

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT

DATE: TUESDAY, JANUARY 28, 2014

PLACE: DISTRICT EDUCATION CENTER
BOARD ROOM
1875 W. 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 | Pg. No. |
| 2. | Roll Call – Establish Quorum
Board: J. Costa, G. Crandall, W. Gouveia, T. Guzman, K. Lewis, G. Silva, J. Vaughn
Staff: J. Franco, C. Goodall, S. Harrison, B. Etcheverry | |
| 3. | Closed Session: Opportunity to Address the Board Regarding Closed Session Items which follow. Closed session is limited to consideration of items specifically authorized under the Government Code and/or the Education Codes.
3.1 Administrative & Business Services:
3.1.1 CONFERENCE WITH LEGAL COUNSEL
-ANTICIPATED LITIGATION (G.C. 54956.9(b))
-Number of Potential Cases: one

3.2 Educational Services:
3.2.1 Intra-District Attendance Appeal - #13-14/AA4
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain ___
3.2.2 Finding of Fact #13-14/#29, 32, 33, 35

3.3 Human Resources:
3.3.1 Consider Public Employee/Employment/Discipline/Dismissal/Release
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain ___
3.3.2 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 | |

- | | Pg. No. |
|---|------------|
| 6. Closed Session Issues: | |
| 6a Report Out of Action Taken on Intra-District Attendance Appeal - #13-14/AA4 | |
| Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __. | |
| 6b Finding of Fact #13-14/#29, 32, 33, 35 | |
| Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __. | |
| 7. Approve Regular Minutes of January 14, 2014. | 1-5 |
| Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __. | |
| Approve Special Minutes of January 21, 2014. | 6 |
| Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __. | |
| 8. Student Representative Reports: | |
| Tracy High: Mika Fithian; West High: Jessica Rasmussen; Kimball High: Lindsay Huckaba; Stein High: Steven Medina and Trevon Jackson; Art Freiler School: Chrissy Martinez, Erika Ayo, Janelle Bush, and Anneliese Contreras; George Kelly School: Amber Quiambao and Inigo Jaque. | |
| 9. Recognition & Presentations: An opportunity to honor students, employees and community members for outstanding achievement: | |
| 9.1 Poet Christian School Update | |
| 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 yellow speaker's card). | |
| 11. Information & Discussion Items: An opportunity to present information or reports concerning items that maybe considered by Trustees at a future meeting. | |
| 11.1 Administrative & Business Services: | |
| 11.1.1 Receive Report on the California State Budget and the Local Control Accountability Plan (LCAP) | 7 |
| 11.2 Educational Services: | |
| 11.2.1 Receive Report on Proposed Mathematics Textbook Adoptions | 8-9 |
| 12. PUBLIC HEARING: None. | |
| 12.1 Administrative & Business Services: None. | |
| 12.2 Educational Services: | |
| 12.2.1 Conduct a Public Hearing Regarding the Charter Renewal for the Tracy Learning Center's Millennium High School (9-12) (Separate Cover Item) | 10 |

- 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 | Accept the generous donations from the various individuals, businesses, and school site parent teacher associations listed herein with thanks and appreciation from the staff and students of the Tracy Unified School District | 11-12 |
| 13.1.2 | Approve Assembly, Service, Business and Food Vendors | 13-19 |
| 13.1.3 | Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda | 20-21 |
| 13.1.4 | Ratify Measure E Related 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 the Winter 2013-2014 Consolidated Application for the Tracy Unified School District | 24-25 |
| 13.2.2 | Approve Agreement for Special Contract Services with Dr. Linda Munger to Provide ELD Coaching to Teachers at Wanda Hirsch Elementary School for the 2013-2014 School Year | 26-28 |
| 13.2.3 | Approve Overnight Travel for Tracy High School Science Students to Participate in the Junior Science and Humanities Symposium in Reno, NV on March 6-8, 2014 | 29 |
| 13.2.4 | Approve Overnight Travel for the Tracy High School Track and Field Team Members to Participate in the California International Federation (CIF), Mt. SAC Invitational in Los Angeles, CA on April 18-19, 2014 | 30 |
| 13.2.5 | Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2014 | 31-33 |
- 13.3 Human Resources:**
- | | | |
|---------------|--|--------------|
| 13.3.1 | Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees | 34 |
| 13.3.2 | Approve Classified, Certificated and/or Management Employment | 35-36 |
- 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 | Authorize the Superintendent to Purchase One Compressed Natural Gas (CNG) School Bus | 37 |
| Action: | Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___. | |
| 14.1.2 | Authorize Associate Superintendent for Business Services to Enter into Agreement to Dispose of Damaged, Obsolete and Surplus Furniture, Computers and Equipment through Direct Sale to Vendor in Lieu of Disposal Expenses | 38-41 |

	Pg. No.
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___.	
14.1.3 Approve and Appoint the Selected Applicants for Specified Terms on the Measure S and Measure E Bond Oversight Committees.	42-43
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___.	
14.1.4 Approval of Superintendent Search Process and Timeline	44
14.2 Educational Services:	
14.2.1 Adopt Resolution No. 13-19 Approving the State Preschool Facilities Renovation and Repair (FRR) Contract for \$1,000	45-58
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___.	
14.2.2 Adopt Resolution No. 13-13 Approving Authorization of Designated Personnel as New Licensee of South/West Park State Preschool and to Authorize Designated Personnel to Sign Contract Documents for 2013-14	59-61
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___.	
14.2.3 Approve Tracy High School Mid-Term WASC Report and Progress on Current WASC Action Plan	62
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain___.	
14.3 Human Resources:	
14.3.1 Approve Tracy School Management Association (TSMA) Salary Agreement	63-64
15. Board Reports: An opportunity for board members to discuss items of particular importance or interest in the district.	
16. Superintendent's Report: An opportunity for the superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities.	
17. Board Meeting Calendar:	
17.1 February 11, 2014	
17.2 February 25, 2014	
17.3 March 11, 2014	
17.4 March 25, 2014	
18. Upcoming Events:	
18.1 February 10, 2014	No School, Lincoln's Birthday
18.2 February 17, 2014	No School, Presidents' Day
18.3 March 3, 2014	No School, Staff Buy Back 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 aids or services, he/she should also contact the Superintendent's Office at least 24 hours prior to the meeting.

**Minutes of
Regular Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, January 14, 2014**

- 5:20 PM:** 1-3. President Vaughn called the meeting to order and adjourned to closed session.
- Roll Call:** 4. Board: J. Costa, W. Gouveia, T. Guzman, K. Lewis, G. Silva, J. Vaughn;
Absent: G. Crandall
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry
- 7:11 PM** 5. President Vaughn called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.
- Closed Session:** 6a Report Out of Action Taken on Intra-District Attendance Appeal #13-14/AA3
. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6b Finding of Fact #13-14/#26, 27, 30, 31
As amended Lewis, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6c Report Out of Action Taken on Application for Reinstatement #13-14/AR#11,
12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24
As amended. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6d Report Out of Action Taken on Application for Enrollment #13-14/AFE 1, 2
. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6e Report Out of Action Taken on Early Graduation KHS #10328220
. **Vote:** Yes-6; No-0; Absent-1(Crandall)
6f Report Out of Action Taken on Accept Resignation and Approve Settlement
Agreement Regarding UC#818
This item was pulled. **Vote:** None.
- Minutes:** **Approve Regular Minutes of December 10, 2013.**
Action: Guzman, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)
- Employees Present:** C. Minter, A. Silva, R. Pearlman, V. McDonald, D. Cheeseman, J. Danoy, T. Peterson, G. Yasemsky, C. Greer, T. Zamora, K. Alcorn, C. Spicer, J. Anderson
- Press:** Tracy Press.
- Visitors Present:** K. Hearn, The Ha Family, The Rivera Family, D. Asah, W. Alexander
- Student Rep Reports:** 8. None.
- Recognition & Presentations:** 9.1 Recognize and Congratulate Celine Ha and Victoria Rivera for Making it to the 2013-2014 San Joaquin County Spelling Bee Finals

Students Celine Ha from Wanda Hirsch Elementary and Victoria Rivera from Art Freiler School were recognized for being finalists in the San Joaquin County spelling Bee championship. They were presented with a certificate.

9.2 Recognize and Congratulate Tracy High Varsity Football Team for capturing the 2013-2014 San Joaquin Athletic Association title and making it to the Second Round of Playoffs

Members of the Tracy High Varsity Football Team, under the direction of Coach Matt Shrout, were recognized for claiming the San Joaquin Athletic Association title with a 38-0 win against Bear Creek of Stockton. This is the first league title since 2009. Each player was presented with a certificate.

9.3 Hirsch Elementary School Update

Principal, Andrea Silva and teacher, Rachelle Pearlman presented a short video on the public's misunderstanding of common core standards. They then presented a power point which stated that this is a nationally driven movement and replaces the current set of standards which were adopted in 1997. Teachers have been given training and staff development and opportunities to practice and gain knowledge. Students are given information, instruction and opportunities to practice. Teachers learn from management training, articles relating to Common Core, district updates and are given the time to collaborate. There have been CISC presentations, they have moved from data teams to PLC's, they are given staff development on ERMs, and Nancy Fetzer training on reading and writing strategies. Dr. Munger will provide ELD coaching to teachers at Hirsch. They are extending current curriculum to include more peer collaboration and solve real life problems, etc. The math is very different but students seem to like the change, format and are excited about it being interactive. They also think it's hard. She has talked to the parents of her students and explained it. Parents get information at back-to-school night, parent conferences, newsletters, website, Facebook, and site council meetings.

