

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT

DATE: TUESDAY, SEPTEMBER 27, 2011

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

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

A G E N D A

1. **Call to Order**
2. **Roll Call – Establish Quorum**
Board: J. Costa, G. Crandall, W. Gouveia, T. Guzman, G. Silva, B. Swenson, J. Vaughn.
Staff: J. Franco, C. Goodall, S. Harrison and B. Etcheverry.
3. **Closed Session: Opportunity to Address the Board Regarding Closed Session Items which follow. Closed session is limited to consideration of items specifically authorized under the Government Code and/or the Education Codes.**
 - 3.1 **Educational Services:**
 - 3.1.1 Finding of Fact #11-12/6, 7, 8
 - 3.1.2 Application for Reinstatement #11-12/37
Action: Motion___; Second___. **Vote:** Yes ___; No___; Absent___; Abstain ___.
 - 3.1.3 Application for Enrollment #11-12/5
Action: Motion___; Second___. **Vote:** Yes ___; No___; Absent___; Abstain ___.
 - 3.1.4 Waiver of Expulsion #11-12/2
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 Finding of Fact #11-12/6, 7,8
Action: Motion___; Second___. **Vote:** Yes ___; No___; Absent___; Abstain ___

6b Report Out of Application for Reinstatement #11-12/37

Action: Vote: Yes ___; No ___; Absent ___; Abstain ___

6c Report Out of Application for Enrollment #11-12/5

Action: Vote: Yes ___; No ___; Absent ___; Abstain ___

6d Report Out of Waiver of Expulsion #11-12/2

Action: Vote: Yes ___; No ___; Absent ___; Abstain ___

7. Approve Regular Minutes of September 13, 2011.

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

8. Student Representative Reports: West High: Dustin Vang; Tracy High: Michelle Andrade; Stein: Zachary Washington; Kimball High: Aloukika Shah

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

9.1 Bohn School Update on Staff Development Initiatives to Support Student Achievement

9.2 Monte Vista School Update on Staff Development Initiatives to Support Student Achievement

9.3 Recognize Dr. Donna Sonnenburg for Being Chosen as an Honoree for the San Joaquin A+ Spirit of Literacy Award

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: None.

11.2	Educational Services:	Pg. No.
11.2.1	Receive Report on Plans for 2012 Comprehensive High School Graduation Ceremonies	8
12.	PUBLIC HEARING:	
12.1	Educational Services:	
12.1.1	Conduct a Public Hearing to Determine Sufficiency of Textbooks and Instructional Materials for the Students of Tracy Unified School District	9
13.	Consent Items: Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.	
	Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain__	
13.1	Administrative & Business Services:	
13.1.1	Approve Assembly Vendors and Site Assembly Utilization Calendars	10-13
13.1.2	Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District	14-15
13.1.3	Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda	16-18
13.1.4	Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda	19-21
13.1.5	Ratify Routine Expenditures and Notice of Completions which Meet the Criteria for Placement on the Consent Agenda	22-23
13.2	Educational Services:	
13.2.1	Approve Agreement for Special Contract Services and Memorandum of Understanding with San Joaquin County Office of Education, CASST (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties) Leadership Coaching for Three Comprehensive High School Principals from September 28, 2011, through June 15, 2012	24-27
13.2.2	Approve Overnight Travel for 16 IB Academy Staff and 39 Senior IB Diploma Candidates to Point Bonita YMCA, Sausalito, CA on January 13-15, 2012	28
13.3	Human Resources:	
13.3.1	Approve Classified, Certificated and/or Management Employment	29-30
13.3.2	Approve Agreement for Special Contract Services with @Work Medical Services to Provide Nurses for Needed Nursing Services	31-37
14.	Action Items: Action items are considered and voted on individually. Trustees receive background information and staff recommendations for each item recommended for action in advance of scheduled meetings and are prepared to vote with knowledge on the action items.	
14.1	Administrative & Business Services:	
14.1.1	Approve Naming Facility and Appoint Screening Committee	38
Action:	Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain__.	

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| <p>14.2 Educational Services:</p> <p>14.2.1 Adopt Resolution No. 11-06: A Declaration that there are Sufficient Textbooks and Instructional Materials for the Students of Tracy Unified School District</p> <p>Action: Motion___; Second___. Vote: Yes ___; No ___; Absent___; Abstain ___.</p> | <p>Pg. No.</p> <p>39-44</p> |
| <p>14.3 Human Resources:</p> <p>14.3.1 Approve the Tentative Agreement between the Tracy Educators Association and Tracy Unified School District for the 2011-12 School Year</p> <p>Action: Motion___; Second___. Vote: Yes ___; No ___; Absent___; Abstain ___.</p> <p>14.3.2 Approve New Job Description for ISET Network Systems Specialist</p> <p>Action: Motion___; Second___. Vote: Yes ___; No ___; Absent___; Abstain ___.</p> | <p>45-52</p> <p>53-56</p> |
- 15. Board Reports:** An opportunity for board members to discuss items of particular importance or interest in the district.
- 16. Superintendent's Report:** An opportunity for the superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities.
- 17. Board Meeting Calendar:**
- | | | |
|-------------|--------------------------|--|
| 17.1 | October 11, 2011 | |
| 17.2 | October 25, 2011 | |
| 17.3 | November 8, 2011 | |
| 17.4 | December 13, 2011 | |
| 17.5 | January 10, 2012 | |
| 17.6 | January 24, 2012 | |
- 18. Upcoming Events:**
- | | | |
|-------------|--|--|
| 18.1 | October 24, 2011 | No School, Parent Teacher Conferences |
| 18.2 | November 10-11, 2011 | No School, Veteran's Day Holiday |
| 18.3 | November 21-25, 2011 | No School, Thanksgiving Week Break |
| 18.4 | December 19, 2011 – January 2, 2012 | No School, Winter Break |
| 18.5 | January 16, 2012 | No School, MLK Day |
| 18.6 | February 13, 2012 | No School, Lincoln's Birthday |
| 18.7 | February 20, 2012 | No School, Presidents' Day |

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 aid 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, September 13, 2011**

5:30 PM: President Gouveia 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 (arrived late and did not attend closed session)
Staff: J. Franco, S. Harrison, C. Goodall, J. Cardoza

7:08 PM: President Gouveia called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.

Closed Session: **6a** Finding of Fact #11-12/1
Action: Crandall, Guzman. **Vote:** Yes-7; No-0
6b Report Out of Application for Reinstatement #11-12/18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36
Action: To approve **Vote:** Yes-6; No-0; Absent-1 (Vaughn)
6c Report Out of Application for Enrollment #11-12/3, 4
Action: **Vote:** Yes-6; No-0; Absent-1 (Vaughn)
6d Report Out of Waiver of Expulsion #11-12/1
Action: **Vote:** Yes-6; No-0; Absent-1 (Vaughn)
6e Report Out of PE Exemptions: WHS #10204606; THS #10201475, #10311168
Action: To approve **Vote:** Yes-6; No-0; Absent-1 (Vaughn)
6f Report Out of Action Taken on Discharge Classified Employee #UCL-156
Action: None. **This item was pulled from the agenda.**

Employees Present: C. Minter, L. Nelson, R. Call, G. Borejko, G. Garner, B. Harrold, J. Wilson, K. Gill, F. Medina, J. Anderson, B. Carter, P. Hall, J. Carter, A. Continente, G. Wilson, L. Cuaresma, B. Pieretti, C. Agostinho

Press: D. Rizzo

Visitors Present: K. Wilson, R. Pane, T. Moniz, N. Young, K. Arwood, N. Burrell,

Minutes: **Approve Regular Minutes of August 23, 2011.**
Action: **Vote:** Guzman, Vaughn. Yes, 7; No-0; Absent-

Student Rep Reports: None.

Recognition & Presentations: **9.1** George Kelly School Site Update on Achievements & Activities
Principal Khushwinder Gill and Assistant Principal Jeanine Wilson presented a PowerPoint Presentation on George Kelly School. They reviewed the school's mission statement, 20 point jump in API to 825, AYP increases and goals for API and AYP scores. Six thousand dollars of professional development monies were

received this year. Two professional development programs, Academic Language and Support (ALAS) and Professional Learning Communities (PLCs) were also outlined. The goals for the end of the school year are that staff members develop trustworthy relationships with each other and with administration; and student achievement excels and close the achievement gap. Kelly was also chosen for a Governor's Council of Fitness and Nutrition award, which they will receive on September 14, 2011 in Sacramento.

9.2 Boys & Girls Club Presentation by Kelly Wilson

Kelly Wilson, Executive Director of Boys & Girls Club of Tracy and Director of Operations, Rob Pane presented a PowerPoint Presentation on the collaboration between Boys & Girls Club of Tracy and TUSD. The Boys & Girls Club of Tracy opened in Tracy in 1989. This year there is an average of 645 members attending clubs each day, with 869 enrolled. All six participating school sites (Monte Vista, North, Villalovoz, Central, South/West Park and McKinley) participated in a summer enrichment program and currently participate in Power Hour homework assistance, enrichment activities, field trips, team sports and physical fitness activities. The Club also provides sports leagues for middle and elementary school students and helps students participate in school and community collaborations. Students also work on community service projects and participate in tutoring and mentoring activities. Ms. Wilson shared a success story with the tutoring and mentoring program at North, with over 95% of the 3rd-6th grade Boys & Girls Club students who were in the tutoring program, received higher scores than their previous year. The program has had a great deal of success in the community and the club looks forward to continued principal and school staff involvement, space to facilitate programs and activities and continued district support.

Hearing of Delegations

Tammie Moniz of Yes! You Can Dance addressed the Board with a proposal to start a dance program at Art Freiler School. Three sons have attended Freiler and current student attends who has autism. Last year she offered to teach his class a dance and helped with choreography for Freiler and Kimball High musicals. This year she'd like to start a pilot program where she'd sign up 10 classes, teach each class once a week for an hour each. At the end of the school year, they'd put on a dance concert with proceeds going into the program. She's not asking for any money from the district, just wants the "OK" to start the program. Growing up, she used to go to Girl Scouts and had to stop at a dance class and couldn't participate because of lack of funds. Wants to reach those kids that can't afford it. In high school she was able to take ballet for four years for free and was a really good dancer. She wants to reach those kids and needs the OK. The staff members are on board and are excited about it. For now, she'd be volunteering her time until she got some funding in place. Has put in a nomination for a Clorox Award. She has a website – yesyoucandance.net - where you can find more information on the program. Currently already teaching two classes dance. Wants to know who to talk to and how to get a "Yes".

