. The District's most current eligibility has been determined on SAB Form 50-01 and included as an Appendix.
- The District has placed a general bond measure on the ballot during the past four years and received at least 50 percent plus one of the votes cast.
- The District's outstanding debt or obligations is equal to approximate 26 % of the District's local bonding capacity.
- More than 33% of the District's teaching stations are in portable/relocatable classrooms.

## **Calculation of the Fees**

In 1998, Senate Bill 50 outlined the methodology required for use in the calculation of Level II and Level Fees III and it is defined in Section 65995.5 (c) of Government Code as follows:

1. The identified number of unhoused pupils shall be multiplied by the appropriate new construction grant amounts provided in subdivision (a) of Education Code Section 17072.10 approved by the State Allocation Board as part of the State School Facilities Program. This sum shall be added to 50% of the site acquisition and development costs determined pursuant to Government Code 65995.5(h) for the number of acres determined to be necessary as set forth by Department of Education guidelines.
2. Deduct the full amount of local funds the governing board has dedicated to facilities necessitated by new construction and any proceeds from surplus property sales.
3. The resulting amount shall be divided by the projected total square footage of assessable space of residential units anticipated to be constructed during the next five year period.

## Determination of Unhoused Students

The number of unhoused elementary, middle and high school students is based on the District's historical student generation rates from new residential units constructed within the kindergarten through 12<sup>th</sup> grade boundaries, during the previous five years for similar units expected to be constructed during the next five years. Table 1 indicates the student generation rates for Single Family Residential Units and Table 2 indicates the student generation rates for Multi-Family Residential Units. Actual student counts are listed in the Appendix.

**Table 1**  
**Student Generation Rates For Single Family Detached**  
**Units Constructed During Previous 5 Years**

<b>School Level</b>	<b>Number of Students Matched</b>	<b>Number SFD Units</b>	<b>Student Generation Rates</b>
Elementary K-5	1,020	2,941	0.35
Middle 6-8	521	2,941	0.18
High School 9-12	544	2,941	0.24
<b>Total</b>	<b>2,242</b>	<b>2,941</b>	<b>0.76</b>

**Table 2**  
**Student Generation Rates For Multi-Family Units**  
**Constructed During the Previous 5 Years**

<b>School Level</b>	<b>Number of Students Matched</b>	<b>Number MF Units</b>	<b>Student Generation Rates</b>
Elementary K-5	6	30	0.20
Middle 6-8	2	30	0.07
High School 9-12	4	30	0.13
<b>Total</b>	<b>12</b>	<b>30</b>	<b>0.40</b>

## Projected Residential Units

Table 3 indicates number of units expected to be constructed within the kindergarten through 12<sup>th</sup> grade boundaries of the District. The units anticipated to be constructed over the next 5 years \*.

**Table 3**  
**Future Units by Unit Type**

<b>Unit Type</b>	<b>Number of Future Units</b>
Single Family Detached	500
Single Family Attached	0
Multi-Family	250
<b>Total Future Units</b>	<b>750</b>

The projected number of unhoused students is calculated by multiplying the future units in Table 3 by the student generation rates as indicated in Tables 1 and 2. It is anticipated that there will be an increase of 481 new students from within the K-12 boundaries of TUSD as indicated in Table 4.

**Table 4**  
**Projected Unhoused Students**

<b>School Level</b>	<b>Projected Unhoused Students Single Family Detached</b>	<b>Projected Unhoused Students Multi-Family</b>	<b>Total Unhoused Students</b>
Elementary K-5	173	50	223
Middle 6-8	89	17	105
High School 9-12	119	33	153
<b>Total</b>	<b>381</b>	<b>100</b>	<b>481</b>

\* At the time of this analysis, new development contiguous with the boundaries of the K-12 boundaries of the school District and the City of Tracy has been limited by measure A to 100 units per year with the exception of low-income housing which has been indicated as multi-family residential.

## Amount of New School Construction Grants

The State School Facilities Program established the amount of new construction grants based on a statewide average of actual costs for elementary, middle and high school facilities. The State Allocation Board adjusts the grant amount annually to reflect the increases in construction costs. The grant amount also includes additional amounts for mandated requirements for fire alarm systems, sprinkler systems and labor compliance program costs. New construction grants per the State School Building Program represents 50% of the cost of construction. The current amount of new construction grants are indicated in Table 5 below:

**Table 5**  
**State School Building Program**  
**Per Student New Construction Grant Amount (2010 \$'s)**

School Level	New Construction Grant Amount
Elementary K-5	\$9,031
Middle 6-8	\$9,550
High School 9-12	\$12,076

Based on the number of new students that will be generated from anticipated residential units, the following represents the total construction cost that can be mitigated with alternative fees.

**Table 6**  
**Total New School Construction Amount**

School Level	Projected Number of Unhoused Students	Per Grant Amount	New Construction Amount
Elementary K-5	223	\$9,031	\$ 2,017,619
Middle 6-8	105	\$9,550	\$ 1,005,061
High School 9-12	153	\$12,076	\$ 1,841,691
<b>Total</b>	<b>481</b>		<b>\$ 4,864,371</b>

## Determination of Site Acquisitions Costs and Site Development Costs

Site acquisition costs per acre are based on both the actual costs of recent school construction projects, or on the value of comparable properties recently sold within the District's kindergarten through 12<sup>th</sup> grade boundaries. Site development costs are also based on recent costs of school construction projects as well as from estimates developed by the District's architect as projected for future construction projects. Estimates for site acquisition include the cost of environmental mitigation and estimates for site development include the cost of all required infrastructure and liquefaction remedies.

**Table 7**  
**Site Acquisition and Site Development Costs**

<b>School Level</b>	<b>Site Acquisition Cost per Acre</b>	<b>Site Development Cost per Acre</b>
Elementary K-5	\$120,000	\$150,000
Middle 6-8	\$120,000	\$200,000
High School 9-12	\$150,000	\$300,000

### School Site Acreage

Using the established guidelines published by the Department of Education for school site sizes, TUSD would need to acquire the recommended number of acres for new school sites based on the designated student capacity as indicated in the following table.

**Table 8**  
**Student Capacities and Site Acreage**

<b>School Level</b>	<b>Student Capacity</b>	<b>Site Acreage</b>
Elementary K-5	750	13
Middle 6-8	1,200	25
High School 9-12	2,000	55

Based on the student capacity for future schools and the recommended site acreage, Table 9 indicates the total cost of site acquisition and site development.

**Table 9**  
**Site Acquisition and Site Development Costs of Future School Facilities**

<b>School Level</b>	<b>Site Acquisition Cost</b>	<b>Site Development Costs</b>	<b>Total Site Costs</b>
Elementary K-5	\$1,560,000	\$1,950,000	\$3,510,000
Middle 6-8	\$3,000,000	\$5,000,000	\$8,000,000
High School 9-12	\$8,250,000	\$16,500,000	\$24,750,000
<b>Total</b>	<b>\$12,810,000</b>	<b>\$23,450,000</b>	<b>\$36,260,000</b>

### **School Sites Needed**

The number of school sites needed to house students from future residential units is indicated in Table 10. Although these figures represent only a portion of a school, ultimately an entire school will need to be completed to accommodate future students expected with the build-out of all residential property within the kindergarten through 12 grade boundaries of the District in future years.

**Table 10**  
**School Sites Needed**

<b>School Level</b>	<b>Projected Unhoused Students</b>	<b>Design Capacity of Future School</b>	<b>Total Sites Needed</b>
Elementary K-5	223	750	0.30
Middle 6-8	105	1,200	0.09
High School 9-12	153	2,000	0.08

### **Total Site Acquisition and Site Development Costs**

Total site costs represented in Table 11 are calculated based on the number of sites needed to house students generated from future residential units.

**Table 11**  
**Total School Site Acquisition and Site Development Costs**

<b>School Level</b>	<b>Total Sites Needed</b>	<b>Site Costs</b>	<b>Total Site Costs</b>
Elementary K-5	0.30	\$3,510,000	\$1,045,561
Middle 6-8	0.09	\$8,000,000	\$701,613
High School 9-12	0.08	\$24,750,000	\$1,887,317



## Level II Mitigation Amounts

The final calculation of Level II fees includes the construction grant amount which represents 50% of actual construction cost. Site acquisition and site development costs amounts cannot exceed half the amount of the actual cost. Table 12 factors these cost to represent 50% of the total cost.

**Table 12**  
**Level II Site Costs**

<b>School Level</b>	<b>Total Site Costs</b>	<b>Multiplier</b>	<b>Level II Fee Site Costs</b>
Elementary K-5	\$1,045,561	50.00%	\$522,780
Middle 6-8	\$701,613	50.00%	\$350,807
High School 9-12	\$1,887,317	50.00%	\$943,659

The total construction grant amount needs to be added to the site acquisition and development costs to reflect the total mitigation amount used to determine Level II fees that can be applied to new residential construction. This amount is represented in Table 13 below:

**Table 13**  
**Level II School Facility Costs**

<b>School Level</b>	<b>Total New Construction Grant Amount</b>	<b>Level II Fee Site Costs</b>	<b>Level II Mitigation Amount</b>
Elementary K-5	\$2,017,619	\$522,780	\$2,540,400
Middle 6-8	\$1,005,061	\$350,807	\$1,355,868
High School 9-12	\$1,841,691	\$943,659	\$2,785,350
<b>Total</b>	<b>\$4,864,371</b>	<b>\$1,817,246</b>	<b>\$6,681,617</b>

Before the final Level II Fee mitigation amount can be calculated the District must deduct for any capital funds that are available for new construction and for the proceeds from sale of any surplus property.

## **Determination of Existing Funds Available for New Construction**

When determining the amount of funds necessary to meet the District's facilities needs the District must consider whether there are existing funds available to construct new facilities. If any funds are available they must be deducted from the facilities costs used to calculate the alternative fees.

- a. Identify and consider any surplus property owned by the District that can be used as a school site or sold to finance school construction. The District does not have surplus property that can be sold to fund new construction.
- b. Consider if projected enrollment growth can be accommodated in existing school capacity. TUSD has no available capacity to house students generated from anticipated residential units that do not have pre-existing mitigation agreement for school fees. Table 14 indicates that there is currently no existing capacity in District schools.
  - The District has capacity to house 15,796 school students. Capacity was determined by loading District-owned classrooms according to Education Code Section 17071.10 as provided for in the OPSC eligibility determination forms. Form SAB 50-02, has been attached in the Appendix. and has been updated to include any new construction subsequent to the District's initial eligibility determination. To determine the District's capacity, standard K-6 classrooms are loaded at 25 students per classroom; standard 7-12 classrooms are loaded at 27 students per classroom and non-severe special day classrooms are loaded at 13 students per classroom.
  - Current Enrollment is based on the student count based on the California Basic Enrollment Data (CBEDS) date for the 2009/10 school year.

**Table 14**  
**Existing School Facilities Capacity and Enrollment**

<b>School Level</b>	<b>2009/10 Capacity</b>	<b>2009/10 Enrollment</b>	<b>Excess/(Shortage)</b>
Elementary K-5	5,963	6,842	(879)
Middle 6-8	1,701	3,566	(1,865)
High School 9-12	7,911	6,487	1,424
SDC	221	526	(218)
<b>Total</b>	<b>15,796</b>	<b>17,421</b>	<b>(1,538)</b>

c. Identify and consider other local sources of funds are available to construct or reconstruct school facilities. No other local revenues are available to TUSD for new construction.

- General Obligation Funds – The District passed a general obligation bond in June 2006 and in November 2008; however bond funds are designated for specific projects, not for the construction of new facilities.
- Other Local Funds – Funds collected from existing developer agreements are earmarked for specific projects.
- Mitigation agreements – The District has mitigation agreements for some of the residential development within the District's boundaries and they are encumbered for specific projects that house growth students from these developments.

**Table 15**  
**Level II Mitigation Amount Net Local Funds Available**

<b>School Level</b>	<b>Level II Mitigation Amount</b>
Level II Mitigation Amount	\$ 6,681,617
Local Funds Available	\$ 0
<b>Total Level II Mitigation Amount</b>	<b>\$ 6,681,617</b>

## **Determination of Total Square Footage of Residential Construction**

Included in the Appendix is data collected by the District for single family homes constructed during the past 10 years. Square footage per unit averaged 2,111 square feet. Multi-family residential units have been estimated to average 800 square feet. Total residential square footage for future housing units is based upon the average square footage per unit type multiplied by the number of residential units anticipated to be constructed during the next five years. This amount is equal to 1,255,500 square feet in residential construction.

**Table 16**  
**Estimated Total Residential Square Footage for Residential Units**

<b>Unit Type</b>	<b>Future Units</b>	<b>Average Square Footage</b>	<b>Total Square Footage</b>
SFD	500	2,111	1,055,500
SFA	0	1,200	0
Multi-Family	250	800	200,000
<b>Total</b>			<b>1,255,500</b>

## Level II Fees

The final calculation which establishes the amount of the Level II fees is based on the total mitigation amount indicated in Table 15 divided by the total square feet of new residential construction in Table 16.

**Table 17**  
**Amount of Level II Fees**  
**Per Square Foot Residential Construction**

	Amount
Level II Mitigation Amount	\$6,681,617
Total Square Feet	1,255,500
<b>Level II Fee per Square Foot</b>	<b>\$5.32</b>

## Calculation of Level III Fees

Pursuant to Section 65995.7, Level III Fees is the maximum amount per square foot of new school facilities cost that may be imposed on new residential construction when no State School Building Program funds are available. The amount of Level III fees is calculated in Table 18.

**Table 18**  
**Amount of Level III Fee Mitigation Amount**

	Amount
Level II Mitigation Amount	\$6,681,617
Unfunded 50%	\$6,681,617
<b>Level III Mitigation Amount</b>	<b>\$13,363,234</b>

## Level III Fees

The final calculation which establishes the amount of the Level III fees is based on the total mitigation amount indicated in Table 18 divided by the total square feet of new residential construction in Table 17.

**Table 19**  
**Amount of Level III Fees**  
**Per Square Foot Residential Construction**

	Amount
Level III Mitigation Amount	\$13,363,234
Total Square Feet	1,255,500
<b>Level III Fee per Square Foot</b>	<b>\$10.64</b>

# Appendix

SCHOOL DISTRICT Tracy Joint Unified School District	FIVE DIGIT DISTRICT CODE NUMBER (see California Public School Directory) 75499
COUNTY San Joaquin	HIGH SCHOOL ATTENDANCE AREA (HSAA) OR SUPER HSAA (if applicable) K-12, Including Feeders 07/08

Check one: ☒ Fifth-Year Enrollment Projection ☐ Tenth-Year Enrollment Projection  
 HSAA Districts Only - Check one: ☐ Attendance ☐ Residency  
☐ Residency - COS Districts Only - (Fifth Year Projection Only)

<input type="checkbox"/> Modified Weighting (Fifth-Year Projection Only)	3rd Prev. to 2nd Prev.	2nd Prev. to Prev.	Previous to Current
<input type="checkbox"/> Alternate Weighting - (Fill in boxes to the right):			

Part G. Number of New Dwelling Units  
 (Fifth-Year Projection Only) 3530

Part H. District Student Yield Factor  
 (Fifth-Year Projection Only) .935

**Part A. K-12 Pupil Data**

Grade	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
	/	/	/	/	2004 / 2005	2005 / 2006	2006 / 2007	2007 / 2008
K					1459	1572	1554	1640
1					1600	1572	1665	1678
2					1578	1657	1638	1698
3					1629	1660	1715	1672
4					1642	1644	1710	1766
5					1671	1670	1683	1710
6					1633	1700	1719	1747
7					1638	1659	1727	1704
8					1615	1671	1687	1720
9					1588	1613	1709	1657
10					1506	1493	1554	1612
11					1401	1378	1420	1449
12					1043	1225	1189	1179
TOTAL					20003	20514	20970	21232

K-6	7-8	9-12	TOTAL
13810	4113	7626	25549

**Special Day Class pupils only - Enrollment/Residency**

	Elementary	Secondary	TOTAL
Non-Severe	294	184	478
Severe	39	26	65
TOTAL	333	210	

**2. Tenth-Year Projection**

Enrollment/Residency - (except Special Day Class pupils)

K-6	7-8	9-12	TOTAL

**Special Day Class pupils only - Enrollment/Residency**

	Elementary	Secondary	TOTAL
Non-Severe			
Severe			
TOTAL			

**Part B. Pupils Attending Schools Chartered By Another District**

7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
				0	0	0	0

**Part C. Continuation High School Pupils - (Districts Only)**

Grade	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
9					3	0	0	2
10					39	36	27	22
11					28	28	23	50
12					74	95	107	165
TOTAL					144	159	157	239

**Part D. Special Day Class Pupils - (Districts or County Superintendent of Schools)**

	Elementary	Secondary	TOTAL
Non-Severe	258	171	429
Severe	34	24	58
TOTAL	292	195	

**Part E. Special Day Class Pupils - (County Superintendent of Schools Only)**

7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current
/	/	/	/	2004 / 2005	2005 / 2006	2006 / 2007	2007 / 2008

**Part F. Birth Data - (Fifth-Year Projection Only)**

☐ County Birth Data ☐ Birth Data by District ZIP Codes ☐ Estimate ☐ Estimate ☐ Estimate

8th Prev.	7th Prev.	6th Prev.	5th Prev.	4th Prev.	3rd Prev.	2nd Prev.	Previous	Current

I certify, as the District Representative, that the information reported on this form and, when applicable, the High School Attendance Area Residency Reporting Worksheet attached, is true and correct and that:

- I am designated as an authorized district representative by the governing board of the district.
- If the district is requesting an augmentation in the enrollment projection pursuant to Regulation Section 1859.42.1 (a), the local planning commission or approval authority has approved the tentative subdivision map used for augmentation of the enrollment and the district has identified dwelling units in that map to be contracted. All subdivision maps used for augmentation of enrollment are available at the district for review by the Office of Public School Construction (OPSC).
- This form is an exact duplicate (verbatim) of the form provided by the Office of Public School Construction. In the event a conflict should exist, then the language in the OPSC form will prevail.