Hearing of Delegations

10. Kim Hearn has two sons who cannot participate in wrestling because she cannot afford the transportation fee. She doesn't think we can legally charge them. She filled out a fee waiver form but she does not qualify. She would be happy to transport them herself, but was told she cannot do it.

Information & Discussion Items:

11.1 Administrative & Business Services: None.

Public Hearing:

12.1 Administrative & Business Services: None.

Consent Items:

Action: Lewis, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)
 Item 13.1.7: Dr. Goodall reviewed and explained the audit.
 Item 13.2.6: Trustee Costa believes there could be some inequities in high school cheer teams and believes that the athletic directors need to determine whether or not they will have competitive cheer teams and have them show how they are paying for it.

13.1 Administrative & Business Services:

- 13.1.1 Approve Accounts Payable Warrants, November, 2013
(Separate Cover Item)
- 13.1.2 Approve Payroll Reports, November, 2013
- 13.1.3 Approve Revolving Cash Fund Reports, November, 2013
- 13.1.4 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
- 13.1.5 Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.6 Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.7 Accept the Fiscal Year 2012-13 Annual Financial Audit
(Separate Cover Item)

- 13.2 **Educational Services:**
- 13.2.1 Ratify Overnight Travel for the Tracy High School Mock Trial Team and Advisors to Attend the NorCal Mock Trail Invitational in Atherton, CA on January 10-12, 2014
- 13.2.2 Approve Agreement for Special Contract Services with the Resource Area for Teaching (RAFT) to Facilitate the K-6 Science Curriculum Committee in Learning about Strategies and Instructional Materials for Implementing the Next Generation Science Standards
- 13.2.3 Ratify Agreement for Special Contract Services with STEPS, Liz Zastrow and Karen Honkala for the 2013-2014 School Year
- 13.2.4 Ratify Agreement for Special Contract Services with Valley Mountain Regional Center from November 21, 2013 through December 20, 2013
- 13.2.5 Approve Agreement for Special Contract Services with Counseling and More (CAM) to Work with Students at Jacobson Elementary School for the 2013-2014 School Year
- 13.2.6 Approve Overnight Travel for the Tracy High School Cheer Team to Participate in the JAMZ Nationals Competition in Las Vegas, Nevada on February 19-22, 2014
- 13.2.7 Approve Agreement for Special Contract Services with San Joaquin County Office of Education to Provide Project WRITE Training to ALAS Teachers at a January 23, 2014 In-Service

- 13.3 **Human Resources:**
- 13.3.1 Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees
- 13.3.2 Approve Classified, Certificated and/or Management Employment

Action Items:

- 14.1 **Administrative & Business Services:**
- 14.1.1 Approve the Education Protection Account (EPA) Spending Plan
- Action: Guzman, Gouveia. **Vote:** Yes-6; No-0; Absent-1(Crandall)

- 14.2 **Educational Services:**
- 14.2.1 Approve Resolution No. 13-12 Establishing March 2014 as “Arts in Education Month”

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

14.3 Human Resources:

14.3.1 Approve New Job Description for Food Service Worker II

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

Denise Cheeseman would like to encourage everyone to vote positive and commented that this is a great opportunity for our employees and good for the district.

14.3.2 Approve the New Job Description for Driver/Dispatcher

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

Denise Cheeseman feels this is a needed position and thanked everyone who was involved in getting this job description together.

14.3.3 Approve New Job Description for Para Educator for Therapeutic Behavior

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

Denise Cheeseman commented that this is very needed and mandated by law that we have these services. She urged the board to vote yes.

14.3.4 Approve Tentative Agreements with the California School Employees Association

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

Denise Cheeseman thanked the board. The board thanked Denise for her cooperation and CSEA for all of their support during the difficult times we've had over the past few years. Silva: we are here to teach the children of our schools. Everyone has a role in that plan.

Board Reports:

Trustee Lewis passed. Trustee Costa attended the city/schools liaison meeting. The spoke about a concern with parking issues at Tracy High and are trying to come up with solutions. She congratulated the West High School basketball team who are doing very well. The crab feed is on Saturday night. Trustee Silva also commented on the crab feed and stated that tickets are \$40 each. All coaching staff has tickets available to sell. He has helped out at the West High snack bar and got to see some very good games. Trustee Gouveia wished everyone a Happy New Year. He is also involved in the Tracy Latin Athletic Club crab feed. The money goes to scholarships for our students. He attended the Parks and Recreation Commission meeting and they discussed services for little league due to renovations at Jefferson District. Trustee Guzman attended the charter school committee meeting and they are getting some things worked out. The charter school presented a report regarding their Prop 39 request and charter approval. He also attended the AP breakfast at West High last week. It was a great event. The jazz band played and they sounded great. The all district music concert is a great event to see. He also agreed with the earlier comments on the agreement with CSEA. Trustee Vaughn wishes everyone a Happy New Year.

Superintendent Report:

Dr. Franco commented that the Manny Scott presentation kicked off the school year and with the hero idea in mind, our students celebrated hero week. Teacher, Sarah Rockey helped organize along with department chairs from the high schools. They put together a template of a definition of a hero and students wrote essays about their heroes and culminated last Thursday with rallies and they honored heroes at assemblies and on social media. It was a great hit. Trustee Guzman then congratulated Dr. Franco who was honored as a hero at a West High assembly.

Dr. Franco also reminded everyone that Monday is MLK Day and they will have the annual breakfast at the Tracy Community Center. Audrey Harrison has played a key role and Steve Callahan as volunteered to be keynote speaker.

Adjourn: **Action:** Gouveia, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)

8:20p.m.

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Clerk	Date

**Minutes of
Special Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, January 21, 2014**

5:30 PM 1. President Vaughn called the Tracy Unified School District Board of Education to order

Roll Call – Establish Quorum 2. Board: J. Costa, W. Gouveia, T. Guzman, K. Lewis, G. Silva, J. Vaughn
Absent: G. Crandall
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry

Pledge 3. Pledge of Allegiance

Employees Present: J. Danoy

Press: None.

Visitors Present: None.

Hearing of Delegations 4. None.

Action Items: 5.1 **Administrative & Business Services:** None.
5.1.1 Approve Selection of Education Leadership Services to Conduct Superintendent Search

Trustee Lewis commented that he was part of the committee who met with both firms. They both presented very well and were professional. They will get input from the board, the unions and the public and then create a type of criteria. They will present the best candidates to the board, but the board can make the decision on the top group to interview. They provide the initial questions which will be the same for all. The finalist will have more of a conversation with the board. Education Leadership Services' price was slightly lower and is more local. The superintendent's conference is next week which will be a great recruiting arena.

Adjourn: **Action:** Gouveia, Silva. **Vote:** Yes-6; No-0; Absent-1(Crandall)
Action: Silva, Lewis. **Vote:** Yes-6; No-0; Absent-1(Crandall)

Clerk

Date



TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent of Business Services
DATE: January 17, 2014
SUBJECT: Receive Report on the California State Budget and the Local Control Accountability Plan (LCAP)

BACKGROUND: On January 10, 2014, Governor Brown released a State Budget proposal.

RATIONALE: Staff members attended a conference on January 17, 2014 at which components of the Governor's education budget were described in terms which will guide development of the 2014-15 Tracy Unified School District budget, which must be approved in June.

In addition to the traditional requirement for the Board to adopt a budget in June of each year, a companion document must now also be adopted, the Local Control Accountability Plan (LCAP). The LCAP is a comprehensive three-year plan, which is to be updated each year, and adopted at the same time as the district budget. The intent is to identify and address goals based on state priorities for all students, significant subgroups, students with disabilities, and other at-risk students. The plan is also intended to describe planned expenditures in support of annual LCAP related goals.

FUNDING: There are no costs associated with this agenda item, but funding impacts related to the state budget will be presented at the board meeting.

RECOMMENDATION: Receive Report on the California State Budget and the Local Control Accountability Plan (LCAP).

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 23, 2014
SUBJECT: Receive Report on Proposed Mathematics Textbook Adoption

BACKGROUND: The current District-adopted mathematics textbooks are aligned to the 1997 California Content Standards. Consequently, it is imperative that new textbooks aligned to the Common Core State Standards - Mathematics be considered for adoption.

As part of the instructional materials adoption process, the Mathematics cadre has been engaged in evaluating textbooks. Criteria for evaluating instructional materials were developed and used to review programs. These teachers evaluated multiple textbooks, participated in publishers' presentations and piloted six programs. Based on the feedback from pilot teachers, the Curriculum Council is recommending the following mathematics programs for adoption:

Grade Span	Publisher	Program
K-5	McGraw-Hill	My Math
6-8	Pearson	Digits
9-12	Carnegie Learning	Bridge to Algebra Algebra I Geometry Algebra II

RATIONALE: This report is being presented to increase Board and community awareness of the history and activities of the District mathematics programs, and to provide descriptions and rationale for the proposed textbook adoption. The textbooks being recommended for adoption demonstrate the highest correlation to the following evaluation criteria:

- Alignment to the Common Core State Standards - Mathematics
- Program Organization
- Assessment
- Technology
- Universal Access
- Teacher Support

This agenda item meets District Strategic Goal #1: Prepare all students for college and careers, and 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.

