

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT

DATE: TUESDAY, MARCH 25, 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 Educational Services: None.

3.2 Human Resources:
3.2.1 Consider Non-Paid Leave of Absence Request for Certificated Employee #UC-823, Pursuant to Article XX
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain ___
3.2.2 Consider Non-Paid Leave of Absence Request for Classified Employee #UCL-190, Pursuant to Article XXIII
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain ___
3.2.3 Consider Public Employee/Employment/Discipline/Dismissal/Release
Action: Motion___; Second___. Vote: Yes___; No___; Absent___; Abstain ___
3.2.4 Conference with Labor Negotiator
Agency Negotiator: Sheila Harrison
Assistant Superintendent of Educational Services & Human Resources
Employee Organization: CSEA, TEA | |
| 4. | Adjourn to Open Session | |
| 5. | Call to Order and Pledge of Allegiance | |

- 6. Closed Session Issues:** **Pg. No.**
- 6a** Report Out of Action Taken on Consider Non-Paid Leave of Absence Request for Certificated Employee #UC-823, Pursuant to Article XX
Action: Motion __; Second __. **Vote:** Yes __; No __; Absent __; Abstain __.
- 6b** Report Out of Action Taken on Consider Non-Paid Leave of Absence Request for Classified Employee #UCL-190, Pursuant to Article XXIII
Action: Motion __; Second __. **Vote:** Yes __; No __; Absent __; Abstain __.
- 7. Approve Regular Minutes of March 11, 2014.** **1-5**
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. **North School:** Maria Rios and Brenda Ruelas; **Monte Vista:** Araya Corral, Michael O'Leary, Alysya Farfan
- 9. Recognition & Presentations:** An opportunity to honor students, employees and community members for outstanding achievement:
9.1 Stein High School Update
9.2 Duncan Russell/Willow Day School Update
9.3 Recognize and Congratulate Tracy High School Cheerleading Squad for Winning the National Championship at the JAMZ Nationals in the Show Cheer Level 1 Large Division on February 21, 2014 in Las Vegas
9.4 Recognize and Congratulate Students From the SkillsUSA Region V Competition Team And Presentation of Events that Students Participated in
- 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: None.
- 12. PUBLIC HEARING:**
12.1 Administrative & Business Services: None.
12.2 Educational Services:
12.2.1 Conduct a Public Hearing Regarding the Charter Renewal Petition for the Tracy Learning Center's Primary Charter School (K-4) (Separate Cover Items) **6**

- 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 | 7-8 |
| 13.1.2 | Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda | 9-10 |
| 13.1.3 | Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda | 11-12 |
| 13.1.4 | Authorize the Director of Food Services to Solicit Bids for Food, Non-Food and Paper Products for the 2014/2015 school year. | 13 |
| 13.1.5 | Approve Accounts Payable Warrants (February, 2014)
(Separate Cover Item) | 14 |
| 13.1.6 | Approve Payroll Reports (February, 2014) | 15-17 |
| 13.1.7 | Approve Revolving Cash Fund Reports (February, 2014) | 18-19 |
- 13.2 Educational Services:**
- | | | |
|---------------|---|--------------|
| 13.2.1 | Approve CAHSEE Requirements Waiver for a Student with an Individual Education Program (IEP) for the 2014-2015 School Year | 20-23 |
| 13.2.2 | Ratify Overnight Travel for the Merrill F. West High School Black Student Union Members to Attend the 2014 United Black Student Unions of California (UBSUC) State Leadership Convention in Culver City, CA on March 21-23, 2014 | 24 |
| 13.2.3 | Approve Agreement for Special Contract Services with National School Public Relations Association (NSPRA), National Consultant, Dr. John Draper to Present the Keynote Address at the District's Welcome Back Program at West High School on Monday, September 8, 2014. | 25-28 |
- 13.3 Human Resources:**
- | | | |
|---------------|--|--------------|
| 13.3.1 | Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees | 29-30 |
| 13.3.2 | Approve Classified, Certificated and/or Management Employment | 31-32 |
| 13.3.3 | Ratify Agreement for Special Contract Services for Assistant Track Coach Sam Cavallaro for the 2014 Track Season | 33-35 |
- 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: | Pg. No. |
| 14.1.1 | Approve Resolution No. 13-21 Approving Updated Preliminary Official Statement Relating to 2014 General Obligation Refunding Bonds of the District; and, Approving Related Documents and Actions
Action: Motion___; Second___. Vote: Yes___; No___; Absent ___; Abstain__. | 36-40 |
| 14.2 | Educational Services: | |
| 14.2.1 | Approve the Memorandum of Understanding (MOU) Between the Tracy Unified School District and Tracy Learning Center Charter School for Primary Charter School, Discovery Charter School and Millennium Charter School (Separate Cover Items)
Action: Motion___; Second___. Vote: Yes___; No___; Absent ___; Abstain__. | 41 |
| 14.3 | Human Resources: | |
| 14.3.1 | Acknowledge Receipt of CSEA's Sunshine Proposal for the 2014-2015 School Year
Action: Motion___; Second___. Vote: Yes___; No___; Absent ___; Abstain__. | 42-45 |
| 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 | April 8, 2014 | |
| 17.2 | May 13, 2014 | |
| 17.3 | May 27, 2014 | |
| 17.4 | June 10, 2014 | |
| 17.5 | June 24, 2014 | |
| 18. | Upcoming Events: | |
| 18.1 | April 18-25, 2014 | No School, Spring Break |
| 18.2 | May 2, 2014 | No School, Staff Buy Back Day |
| 18.3 | May 26, 2014 | No School, Memorial Day |
| 18.4 | May 30, 2014 | Last Day of School |
| 18.5 | May 31, 2014 | Graduation |

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, March 11, 2014**

- 5:30 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, G. Silva, J. Vaughn
Absent: G. Crandall, K. Lewis
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry
- 7:09 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 Finding of Fact #13-14/#39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49
Silva, Guzman. **Vote:** Yes-5; No-0; Absent-2(Crandall, Lewis)
6b Report Out of Action Taken on Application for Reinstatement AR#13-14/#26
Vote: Yes-4; No-0; Absent-3(Crandall, Lewis, Vaughn)
6c Report Out of Action Taken on Waiver of Expulsion – WE#13-14/#1
Vote: Yes-4; No-0; Absent-3(Crandall, Lewis, Vaughn)
- Minutes:** 7. **Approve Regular Minutes of February 25, 2014.**
Action: Gouveia, Guzman. **Vote:** Yes-5; No-0; Absent-2(Crandall, Lewis)
- Employees Present:** C. Minter, B. Montgomery, D. Schneider, J. Danoy, J. Anderson, R. Call,
J. Carter, L. Nelson, T. Peterson, B. Huff, E. Valadez,
- Press:** D. Rizzo, Tracy Press
- Visitors Present:** Kimball High Girls' Basketball Team, S. Abercrombie, D. Barberis, M. Stolte, G.
Lopez, K. Campbell, M. Bailen, J. Nelson, I. Canton, M. Canton, D. Garcia, D.
Makker
- Student Rep Reports:** 8. None.
- Recognition & Presentations:** 9.1 Williams Middle School Update

Principal, Barbara Montgomery, presented a power point which reviewed what students thought of Common Core and showed a video clip of what kids on campus thought about the upcoming field test in March. They will take a field test using a computer and will not be graded. It is a test for the test. Early release Mondays have been dedicated to common core. Teachers are also meeting on their prep periods and after school. Staff members are putting together a training for teachers in April on the new Microsoft 8.1 so that they will be ready to go in

August. Parents are receiving information from emails, website and a parent information night that will be held on May 13th. Parents are also given several links in both English and Spanish.