NAME OF DISTRICT REPRESENTATIVE (PRINT OR TYPE) Bonny Carter	
SIGNATURE OF DISTRICT REPRESENTATIVE <i>Bonny Carter</i>	
DATE 2/24/09	TELEPHONE NUMBER (209)830-3200
E-MAIL ADDRESS bcarter@tusd.net	

bcarter@tusd.net





# TRACY

## UNIFIED SCHOOL DISTRICT



### Fall 2009 Student Generation Report

Prepared By



11850 Pierce Street, Suite 200  
Riverside, California 92505  
951-270-5211  
April 2010

## **INTRODUCTION**

The Tracy Unified School District has contracted with Davis Demographics & Planning, Inc. (DDP) to update the Student Generation Rates (SGR) for future developments. SGRs are one of the critical components of facility planning.

When analyzing the impacts of development, student generation rates are used to project the number of students who will eventually be part of a new community. The data is used to determine if and when new school facilities will be needed.

In most cases DDP will examine existing housing within the school district that has been built in the last five years (since 2005) to see the average number students generated by a particular type of housing, i.e. Single Family Detached (SFD), Multi-Family Attached (MFA), Apartments (APT). For this study it was necessary to expand the years to six (since 2004) in order to obtain a large enough sample size.

### **Data Used for Analysis**

Two sets of data are required to calculate Student Generation Rates: a current student file (provided by the District) and current housing unit data (taken from the San Joaquin County GIS department).

*Student Addresses* - Geocoded, or address matched, student data from Fall 2009 is matched to the current street data file. The student data file was obtained from Tracy USD and the elementary school districts that send their students to Tracy USD high schools.

*Assessor Parcel Polygons* - A parcel polygon data set of all the property in the Tracy USD and feeder district boundaries was obtained from the San Joaquin County GIS department. District staff provided a list of housing projects that were completed in the last 10 years to select for the study.

### **Methodology**

The housing developments completed in the last 10 years were located in the parcel data set using ArcGIS (a Geographic Information System software). For each of the areas of interest the parcel polygons were examined on aerial photographs and then selected and the students that reside within those homes were selected. The ratio of students to homes is then calculated to determine the Student Generation Rate. The total number of units for that housing type then divides the number of current students residing in each housing type.  $\text{Student Generation Rate} = \text{Number of Students} \div \text{Number of homes}$ .

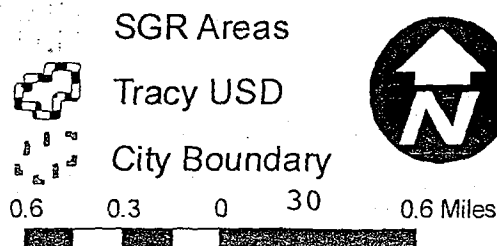
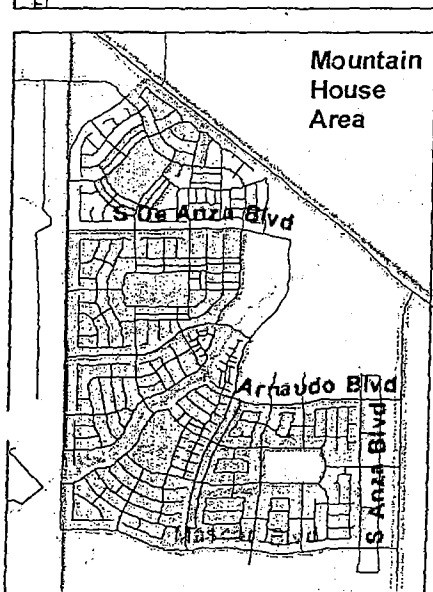
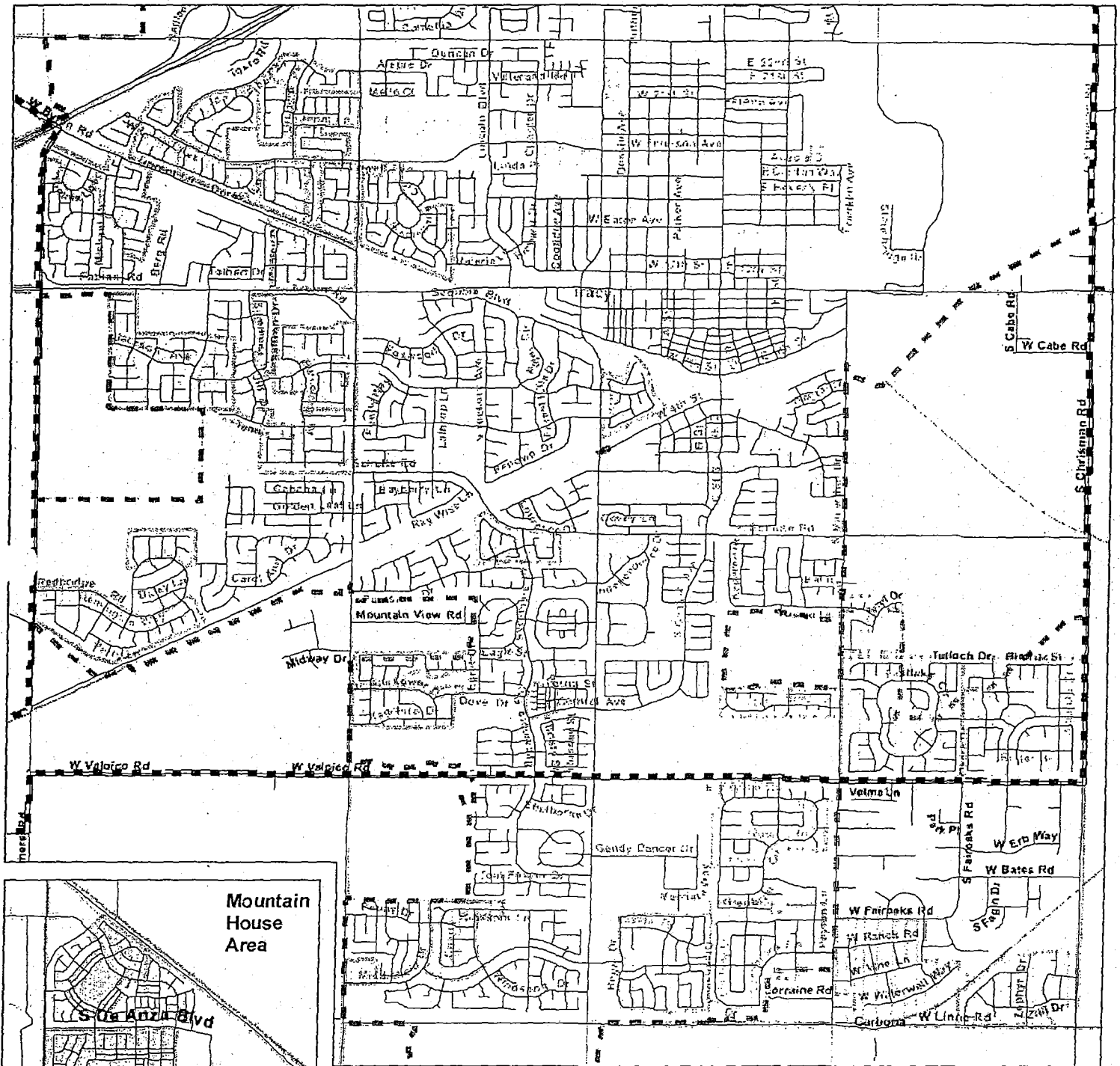
Three areas were studied; developments within the Tracy USD boundary, developments within the feeder districts that are in the city of Tracy and developments within the feeder districts that are in the County. There was not a large enough sample size of MFA for each of these areas so all three areas were combined for the MFA factor. There was also not enough apartment units to select for this study and no known apartments are planned in the future.

The following pages contain a map showing the areas studied and the calculations for the three areas as well as an overall rate for all areas.



# TRACY UNIFIED SCHOOL DISTRICT

## Student Generation Rate Study Areas



Prepared by

**ddp** Davis Demographics & Planning

April 2010

## Calculations

## Single Family Detached

## Tracy USD Boundary

SFD	
Units =	2941
2004-2010	GK-5
Students	1020
SGR	0.347

SFD	
Units =	2941
2004-2010	G6-8
Students	521
SGR	0.177

SFD	
Units =	2941
2004-2010	G9-12
Students	701
SGR	0.238

SFD	
Units =	2941
2004-2010	GK-12
Students	2242
SGR	0.762

## City of Tracy (Outside Tracy USD Boundary)

SFD	
Units =	1353
2004-2010	GK-5
Students	651
SGR	0.481

SFD	
Units =	1353
2004-2010	G6-8
Students	350
SGR	0.259

SFD	
Units =	1353
2004-2010	G9-12
Students	396
SGR	0.293

SFD	
Units =	1353
2004-2010	GK-12
Students	1397
SGR	1.033

## County

SFD	
Units =	3125
2004-2010	GK-5
Students	1121
SGR	0.359

SFD	
Units =	3125
2004-2010	G6-8
Students	507
SGR	0.162

SFD	
Units =	3125
2004-2010	G9-12
Students	440
SGR	0.141

SFD	
Units =	3125
2004-2010	GK-12
Students	2068
SGR	0.662

Total  
All Areas

SFD	
Units =	7419
2004-2010	GK-5
Students	2792
SGR	0.376

SFD	
Units =	7419
2004-2010	G6-8
Students	1378
SGR	0.186

SFD	
Units =	7419
2004-2010	G9-12
Students	1537
SGR	0.207

SFD	
Units =	7419
2004-2010	GK-12
Students	5707
SGR	0.769

## Multi-Family Attached

## Tracy USD Boundary

MFA

Units =	30
2004-2010	GK-5
Students	6
SGR	0.200

MFA

Units =	30
2004-2010	G6-8
Students	2
SGR	0.067

MFA

Units =	30
2004-2010	G9-12
Students	4
SGR	0.133

MFA

Units =	30
2004-2010	GK-12
Students	12
SGR	0.400

## City of Tracy (Outside Tracy USD Boundary)

MFA

Units =	156
2004-2010	GK-5
Students	18
SGR	0.115

MFA

Units =	156
2004-2010	G6-8
Students	6
SGR	0.038

MFA

Units =	156
2004-2010	G9-12
Students	18
SGR	0.115

MFA

Units =	156
2004-2010	GK-12
Students	42
SGR	0.269

## County

MFA

Units =	360
2004-2010	GK-5
Students	21
SGR	0.058

MFA

Units =	360
2004-2010	G6-8
Students	4
SGR	0.011

MFA

Units =	360
2004-2010	G9-12
Students	14
SGR	0.039

MFA

Units =	360
2004-2010	GK-12
Students	39
SGR	0.108

Total  
All Areas

MFA

Units =	546
2004-2010	GK-5
Students	45
SGR	0.082

MFA

Units =	546
2004-2010	G6-8
Students	12
SGR	0.022

MFA

Units =	546
2004-2010	G9-12
Students	36
SGR	0.066

MFA

Units =	546
2004-2010	GK-12
Students	93
SGR	0.170

## Developments Used

SUBDIVISION	DEVELOPER	TOTAL DWELLIN G UNITS	TOTAL PERMITS PULLED	DATE LAST PULLED
<b>CITY DEVELOPMENTS - All Schools</b>				
Alden Meadows	Castle	84	84	08/2005
Eastgate I & II (Sterling Classics)	Meritage Homes	112	112	08/2006
Elissagary Ranch	Suncrest	183	183	05/2005
Elissagary Ranch	Richmond American	119	119	05/2006
Elissagary Ranch	Pulte Homes	71	71	06/2005
Forest Greens II Multi	Palimeno/B&D	44	30	07-2006
Huntington Park	Award Homes	388	388	07/2004
Larkspur Estates (Ashley Park)	Bright Dev.	180	166	08/2004
Meadowood IV (Cintra Park West)	Kimball Hill Homes	38	37	05/2006
Muirfield IX (Oxford Square)	Standard Pacific	84	84	6/2009
Presidio/Lourence Ranch	Standard Pacific	550	550	03/2004
Redbridge	Standard Pacific	150	150	03/2005
Redbridge	Surland Dev.	288	288	03/2004
Ryland Junction (Tracy Estates)	Ryland	186	186	04/2004
San Marco	SEI	209	209	01/2006
San Marco	Warmington	234	234	11/2006
Sterling Park	Meritage Homes	265	265	02/2004
Tracy Place	C.F.Y. Dev.	50	50	11/2005
Yosemite Vista	Bright Dev.	166	58	03/2010
<b>CITY DEVELOPMENTS - High School Only</b>				
Edgewood - Multi	Fairfield Dev.	156	156	08/2004
Edgewood	Lafferty	229	229	08/2006
Garden Square	Shea Homes	375	375	04/2004
Glenbriar	Westco/Homestead	677	655	09/2006
<b>COUNTY DEVELOPMENTS - High School Only</b>				
Fairoaks I/Castello Estates	Castello	48	41	10/2006
Fairoaks II/Castello Estates	Castello	35	28	11/2006
Lindy Estates		18	13	05/2006
Linne Estates / Carbona Station, Unit 1	Ryland	72	71	05/2006
Linne Estates / Carbona Station, Unit 2	Ryland	36	28	06/2005
Linne Estates / Carbona Station, Unit 3	Ryland	28	27	10/2005
Mt. House "E", Unit 1	Lennar	136	136	06/2006
Mt. House "E", Unit 2	Centex	124	107	05/2007
Mt. House "E", Unit 3	Lennar	108	108	05/2006
Mt. House "E", Unit 4	Pulte Homes	136	136	12/2005
Mt. House "E", Unit 5	Lennar	77	77	03/2006
Mt. House "E", Unit 6	Pulte Homes	73	73	05/2006

Mt. House "E", Unit 7	Lennar	105	105	04/2007
Mt. House "E", Unit 8	Pulte Homes	81	81	12/2006
Mt. House "E", Unit 9	Lennar	100	100	11/2007
Mt. House "E", Unit 10	Centex	100	100	02/2007
Cambridge Place - West Mt. House "E", Multi family (Condos)		143	143	08/2007
Cambridge Place - East Mt. House "E", Multi family (Condos)		165	165	12/2007
Mt. House "F", Unit 1	Lennar	172	172	05/2004
Mt. House "F", Unit 2	Lennar	215	215	03/2004
Mt. House "F", Unit 3	Lennar	112	112	04/2004
Mt. House "F", Unit 4	Lennar	128	128	05/2004
Mt. House "F", Unit 5	Lennar	109	109	08/2005
Mt. House "F", Unit 6	Pulte Homes	115	115	11/2004
Mt. House "F", Unit 7	Pulte Homes	81	81	06/2004
Mt. House "F", Unit 8	Pulte Homes	47	47	06/2005
Mt. House "G", Unit 1	Lennar	103	75	06/2008
Mt. House "G", Unit 2	Lennar	124	80	06/2008
Mt. House "G", Unit 3	Pulte Homes	95	95	04/2008
Mt. House "G", Unit 4	Centex	88	45	01/2008
Mt. House "G", Unit 5	Centex	87	87	11/2007
Mt. House "G", Unit 6	Lennar	53	52	07/2008
Mt. House "G", Unit 7	Pulte Homes	89	72	05/2009
Mt. House "G", Unit 8	Pulte Homes	69	59	05/2009
Mt. House "G", Unit 9	Pulte Homes	89	94	02/2010
Mt. House "G", Unit 10	Lennar	93	70	12/2008
Mt. House "H", Unit 7	Shea Homes	111	22	09/2009
Mt. House "H", Unit 9	Shea Homes	117	29	02/2010
Mt. House "H", Unit 10	Shea Homes	93	31	02/2010

SCHOOL DISTRICT <b>Tracy Joint Unified School District</b>	FIVE DIGIT DISTRICT CODE NUMBER (see California Public School Directory) <b>75499</b>
COUNTY <b>San Joaquin</b>	HIGH SCHOOL ATTENDANCE AREA (HSAA) OR SUPER HSAA (if applicable)

PART I - Classroom Inventory	<input type="checkbox"/> NEW	<input checked="" type="checkbox"/> ADJUSTED	K-6	7-8	9-12	Non-Severe	Severe	Total
Line 1. Leased State Relocatable Classrooms								
Line 2. Portable Classrooms leased less than 5 years								
Line 3. Interim Housing Portables leased less than 5 years								
Line 4. Interim Housing Portables leased at least 5 years			1			4		5
Line 5. Portable Classrooms leased at least 5 years								
Line 6. Portable Classrooms owned by district			135	42	58			235
Line 7. Permanent Classrooms			179	50	236	17		482
Line 8. Total (Lines 1 through 7)			315	92	294	21		722

PART II - Available Classrooms	K-6	7-8	9-12	Non-Severe	Severe	Total
Option A.						
a. Part I, line 4	1			4		5
b. Part I, line 5						
c. Part I, line 6	135	42	58			235
d. Part I, line 7	179	50	236	17		482
e. Total (a, b, c, & d)	315	92	294	21		722

Option B.	K-6	7-8	9-12	Non-Severe	Severe	Total
a. Part I, line 8	315	92	294	21		722
b. Part I, lines 1, 2, 5 and 6 (total only)						235
c. 25 percent of Part I, line 7 (total only)						121
d. Subtract c from b (enter 0 if negative)	90	29	-1	-4		114
e. Total (a minus d)	225	63	293	17		603

PART III - Determination of Existing School Building Capacity	K-6	7-8	9-12	Non-Severe	Severe
Line 1. Classroom capacity	5,625	1,701	7,911	221	0
Line 2. SER adjustment	335				
Line 3. Total of lines 1 and 2	5,963	1,701	7,911	221	

I certify, as the District Representative, that the information reported on this form is true and correct and that:

- I am designated as an authorized district representative by the governing board of the district; and,
- This form is an exact duplicate (verbatim) of the form provided by the Office of Public School Construction (OPSC). In the event a conflict should exist, then the language in the OPSC form will prevail.