Dr. Franco responded that he'd received her e-mail today and is referring Ms. Moniz to Linda Dopp who will be in touch with her about the process to begin a program such as this.

Trustee Crandall asked when she expects to hear about the Clorox Award grant monies. Ms. Moniz isn't sure, but is continuing to look for more funding.

Information & Discussion Items:	11.1	Educational Services:
	11.2.1	<p>Receive Report on Accountability Progress Report (APR) for 2010-11</p> <p>Dr. Sheila Harrison and Dr. Carol Anderson-Woo presented a PowerPoint Presentation on TUSD's Accountability Progress Report (APR) consisting of Adequate Yearly Progress (AYP) scores, Academic Performance Index (API) scores, Title III Accountability information, Program Improvement (PI) status and plans for improvement. The district is extremely proud of all of its schools for doing a fantastic job and we're very pleased with the direction our scores are going. The 2011 AYP targets for elementary/middle, high school and overall district percentages for ELA and Math were reviewed. CAHSEE cut scores for NCLB were reviewed with a score of 350 or above meaning passing for graduation and a score of 380 or above meaning proficient for AYP. District and school AYP results were then reviewed including overall district scores and subgroup scores. TUSD must meet a number of components to make AYP and in 2011, TUSD met 32 of 46 components. All subgroups made gains over 2010. A summary of site results was then given and a review of those schools in safe harbor. Individual site scores in ELA and Math were reviewed. The assessments used in the API were reviewed. Schools receive an overall API and an API for numerically significant subgroups. In order to make API target, schools must make it overall and for all subgroups. API results for 2011 were reviewed for each school, showing growth and whether or not the school made the growth targets. Comparisons between TUSD and other local districts were made. Only schools receiving Title I funding can be identified for PI status. Schools are identified after missing AYP for two consecutive years. There are 3,892 Title I schools in PI in California. There are 445 districts in PI in California. If a PI school meets API and AYP targets for one year, it stays at the same level of PI for the next year. The school must meet targets for the identified subgroups for two years in order to be exited from PI. Plans for improvement were reviewed including school site plans and their reviews, APS, continued professional development, interventions/re-teaching, EL support, emphasis on CST blueprints, District Support teams, monthly instructional tours and technical assistance from SJCOE-RSDSS.</p>
Public Hearing:	None.	
Consent Items:	Action	Item 13.2.5 was pulled. Crandall, Vaughn. Vote: Yes-7; No-0
	13.1	Administrative & Business Services:
	13.1.1	Approve Payroll Reports for March-June, 2011
	13.1.2	Approve Revolving Cash Fund Reports for March-May, 2011
	13.1.3	Approve Monthly Budget Adjustment Reports March-May, 2011
	13.1.4	Approve Accounts Payable Warrants Report for March-May, 2011(Separate Cover Item)
	13.1.5	Approve Assembly Vendors and Site Assembly Utilization Calendars
	13.1.6	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

- 13.1.7 Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.8 Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.9 Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

- 13.2 **Educational Services:**
 - 13.2.1 Ratify Overnight Travel for Tracy High Women's Varsity Water Polo Team's Attendance Silver State Shootout in Reno, NV on September 8-11, 2011
 - 13.2.2 Approve Overnight Travel for Tracy High School Varsity Girls' Basketball Team to Participate in the Fort Bragg High School Timberwolves Holiday Classic Basketball Tournament in Fort Bragg, California, on December 18-22, 2011
 - 13.2.3 Approve Agreement for Special Contract Services Between DataWORKS Educational Research and Central School for the 2011-2012 School Year
 - 13.2.4 Ratify Agreement for School Counseling Services with San Joaquin County Office of Education for the 2011-2012 School Year
 - 13.2.5 Approve Overnight Travel for Maria Pozsar to Attend the IB Teacher Training Workshop French B, Sponsored by the International Baccalaureate Organization in Miami Beach, Florida on October 28-October 31, 2011 (**THIS ITEM WAS PULLED**)
 - 13.2.6 Ratify Master Contract and Individual Services Agreement with Stockton Education Center, NPS, for School Year 2011-2012
 - 13.2.7 Ratify Agreement for Special Contract Services and Memorandum of understanding (MOU) for Dr. Willis of Empowering Parents to Provide Training for West High School Parents, Staff, and Students for the 2011-2012 School Year
 - Approve Contract with the San Joaquin County Children and Families Commission (First 5 San Joaquin) for the Building Literacy Together Grant
 - Ratify Master Contract and Individual Services Agreement with Children's Home of Stockton, NPS, for School Year 2011-2012

- 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 Ratify Agreement for Special Contract Services for Assistant Volleyball Coach David Daily for 2011-2012 Season

Action Items:

- 14.1 **Administrative & Business Services:**
 - 14.1.1 Adopt Resolution No. 11-04 to Excuse Meeting Absence of Board Member
- Action:** Silva, Guzman. **Vote:** Yes-6; No-0; Abstain-1 (Crandall)

- 14.1.2** Adopt Resolution #11-05, Recertifying the Appropriation “Gann” Limits for the 2011/12 School Year for Tracy Joint Unified School District
Action: Vaughn, Silva. **Vote:** Yes-7; No-0
- 14.1.3** Approve the Unaudited Statement of Receipts and Expenditures for the 2010-2011 Fiscal Year (Separate Cover Item)
Action: Crandall, Guzman. **Vote:** Yes-7; No-0
- 14.1.4** Update and Approve Plans for the Tracy High School Stadium Project
Action: Silva, Swenson. **Vote:** Yes-7; No-0
 Dr. Franco began with a statement: With the completion of many of the Measure E projects, district staff and the project architects, Rainforth Grau, have been investigating various options for the remaining bond funds. As a result of excellent project management, funds remain for additional projects. A planning committee consisting of three TUSD Board Members (who serve on the Facilities Committee), the Superintendent, the Associate Superintendent of Business, district staff, project architects, project construction manager and Tracy High School staff members met in order to explore options for the additional projects. The committee considered two major factors for projects of focus – completion of the current project and legal compliance. After investigation and discussion, the committee recommended additional funds be used on the Tracy High School stadium. In regards to ADA compliance, safety and security, the stadium impacts the highest volume of people of any area on the campus. This presents an opportunity to address an ongoing need at the campus which is also benefits the community as a whole. The current stadium bleachers are aged and nearing the end of their useable life and their slope presents an ADA compliance issue. In order to best serve the students, staff and visitors of Tracy High, we look forward to the proposed plans for the continued improvement of Tracy High School.
- 14.1.5** Approve the First Amendment to the Public Agency Offsite Improvement Agreement for Kimball High School
Action: Crandall, Vaughn. **Vote:** Yes-7; No-0
- 14.3 Human Resources:**
- 14.3.1** Authorize Tracy Unified School District to Hire Thirteen AVID College Tutors for the 2011-12 School Year
Action: Crandall, Swenson. **Vote:** Yes-6; No-0; Abstain-1 (Gouveia)

Board Reports:

Trustee Crandall attended the District Welcome Back at the Steve Thornton Gym and it was a big success. There was a big round of applause for the Tracy teachers for the contract and he'd like to thank everyone involved in that. His favorite part was the Glee event put on by Kimball. West High just had their back to school night which he attended with his high school senior and his wife. He would like to give kudos to all that put that together. He also sat in on Freiler Principal interviews with 7 candidates. Not being on the facilities committee, he's been able to meet with Bonny and Casey so that he wasn't asking a million questions tonight and would like to thank them for meeting with him. He attended a facility use committee meeting tonight to deal with vendor lists and who needs to provide

insurance so that the district isn't sticking their neck out with vendors coming onto campus. Last night WHS cheerleaders had a fundraiser for little cheerleaders, 51 girls for \$30 a pop. Hats off to those parents. All those kids will be performing this Friday during halftime. He'd like to see two things put on the agenda. One of the main fundraisers for games is gate fees and he knows a lot of security is needed. Two weeks ago we didn't have enough supervision at a WHS game. He's not sure, but believes it's site by site as to who we charge to get into the game. He'd like to propose that if you're a staff member with ID, they should all get in free at all sporting events where we're charging a gate fee because 1) for school spirit; and 2) it won't cause a big dent in the bottom line. This would be under the assumption that they'd react if they saw something going on just as they would during the school day. It's unfortunate that last Friday night at the THS game there was an issue on the field between the players; at some time or another it will happen, but he's not condoning it by any means. It had already been appropriately handled when he looked into it – and he appreciates all that helped. He's been to away games where the announcer, when they start talking about the game, reads the code of ethics and believes that should be read before our home games as a reminder to everyone so that we can say we made an attempt. Tonight we're going to show a video called "Boys of Autumn" and that's what it was to be a Bulldog. He sent an e-mail out today to everyone that the coaches should show that video to their players. Trustee Costa also attended the welcome back at WHS and would like to thank all the teachers and kids involved in putting that together; it was a very enjoyable time, and we've got some kids that are very very talented. Congratulate the schools for their API scores; they've worked hard. Trustee Vaughn would like to congratulate Sheila and Carol on all their hard work. When he first got on the board many schools were in the 600's and they're now in the 800's, so congrats to students, teachers and staff. Tracy is still on the cutting edge of education. It's a great thing to see that kind of increase. Trustee Guzman attended the TLC board meeting where they passed their unaudited actual. They have an API score of 930, with Discovery at 821, and the high school at 766. Also attended the TLC meeting regarding land acquisition. They are looking for land to buy a school on Chrisman and 11th and are waiting for answers from the state. Also attended facility use meetings, facilities committee meetings and the football games this last Friday. It was a strange night with the lightning, rain and weird winds blowing at Kimball. It was a great atmosphere at Kimball; great game. Tracy High had an unfortunate that that happened, but he wants to commend the security staff for handling the fight; they did a great job. Students did a great job staying in the stands. Looked like they had things in place. Good security. Trustee Swenson would like to thank everyone for the increase in test scores – students, Sheila, Carol, staff members. He attended a facility meeting dealing with the stadium and it's good to see the great participation of everybody. He also has a concern and a challenge that we don't lose sight of doing something for the baseball field for THS. Would like to thank Bonny and Jim for the tour for the Class of 1961's 50th reunion. They led a tour at 10 a.m. Almost every group comes out of there with a thumbs-up and commends the staff. He'd like to thank Denise Wakefield, Bonny and everyone that's worked on this. Saturday morning for the tour Jim was the emcee. The reunion was good too. He would also like to commend those people connected with landscaping at MVMS; it's gone in over the last few days and it looks great. Friday night a couple of people got together and brought Tom Hawkins to the game in a wheelchair. They're going to try and

see if Lions Members can continue to bring him. Trustee Silva went out to the county office and attended a presentation on ethics and governance that was interesting and enlightening. He learned a thing or two. He enjoyed the Welcome Back ceremony and was really impressed with staff and student talent. West High's back to school night was great and they are off to a great year. He went to the WHS-KHS game. It was a hard-fought great game and at the end of the game, the players on the field shook hands and that's indicative of Tracy sports. Everyone should know Tracy sports are about that good sportsmanship. Trustee Gouveia participated in the District Welcome back and thought it was incredible. He heard from a new administrator, "I've never seen anything like this." Kudos to those who participated. He had the opportunity to attend the South/West Park open house and really enjoyed that. Great to see little ones come in. Also attended the THS open house with his son. He acted as a sub for Mr. Swenson during the facilities meeting and enjoyed that. He has vested interests in the stadium planning as board president and as Lions Club president. Sunday, he participated in a memorial for 9/11 and wore dual hats for TUSD and Lions. It was very moving and had lots of support from the community; really saw Tracy as a whole. Trustee Crandall added the Tracy Fire Department had an explorer post graduation and wanted to commend them because they had to cut it out in years past due to budget reductions. Several high school seniors and college freshman were a part of that and it was a really nice event.