9.2 Recognize and Congratulate Kimball High School Girls Basketball for Winning the School's First-Ever Valley Oak League Title and Reaching the Second Round of the Playoffs

Assistant Superintendent of Educational Services and Human Resources, Dr. Sheila Harrison, congratulated the Kimball High Girls Varsity Basketball Team for winning the school's first Valley Oak League Title. The girls and their coach were presented with certificates. Dr. Franco received a team champion shirt.

Hearing of Delegations

10. Mariann Stolte is a parent with two students at Hirsch. She has been active for the past several years and a member of the PTO. The past few years she has seen morale slip. She has helped Ms. Silva with various projects. She received an agitated call from Ms. Silva where she was talked over, belittled and screamed at. She told her that she's not as intelligent as she thinks she is. She immediately contacted TUSD and filed a formal complaint. Two hours after that Ms. Silva terminated her services for the yearbook. There have been several instances. She wants students, staff and parents to feel safe. She urged the board to review all complaints past and present.

Danielle Barberis is a parent with children that attend Hirsch. She wants the board to recognize the numerous complaints from parents and staff regarding Ms. Silva. She believes the TUSD process is not beneficial. She has been told many times that she is just one. She will no longer stand back and let the principal abuse her power. She feels that complaints are disregarded. She is requesting an investigation into any and all former and present complaints and the immediate removal of Andrea Silva. They started an online petition for the principal's removal. In less than 24 hours they have received 105 signatures. She then read a letter from a student about the issues with the principal.

Guillermo Lopez is a former graduate of Tracy High and a graduate of UC Berkeley. He is here to talk about the new superintendent. He feels that we live in a diverse community where many parents do not speak English and do not go to meetings. Students need to be aware of the advantages and disadvantages of programs and how that will affect them. He went from being an ESL student to an IB student. He believes that our district has 40% Latinos and that we need to have the same numbers in educators so that students can identify with them.

Information & Discussion Items:

11.1 Administrative & Business Services: None.

11.2 Educational Services:

11.2.1 Receive Report on Next Generation Science Standards

Director of the Instructional Media Center, Dr. Debra Schneider, presented a power point on the next generation science standards which gave an overview of the standards and timeline. The standards we are

working on right now are from 1998. California needs STEM grads. There will be a 19% increase in STEM jobs. There is a shortage because the students do not feel prepared. She then reviewed a standard and how to read it. This year through next year is an awareness phase. The transition will take place in 2015-16 and implementation will be from 2016-17. Every science teacher has received a bookmark that shows the framework for K-12 science. The board then got to participate in a science project. TUSD supports awareness, gave bookmarks to students, have a RAFT membership for fifteen K-6 science teachers, and a NSTA membership. IMC will have a science open house in January.

- Public Hearing:** **12.1 Administrative & Business Services:** None.
- Consent Items:** **Action:** Silva, Guzman. **Vote:** Yes-5; No-0; Absent-2(Crandall, Lewis)
- 13.1 Administrative & Business Services:**
- 13.1.1** Accept the generous donations from the various individuals, businesses, and school site parent teacher associations listed herein with thanks and appreciation from the staff and students of the Tracy Unified School District
- 13.1.2** Approve Assembly, Service, Business and Food Vendors
- 13.1.3** Ratify Routine Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.1.4** Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
- 13.2 Educational Services:**
- 13.2.1** Ratify Contract with 360 Degree Therapy, Inc. for the 2013-14 School Year
- 13.2.2** Approve Overnight Travel for West High School Track Team to Attend the Arcadia Invitational Track Meet in Arcadia, CA on April 10-13, 2014
- 13.2.3** Approve Overnight Travel for West High School Track Team To Attend the Oregon Relays Invitational Track Meet on April 17-20, 2014 in Eugene, Oregon
- 13.2.4** Approve Overnight Lock -In for Kimball High School Leadership in the Athletic Complex at Kimball High School on March 14-15, 2014
- 13.2.5** Ratify Contract with Sunbelt Staffing for the 2013-14 School Year
- 13.2.6** Ratify Agreement for Special Contract Services for One Additional Class with Parent Institute for Quality Education (PIQE) to Provide Training for Parents at Merrill F. West High School During the 2013 – 2014 School Year
- 13.2.7** Approve Agreement for Special Contract Services with Valley Community Counseling to Provide Continued Mental Health Services for Students at North Elementary School for the Remainder of the 2013-2014 School Year
- 13.2.8** Approve Overnight Travel for Kimball High School (KHS) Advanced Drama Class and Cast of The Music Man to attend the Disneyland

Resort in Anaheim, CA for Performing Arts Professional Development from April 4-6, 2014

- 13.2.9** Approve Overnight Travel for Two John C. Kimball High School Key Club Members to Attend the 2014 Key Club District Convention in Sacramento, CA on April 11-13, 2014

13.3 Human Resources:

- 13.3.1** Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees
- 13.3.2** Approve Classified, Certificated and/or Management Employment
- 13.3.3** Approve Agreement for Special Contract Services with Alegre Home Care Staffing to Provide Nurses for Needed Nursing Services

Action Items:

14.1 Administrative & Business Services:

- 14.1.1** Certify Corrective Actions to the 2012-13 Findings (Separate Cover Item)
- Action:** Gouveia, Guzman. **Vote:** Yes-5; No-0; Absent-2(Crandall, Lewis)
- 14.1.2** Certify 2013-2014 Fiscal Year Second Interim Report (Separate Cover Item)
- Action:** Gouveia, Silva. **Vote:** Yes-5; No-0; Absent-(Crandall, Lewis)
- 14.1.3** Consider Claim No. 01-1314 TUSD
- Action:** Denied. Guzman, Gouveia. **Vote:** Yes-5 No-0; Absent-(Crandall, Lewis)

Board Reports:

Trustee Costa enjoyed watching the girls' basketball game. They have great team spirit. Also Trent Nicholson of Kimball High went on to finals for wrestling. Trustee Silva enjoyed the article about Central teacher, West Walker, and how he is encouraging reading skills. Trustee Gouveia congratulated the science Olympians. Both Tracy and Jefferson did well. He also attended the Hire Me First program. We are the only city in the county that participates in this. He attended CTA dinner and they talked about the future of education. Trustee Guzman passed. Trustee Vaughn passed.

Superintendent Report:

Dr. Franco commented on the Tracy High parking issue. Dr. Goodall is involved with a group of students who prepared a message and presented it at the city council meeting. They were successful and the council listened to them. They were granted a 60-day extension to come up with a final plan. The students' speeches were very good and Dr. Drouin and his students did very well. Hopefully something positive will come of it. The Science Olympiad was successful and Tracy and Jefferson students did well. Kimball High basketball girls did great and the West High boys took 2nd place. They had a great season. On Saturday night he attended the Memuro dinner. There was a great multi cultural presentation and he spoke with the mayor and superintendent from Memuro. The tech trainings held on March 3rd and 4th went well. Cindy Minter has expressed interest in providing more training at the next buy back day. Cindy thought it went exceptionally well. They have ordered about 3300 computers and 183 carts. There will be 1000 brand new computers at the labs at every school in the district for common core and instructional purposes. All monitors in the labs will be touch and running Windows 8. Dr. Franco also commented that the raffle for 2 CSEA members to

attend their conference was a success. Dr. Franco received the Schoolmasters' Award on Friday night in Napa.