SIGNATURE OF DISTRICT REPRESENTATIVE		DATE
NAME OF DISTRICT REPRESENTATIVE (PRINT OR TYPE)	E-MAIL ADDRESS	TELEPHONE



SUBDIVISIONS	# Homes 06	Avg. sq. ft.	
Foothill Ranch	81	n/a	0
Buena Vista	90	n/a	0
Foothill Vista	125	2,132	266,500
Sterling Estates	107	1,992	213,144
Sienna Park	151	1,649	248,999
Belconte South	107	2,658	582,102
Belconte North	112	incl. above	0
Pheasant Run	109	2,484	270,756
Meadowood	158	2,150	339,700
Laurel Brook	110	1,528	168,080
Park Atherton	191	2,260	431,660
Bridle Creek	169	1,796	303,524
Woodfield	519	2,427	1,259,613
Muirfield 7	145	2,789	404,405
Alden Meadows	214	2,584	552,976
<b>TOTAL</b>	<b>2388</b>	<b>2,584</b>	<b>6,170,592</b>
Avg. Sq Ft. per Home	<b>2111.164</b>		<b>2111.164</b>



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** ~~Dr.~~ Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources  
**DATE:** January 14, 2011  
**SUBJECT:** Receive Public Comments Regarding Negotiations with the Tracy Educators Association (TEA) and the Tracy Unified School District (TUSD) for the 2011-2012 School Year

**BACKGROUND:** The current three-year contract between the Tracy Unified School District (TUSD) and the Tracy Educators Association (TEA) expires June 30, 2012. The contract has a provision for parties to “meet and negotiate” if mutually agreed upon by both parties, with respect to any subject or matter whether referred to or covered in the Master Agreement or not. The District and TEA have made public their proposals for 2011-2012.

**RATIONALE:** This item is intended to provide an opportunity for the public to comment as provided in Government Code 3547 regarding negotiations.

This agenda item meets Strategic Goal #7: Develop and utilize partnerships that contribute to the achievement of District Goals.

**FUNDING:** N/A

**RECOMMENDATION:** Receive Public Comments Regarding Negotiations with the Tracy Educators Association and the Tracy Unified School District (TUSD) for the 2011-2012 School Year

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



# BUSINESS SERVICES MEMORANDUM

**TO:** *glab* Dr. James C. Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business Services  
**DATE:** January 14, 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/Tracy High School ASB: From: Compagnia Dei Italia Bersaglieri. The donation is in the amount of \$1,000.00 (check #2169). This donation is for the Tracy High School Catering Club.
2. Tracy Unified School District/Tracy High School ASB: From: Tracy Breakfast Lions. The donation is in the amount of \$500.00 (check #3981). This donation is for the Tracy High FFA program.
3. Tracy Unified School District/George Kelly School: From: Target Field Trip Grant (Scholarship America). The donation has an estimated value of \$700.00 (check #TBD). This grant will be used for the 4<sup>th</sup> grade California history trip.
4. Tracy Unified School District/Kimball High School ASB: From: Kimball High School Athletic Booster Club. The donation is in the amount of \$3,774.42 (check #1119). This donation will be applied as follows: Waterpolo - \$21.71; Boys Soccer - \$293.01; Volleyball - \$942.20; Cheer Team - \$39.08; Football Team - \$2,478.42.
5. Tracy Unified School District/Art Freiler School: From: Freiler School Parent Association. The donation has an estimated value of \$1,553.12 (Misc. Clearing). This donation was used for Office Depot, Kinkos, and IMC charges.
6. Tracy Unified School District/Tracy High School ASB: From: Tracy Breakfast Lions. The donation is in the amount of \$5,613.51 (check #3938). This donation is for Tracy High School - Athletics.

7. Tracy Unified School District/Tracy High School ASB: From: California Future Business Leaders of America. The donation is in the amount of \$800.00 (check #1252). This donation is from the Grant SB70.

**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:** *Casey* Dr. James C. Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business Services  
**DATE:** January 12, 2011  
**SUBJECT:** Approve Assembly Vendors and Site Assembly Utilization Calendars

**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.

**RATIONALE:** School site assemblies require pre-approval to ensure three different documents are in place: an approved contract; a certificate of insurance; an endorsement letter naming the district an additional insured. In addition, all assemblies are reviewed to ensure the content is appropriate for student audiences, and that conflicts do not occur with other school site or district events.

To that end, the attached list of vendors has met all of the criteria to provide assemblies at TUSD sites, and their presentation has been deemed appropriate for TUSD students. Additionally, the attached calendar of events has been reviewed to ensure the date and time of the event does not conflict with other site or district events.

This list will be updated monthly and presented to the board for approval.

**FUNDING:** Per attached summary of requisitions.

**RECOMMENDATION:** Approve Assembly Vendors and Site Assembly Utilization Calendars

Prepared by: Cindy Everhart, Facility Use Secretary

Board Approved	Vendor	Insurance Expires
<b>*FLAMES ARE PROHIBITED INDOORS ON DISTRICT PROPERTY - SEE BELOW</b>		
8/25/09	Soul Shoppe, Vicki Abadesco, 415.333.9347, info@soulshoppe.com	2/1/2011
10/9/07	Percussion Discussion Ken Bergmann's 925-755-3786 percuss@pacbell.net	2/26/2011
8/25/09	Intermission Productions, Sheryl Madison, 839-9333, sher.ipmascots@yahoo.com, www.intermissionproductions.com. Haunted Houses must be pre-approved by Bob Corsaro	3/20/2011
2/9/10	San Francisco Shakespeare Festival - Leslie Breton, 415.558.0888, www.sfshakes.org, wwwsfshakes.org/tour/index.html	3/22/2011
9/28/10	Thomas Brown & Associates, 707.968.9030, www.tbrownassociates.com	3/26/2011
4/28/09	Color Me Mine, Angie Long , 834.8910, tracy@colormemine.com, www.tracy.colormemine.com	4/4/2011
2/12/08	Toucan Jam, Sue Lomolino - www.toucanjam.net, 832-0331, sue@theothercheek.com	4/25/2011
11/9/10	Arts Echo Children's Theater Center - Arithmetickle. Ben Bendor 800-341-3585. www.arithmetickle.com	4/25/2011
9/28/10	Bebe Conrad, Benny & Bebe's Magic Circus, www.magiccircus.com, info@magiccircus.com, (415) 457-4FUN (4386)	4/25/2011
2/12/08	Sparkles the Clown, Terry Donaldson - 835-8383, www.sparklesdelight.com	5/1/2011
2/12/08	Ravioli the Clown - Denis Martinez - 835.3535, www.raviolitheclown.com	5/1/2011
8/28/07	Horizon Intertainment - Teen Truth Anti Bully JC Pohl 818 755 8800 , jc@teentruthlive.com	5/18/2011
12/14/10	David Greenberg - Author - 360-560-7766. fax # 503-842-1290. authilus@teleport.com.www.authorsillustrators.com/greenberg/greenberg.htm	6/18/2011
10/9/07	Prismatic Magic - Christopher Volpe -973-283-9006 chris@prismaticmagic.com, frank@prismaticmagic.com	7/16/2011

Board Approved	Vendor	Insurance Expires
11/13/07	Bureau of Lectures & Ancient Artifacts John Tacha or Terry Lyman 800.255.0084, (FIRE SHOW NOT ALLOWED) www.assemblyline.com/index.html bureau@assemblyline.com	8/20/2011
8/28/07	Theater for Children, B Street Theater Programs, Lea Ladd, 916.443.5391 x112	8/28/2011
10/9/07	Mad Science, Danielle Mae Lee, danielle@madsciencesacto.com, 916-736-2924, Elena Michel elena@madsciencesacto.com (Fire & Ice Show not allowed)	12/1/2011
11/9/10	Pacific Dental Services/Tracy Smiles/My Kids Dentist & Orthodontist-Meghan Stephens - 836-5441- stephensm@pacificdentalservices.com, Cammy Harvey - harveyc@pacificdentalservices.com. www.tracysmilesdental.com. 2600 S. Tracy Blvd. Ste. 160 & 170	1/1/2012
10/23/07	Lawrence Hall of Science, 510-642-1700, pfsreq@berkeley.edu, www.lawrencehallofscience.org	Indemnification approved, Tier 1
10/9/07	McDonalds Tammi Beck 916-962-1982	NO Charge, Tier 1
10/9/07	NASA Karin Costa 650-604-6077	NO Charge, Tier 1
10/9/07	Otto the Auto Wendy Sanchez 415-565-2676 wendy_sanchez@csaa.com	NO Charge, Tier 1
10/9/07	Sandia Labs Joel Lipkan - jlipkin@comcast.net	NO Charge, Tier 1
2/10/09	JOE FOSS Institute, 480.348.0316, www.jfiweb.org	NO Charge, Tier 1
4/28/09	District 5 Dairy Princess, 639-1715	NO Charge, Tier 1
5/26/09	Get Real Behind The Wheel, Safe Driving Assembly targeted to 8th, 9th & 10th graders. Ken Ucci 209.601.6523. www.getrealbehindthewheel.org	NO Charge, Tier 1
5/26/09	Cowboys & Kids Reach Assembly, Penny Conway, www.reachkids.com, reachme@theriver.com	NO Charge, Tier 1
2/23/10	Boys Scouts - Civil War History presentation Preston Gilliam, 209-830-1870 or pgilliam@pacbell.net	NO Charge, Tier 1
	<b>ADDING:</b>	
	Sorren Bennick Productions - Power of One Anti-Bullying Program 1-866-816-5808, To view a video clip of the show, go to www.sorenbennick.com; enter the Power of One section, click on the Principals Only field, and use the password: "impact" and the username: "impact".	9/18/2011

Board Approved	Vendor	Insurance Expires
	Kaiser Permanente - Dean Starnes, dean.starnes@kp.org, 510-987-2223, www.Kp.org/etp/ncal, Programs "Community Troupe", PEACE Signs "The Best Me", "Nightmare on Puberty ST." and "Secrets".	1/1/2012
	Magic of Dexter - Brian Poindexter - dexter@magicofdexter.com. www.magicofdexter.com. No animals or fire.	8/15/2011
<p><b>*Section 308.3 Open Flame.</b> A person shall not utilize or allow to be utilized, an open flame in connection with a public meeting or gathering for purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation or similar purpose in Group A or E occupancies in accordance with Appendix Chapter 1, Section 105.6.</p> <p><b>Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not permitted anywhere on school property.</b> Per the Tracy Fire Inspector, failure to comply with this requirement can result in personal and/or District fines ranging from \$250 – 1,000.</p>		
<b>FOOD VENDORS:</b>		
OUTDOORS ONLY - Make sure barbeques are 10 feet away from any building or structure. Place drip pans or tarps under barbeques to avoid spillage on pavement. Do not dump grease, oil, briquettes or barbeques anywhere on TUSD property or in garbage cans or dumpster. If accident spill occurs you are to provide an oil absorbent and clean properly		
5/11/19	Chevy's 839-2241, www.chevys.com	5/9/2011
8/10/10	Shorter's Rib Pit & Catering 839-2290, 16 E. 9th Street, Tracy,	4/9/2011
10/13/09	Famous Dave's BBQ Catering: 866-408-7427 fax 833-9043 www.famousdaves.com	10/1/2011
12/8/09	Texas Roadhouse- Tim Lund, 830-1133, store_tracy@texasroadhouse.com,	12/1/2011
1/11/11	Tracy Breakfast Lions- Dennis Smith 627-8068, 835-5077, copsonline@comcast.net	9/1/2011
<p><b>*Section 308.3 Open Flame.</b> A person shall not utilize or allow to be utilized, an open flame in connection with a public meeting or gathering for purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation or similar purpose in Group A or E occupancies in accordance with Appendix Chapter 1, Section 105.6.</p> <p><b>Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not permitted anywhere on school property.</b> Per the Tracy Fire Inspector, failure to comply with this requirement can result in personal and/or District fines ranging from \$250 – \$1,000.</p>		





# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** *Cy* Dr. Casey Goodall, Assoc. Superintendent of Business Services  
**DATE:** January 13, 2011  
**SUBJECT:** Approve Revolving Cash Fund Reports (December, 2010)

**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 (December, 2010).

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

**TUSD 2011**  
**REVOLVING CASH FUND**  
December 2010

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
12/15/2010	8596	LINDA HARDING	LATE CLASS OVERAGE TIMESHEET	
			01-0000-0-1110-1000-1100-806-8301	-135.48
TOTAL				-135.48



# BUSINESS SERVICES MEMORANDUM

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**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Assoc. Superintendent for Business Services  
**DATE:** January 13, 2011  
**SUBJECT:** Approve Monthly Budget Adjustment Report-December, 2010

**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	12/01/2010 REVISED BUDGET	BUDGET ADJUSTMENTS	12/31/2010 REVISED BUDGET
01	1100	TEACHERS' SALARIES	48,296,574.95	50,080,000.03	102,646.00	50,182,646.03
	1200	CERT PUPIL SUPPORT SALARIES	2,818,448.00	2,834,015.00	-3,378.00	2,830,637.00
	1300	CERT SUPRVSRs' & ADMINS' SAL	4,548,564.00	4,546,396.00	-12,550.00	4,533,846.00
	1900	OTHER CERTIFICATED SALARIES	734,371.00	761,010.00	7,335.00	768,345.00
	2100	INSTRUCTIONAL AIDES' SALARIES	3,350,930.00	3,767,362.00	-5,078.00	3,762,284.00
	2200	CLASSIFIED SUPPORT SALARIES	6,419,151.00	6,937,298.00	-45,034.00	6,892,264.00
	2300	CLASS SUPRVSRs' & ADMINS' SAL	1,411,587.00	1,430,520.00	-1,338.00	1,427,182.00
	2400	CLERICAL & OFFICE SALARIES	4,061,546.00	4,243,786.82	-5,948.00	4,237,838.82
	2900	OTHER CLASSIFIED SALARIES	448,963.00	454,924.00	-2,798.00	452,126.00
	3101	STRS ON 1000 SALARIES	4,592,181.79	4,739,345.75	7,231.00	4,746,576.75
	3102	STRS ON 2000 SALARIES	.00	.00	.00	.00
	3201	PERS ON 1000 SALARIES	67,876.00	104,758.00	70.00	104,828.00
	3202	PERS ON 2000 SALARIES	1,434,358.00	1,680,642.92	-5,420.00	1,675,222.92
	3311	OASDI ON 1000 SALARIES	39,445.00	56,444.00	290.00	56,734.00
	3312	OASDI ON 2000 SALARIES	789,542.00	838,379.81	-2,577.00	835,802.81
	3321	FICA-MED ON 1000 SALARIES	732,962.00	726,770.77	1,539.00	728,309.77
	3322	FICA-MED ON 2000 SALARIES	195,703.00	209,729.58	-876.00	208,853.58
	3331	ALTER. RETIREMENT ON 1000 SAL	.00	1,198.00	110.00	1,308.00
	3332	ALTER. RETIREMENT ON 2000 SAL	29,191.00	35,037.00	-415.00	34,622.00
	3411	HEALTH & WELFARE ON 1000 SALS	6,531,977.21	6,728,847.00	-2,419.00	6,726,428.00
	3412	HEALTH & WELFARE ON 2000 SALS	2,713,024.00	2,941,903.00	-3,987.00	2,937,916.00
	3501	STATE UNEMPLOY ON 1000 SALARY	419,151.00	419,521.86	714.00	420,235.86
	3502	STATE UNEMPLOY ON 2000 SALARY	112,988.00	120,988.25	-429.00	120,559.25
	3601	WORKER'S COMP INS ON 1000 SAL	966,863.00	965,667.68	1,582.00	967,249.68
	3602	WORKER'S COMP INS ON 2000 SAL	260,616.00	279,161.41	-970.00	278,191.41
	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	276,492.00	315.00	276,807.00
	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	403,100.00	3,539.00	406,639.00
	4200	BOOKS OTHER THAN TEXTBOOKS	161,573.00	198,406.00	-4,293.00	194,113.00
	4300	MATERIALS & SUPPLIES	5,208,315.90	8,921,957.84	-133,015.00	8,788,942.84
	4400	NON-CAPITALIZED EQUIPMENT	241,417.00	330,436.00	108,150.00	438,586.00
	5200	TRAVEL & CONFERENCES	82,589.00	164,663.00	33,435.81	198,098.81
	5300	DUES & MEMBERSHIPS	38,525.00	47,205.00	-560.00	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	.00	3,957,422.00
	5600	RENTS,LEASES,REPAIRS,IMPRVMTS	684,506.00	700,445.06	-4,316.00	696,129.06
	5710	DIR COSTS FOR INTRPRG SERVICES	.00	.00	190.00	190.00
	5750	DIR COSTS FOR INTERFUND SVCS	-50,000.00	-49,580.00	-2,886.00	-52,466.00
	5800	OTHER SVCS & OPER EXPENDITURES	4,901,309.00	5,340,004.61	80,063.19	5,420,067.80
	5900	INTERGOVERNMENTAL FEES	501,833.00	613,546.00	12,712.00	626,258.00
	6200	BLDGS & IMPROVEMENT OF BLDGS	419,901.00	545,178.00	.00	545,178.00
	6400	EQUIPMENT	500.00	328,660.00	173,185.00	501,845.00
	6500	EQUIPMENT REPLACEMENT	2,500.00	2,500.00	361,643.00	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