FUNDING: Funding for the purchase of recommended materials will be provided by the LCFF Common Core Implementation Funds.

RECOMMENDATION: Receive Report on Proposed Mathematics Textbook Adoptions.

Prepared by: Drs. Debra Schneider, Director of Instructional Media Services and Curriculum and Dmitry Voloshin, Director of Staff Development



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent for Human Resources and Educational Services
DATE: January 13, 2014
SUBJECT: Conduct a Public Hearing Regarding the Charter Renewal Petition for the Tracy Learning Center's Millennium High School (9-12).

BACKGROUND: Conducting a Public Hearing is a required component of the Charter Renewal Process. The California Education Code requires that the Board of Trustees renders a final decision on the renewal application within 60 days of the date of submission of the charter application. The Board of Trustees may approve a charter renewal application if they are satisfied that the charter is consistent with the requirements set forth in the Tracy Unified School District's Charter School Board Policy 0420.4, Administrative Regulation 0420.4 and the Charter School Provisions of the California Education Code, 47607.

RATIONALE: Millennium High School's 5-year charter will expire on June 30, 2014. Millennium High School has submitted a charter renewal per Education Code 47607. Tracy Unified School District staff and legal counsel are in the process of reviewing Millennium High School's renewal application to determine if they meet the guidelines and criteria set forth in the Charter School Provisions of the California Education Code, 47607, Tracy Unified School District Board Policy 0420.4 and Administrative Regulation 0420.4. The Millennium High School Charter Renewal Petition is attached to this agenda item.

Upon review of this renewal application, the Tracy Unified Board of Education will make a determination as to approval of the Millennium Charter Renewal.

FUNDING: Not applicable.

RECOMMENDATION: Conduct a Public Hearing Regarding the Charter Renewal Petition for the Tracy Learning Center's Millennium High School (9-12).

Prepared by: Linda Dopp, Director of Alternative Programs



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: January 7, 2014
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:

Central Elementary School:

1. Tracy Unified School District/Central Elementary School: From First Book, 1,726 books at a total value of \$15,000.00. These books will be distributed among the students of Central for individual ownership.

Kimball High School:

1. Tracy Unified School District/Kimball High School: From GWF Energy LLC in the amount of \$2,500.00 (ck. #014594). This donation will benefit Kimball High School's athletic program.

Villalovoz Elementary School:

1. Tracy Unified School District/Villalovoz Elementary School: From the Villalovoz Parent Faculty Club an Ultima 65 Laminator Bundle valued at \$2,213.44. This donation will benefit the staff of Villalovoz.

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: James Franco, Superintendent
FROM: C. Goodall, Associate Superintendent for Business Services
DATE: January 16, 2014
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

Date Board Approved	Vendor	Insurance Expires
SMOKING, TOBACCO PRODUCTS, ALCOHOL, DRUGS, FIREARMS OR EXPLOSIVES ARE PROHIBITED ON ANY SCHOOL DISTRICT PROPERTY. Vendors must be aware of the location of emergency exits at all times. Vendors are prohibited from applying pesticides, chemicals, or cleaning products to district facilities or grounds. FLAMES ARE PROHIBITED INDOORS ON DISTRICT PROPERTY - SEE SPECIFICS UNDER FOOD VENDOR BELOW!		
<p>↓ ADDING THE FOLLOWING VENDORS FOR BOARD APPROVAL ↓:</p> <p>The Platinum Photo Booth - Photo Booths & Event Photography. Derek Lubag 209-648-0490, info@theplatinumphotobooth.com, www.ThePlatinumPhotoBooth.com</p> <p>12/1/2014</p>		
<p>↓ APPROVED LIST BELOW BY EXPIRATION DATE ↓</p>		
5/8/12	International Printing Museum - Mark Barbour. 310-515-7166, mail@printmuseum.org, www.printmuseum.org	1/30/2014
9/13/11	California Weekly Explorer, Inc. - History Programs, Barry Hovis, 714-247-2250, barrycwe@aol.com, info@californiaweekly.com, www.californiaweekly.com	2/1/2014
10/11/11	Rumors Productions - Jenna Teyshak/Jon Tyner - 640-8000, jenna@rpcdj.com, www.rpcdj.com	2/1/2014
8/25/09	Soul Shoppe - Vicki Abadesco, Phone: 510-338-3231, info@soulshoppe.com, support@soulshoppe.com, www.soulshoppe.com	2/1/2014
11/13/07	Bureau of Lectures & Ancient Artifacts - John Tacha or Terry Lyman 800.255.0084, (FIRE SHOW OR WEAPONS NOT ALLOWED) www.assemblyline.com/index.html bureau@assemblyline.com	2/5/2014
2/26/13	Elite Entertainment Professional DJ Services, Photo Booth, Audio & Visual, Greg Wallace, 952-3548, elitedj@aol.com, www.elitedj4u.com	2/15/2014

4/12/11	LMG Attractions- DJ and Emcee, Business Audio Visual, Event Planning, Professional Sound and Audio. Dave Tillman 209-275-0226, www.lmgattractions.com	3/1/2014
9/11/12	Give Every Child A Chance , Tutor Mentoring Program, 855-0702, www.gecacracy.org	3/6/2014
9/25/2012	Central Valley Party - party rental supplies, on-site events. Archille Hubbner - 832-8890, info@centralvalleypartyrentals.com . www.centralvalleypartyrentals.com	3/21/2014
4/23/13	Music Systems , Disc Jockey Services, Omar Rodriguez, 640-1442, omar@music-systems.com , www.music-systems.com	3/27/2014
5/28/13	Gallo Center for the Arts , Bullying Prevention Performance, "The Bully Buster Rides Again". Raul Garcia, 338-5020, rgarcia@galloarts.org , www.galloarts.org	4/9/2014
5/28/13	Recruiting Realities - Athlete Recruitment for college (parents and coaches). Lucy Cohen - 800-242-0165, jackrenkens@earthlink.net , www.recruitingrealities.com	4/15/2014
5/14/13	Summit Solutions Consultation , Facilitator of E15 Motivational speaker, Chris Stevens, 607-9113, chris@summitsolutionsconsulting.com , www.summitsolutionsconsulting.com	4/23/2014
2/12/08	Ravioli the Clown - Denis Martinez - 835.3535, www.raviolitheclown.com	5/1/2014
4/23/13	Rick Sullivan, Lenard "The Kyd" Jackson teenage comedian. (510) 228-7038, ugotjokes@comcast.net , www.ugotjokes.net	5/1/2014
2/12/08	Sparkles the Clown , Terry Donaldson - 835-8383, www.sparklesdelight.com	5/1/2014
9/13/11	Youth for Christ - Point Break Adolescent Resources. Violence Prevention Services. Contact Joan Stone in Prevention Services 830-3218.	5/1/2014

2/23/10	All for KIDZ, Inc. Producers of THE NED SHOW-character education program. Customercare@allforkidz.com, www.thenedshow.com1-877-872-9696 x101	5/4/2014
9/13/11	Athletic Perfection - Cheer Routine choreography. Jennifer Moore 609-8736, jennwhip29@hotmail.com, julie@athleticperfectioncheer.com, www.athleticperfectioncheer.com	5/14/2014
8/28/07	Horizon Intertainment - Teen Truth Anti Bully JC Pohl 818 755 8800 , jc@teentruthlive.com	5/18/2014
9/11/12	Camfel Productions- A Multi Media Production. Veronica Loya, 626-960-6922, veronica@camfel.com. www.camfel.com	6/1/2014
2/14/12	Sound Wave Mobile DJ - David Gomes-510-938-7903, info@soundwavemobiledj.com, www.soundwavemobiledj.com	6/1/2014
12/13/11	Main Street Music - Ken & Diana Cefalo, kencefalo@yahoo.co, dcefalo@sbcglobal.net,	6/3/2014
2/14/12	PIQE-Parent Institute for Quality Education - Teresa Guerrero, 238-9496/484-8404, tguerrero@piqe.org, www.piqe.org	6/10/2014
9/25/2012	SOS Entertainment - Sound, Lighting & Event Production Company. Derek Sage - 661-424-1767, info@sosentertainment.com, www.sosentertainment.com	6/25/2014
4/23/13	Child Abuse Prevention Council of San Joaquin County , Lindy Turner-Hardin, 464-4524, lturner@nochildabuse.org, www.nochildabuse.org	7/1/2014
3/8/11	Dr. Andrew Trosien, DDS. Oral Hygiene Instructions. Call Megan or Julie at 833-1240	7/1/2014
10/22/13	Barbizon Performing Arts Academy - Jamie Sorenson - 415-583-3055, jamie@barbizon.tv	7/8/2014
4/12/11	Explorit Science Center - 530-756-0191, explorit@explorit.org, www.explorit.org	7/21/2014