Adjourn: 8:16 p.m. Action: Guzman, Gouveia. **Vote:** Yes-5; No-0; Absent-2(Crandall, Lewis)

Clerk

Date



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 5, 2014
SUBJECT: **Conduct a Public Hearing Regarding the Charter Renewal Petition for the Tracy Learning Center's Primary Charter School (K-4).**

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: The Primary Charter School's 5-year charter will expire on June 30, 2014. The Primary Charter School has submitted a charter renewal per Education Code 47607. Tracy Unified School District staff and legal counsel are in the process of reviewing the Primary Charter 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 Primary Charter 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 Primary Charter Renewal.

FUNDING: Not applicable.

RECOMMENDATION: Conduct a Public Hearing Regarding the Charter Renewal Petition for the Tracy Learning Center's Primary Charter School (K-4).

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: March 6, 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:

Bohn Elementary School:

1. Tracy Unified School District/Bohn Elementary School: From the Louis Bohn Elementary School Parent Club in the amount of \$9,977.07 (ck. #2605). This donation was made to cover the purchase of a new swing structure for the playground at Bohn School.

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

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

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

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

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: March 11, 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: Galley Inc.
Site: Food Service – Kimball High School
Item: Approve Galley Service Line Purchase
Services: The Galley service line will be used to sell reimbursable meals and compliant snacks.
Cost: \$20,817.00 (excludes tax, if applicable)
Project Funding: Food Services Budget Fund 13



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: March 7, 2014
SUBJECT: Ratify Measure S Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

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

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

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

FUNDING: Per attached summary of requisitions.

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

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

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

A. Vendor:	Rainforth Grau Architects	
Site:	South West Park Elementary School Modernization	
Item:	Amendment # 2 to Agreement	
Services:	Fee revision based upon adjusted estimated construction value for work scope approved by Board on February 25, 2014.	
Cost:	<u>Current Fee - Amendment #1</u>	<u>Revised Fee - Amendment #2</u>
	\$817,160.00	\$1,186,000.00
Fee Increase:	\$368,840.00	
Project Funding:	Measure S Bond Fund and State School Building Fund (SSBF)	



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Valerie McDonald, Director of Food Services
DATE: March 10, 2014
SUBJECT: Authorize the Director of Food Services to Solicit Bids for Food, Non-Food and Paper Products for the 2014/2015 School Year

BACKGROUND: Tracy Unified School District Food Services Department plans to purchase Food and Non-Food items valued at greater than \$84,100 for the 2014-2015 school year; therefore, a bid is required to ensure compliance with the State and Federal purchasing guidelines. The deadline for the bid opening is Thursday May 1st, 2014 at 3:30 pm at the District Education Center.

RATIONALE: Approval of this agenda item gives authorization to the Director of Food Services to award Food and Non-Food items to ensure that best value, lowest prices, and that the bid meets all State and Federal Guidelines.

FUNDING: Funding for purchases is made through the Food Services Department budget, using the 4710 and 4300 accounts, for Food and Non-Food.

RECOMMENDATION: Authorize the Director of Food Services to Solicit Bids for Food, Non-Food and Paper Products for the 2014/2015 school year.

Prepared by: Valerie McDonald, Director of Food Services



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: March 5, 2014
SUBJECT: Approve Accounts Payable Warrants (February, 2014)

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

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

FUNDING: N/A

RECOMMENDATION: Approve Accounts Payable Warrants (February, 2014).

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: March 5, 2014
SUBJECT: **Approve Payroll Reports (February, 2014)**

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

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

FUNDING: N/A

RECOMMENDATION: Approve Payroll Reports (February, 2014).

Prepared by: Reed Call, Director of Financial Services

Pay Date 02/10/2014

LABOR DISTRIBUTION FOR EMPLOYEE WARRANTS SUMMARY

Fund	01	SACS Object	Amount	
		1100	137,278.49	Teachers' Salaries
		1200	8,753.34	Cert Pupil Support Salaries
		1300	7,614.19	Cert Suprvsrs' & Admins' Sal
		1900	4,770.00	Other Certificated Salaries
		2100	31,523.09	Instructional Aides' Salaries
		2200	94,748.94	Classified Support Salaries
		2300	1,289.00	
		2400	12,693.49	Clerical & Office Salaries
		2900	5,378.17	Other Classified Salaries
		Total Labor	304,048.71	
Fund	01	SACS Object	Amount	
		3101	9,028.85	STRS On 1000 Salaries
		3201	189.48	PERS On 1000 Salaries
		3202	3,100.67	PERS On 2000 Salaries
		3301	2,784.14	
		3302	8,811.23	
		3402	45.16	
		3501	79.23	State Unemploy On 1000 Salary
		3502	72.79	State Unemploy On 2000 Salary
		3601	3,183.27	Worker'S Comp Ins On 1000 Sal
		3602	2,926.17	Worker'S Comp Ins On 2000 Sal
		Total Contributions	30,220.99	
Fund	12	SACS Object	Amount	
		2100	581.72	Instructional Aides' Salaries
		2900	228.40	Other Classified Salaries
		Total Labor	810.12	
Fund	12	SACS Object	Amount	
		3302	21.72	
		3502	0.41	State Unemploy On 2000 Salary
		3602	16.27	Worker'S Comp Ins On 2000 Sal
		Total Contributions	38.40	
Fund	13	SACS Object	Amount	
		2200	11,647.96	Classified Support Salaries
		Total Labor	11,647.96	
Fund	13	SACS Object	Amount	
		3202	187.49	PERS On 2000 Salaries
		3302	547.38	
		3502	5.78	State Unemploy On 2000 Salary
		3602	233.96	Worker'S Comp Ins On 2000 Sal
		Total Contributions	974.61	

Pay Date 02/28/2014

LABOR DISTRIBUTION FOR EMPLOYEE WARRANTS SUMMARY

Fund 01	<u>SACS Object</u>	<u>Amount</u>	
	1100	4,306,432.52	Teachers' Salaries
	1200	244,053.85	Cert Pupil Support Salaries
	1300	377,496.66	Cert Suprvsrs' & Admins' Sal
	1900	72,197.50	Other Certificated Salaries
	2100	322,274.68	Instructional Aides' Salaries
	2200	589,151.74	Classified Support Salaries
	2300	123,289.65	Class Suprvsrs' & Admins' Sal
	2400	337,477.56	Clerical & Office Salaries
	2900	34,447.08	Other Classified Salaries
	Total Labor	6,406,821.24	
Fund 01	<u>SACS Object</u>	<u>Amount</u>	
	3101	405,701.55	STRS On 1000 Salaries
	3201	9,024.31	PERS On 1000 Salaries
	3202	154,964.04	PERS On 2000 Salaries
	3301	65,970.65	
	3302	96,862.88	
	3401	585,954.07	
	3402	230,549.77	
	3501	2,500.19	State Unemploy On 1000 Salary
	3502	702.03	State Unemploy On 2000 Salary
	3601	100,468.62	Worker'S Comp Ins On 1000 Sal
	3602	28,263.82	Worker'S Comp Ins On 2000 Sal
	3701	79,013.50	
	3702	50,901.35	
	Total Contributions	1,810,876.78	
Fund 12	<u>SACS Object</u>	<u>Amount</u>	
	2100	5,928.13	Instructional Aides' Salaries
	2400	2,141.50	Clerical & Office Salaries
	Total Labor	8,069.63	
Fund 12	<u>SACS Object</u>	<u>Amount</u>	
	3102	161.22	STRS On 2000 Salaries
	3202	470.41	PERS On 2000 Salaries
	3302	430.52	
	3402	651.94	
	3502	4.03	State Unemploy On 2000 Salary
	3602	162.15	Worker'S Comp Ins On 2000 Sal
	Total Contributions	1,880.27	
Fund 13	<u>SACS Object</u>	<u>Amount</u>	
	2200	89,011.21	Classified Support Salaries
	2300	21,947.38	Class Suprvsrs' & Admins' Sal
	2400	13,981.54	Clerical & Office Salaries
	Total Labor	124,940.13	
Fund 13	<u>SACS Object</u>	<u>Amount</u>	
	3202	11,536.25	PERS On 2000 Salaries
	3302	8,394.97	
	3402	14,503.86	
	3502	62.51	State Unemploy On 2000 Salary
	3602	2,510.40	Worker'S Comp Ins On 2000 Sal
	Total Contributions	37,007.99	



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: March 5, 2014
SUBJECT: Approve Revolving Cash Fund Reports (February, 2014)

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

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

FUNDING: N/A

RECOMMENDATION: Approve Revolving Cash Fund Reports (February, 2014).