**Superintendent
Report:**

Dr. Franco would like to commend the Lions Club for their wonderful community service activities including the pancake breakfast at KHS, at football games, Bean Festival, etc. He'd also like to compliment Bonny Carter who has worked really hard. A dream come true and a gift that kept on giving was Measure E. Denise Wakefield started and Bonny picked up where Denise left off. THS students like the way their school looks and feels. It's a real asset to our community. Tip of the hat to that whole group. He wanted to talk a little about our world class staff. We provide in-services for staff members, etc. but tonight if you look under donations, TUSD is getting a Bio-Rad Labs donation of 7050 of books that were authored by Kirk J. Brown. We are very proud of him. He appreciates the input process for the projects we approved tonight. He was in the ice cream parlor the other day and after the employee served him the ice cream, the woman congratulated him on the district's test scores. We have high achieving students who take advantage of the learning opportunities. Tip of the hat to the staff and the board. Dr. Franco then showed the "Boys of Autumn" video about THS football.

9:31 p.m.

Clerk

Date



EDUCATIONAL SERVICES MEMORANDUM

To: Dr. James Franco, Superintendent
From: ~~Dr. Sheila Harrison~~, Assistant Superintendent of Educational Services and Human Resources
Date: September 19, 2011
Subject: **Receive Report on Plans for 2012 Comprehensive High School Graduation Ceremonies**

BACKGROUND: Comprehensive High School graduation ceremonies have been held during the morning hours on the Saturday following the last day of school, of the school year. Temperatures in the afternoon are typically hot and uncomfortable. In addition, large numbers of people attend the graduation ceremonies, exceeding stadium capacity, leading to safety concerns. In the past with two comprehensive high school graduation ceremonies, it has been possible to schedule both ceremonies during the morning.

RATIONALE: This school year, John C. Kimball High School will be holding a graduation ceremony for their first graduating class. Thus, a third comprehensive high school graduation ceremony will be conducted by the District. This necessitates the need to make changes to the high school graduation schedules, while holding all three graduation ceremonies in the morning during the cooler hours of the day. The report will present recommendations for scheduling the three comprehensive high school graduation ceremonies. This agenda item supports District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff, and District Strategic Goal #5: Continuously improve fiscal, facilities and operational processes.

FUNDING: There is no cost to the District to receive this report.

RECOMMENDATION: Receive Report on Plans for 2012 Comprehensive High School Graduation Ceremonies

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~XX~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 8, 2011
SUBJECT: Conduct a Public Hearing to Determine Sufficiency of Textbooks and Instructional Materials for the Students of Tracy Unified School District

BACKGROUND: California Education Code 60119 (as amended by AB2211, Chapter 254, Statutes of 2010) and 5 CCR 9531 requires that the governing board hold an annual public hearing regarding the sufficiency of instructional materials encouraging the input of parents, teachers, members of the community interested in the affairs of the school district, and bargaining unit leaders. The public hearing is held to determine whether "each pupil in each school in the district has sufficient textbooks or instructional materials, or both, that are aligned to the content standards adopted pursuant to Section 60605 in each of the following subjects, as appropriate, that are consistent with the content and cycles of the curriculum framework adopted by the State Board:"

- (i.) Mathematics
- (ii.) Science
- (iii.) History-Social Science
- (iv.) English/Language Arts, including the English Language Development component of an adopted program.

RATIONALE: The public hearing requirement is one component of the state audit guide. Failure to conduct the hearing may cause the District to lose a portion of its instructional materials funding, i.e., Instructional Materials Fund Realignment Program (IMFRP). This item aligns with Strategic Goal #2: Ensure that all students meet or exceed grade level standards and that the achievement gap between the identified student subgroups is closed.

FUNDING: No cost to the District. Failure to conduct a public hearing may result in loss of state textbook funds to the District.

RECOMMENDATION: Conduct a Public Hearing to Determine Sufficiency of Textbooks and Instructional Materials for the Students of Tracy Unified School District.

Prepared by: Dr. Donna Sonnenburg, Director of Instructional Media Services and Curriculum



BUSINESS SERVICES MEMORANDUM

TO: James Franco, Superintendent
FROM: *AB* C. Goodall, Associate Superintendent for Business Services
DATE: September 16, 2011
SUBJECT: Approve Assembly, Service, Business and Food Vendors

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, services, business and food vendors require pre-approval to ensure three different documents are in place: an approved contract when applicable; a certificate of insurance; an endorsement letter naming the district an additional insured. In addition, all vendors 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.

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

FUNDING: Per attached summary of requisitions.

RECOMMENDATIONS: Approve Assembly, Service, Business and Food Vendors

PREPARED BY: Cindy Everhart, Facility Use Secretary

Board Approved	Vendor	Insurance Expires
*FLAMES ARE PROHIBITED INDOORS ON DISTRICT PROPERTY See specifics below		
*ADDING NEW VENDORS FOR BOARD APPROVAL:		
	Marcel Eiland- DJ Services - 408-667-7803, maen3wera@gmail.com	9/8/2012
	New Creation Bible Fellowship-Kevin James-408-595-5704, www.ncbfracy.org. Power Zone Camp	9/1/2013
↓ APPROVED LIST BELOW ↓		
8/28/07	Theater for Children, B Street Theater Programs, Lea Ladd, 916.443.5391 x112	12/1/2011
10/9/07	danielle@madsciencesacto.com, 916-736-2924, Elena Michel elena@madsciencesacto.com (Fire & Ice Show not allowed)	12/1/2011
1/25/11	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
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
8/9/11	Graphic & Wear, Steve Lewis, gicts@sbcglobal.net, steve@gicgraphicwear.com, www:gicgraphicwear.com, 723-9817	1/9/2012
8/25/09	Soul Shoppe, Vicki Abadesco, 415.333.9347, info@soulshoppe.com	2/1/2012
9/13/2011	California Weekly Explorer, Inc. History Programs, Barry Hovis, 714-247-2250, barrycwe@aol.com, info@californiaweekly.com, www.californiaweekly.com	2/1/2012
9/13/2011	Family Resource & Referral Center, Mona Perez-461-2721. First 5 Info-Healthy Eating habits, activities to promote good health.	3/17/2012
2/12/08	Sparkles the Clown, Terry Donaldson - 835-8383, www.sparklesdelight.com	5/1/2012
2/12/08	Ravioli the Clown - Denis Martinez - 835.3535, www.raviolitheclown.com	5/1/2012

Board Approved	Vendor	Insurance Expires
5/10/11	DJ Ran Productions-Mobile Disc Jockey Services. djr@n@mail.com, www.djr@n-tracy.webs.com, 229-3802, djr@nproductions@live.com	5/1/2012
9/13/2011	Youth for Christ - Point Break Adolescent Resources. Violence Prevention Services. Contact Joan Stone in Prevention Services 830-3218.	5/1/2012
9/13/2011	Athletic Perfection - Cheer Routine choreography. Jennifer Moore 609-8736, jennwhip29@hotmail.com, julie@athleticperfectioncheer.com, www.athleticperfectioncheer.com	5/14/2012
8/28/07	Horizon Intertainment - Teen Truth Anti Bully JC Pohl 818 755 8800 , jc@teentru@hve.com	5/18/2012
5/24/11	Café Art - Julie (925) 373-0222, admin@ceramic- cafeart.com, www.ceramic-cafeart.com	5/26/2012
9/13/2011	Rachel's Challenge, Inc., Anti-Bullying, Character & Kindness Program. Tim Kiehne, 877-895-7060 x 709, tim@rachelchallenge.org, www.rachelchallenge.org	5/26/2012
12/14/10	David Greenberg - Author - 360-560-7766. fax # 503-842- 1290. authilus@teleport.com.www.authorsillustrators.com/green berg/greenberg.htm	6/18/2012
4/12/11	LMG Attractions-Dave Tillman, DJ Services, www.lmgattractions.com, 275-0226	8/1/2012
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	8/20/2012
4/12/11	John Searle - Stage Workshops, johnsearles1@aol.com, www.johnsearlesfights.com/index.shtml	8/31/2012
1/25/11	Sorren Bennick Productions - Power of One Anti-Bullying Program, Sorren Bennick 1-866-816-5808, sorenbennick@sorenbennick.com; 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".	9/18/2012
3/8/11	Peacemakers - Paul Hall -phall@tusd.net or Kevin James - kev4jam@sbcglobal.net	11/1/2012
10/23/07	Lawrence Hall of Science, 510-642-1700, pfsreq@berkeley.edu, www.lawrencehallofscience.org	Indemnification approved, Tier 1

Board Approved	Vendor	Insurance Expires
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 or Tom Simpson 612-4222. 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
*Section 308.3 Open Flame. A person shall not utilize or allow to be utilized, an open flame in Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not		
FOOD VENDORS:		
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		
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
8/23/11	How Ya Bean-Paul Vogt-681-1790, paul_vogt@howyabean.com, coffee, espresso, smoothies	2/11/2012
5/24/11	American Dog - Ray Rhead, 834-1364, ameridogg@comcast.net	4/23/2012
*Section 308.3 Open Flame. A person shall not utilize or allow to be utilized, an open flame in Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not		



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: *JB* Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: September 16, 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: Leprino Foods Company. The donation is in the amount of \$700.00 (ch. #10868). This donation will be used for the Tracy High School Leprino Scholarship.