APPROVED			07/28/2010	12/01/2010	BUDGET	12/31/2010
FUND	OBJECT	DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	ADJUSTMENTS	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	-215,328.00	-34.00	-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
TOTAL EXPENSE			110,709,812.85	120,917,126.60	654,429.00	121,571,555.60

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

APPROVED			07/28/2010	12/01/2010	BUDGET	12/31/2010
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
	8161	SP ED-ENTITLEMENT	2,398,902.00	2,790,216.00	.00	2,790,216.00
	8182	SP ED-DISCRETIONARY GRANTS	221,116.00	256,104.00	12,512.00	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	4,366,267.00	67,338.00	4,433,605.00
	8311	OTH ST APPORTIONMENTS-CURR YR	2,589,156.00	2,591,712.00	248,556.00	2,840,268.00
	8434	CLASS SIZE REDUCTION K-3	1,361,526.00	1,361,526.00	.00	1,361,526.00
	8550	MANDATED COST REIMBURSEMENTS	.00	.00	130,832.00	130,832.00
	8560	STATE LOTTERY REVENUE	2,050,902.00	2,167,620.00	.00	2,167,620.00
	8590	ALL OTHER STATE REVENUES	6,052,672.00	6,834,922.00	-2,912.00	6,832,010.00
	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	1,757,545.00	308,601.00	2,066,146.00
	8792	TRANS OF APPORTION FROM CO OFF	3,567,079.00	3,590,849.00	420.00	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	113,065,812.88	765,347.00	113,831,159.88

75 Tracy Jt. Unified School Dist.

Restricted and Unrestricted

FISCAL YR: 11

FUND	OBJECT	DESCRIPTION	BEGINNING BALANCE	12/01/2010 REVISED BALANCE	ADJUSTMENTS	12/31/2010 REVISED BALANCE
01	9770	DESIGNATED FOR ECON UNCERTAIN	-3,328,815.00	-3,328,815.00	.00	-3,328,815.00
	9780	OTHER DESIGNATIONS	11,500,000.00	.00	.00	.00
	9790	UNDESIGNATED/UNAPPROPRIATED	-11,672,635.38	-11,243,936.51	-110,918.00	-11,354,854.51
	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	14,808,751.51	110,918.00	14,919,669.51
	9799	K12 NET GAIN OR LOSS	.00	7,851,313.72	-110,918.00	7,740,395.72



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business Services  
**DATE:** January 13, 2011  
**SUBJECT:** Approve Payroll Reports (December, 2010)

**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:12/10/10 NOVEMBER SUPPLEMENTAL**

FUND 01 GROSS PAYROLL	\$	606,336.41
BENEFITS	\$	65,013.14
TOTAL	\$	671,349.55

FUND 11 GROSS PAYROLL - ADULT EDUCATION	\$	27,283.92
BENEFITS	\$	4,595.31
TOTAL	\$	31,879.23

FUND 12 GROSS PAYROLL - CHILD DEVELOPMENT	\$	5,199.38
BENEFITS	\$	244.69
TOTAL	\$	5,444.07

FUND 13 GROSS PAYROLL - CAFETERIA FUND	\$	15,553.35
BENEFITS	\$	1,605.86
TOTAL	\$	17,159.21

<b>DISTRICT TOTAL</b>	<b>\$</b>	<b>725,832.06</b>
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Report: R0010A

Gross Wage &amp; Fringe Summary by Object for NOVEMBER SUPPL. 12/10/2010

Fiscal Year 2010/2011

Fund: 01 GEN FUND/CO SCHOOL SERV FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	60,577.16	0.00	60,577.16
1105	TEACHERS' SALARIES SUBS	148,386.05	0.00	148,386.05
1107	TEACHERS' SALARIES HOURLY	1,417.50	0.00	1,417.50
1120	HOME INSTRUCTION SALARIES	2,331.00	0.00	2,331.00
1201	CERT PUPIL SUPPORT SALRY EXTRA	2,504.58	0.00	2,504.58
1340	CERT. ADMINISTRATOR SALARIES	6,360.52	0.00	6,360.52
1900	OTHER CERTIFICATED SALARIES	123,528.30	0.00	123,528.30
2100	INSTRUCTIONAL AIDES' SALARIES	109,028.24	0.00	109,028.24
2105	INSTR AIDES SALARIES SUBS	9,107.73	0.00	9,107.73
2106	INSTR AIDES SALARIES OVERTIME	1,289.48	0.00	1,289.48
2200	CLASSIFIED SUPPORT SALARIES	23,144.20	0.00	23,144.20
2205	CLASS SUPPORT SALARIES SUBS	11,364.86	0.00	11,364.86
2206	CLASS SUPPORT SALARY OVERTIME	80,607.14	0.00	80,607.14
2301	CLASS SUPV&ADMIN EXTRA/STIPEND	4,472.83	0.00	4,472.83
2400	CLERICAL & OFFICE SALARIES	6,255.01	0.00	6,255.01
2401	CLERICAL AND OFFICE SAL EXTRA	3,294.72	0.00	3,294.72
2405	CLERICAL AND OFFICE SAL SUBS	1,110.04	0.00	1,110.04
2406	CLERICAL AND OFFICE SAL OT	767.47	0.00	767.47
2407	CLERICAL AND OFFICE SAL HOURLY	724.14	0.00	724.14
2900	OTHER CLASSIFIED SALARIES	8,404.08	0.00	8,404.08
2905	OTHER CLASSIFIED SALARY SUBS	1,661.36	0.00	1,661.36
3101	STRS ON 1000 SALARIES	0.00	25,400.08	25,400.08
3201	PERS ON 1000 SALARIES	0.00	165.97	165.97
3202	PERS ON 2000 SALARIES	0.00	2,570.17	2,570.17
3311	OASDI ON 1000 SALARIES	0.00	352.45	352.45
3312	OASDI ON 2000 SALARIES	0.00	7,308.25	7,308.25
3321	FICA-MED ON 1000 SALARIES	0.00	4,856.21	4,856.21
3322	FICA-MED ON 2000 SALARIES	0.00	3,787.95	3,787.95
3331	ALTER. RETIREMENT ON 1000 SAL	0.00	385.12	385.12
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	5,751.53	5,751.53
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	2,484.69	2,484.69
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	1,880.89	1,880.89
3601	WORKER'S COMP INS ON 1000 SAL	0.00	5,731.33	5,731.33
3602	WORKER'S COMP INS ON 2000 SAL	0.00	4,338.50	4,338.50

01 Fund Total:

606,336.41

65,013.14

671,349.55

Fund: 11 ADULT EDUCATION FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	18,197.63	0.00	18,197.63
1105	TEACHERS' SALARIES SUBS	242.40	0.00	242.40
1200	CERT PUPIL SUPPORT SALARIES	3,710.43	0.00	3,710.43
2100	INSTRUCTIONAL AIDES' SALARIES	5,133.46	0.00	5,133.46
3101	STRS ON 1000 SALARIES	0.00	1,494.79	1,494.79
3202	PERS ON 2000 SALARIES	0.00	544.77	544.77
3312	OASDI ON 2000 SALARIES	0.00	318.27	318.27
3321	FICA-MED ON 1000 SALARIES	0.00	258.36	258.36
3322	FICA-MED ON 2000 SALARIES	0.00	74.43	74.43
3411	HEALTH & WELFARE ON 1000 SALS	0.00	1,194.52	1,194.52
3412	HEALTH & WELFARE ON 2000 SALS	0.00	60.57	60.57

Report: R0010A

Gross Wage &amp; Fringe Summary by Object for NOVEMBER SUPPL. 12/10/2010

Fiscal Year 2010/2011

3501	STATE UNEMPLOY ON 1000 SALARY	0.00	159.49	159.49
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	36.97	36.97
3601	WORKER'S COMP INS ON 1000 SAL	0.00	367.89	367.89
3602	WORKER'S COMP INS ON 2000 SAL	0.00	85.25	85.25
11 Fund Total:		27,283.92	4,595.31	31,879.23
Fund: 12 CHILD DEVELOPMENT FUND				
Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	425.25	0.00	425.25
1340	CERT. ADMINISTRATOR SALARIES	2,844.53	0.00	2,844.53
2100	INSTRUCTIONAL AIDES' SALARIES	1,335.76	0.00	1,335.76
2900	OTHER CLASSIFIED SALARIES	593.84	0.00	593.84
3101	STRS ON 1000 SALARIES	0.00	35.08	35.08
3202	PERS ON 2000 SALARIES	0.00	11.81	11.81
3312	OASDI ON 2000 SALARIES	0.00	8.39	8.39
3321	FICA-MED ON 1000 SALARIES	0.00	6.17	6.17
3322	FICA-MED ON 2000 SALARIES	0.00	27.97	27.97
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	31.48	31.48
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	23.54	23.54
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	13.91	13.91
3601	WORKER'S COMP INS ON 1000 SAL	0.00	54.30	54.30
3602	WORKER'S COMP INS ON 2000 SAL	0.00	32.04	32.04
12 Fund Total:		5,199.38	244.69	5,444.07
Fund: 13 CAFETERIA FUND				
Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
2200	CLASSIFIED SUPPORT SALARIES	5,676.61	0.00	5,676.61
2205	CLASS SUPPORT SALARIES SUBS	9,269.61	0.00	9,269.61
2206	CLASS SUPPORT SALARY OVERTIME	533.69	0.00	533.69
2405	CLERICAL AND OFFICE SAL SUBS	73.44	0.00	73.44
3202	PERS ON 2000 SALARIES	0.00	365.41	365.41
3312	OASDI ON 2000 SALARIES	0.00	244.67	244.67
3322	FICA-MED ON 2000 SALARIES	0.00	225.54	225.54
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	399.97	399.97
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	111.97	111.97
3602	WORKER'S COMP INS ON 2000 SAL	0.00	258.30	258.30
13 Fund Total:		15,553.35	1,605.86	17,159.21
District Total:		654,373.06	71,459.00	725,832.06

**DATE:12/30/10**

FUND 01 GROSS PAYROLL	\$ 5,865,429.68
BENEFITS	\$ 1,751,778.24
TOTAL	<b>\$ 7,617,207.92</b>

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

FUND 12 GROSS PAYROLL - CHILD DEVELOPMENT	\$ 7,242.13
BENEFITS	\$ 2,458.88
TOTAL	<b>\$ 9,701.01</b>

FUND 13 GROSS PAYROLL - CAFETERIA FUND	\$ 111,213.06
BENEFITS	\$ 32,981.54
TOTAL	<b>\$ 144,194.60</b>

<b>DISTRICT TOTAL</b>	<b>\$ 7,793,344.53</b>
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Report: R0010A

Gross Wage &amp; Fringe Summary by Object for DECEMBER REGULAR 12/29/2010

Fiscal Year 2010/2011

Fund: 01 GEN FUND/CO SCHOOL SERV FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
1100	TEACHERS' SALARIES	3,958,742.12	0.00	3,958,742.12
1120	HOME INSTRUCTION SALARIES	7,205.83	0.00	7,205.83
1200	CERT PUPIL SUPPORT SALARIES	221,364.72	0.00	221,364.72
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	39,384.75	0.00	39,384.75
2100	INSTRUCTIONAL AIDES' SALARIES	282,538.12	0.00	282,538.12
2200	CLASSIFIED SUPPORT SALARIES	505,461.64	0.00	505,461.64
2300	CLASS SUPRVSRs' & ADMINS' SAL	8,774.74	0.00	8,774.74
2310	CLASS SUPERVISORS SALARIES	22,085.00	0.00	22,085.00
2320	CLASS. ADMINISTRATOR SALARIES	83,230.40	0.00	83,230.40
2400	CLERICAL & OFFICE SALARIES	205,818.52	0.00	205,818.52
2407	CLERICAL AND OFFICE SAL HOURLY	130,655.42	0.00	130,655.42
2900	OTHER CLASSIFIED SALARIES	32,537.71	0.00	32,537.71
3101	STRS ON 1000 SALARIES	0.00	389,700.19	389,700.19
3201	PERS ON 1000 SALARIES	0.00	8,975.08	8,975.08
3202	PERS ON 2000 SALARIES	0.00	133,361.60	133,361.60
3311	OASDI ON 1000 SALARIES	0.00	4,445.62	4,445.62
3312	OASDI ON 2000 SALARIES	0.00	67,771.95	67,771.95
3321	FICA-MED ON 1000 SALARIES	0.00	55,791.57	55,791.57
3322	FICA-MED ON 2000 SALARIES	0.00	16,732.91	16,732.91
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	2,258.41	2,258.41
3411	HEALTH & WELFARE ON 1000 SALS	0.00	524,402.14	524,402.14
3412	HEALTH & WELFARE ON 2000 SALS	0.00	220,253.90	220,253.90
3501	STATE UNEMPLOY ON 1000 SALARY	0.00	33,078.76	33,078.76
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	9,152.06	9,152.06
3601	WORKER'S COMP INS ON 1000 SAL	0.00	76,302.87	76,302.87
3602	WORKER'S COMP INS ON 2000 SAL	0.00	21,110.56	21,110.56
3711	H & W CURRENT RETIREES ON 1000	0.00	114,938.26	114,938.26
3712	H & W CURRENT RETIREES ON 2000	0.00	73,502.36	73,502.36

01 Fund Total:

5,865,429.68

1,751,778.24

7,617,207.92

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 &amp; Fringe Summary by Object for DECEMBER REGULAR 12/29/2010

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	69.33	69.33
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

2,458.88

9,701.01

Fund: 13 CAFETERIA FUND

Object	Description	Wage Total	Fringe Total	Wage & Fringe Total
2200	CLASSIFIED SUPPORT SALARIES	97,653.78	0.00	97,653.78
2400	CLERICAL & OFFICE SALARIES	13,559.28	0.00	13,559.28
3202	PERS ON 2000 SALARIES	0.00	9,446.40	9,446.40
3312	OASDI ON 2000 SALARIES	0.00	4,744.51	4,744.51
3322	FICA-MED ON 2000 SALARIES	0.00	1,491.95	1,491.95
3332	ALTER. RETIREMENT ON 2000 SAL	0.00	1,160.25	1,160.25
3412	HEALTH & WELFARE ON 2000 SALS	0.00	13,490.74	13,490.74
3502	STATE UNEMPLOY ON 2000 SALARY	0.00	800.68	800.68
3602	WORKER'S COMP INS ON 2000 SAL	0.00	1,847.01	1,847.01

13 Fund Total:

111,213.06

32,981.54

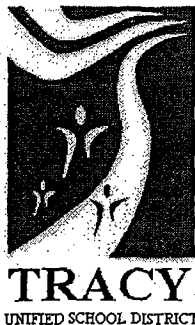
144,194.60

District Total:

5,999,355.24

1,793,989.29

7,793,344.53



# BUSINESS SERVICES MEMORANDUM

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**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Assoc. Superintendent of Business Services  
**DATE:** January 13, 2011  
**SUBJECT:** Approve Accounts Payable Warrants (December, 2010)

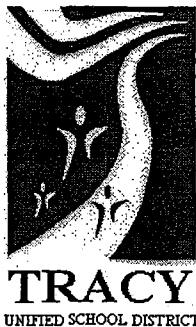
**BACKGROUND:** Each month the Financial Services Department submits summaries of warrants issued monthly to the Board of Trustees for review.

**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 (December, 2010)

**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:** January 14, 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: School Specialty  
Site: Tracy High School – Modernization/Reconstruction – Library/Classrooms  
Item: Quote  
Services: Desks and chairs for two (2) classrooms in the Library/Classroom Building.  
Cost: \$9,353.50  
Project Funding: Measure E Bond Funds and State School Building Fund (SSBF)

---

B. Vendor: F & H Construction  
Site: West High School – Performing Arts Classroom Building Project  
Item: Change Order # 1  
Services: Scope of work documented on the change order summary.  
Cost: \$3,842.39 Deduction from contingency allowance previously included in contract.  
Project Funding: Measure E Bond Funds and State School Building Fund (SSBF) \$(27,374.04);  
General Fund-Unrestricted Facilities Funds \$31,216.43

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**TRACY**  
UNIFIED SCHOOL DISTRICT

# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business Services  
**DATE:** January 14, 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.