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

03/03/14

TUSD
REVOLVING CASH FUND
February 2014

Date	Num	Name	Memo	Paid Amount
2/5/2014	8933	THE COLLEGE BOARD - WRO	CONFERENCE 2/8/14 CORINNE BERENDT	
			01-0000-0-1110-1000-5200-670-5752	-215.00
TOTAL				-215.00
2/5/2014	8934	THEATREWORKS USA	PO14-01991 FIELD TRIP TICKETS	
			01-3010-0-1110-1000-5800-130-3102	-675.00
TOTAL				-675.00
2/5/2014	8935	KINDER'S MEATS	PO14-00428 BOARD DINNER	
			01-0000-0-0000-7150-4300-810-1001	-114.74
TOTAL				-114.74
2/14/2014	8936	C.A.S.H.	CONFERENCE 2/24-26/2014 BONNY CARTER	
			01-0000-0-0000-7200-5220-911-7250	-806.00
TOTAL				-806.00
2/24/2014	8937	Siam Cafe	PO14-00954 BOARD DINNER	
			01-0000-0-0000-7150-4300-810-1001	-95.55
TOTAL				-95.55
2/28/2014	8938	U.S. POSTMASTER	PO14-02150 POSTCARD STAMPS	
			01-9650-0-6000-2700-4300-800-2962	-171.00
TOTAL				-171.00



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: Approve CAHSEE Requirements Waiver for a Student with an Individual Education Program (IEP) for the 2014-2015 School Year.

BACKGROUND: One senior at Tracy High School has passed both sections of the California High School Exit Exam using modifications, and is completing all other required coursework in preparation for earning a California High School Diploma. The modifications were authorized by the student's IEP (Individual Education Plan) Team. Because the modifications (i.e. having test items read) fundamentally altered the content of the test, the passing score is considered "invalid" by the State, unless the District's Board grants a waiver.

The parents have requested that the Principal and Director of Special Education ask the Board of Education for a waiver of the appropriate section(s) of CAHSEE for their student. As per Education Code Section 60851(c), the Board of Education may "waive" the ELA or Math section if the student passed with modifications, so that the passing score will then be considered "valid." The Principal and Director of Special Education support this request, so the student may receive the diploma as per the IEP. Certification is attached that the student has met all the requirements for a waiver as specified in Education Code 60851 (c).

RATIONALE: Education Code 60851 (c) is summarized as follows:

At the parent's request, a school principal shall submit a request for a waiver of the requirement to successfully pass the high school exit examination to the governing board of the school district for a pupil with a disability who has taken the high school exit examination with modifications that alter what the test measures and has received the equivalent of a passing score on one or both subject matter parts of the high school exit examination. A governing board of a school district may waive the requirement to successfully pass one or both subject matter parts of the high school exit examination for a pupil with a disability if the principal certifies to the governing board of the school district that the pupil has all of the following:

1. An Individualized Education Program (IEP) adopted pursuant to the federal Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.) or a plan

adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794(a)) in place that requires the modifications to be provided to the pupil when taking the high school exit examination.

2. Sufficient high school level coursework either satisfactorily completed or in progress in a high school level curriculum sufficient to have attained the skills and knowledge otherwise needed to pass the high school exit examination.
3. An individual score report for the pupil showing that the pupil has received the equivalent of a passing score on the high school exit examination while using a modification that fundamentally alters what the high school exit examination measures as determined by the State Board of Education.

This request supports 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: No funding issues are associated with this request.

RECOMMENDATION: Approve CAHSEE Requirements Waiver for a Student with an Individual Education Program (IEP) for the 2014-2015 School Year.

Prepared by: Jason Noll, Principal, Tracy High School and Dr. Janet Skulina, Director of Special Education

Student Name Stu# Grade Sex Birthdate Perm ID Number Counselor						Transcript of Student Progress					
Parent/guardian name, address, telephone						March 3, 2014 Tracy High School 315 E. 11th Street Tracy, CA 95376 (209) 830-3360 Fax (209) 830-3361					
Crs-ID	Course Title	Mark	Att/Cmp	Crs-ID	Course Title	Mark	Att/Cmp	Crs-ID	Course Title	Mark	Att/Cmp
Grd 9 Fall 11-12 John C Kimball				p	3203	Human Physiology	D+ 5.00 5.00				
p	1003	English 1P	B+ 5.00 5.00		5501	Cons Home Ec	B 5.00 5.00				
	2065	Algebra Read	B 5.00 5.00		8200	Tutorial Supprt	A 5.00 5.00				
p	3133	Biology P	B- 5.00 5.00		8236	Modif US Hist	B- 5.00 5.00				
	3410	Int Med Term	B- 5.00 5.00	*	9001	Core 9 PE	A 5.00 5.00				
	8320	OAAC	A- 5.00 5.00	Credit Att: 30.00 Cmp: 30.00 TGPA: 3.00							
*	9001	Core 9 PE	A+ 5.00 5.00	Work in Progress- Tracy High School							
Credit Att: 30.00 Cmp: 30.00 TGPA: 3.33				p	1263	English 3P	5.00 0.00				
Grd 9 Spring 11-12 John C Kimball				p	3203	Human Physiology	5.00 0.00				
p	1003	English 1P	C 5.00 5.00		5501	Cons Home Ec	5.00 0.00				
p	3133	Biology P	C- 5.00 5.00		8200	Tutorial Supprt	5.00 0.00				
	3410	Int Med Term	B 5.00 5.00		8236	Modif US Hist	5.00 0.00				
*	8233	Acc Math	B 5.00 5.00	*	9001	Core 9 PE	5.00 0.00				
	8320	OAAC	B 5.00 5.00	Total Credit: 30.00							
*	9001	Core 9 PE	A 5.00 5.00								
Credit Att: 30.00 Cmp: 30.00 TGPA: 2.83											
Grd 10 Fall 12-13 John C Kimball											
p	1133	English 2P	B- 5.00 5.00								
p	3021	Earth Sci	B 5.00 5.00								
p	7103	World History P	B+ 5.00 5.00								
	8252	Mod Algebra	B 5.00 5.00								
*	8266	Mod Ind Living	B 5.00 5.00								
	8320	OAAC	B 5.00 5.00								
Credit Att: 30.00 Cmp: 30.00 TGPA: 3.00											
Grd 10 Spring 12-13 John C Kimball											
p	1133	English 2P	C- 5.00 5.00								
p	3021	Earth Sci	B 5.00 5.00								
p	7103	World History P	B 5.00 5.00								
	8252	Mod Algebra	B 5.00 5.00								
*	8266	Mod Ind Living	B 5.00 5.00								
	8320	OAAC	B 5.00 5.00								
Credit Att: 30.00 Cmp: 30.00 TGPA: 2.83											
Grd 11 Fall 13-14 Tracy High School											
p	1263	English 3P	B 5.00 5.00								