RATIONALE: Acceptance is recommended in order to meet the District's strategic goals and to enhance and benefit the educational experiences of the students of the Tracy Unified School District.

This agenda item meets Strategic Goal #2 – Create a quality and effective learning environment for all students.

FUNDING: Sites and departments of the District will incur responsibilities and costs associated with (some) of the donations which include, but are not limited to, supplies, repairs, maintenance of equipment, disposal/recycling. All items accepted by the Board of Trustees of the Tracy Unified School District are directed to the District's warehouse through the Materials Management Department for inclusion on the inventory list, marking for distribution and identification prior to site or department use or placement. All items needing inspection prior to installation or use are scheduled through the Materials Management and Operations and/or the Facilities Developments and budgeted accordingly. All technology items are reviewed and approved by the Director of Information Services and Educational Technology, prior to Board presentation.

RECOMMENDATION: Accept the generous donations from the various individuals, businesses, and school site parent teacher associations listed herein with thanks and appreciation from the staff and students of the Tracy Unified School District.

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: September 16, 2011
SUBJECT: **Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda**

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

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

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

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

A. Vendor: AMS.NET
Site: Monte Vista Middle School - Modernization
Item: Quote – Merced Focus Contract
Services: Cisco Switches for MDF/IDF Rooms
Cost: \$131,969.31
Project Funding: Measure S Bond Funds

B. Vendor: AMS.NET
Site: McKinley Elementary School - Modernization
Item: Quote – Merced Focus Contract
Services: Cisco Switches for MDF/IDF Rooms
Cost: \$50,577.54
Project Funding: Measure S Bond Funds

C. Vendor: AMS.NET
Site: Multiple Schools – MDF/IDF Safety/Security Project
Item: Quote – Merced Focus Contract
Services: Cisco Switches for IDF Rooms for Bohn, Duncan Russell, Hirsch, Jacobson, Stein, Villalovoz and William Schools
Cost: \$164,128.65
Project Funding: Measure S Bond Funds

D. Vendor: AMS.NET
Site: Multiple Schools – Modernization of Cabling Communication Infrastructure
Item: Quote – Merced Focus Contract
Services: Cisco SFPs for Bohn, Duncan Russell, Hirsch, Jacobson, Stein, Villalovoz and William Schools
Cost: \$49,115.19
Project Funding: Measure S Bond Funds

E. Vendor: NWN Corporation
Site: Monte Vista Middle School - Modernization
Item: Quote
Services: Cisco Wireless Access Devices
Cost: \$5,047.57
Project Funding: Measure S Bond Funds

F. Vendor: NWN Corporation
Site: McKinley Elementary School - Modernization
Item: Quote
Services: Cisco Wireless Access Devices
Cost: \$5,047.57
Project Funding: Measure S Bond Funds

G. Vendor: ARIA Technologies, Inc.
Site: Multiple Schools – Modernization of Cabling Communication Infrastructure
Item: Quote
Services: Fiber Cabling for Switches for Bohn, Duncan Russell, Hirsch, Jacobson, Stein, Villalovoz and William Schools
Cost: \$3,786.59
Project Funding: Measure S Bond Funds

H. Vendor: AMS.NET
Site: West High School – Project #2011-006 Modernization of Cabling Communication Infrastructure
Item: Change Order #5
Services: Installed new CAT6 cabling in PE portable buildings.
Cost: \$614.54
Project Funding: Measure S Bond Funds

I. Vendor: Bockmon & Woody
Site: Poet Christian School – Project #2011-005 Modernization of Cabling Communication Infrastructure
Item: Change Order #2
Services: Installed eight new data cables.
Cost: \$1,779.00
Project Funding: Measure S Bond Funds

J. Vendor: Bockmon & Woody
Site: Multiple Schools – Project #2011-007 Modernization of Cabling Communication Infrastructure
Item: Change Order #2R
Services: Installed nineteen Tescos Polycarbonate enclosures in MPR's to support Cisco WIFI devices
Cost: \$3,879.60
Project Funding: Measure S Bond Funds

K. Vendor: AMS.Net
Site: Kelly School – Project #2011-004
Item: Notice of Completion
Services: Contractor provided the cabling communications infrastructure modernization as required in their agreement.
Cost: \$165,630.18 Change Orders: \$11,902.89 Total Contract: \$177,533.07
Project Funding: Measure S Bond Funds



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: September 16, 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: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Library/Classrooms
Item: Change Order #10 - Final
Services: Scope of work documented on the change order summary.
Cost: \$612,743.00 Deduction from contingency allowance previously included in contract.
Project Funding: Measure E Bond Funds and State School Building Fund (SSBF)

B. Vendor: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Change Order #11 - Final
Services: Scope of work documented on the change order summary.
Cost: \$157,495.00 Deduction from contingency allowance previously included in contract.
Project Funding: Measure E Bond Funds and SSBF

C. Vendor: Horizon Painting
Site: Tracy High School – Modernization/Reconstruction – Exterior Repaint
Item: Change Order #1 - Final
Services: Scope of work documented on the change order summary.
Cost: \$6,167.86
Project Funding: Measure E Bond Funds and SSBF

D. Vendor: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Library/Classrooms
Item: Notice of Completion
Services: Lease-Leaseback construction of a new two story library and classroom building; which includes computer lab and conference room.
Cost: \$11,776,495.00 Change Orders: (\$612,743.00) Total Contract: \$11,163,752.00
Project Funding: Measure E Bond Funds and SSBF

E. Vendor: Roebbelen Contracting, Inc.
Site: Tracy High School – Modernization/Reconstruction – Cafeteria/Classrooms
Item: Notice of Completion
Services: Lease-Leaseback construction of a new cafeteria building which includes a feast lab, music classrooms and child development classroom.
Cost: \$11,718,870.00 Change Orders: (\$136,989.00) Total Contract: \$11,581,881.00
Project Funding: Measure E Bond Funds and SSBF

F. Vendor:	Horizon Painting
Site:	Tracy High School – Modernization/Reconstruction – Exterior Repaint
Item:	Notice of Completion
Services:	Contractor Repainted the Exterior of Units B (EB Theater), Unit J (Girls Subgym/Locker Room), Unit K (Main Gym), Unit L (Boys Subgym/Locker Room) and Unit M (Storage/Restroom).
Cost:	\$67,000.00 Change Orders: \$6,167.86 Total Contract: \$73,167.86
Project Funding:	Measure E Bond Funds and SSBF



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: September 19, 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

A. Vendor:	RGM and Associates
Site:	West High School, District Education Center and District Service Center
Item:	Professional Work Service Order, Exhibit E - Ratify
Services:	Construction Manager shall assist with all planning, bidding, construction management and project closeout for the repair and replacement of pavement at the bus yard and service entrance, District Education Center parking lot and West High School parking lot.
Cost:	\$8,000.00 (Not to Exceed)
Project Funding:	General Fund and Deferred Maintenance Fund



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources
DATE: September 16, 2011
SUBJECT: Approve Agreement for Special Contract Services and Memorandum of Understanding (MOU) with San Joaquin County Office of Education CASST (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties) Leadership Coaching for Three Comprehensive High School Principals from September 28, 2011 through June 15, 2012

BACKGROUND: Tracy Unified School District contracted with San Joaquin County Office of Education CASST (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties) Leadership Coaching in partnership with ACSA/NTC to provide leadership coaching to the three comprehensive high school principals beginning in January, during the 2010 – 2011 school year. The CASST Leadership Coaching Program is job-embedded support for principals focused upon the contextualization and implementation of research based instructional practices that leads to improved student achievement. The training occurs on school site and is completely individualized and situational, based upon the needs of the principal and the circumstances at each school site. Outcomes and goals are founded on the California Professional Standards for Educational Leaders (CPSEL's).

RATIONALE: Again this school year, the District would like to continue providing the CASST Leadership Coaching Program to all three principals at Tracy High, John C. Kimball and Merrill F. West High Schools. The CASST Leadership Coaching Program provides one-on-one support to each principal for approximately six hours per month for 10 months. The District is committed to continue to improve principal quality and close the achievement gap. The model focuses upon the development of leadership, enhancing the coachee's ability to build a culture and commitment to implement the very best instructional practices, to build a professional community, and to sustain growth in student achievement. This request supports District Strategic Goal #2: Ensure that all students meet or exceed grade level standards and that the achievement gap between the identified student subgroups is closed and Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: Cost Not to Exceed: \$6,000.00. The District shall compensate San Joaquin County Office of Education (SJCOE) \$6,000.00 (\$2,000 per coachee). Title II – Improving Teacher Quality will cover funding for this training.

RECOMMENDATION: Approve Agreement for Special Contract Services and Memorandum of Understanding (MOU) with San Joaquin County Office of Education CASST (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties) Leadership Coaching for Three Comprehensive High School Principals from September 28, 2011 through June 15, 2012

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

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 San Joaquin County Office of Education (SJCOE) CASST Leadership Coaching Program (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties), 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: San Joaquin County Office of Education (SJCOE) will provide Leadership Coaching to Jason Noll – Tracy High School, Jeff Frase – Merrill F. West High School and Cheryl Domenichelli – John C. Kimball High School during the 2011 – 2012 fiscal year.
2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of approximately 6 hrs./month (6 **HOURS/MONTH** (circle one), under the terms of this agreement at the following location Tracy High, John C. Kimball High and Merrill F. West High Schools.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$6,000 (\$2,000 per coachee) payments of \$3,000 are due by December 31, 2011 and June 15, 2012 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$6,000. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [☐] SHALL; [☒] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging 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 \$ 0 for the term of this agreement.
 - c. District shall make payments on a [☐] MONTHLY PROGRESS BASIS, [☒] TWO PAYMENTS DUE ON DECEMBER 31, 2011 AND JUNE 15, 2012 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 September 28, 2011, and shall terminate on June 15, 2012.
5. This agreement may be terminated at any time during the term by either party upon 30 day's written notice.
6. Contractor shall contact the District's designee, Linda Dopp at (209)-830-3340 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)

Date

Title

Address

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.