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 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**

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A. Vendor: Schindler Elevator Corporation  
Site: Tracy High School  
Item: Upgrade Order Agreement  
Services: Furnish labor to assist in state required testing of the building smoke detectors as it pertains to the elevator located at 315 East 11<sup>th</sup> Street. Schindler will send all necessary paperwork to clear violations and renew operating permit.  
Cost: \$379.00, plus applicable taxes  
Project Funding: Risk Management

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B. Vendor: Vavrinek, Trine, Day & Co., LLP  
Site: District Wide  
Item: Engagement Letter for the Fiscal Year Ending June 30, 2011, 2012, and 2013  
Services: Audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of Tracy Unified School District as of and for the years ended June 30, 2011, 2012, and 2013.  
Cost: The maximum annual fee for auditing services under the terms of this contract will be \$43,500 for the 2010-11 fiscal year, \$44,000 for the 2011-12 fiscal year, and \$44,750 for the 2012-13 fiscal year.  
Project Funding: General Fund

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C. Vendor: F & H Construction  
Site: West High School – Performing Arts Classroom Building Project  
Item: Change Order # 1  
Services: Scope of work documented on the change order summary.  
Cost: \$3,842.39 Deduction from contingency allowance previously included in contract.  
Project Funding: Measure E Bond Funds and State School Building Fund (SSBF) \$(27,374.04); General Fund-Unrestricted Facilities Funds \$31,216.43

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# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** ~~Dr.~~ Sheila Harrison, Assistant Superintendent of  
Educational Services & Human Resources  
**DATE:** January 7, 2011  
**SUBJECT:** Ratify Agreement for Special Contract Services for Nancy Fetzter  
to Provide three Full Days of Coaching for Teachers in Writing Strategies  
at Jacobson Elementary School on January 12, 13, and 14, 2011.

**BACKGROUND:** Through program evaluation and the results of District and State assessments, Jacobson staff has identified the need to work on building a more comprehensive writing program. School data shows that 51% of students (grade 2 to 5) performed at or above proficient on District assessments in writing last year. This is one area of staff development focus for the 2010-2011 school year. Ms. Fetzter will model writing lessons for teachers and will work with grade level teams to plan and sequence their writing curriculum. This agenda item needs to be ratified because of a miscommunication regarding due dates for agenda items.

**RATIONALE:** Jacobson is a Title 1 school, and despite academic growth, many students perform below District standards on writing assessments. Ms. Fetzter has presented at state-wide conferences and is a highly respected writing coach. Jacobson staff is requesting approval to have this consultant work with Jacobson teachers. This staff development 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 and Goal #6: Provide training and staff development opportunities that are designed to improve knowledge and skills of all employees.

**FUNDING:** The \$5,250.00 cost will be paid by Site Title 1 funds.

**RECOMMENDATION:** Ratify Agreement for Special Contract Services for Nancy Fetzter to Provide three Full Days of Coaching for Teachers in Writing Strategies at Jacobson Elementary School on January 12, 13, and 14, 2011.

**Prepared by:** Cindy Sasser, Principal, Jacobson Elementary School

# TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Ave., Tracy, California 95376

## AGREEMENT FOR SPECIAL CONTRACT SERVICES

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

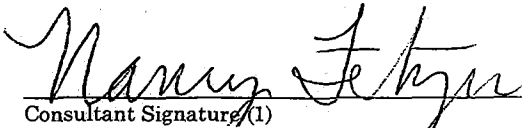
1. Contractor shall perform the following duties: Provide three full days of coaching for teachers in writing strategies at Jacobson School on January 12, 13, and 14<sup>th</sup>, 2011.
2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of three( 3 ) HOURS/DAY(s) (circle one), under the terms of this agreement at the following location Jacobson School in Tracy, CA.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
  - a. District shall pay \$5250.00 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$5250.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
  - b. District [ ☐ ] SHALL; [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses is included in the contractors flat rate fee for the term of this agreement.
  - c. District shall make payment on a [ ☐ ] MONTHLY PROGRESS BASIS, [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on January 12, 2011, and shall terminate on January 14, 2011.
5. This agreement may be terminated at any time during the term by either party upon thirty days written notice.
6. Contractor shall contact the District's designee, Cindy Sasser at ( 209 ) 830-3315 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
7. The parties intend that an independent contractor relationship be 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, the contractor's activities during or relating to the performance of service under this Agreement.

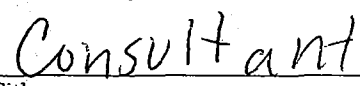
Contractor agrees to hold harmless and to indemnify District for:

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 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 person or 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 or, 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.

**AGREED:**

  
\_\_\_\_\_  
Consultant Signature (1)

\_\_\_\_\_  
Social Security Number (2)  
  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Tracy Unified School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
01-3010-0-1110-1000 5800-250-3304  
Account Number to be Charged:

\_\_\_\_\_  
Department/Site Approval

\_\_\_\_\_  
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 title, such as president.
- (2) Whenever organizational names are used, the employer IRS Identification Number must be used instead of a Social Security Number.

File: CntrctSrvcs.dot  
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# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** ~~AND~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources  
**DATE:** January 5, 2011  
**SUBJECT:** Approve Overnight Travel for West High, Tracy High, and Kimball High Black Student Unions to Attend the United Black Student Unions of California Annual Convention in Ontario, California on March 18, 19, and 20, 2011

**BACKGROUND:** The United Black Student Unions of California host a leadership convention every year for all Black Student Union affiliate schools. The organization works to bring about improved racial relations on campuses by promoting mutual respect for all cultures. The annual convention provides panel discussions, workshops and distinguished lecturers to enrich the learning experience of the attendees. There will be a total of 15 students from West High, Tracy High, and Kimball High schools and 3 chaperones. Tracy Unified School District (TUSD) employees attending the conference are: Audrey Harrison and Mary Gary from West High, and Amy Thompson from Kimball High. They will stay at the Doubletree Hotel Ontario Airport in Ontario, CA and will travel in District vans driven by Audrey Harrison and Amy Thompson.

**RATIONALE:** The West High Black Student Union members learn how to be strong community and campus leaders at this conference. This should be an enriching experience for our students, exposing them to a professional environment and allowing them an opportunity to network with students from other schools throughout California. This meets Strategic Goal #7: Develop and utilize partnerships that contribute to the achievement of District Goals.

**FUNDING:** The individual cost will not exceed \$285.00 per person and the total cost will not exceed \$4,275.00 for transportation, accommodations, meals and registration fees. There will be no cost to the District. The cost will be paid by the students attending and funds earned from fundraising efforts.

**RECOMMENDATION:** Approve Overnight Travel for West High, Tracy High, and Kimball High Black Student Unions to Attend the United Black Student Unions of California Annual Convention in Ontario, California on March 18, 19, and 20, 2011

**Prepared by:** Jeff Frase, Principal - West High School



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** *JS* Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources  
**DATE:** January 5, 2011  
**SUBJECT:** Approve Overnight Travel for Tracy High School (THS) Cheer Team and Coaches to Participate in the USA Spirit Nationals in Southern California on March 23-26, 2011

**BACKGROUND:** The Tracy High School (THS) Cheer Team has qualified and has been invited to attend USA Spirit Nationals in Southern California on March 23-26, 2011. The THS team qualified for the USA Nationals by participating in a local competition. Thirty two (32) students, two (2) coaches, and four (4) parent volunteers will attend this event. The team will be staying at the Disneyland Resort Hotel in Anaheim, CA. The team coaches and parent volunteers that have been District approved will drive the team. Supervision will be provided by the coaches, parent volunteers and USA Spirit Nationals event staff.

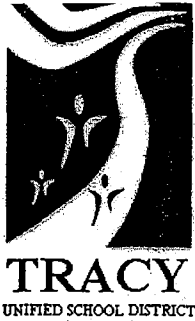
**RATIONALE:** The team has worked very hard to qualify for participation in this event. It will give the team a great opportunity to represent Tracy at the national competition. This aligns with Strategic Goal #1: Provide a variety of learning opportunities through standards based curriculum and assessment and research based instruction that ensures that all students meet or exceed grade level standards and results in closing the achievement gap and Goal #7: Develop and utilize partnerships that contribute to the achievement of District Goals.

**FUNDING:** The cost per member is \$550.00 which includes entry fees, competition fees, hotel accommodations, and entrance to Disneyland/California Adventure. All funding for this trip will be paid through a combination of fundraising opportunities and personal funding for the participants electing to participate in this competition. Combined costs will not exceed \$18,700.00.

**RECOMMENDATION:** Approve Overnight Travel for Tracy High School (THS) Cheer Team and Coaches to Participate in the USA Spirit Nationals in Southern California on March 23-26, 2011

**PREPARED BY:** Jason Noll, Principal, Tracy High School





# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources  
**DATE:** January 14, 2011  
**SUBJECT:** Approve Overnight Travel for Lucas Colbert and Effie Zhou to Attend the CBDA All-State Honor Band in Fresno, CA February 17-20, 2011

**BACKGROUND:** Participation in the CBDA All State Honor Band is a prestigious honor for those talented band students, selected by rigorous audition. Two students from Tracy High will be provided the opportunity to perform with this honor ensemble, directed by world-class, renowned conductors. The students will be transported by their parents who will chaperone them on their trip.

**RATIONALE:** It is goal of the Tracy High School (THS) Performing Arts Magnet to provide students with increased performance opportunities. Our students, Lucas Colbert and Effie Zhou are uniquely qualified to participate in this event and represent their own, and Tracy High's dedication to music. This will be Effie Zhou's fourth consecutive year in the All State Honor Band and Lucas Colbert's first opportunity. This aligns with 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 and Strategic Goal #2: Provide a safe environment for students and staff that is conducive to learning.

**FUNDING:** All expenses for the CBDA All-State Honor Band will be paid for by the families of the participating students.

**RECOMMENDATION:** Approve Overnight Travel for Lucas Colbert and Effie Zhou to Attend the CBDA All-State Honor Band in Fresno, CA February 17-20, 2011

**Prepared by:** Jason Noll, Principal, Tracy High School



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James C. Franco, Superintendent  
**FROM:** ~~Dr.~~ Sheila Harrison, Assistant Superintendent of Educational Services  
**DATE:** January 13, 2011  
**SUBJECT:** Ratify Agreement for Special Contract Services with Parent Institute for Quality Education (PIQE) to Provide Training for Parents at Villalovoz Elementary and Williams Middle School.

**BACKGROUND:** Through discussions with the ELAC Committee and School Site Council the parents of Villalovoz Elementary and Williams Middle School have expressed a desire to have a professional parent organization help them develop the skills necessary to help their children be more successful in school. After researching different parent programs, it was decided by both Villalovoz and Williams Middle School to select the Parent Institute for Quality Education (PIQE). The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children. Every child can learn and deserves the opportunity to attend and complete a college education. Parents and teachers must work together to ensure the educational success of every child. This Board agenda item needs to be ratified as the training begins on January 25, 2011.

**RATIONALE:** Villalovoz Elementary and Williams Middle School are working collaboratively to service the students and their families within our school boundaries. It is important to provide meaningful opportunities for parents/guardians to be involved in school activities due to the fact that sustained parent involvement is linked to student achievement and staying in school. This supports Strategic Goal #5: Develop and utilize partnerships that contribute to the achievement of District Goals.

**FUNDING:** The School-Site shall pay \$5,000.00 for the first class (9 sessions); and ~~\$2,000.00~~ for 1 additional class (9 sessions) running concurrently. In addition, the District will pay \$2,000.00 for a third class. Not to exceed a total of \$9,000.00. The cost of these classes will be paid out of Site and District Categorical Funding.

**RECOMMENDATION:** Ratify Agreement for Special Contract Services with Parent Institute for Quality Education (PIQE) to Provide Training for Parents at Villalovoz Elementary and Williams Middle School.

**Prepared by:** Mrs. Lisa Beeso, Principal, Villalovoz Elementary School

# TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Avenue, Tracy, California 95376

## AGREEMENT FOR SPECIAL CONTRACT SERVICES

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

1. Contractor shall perform the following duties: Provide a parent training course for the parents of the children enrolled at Villalovoz Elementary and Williams Middle School. The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of                      HOURS/DAY(s) 9 (circle one), under the terms of this agreement at the following location: Villalovoz School

3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:

a. District shall pay \$ 5,000.00 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$ 9,000.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.

b. District [ ] SHALL; ~~[X]~~ SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$    for the term of this agreement.

c. District shall make payment on a [ ] MONTHLY PROGRESS BASIS, ~~[X]~~ SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on January 25<sup>th</sup>, 2011, and shall terminate on March 22, 2011

5. This agreement may be terminated at any time during the term by either party upon 30 days written notice.

6. Contractor shall contact the District's designee, Lisa Beeso at (209) 830-3331 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.

7. The parties intend that an independent contractor relationship be 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, the 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 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 person or 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 or, 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.

**AGREED:**

\_\_\_\_\_  
Consultant Signature (1)  
\_\_\_\_\_  
Social Security Number (2)/Tax ID #  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Address & Phone #  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Tracy Unified School District  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Account Number to be Charged  
\_\_\_\_\_  
Department/Site Approval  
\_\_\_\_\_  
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 title, such as president.
- (2) Whenever organizational names are used, the employer IRS Identification Number must be used instead of a Social Security Number.

REF: G:\clyons\Forms\Contract Services Agreement 7 02.doc



## SERVICES ACCEPTANCE MEMORANDUM OF UNDERSTANDING

To: Lisa Berso-principal

From: Teresa Guerrero, Executive Director

Date: Sept. 22, 2010

NOW, THEREFORE, in consideration of the recitals and mutual obligations of the parties herein expressed, The Parent Institute for Quality Education (PIQE) and VillaLopez Elem agree as follow:

### RECIPIENTS

- A. Scope of Services: PIQE will provide a parent training course for the parents of the children enrolled in the school above mentioned. PIQE will recruit parents by phone, provide a needs-assessment session, a series of weekly training sessions for parents culminating in a graduation ceremony with certificates given to parents who attend four sessions or more. The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children.
- B. Location: VillaLopez Elem. & William MS
- C. Period of Performance: JAN 2010 - March 2011
- D. Compensation: \$5,000 for one class of 30 or less parent graduates, \$2,000 for each additional class.
- E. School funding from: School budget and or Title I
- F. In addition, schools where the PIQE program is provided will make available babysitting services as well as any refreshment to be provide to the parents

I accept these services at Villa Lopez Elem under the terms and conditions noted.

Lisa Berso  
Principal

9/22/10  
Date

Parent Institute Representative:

Teresa Guerrero  
Teresa Guerrero, Executive Director PIQE



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources  
**DATE:** January 15, 2011  
**SUBJECT:** Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2011.

**BACKGROUND:** Pursuant to the Williams Settlement, the Valenzuela Settlement, and California Education Code Section 35186, every school must provide 1) sufficient textbooks and instructional materials, 2) school facilities that are clean, safe, and maintained in good repair, 3) a properly credentialed teacher for every classroom and 4) intensive remediation for up to two years for students who have completed grade 12 but not passed the California High School Exit Exam. Education Code, EC 35186(d), requires that school districts shall report summarized data on the nature and resolution of all Williams/Valenzuela uniform complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records. There were no complaints filed under the Williams/Valenzuela settlements during the October 15, 2010 – January 15, 2011 reporting period.

**RATIONALE:** The quarterly report for the period of October 15, 2010 through January 15, 2011 has been submitted to the San Joaquin County Office of Education and must be reported to the local school board. The report summarizes the complaints received through the Williams Uniform Complaint Process as well as the resolution of each of those complaints. This report 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 and Goal #2: Provide a safe environment to students and staff that is conducive to learning.