Course Tags: * = Non Academic + = Honors (weighted) p = College Prep r = Repeated																																																											
Weighted Non-Wgtd Acad GPA (9-12) 2.8750 2.8750 Acad GPA (10-12) 2.8667 2.8667 Total GPA (9-12) 3.0000 3.0000 Credit Attempted: 150.00 Credit Completed: 150.00		CREDIT SUMMARY <table border="1"> <thead> <tr> <th>Subject Area</th> <th>Credit Req'd</th> <th>Compl</th> <th>Needed</th> </tr> </thead> <tbody> <tr><td>English</td><td>40.00</td><td>25.00</td><td>15.00</td></tr> <tr><td>Soc Sci/World</td><td>10.00</td><td>10.00</td><td>0.00</td></tr> <tr><td>Soc Sci/U.S.</td><td>10.00</td><td>5.00</td><td>5.00</td></tr> <tr><td>Soc Sci/Am Gvt/Eco</td><td>10.00</td><td>0.00</td><td>10.00</td></tr> <tr><td>Science/Bio</td><td>10.00</td><td>10.00</td><td>0.00</td></tr> <tr><td>Science/Physical</td><td>10.00</td><td>10.00</td><td>0.00</td></tr> <tr><td>Math</td><td>10.00</td><td>10.00</td><td>0.00</td></tr> <tr><td>Finearts/Mod Lang</td><td>10.00</td><td>0.00</td><td>10.00</td></tr> <tr><td>Phys Ed</td><td>20.00</td><td>15.00</td><td>5.00</td></tr> <tr><td>Algebra1/Imp1</td><td>10.00</td><td>10.00</td><td>0.00</td></tr> <tr><td>Science</td><td>10.00</td><td>5.00</td><td>5.00</td></tr> <tr><td>Electives</td><td>70.00</td><td>50.00</td><td>20.00</td></tr> <tr><td>* TOTALS *</td><td>220.00</td><td>150.00</td><td>70.00</td></tr> </tbody> </table>		Subject Area	Credit Req'd	Compl	Needed	English	40.00	25.00	15.00	Soc Sci/World	10.00	10.00	0.00	Soc Sci/U.S.	10.00	5.00	5.00	Soc Sci/Am Gvt/Eco	10.00	0.00	10.00	Science/Bio	10.00	10.00	0.00	Science/Physical	10.00	10.00	0.00	Math	10.00	10.00	0.00	Finearts/Mod Lang	10.00	0.00	10.00	Phys Ed	20.00	15.00	5.00	Algebra1/Imp1	10.00	10.00	0.00	Science	10.00	5.00	5.00	Electives	70.00	50.00	20.00	* TOTALS *	220.00	150.00	70.00
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District Enter: 12/4/2001 CAHSEE School Enter: 8/12/2013 ELA: Not Passed Math: Not Passed Class of 2015																																																											

Unofficial unless signed by school
official with WASC seal.

Signature: _____

Date: _____



California High School Exit Examination

See back for details

Student and Parent Report

Student Name: ..

Date of Birth:

Student ID:

Grade: 10

School: 0119040 - John C. Kimball High

District: 75499 - Tracy Joint Unified

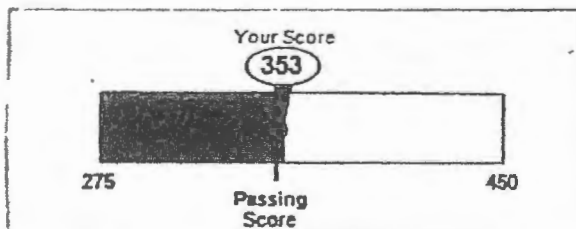
County: 39 - San Joaquin Cou

English-Language Arts

Test Date: 03/12/2013

Your Total Score	Score Required to Pass	Status
353	350	MODIFIED

Your student took this test using modifications as specified in his or her IEP or Section 504 plan. See "Taking the CAHSEE with Modifications" on the back of this report.



Strands for English-Language Arts

READING	Number of Questions	Number Correct
Word Analysis	7	5
Reading Comprehension	18	12
Literary Response & Analysis	20	14
WRITING		
Writing Strategies	12	7
Writing Conventions	15	9

Writing Applications*

Essay

Your Score

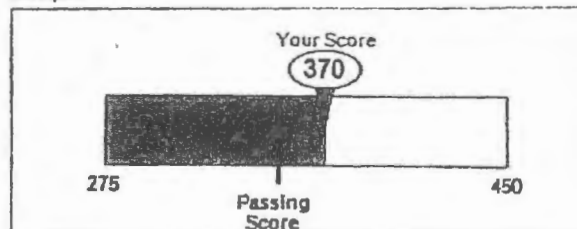
2.0

Mathematics

Test Date: 03/13/2013

Your Total Score	Score Required to Pass	Status
370	350	MODIFIED

Your student took this test using modifications as specified in his or her IEP or Section 504 plan. See "Taking the CAHSEE with Modifications" on the back of this report.



Strands for Mathematics

	Number of Questions	Number Correct
Probability & Statistics	13	6
Number Sense	17	15
Algebra & Functions	20	16
Measurement & Geometry	18	9
Algebra I	12	7

* For students with scores that range from 1 (lowest) to 4 (highest) or non-scorable (NS). The average of these two scores is listed above under the heading "Your Score".

* Writing Applications score counts as 25% of the total English-Language Arts score.

A student must only retake the subject area examination (English-Language Arts and/or Mathematics) that was not passed.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 6, 2014
SUBJECT: Ratify Overnight Travel for the Merrill F. West High School Black Student Union Members to Attend the 2014 United Black Student Unions of California (UBSUC) State Leadership Convention in Culver City, CA on March 21-23, 2014.

BACKGROUND: The United Black Student Unions of California (UBSUC) will host the 2014 State Leadership Convention for Black Student Union affiliate schools in California on March 21-23, 2014. The UBSUC works to improve racial relations on campuses by promoting mutual respect for all cultures. The annual convention provides panel discussions, workshops and distinguished lecturers to enrich the learning experience of the attendees. There will be a total of four students and two chaperones, Ms. Audrey Harrison and Ms. Christine Swan, both Tracy Unified School District (TUSD) employees attending the conference. The students will be transported to the event by Ms. Harrison via District van. Students will receive homework from their teachers and be given time to complete it while on this trip. Students and chaperones will stay at the Doubletree Hotel in Culver City, CA. Ratification is necessary as there were not enough students planning to attend the conference to justify the travel, until March 4, 2014. The decision to attend the trip fell between Board Meetings.

RATIONALE: The West High Black Student Union members learn how to be strong community and campus leaders at this conference. This should be an enriching experience for our students, exposing them to a professional environment and allowing them an opportunity to network with students from other schools throughout California. This supports District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff; and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: The individual cost is \$250.00 per person. The total cost will not exceed \$2,000.00 for transportation, accommodations, meals and registration fees. There will be no cost to the District. Transportation will be funded from the ASB Black Student Union account. The cost will be paid by the students attending and funds earned from fundraising efforts.

RECOMMENDATION: Ratify Overnight Travel for the Merrill F. West High School Black Student Union Members to Attend the 2014 United Black Student Unions of California (UBSUC) State Leadership Convention in Culver City, CA on March 21-23, 2014.