San Joaquin County Office of Education
Mick Founds, Superintendent of Schools

Addendum
MEMORANDUM OF UNDERSTANDING
2011-12 Fiscal Year

REVISED

San Joaquin County Office of Education
CASST (Calaveras, Amador, San Joaquin, Stanislaus and Tuolumne Counties) Leadership Coaching
and
Tracy Unified School District

This memorandum of understanding is written to describe and confirm the agreement between the San Joaquin County Office of Education (SJCOE) and Tracy Unified School District (TUSD). The purpose of this agreement is to establish Leadership Coaching for Tracy Unified School District.

This agreement is in effect September 28, 2011 – June 30, 2012.

San Joaquin County Office of Education agrees to:
Provide Leadership Coaching during the 2011-12 fiscal year:

- Jason Noll - Tracy High School
- Jeff Frase - Merrill F. West High School
- Cheryl Domenichelli - John C. Kimball High School

Tracy Unified School District agrees to:
Compensate SJCOE \$6,000 (\$2,000 per coachee).
Payments of \$5,000 are due by December 31, 2011 and June 15, 2012.

Linda Myers, CASST Program Coordinator
San Joaquin County Office of Education

Date

Mamie Starr, Director Operations
San Joaquin County Office of Education

Date

Sheila Harrison, Assistant Superintendent
Tracy Unified School District

Date

Addendum: Revised MOU changing start date to September 28, 2011.
This is the date after the TUSD board meeting requesting approval of this MOU.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 13, 2011
SUBJECT: Approve Overnight Travel for 16 IB Academy Staff and 39 Senior IB Diploma Candidates to Point Bonita YMCA, Sausalito, CA on January 13 – 15, 2012.

BACKGROUND: The International Baccalaureate honors program at Tracy High School was certified by the International Baccalaureate Organization (IBO), Geneva, Switzerland, in 1984. Since that time, over 180 diploma candidates have successfully completed the entire internationally recognized program. The rigorous diploma program has four key elements: each candidate must take examinations in six subject groups, complete a two year Theory of Knowledge course, participate in at least 150 hours of community service, and complete a 4,000 word extended essay project in a subject area of their choice.

RATIONALE: IB teachers are requested by senior diploma candidates each year to be advisors for the extended essay projects. This year, the students have chosen to write their extended essay projects in the areas of biology, art, economics, philosophy and religion, Language B, drama, theater, film, chemistry, history, and literature. This process takes many additional hours for each student, teacher and the IB Academy staff. Therefore, a weekend of intense writing, revision, discussion, and one-on-one advising is requested to support the students in the successful completion of their extended essay projects. This year sixteen teachers, the IB Academy Coordinator and the Academies Secretary, will oversee thirty nine students with their essay projects at the Point Bonita YMCA in Sausalito, CA. This meets District Goal #1: Prepare all students for college and careers, District Goal #2: Ensure that all students meet or exceed grade level standards and that the achievement gap between the identified student subgroups is closed and District Goal #3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: Cost not to exceed \$12,632.96; for no more than 55 staff and students. The IB Grant will cover expenses for staff and students who have a lack of sufficient funds. Remaining students will pay \$200 each to attend. Student fees will be deposited into the IB Academy ASB account. Expenses include: lodging and meals \$9,056, YMCA administrative scholarship fee \$75, District vans \$2,500, staff drivers mileage \$776.96 and road tolls \$225. No pupil shall be prevented from the excursion due to lack of sufficient funds.

RECOMMENDATION: Approve Overnight Travel for 16 IB Academy Staff and 39 Senior IB Diploma Candidates to Point Bonita YMCA, Sausalito, CA on January 13 – 15, 2012.

Prepared by: Jason Noll, Principal, Tracy High School



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. Sheila Harrison~~, Assistant Superintendent of Educational Services &
Human Resources
DATE: September 16, 2011
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

None

CERTIFICATED MANAGEMENT

BACKGROUND:

Mullen, Tyler

CERTIFICATED

English (Replacement)
Kimball High School
Class I, Step 1, "A"
\$35,646.85
Funding: General

Schulte, Amy

Agricultural Science (Replacement)
West High School
Class I, Step 10, "A"
\$38,205.20
Funding: General

BACKGROUND:

Augustus, Julius

CLASSIFIED

Para Educator I (Replacement)
Mathematics Teacher Apprentice Program
Tracy High School
Range 24, Step A - \$12.51 per hour
up to 10 hours per week
Funding: 7396 Block Grant

Cederquist, Nicole

Para Educator I (New)
Mathematics Teacher Apprentice Program
Tracy High School
Range 24, Step A - \$12.51 per hour
Up to 10 hours per week
Funding: 7396 Block Grant

Harris, Michelle
Early Childhood Development Site Supervisor
(New) Stein Continuation H.S./STEPS Program
Range 36, Step C - \$18.15 per hour
8 hours per day
Funding: 6092 CalSafe

McAllister, Taylor
Para Educator I (New)
Mathematics Teacher Apprentice Program
Tracy High School
Range 24, Step A - \$12.51 per hour
up to 10 hours per week
Funding: 7396 Block Grant

Morales, Lupita
Para Educator I (New)
North School
Range 24, Step A - \$12.51 per hour
3 hours per day
Funding: Economic Impact Aid

Trigo, Michelle
Special Ed Para Educator I (New)
Stein Continuation High School
Range 24, Step A - \$12.51 per hour
5 hours per day
Funding: Special Education

Smiley, Danielle
Early Childhood Development Assistant
(New) Stein Continuation H.S./STEPS Program
Range 22, Step C - \$13.11 per hour
2.5 hours per day
Funding: 6092 CalSafe

BACKGROUND:

Barnett, Dorvez

COACHES

Freshman Volleyball
Kimball High School
Stipend: \$3,408.06

Jacinto, Johanna


Assistant Cross Country
Kimball High School
Stipend: \$3,896.19

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. Sheila Harrison, Assistant Superintendent of Educational services & Human Resources
DATE: September 14, 2011
SUBJECT: Approve Agreement for Special Contract Services with @Work Medical Services to Provide Nurses for Needed Nursing Services

BACKGROUND: Additional nursing services are needed in order to provide the required continued and necessary services to students.

RATIONALE: The District needs to continue to utilize the services of RN's and LVN's to continue to provide services for students. This agenda item meets Strategic Goal #6: Develop and support a high performing workforce.

FUNDING: The costs for these services are between \$40.00 and \$54.00 per hour, plus mileage between school sites. These are the total costs paid to the agency. Contract is not to exceed \$100,000. Funds to cover the cost of these nursing services will be provided from MAA funds.

RECOMMENDATION: Approve Agreement for Special Contract Services with @Work Medical Services to Provide Nurses for Needed Nursing Services

Prepared by: Nancy Kettner, Director of Human Resources and Employee Relations

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This Agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and @Work Staffing LLC, dba @ Work Medical Services, 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: **Perform catheterizations, manage diabetics, provide 1-on-1 LVN services, and perform other nursing duties as required.**
2. Contractor will provide the above service(s), as outlined in Paragraph 1, for a period of up to a total of (8) **HOURS/DAY**, under the terms of this agreement at the following location: **Health Services Department, 1945 W. Lowell Avenue, Tracy, CA 95376, and at various K-12 school sites as required.**
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - A. District shall pay **LVN rate of \$40, 1-on-1 LVN rate of \$40, and/or RN rate of \$54 per HOUR**, not to exceed a total of **\$100,000**. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.

District ☒ **SHALL NOT** reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: **Livescan fingerprinting**, mileage*, meals, and lodging at rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$0 for the term of this agreement. **District will reimburse Contractor for required intra-district travel at the rate of .50 per mile.*
 - B. District shall make payment on a ☒ **MONTHLY PROGRESS BASIS**, ☐ **SINGLE PAYMENT UPON COMPLETION OF THE DUTIES** and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a "Invoice of Non-Employee Consultant Services". Original paid receipts are required for lodging, airfare (passenger coupon or ticket stub), automobile rental and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The term of this agreement shall commence on **September 28, 2011**, and shall terminate on **September 30, 2012**.
5. This agreement may be terminated at any time during the term by either party upon one (1) days written notice.
6. Contractor shall contact the District's designee, **Cindy Edmiston at (209) 830-3241**, with any questions regarding performance of the service outline above. District's designee shall determine if and when Contractor has completed the services described.

7. The parties intend that an independent contractor relationship is created by this contract and District assumes no responsibility for workers compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, contractor's activities during or relating to the performance of service under this Agreement.
8. Contractor agrees to maintain the following amounts for Workers Compensation and General Liability, listing Tracy Unified School District as the Certificate Holder:

Worker Comp:

E.L each accident	\$500,000
E.L disease each employee	\$500,000
E.L disease-Policy limit	\$500,000

General Liability: (PL/GL)

Each Occurrence:	\$2,000,000
Fire Damage:	\$50,000
Med exp:	Excluded
Personal & Adv. Injury	\$2,000,000
General aggregated:	\$4,000,000
Products-Comp/OP AGG:	Included

PL Certificate must stipulate "PROFESSIONAL LIABILITY" and G/L must state TUSD named as additional insured.

9. Contractor agrees to hold harmless and to indemnify district for:
Any injury to person or property sustained by Contractor or by any person, firm or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by any act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.
10. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any persons who are not parties to this Agreement except for employees of Contractor.
11. 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.

12. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
13. Consultant/Contractor certifies that he or she is not an employee of the District and is self-employed in the performance of the services specified. Consultant agrees that he or she assumes all responsibility in relation to providing the District with an Employer Identification number or Social Security number as required by IRS regulations in relation to the conduct of his or her business.