**FUNDING:** No cost

**RECOMMENDATION:** Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2011.

**Prepared by:** Carol Anderson-Woo, Director of Curriculum, Accountability and Continuous Improvement

**San Joaquin County Office of Education**  
**Valenzuela/CAHSEE Lawsuit Settlement**  
**Quarterly Report on *Williams* Uniform Complaints**  
 [Education Code § 35186(d)]

District: Tracy Joint Unified School District

Person completing this form: Carol Anderson-Woo Title: Director of Curriculum, Accountability and Continuous Improvement

Quarterly Report Submission Date: ☒ January 18, 2011  
 (check one) ☐ April 15, 2011  
☐ July 15, 2011  
☐ October 15, 2011

Date for information to be reported publicly at governing board meeting: January 25, 2011

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
CAHSEE Intensive Instruction and Services			
<b>TOTALS</b>			

Dr. James Franco  
 Print Name of District Superintendent

  
 Signature of District Superintendent

\_\_\_\_\_  
 Date



**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:** January 14, 2011  
**SUBJECT:** Approve Classified, Certificated, and/or Management Employment

## BACKGROUND:

Dander, Liane

Daniels, Delbert

Geibig, Justin

Souza, Amie

Speck, Mary

## CLASSIFIED

Special Ed Para Educator I (Replacement)  
Tracy High School  
\*Filled by current TUSD employee  
Range 24, Step D - \$14.37 per hour  
6 hours per day  
Funding: Special Education

Utility Person III (New)  
Transportation/Maintenance  
Range 36, Step A - \$16.53 + ND  
8 hours per day  
Funding: Stabilization 50%; Transportation-Home to School 50%

School Supervision Assistant (Replacement)  
Williams Middle School  
Range 21, Step A - \$11.69 per hour  
2 hours per day  
Funding: General Fund

Para Educator I (PE Program) (Replacement)  
Williams Middle School  
\*Filled by current TUSD employee  
Range 24, Step D - \$14.37 per hour  
6 hours per day  
Funding: General Fund

School Supervision Assistant (Replacement)  
Williams Middle School  
Range 21, Step A - \$11.69 per hour  
2 hours per day  
Funding: General Fund



Krebbs, Gary

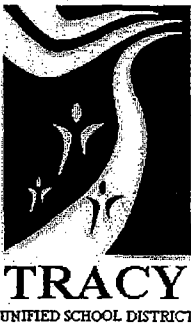
High School Custodial/Supervisor/Maintenance  
Mechanic (Replacement)  
Kimball High School  
\*Filled by current TUSD employee  
Range 50, Step E - \$27.72 per hour  
8 hours per day  
Funding: General Fund

Silva, Michele

School Supervision Assistant (Replacement)  
Hirsch Elementary School  
Range 21, Step A - \$11.69 per hour  
2 hours per day  
Funding: General Fund

**RECOMMENDATION:** Approve 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. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services  
& Human Resources  
**DATE:** January 14, 2011  
**SUBJECT:** Accept Resignations/Retirements/Leave of Absence for Classified,  
Certificated, and/or Management Employment

## BACKGROUND:

## CLASSIFIED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Dander, Liane IEP Para Educator I	Kelly	01/04/2011	Accepted Special Ed Para position at THS
Hayner, David Bus Driver/Cust/Grounds	Transportation/ Maintenance	01/20/2011	Personal
Krebbs, Gary Maintenance Mechanic	DEC	01/02/2011	Accepted HS Cust. Supervisor at KHS
Morgan, Saletta IEP Para Educator I	Villalovoz	01/04/2011	Personal
Souza, Amie Para Educator I	Stein	01/07/2011	Accepted Para Ed I position at WMS
Thompson, Jeffrey Para Educator I (TAP)	THS	01/03/2011	Personal

**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



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business Services  
**DATE:** December 30, 2010  
**SUBJECT:** Accept the 2009-10 Independent Annual Financial Audit

**BACKGROUND:** The district is required to hire an audit firm to conduct an annual independent financial audit. The audit for the 2009-10 fiscal year is complete and is being brought to the board for acceptance. These financial statements presented herein include all of the activities of the District using the integrated approach as presented by GASB Statement Number 34. The financial report states that in the auditor's independent opinion, the district's records represent fairly, in all material respects, the financial position of the Tracy Unified School District at June 30, 2010.

The audit confirms that the results of our operations and the cash flow of the district's funds for the year are in conformity with accounting principles generally accepted in the United States of America.

**RATIONALE:** An independent Financial Audit is an opportunity to improve the district's financial processes. The financial review and findings offered highlight areas in which the district can better control assets.

**FUNDING:** N/A

**RECOMMENDATION:** Accept the 2009-10 Independent Annual Financial Audit.

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



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent, Business Services  
**DATE:** January 13, 2011  
**SUBJECT:** Approve "Steve Thornton Gymnasium" as the Name for the West High School Gymnasium

**BACKGROUND:** During the May 25, 2011 School Board meeting, the Board directed the Superintendent to form a committee to recommend names for the West High School gymnasium. Pursuant to Board Policy and Administrative Regulation 7310, a public notice was generated, submissions were sought, and a screening committee was formed, which consisted of:

1. Dr. Casey Goodall as the Superintendent's representative, chairperson of the committee, and a non-voting member.
2. Jeff Frase, Principal
3. Matt Loggins, Athletic Director
4. Shannon Troutman, Activities Director:
5. Jessmyn Solano, ASB President
6. Mark Steed, Parent
7. Dan Brown, Community Member
8. Steve Lopez, Community Member:

The committee was asked to consider proposed names, make recommendations, and to consider possible changes to the policy governing naming buildings on school sites.

Ten names were submitted by members of the public:

1. Coach George Albano Gymnasium
2. Dave Auchard Gymnasium
3. Dr. David Coykendall Gymnasium
4. Nick Eddy Gymnasium
5. Chief Estanislau Gymnasium
6. James C. Franco Gymnasium
7. Larry Guillen Gymnasium
8. John Hurley Gymnasium (Major John Hurley Gymnasium, John J. Hurley Gymnasium, Major John J. Hurley Gymnasium, Coach John Hurley Gymnasium)

9. George Parker Gymnasium (George L. Parker Gymnasium)
10. "Retreat" Gymnasium (determined to not meet criteria)
11. A.R. Souza Gymnasium
12. Steve Thornton Gymnasium
13. West High School Basketball Gymnasium (determined to not meet criteria)
14. Yokuts Gymnasium

**RATIONALE:** After reviewing the policy and administrative regulation, the committee reflected on current names of schools and athletic facilities in Tracy. The group felt that, while all of the suggested names had merit, two of the recommended names were eliminated from consideration because they did not meet the criteria that "Individual buildings or facilities may be named for a person..." as specified in Board Policy 7310. Each of the remaining names were discussed further, and the committee recommended the building be named after Steven Thornton because, among other things:

When the High School opened in September 1993, Steve was hired as the: Physical Education Department Chairperson; Athletic Director and Boy's Varsity Basketball coach. He remained in those capacities for the next 16 years until his retirement from education in July 2009.

Steve amassed 525 career Varsity basketball wins, ten league championships and 25 CIF playoff appearances. While at West High for 16 years his record was 306-145 overall. League record as 141-57! He coached West High to six league championships, 13 CIF playoff appearances, six CIF "final fours", four CIF championship game appearances and four Northern California playoff appearances. Six of his players were voted league MVP's. Steve had 44 players selected to all-league status during his tenure at West High.

**FUNDING:** There is no cost to this action.

**RECOMMENDATIONS:** Approve "Steve Thornton Gymnasium" as the Name for the West High School Gymnasium

**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 of Business Services  
**DATE:** January 17, 2011  
**SUBJECT:** Adopt Resolution No. 10-15 Adopting the School Facilities Needs Analysis and Establishing School Facilities Fees

**BACKGROUND:** A resolution is required to legally establish school mitigation fees in accordance with SB-50 as justified in School Facilities Needs Analysis (SFNA) dated November 2010. The board has taken into consideration any public comments heard on the fees as justified in the SFNA during the hearing period which opened on December 14, 2010 and closed on January 25, 2011.

**RATIONALE:** The School Facilities Needs Analysis (SFNA) was presented to the Board at the December 14, 2010 board meeting and evidenced by the SFNA dated November 2010. The fees justified per the SFNA will be imposed on new residential construction and are as follows:

Residential units in the K-12 boundaries of the District:

Level II fees will be \$5.32 per square foot of residential construction.

Level III fees of \$10.64 per square foot of residential construction.

Residential units in the K-8 feeder Districts:

Statutory Level I fees per square foot of residential construction.

**FUNDING:** No funding implications

**RECOMMENDATIONS:** Adopt Resolution No. 10-15 Adopting the School Facilities Needs Analysis and Establishing School Facilities Fees

**Prepared by:** Bonny Carter, Director of Facilities & Planning



**RESOLUTION NO. 10-15**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TRACY UNIFIED SCHOOL DISTRICT ADOPTING THE SCHOOL FACILITIES NEEDS ANALYSIS AND ESTABLISHING SCHOOL FACILITIES FEES**

WHEREAS, under Government Code Sections 65995.5 and 65995.7, enacted pursuant to Chapter 407, Statutes of 1998 (SB 50), a school district's governing board may, after making certain findings, establish fees to offset the cost of school facilities made necessary by new residential construction; and

WHEREAS, Tracy Unified School District (TUSD), had undertaken a review of eligibility to establish fees under the provisions of SB 50; and

WHEREAS, TUSD has prepared an analysis entitled School Facilities Needs Analysis, dated November 2010 (the "Needs Analysis") in accordance with the provisions of SB 50; and

WHEREAS, TUSD seeks to establish fees in accordance with and under the authority of SB 50 for the purpose of funding the construction of school facilities made necessary by residential development within the Districts boundaries; and

WHEREAS, TUSD has submitted applications to the State Allocation Board of the State of California for new construction funding and have obtained confirmation of the Districts calculation of eligibility in accordance with the provisions of Government Code section 65995.5 (b) (1); and

WHEREAS, in accordance with Government Code Section 65995.6 the purpose of this Resolution is to adopt the School Facilities Needs Analysis dated November 2010, and to declare the Districts eligibility for and to establish fees under the provisions of Government Code Sections 65995.5 and 65995.7, consistent with the information and data set forth in the School Facilities Needs Analysis and upon such other information and documentation prepared by or on file with TUSD, as presented and described to the Board of Education.

Section 1. Procedure. This Board hereby finds that prior to the adoption of this Resolution the Board held a public hearing at its regular meeting of December 14, 2010, at which written presentations were made. Notice of the time and place of the public hearing were published in The Record newspaper on December 10, 2010, including a Statement that the School Facilities Needs Analysis was available for public review at the School District Office.

Section 2. Determination of Eligibility. Pursuant to information contained in the School Facilities Needs Analysis, the Board has determined the following related to establishing fees under the provisions of SB 50:

- (A) The District has submitted timely applications to the State Allocation Board for new construction funding and have obtained confirmation of the Districts determination of eligibility for state funding.

- (B) The Tracy Unified School District has issued debt or incurred obligations greater than 26% of its bonding capacity.
- (C) The Tracy Unified School District has more than 33% of its teaching stations in non-permanent facilities.
- (D) The District has placed a general bond measure on the ballot during the past four years and received at least 50 percent plus one of the votes cast.

Based on the foregoing, the District is eligible to levy fees pursuant to the provisions for Government Code Section 65995.5 and 65996.7.

Section 3. Findings. The Board has reviewed the provisions of the School Facilities Needs Analysis as they related to proposed and potential residential development, the resulting school facilities needs, the cost thereof, and the available sources of revenue and based thereon, and upon all other written and oral presentations to the Board, the Board makes the following findings:

- (A) Enrollment at District schools is presently at or exceeding capacity;
- (B) Additional residential development projects within the District will increase the need for new school facilities;
- (C) Without the addition of new school facilities, further residential development projects within the District will result in a significant decrease in the quality of education presently offered by the District;
- (D) New residential development is projected within the District's boundaries and the enrollment produced thereby will exceed the capacity of the schools within the District. Projected development, within the District, without additional school facilities, will result in conditions of overcrowding which will impair the normal functioning of the District's educational programs;
- (E) The fees proposed in the School Facilities Needs Analysis and levied pursuant to this Resolution are for the purpose of providing adequate school facilities to maintain the quality of education offered by the District and to prevent overcrowding;
- (F) The fees proposed in the School Facilities Needs Analysis and levied pursuant to this Resolution will be used for construction of school facilities as identified in the Needs Analysis or as described to the Board;
- (G) The uses of the fees proposed in the School Facilities Needs Analysis and levied pursuant to this Resolution will be to build or expand school facilities and capacity and are reasonably related to the types of development projects on which the fees are imposed as demonstrated in the School Facilities Needs Analysis;
- (H) The fees proposed in the School Facilities Needs Analysis and levied pursuant to this Resolution bear a reasonable relationship to the need for school facilities created by the types of development projects on which the fees are imposed, as demonstrated in the School Facilities Needs Analysis;
- (I) The fees proposed in the School Facilities Needs Analysis and levied pursuant to this Resolution do not exceed the estimated amount required to provide funding for the construction of school facilities for which the fees are levied, including consideration of all funds available for this purpose;



- (J) The fees will be collected for school facilities for which an account has been established and funds appropriated and for which the District has adopted a construction schedule.

Section 4. Needs Analysis Approval. Based upon oral and written evidence presented at the public hearing on the matter, this Board finds that the School Facilities Needs Analysis dated November 2010 meets the requirements of Government Code Section 65995.6 and is suitable basis for establishing fees pursuant to SB 50. This Board hereby approves and adopts the School Facilities Needs Analysis dated November 2010 as the basis for approving fees pursuant to Governments Code Sections 65995.5 and 65995.7.

Section 5. Determination of "Level II Fee". Based upon information contained in the School Facilities Needs Analysis and the foregoing findings, the Board hereby establishes a new fee upon resident construction pursuant to Government Code Section 65995.5 to be known as the "Level II Fee", as follows:

\$ 5.32 per square foot of residential construction in the Kindergarten –Grade12 attendance area

Statutory Level I fees are adopted in the Kindergarten – grade 8 feeder districts.

Section 6. Determination of "Level III Fee". In accordance with the provisions of Government Code Sections 65995.7, the District is authorized to establish a fee in excess of the Level II fee in the event that the State Allocation Board is no longer approving apportionment for new construction in accordance with Education Code Section 17072.20 due to lack of funds. In the event the State Allocation Board notifies the Secretary of the Senate and Chief Clerk of the Assembly, in writing, of the determination that such funds are no longer being allocated, the Level III fee identified in the School Facilities Needs Analysis shall be implemented as follows;

\$ 10.64 per square foot of residential construction in the Kindergarten – Grade 12 attendance area.

Upon determination that the State Allocation Board is no longer apportioning new construction funds, the Level III fee shall immediately be placed into effect in lieu of Level II fees by action of the Superintendent or designee, without any additional action by the Board.

Section 7. Application of Fee. The Level II or III fees established herewith, shall be applied to all residential building permits except as follows:

- (A) The Level II/III fees shall not apply during the term of any mitigation agreement entered into between a sub divider or builder and the District or any applicable city or county, on or before January 1, 1987, that requires the payment of a fee, charge or dedication for the construction for school facilities as a condition to the approval of residential development.
- (B) The Level II/III fees shall not apply during the term of any mitigation agreement entered into between a person and the District or any applicable city or county, after January 1, 1987, but before November 4, 1998, that requires payment of a fee, charge or dedication for school facilities mitigation.
- (C) Prior to January 1, 2000, the Level II/III fees shall not apply to any construction that is not subject to a mitigation agreement but that is carried out on real property for which residential development was made subject to a condition relating to school facilities imposed by a state or local agency. Upon and after January 1, 2000, such construction shall be subject to the Level II/III fees.
- (D) Residential construction for which a tentative map was approved before November 4, 1998, and for which a building permit is issued prior to January 1, 2000. Upon and after January 1, 2000, such construction shall be subject to the Level II/III fees.

Section 8. Collection of Fee. Level II/III fees shall be collected as a precondition to issuance of a building permit for residential construction. Upon payment of the Level II/III fee, the District shall issue a Certificate of Compliance to the appropriate building department certifying that school fees requirements have been satisfied.

Section 9. Fee Adjustments. The District Level II and Level III fees shall be effective for a period of one year following the adoption date of this Resolution as set forth below and shall be reviewed annually thereafter to determine if such fee is to be re-established or revised.

Section 10. Additional Mitigation Methods. The policies set forth in this Resolution are not exclusive, and the Board reserves the authority to undertake other or additional methods to finance school facilities as are permitted by state law or through mutual agreement with other parties.

Section 11. California Environmental Quality Act. The Board hereby finds that the fees established pursuant to this Resolution are exempt from the provisions of the California Environmental Quality Act (CEQA) as specified in Government Code Section 65995.6 (g) and directs the Secretary of the Board to file a Notice of Exemption from the California Environmental Quality Act with the San Joaquin County Clerk.

Section 12. Commencement Date. The Board hereby orders that the fees established pursuant to this Resolution shall take effect immediately.

Section 13. Notification of Local Agencies. The Secretary of the Board is hereby directed to forward copies of this Resolution to the county and city planning agencies having jurisdiction within the Districts boundaries.

Section 14. Severability. If any portion of this Resolution is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares its intent to adopt this Resolution irrespective of the fact that one or more of its provisions may be declared invalid subsequent hereto.

THE FOREGOING RESOLUTION was introduced at the meeting of the Board of Education, Tracy Unified School District, held on the 25th day of January 2011, by Governing Board Member \_\_\_\_\_, who made the motion, which being duly seconded by \_\_\_\_\_, was, upon roll call, carried into Resolution passed by the following vote:

AYES;

NOES;

ABSTAINED;

ABSENT;

ATTEST:

\_\_\_\_\_  
Secretary

Board of Education  
Tracy Unified School District

DATE \_\_\_\_\_



**TRACY**  
UNIFIED SCHOOL DISTRICT

# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Casey Goodall, Associate Superintendent for Business  
**DATE:** January 17, 2011  
**SUBJECT:** Accept the 2009-10 Independent Annual Financial Audit and Performance Audit for Measure E and for Measure S General Obligation Bonds

**BACKGROUND:** When a school bond measure is authorized pursuant to Section 1 of Article XIII A of the California Constitution as amended with the passage of Proposition 39 which was approved by voters on November 7, 2000, the School Board is subject to certain accountability requirements. Proposition 39 requires that each year the Board conduct an independent audit for the purpose of ensuring that the Bond proceeds have been expended only on specific projects as listed in the bond measure. In addition, each year the Board must conduct an independent financial audit of expended Bond proceeds until all of the funds have been expended on the specific school facilities projects off the project list.

**RATIONALE:** The audits for the 2009-10 fiscal year are complete and are being brought to the board for acceptance. The financial report states that in the auditor's opinion, the district's records represent fairly, in all material respects, the financial position and results of operations for the Bond Building Funds of Tracy Joint Unified School District. The objective of the performance audit is to provide an independent assessment of the District's compliance with certain state laws and procedures, specified by Tracy Joint Unified School District, to ensure that the bond funds have been expended only on the specific projects listed in the ballot measure. There were no recommendations or matters to report as a result of the financial and performance audits.

**FUNDING:** The costs of the annual audits are funded by bond proceeds.

**RECOMMENDATION:** Accept the 2009-10 Independent Annual Financial Audit and Performance Audit for Measure E and for Measure S General Obligation Bonds

**Prepared by:** Bonny Carter, Director of Facilities and Planning

**TRACY UNIFIED SCHOOL DISTRICT**

**MEASURE S  
2008 GENERAL OBLIGATION BONDS  
FINANCIAL REPORT  
JUNE 30, 2010**

**TRACY UNIFIED SCHOOL DISTRICT**  
**BUILDING FUND – MEASURE S**  
**2008 GENERAL OBLIGATION BOND SUBFUND**

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**JUNE 30, 2010**

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VAVRINEK, TRINE, DAY  
& COMPANY, LLP  
*Certified Public Accountants*

VALUE THE DIFFERENCE

## INDEPENDENT AUDITORS' REPORT

Citizen's Fiscal Oversight Committee  
And Governing Board  
Tracy Unified School District  
Tracy, California

We have audited the accompanying financial statements of the Building Fund, Measure S, 2008 General Obligation Bond Subfund, of the Tracy Unified School District, as of and for the year ended June 30, 2010, as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the Building Fund, Measure S, 2008 General Obligation Bond Subfund, and do not purport to, and do not, present fairly the financial position and results of operations of the Tracy Unified School District in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Building Fund, Measure S, 2008 General Obligation Bond Subfund, of the Tracy Unified School District at June 30, 2010, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

*Vavrinek, Trine, Day & Co LLP*

Pleasanton, California  
December 29, 2010

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND BALANCE SHEET JUNE 30, 2010

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### ASSETS

Cash and investments	\$ 8,803,635
Accounts receivable	13,880
Total Assets	<u>\$ 8,817,515</u>

### LIABILITIES AND FUND EQUITY

#### LIABILITIES

Accounts payable	\$ 27,378
Due to other fund	187,390
Total Liabilities	<u>214,768</u>

#### FUND EQUITY

Fund balances	
Undesignated	8,602,747
Total Fund Equity	<u>8,602,747</u>
Total Liabilities and Fund Equity	<u>\$ 8,817,515</u>

The accompanying notes are an integral part of these financial statements.

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE YEAR ENDED JUNE 30, 2010

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REVENUES	
Interest income	\$ 68,139
Total Revenues	<u>68,139</u>
EXPENDITURES	
Current expenditures	
Books and supplies	1,006,301
Services and operating expenditures	86,365
Capital outlay	
Buildings	223,189
Total Expenditures	<u>1,315,855</u>
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,247,716)
OTHER FINANCING SOURCES /(USES)	
Transfers out	(837,390)
Total other financing sources (uses)	<u>(837,390)</u>
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER/(UNDER) EXPENDITURES AND OTHER USES	(2,085,106)
FUND BALANCE, BEGINNING OF YEAR	10,687,853
FUND BALANCE, END OF YEAR	<u>\$ 8,602,747</u>

The accompanying notes are an integral part of these financial statements.



# **TRACY UNIFIED SCHOOL DISTRICT**

## **BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENT JUNE 30, 2010**

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### ***NOTE #1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES***

The accounting policies of the Tracy Unified School District Building Fund conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants. The Tracy Unified School District Building Fund, Measure S, 2008 General Obligation Bond Subfund, accounts for financial transactions in accordance with the policies and procedures of the California School Accounting Manual.

#### **Financial Reporting Entity**

The financial statements include only the Building Fund, Measure S, 2008 General Obligation Bond Subfund, of the Tracy Unified School District. This fund was established to account for the expenditures of general obligation bonds issued under the General Obligation Bonds Election of 2008. The authorized issuance amount of the 2008 bonds is \$43,100,000. The first series of the 2008 bonds in the amount of \$12,000,000 have been sold. These financial statements are not intended to present fairly the financial position and results of operations of the Tracy Unified School District in compliance with accounting principles generally accepted in the United States of America.

#### **Fund Accounting**

The operations of the Building Fund, Measure S, 2008 General Obligation Bond Subfund, are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

#### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

The financial statements of the Tracy Unified School District Building Fund, Measure S, 2008 General Obligation Subfund are accounted for under the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current fiscal period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered), except for unmatured interest on general long-term debt, which is recognized when due.

#### **Fund Balance Reserves and Designations**

Reservations of the ending fund balance indicate the portions of fund balance not available for appropriation or amounts legally segregated for a specific future use. Designations of the ending fund balance indicate tentative plans for financial resource utilization in a future period. No amounts were reserved or designated at June 30, 2010.

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENT JUNE 30, 2010

### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

### NOTE #2 – INVESTMENTS

**Investments Authorized Under Debt Agreements** - The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies; certificates of participation, obligations with first priority security; and collateralized mortgage obligations. The Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENT JUNE 30, 2010

**Investment in County Treasury** - The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

	Reported Amount	Fair Value
Deposits with County Treasurer	\$ 8,803,635	\$ 8,816,840
	<u>\$ 8,803,635</u>	<u>\$ 8,816,840</u>

### Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by maintaining funds in the investment pool listed below. The District monitors the interest rate risk inherent in its portfolio by measuring the weighted average maturity of its portfolio. The District has no specific limitations with respect to this metric.

Investment Type	Fair Value	Weighted Average Maturity in Years
County Pool	\$ 8,803,635	0.47
Total	<u>\$ 8,803,635</u>	

### NOTE #3 – ACCOUNTS RECEIVABLE

Receivables at June 30, 2010 consist of the following:

Interest	<u>\$ 13,880</u>
----------	------------------

### NOTE #4 – ACCOUNTS PAYABLE

Accounts payable at June 30, 2010, consists of the following:

Vendor payables	<u>\$ 27,378</u>
-----------------	------------------

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENT JUNE 30, 2010

### NOTE #5 – TRANSFERS TO/FROM OTHER FUNDS

During the year, the Building Fund, Measure S, 2008 General Obligation Bonds Subfund transferred \$837,390 to the County School Facilities Fund for construction projects.

### NOTE #6 – LONG-TERM DEBT

Under the modified accrual basis of accounting, liabilities for long-term debt are not reported in the individual funds. However, they are reported as liabilities on the Statement of Net Assets in the Entity Wide financial statements of the Tracy Unified School District. The data presented below is for informational purposes only.

The following provides information on the outstanding general obligation bonds:

Issue Date	Maturity Date	Interest Rate	Original Issue	Beginning Of Year	Issued	Redeemed	End Of Year
4/21/09	8/1/2033	3.00%-6.00%	\$ 12,000,000	\$ 12,000,000	\$ -	\$ -	\$ 12,000,000

### Debt Service Requirements

The general obligation bonds mature through 2033 as follows:

Fiscal Year	Principal	Interest to Maturity	Total
2011	\$ 205,000	\$ 599,699	\$ 804,699
2012	380,000	588,874	968,874
2013	10,000	583,024	593,024
2014	20,000	582,574	602,574
2015	45,000	581,601	626,601
2016-2020	770,000	2,850,515	3,620,515
2021-2025	2,170,000	2,481,875	4,651,875
2026-2030	3,770,000	1,740,901	5,510,901
2031-2033	4,630,000	497,250	5,127,250
Total	\$ 12,000,000	\$ 10,506,313	\$ 22,506,313

### NOTE #7 – COMMITMENTS AND CONTINGENCIES

As of June 30, 2010, the Building Fund, Measure S, 2008 General Obligation Bond Subfund, had no commitments with respect to unfinished capital projects:

**TRACY UNIFIED SCHOOL DISTRICT**

**MEASURE S  
2008 GENERAL OBLIGATION BONDS  
AGREED-UPON PROCEDURES  
REPORT  
JUNE 30, 2010**



VAVRINEK, TRINE, DAY  
& COMPANY, LLP  
*Certified Public Accountants*

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INDEPENDENT ACCOUNTANTS' REPORT ON  
APPLYING AGREED-UPON PROCEDURES – MEASURE S

Citizens' Fiscal Oversight Committee  
And Governing Board of  
Tracy Unified School District  
Tracy, California

We have performed the agreed-upon procedures, which were agreed to by the management of the Tracy Unified School District and the Citizen's Fiscal Oversight Committee, to review 70% of the expenditures of the Measure S, 2008 General Obligation Bond funds for the period of July 1, 2009 to June 30, 2010 for the purpose of verifying if the use of the funds is within the scope of the published materials specifying the intended use of bond funds. We used election documents and District resolutions as the guidance for the intended use of the funds. For any expenditures in question, we will recommend that the District obtain the opinion of legal counsel and we will inform this committee as to the issues. Management is responsible for Tracy Unified School District's compliance with election documents, district resolutions, and the project priority list. This engagement to perform agreed-upon procedures was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and meets the compliance requirements as outlined in Subparagraph (C) of paragraph (3) of subdivision (b) of section 1 of Article XIII A of the California Constitution. The sufficiency of these procedures is solely the responsibility of those specified parties in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

*Financial Summary*

1. The Measure S, 2008 General Obligation Measure funds were authorized at an election of the registered voters of the District held on November 4, 2008. The District received authorization to issue \$43,100,000 of bonds for the purpose of financing the repair, reconstruction, or replacement of school facilities. The first series of the 2008 bonds was issued in April 2009 with a principal amount of \$12,000,000.
2. Total expenditures, transfers, and commitments through June 30, 2010, were \$3,482,803.

3. An analysis of expenditures is as follows:

	Prior Periods	Current Period	Total
Current Expenditures			
Books and supplies	\$ -	\$ 1,006,301	\$ 1,006,301
Services and operating expenditures	-	86,365	86,365
Capital outlay	263,986	223,189	487,175
Transfers to County School Facilities Fund	1,065,572	837,390	1,902,962
Total expenditures and transfers	<u>\$ 1,329,558</u>	<u>\$ 2,153,245</u>	<u>\$ 3,482,803</u>
Contract commitments, June 30, 2010			-
Total expenditures, transfers, and commitments			<u>\$ 3,482,803</u>

Available unspent funds from the bonds as of June 30, 2010 are:

2008 General obligation bonds, Measure S proceeds	\$ 12,000,000	\$ -	\$12,000,000
Premium	395,914	-	395,914
Less issuance costs	(395,914)	-	(395,914)
Bond proceeds available for construction	<u>12,000,000</u>	<u>-</u>	<u>12,000,000</u>
Interest income	17,411	68,139	85,550
Funds available for construction	<u>\$ 12,017,411</u>	<u>\$ 68,139</u>	<u>12,085,550</u>
Total expenditures, transfers, and commitments			(3,482,803)
Amount available			<u>\$ 8,602,747</u>

*Agreed Upon Procedures Performed*

1. Verify that separate Building Funds of the District have been established to account for the receipt of bond proceeds and expenditure of the funds.
2. Through examination of the bond issue settlement statements and accounting records, verify that the net proceeds from the sale of the Measure S 2008 General Obligation Bonds were recorded in separate funds of the District and any amounts set aside for debt service were deposited into the related bond interest and redemption funds.
3. Summarize bond funds spent by project.
4. Select bond expenditures of at least 70% of the total expenditures for the year. Obtain supporting documentation (invoices, purchase orders, receiving documentation, contracts, etc.) and verify that the funds expended complied with the purpose that was specified to the registered voters of the District. Election materials, District resolutions, master plan, and other documents available at the District will be used to determine the purpose of expenditures.
5. For those items selected in item 3, verify that the District's normal purchasing (including quotation and bid requirements) and accounts payable policies and procedures were complied with.

## Results of Procedures

1. The 2008 general obligation bond fund expenditures were accounted for separately in the building fund, Measure S Subfund of the District.
2. There were no general obligation bonds sold during the year.
3. The bond funds spent by project are summarized as follows:

	Project Budget	Measure E Expenditures and Transfers		
		Prior Period	Current Year	Total
Monte Vista Middle School	\$ 14,053,000	\$ 303,975	\$ 575,000	\$ 878,975
McKinley Elementary School	5,718,700	161,500	250,000	411,500
North Elementary School	6,191,900	169,500	-	169,500
Central	7,216,300	195,500	-	195,500
South/West Park Elementary School Option 2	12,914,200	200,000	-	200,000
Technology and security	9,100,000	120	1,071,908	1,072,028
Charter school	2,000,000	25,000	-	25,000
Relocatable building moves	1,000,000	263,866	243,947	507,813
Project contingency/administrative	1,500,000	10,097	12,390	22,487
	<u>\$ 59,694,100</u>	<u>\$ 1,329,558</u>	<u>\$ 2,153,245</u>	<u>\$ 3,482,803</u>

4. Our review of the expenditures and transfers for the year ended June 30, 2010, did not reveal any items that were paid from the general obligation bond funds that did not comply with the purpose of the Bonds that were approved by the registered voters of the District on November 4, 2008. We requested that management of the District obtain a legal clarification on the language of expenditures related to technology upgrades. The language clarification indicated that technology expenditures at the service center that support the technology upgrades at the sites was allowable. We did not request that management obtain any other legal opinions for the year ended June 30, 2010. A list of expenses reviewed is included in the supplemental information.
5. Our review of the awarding of contracts and the disbursement of funds revealed no exceptions to the policies of the State and the District.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Tracy Unified School District and the Citizen's Fiscal Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

*VarrineK, Ture, Day & Co LLP*

Pleasanton, California  
December 30, 2010



**TRACY UNIFIED SCHOOL DISTRICT**

**BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND  
SUPPLEMENTAL SCHEDULE OF EXPENDITURES REVIEWED  
FOR THE YEAR ENDED JUNE 30, 2010**

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Warrant or P.O.		Vendor	Description from Invoice	Amount
Warrant Date	Number			
10/13/2009	J165788	Con J Franke El	Freiler - Security systems & Fire alarms & assoc. infrastructure	\$ 34,263.00
10/13/2009	J165788	Con J Franke El	Kelly - Security systems & Fire alarms & assoc. infrastructure	39,478.50
10/13/2009	J165788	Con J Franke El	Villa - Security systems & Fire alarms & assoc. infrastructure	30,622.50
1/4/2010	J176212	Rainforth Grau	Monte Vista - Architect for modernization	50,134.27
2/5/2010	J180895	Rainforth Grau	Monte Vista - Architect for modernization	158,496.05
2/5/2010	J180897	Rainforth Grau	McKinley - Architect for modernization	25,692.93
3/24/2010	J187164	Rainforth Grau	Monte Vista - Architect for modernization	160,519.00
3/24/2010	J187165	Rainforth Grau	McKinley - Architect for modernization	28,791.41
4/12/2010	J189445	Rainforth Grau	Monte Vista - Architect for modernization	74,544.41
4/12/2010	J189446	Rainforth Grau	McKinley - Architect for modernization	20,565.30
4/30/2010	J192369	Decotech System	UPS equipment & rack for mounting	95,712.00
4/30/2010	J192369	Decotech System	UPS equipment & rack for mounting	34,125.50
5/17/2010	J194648	Hewlett Packard	Servers	25,333.31
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	98,805.85
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	50,177.28
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	90,872.83
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	74,851.92
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	31,646.00
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	31,646.00
5/24/2010	J195756	AMS.net Inc	Cisco - catalyst switches	43,827.86

**TRACY UNIFIED SCHOOL DISTRICT**

**BUILDING FUND – MEASURE S, 2008 GENERAL OBLIGATION BOND SUBFUND  
SUPPLEMENTAL SCHEDULE OF EXPENDITURES REVIEWED (CONTINUED)  
FOR THE YEAR ENDED JUNE 30, 2010**

Warrant Date	Warrant or P.O.		Description from Invoice	Amount
	Number	Vendor		
6/1/2010	J196917	Hewlett Packard	Computer Racks	29,056.90
6/1/2010	J196917	Hewlett Packard	Computer Servers	60,992.80
6/11/2010	J198663	Rainforth Grau	Monte Vista - Architect for modernization	27,954.15
6/11/2010	J198664	Rainforth Grau	McKinley - Architect for modernization	24,678.25
6/11/2010	J198664	Rainforth Grau	McKinley - Architect for modernization	49,356.71
6/14/2010	J199094	Hewlett Packard	Computer Servers	41,720.85
6/23/2010	J200699	Rainforth Grau	McKinley - Architect for modernization	41,130.59
6/24/2010	J201185	AMS.net Inc	Cisco - catalyst switches	47,366.72
6/30/2010	J025686	AMS.net Inc	Valcom System ICGG Project	21,833.41
Total invoices reviewed				1,544,196.30
Bond expenditures in the current year				2,153,245.00
Percent reviewed				72%

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**TRACY UNIFIED SCHOOL DISTRICT**  
**MEASURE E**  
**2006 GENERAL OBLIGATION BONDS**  
**FINANCIAL REPORT**  
**JUNE 30, 2010**

**TRACY UNIFIED SCHOOL DISTRICT**  
**BUILDING FUND**  
**2006 GENERAL OBLIGATION BOND SUBFUND**  
**MEASURE E**

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**JUNE 30, 2010**

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& COMPANY, LLP  
*Certified Public Accountants*

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## INDEPENDENT AUDITORS' REPORT

Citizen's Fiscal Oversight Committee  
And Governing Board  
Tracy Unified School District  
Tracy, California

We have audited the accompanying financial statements of the Building Fund, Measure E, 2006 General Obligation Bond Subfund, of the Tracy Unified School District, as of and for the year ended June 30, 2010, as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the Building Fund, Measure E, 2006 General Obligation Bond Subfund, and do not purport to, and do not, present fairly the financial position and results of operations of the Tracy Unified School District in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Building Fund, Measure E, 2006 General Obligation Bond Subfund, of the Tracy Unified School District at June 30, 2010, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

*Vavrinek, Trine, Day & Co LLP*

Pleasanton, California  
December 30, 2010

**TRACY UNIFIED SCHOOL DISTRICT**

**BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND  
BALANCE SHEET  
JUNE 30, 2010**

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**ASSETS**

Cash and investments	\$ 17,690,945
Accounts receivable	26,065
Total Assets	<u>\$ 17,717,010</u>

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

Due to other fund	\$ 7,012,390
Total Liabilities	<u>7,012,390</u>

**FUND EQUITY**

Fund balances	
Undesignated	10,704,620
Total Fund Equity	<u>10,704,620</u>
Total Liabilities and Fund Equity	<u>\$ 17,717,010</u>

The accompanying notes are an integral part of these financial statements.