2/14/12	CAM Counseling and More - Lettie Ordone. 640-4179, 832-1094, lordonecam@yahoo.com. Www.lordonecam.com	8/7/2014
2/26/13	Media Fusion Studios , Video Production, Nick Xanttopulos, 957-4021, nick@mediafusionstudios.com, www.mediafusionstudios.com	8/22/2014
1/25/11	Sorren Bennick Productions - Power of One Anti-Bullying Program, Sorren Bennick 1-866-816-5808, sorenbenick@sorenbenick.com; To view a video clip of the show, go to www.sorenbenick.com; enter the Power of One section, click on the Principals Only field, and use the password: "impact" and the username: "impact".	9/18/2014
10/25/11	Amos Productions -DJ Services. Nicole - 1800-693-5003 or 925-449-3847. nicole@amospro.com or info@amospro.com	9/20/2014
2/12/13	Dataworks -No Parent Left Behind Parent Program. Parents as teachers, motivations and academic performance, home environment and homework assistance. Maria Cuadra - 800-495-1550, maria@dataworks-ed.com or info@dataworks-ed.com	11/25/2014
3/12/13	Entourage Events SF - DJ & lighting Services and Photo Booth, Derek Mizuno, 510-921-4373, booking@entourageeventssf.com. Find them on Yelp & Facebook	1/15/2015
10/9/07	Mad Science - Danielle Mae Lee, danielle@madsciencesacto.com, 916-736-2924, Elena Michel elena@madsciencesacto.com (Fire & Ice Show not allowed)	12/1/2014
5/26/09	Cowboys & Kids Reach Assembly , Penny Conway, www.reachkids.com, reachme@theriver.com	Insurance not Required NO Charge, Tier 1
5/8/12	Dairy Council of CA Mobile Dairy Classroom , Leona Bettencourt, 916-263-3560 x413, ibettencourt@dairycouncilofca.org. Www.dairycouncilofca.org. Must follow Animal Policy Guidelines AR 6163.1	Insurance not Required NO Charge, Tier 1
4/28/09	District 5 Dairy Princess , 639-1715	Insurance not Required NO Charge, Tier 1

5/26/09	Get Real Behind The Wheel , Safe Driving Assembly targeted at 8th, 9th & 10th graders. Ken Ucci 408-680-4881 or Tom Simpson 612-4222. www.getrealbehindthewheel.org	Insurance not Required NO Charge, Tier 1
2/10/09	JOE FOSS Institute , 480.348.0316, www.jfiweb.org	Insurance not Required NO Charge, Tier 1
10/23/07	Lawrence Hall of Science , 510-642-1700, pfsreq@berkeley.edu, www.lawrencehallofscience.org	Insurance not Required NO Charge, Tier 1
10/9/07	McDonalds Tammi Beck 916-962-1982	Insurance not Required NO Charge, Tier 1
10/9/07	NASA Karin Costa 650-604-6077	Insurance not Required NO Charge, Tier 1
10/9/07	Otto the Auto Wendy Sanchez 415-565-2676 wendy_sanchez@csaa.com	Insurance not Required NO Charge, Tier 1
10/9/07	Sandia Labs Joel Lipkan - jlipkin@comcast.net	Insurance not Required NO Charge, Tier 1
12/10/13	SJ Vector Control - Aaron Devencenzi - 982-4675, adevencenzi@sjmosquito.org	Insurance not Required NO Charge, Tier 1
12/13/11	Stockton Ports Baseball By The Books - reading incentive program. Free of charge-chance to win free tickets. Margaret Sacchet-644-1900, msacchet@stocktonports.com, www.web.minorleaguebaseball.com/index.jsp?sid=t524	Insurance not Required NO Charge, Tier 1
<p>*Section 308.3 Open Flame. A person shall not utilize or allow to be utilized, an open flame in connection with a public meeting or gathering for purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation or similar purpose in Group A or I occupancies in accordance with Appendix Chapter 1, Section 105.6.</p>		
<p>Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not permitted anywhere on school property. Per the Tracy Fire Inspector, failure to comply with this requirement can result in personal and/or District fines ranging from \$250 – 1,000.</p>		
<p>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.</p>		

↓ **APPROVED FOOD VENDORS** ↓

2/26/13	Taqueria Maguey Restaurant- Mexican food catering. Contact Javier - 832-1059. 2242 Grantline Rd. Tracy	2/3/2014
11/12/12	Menchie's Frozen Yogurt, Adele Boch, 612-5285, adelebloch@yahoo.com, www.menchies.com	6/6/2014
12/8/09	Tracy Breakfast Lions Club - James Solarez - 221-8811	9/1/2014
10/23/12	Rainbow Italian Ice - Tonya or Jayson Griffith-510-491- 5689, italianicegirl2012@yahoo.com or 510-591-6693. www.rainbowitalianice.com.	9/4/2014
12/8/09	Texas Roadhouse- Tim Lund, 830-1133, store_tracy@texasroadhouse.com	12/1/2014
9/25/2012	Squeeze Inn Restaurant - Food catering. Dean Davis - 833-7992 or 331-3228. www.tracy.thesqueezeinn.com	1/12/2015



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: January 17, 2014
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: WGR
Site: District Wide
Item: Proposal / Agreement (Amendment)
Services: WGR will provide support for the districts Storm Water Management Program and compliance with the Phase II MS4 MPDES Permit.
Tracy Unified School District is required to comply with a set of state and federal storm water management mandates. Existing staff are not qualified and lack the expertise to update the plan. WGR are environmental health and safety consultants who possess expertise in storm water compliance.
Cost: \$11,000.00
Project Funding: General Fund-Environmental



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: January 17, 2014
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: Sportsfield Specialties, Inc.
Site: West High School – Stadium
Item: Proposal - Ratify
Services: Purchase of one (1) long jump pit cover for the West High School Stadium.
Cost: \$8,252.37
Project Funding: Measure E Bond Funds

B. Vendor: R.A. Jones
Site: Monte Vista Middle School – Tracy High School Baseball Fields
Item: Proposal – Ratify
Services: Contractor to install two (2) previously purchased dugout benches in the JV field dugouts.
Cost: \$950.00
Project Funding: Measure E Bond Funds



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 15, 2014
SUBJECT: Approve the Winter 2013-2014 Consolidated Application for the Tracy Unified School District

BACKGROUND: Each year, the District is required to submit to the State Department of Education a Consolidated Application for Funding of Categorical Aid Programs. This year, due to the new changes to the State Local Control Funding Formula the only programs requiring approval are the Federally funded programs. Federally-funded programs include Title I (Economically Disadvantaged Students), Title II (Professional Development) and Title III (English Language Learners). The Winter 2013-2014 Consolidated Application indicates the District's desire to participate in these programs, abide by their guidelines, and establish site eligibility for Title I participation. Individual School Site Plans containing specific goals, programs, and budgets are submitted to the School Board for approval.

RATIONALE: State law requires local Governing Board approval. This agenda item supports District Strategic Goal #1: Prepare all students for college and careers, 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; District Strategic Goal #5: Continuously improve fiscal, facilities and operational processes; and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals. The Winter 2013-2014 Consolidated Application form is under separate cover.

FUNDING: There is no cost to the District.

RECOMMENDATION: Approve the Winter 2013-2014 Consolidated Application for the Tracy Unified School District.

Prepared by: Linda Dopp, Director of Alternative Programs

2013-14 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A (Basic) SACS Code 3010	Yes
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D (Delinquent) SACS Code 3025	No
Title II, Part A (Teacher Quality) SACS Code 4035	Yes
Title II, Part A (Administrator Training) SACS Code 4036	No
Title III (Immigrant Students) SACS Code 4201	No
Title III (LEP Students) - 2% maximum SACS Code 4203	Yes
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	No



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 17, 2014
SUBJECT: **Approve Agreement for Special Contract Services with Dr. Linda Munger to Provide ELD Coaching to Teachers at Wanda Hirsch Elementary School for the 2013-2014 School Year.**

BACKGROUND: As the State of California moves to implement the Common Core State Standards, all teachers will engage in grade level learning teams to increase teacher effectiveness and results for all students. Dr. Munger will offer coaching that addresses:

- Professional Learning Communities (PLCs):
 - Learning teams are committed to a shared outcome in which both teaching practices and student learning improve. PLCs provide the structure through which teachers plan collaboratively with colleagues to differentiate instruction and provide interventions for students.
- Differentiated Instruction (DI):
 - Teachers focus on student-centered instruction that allows students to take different paths to meet grade level/subject matter Common Core State Standards. A variety of research-based strategies and multiple ways of grouping students based on purposes of assigned tasks are utilized in instruction and assessment to meet the diverse needs of all students according to their readiness, interests and learning styles.
 - A differentiated classroom requires both teachers and students to understand how students learn (e.g., ESL, SES).

RATIONALE: Tracy Unified Continuous Improvement Target 1: By June 2014, all students will demonstrate grade level/subject matter proficiency as measured by appropriate state tests. Dr. Munger will facilitate grade level learning teams (PLCs) to develop capacity to increase teacher effectiveness and results for all students focusing on Common Core State Standards and Differentiated Instruction. This request supports District Strategic Goals #1: Prepare all students for college and careers, 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, District Strategic Goal #6: Develop and support a high performing workforce and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: Total cost not to exceed \$9,500. The cost will be paid from EIA funding.

RECOMMENDATION: Approve Agreement for Special Contract Services with Dr. Linda Munger to Provide ELD Coaching to Teachers at Wanda Hirsch Elementary School for the 2013-2014 School Year.

Prepared by: Andrea Silva, Principal, Wanda Hirsch Elementary School

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Avenue, Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Dr. Linda Munger 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: Dr. Munger will provide coaching to teachers using a variety of research-based practices and resources for English Language Development (ELD) and meeting the needs of students (EL and socio-economically disadvantaged) through differentiated instruction to ensure all students are proficient in meeting grade level/subject matter in Common Core State Standards on March 17-21, 2014.
2. Contractor will provide ~~the above~~ services(s), as outlined in Paragraph 1, for a period of up to a total of 5 days HOURS/DAY (s)/FLAT RATE (circle one), under the terms of this agreement at the following location: Wanda Hirsch Elementary School.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$9,500 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$ 9,500.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [☐] SHALL; [☒] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging 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 payment on a [☐] MONTHLY PROGRESS BASIS, [☒] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on March 17, 2014 and shall terminate on March 21, 2014.
5. This agreement may be terminated at any time during the term by either party upon 30 days written notice.
6. Contractor shall contact the District's designee, Andrea Silva at (209) 830-3312 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:

Linda Munger
Consultant Signature (1)

Tracy Unified School District

Social Security Number (2)/Tax ID #

Date

January 9, 2014
Date

Title

Education Consultant
Title

Account Number to be Charged

Address

Department/Site Approval

Budget Approval

Phone #

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.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources
DATE: January 13, 2014
SUBJECT: **Approve Overnight Travel for Tracy High School Science Students to Participate in the Junior Science and Humanities Symposium in Reno, NV on March 6-8, 2014.**

BACKGROUND: The San Francisco Bay Area Science Fair has been inviting Tracy High School to present research at the Junior Science and Humanities Symposium for many years. Advisor, Ms. Erin McKay, will transport the students in her private vehicle and chaperone the trip. The students will be observing this event at the University of Reno in preparation of competing next year or presenting in the Western Regional Semi-Finals, if selected. The students who will be attending are Echo Sit, Rachelle Buske, and Phillip Hwang. They will stay at the Circus Circus Reno Hotel in Reno, NV.

RATIONALE: Finalists are selected through a rigorous screening process which provides students with valuable opportunities to compete regionally in the scientific field. This aligns with 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 District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: There will be two days of sub costs that will be paid out of the Tracy High Science account. The San Francisco Bay Area Science Fair and Junior Science and Humanities Symposium will incur all costs for accommodations, meals, and competition event expenses. The \$100 deposit fee will be paid by the THS Science Department fund.

RECOMMENDATION: Approve Overnight Travel for Tracy High School Science Students to Participate in the Junior Science and Humanities Symposium in Reno, NV on March 6-8, 2014.

Prepared by: Mr. Jason Noll, Principal, Tracy High School



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 7, 2014
SUBJECT: **Approve Overnight Travel for the Tracy High School Track and Field Team Members to Participate in the California International Federation (CIF), Mt. SAC Invitational in Los Angeles, CA on April 18-19, 2014.**

BACKGROUND: The Tracy High Track and Field Team would like to participate in the California International Federation (CIF) Mt. SAC Invitational in Los Angeles. The Track and Field Team is honored to be invited to this prestigious event, especially since Tracy does not always qualify. Head Coach, Jay Fishburn, Assistant Coach, Mauricio Martin, Assistant Principal, Lyndell Hawkins and eight Track and Field Team members will attend the CIF Invitational. The team will be staying at the Courtyard in Baldwin Park, CA. The coaches will transport the team via District van, while a limited number of students will be driven by their parents.

RATIONALE: The Track and Field Team athletes have worked extremely hard to qualify for the CIF Invitational. Attending this event will give the team an opportunity to represent Tracy at the Invitational. This meets 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 District Strategic Goal#7: Develop and utilize partnerships to achieve District goals.

FUNDING: The Tracy High Athletic Department will pay all costs associated with this event.

RECOMMENDATION: Approve Overnight Travel for the Tracy High School Track and Field Team Members to Participate in the California International Federation (CIF), Mt. SAC Invitational in Los Angeles, CA on April 18-19, 2014.

Prepared by: Mr. Jason Noll, Tracy High School Principal



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 15, 2014
SUBJECT: Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2014.

BACKGROUND: Pursuant to the Williams Settlement, the Valenzuela Settlement, and California *Education Code* Section 35186, every school must provide 1) sufficient textbooks and instructional materials, 2) school facilities that are clean, safe, and maintained in good repair, 3) a properly credentialed teacher for every classroom and 4) intensive remediation for up to two years for students who have completed grade 12 but not passed the California High School Exit Exam. Education Code, EC 35186(d), requires that school districts shall report summarized data on the nature and resolution of all Williams/Valenzuela uniform complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records. There was one complaint filed under the Williams/Valenzuela settlements during the October 15, 2013 – January 15, 2014 reporting period.

RATIONALE: The quarterly report for the period of October 16, 2013 through January 15, 2014 has been submitted to the San Joaquin County Office of Education and must be reported to the local school board. The report summarizes the complaints received through the Williams Uniform Complaint Process, as well as the resolution of each of those complaints. This report supports 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 District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: No cost

RECOMMENDATION: Receive Update on Quarterly Williams/Valenzuela Uniform Complaint Reports for the Quarter Ending January 15, 2014.

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



*"The future belongs
to the educated"*

**Tracy Unified School District
OFFICE OF CURRICULUM, ACCOUNTABILITY
& CONTINUOUS IMPROVEMENT**

Carol Anderson-Woo Ed.D., Director

(209) 830-3275

(209) 830-3209 (fax)

November 20, 2013

Mr. Mike Chivers,

Pursuant to Board Policy 1312.4 and the Williams Act, the District has completed an investigation of your formal written complaint regarding the bathrooms at Bohn Elementary School. The complaint was received by my office on November 10, 2013. In your written complaint, you stated, "Bathroom has been locked and turned into storage room due to needed repairs". This is in reference to the bathroom facilities located in the "horseshoe" area of classrooms. Under the Williams Act, school facilities must be clean, safe, and maintained in good repair. This applies to any facilities that are open for students or staff use.

In checking with Bonny Carter, Director of Facilities Planning, the formula (2010 Plumbing Code) for restrooms at elementary schools requires Bohn Elementary School to have at least 10 toilets for girls and 11 toilets/urinals for boys. Counting the current restrooms available in the media center and the multipurpose room there are 11 toilets available for girls and 12 toilets/urinals available for boys. Therefore, there are sufficient restroom facilities available to meet the code requirements.

Based on this information, the finding of the district is that the closing of the restrooms in the "horseshoe" area at Bohn Elementary School does not represent a violation of the Williams Act. There is also a sufficient number of toilets to meet code requirements. They are clean, safe and maintained in good repair.

Thank you for bringing this issue to our attention.

Sincerely,

Carol Anderson-Woo
Director of Curriculum, Accountability and Continuous Improvement.

cc: Tammy Christensen, Principal, Bohn Elementary

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

District: Tracy Joint Unified School District

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

Quarterly Report Submission Date: ☒ January 15, 2014
 (check one) ☐ April 15, 2014
☐ July 15, 2014
☐ October 15, 2014

Date for information to be reported publicly at governing board meeting: 1/28/2014

Please check the box that applies:

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

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions	1	1	
CAHSEE Intensive Instruction and Services			
TOTALS			

Dr. James Franco
 Print Name of District Superintendent

 Signature of District Superintendent

 Date



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 17, 2014
SUBJECT: Accept Resignations/Retirements/Leave of Absence for Classified, Certificated, and/or Management Employment

BACKGROUND:

**CLASSIFIED CONFIDENTIAL
RESIGNATION**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Gallegos, Luz/ School Site Business Manager	KHS	1/21/14	Accepted Personnel Analyst for Certificated Employees position

BACKGROUND:

CERTIFICATED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
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BACKGROUND:

CLASSIFIED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Barba, Sandra Para Educator I	KHS	1/9/14	Personal
Kellogg, Alexander Utility Person III	Transp/ Maint	1/14/14	Personal
Rodda, Anika School Supervision Assistant	Hirsch	1/16/14	Personal

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

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



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 17, 2014
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

Williamson, Aja

CERTIFICATED

Kindergarten (New)
Jacobson School
Class I, Step 1, "A"
\$20,661.55
Funding: General Fund

BACKGROUND:

Gallegos, Luz

CLASSIFIED CONFIDENTIAL

Personnel Analyst for Certificated Employees
(Replacement)
Human Resources
Range 13, Step E - \$27.55 per hour
8 hours per day
Funding: General Fund

BACKGROUND:

Gallegos, Alice

CLASSIFIED

STEPS Early Childhood Development Associate
Instructor (Replacement)
Stein HS – STEPS Program
Range 24, Step A - \$12.51 per hour
6 hours per day
Funding: General Fund

Ochoa, Rocio

Bilingual Preschool Site Supervisor (Replacement)
PLAY Preschool
Range 36, Step A - \$16.53 per hour
8 hours per day
Funding: Restricted

Pease, Terri

Para Educator I (Replacement)
Bohn School
Range 24, Step C - \$13.73 per hour
3 hours per day
Funding: Restricted

Rosas, Jose

Para Educator I (Replacement)
Stein High School
Range 24, Step A - \$12.51 per hour
4.5 hours per day
Funding: General Fund

Salomon, Whitney

Para Educator I (Replacement)
North School
Range 24, Step A - \$12.51 per hour
4 hours per day
Funding: Restricted

BACKGROUND:

COACHES

RECOMMENDATION: Approve Classified, Certificated and/or Management Employment

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent, Business Services
DATE: January 14, 2014
SUBJECT: Authorize the Superintendent to Purchase One Compressed Natural Gas (CNG) School Bus

BACKGROUND: Since 2001 the Tracy Unified School District has retrofitted the fleet of district buses that are over 14000 pounds, and for which emission devices are required by the California Air Resources Board (CARB). All the retrofits were funded with grant money acquired by the Transportation Department. A single bus remains that cannot be retrofitted because of the age of the bus. Bus #2 is a 1986 Bluebird 84 passenger bus with a mechanical diesel engine and has exceeded its life expectancy.