AGREED:

Tracy Stamatig
Consultant Signature (1)

Tracy Unified School District

Social Security Number or TIN number (2)

Date

09/15/2011

Date

Title

Account Manager

Account Number to be charged

Title

445 W. Weber Ave., STE. 238

Department/Site Approval

Address

Stockton, CA 95203

Budget Approval

City/State/Zip

(209) 956-4656

Date Approved by the Board

Phone Number

Attachments: Certificate of Insurance
Waiver of Subrogation (attached to Certificate of Insurance)

ACORD™ CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YY) 06/24/2011
PRODUCER The Solutions Group 2211 N.W. Military Hwy., Suite 211 San Antonio, TX 78213	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. <div style="text-align: center;">INSURERS AFFORDING COVERAGE</div>	
INSURED WG Hall, LLC DbA Atwork Medical Services 3215 John Sevier Hwy Knoxville, TN 37920	INSURER A: ProAssurance Specialty Insurance Co., Inc. INSURER B: INSURER C: INSURER D: INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EFFECTIVE DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	AFC8722511	6-26-2011	6-26-2012	EACH OCCURRENCE	\$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire)	\$ 50,000
	<input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR				MED EXP (Any one person)	\$ 5,000
	<input checked="" type="checkbox"/> Professional Liability				PERSONAL & ADV INJURY	\$ 2,000,000
	<input checked="" type="checkbox"/> Ded \$10,000				GENERAL AGGREGATE	\$ 4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COM/POP AGG	\$ Excluded
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS					
	<input type="checkbox"/> NON-OWNED AUTOS					
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC	\$
					AUTO ONLY: AGG	\$
	EXCESS LIABILITY				EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE	\$
						\$
	<input type="checkbox"/> DEDUCTIBLE					\$
	<input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY LIMITS	\$
					OTHER	\$
					E.L. EA ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
A	OTHER Physical/Sexual Abuse	AFC8722511	6-26-2011	6-26-2012	\$250,000/\$750,000	

DESCRIPTION OF OPERATION/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Additional Named Insured: Atwork Franchise, Inc., Peoplescape, Inc.,
 Additional Location Insured: 445 W. Weber Ave., Ste 238 Stockton, CA

CERTIFICATE HOLDER <input checked="" type="checkbox"/> ADDITIONAL INSURED; INSURER LETTER: _____	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVE.
Tracy Unified School District 1875 W. Lowell Avenue Tracy, CA 95376-4095	AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement of this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative of producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/05/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Risk Transfer Programs, LLC
219 East Livingston Street
Orlando, FL 32801

CONTACT
NAME:
PHONE
(A/C, No, Ext): 866-481-9363
E-MAIL
ADDRESS:

FAX
(A/C, No):

INSURER(S) AFFORDING COVERAGE

INSURER A: CastlePoint National Insurance Company

NAIC #

40134

INSURED
WG Hall, LLC DBA: Atwork Medical Services and Peoplescape, LLC, Atwork Personnel
Services, Inc., Atwork Staffing, LLC
3215 Gov John Sevier Hwy
Knoxville, TN 37920

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER: MY6PE7PG

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE \$
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT \$
	<input type="checkbox"/> ANY AUTO						(Ea accident) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WSLTHTS 000181 03	09/24/2010	09/24/2011	X WC STATU- TORY LIMITS <input type="checkbox"/> OTH- ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
							\$
							\$
							\$
							\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
(California Operations ONLY):

CERTIFICATE HOLDER

Tracy Unified School District
1875 W. Lowell Avenue
Tracy, CA 95376

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ADMINISTRATIVE & BUSINESS SERVICES

TO: Board of Education
FROM: Dr. James C. Franco, Superintendent
DATE: June 1, 2010
SUBJECT: Approve Naming Facility and Appoint Screening Committee

BACKGROUND: During the Board meeting of August 23, 2011, the Superintendent was directed to convene a screening committee to consider a name for Building A at Tracy High School. Pursuant to Board Policy and Administrative Regulation 7310, a public notice is being generated, submissions will be sought, and a screening committee is being formed, which will consist of:

1. Dr. Casey Goodall as the Superintendent's representative, chairperson of the committee, and a non-voting member.
2. Jason Noll, Principal of Tracy High School
3. Alayna Carter, THS Activities Director of Tracy High School
4. Michael Woodward, Tracy High School Agriculture Science Academy Coordinator?
5. Alan Hawkins, Former employee, Tracy Citizen, Local Historian
6. Renata Guzman, Tracy High School Associated Student Body President
7. Ally Headley, Tracy High School Senior Class President
8. David Lee, President of Tracy Historical Society, citizen of Tracy
9. Harold Reich, Local Businessman, citizen of Tracy

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

FUNDING: There is no cost.

RECOMMENDATION: Approve Naming Facility and Appoint Screening Committee.

Prepared by: Dr. James C. Franco, Superintendent.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 8, 2011
SUBJECT: **Adopt Resolution #11-06: A Declaration that there are Sufficient Textbooks and Instructional Materials for the Students of Tracy Unified School District.**

BACKGROUND: California Education Code 60119 and 5 CCR 9531 requires that the governing board annually make a determination through a resolution that each pupil in each school in the District has sufficient textbooks or instructional materials, including materials in a digital format under specified conditions, in each subject that are consistent with the content and cycles of the curriculum framework adopted by the State Board.

RATIONALE: The resolution is a requirement of the state audit guide and the terms of the Williams Settlement. This item aligns with Strategic Goal #2: Ensure that all students meet or exceed grade level standards and that the achievement gap between the identified student subgroups is closed.

FUNDING: No cost to the District. Failure to adopt a resolution may result in loss of State Instructional Materials Fund Realignment Program (IMFRP) allocation.

RECOMMENDATION: Adopt Resolution #11-06: A Declaration that there are Sufficient Textbooks and Instructional Materials for the Students of Tracy Unified School District.

Prepared by: Dr. Donna Sonnenburg, Director of Instructional Media Services and Curriculum



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION #11-06**

**DETERMINATION OF SUFFICIENT TEXTBOOKS ALIGNED TO THE
CONTENT STANDARDS AND INSTRUCTIONAL MATERIALS
2011-2012**

Whereas, the Governing Board of Tracy Unified School District, in order to comply with the requirements of Education Code 60119 held a public hearing on September 27, 2011, at 7:00 PM, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the District stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the Tracy Unified School District, and;

Whereas, the definition of “sufficient textbooks or instructional materials” means that each student, including each English learner, has a standards-aligned textbook and/or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

Whereas, between the 2008-09 through the 2012-13 fiscal years, the definition of “sufficient textbooks or instructional materials” also means that all students who are enrolled in the same course within the Tracy Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

Whereas, sufficient textbooks or instructional materials were provided to each student, including each English learner, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- ENGLISH LANGUAGE ARTS (K-8), adopted 2005:

Grade Level	Publisher	Adopted Materials	Copyright
K-5	Open Court	<i>Open Court</i>	2002
6-12	Holt	<i>Literature & Language Arts</i>	2003
K-5 Bilingual	Houghton Mifflin	<i>Lectura</i>	2003

- MATHEMATICS (K-8), adopted 2009:

Grade Level	Publisher	Adopted Materials	Copyright
K-5	Harcourt	<i>HSP Math</i>	©2009
K-5 bilingual	Harcourt	<i>HSP Math, Spanish</i>	©2009
6	McDougal Littell	<i>Math Course 1</i>	©2009
7	McDougal Littell	<i>Math Course 2</i>	©2009
8-9	McDougal Littell	<i>Algebra 1</i>	©2009
8-9	Prentice Hall	<i>California Algebra Readiness</i>	©2008

- SCIENCE (K-8), adopted 2008:

Grade Level	Publisher	Adopted Materials	Copyright
K-5	Houghton Mifflin	<i>Science, CA Edition</i>	©2007
6-8	Prentice Hall	<i>Focus on Earth Science, CA Edition – 6th</i> <i>Focus on Life Science, CA Edition – 7th</i> <i>Focus on Physical Science, CA Edition – 8th</i>	©2008

- HISTORY-SOCIAL SCIENCE (K-8), adopted 2007:

Grade Level	Publisher	Adopted Materials	Copyright
K-5	Scott Foresman	<i>Scott Foresman History -Social Science for CA</i>	©2007
K-5 Bilingual	Scott Foresman	<i>Historia – Ciencias Sociales Para California</i>	©2007
6-8	Glencoe	<i>Discovering Our Past</i>	©2007

- ENGLISH LANGUAGE ARTS (High School), adopted 2002:

Course / Grade Level	Adopted Materials	Publisher	Copyright
English 1 / English 1 PreAP /PreIB Core Plus 1 Academy / Academy PreIB/PreAP Adv ELD Modified English	<i>Holt Lit & Lang Arts 3rd course</i> <i>Holt Handbook 3rd course</i>	Holt	©2003
English 2 / English 2 PreAP /PreIB Core Plus 2 Academy / Academy PreIB/PreAP	<i>Holt Lit & Lang Arts 4th course</i> <i>Holt Handbook 4th course</i>	Holt	©2003
English 3 / English 3 PreAp/PreIB English 3 / English 3 AP/IB Ag Science Academy	<i>Holt Lit & Lang Arts 5th course</i> <i>Holt Handbook 5th course</i>	Holt	©2003
English 3 AP	<i>The Language of Composition</i>	Bedford/St. Martins (VHPS)	©2008
English 4 / English 4 IB/AP Agricultural Science Academy	<i>Holt Lit & Lang Arts 6th course</i> <i>Holt Handbook 6th course</i>	Holt	©2003

- SCIENCE (High School), adopted 2007:

Course / Grade Level	Adopted Text	Publisher	Copyright
Advanced Biology I AP Advanced Biology I IB H Advanced Biology II IB H	<i>Biology, Campbell & Reece 7th ed</i>	Prentice Hall	©2005

- SCIENCE, cont'd (High School):

Course / Grade Level	Adopted Text	Publisher	Copyright
Biology PreAP			
Biology PrelB	<i>Essential Biology w/Physiology</i> , Campbell 2nd ed	Prentice Hall	2007
AgSci/Biology PrelB			
Principles Of Engineering II			
Principles Of Engineering III	<i>A User's Guide to Engineering</i>	Prentice Hall	2006
Ag Biology			
AgSci/Biology Ag PrelB	<i>Biology</i>	Prentice Hall	2008
Biology			
Biology LEP (THS only)	<i>Biología</i>		
Advanced Chemistry IB H	<i>Chemistry: The Central Science</i> , 10th ed	Prentice Hall	2006
Applied Chemistry	<i>Chemistry</i>	Pearson AGSglobe	2007
Chemistry	<i>Chemistry</i>	Prentice Hall	2008
Chemistry LEP			
Ag Physics			
Conceptual Physics	<i>Conceptual Physics</i>	Prentice Hall	2006
Principles Of Engineering I			
Conceptual Physics LEP			
Ag Earth Science			
AgSci/Earth Science	<i>Earth Science</i>	Holt	2006
Earth Science			
Earth Science ELL			
Human Physiology	<i>Essentials of Human Anatomy and Physiology</i> , 8th ed	Prentice Hall	2006
Human Physiology ELL			
AgSci Chemistry PrelB			
Chemistry H	<i>Modern Chemistry</i>	Holt	2006
Chemistry PrelB			
Life Science SDC			
Integrated Science SDC	<i>AGS Biology</i> <i>AGS Physical Science</i> <i>AGS Earth Science</i>	Pearson AGSglobe	2004
Physical Science SDC			
Earth Science SDC			
Physics	<i>Physics</i>	Holt	2007
Advanced Physics AP – C	<i>Fundamentals of Physics</i> , 8th ed	People's Publishing/Wiley	2007
Physics IB H	<i>Physics for the IB Diploma</i> , 5th ed	Cambridge University Press	2007
Physics AP - B	<i>Physics</i>	Pearson/ Addison Wesley	2010
Lab Research BioTechnology	<i>Biotechnology: Science for the New Millennium</i> , 1st ed	EMC Paradigm Publishing	2006
Environmental Systems IB	<i>Environmental Science: Toward a Sustainable Future</i> , 10th ed	Prentice Hall	2007