Prepared by: Troy Brown, Principal, Merrill F. West High School



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: Approve Agreement for Special Contract Services with National School Public Relations Association (NSPRA), National Consultant, Dr. John Draper to Present the Keynote Address at the District's Welcome Back Program at West High School on Monday, September 8, 2014.

BACKGROUND: Dr. John Draper, National School Public Relations (NSPRA) National Consultant is highly recommended to present the Keynote Address at the District's Welcome Back Program on September 8, 2014. Dr. Draper is known for giving *Engaging Presentations About Public Schools*. As a nation-wide consultant, he has energized audiences of educators, school leaders and community members in over 40 states. His presentations are marked by thoughtful analysis, engaging narrative and a refreshing passion for the missions of public schools.

RATIONALE: Dr. John Draper will present a powerful framework for talking about what you believe, using the language of the listener, and telling stories that bridge gaps. As the CEO of the Educational Research Service in Washington, DC, Dr. Draper has spawned conversations among school leaders nationwide on engaging staff and communities in active support of their schools. His presentations are known for getting to the root of the research and translating it into focused, proactive leadership practices. He is a nation-wide consultant working with the National School Public Relations Association (NSPRA) to expand support for public schools. NSPRA is a membership organization dedicated to helping educational leaders build community support for schools and school districts. This 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: Total cost not to exceed \$5,000. District will pay NSPRA \$4,000 for the presentation and \$1,000 to the Consultant for reasonable travel expenses. Funding will come from District Title II Staff Development funds.

RECOMMENDATION: Approve Agreement for Special Contract Services with National School Public Relations Association (NSPRA), National Consultant, Dr. John Draper to Present the Keynote Address at the District's Welcome Back Program at West High School on Monday, September 8, 2014.

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

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Avenue, Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and National School Public Relations Association (NSPRA), consultant, Dr. John Draper, hereinafter referred to as "Contractor," is for consultant or special services to be performed by a non-employee of the District. District and Contractor, herein named, do mutually agree to the following terms and conditions:

1. Contractor shall perform the following duties: Provide Keynote Address for staff Welcome Back Program at West High School on September 8, 2014.
2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 1 [☒] **Day(s)** (circle one), under the terms of this agreement at the following location Merrill F. West High School.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$ 4,000 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$ 4,000. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [☒] **SHALL**; [☐] **SHALL NOT** reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 1,000 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 September 8, 2014, and shall terminate on September 8, 2014.
5. This agreement may be terminated at any time during the term by either party upon 30 day's written notice.
6. Contractor shall contact the District's designee, Dr. Sheila Harrison at (209) 830-3202 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
7. The parties intend that an independent contractor relationship be created by this contract and District assumes no responsibility for workers' compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, the contractor's activities during or relating to the performance of service under this Agreement.

Contractor agrees to hold harmless and to indemnify District for:

- Any injury to person or property sustained by Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense, and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.
8. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any person or persons who are not parties to this Agreement except for employees of Contractor.
9. Contractor certifies that his or her current employer, if any, is fully cognizant of this Agreement and that payments hereunder are not in conflict with any federal, state, or local statutes, rules or regulations or with any policies of Contractor's current employer.
10. District shall become the owner or, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.

AGREED:

Consultant Signature (1)

Social Security Number (2)

Title

Address

Tracy Unified School District

Date

District Title II – Staff Development Title

Account Number to be Charged

Department/Site Approval

Budget Approval

Date Approved by the Board

Send all copies to the Business Office:

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

File: CntrctSrvc.dot
Disk: S:\shared

Memo of Understanding For District

Date: February 21, 2014

The following details an Understanding between the National School Public Relations Association (NSPRA), its consultant, Dr. John Draper, (Consultant) and Tracy Unified School District, 1875 W. Lowell Avenue, Tracy, CA 95376 (Organization).

Terms and Conditions

- Consultant agrees to deliver presentations as requested on September 8, 2014, in or near Tracy, CA.
- Organization agrees to pay the NSPRA \$4,000 for the presentation.
- Organization further agrees to reimburse the Consultant for reasonable travel expenses including (if needed): roundtrip coach airfare, private vehicle usage at \$.50 per mile, vehicle rental and gas purchases, meals, tips, parking, hotel costs, and taxi use. Expenses will be split between districts when appropriate.
- Organization agrees to provide screen, projector and microphone (wireless lapel preferred) for presentation. Consultant agrees to provide a laptop computer or a flash drive with the presentation, as preferred by Organization.
- This Understanding is subject to termination by both parties without liability due to circumstances beyond the control of either party—this includes but is not limited to acts of God, severe weather, transportation interruptions, severe illness or disability of the Consultant, war, disaster, strikes or civil disorder.



Dr. John Draper
Consultant
NSPRA
15948 Derwood Road
Rockville, MD 20855

Organization Representative



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: Accept Resignations/Retirements/Leave of Absence for Classified, Certificated, and/or Management Employment

BACKGROUND:

CLASSIFIED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Christopher, Terra Special Ed Para Educator I	FES	03/10/14	Accepted a 6 hour Special Ed Para position at FES
Grimes, Christine IEP Para Educator I	Kelly	03/10/14	Accepted a 6 hour Special Ed Para position at FES
Mendoza, Maria IEP Para Educator I	Bohn	03/14/14	Accepted a 6 hour Special Ed Para position at Jacobson

BACKGROUND:

CERTIFICATED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Hillstead, Erika Social Science Teacher	KHS	6/1/14	Personal
Perez, Nancie English Teacher	KHS	6/1/14	Personal

BACKGROUND:

CERTIFICATED MANAGEMENT RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Strube, Sam Assistant Principal	WMS	3/12/14	Accepted Director of Student Services and Curriculum position

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

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



TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

Strube, Sam

CERTIFICATED MANAGEMENT

Director of Student Services and Curriculum
(Replacement)
District Education Center
Range 47, Step E - \$481.15 per day
225 work days
Funding: General Fund

BACKGROUND:

Beltran, Luz Maria

CLASSIFIED

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

Boucsein Lee, Debra

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

Christopher, Terra

Special Education Para Educator I (New)
*Filled by current TUSD employee
Art Freiler School
Range 24, Step C - \$13.73 per hour
6 hours per day
Funding: Special Education

Christine Grimes

Special Education Para Educator I (New)
*Filled by current TUSD employee
Art Freiler School
Range 24, Step E - \$15.07 per hour
6 hours per day
Funding: Special Education

Mendoza, Maria	Special Education Para Educator I (Replacement) *Filled by current TUSD employee Jacobson Elementary School Range 24, Step E - \$15.43 per hour 6 hours per day Funding: Special Education – IDEA Grant
Mitchell, Elijah	School Supervision Assistant (Replacement) Louis Bohn Elementary School Range 21, Step A - \$11.69 per hour 1 hour per day Funding: General Fund – Unrestricted
Nguyen, Dung “Luke”	Food Service Worker (Replacement) Kimball High School Range 22, Step A - \$11.95 per hour 2.5 hours per day Funding: Child Nutrition-School Program
Pierson, Lisa Marie	Special Education Para Educator I (New) Monte Vista Middle School Range 24, Step A - \$12.80 per hour 6 hours per day Funding: Special Education – IDEA Grant

BACKGROUND:

COACHES

Nunn, Michael	Assistant Track Kimball High School Stipend: \$3,896.19
Terry, Andrew	Assistant Track West High School Stipend: \$3,896.19

RECOMMENDATION: Approve 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: March 14, 2014
SUBJECT: **Ratify Agreement for Special Contract Services for Assistant Track Coach Sam Cavallaro for the 2014 Track Season**

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

RATIONALE: Sam Cavallaro is uniquely qualified to assist and enhance the track program at Tracy High School. He has extensive experience as an athlete and coach. The experience and enthusiasm he brings to the athletes will ensure the overall success and safety of the program. His duties will consist of assisting with daily practice, scouting, fund raising, breaking down film and helping to officiate at home meets. The agenda item needs to be ratified due to the process for acquiring CPR and First Aid Certification for Mr. Cavallaro.