Years ago, the Tracy Unified School District received grant funding from the Tracy Peaker Power Plant to purchase a compressed natural gas (CNG) filling station and two buses that use CNG fuel. The system offers the capacity of fueling eight CNG buses

Recently the Transportation Department was approached by A-Z Bus Sales inquiring if Tracy Unified School District would be interested in purchasing a 2007 Bluebird 64 passenger CNG bus which had been used as a demonstration bus. The odometer has registered only 4,800 miles of travel. It will be considered a new bus with full factory warranty. A-Z Bus Sales is contacting school districts with CNG fueling capability to see if they are interested.

RATIONALE: To replace the last remaining non-compliant bus to ensure the district has adequate equipment to support current home-to school transportation routes and to ensure the district is compliant with California Air Resource Board (CARB) requirements.

FUNDING: The cost of the bus will be \$100,000 plus the cost of fog lights, camera, strobe light and California Sales Tax. The total one-time cost will be approximately \$120,000.00. A brand new 2014 year model CNG bus would cost approximately \$200,000.00. The Transportation Department can fund this purchase using income received from fieldtrips.

RECOMMENDATION: Authorize the Superintendent to Purchase One Compressed Natural Gas (CNG) School Bus.

Prepared by: Casey Goodall-Assistant Superintendent of Business Services



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business
DATE: January 17, 2014
SUBJECT: **Authorize Associate Superintendent for Business Services to Enter into Agreement to Dispose of Damaged, Obsolete and Surplus Furniture, Computers and Equipment through Direct Sale to Vendor in Lieu of Disposal Expenses**

BACKGROUND: District policy currently dictates that the disposal of equipment must meet the following conditions before a surplus is declared:

1) "Materials accumulated which have no further value to the program of the school district, from time to time, be disposed of in such a manner to provide maximum benefit to the school district." BP 3316

2) If the district is unable to use the equipment, an assessment must be made to determine which category the equipment falls under:

- Equipment about to be replaced
- Equipment beyond economic repair
- Obsolete due to changes in material make up (technology)
- Salvage and scrap
- Rubbish

3) The next step would be to sell the item for cash through the following steps:

a) "Ed Code 39520 requires the district to sell any personal property belonging to the district if the property is not required for school purposes, or if it should be disposed of for the purpose or replacement, or if it is unsatisfactory or not suitable for school use". A notice of sale would then be posted in a public place.

Or

The district can sell the equipment through an auction sale. In either case, the district reserves the right to award to the highest responsible bidder, or reject all bids.

b) If the district fails to receive a qualified bid, a private sale without advertising can take place. The Board will need to reach a unanimous decision on whether the equipment met the criteria of "not exceeds value of \$2,500".

c) If the value of the equipment is insufficient to defray cost of sale (Ed Code 39521), the district can arrange for the disposal of the equipment in a local public disposal site.

The Tracy Unified School District Director of Materials Management has declared the surplus on the damaged, obsolete and surplus furniture, computers and equipment due to the fact the inventory has been replaced with newer, more modern and structurally safe inventory. The inventory has a negative value or at best, a negligible value.

The main concerns of district staff is that we are able to eliminate warranty issues for future use of these items, we reduce or eliminate hazardous waste from hitting our landfills and lastly, if we can help out others with our items, then we utilize companies that fulfill our requirements while helping out the environment and others who are less fortunate.

When disposing of damaged, obsolete & surplus furniture and equipment, bidding for this service is not required. Yet, to ensure district assets and tax dollars are used appropriately, the district contacted several vendors, including Tracy Delta Disposal, for their respective prices. The results of our contacts with vendors has led us to create a pool of vendors to help service our needs. The vendors to be included this round of surplus equipment are: ARC International, Cali Resources, Tri Products Recycling, Universal Waste Management, Inc and e-Recycling of California.

Our surplus items will be processed under an agreement with the vendors, which outlines a salvage plan that includes pick-up of obsolete items, they assume ownership of items, the associated warranty responsibility and the costs incurred for the disposal of toxic products as stated by law. The over all value of the inventory is negative or at best negligible as has been determined by the District. The inventory will be consumed for its parts and reused through reselling channels, or lastly, after disassembly of items, will be sold to recyclers. All of these vendors provide a Certificate of Recycling and Destruction to ensure the district is safe from any hazardous materials disposal liability and guards our safety against any internal information being accessed after it is declared surplus. The District has no financial history in doing business with Tri Products Recycling or Universal Waste Management, Inc. or Cali Resources. We have two years of experience with ARC International and four recent transactions with e-Recycling of California.

RATIONALE: "Property for which no qualified bid has been received may be sold, without further advertising, by the Superintendent or designee." (Education Code 39521)

As advised by District counsel, surplus equipment and furniture should not be sold to the public unless the District is able to certify that equipment is safe. In addition, surplus should only be sold to those whom can take title of the equipment and warrant safety

through certification. The vendors listed above all provide a warranty on parts before donation or resale exchange takes place and provides a recycling program for all items that are toxic and not reused. Liability exposure to district is eliminated.

FUNDING: Cost is only the labor time to palletize and load items with a slight return possible.

RECOMMENDATION: Authorize Associate Superintendent for Business Services to Enter into Agreement to Dispose of Damaged, Obsolete and Surplus Furniture, Computers and Equipment through Direct Sale to Vendor in Lieu of Disposal Expenses.

Prepared by: Gary M. Jayne, Director of Materials Management

E-WASTE INVENTORY 1/15/14

ITEM	QUANTITY
Monitors	44
Computers	65
Printers	21
TVs	15
O/H projectors	19
VCRs	12
Power supplies	1
Typewriters	6
Telephones	7
Cords, keyboards & speakers (boxes)	1
Power Strips	44
Micro wave ovens	65
Floor Scrubbers	21
Radios	15
Lamps	19



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business
DATE: January 18, 2014
SUBJECT: Approve and Appoint the Selected Applicants for Specified Terms on the Measure S and Measure E Bond Oversight Committees

BACKGROUND: When a school bond measure is authorized pursuant to Section 1 of Article XIII A of the California Constitution as amended with the passage of Proposition 39 which was approved by voters on November 7, 2000, the School Board is required to establish and appoint members to an independent oversight committee within 60 days following certification of the election. TUSD Board Policy BP 7215(a) General Obligation Bonds – Citizens’ Oversight Committee Policy and Regulations indicates the composition of committee members and terms for which the Board must appoint for service on the Oversight Committee.

RATIONALE: TUSD Board Policy BP 7215(a) indicates that the committee will consist of eleven members, one from each of the following categories: business community representative; senior citizens’ organizations; parent or guardian of a child enrolled in the District and active in a parent-teacher organization; bona fide taxpayer’s organization; representative from agricultural/farming industry and an at large member of the public. Additionally, there will be four (4) alternates who are non-voting members of the committee; however, if required to establish a quorum they will be allowed to vote. Due to lack of respondents, the District sought a legal opinion from counsel to enable the TUSD Board to utilize the members of the Measure E Oversight Committee to also serve in an oversight role in regard to the Measure S bond measure and vice versa. Although the Committee members are willing to serve as the Oversight Committee for both bonds, they would like to see broader participation from our community. In response to this request, District staff sought applicants in various media forms including: school site councils, newsletters, school site postings, Channel 26, an article in the Tracy Press, personal recruitment and the TUSD public website.

The District received three applications to fill Oversight Committee positions and the applicants were interviewed by a committee; including Casey Goodall, Bonny Carter and Greg Silva as the TUSD Board representative. The individuals, Fred Gowan, Chase Helzer and Clara Rouse, are recommended for appointment and the recommended terms are attached.

FUNDING: No funding implications.

RECOMMENDATION: Approve and Appoint the Selected Applicants for Specified Terms on the Measure S and Measure E Bond Oversight Committees.

Prepared by: Bonny Carter, Director of Facilities and Planning

Category	Name MEASURE E	Term	Name MEASURE S	Term
Bona fide Tax Org. Voting Member	Craig Saalwaechter	2 years 2013/14 - 2014/15	Staycee Hall	2 years 2013/14 - 2014/15
Business Organization Voting Member	Gurjit Srai	2 years 2012/13 - 2013/14	Cheryl Fowler	2 years 2012/13 - 2013/14
Parent or Guardian Voting Member	Dan Green	2 years 2013/14 - 2014/15	James Mousalimas	2 years 2013/14 - 2014/15
Senior Citizen Voting Member	Fred Gowan	2 years 2013/14 - 2014/15	Jon Fine	2 years 2012/13 - 2013/14
Parent Organization Voting Member	Roxane Barnhard	2 years 2012/13 - 2013/14	Teri Cunningham	2 years 2012/13 - 2013/14
Business of Agriculture Voting Member	Teri Cunningham	2 years 2012/13 - 2013/14	Diane Gouveia	2 years 2012/13 - 2013/14
At Large Voting Member	Clara Rouse	2 years 2013/14 - 2014/15	Chase Helzer	2 years 2013/14 - 2014/15
Alternate Non-voting Member	Cheryl Fowler	1 year renewable	Dan Green	1 year renewable
Alternate Non-voting Member	Jon Fine	1 year renewable	Roxane Barnhard	1 year renewable
Alternate Non-voting Member	James Mousalimas	1 year renewable	Vacant	1 year renewable
Alternate Non-voting Member	Chase Helzer	1 year renewable	Vacant	1 year renewable



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent of Business Services
DATE: January 22, 2014
SUBJECT: Approval of Superintendent Search Process and Timeline

BACKGROUND: The Board approved the selection of Education Leadership Services to conduct the superintendent search at the special meeting held on January 21, 2014.