**TRACY UNIFIED SCHOOL DISTRICT**

**BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCE  
FOR THE YEAR ENDED JUNE 30, 2010**

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**REVENUES**

Interest income	\$ 128,335
-----------------	------------

**EXPENDITURES**

**OTHER FINANCING SOURCES /(USES)**

Transfers in	215,560
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Transfers out	(9,637,390)
---------------	-------------

Total other financing sources (uses)	(9,421,830)
--------------------------------------	-------------

**EXCESS OF REVENUES AND OTHER  
FINANCING SOURCES OVER/(UNDER)**

EXPENDITURES AND OTHER USES	(9,293,495)
-----------------------------	-------------

FUND BALANCE, BEGINNING OF YEAR	19,998,115
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FUND BALANCE, END OF YEAR	\$ 10,704,620
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The accompanying notes are an integral part of these financial statements.

# **TRACY UNIFIED SCHOOL DISTRICT**

## **BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010**

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### ***NOTE #1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES***

The accounting policies of the Tracy Unified School District Building Fund conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants. The Tracy Unified School District Building Fund, Measure E, 2006 General Obligation Bond Subfund accounts for financial transactions in accordance with the policies and procedures of the California School Accounting Manual.

#### **Financial Reporting Entity**

The financial statements include only the Building Fund, Measure E, 2006 General Obligation Bond Subfund of the Tracy Unified School District. This fund was established to account for the expenditures of general obligation bonds issued under the General Obligation Bonds Election of 2006. The authorized issuance amount of the 2006 bonds is \$51,000,000. The first to third series of the 2006 bonds in the amount of \$51,000,000 have been sold. These financial statements are not intended to present fairly the financial position and results of operations of the Tracy Unified School District in compliance with accounting principles generally accepted in the United States of America.

#### **Fund Accounting**

The operations of the Building Fund, Measure E, 2006 General Obligation Bond Subfund, are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

#### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied.

The financial statements of the Tracy Unified School District Building Fund, Measure E, 2006 General Obligation Subfund are accounted for under the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current fiscal period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered), except for unmatured interest on general long-term debt, which is recognized when due.

#### **Fund Balance Reserves and Designations**

Reservations of the ending fund balance indicate the portions of fund balance not available for appropriation or amounts legally segregated for a specific future use. Designations of the ending fund balance indicate tentative plans for financial resource utilization in a future period. No amounts were reserved or designated at June 30, 2010.



# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

### NOTE #2 – INVESTMENTS

**Investments Authorized Under Debt Agreements** - The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations. The Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

**Investment in County Treasury** - The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (Education Code Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

	Reported Amount	Fair Value
Deposits with County Treasurer	\$ 17,690,945	\$ 17,717,481
	<u>\$ 17,690,945</u>	<u>\$ 17,717,481</u>

### Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by maintaining funds in the investment pool listed below. The District monitors the interest rate risk inherent in its portfolio by measuring the weighted average maturity of its portfolio. The District has no specific limitations with respect to this metric.

Investment Type	Fair Value	Weighted Average Maturity in Years
County Pool	\$ 17,690,945	0.47
Total	<u>\$ 17,690,945</u>	

### NOTE #3 – ACCOUNTS RECEIVABLE

Receivables at June 30, 2010 consist of the following:

Interest	<u>\$ 26,065</u>
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### NOTE #4 – TRANSFERS TO/FROM OTHER FUNDS

During the year, the Building Fund, Measure E, 2006 General Obligation Bonds Subfund transferred \$9,637,390 to the County School Facilities Fund for construction projects. The County School Facilities Fund also transferred \$215,560 to the Measure E, 2006 General Obligation Bonds Subfund for construction projects.

# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND NOTES TO FINANCIAL STATEMENTS JUNE 30, 2010

### NOTE #5 – LONG-TERM DEBT

Under the modified accrual basis of accounting, liabilities for long-term debt are not reported in the individual funds. However, they are reported as liabilities on the Statement of Net Assets in the Entity Wide financial statements of the Tracy Unified School District. The data presented below is for informational purposes only.

The following provides information on the outstanding general obligation bonds:

Issue Date	Maturity Date	Interest Rate	Original Issue	Beginning Of Year	Issued	Redeemed	End Of Year
July 2006	8/1/2031	4.00%-8.00%	\$14,000,000	\$ 11,835,000	\$ -	\$ 290,000	\$11,545,000
July 2007	8/1/2032	4.00%-8.00%	\$20,000,000	19,955,000	-	170,000	19,785,000
July 2008	8/2/2033	2.75%-10.00%	\$17,000,000	17,000,000	-	-	17,000,000
				<u>\$ 48,790,000</u>	<u>\$ -</u>	<u>\$ 460,000</u>	<u>\$48,330,000</u>

### Debt Service Requirements

The general obligation bonds mature through 2034 as follows:

Fiscal Year	Principal	Interest to Maturity	Total
2011	\$ 515,000	\$ 2,311,141	\$ 2,826,141
2012	610,000	2,270,415	2,880,415
2013	745,000	2,224,339	2,969,339
2014	865,000	2,171,214	3,036,214
2015	1,000,000	2,112,314	3,112,314
2016-2020	7,140,000	9,641,163	16,781,163
2021-2025	11,255,000	7,655,476	18,910,476
2026-2030	16,835,000	4,419,717	21,254,717
2031-2034	9,365,000	681,680	10,046,680
Total	<u>\$48,330,000</u>	<u>\$33,487,459</u>	<u>\$ 81,817,459</u>

**TRACY UNIFIED SCHOOL DISTRICT**

**BUILDING FUND – 2006 GENERAL OBLIGATION BOND RESOURCE  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2010**

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***NOTE #6 – COMMITMENTS AND CONTINGENCIES***

As of June 30, 2010, the Building Fund, Measure E, 2006 General Obligation Bond Subfund, had the following commitments with respect to unfinished capital projects:

<u>Capital Project</u>	<u>Remaining Construction Commitment</u>	<u>Expected Date of Completion</u>
Tracy High School Modernization		
Cafeteria and Classroom Buildings	\$ 4,362,967	03/31/11
Library and Classroom Buildings	5,198,971	03/31/11
	<u>\$ 9,561,938</u>	

A portion of these commitments will be funded by other sources.

**TRACY UNIFIED SCHOOL DISTRICT**

**MEASURE E  
2006 GENERAL OBLIGATION BONDS  
AGREED-UPON PROCEDURES  
REPORT  
JUNE 30, 2010**



VAVRINEK, TRINE, DAY  
& COMPANY, LLP  
*Certified Public Accountants*

VALUE THE DIFFERENCE

INDEPENDENT ACCOUNTANTS' REPORT ON  
APPLYING AGREED-UPON PROCEDURES – MEASURE E

Citizens' Fiscal Oversight Committee  
And Governing Board of  
Tracy Unified School District  
Tracy, California

We have performed the agreed-upon procedures, which were agreed to by the management of the Tracy Unified School District and the Citizen's Fiscal Oversight Committee, to review 70% of the expenditures of the Measure E, 2006 General Obligation Bond E funds for the period of July 1, 2009 to June 30, 2010, for the purpose of verifying if the use of the funds is within the scope of the published materials specifying the intended use of bond funds. We used election documents and District resolutions as the guidance for the intended use of the funds. For any expenditures in question, we will recommend that the District obtain the opinion of legal counsel and we will inform this committee as to the issues. Management is responsible for Tracy Unified School District's compliance with election documents, district resolutions, and the project priority list. This engagement to perform agreed-upon procedures was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and meets the compliance requirements as outlined in Subparagraph (C) of paragraph (3) of subdivision (b) of section 1 of Article XIII A of the California Constitution. The sufficiency of these procedures is solely the responsibility of those specified parties in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

*Financial Summary*

1. The Measure E, 2006 General Obligation bond funds were authorized at an election of the registered voters of the District held on June 6, 2006. The District received authorization to issue \$ 51,000,000 of bonds for the purpose of financing the repair, reconstruction, or replacement of school facilities. All three series of the bonds have been issued.
2. Total expenditures and commitments through June 30, 2010, were \$51,689,218.

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3. An analysis of expenditures is as follows:

	Prior Periods	Current Period	Total
Transfers to County School Facilities Fund	\$ 32,489,890	\$ 9,637,390	\$ 42,127,280
Total expenditures and transfers out	\$ 32,489,890	\$ 9,637,390	42,127,280
Contract commitments, June 30, 2010			9,561,938
Total expenditures and commitments			\$ 51,689,218

Available unspent funds from the bonds as of June 30, 2010 are:

2006 General obligation bonds, Measure E proceeds	\$ 51,000,000	\$ -	\$ 51,000,000
Premiums	1,070,447	-	1,070,447
Less issuance costs	(1,070,447)	-	(1,070,447)
Bond proceeds available for construction	51,000,000	-	51,000,000
Transfer in from County School Facilities Fund	4,584	215,560	220,144
Interest income	1,483,421	128,335	1,611,756
Funds available for construction	\$ 52,488,005	\$ 343,895	52,831,900
Total expenditures and commitments			(51,689,218)
Amount available			\$ 1,142,682

*Agreed Upon Procedures Performed*

1. Verify that separate Building Funds of the District have been established to account for the receipt of bond proceeds and expenditure of funds.
2. Through examination of the bond issue settlement statements and accounting records, verify that the net proceeds from the sale of the Measure E, General Obligation Bonds were recorded in separate funds of the District and any amounts set aside for debt service were deposited into the related bond interest and redemption funds.
3. Summarize bond funds spent by project.
4. Select bond expenditures of at least 70% of the total expenditures and transfers for the year. Obtain supporting documentation (invoices, purchase orders, receiving documentation, contracts, etc.) and verify that the funds expended complied with the purpose that was specified to the registered voters of the District. Election materials, District resolutions, master plan, and other documents available at the District will be used to determine the purpose of expenditures.
5. For those items selected in item 3, verify that the District's normal purchasing (including quotation and bid requirements) and accounts payable policies and procedures were complied with.

### Results of Procedures

1. The 2006 general obligation bond funds were accounted for separately in the Building Fund, Measure E Subfund of the District and funds are transferred to the County School Facility funds when spent.
2. There was \$17,000,000 of general obligation bonds sold during the year and the net proceeds available for construction were deposited into the Building fund, Measure E Subfund of the District.
3. The bond funds spent by project are summarized as follows:

	Project Budget	Measure E Expenditures and Transfers		
		Prior Period	Current Year	Total
West High School stadium and pool	\$ 12,090,418	\$ 9,800,000	\$ -	\$ 9,800,000
West High School theater	4,750,000	400,000	-	400,000
Tracy High School classrooms	20,381,448	12,349,102	-	12,349,102
Tracy High School modernization	46,750,303	9,793,416	9,625,000	19,418,416
Project administration	381,912	147,372	12,390	159,762
Project contingency	1,800,000	-	-	-
	<u>\$86,154,081</u>	<u>\$ 32,489,890</u>	<u>\$ 9,637,390</u>	<u>\$42,127,280</u>

4. Our review of the expenditures and transfers for the year ended June 30, 2010, did not reveal any items that were paid from the general obligation bond funds that did not comply with the purpose of the Bonds that were approved by the registered voters of the District on June 6, 2006. We did not request that management of the District obtain any legal opinions on expenditures for the year ended June 30, 2010. A list of expenses reviewed is included in the supplemental information.
5. Our review of the awarding of contracts and the disbursement of funds revealed no exceptions to the policies of the State and the District.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on compliance. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Tracy Unified School District and the Citizen's Fiscal Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

*Vavrinek, Ture, Day & Co LLP*

Pleasanton, California  
December 30, 2010



# TRACY UNIFIED SCHOOL DISTRICT

## BUILDING FUND – MEASURE E, 2006 GENERAL OBLIGATION BOND SUBFUND SUPPLEMENTAL SCHEDULE OF EXPENDITURES REVIEWED FOR THE YEAR ENDED JUNE 30, 2010

Warrant Date	Warrant Number	Vendor	Description from Invoice	Amount
9/25/2009	J163190	Roebbelen Construction	Tracy High School - Cafeteria and Library	\$ 480,190.36
11/3/2009	J168669	Roebbelen Construction	Tracy High School - Cafeteria and Library	491,970.92
12/9/2009	J173445	Roebbelen Construction	Tracy High School - Cafeteria and Library	699,657.06
12/9/2009	J173445	Roebbelen Construction	Tracy High School - Cafeteria and Library	758,993.22
12/10/2009	J173638	Roebbelen Construction	Tracy High School - Vehicle Maintenance Building	300,019.67
12/29/2009	J175970	Roebbelen Construction	Tracy High School - Vehicle Maintenance Building	328,322.03
12/29/2009	J175971	Roseville Bank	Tracy High School - Vehicle Maintenance Building	36,480.22
1/7/2010	J176846	Roebbelen Construction	Tracy High School - Cafeteria and Library	524,726.88
3/24/2010	J187169	Roebbelen Construction	Tracy High School - Cafeteria and Library	490,754.36
4/30/2010	J192344	Roseville Bank	Tracy High School - Vehicle Maintenance Building	2,169.80
5/28/2010	J196752	Roebbelen Construction	Tracy High School - Cafeteria and Library	963,291.64
5/28/2010	J196752	Roebbelen Construction	Tracy High School - Cafeteria and Library	645,184.86
5/28/2010	J196753	Roseville Bank	Tracy High School - Library	107,032.40
6/22/2010	J200419	Roebbelen Construction	Tracy High School - Cafeteria and Library	535,013.65
6/22/2010	J200419	Roebbelen Construction	Tracy High School - Cafeteria and Library	611,002.75
Total invoices reviewed				6,974,809.82
Less funds provided by other sources				(215,560.00)
Bond funds reviewed				6,759,249.82
Bond funds spent				9,637,390.00
Percentage reviewed				70%



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources  
**DATE:** January 18, 2011  
**SUBJECT:** Approve the 2010-2011 Consolidated Application, Part II, for the Tracy Unified School District

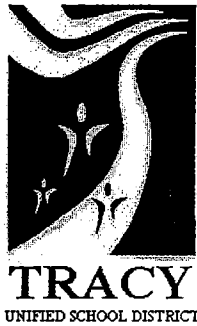
**BACKGROUND:** Each year, the District is required to submit to the State Department of Education a Consolidated Application Part II for Funding of Categorical Aid Programs. These programs include both Federal and State-funded programs. Federally-funded programs include Title I (Economically Disadvantaged Students), Title II (Professional Development), Title III (English Language Learners), and Title IV (Drug-free and Safe schools). State-funded programs also include Economic Impact Aid (EIA). Part II of the Consolidated Application reports the District's prior year and current year data and related expenditures by funding source.

**RATIONALE:** State law requires local Governing Board approval. This agenda item supports Strategic Goal #4: Continuously improve fiscal and human resources, facilities and operational processes in order to support our efforts to meet or exceed district, state and federal targets; and Strategic Goal #7: Develop and utilize partnerships that contribute to the achievement of District goals.

**FUNDING:** There is no cost to the District.

**RECOMMENDATION:** Approve the 2010-2011 Consolidated Application, Part II, for the Tracy Unified School District

**Prepared by:** Linda Dopp, Director of Alternative Programs



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. James Franco, Superintendent  
**FROM:** ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources  
**DATE:** January 14, 2011  
**SUBJECT:** Adopt the District's Initial Bargaining Proposal for the Tracy Educators Association (TEA) for the 2011-2012 School Year and Submit it for Negotiations, Pending Public Input

**BACKGROUND:** The current three-year contract between the Tracy Educators Association (TEA) and the Tracy Unified School District (TUSD) expires June 30, 2012.

Pursuant to Article XXXIX of the 2009-2010, 2010-2011, 2011-2012 Master Agreement between TUSD and TEA, there shall be no re-openers for the 2010-2011 school year and re-openers on Article XIII, Salaries, and Article XIV, Fringe Benefits, only for the 2011-2012 school year. The District chooses to open Article XIII, Salaries, and Article XIV, Fringe Benefits.

**RATIONALE:** In view of the California state budget crisis and the potential need for further reductions to the District's budget, the District is opening these Articles in order to maintain fiscal solvency and meet the San Joaquin County Office of Education's standard for the budget to be certified as "positive".

This agenda item meets Strategic Goal #7: Develop and utilize partnerships that contribute to the achievement of District Goals.

**FUNDING:** N/A

**RECOMMENDATION:** Adopt the District's Initial Bargaining Proposal for the Tracy Educators Association (TEA) for the 2011-2012 School Year and Submit it for Negotiations, Pending Public Input

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