This aligns with Strategic Goal # 3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: Expenses for the Assistant Track coaches will be paid by the District and reimbursed by the Tracy High School ASB Track account. Expenses will not exceed \$1,100.00.

RECOMMENDATION: Ratify Agreement for Special Contract Services for Assistant Track Coach Sam Cavallaro for the 2014 Track Season.

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

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Sam Cavallaro Jr., 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: ALL DUTIES & RESPONSIBILITIES AS ASSIGNED BY HEAD COACH (THROWS)
2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 102 () ☐ HOURS ☒ DAY(s), under the terms of this agreement at the following location AS ASSIGNED
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$ 1100 per ☐ HOUR ☐ DAY ☒ FLAT RATE, not to exceed a total of \$. 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 \$ 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 10 FEB 2014, and shall terminate on 7 JUN 2014
5. This agreement may be terminated at any time during the term by either party upon days written notice.
6. Contractor shall contact the District's designee, Bob Brown at (408) 830 3360 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, and Contractor at his or her own cost, expense, and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.

8. This Agreement is for the personal services of the Contractor and Contractor may not assign the performance of the services to any person or persons who are not parties to this Agreement except for employees of Contractor.
9. Contractor certifies that his or her current employer, if any, is fully cognizant of this Agreement and that payments hereunder are not in conflict with any federal, state, or local statutes, rules or regulations or with any policies of Contractor's current employer.
10. District shall become the owner or, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.

AGREED:

Consultant Signature (1)

Social Security Number (2)

Title

Address

Tracy Unified School District

Date

Account Number to be Charged:

Department/Site Approval

Budget Approval

Date Approved by the Board

Send all copies to the Business Office:

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business
DATE: March 7, 2014
SUBJECT: **Approve Resolution No. 13-21 Approving Updated Preliminary Official Statement Relating to 2014 General Obligation Refunding Bonds of the District; and, Approving Related Documents and Actions**

BACKGROUND: On May 14, 2013, the Board of Education approved Resolution No. 12-25, providing for the issuance and sale of general obligation refunding bonds to refund the Election of 2006, Series 2006 and Series 2007 general obligation bonds and approved related documents and actions. Because interest rates were near an all-time low it was estimated that substantial savings could be realized by refunding the bonds. The refunding bonds would have reduced annual debt service payments; therefore, reducing the tax levies to the property tax payers in the district. Section 3 of Resolution 12-25 stipulated that the sale of the bonds must have provided a net present value savings of at least 5% of the principal amount of the bonds being refunded. The competitive sale for the refunding bonds was held on June 11, 2013; and although four bids were received, the lowest bid was not low enough to get the minimum level of savings.

Since the time of the initial attempted sale of the Bonds in June, 2013, the financial information about the District in the Preliminary Official Statement used for the offering of the Bonds has become outdated, or "stale". Jones Hall, our bond and disclosure counsel, working with the District staff and our financial consultant, KNN Public Finance ("KNN"), has prepared an updated Preliminary Official Statement for the Bonds, which contains current information on the District's finances. The Preliminary Official Statement is now ready for the Board's approval.

RATIONALE: KNN has been watching the market closely and is now recommending that the District again attempt refunding the Election of 2006, Series 2006 and Series 2007 general obligation bonds. Preliminary estimated numbers based upon current interest rates indicate a saving of over \$3 million or 7.86% of the refunded bonds; however, the actual savings will depend upon the interest rates of the refunding bonds at the time of sale. The tentative date for the competitive bond sale is April 2, 2014; but as authorized by Resolution 12-25, if the minimum savings of 5% is not realized all bids will be rejected.

Resolution No. 12-25 authorized documents as to form and designates the Superintendent and Associate Superintendent of Business Services to execute the final documents. Resolution No. 13-21 approves the Updated Preliminary Official Statement (POS) and delegates authority to the District's staff to make changes to the POS as necessary.

FUNDING: No funding implications

RECOMMENDATION: Approve Resolution No. 13-21 Approving Updated Preliminary Official Statement Relating to 2014 General Obligation Refunding Bonds of the District; and, Approving Related Documents and Actions

Prepared by: Bonny Carter, Director of Facilities and Planning



**RESOLUTION APPROVING UPDATED PRELIMINARY OFFICIAL
STATEMENT RELATING TO 2014 GENERAL OBLIGATION
REFUNDING BONDS OF THE DISTRICT, AND APPROVING RELATED
DOCUMENTS AND ACTIONS**

RESOLUTION NO. 13-21

WHEREAS, the Tracy Unified School District (the “District”) has previously issued its: 1) General Obligation Bonds (Election of 2006, Series 2006) in the original principal amount of \$14,000,000 on August 8, 2006 (the “Series 2006 Bonds”); and 2) General Obligation Bonds (Election of 2006, Series 2007) in the original principal amount of \$20,000,000 on November 8, 2007 (the “Series 2007 Bonds”, and together with the Series 2006 Bonds, the “Prior Bonds”); and

WHEREAS, by resolution adopted on May 14, 2013, the Board of Education of the District (the “Board”) authorized the issuance of general obligation refunding bonds (the “Refunding Bonds”) pursuant to the provisions of Articles 9 and 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, commencing with Section 53550 of said Code (the “Bond Law”) for the purpose of refunding some or all of the Prior Bonds, and thereby realizing savings to the property taxpayers in the District, which Resolution approved and “deemed final” a preliminary Official Statement for distribution to potential investors in the Refunding Bonds (the “Preliminary Official Statement”) as required by Rule 15c2-12 of the Securities Exchange Act of 1934 (“Rule 15c2-12”); and

WHEREAS, due to a change in market conditions, the Refunding Bonds were not issued in calendar year 2013, however, at this time, the Board has been advised that market conditions have improved such that sufficient savings may be realized, and the District desires to proceed with the issuance of the Refunding Bonds at this time; and

WHEREAS, the Preliminary Official Statement has been updated to reflect more current information with respect to property located in the District and financial information with respect to the District, and the Board wishes at this time to take action to approve and deem final the revised Preliminary Official Statement relating to the Refunding Bonds within the meaning of Rule 15c2-12;

NOW, THEREFORE, the Board of Education of the District hereby finds, determines, declares and resolves as follows:

Section 1. Recitals. The foregoing recitals are true and correct.

Section 2. Preliminary Official Statement. The Board hereby approves, and hereby deems final within the meaning of Rule 15c2-12, the Preliminary Official Statement describing the Refunding Bonds, in the form on file with the Clerk of the Board. The Financial Advisor (as defined herein) is hereby authorized to distribute the Preliminary Official Statement in connection with the sale of the Refunding Bonds. The Superintendent and Associate Superintendent of Business Services (each, an "Authorized Officer") are each hereby authorized and directed to execute and deliver a certificate deeming the Preliminary Official Statement to be final as of its date within the meaning of Rule 15c2-12. The Preliminary Official Statement, when prepared, is approved for distribution in connection with the offering and sale of the Bonds.

The Authorized Officers are separately authorized to approve corrections and additions to the Preliminary Official Statement by supplement or amendment thereto, or otherwise as appropriate, provided that any such corrections or additions shall be necessary to cause the information contained therein to conform with facts material to the Refunding Bonds, or to the proceedings of the District or such corrections or additions are in form rather than in substance.

Section 3. Final Official Statement. The Authorized Officers are separately authorized and directed to cause the Preliminary Official Statement to be brought into the form of a final official statement (the "Final Official Statement") and to execute said Final Official Statement, dated as of the date of the sale of the Refunding Bonds, and the Authorized Officers are separately authorized and directed to execute a statement that the facts contained in the Final Official Statement, and any supplement or amendment thereto (which shall be deemed an original part thereof for the purpose of such statement) were, at the time of sale of the Refunding Bonds, true and correct in all material respects and that the Final Official Statement did not, on the date of sale of the Refunding Bonds, and does not, as of the date of delivery of the Refunding Bonds, contain any untrue statement of a material fact with respect to the District or omit to state material facts with respect to the District required to be stated where necessary to make any statement made therein not misleading in the light of the circumstances under which it was made. The Authorized Officers shall take such further actions prior to the signing of the Final Official Statement as are deemed necessary or appropriate to verify the accuracy thereof. The Final Official Statement, when prepared, is approved for distribution in connection with the offering and sale of the Refunding Bonds.

Section 4. Effective Date. This resolution shall take effect from and after the date of its passage and adoption.

* * * * *

PASSED AND ADOPTED by the Board of Education of the Tracy Unified School District this 25th day of March, 2014, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

President of the Board of Education of
Tracy Unified School District

Clerk of the Board of Education
Tracy Unified School District



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: **Approve the Memorandum of Understanding (MOU) and Facilities Use Agreement (FUA) Between the Tracy Unified School District and Tracy Learning Center Charter School for Primary Charter School, Discovery Charter School and Millennium Charter School.**

BACKGROUND: Tracy Unified School District and the Tracy Learning Center (TLC) Charter School have had a Memorandum of Understanding (MOU) and Facility Use Agreement (FUA) which was approved by the School Board and was in effect beginning July 1, 2009. The MOU is a contract between the two parties that addresses a range of items including budgetary, audit, special education and programmatic issues. The FUA further defines agreements between the two parties regarding issues of use of the District facilities. In an effort to meet the criteria for Charter Schools which the State Department of Education (SDE) has established, the District has elected to modify the MOU employed by the SDE. The FUA was developed in agreement with TLC and is consistent with the District's obligations under Proposition 39 and its implementing regulations. Both documents were thoroughly reviewed and approved by the District's legal counsel. The MOU and FUA will be in effect for a term of five (5) fiscal years from July 1, 2014 - June 30, 2019.

RATIONALE: The State Department of Education recommends that districts and charter schools approve the MOU. The MOU addresses and clarifies funding, financial, budgetary, special education, programmatic and communication issues between the oversight district and the charter school. The MOU also provides deadlines and timelines for submission of required documents, reports, audits, etc. The FUA is an agreement which allows TLC the use of H.A. Clover facility at 51 East Beverly Place for the education of K-12 students attending Primary Charter School, Discovery Charter School and Millennium Charter School.

The MOU and FUA have undergone a thorough review by District legal counsel and District representatives. It is recommended that the Board of Trustees approve the MOU and FUA between the District and the Tracy Learning Center Charter Schools. This agenda item supports District Strategic Goal #1: Prepare all students for college and careers; and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: N/A

RECOMMENDATION: Approve the Memorandum of Understanding (MOU) Between the Tracy Unified School District and Tracy Learning Center Charter School for Primary Charter School, Discovery Charter School and Millennium Charter School.

Prepared by: Linda Dopp, Director of Alternative Programs



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: March 14, 2014
SUBJECT: Acknowledge Receipt of CSEA's Sunshine Proposal for the 2014-2015 School Year

BACKGROUND: The three-year Master Agreement between the California School Employees Association (CSEA) and the Tracy Unified School District (TUSD) expires on June 30, 2014. CSEA is requesting to meet and negotiate a successor Master Agreement with the District as stated in the attached letter.

This aligns with Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: N/A

RECOMMENDATION: Acknowledge Receipt of CSEA's Sunshine Proposal for the 2014-2015 School Year

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



California
School
Employees
Association

5375 West Lane
Stockton, CA 95210

(209) 472-2170
(800) 757-4229
FAX: (209) 472-2089

www.csea.com

Member of the AFL-CIO

*The nation's largest
independent classified
employee association*

*Member of the National
Association of Classified
School Employees
(NACSE), representing
independent public
employees throughout
the nation*



March 13, 2014

VIA FACSIMILE & U.S. MAIL
(209) 830-3264

Dr. Sheila J. Harrison
Assistant Superintendent, Human Resources
Tracy Unified School District
1875 W. Lowell Avenue
Tracy, CA 95376

RE: CSEA Initial Bargaining Proposal for Successor Contract

Dear Dr. Harrison:

Pursuant to the agreement between the California School Employees Association and its Tracy Chapter # 98 and the Tracy Unified School District which expires June 30, 2014, please find attached the initial proposal for amendments and modifications to the current collective bargaining agreement.

Please consider this document for the public notice provisions pursuant to Government Code Section 3547(a). The California School Employees Association and its Tracy Chapter # 98 desire to commence negotiations as soon as possible after the completion of the public notice provisions.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Carol Black
Labor Relations Representative

CB/jk

Enclosure – Initial Proposal

c: Elias Valadez, President #098

Dorsey McCowan, Regional Representative #42

Sylvia Diaz, Area Director E

Rose Roach, Field Director RDFO

#098 file

**CSEA TRACY CHAPTER #98
INITIAL PROPOSAL**

ARTICLE II – DISCRIMINATION

CSEA would like to discuss work environment.

ARTICLE V- ASSOCIATION OBLIGATIONS, PRIVILEGES AND RIGHTS

CSEA would like to discuss “New Hire Orientation” for the classified employees.

ARTICLE VIII – PAY AND ALLOWANCES

CSEA would like to discuss a salary increase to step and column (Appendix A).

CSEA would like to discuss the shift differential.

ARTICLE X – FRINGE BENEFITS

CSEA would like to discuss an increase in the District’s contribution for the health benefit allowance.

NEW: CSEA would like to discuss an opt out option.

ARTICLE XI – HOURS AND OVERTIME

CSEA would like to discuss the standby language.

ARTICLE XX - EXTENDED SICK LEAVE

CSEA would like to discuss the extended sick leave language.

ARTICLE XXI – INDUSTRIAL ACCIDENT/ILLNESS LEAVE

CSEA would like to discuss the industrial accident/illness leave language.

ARTICLE XXV – DELEGATE RELEASE/ASSOCIATION LEAVE

CSEA would like to discuss release time language.

ARTICLE XXVI – VACATION LEAVE

CSEA would like to discuss the vacation process language.

ARTICLE XXVIII – EVALUATIONS

CSEA would like to discuss the evaluation language.

ARTICLE XXIX - PERSONNEL FILE

CSEA would like to discuss the process for reviewing employee's personnel file.

ARTICLE XXXI – SAFETY

CSEA would like to discuss the Safety Committee and procedures.

ARTICLE XXXII – LAYOFF AND REEMPLOYMENT

CSEA would like to discuss notification and restoration.

ARTICLE XXXIII – GRIEVANCE PROCEDURE

CSEA would like to discuss process.

ARTICLE XXXIX – EFFECT OF AGREEMENT

CSEA would like to discuss language.

ARTICLE XL - RECLASSIFICATION REQUESTS

CSEA would like to discuss process.

ARTICLE XLIV – DURATION OF AND PROCEDURE FOR MODIFYING THIS AGREEMENT

CSEA would like to discuss term.