RATIONALE: As the next step in this process, Dr. Chun of Education Leadership Services will present the process and timeline to the board.

FUNDING: N/A

RECOMMENDATIONS: Approval of Superintendent Search Process and Timeline.

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 9, 2014
SUBJECT: Adopt Resolution No. 13-19 Approving the State Preschool Facilities Renovation and Repair (FRR) Contract for \$1,000

BACKGROUND: Tracy Unified School District operates a State Preschool Program at South/West Park Elementary School for which the District receives special state funding. The South West Park State Preschool was awarded an additional \$1,000 to replace the old stove in the preschool kitchen.

RATIONALE: The Facilities Renovation and Repair fund of \$1,000 will allow the State Preschool Program to purchase a new stove which meets Title 22, Division 12 licensing requirements for health and safety. The District's participation in the State Preschool Program supports District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: There is no cost to the District.

RECOMMENDATION: Adopt Resolution No. 13-19 Approving the State Preschool Facilities Renovation and Repair (FRR) Contract for \$1,000

Prepared by: Ramona Soto-Barajas, Principal, South/West Park Elementary School



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 13-19**

**RESOLUTION AUTHORIZING THE STATE PRESCHOOL FACILITIES
RENOVATION AND REPAIR (FRR) CONTRACT FOR \$1,000 AND LINDA
BORAGNO-DOPP AND DR. CASEY GOODALL, DESIGNATED PERSONNEL
TO SIGN CONTRACT DOCUMENTS FOR THE STATE PRESCHOOL
PROGRAM FOR 2013-2014.**

WHEREAS, the Tracy Unified School District operates a State Preschool Program on the South/West Park campus for which the District receives State funding; and

WHEREAS, the California Department of Education requires Governing Board approval of the resolution authorizing the District to enter into a contract to receive this State funding; and

WHEREAS, the authorized signatures for this contract are Dr. Casey Goodall, Associate Superintendent of Business Services and Linda Boragno-Dopp, Director of Alternative Programs.

NOW, THEREFORE BE IT RESOLVED, that the *Tracy Unified School District Board of Education* does hereby adopt Resolution No. 13-19 to approve the State Preschool Facilities Renovation and Repair (FRR) Contract for \$1,000 and to authorize Linda Boragno-Dopp and Dr. Casey Goodall, designated personnel to sign contract documents for the state preschool program for 2013-14.

PASSED AND ADOPTED this 28TH day of January 2014, by the Board of Trustees of the Tracy Unified School District by the following vote:

AYES:

NOTES:

ABSENT:

ABSTAIN:

**Board President
Tracy Unified School District**

Attested:

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

Board Clerk
Tracy Unified School District

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
Tracy Joint Unified School District		95-1055500
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
Linda Boragno-Dopp, Director of Alternative Programs		
<i>Date Executed</i>	<i>Executed in the County of</i>	
	San Joaquin	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

F.Y. 13-14 thru 15-16

DATE: July 01, 2013

CONTRACT NUMBER: CRPM-3071

PROGRAM TYPE: FACILITIES RENOVATION
AND REPAIR

PROJECT NUMBER: 39-7549-00-3

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: TRACY JOINT UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to use the funds identified below for the purpose of child care and development renovation and repair projects to maintain compliance with State health and safety requirements, to comply with the American with Disabilities Act (ADA), or to purchase or replace equipment necessary for the health and safety in accordance with the CHILD CARE AND DEVELOPMENT FUND-PROGRAM REQUIREMENTS FOR FACILITIES RENOVATION AND REPAIR PROJECTS (Exhibit D), the attached APPLICATION (Exhibit C) with any modifications noted, and SERVICE LOCATION(s) (Exhibit B) which by this reference are incorporated herein. The Contractor's signature also certifies compliance with "General Terms and Conditions," (GTC-610/Exhibit A) for State Contracts which are attached hereto and by this reference incorporated herein.

These funds shall not be used for any purpose considered nonreimbursable pursuant to the current Center-Base Funding Terms and Conditions (FT&Cs) and Title 5, California Code of Regulations.

Funding of this contract is contingent upon appropriation and availability of funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract. The period for which expenditures may be made with these funds shall be from July 01, 2013 through June 30, 2016. The total amount payable pursuant to this agreement shall not exceed \$1,000.00.

Expenditure of these funds shall be reported quarterly to the Child Development Fiscal Services Division (CDFS) on Form CDFS-9529. Quarterly reporting must be submitted for reimbursement of expenditures. For non-local educational agencies, expenditures made for the period July 1, 2013 through June 30, 2014 shall be included in their 2013-14 audit. Expenditures for the period July 1, 2014 through June 30, 2015 shall be included in the 2014-15 audit. Expenditures for the period July 1, 2015 through June 30, 2016 shall be included in the 2015-16 audit. All audits are due by the 15th of the fifth month following the end of the contractor's fiscal year or earlier if specified by the CDE. The audits for School Districts and County Offices shall be submitted in accordance with Education Code Section 41020.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract. Exhibit A, General Terms and Conditions attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contracts, Purchasing & Conference Services		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 1,000	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 24861-7549				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 1,000	ITEM 30.10.020. 6110-702-0620	CHAPTER 20	STATUTE 2013	FISCAL YEAR 2013-2014	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6145 Rev-8590					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		49	DATE		

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

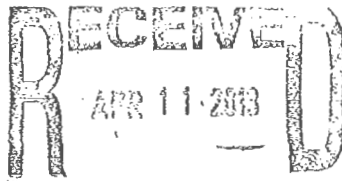
20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)

FY 2013-14 Facilities Renovation and Repair Exhibit B
Round 1
Service Location(s)

Applicant	County	Vendor	Site Name
Tracy Joint Unified School District	San Joaquin	7549	South/West Park State Preschool

Thursday, June 20, 2013



ORIGINAL

California Department of Education
Child Development Division
March 2013

FY 2013-14 FRR Application

This shaded section is for CDD Use Only						
Notification	County Code	Log Number		Suffix	District Code	School Code
FY 2013-14 FRR	39	57		06	75499	000000

Exhibit C

Fiscal Year 2013-14 Facilities Renovation and Repair Application

Return to the following address: FY 2013-14 FRR Application Child Development Division 1430 N Street, Suite 3410 Sacramento, CA 95814-5901	Submit one (1) original and three (3) copies of the completed Application by April 12, 2013, at 5 p.m.
--	--

A. California Department of Education Contractor Information

Contractor's Legal Name	Tracy Joint Unified School District
Vendor Number	7549
Headquarters' Mailing Address	1875 W Lowell Ave.
City, State, ZIP Code	Tracy, CA 95376
County Name	San Joaquin
Mr./Ms./Dr./Supt. or other Title	Superintendent
Executive Officer's Name	Dr. James Franco
Executive Officer's Telephone Number	(209) 830-3201
Executive Officer's E-mail Address	jfranco@tusd.net
Contact Person's Name	Linda Boragno-Dopp
Contact Person's Telephone Number	(209) 830-3210
Contact Person's E-mail Address	ldopp@tusd.net

B. Certification

By submitting this application, the applicant signifies acceptance of responsibility to comply with all applicable state and federal rules and regulations including, but not limited to, Title 22, Community Care Licensing Regulations and Americans with Disabilities Act of 1990. The applicant understands the California Department of Education (CDE) is not obligated to fund any projects until a contract is fully executed and projects have been approved. Further, the applicant understands that expenditures incurred outside the approved contract period of performance will not be reimbursed. The applicant understands a CDE funded program will operate at the facility(ies) benefiting from the use of these funds for at least three consecutive years from the date of contract completion, and the contractor may be billed for any portion of the three years the facility is not in use by a CDE program. The Authorized Official certifies under penalty of perjury that to the best of his/her knowledge, the information contained in this application is correct and complete.

C. Signature of Authorized Official (Use Blue Ink)

Signature		Title	Director of Alternative Programs
Printed Name	Linda Boragno-Dopp	Date	4/9/13

<input checked="" type="checkbox"/> California State Preschool Program (CSPP) <input type="checkbox"/> General Child Care and Development (CCTR) <input type="checkbox"/> Migrant Child Care and Development (CMIG) <input type="checkbox"/> Child Care and Development Services for Children with Exceptional Needs (CHAN)		
E. Maximum Award Amount		
Total Combined Maximum Reimbursable Amount for Qualifying Contract Types	Maximum Award Amount	Select one box only
E1. \$0 to \$999,999	Up to \$20,000	<input checked="" type="checkbox"/>
E2. \$1,000,000 to \$2,499,999	Up to \$50,000	<input type="checkbox"/>
E3. \$2,500,000 to \$4,999,999	Up to \$100,000	<input type="checkbox"/>
E4. \$5,000,000 to \$7,499,999	Up to \$150,000	<input type="checkbox"/>
E5. \$7,500,000 to \$9,999,999	Up to \$200,000	<input type="checkbox"/>
E6. \$10,000,000 and over	Up to \$250,000	<input type="checkbox"/>
F. Prorated Portion of Total Estimated Costs For Subsidized Enrollment		
Enter Grand Total from Form 5, Column D (shall not exceed Maximum Award Amount in Section E above)	\$ 1,000	
This section is for CDD use only: CDD Adjusted Award Amount	\$	

Form 3
Project Description and Total Estimated Costs

For Instructions: See FY 2013-14 FRR Instructions, Page 12

Site Number 1 of 1

Note: Child Development contractors applying for this funding to accomplish renovations or repairs at more than one site must complete a separate Form 3 for each site. All proposed projects must be listed and justified on Form 4.

Contractor Legal Name	Tracy Joint Unified School District	Vendor Number	7549
Site Name	South/West Park State Preschool		
Site Address	501 W Mt Oso Ave., Tracy, CA 95376		

Project Type Codes: "A" = ADA; "H" = Health and Safety. In Column A, titled "Project Type," insert one of the two codes for each project listed below.

A	B	C	D	E
Project Type (A or H)	Project Description (Describe work to be done to facilities only that serve children directly)	Estimated Cost (Round to nearest dollar)	Percentage of Subsidized Enrollment (See Form 2)	Prorated Portion of Total Estimated Costs
H	Replace stove in the Preschool Kitchen	\$ 1,000	100%	\$ 1,000
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
		\$		\$
Contractor's Grand Total of Estimated Costs for all Projects at this Site. (Enter Grand Total on Form 5, Column B)		\$ 1,000	100%	\$ 1,000
This shaded section is for CDD use only. CDD's Adjusted Amounts		\$		

This shaded section is for CDD use only.		
Total Projects	A	H

APPROVED
[Signature]

Form 5
Total Estimated Costs
Summary Worksheet of all Sites

For Instructions: See FY 2013-14 FRR Instructions, Page 13

For each site, multiply Column B times Column C to obtain the Prorated Portion of Total Estimated Costs. Sum Column D to obtain the Contractor's Grand Total.

Contractor Legal Name		Tracy Joint Unified School District	Vendor Number	7549
	A.	B.	C.	D.
Site No.	Site Name(s)	Grand Total of Estimated Costs for all Projects for each Site (See Form 3)	Percent of Subsidized Enrollment (See Form 2)	*Prorated Portion of Total Estimated Costs
1.	South/West Park State Preschool	\$ 1,000	100%	\$ 1,000
2.		\$		\$
3.		\$		\$
4.		\$		\$
5.		\$		\$
6.		\$		\$
7.		\$		\$
8.		\$		\$
9.		\$		\$
10.		\$		\$
Contractor's Grand Total (Sum Columns B and D) Enter the Grand Total of Column D on Application, Section F, Prorated Portion of Total Estimated Costs for Subsidized Enrollment		\$ 1,000		\$ 1,000
This shaded section is for CDD use only. CDD's Adjusted Grand Total		\$		\$

APPROVED
W



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 9, 2014
SUBJECT: Adopt Resolution No. 13-13 Approving Authorization of Designated Personnel as New Licensee of South/West Park State Preschool and to Authorize Designated Personnel to Sign Contract Documents for 2013-14.

BACKGROUND: Tracy Unified has been operating a State Preschool Program at South/West Park Elementary School since 1992. During that time, Dora Contreras was the Program Director, a position which includes the administration of the South/West Park Preschool. Dora retired at the end of 2012 and her position has been filled by Ramona Soto-Barajas. Linda Boragno-Dopp is the Director of Alternative Programs, authorized to sign contract documents for the preschool program.

RATIONALE: The District is required to provide Community Care Licensing with the name of the new licensee (Program Director) for licensing purposes. The District's participation in the State Preschool Program supports District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: There is a total cost of \$64.55 for the required Child Care Online Orientation and Processing Fee to be paid for by State Preschool Funds.

RECOMMENDATION: Adopt Resolution No. 13-13 Approving Authorization of Designated Personnel as New Licensee of South/West Park State Preschool and to Authorize Designated Personnel to Sign Contract Documents for 2013-14.

Prepared by: Linda Boragno-Dopp, Director of Alternative Programs



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 13-13**

**RESOLUTION AUTHORIZING DESIGNATED PERSONNEL AS NEW
LICENSEE OF SOUTH/WEST PARK STATE PRESCHOOL AND TO
AUTHORIZE DESIGNATED PERSONNEL TO SIGN CONTRACT
DOCUMENTS for 2013-14**

WHEREAS, the Tracy Unified School District operates a State Preschool Program on the South/West Park campus for which Ramona Soto-Barajas is the new Program Director and Linda Boragno-Dopp is the Director of Alternative Programs

WHEREAS, the California Department of Community Care Licensing requires Governing Board approval of the resolution of new Licensee Ramona Soto-Barajas and Linda Boragno-Dopp of South/West Park State Preschool

WHEREAS, the authorized signatures for this contract are Dr. Casey Goodall, Associate Superintendent of Business Services and Linda Boragno-Dopp, Director of Alternative Programs.

NOW, THEREFORE BE IT RESOLVED, that the *Tracy Unified School District Board of Education* does hereby adopt Resolution No. 13-13 authorizing designated personnel as new licensee of South/West Park State Preschool and to Authorize Designated Personnel to Sign Contract Documents.

PASSED AND ADOPTED this 28TH day of January 2014, by the Board of Trustees of the Tracy Unified School District by the following vote:

AYES:

NOTES:

ABSENT:

ABSTAIN:

**Board President
Tracy Unified School District**

Attested:

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

Board Clerk
Tracy Unified School District



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 14, 2014
SUBJECT: Approve Tracy High School Mid-Term WASC Report and Progress on Current WASC Action Plan.

BACKGROUND: Tracy High School will be visited for one day on Wednesday, March 5, 2014 for a review of the WASC Action Plan and progress on recommendations made by the previous WASC Visiting Team. Staff at Tracy High has prepared a Mid-Term WASC Report.

RATIONALE: Presentation of the Mid-Term WASC Report to the governing board is part of the process requested by WASC.

FUNDING: WASC pays for all costs for mid-term visits, except meals on campus on the day of the visit. The Feast Lab will prepare lunch for the WASC team. The total cost will not exceed \$200.00 and will be paid out of the Tracy High Site Budget.

RECOMMENDATION: Approve Tracy High School Mid-Term WASC Report and Progress on Current WASC Action Plan.

Prepared by: Mr. Jason Noll, Principal, Tracy High School



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: January 21, 2014
SUBJECT: Approve Tracy School Management Association (TSMA) Salary Agreement

BACKGROUND: District Administration recommends approval of the following salary increase for TSMA members:

- A 2.35% increase to each step and range cell of the 2007-2008 Classified/Confidential Salary Schedule (LMH), the 2007-2008 Management/Administrator Salary Schedule (LME), and the 2007-2008 Psychologist/Counselor Salary Schedule (LMP), for the 2013-2014 school year, retroactive to July 1, 2013.
- A one-time increase for the 2013-2014 school year only of 1.65% based on the TSMA member's step and range cell of the 2007-2008 Classified/Confidential Salary Schedule (LMH), the 2007-2008 Management/Administrator Salary Schedule (LME), and the 2007-2008 Psychologist/Counselor Salary Schedule (LMP).

To remain in compliance with AB 1200 and Government Codes 3547.5 and 3540.2, Salary Settlement Agreement forms will be made available for public disclosure and are attached.

This agenda item meets District Strategic Goal #6: Develop and support a high performing workforce and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: Pay increases described herein will be paid from a variety of funds.

RECOMMENDATION: Approve Tracy School Management Association (TSMA) Salary Agreement

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

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 Unified School District

Name of Bargaining/Represented Unit: Tracy Schools Management Association

Certificated, Classified, Other: Other

The proposed agreement covers the period beginning: July 1, 2013 and ending: June 30, 2014
(date) (date)

The Governing Board will act upon this agreement on: January 28, 2014
(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)	\$ 6,267,878	\$ 147,295	\$ 150,794	\$ 154,337
	Annual Settlement %:		0.00%	0.00%	0.00%
	Cummulative Settlement On-going %:		2.35%	2.38%	2.44%
	Step & Column % Cost:		0.00%	0.03%	0.03%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime, Differential, etc.	\$ -	\$ 103,420	\$ -	\$ -
	Description of other compensation				
3.	Statutory Benefits STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 879,741	\$ 35,190	\$ 21,165	\$ 21,662
			4.00%	2.31%	2.40%
4.	Health/Welfare Plans	\$ 1,106,259	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
5.	Total Compensation Add Items 1 thru 4 to equal 5	\$ 8,253,878	\$ 285,905	\$ 171,959	\$ 176,000
			3.46%	2.01%	2.09%
6.	Step and Column Due to movement plus any changes due to settlement. Included in Item No. 1 above.	\$ 67,066	\$ -	\$ 1,613	\$ 1,651
7.	Total Number of Represented Employees (Use FTE's if appropriate)	132.4			
8.	Total Compensation Cost for Average Employee	\$ 62,340	\$ 2,159	\$ 1,299	\$ 1,329
			3.46%	2.01%	2.02%