- HISTORY / SOCIAL SCIENCE (High School), adopted 2007:

Course / Grade Level	Adopted Materials	Publisher	Copyright
Grade 12			
American Government (WHS)	<i>American Government</i>	Holt	2003
AgSci Government (THS)			
Economics & AgSci	<i>Economics</i>	Holt	2003
Economics (THS only)			

• HISTORY/SOCIAL SCIENCE, cont'd (High School):

Economics LEP	<i>Economics (Pacemaker)</i>	Globe Fearon	2001
Economics SDC	<i>Economics (AGS)</i>	AGS	2005
Government LEP	<i>American Government (Pacemaker)</i>	Globe Fearon	2006
Government SDC	<i>United States Government (AGS)</i>	AGS	2005
IB History Americas 2 (THS only)	<i>People of a Nation</i>	McDougal Littell/Houghton	2005
	<i>Latin America, 7th ed.</i>	Pearson Education	2002
	<i>Modern World GCSE</i>	Social Studies School Service	2001
US Government & Politics AP (WHS only)	<i>American Government, 10th ed.</i>	McDougal Littell/Houghton	2006
	<i>American Government Readings</i>	Pearson	2006
Grade 11			
US History	<i>The Americans</i>	McDougal Littell	2006
US History AP (WHS only)	<i>American Pageant, 13th ed</i>	McDougal Littell/	2005
		Houghton	2006
IB History Americas 1 (THS only)	<i>People of a Nation, 7th ed.</i>	McDougal Littell/	2005
	<i>Latin America, 7th ed.</i>	Pearson Education	2002
US History LEP	<i>United States History (Pacemaker)</i>	Globe Fearon (WHS)	2004
US History SDC	<i>United States History (AGS)</i>	AGS	2005
Grade 10			
World History	<i>World History: The Modern World</i>	Prentice Hall	2007
Pre IB AgSci SS 2 (THS only)	<i>World History: The Modern World</i>	Prentice Hall	2007
Pre IB History of the Humanities (THS only)	<i>Modern World GCSE</i>	Social Studies School Service	2002
	<i>World History, Volume II-Since 1500</i>	Thomson/Wadsworth	2007
World History Pre-AP (WHS only)	<i>World History: The Modern World</i>	Prentice Hall	2007
	<i>The Earth and Its People, 3rd ed</i>	McDougal Littell/Houghton	2005
World History AP	<i>World Civilization: The Global Experience</i>	Pearson Education	2007
World History SDC	<i>World History (AGS)</i>	AGS	2001
World History LEP	<i>World History (Pacemaker)</i>	Globe Fearon (WHS)	2002

• MODERN LANGUAGE, see adoption dates below:

Grade Level	Adopted Materials	Publisher	Copyright
9 – 12			
Spanish 1, 2, 3, PreAP/IB	<i>Ven conmigo! 1, 2, 3</i>	Holt, Reinhart, Winston	2000 (Adopted 1999)
Spanish 4 AP	<i>Abriendo Paso</i>	Cengage Learning	1995 (Adopted 1999)
Spanish 4 IB	<i>Literatura Y Arte</i>	Holt, Reinhart, Winston	1997 (Adopted 1999)
Spanish 5 AP	<i>Abriendo Puertas</i>	Holt, Reinhart, Winston	2003 (Adopted 2002)
Spanish 5 IB	<i>Spanish 3 Years</i>	Amsco	2003 (Adopted 1997)
Spanish/Spanish Spkrs 1, 2	<i>Nuevas Vistas Intro/Uno/Dos</i>	Holt, Rinehart, Winston	2004 (Adopted 2006/07/04)
9 – 12			
French 1, 2, 3 IB, PreAP	<i>Allez Viens! 1, 2, 3</i>	Holt, Reinhart, Winston	2000 (Adopted 1999)
French 3 IB, PreAP	<i>French 3 Years</i>	Amsco	1994 (Adopted 1998)
French 4 AP	<i>Imaginez, le français sans frontières,</i>	Vista Higher Learning	2008 (Adopted 2007)
French 4 IB	<i>Ensemble Literature & Ensemble Histoire</i>	Holt, Reinhart, Winston	1999 (Adopted 1999)

- ENGLISH LANGUAGE DEVELOPMENT MATERIALS, adopted 2007:

Grade Level	Adopted Materials	Publisher	Copyright
6-8	<i>Shining Star</i>	Thomson Longman	2005
9-12			
Beginning ELD	<i>Visions Student Book Intro/A/B/C</i>	Thomson-Heinle	2004
Intermediate ELD	<i>Visions Activity Book Intro/A/B/C</i>		
Early Advanced ELD	<i>Student Handbook Intro/A/B/C</i>		
Advanced ELD	<i>The Heinle Picture Dictionary</i>		
English I, II, III, IV	<i>Grammar in Context, Basic/Book 1, 2, 3,(2006)</i>		

**Note: Due to the state adoption cycle suspension, we have listed just the date of adoption.*

Notice on CDE website: "Assembly Bill X42 (Chapter 2, Statutes of 2009-10 Fourth Extraordinary Session) signed on July 28, 2009, suspended the process and procedures for adopting instructional materials, including framework revisions, until the 2013-14 school year. Senate Bill 70 (Chapter 7 of the Statutes of 2011) extended that suspension until the 2015-16 school year."

Whereas, sufficient textbooks or instructional materials were provided to each student enrolled in foreign language or health classes, and;

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the 2011 – 2012 school year, the Tracy Unified School District has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

APPROVED AND ADOPTED, this 27th day of September, 2011 at a meeting, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President, Governing Board
Tracy Unified School District

ATTEST:

Clerk, Governing Board
Tracy Unified School District



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: ~~Dr. James Franco~~ Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 16, 2011
SUBJECT: Approve the Tentative Agreement between the Tracy Educators Association and Tracy Unified School District for the 2011-12 School Year

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 were no re-openers for the 2010-2011 school year and re-openers on Article XIII, Salaries, and Article XIV, Fringe Benefits, for the 2011-2012 school year. The District chose to open Article XIII, Salaries, and Article XIV, Fringe Benefits.

On August 24, 2011, the TEA and TUSD negotiating teams agreed to status quo on Article XIII, Salaries, and Article XIV, Fringe Benefits for the 2011-2012 school year. (Please see attached.) The Tentative Agreement was ratified by the Tracy Educators Association on September 15, 2011.

RATIONALE: In view of the California state budget crisis and the potential need for further reductions to the District's budget, the District opened 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".

In addition, to remain in compliance with AB 1200 and Government Codes 3547.5 and 3540.2.(d), Salary Settlement Agreement forms are attached for public disclosure.

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

FUNDING: N/A

RECOMMENDATION: Approve the Tentative Agreement between the Tracy Educators Association and Tracy Unified School District for the 2011-12 School Year

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

TENTATIVE AGREEMENT

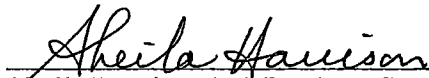
August 24, 2011

The Tracy Educators Association (hereafter "TEA") and the Tracy Unified School District (hereafter "District") do hereby agree to status quo for the 2011-2012 school year on the following Articles in the Master Agreement between TEA and TUSD:

Article XIII, Salaries (Compensation)

Article XIV, Fringe Benefits

Tentatively agreed to this 24 day of August, 2011, in Tracy California.



Sheila Harrison Ed. D., Asst. Supt. for
Educational Services and Human Resources



Joe Raco, TEA Representative

PUBLIC DISCLOSURE FORM

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and GC 3547.5 and 3540.2

Name of School District: Tracy Joint Unified School District

Name of Bargaining/Represented Unit: Tracy Educators Association

Certificated, Classified, Other: Certificated

The proposed agreement covers the period beginning: July 1, 2011 and ending: June 30, 2012
(date) (date)

The Governing Board will act upon this agreement on: Sep 27, 2011
(date)

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY -	Fiscal Impact of Proposed Agreement		
			Current Year Increase/Decrease FY -	Year 2 Increase/Decrease FY -	Year 3 Increase/Decrease FY -
1.	Salary Schedule (This is to include Step and Column, which is also reported separately in Item 6)	\$ 50,770,808	\$ -	\$ 1,015,416	\$ 1,035,724
	Annual Settlement %:		0.00%	0.00%	0.00%
	Cummulative Settlement On-going %:		0.00%	0.00%	0.00%
	Step & Column % Cost:		0.00%	2.00%	2.04%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, etc.	\$ 685,036	\$ -	\$ -	\$ -
	Description of other compensation				
3.	Statutory Benefits STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 6,737,757	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 7,215,744	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
5.	Total Compensation Add Items 1 thru 4 to equal 5	\$ 65,409,345	\$ -	\$ 1,015,416	\$ 1,035,724
			0.00%	1.55%	1.56%
6.	Step and Column Due to movement plus any changes due to settlement. Included in Item No. 1 above.	\$ -	\$ -	\$ 1,015,416	\$ 1,035,724
7.	Total Number of Represented Employees (Use FTE's if appropriate)	683.0			
8.	Total Compensation Cost for Average Employee	\$ 95,768	\$ -	\$ 1,487	\$ 1,516
			0.00%	1.55%	1.56%

9/16/2011

Tracy - TEA 2011-12 Public Disclosure.xlsx

9. What was the negotiated percentage increase approved? For example, if the increase in "Current Year" was for less than a full year, what was the percentage increase given, what is the effective date of the increase, and what is the annualized percent

A "status quo" agreement was reached. Accordingly, there is no percentage increase.

10. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain)

No.

11. Please include comments and explanations as necessary (if more room is necessary to answer, please attach additional sheet.)

Not Applicable.

12. Does this bargaining unit have a negotiated cap for Health and Welfare benefits? Yes ☐ No ☐
If yes, please describe cap amount.

Yes. Health Care Benefits are capped at \$8,482

B. Proposed Negotiated Changes in Non-Compensation Items (e.g., class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None.

C. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff, etc.)

None.

D. What contingency language is included in the proposed agreement (i.e., reopeners, etc.)?

None.

E. Will this agreement create, increase or decrease deficit spending in the current or future year(s)? "Deficit Spending" is defined to exist when a district's expenditures exceeds its revenues in a given year. If yes, explain the amounts and justification for doing so.

No.

F. Identify other major provisions that do not directly affect the district's costs such as binding arbitration, grievance procedures, etc.

None.

G. Source of Funding for Proposed Agreement

1. Current Year ~ Include an itemized list, per GC 3547.5 (b), of any budget revisions necessary to meet the costs of the agreement in the current year. Itemized list should be clearly referenced to the amounts disclosed in column 2 of Section H pages 5a-g.

No budget revisions are required.

G. Source of Funding for Proposed Agreement, continued.

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in future years? (i.e., what will allow the district to afford this contract)? Include an itemized list, per GC 3547.5 (b), of any budget revisions necessary to meet the costs of the agreement in the subsequent year. Itemized list should be clearly referenced to the amounts disclosed in columns B and D of Section I pages 7a-c.

Not Applicable.

3. If this is a multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations). Include an itemized list, per GC 3547.5 (b), of any budget revisions necessary to meet the costs of the agreement in the subsequent year. Itemized list should be clearly referenced to the amounts disclosed in columns B and D of Section I pages 7a-c.

Not Applicable. This agreement does not create any additional obligations.

L. CERTIFICATION No. 1 of 2

To be signed by the District Superintendent upon submission to the Governing Board and by the Board President upon formal Board action on the proposed agreement.

<i>The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Section 3547.5. The budget revisions, as itemized in Section G pages 3-4 and included in Column 2 of pages 5a-g and Columns B and D of pages 7a-c, are necessary to meet the costs of the agreement in each year of its term. The district must submit, to the County Superintendent of Schools, the budget revisions necessary to fulfill the terms of this agreement within 45days (EC42142) or the next interim report (GC 3547.5 c), whichever comes first.</i>	
<hr/>	<u>September 27, 2011</u>
District Superintendent (or Designee) Signature	Date
<hr/>	
Dr. Casey Goodall	<u>(209) 830-3200</u>
Contact Person	Phone Number
After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on <u>September 27, 2011</u> , took action to approve the proposed Agreement with the <u>Tracy Educators Association</u> Bargaining Unit and acknowledges that the budget revisions as itemized in Section G pages 3-4 and included in Column 2 of pages 5a-g and Columns B and D of pages 7a-c are necessary to meet the costs of the agreement in each year of its term. The district must submit, to the County Superintendent of Schools, the budget revisions necessary to fulfill the terms of this agreement within 45days (EC42142) or the next interim report (GC 3547.5 c), whichever comes first.	
<hr/>	<u>September 27, 2011</u>
President (or Clerk), Governing Board Signature	Date

Special Note: The San Joaquin County Office of Education may request additional information, as necessary, to review the district's compliance with requirements.

9/16/2011

Tracy - TEA 2011-12 Public Disclosure.xlsx

M. CERTIFICATION No. 2 of 2

This certification must be signed by the District Superintendent and Chief Business Official at the time of Public Disclosure.

<i>In accordance with the requirements of Government Code Section 3547.5 (b), the Superintendent and Chief Business Official of</i>	
<i>Tracy Joint Unified School District,</i>	
<i>hereby certify that the District can meet the costs incurred under this agreement between the District and the Tracy Educators Association Bargaining Unit for the current and subsequent fiscal years.</i>	
The budget revisions necessary to meet the cost of the agreement in the current year are itemized on page 3 in Section G 1. and included in Column 2 page(s) 5a through 5g of this disclosure. The budget revisions necessary to meet the cost of this agreement in each subsequent year of this agreement are itemized on page 4 in Section G 2 and 3 and are included in columns B and D of pages 7a through 7c of this disclosure.	
District Superintendent Signature	September 27, 2011 Date
Chief Business Official Signature	September 27, 2011 Date



HUMAN RESOURCES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: ~~Dr.~~ Sheila Harrison, Assistant Superintendent of
Educational Services and Human Resources
DATE: September 16, 2011
SUBJECT: Approve New Job Description for ISET Network Systems Specialist

BACKGROUND: Over the last twelve years, the quantity and usage of technology network systems, applications and equipment has continued to increase to support critical and essential educational and business functions and to support the increase in students and staff at the school sites. In addition, scheduled maintenance must be performed outside of school hours and for most network systems, outside of the 8:00am-5:00pm business day to support this multitude of complex and continually changing enterprise network systems. The addition of the position of ISET Network Systems Specialist will provide increased flexibility of the ISET Department's staffing and help to provide the necessary coverage and services. Also, the Human Resources Department has established as one of its priorities, to review and revise outdated job descriptions and update them to accurately reflect the experience, essential functions, and educational requirements of positions.

RATIONALE: This new job description will provide the necessary high level of technical expertise to maintain the District's network systems, provide security protection to critical and confidential District data, and to continue to implement new technology initiatives within the District. This agenda item meets Strategic Goal #4: Utilize technology as a tool for improvement in instruction, and to increase efficiency in operations across the District, Strategic Goal #5: Continuously improve fiscal, facilities and operational processes, and Strategic Goal #6: Develop and support a high performing workforce.

FUNDING: Funding Source: General Fund. Additional annual cost (salary + benefits) of \$100,623.86 (LMH 27-C with 230 days of service).

RECOMMENDATION: Approve New Job Description for ISET Network Systems Specialist

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

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: ISET Network Systems Specialist

DEPARTMENT/DIVISION: Information Services and Educational Technology

POSITION SUMMARY:

Under general supervision of the Director of Information Services and Educational Technology provides technical expertise for monitoring and maintaining effective systems, applications, databases, servers and other equipment on enterprise data, voice and video networks; participates in evaluations of new information technologies solutions and services for instructional and administrative functions; maintains network security and data backup and recovery operations; provides technical documentation of operating procedures, databases, and network systems configurations; and provides user support through help desk, on site assistance, and training classes. This is a 12 month position.

ESSENTIAL FUNCTIONS:

1. Installs, configures, modifies, updates, tests, deploys, monitors, and maintains District network systems, servers, applications, services and equipment that support enterprise data, voice and video communications. These include, but are not limited to: Microsoft Exchange, SharePoint, SCCM, DPM, Active Directory, and server virtualization, internet services such as Radius authentication, Windows security certificates, DNS, PKI certification, DHCP services and WINS services, domain controllers, SANs, firewalls, virus protection, spam control, security systems, video conferencing and collaboration systems, SIF, VoIP phone systems, network productivity applications, bandwidth utilization devices, monitoring systems, AERIES student information system, business applications, educational applications, textbook library system, food services system, data warehouse system, transportation system, personnel, etc. and other new information technologies.
2. Participates in feasibility studies, system analysis and the evaluation and testing of new information technology solutions that result in continuous improvement of network operations, systems and services.
3. Assists in the development of short and long range plans for assigned projects.
4. Assists in the organization of technical work and the technical training for ISET Technician II staff related to network systems, servers, applications, services and equipment.
5. Supports, monitors, and maintains appropriate networking protocols, services, and support applications on enterprise networks.
6. Supports, monitors and maintains effective network security measures for all District network systems, servers, applications and equipment.
7. Supports, monitors and maintains Microsoft SQL and other database systems.
8. Maintains back-up and recovery systems for District data information systems using enterprise management applications and systems.
9. Maintains a level of expertise on technical knowledge and skills related to systems, applications, databases, networks, services and equipment to meet District needs.
10. Provides user training related to District enterprise network systems, servers, applications, services and equipment.

11. Maintains accurate, current and relative records, technical documentation, operating procedures, and purchase requisitions related to District enterprise area network systems, servers, applications, services and equipment.
12. Develops SQL queries and performs data exports to support District systems and applications and maintain data and report compliance with state and other external agencies.
13. Assists and supports vendors, consultants and service providers who provide technology services and support to the District related to District information technology.
14. Receives requests for service or problem resolution; prioritizes requests and resolves or routes to appropriate ISET staff for action; maintains user requests in a work order database and tracks the progress of service and problem resolution; contacts users to keep them informed of request status.
15. Provide professional confidentiality and works collaboratively with others encountered in the course of work.
16. Maintains regular and prompt attendance in the workplace.
17. Performs other related duties as assigned by the Director of Information Services and Educational Technology or designee.

EDUCATION AND EXPERIENCE:

Ability to carry out oral and written directions, and read, write, and speak at a level sufficient to fulfill the duties to be performed. Bachelor's Degree in Computer Science, Management Information Systems or other computer technology related field is required. High school diploma or equivalent is required. Minimum of four years' experience is required in the area of monitoring and maintaining Microsoft and/or Cisco related systems, applications, databases, servers and other equipment on enterprise data, voice and video networks. Microsoft and/or Cisco certifications preferred. Must possess a valid California driver's license.

SKILLS AND QUALIFICATIONS:

1. Ability to maintain data integrated, secure and effective Microsoft Windows and Cisco based enterprise data, voice and video networks.
2. Ability to maintain appropriate and secure network protocols, services, applications and security measures on District networks.
3. Ability to train users on District network systems, applications and services.
4. Ability to understand and follow oral and written instructions.
5. Ability to generate and maintain technical records, reports and documentation.
6. Ability to evaluate and implement new technology solutions to meet District needs.
7. Ability to communicate effectively in both technical and non-technical terms and to maintain a cooperative working relationship with those contacted in the course of work.
8. Ability to interpret and apply complex technical publications, manuals, online tools and documents, and other documents.
9. Ability to maintain effective SQL and other databases, data warehouse integration and support information system technology, concepts, functions, policies and procedures.
10. Ability to apply project management processes and perform project management planning.
11. Ability to apply programming principals, basic logic and software development techniques and procedures.

12. Ability to maintain data integrated, secure and effective District network operating systems, network based services, and network applications and equipment.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

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

WORK ENVIRONMENT:

Employees in this position will be required to work indoors in a standard office environment and come in direct contact with District staff, site staff, and the public. Driving a vehicle to conduct work at school sites is required. Employees will be required to work a minimum of one Saturday a month or split-shifts (12:00pm-9:00pm) to provide support maintenance and upgrades to District applications and systems. Employees will be required to work in the event of a critical network or system outage.

SALARY: Leadership/Management Salary Schedule (LMH) Range 27

DAYS OF SERVICE: 230 days

Board Approved: