

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT
JANUARY 27, 2026

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

TUSD board meetings are held in person.

To View the live stream of this meeting, please follow this link: [Board Meeting Live](#)

TIME: 6:40 PM Closed Session
7:00 PM Open Session

AGENDA

- | | | |
|-----------|--|----------------|
| 1. | Call to Order | Pg. No. |
| 2. | Roll Call – Establish Quorum
Board: O. Alexander, D. Cheeseman, R. Fagin, L. Hawkins, S. Secker, J. Silcox, D. Traina
Staff: R. Pecot, Z. Boswell, T. Jalique, T. Salinas, S. Smith | |
| 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: None. | |
| | 3.2 Educational Services: | |
| | 3.2.1 Finding of Facts: 25/26#17, 25/26#19, 25/26#20, 25/26#21
Education Code §48912 | |
| | 3.2.2 Reinstatements: AR#25-26/#15, AR#25-26/#16, AR#25-26/#17, AR#25-26/#18, AR#25-26/#19, AR#25-26/#20
Education Code §48912 | |
| | Action: Motion__ ; Second__ . Vote: Yes __ ; No__ ; Absent__ ; Abstain__ | |
| | 3.2.3 Confidential Student Matter: Early Graduation TISCS#10355955, TISCS#10342711, TISCS#10339170, TISCS#10357431, TISCS#10356207 | |
| | Action: Motion__ ; Second__ . Vote: Yes __ ; No__ ; Absent__ ; Abstain__ | |
| | 3.2.4 Confidential Student Matter: PE Exemption KHS#10329976 | |
| | Action: Motion__ ; Second__ . Vote: Yes __ ; No__ ; Absent__ ; Abstain__ | |
| | 3.2.5 Approve Funding for Confidential Settlement Agreement | |
| | Action: Motion__ ; Second__ . Vote: Yes__ ; No__ ; Absent__ ; Abstain__ | |
| | 3.3 Human Resources: | |
| | 3.3.1 Consider Paid/Unpaid Leave of Absence for Classified Employee UCL-552 | |
| | Action: Motion__ ; Second__ . Vote: Yes__ ; No__ ; Absent__ ; Abstain__ | |

- 3.3.2** Consider Contract Non-Renewal for Coach Employee (Insufficient Student Enrollment) #UCL-557
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 3.3.3** Consider Leave of Absence Requests for Certificated Employees: #UC-1425, #UC-1426, #UC-1427, Pursuant to Article XX
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 3.3.4** Consider Leave of Absence Request for Certificated Employee: #UC-1428, Pursuant to Article XX
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 3.3.5** Consider Paid Leave of Absence for Classified Employee #UCL - 558
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 3.3.6** Consider Public Employee/Employment/Discipline/Dismissal/Release Government Code §54957
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 3.3.7** Conference with Labor Negotiators
Government Code §54957.6
Agency Negotiator: Tammy Jalique, Associate Superintendent of Human Resources
Employee Organization: CSEA, TEA

4. Adjourn to Open Session

5. Call to Order and Pledge of Allegiance

6. Closed Session Issues:

- 6a** Action Taken on Finding of Facts: 25/26#17, 25/26#19, 25/26#20, 25/26#21
- 3.2.1**
Action: Motion ___ Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6b** Report Out of Action Taken on Reinstatements: AR#25-26/#15, AR#25-26/#16, AR#25-26/#17, AR#25-26/#18, AR#25-26/#19, AR#25-26/#20
- 3.2.2**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6c** Report Out of Action Taken on Early Graduation: TISCS#10355955, TISCS#10342711, TISCS#10339170, TISCS#10357431, TISCS#10356207
- 3.2.3**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6d** Report Out of Action Taken on PE Exemption: KIIS#10329976
- 3.2.4**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6e** Report Out of Action Taken on Approve Funding for Confidential Settlement Agreement
- 3.2.5**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6f** Report Out of Action Taken on Consider Paid/Unpaid Leave of Absence for Classified Employee UCL-552
- 3.3.1**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___
- 6g** Report Out of Action Taken on Consider Contract Non-Renewal for Coach Employee (Insufficient Student Enrollment) #UCL-557
- 3.3.2**
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain ___

- 6h** Report Out of Action Taken on Consider Leave of Absence Requests for
3.3.3 Certificated Employees: #UC-1425, #UC-1426, #UC-1427, Pursuant to Article XX
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain
- 6i** Consider Leave of Absence Request for Certificated Employee: #UC-1428,
3.3.4 Pursuant to Article XX
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain
- 6j** Consider Paid Leave of Absence for Classified Employee #UCI - 558
3.3.5
Action: **Vote:** Yes ___; No ___; Absent ___; Abstain
- 7. Approve Regular Minutes of January 13, 2026** **1-5**
Action: Motion ___; Second __. **Vote:** Yes ___; No ___; Absent ___; Abstain
- 8. Student Representative Reports:** None.
- 9. Recognition & Presentations:** An opportunity to honor students, employees and community members for outstanding achievement:
9.1 Recognize Elizabeth Hernandez Preciado, Para Educator at Bohn Elementary School, for Saving a Student's Life by Performing the Heimlich Maneuver
9.2 Villalovoz Elementary School
9.3 South West Park Elementary School
- 10. Information & Discussion Items:** An opportunity to present information or reports concerning items that may be considered by Trustees at a future meeting.
10.1 Administrative & Business Services: None.
- 11. Hearing of Delegations:** Anyone wishing to address the Governing Board on a non-agenda item may be heard at this time. Oral presentations shall be held to a reasonable length, normally not to exceed three (3) minutes. If formal action is required, the board may request that the item 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.
- 12. PUBLIC HEARING:** None.
- 13. Consent Items:** Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.
Action: Motion ___; Second __. **Vote:** Yes ___; No ___; Absent ___; Abstain .
Board approval of any agenda item requiring insurance or fingerprint clearance is conditioned upon acceptance of appropriate documentation received by TUSD.
- 13.1 Administrative & Business Services:**
- 13.1.1** Approve Revolving Cash Fund Reports (November & December 2025) **6-10**
 - 13.1.2** Approve Payroll Reports (November & December 2025) **11-19**
 - 13.1.3** Approve Accounts Payable Warrants (November & December 2025) **20**
(Separate Cover)

13.1.4	Approve Entertainment, Assembly, Service, Business and Food Vendors	21-22
13.1.5	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	23-24
13.1.6	Ratify Routine Agreements, Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda	25-28
13.1.7	Approve Out of State Travel for Director and Coordinator of Food Services to Attend the Annual National Conference of the School Nutrition Association in Charlotte, NC from July 10-15, 2026	29
13.2	Educational Services:	
13.2.1	Approve the ASIR Visual Marketing MOU for the Tracy Unified School District CTE Department	30-35
13.2.2	Approve Overnight Travel for West High School Varsity Boy's and Girl's Wrestling Team to Participate in the CIF State Finals Wrestling Tournament in Bakersfield, CA February 25 - March 1 st , 2026	36
13.2.3	Approve Agreement for Special Contract Services with Quest Science Center at Art Freiler School for the 2025 - 2026 School Year	37-43
13.2.4	Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and George Kelly School During the 2025-2026 School Year	44-47
13.2.5	Approve Agreement Between San Joaquin County Office of Education and TUSD to provide Intro to Forensic Biotechnology, BEAM Advanced Biotechnology, and Outdoor Education Camps through ELOP	48-51
13.2.6	Approve Agreement for Contract Services with Lift Enrichment to Provide After-School Cooking Program Through the Expanded Learning Opportunities Program	52-55
13.2.7	Approve Aeries Master Scheduling Training for District/Site Administrators	56-59
13.2.8	Approve Agreement for Contract Services with Finding Gobi at George Kelly Elementary School for the 2025-2026 School Year	60-67
13.2.9	Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and South/West Park Elementary During the 2025-2026 School Year	68-73
13.2.10	Approve Agreement for Special Contract Services with Keynote Speaker, Tara Soesbe, TILL360 Speakers & Consultants at Tracy High School for March 18, 2026	74-77
13.2.11	Approve Out of State Travel for Tracy High School Activities Director to Attend the California Association of Directors of Activities (CADA) Conference in Reno, NV March 4-6, 2026	78
13.2.12	Approve Out of State Travel for CTE Teacher to Attend Hi-TEC 2026 Conference in Austin, TX July 27-July 30, 2026	79
13.2.13	Approve Overnight Travel for the Tracy High School FFA/AG to Attend the National Dairy Association Western Classic Junior Dairy Show in Tulare, CA March 6-7, 2026	80

- 13.2.14 Approve Overnight Travel for West High School Music Program Orchestra and Band to Participate in a Music Festival and Disneyland Studio Workshop in Anaheim, CA. March 12-15, 2026 **81**
 - 13.3 **Human Resources:**
 - 13.3.1 Accept Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employment **82-84**
 - 13.3.2 Approve Classified, Certificated, and/or Management Employment **85-90**
- 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 Adopt Resolution No. 25.15 to Excuse Meeting Absence of Board Member **91-92**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
 - 14.1.2 Authorize the Director of Maintenance, Operations, and Transportation to Purchase Two (2) School Buses (Separate Cover) **93**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
 - 14.2 **Educational Services:**
 - 14.2.1 Approve School Accountability Report Cards (SARC's) for the 2024-2025 School Year (Separate Cover) **94**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
 - 14.3 **Human Resources:**
 - 14.3.1 Approve a Declaration for a Provisional Internship Permit **95-96**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
 - 14.3.2 Adopt New Board Policy 4113.5 Working Remotely (First Reading) **97-99**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
 - 14.3.3 Acknowledge Revisions to Administrative Regulations 4112 and 4212 Appointment and Conditions of Employment (Second Reading) **100-109**
Action: Motion ___; Second ___. **Vote:** Yes ___; No ___; Absent ___; Abstain __.
- 15. **Board Reports:** An opportunity for board members to discuss items of particular importance or interest in the district.
- 16. **Superintendent's Report:** An opportunity for the superintendent to share matters of special interest or importance which are not on the board agenda and/or special presentations of district programs or activities.
- 17. **Board Meeting Calendar:**
 - 17.1 February 10, 2026
 - 17.2 February 24, 2026
 - 17.3 March 24, 2026
 - 17.4 April 14, 2026

18. Upcoming Events:

- | | | |
|-------------|---------------------------------|----------------------------------|
| 18.1 | February 9, 2026 | No School, Lincoln's Day |
| 18.2 | February 16, 2026 | No School, President's Day |
| 18.3 | March 9, 2026 -- March 13, 2026 | No School, Spring Break |
| 18.4 | April 3, 2026 - April 6, 2026 | No School, Spring Recess Holiday |

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 13, 2026**

- 6:30 PM:** 1-3. President Silcox called the meeting to order and adjourned to closed session.
- Roll Call:** 4. Board: O. Alexander, D. Cheeseman, R. Fagin, S. Secker, J. Silcox, D. Traina
Absent: L. Hawkins
Staff: R. Pecot, T. Salinas, T. Jalique, J. Noll, S. Smith. Absent: Z. Boswell
- 7:00 PM** 5. President Silcox called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.
- Closed Session:**
- 6a Action Taken on Finding of Facts: 25/26#12, 25/26#13, 25/26#16
 - 3.2.1
Action: Fagin, Cheeseman. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6b Report Out of Action Taken on Reinstatements: AR#25-26/#11, AR#25-26/#12, AR#25-26/#13, AR#25-26/#14
 - 3.2.2
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6c Report Out of Action Taken on Early Graduation: TISCS#10349269.
 - 3.2.3 TISCS# 10343581, TISCS#10363282
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6d Report Out of Action Taken on Consider Leave of Absence Requests for
 - 3.3.1 Certificated Employee: #UC-1424, Pursuant to Article XX
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6e Report Out of Action Taken on Consider Unpaid Leave of Absence for
 - 3.3.2 Classified Employee #UCL-551
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6f Report Out of Action Taken on Consider Non-Paid Leave of Absence for
 - 3.3.3 Classified Employee #UCL-553, Pursuant to Article XXIII
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6g Report Out of Action Taken on Consider Non-Paid Leave of Absence for
 - 3.3.4 Classified Employee #UCL-554, Pursuant to Article XXIII
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6h Report Out of Action Taken on Consider Release of Coach, Employee
 - 3.3.5 #UCL-555
Action: Approved. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
 - 6i Report Out of Action Taken on Consider Release of Probationary
 - 3.3.6 Classified Employee #UCL-556 Special Education Para Ed I
Action: Item pulled, no vote was taken.
- Minutes:** 7. **Approve Regular Minutes of December 16, 2026.**
Action: Secker, Alexander. **Vote:** Yes-5; No-0; Absent-1 (Hawkins); Abstain-1 (Fagin).

Audience: Ashley Jones, Brittani Ryan, Bobbie Etcheverry, Monica Hill, Eloy Vento, Faye Harris, Mercedes Gouveia, Pamela Mears

Student Rep Reports: **8.1 Kimball High:** Sarem Girmai informed Lamp College is visiting KHS on 2/16 to share information for students interested in becoming a certified nursing assistant. Also, the elective fair is tomorrow. Students can check out courses for next year and see what sparks their passion. The Key Club hosted an inter-club meeting with the neighboring high schools and Mock Trial team competed at Amador Valley against six other schools showing strategy and determination. Some athletic high lights include the boys' soccer team won St. Mary's 3-0, boys' basketball pulled off a nail bitter against River Islands ending 56-53 and girls' basketball dominated Chavez 72-24.

Alternative Education: Stein High School students Tatum Cobarrubia and Lillie Rose are the new student representatives for the Alternative Education campus. Students have been learning about the famous graffiti artist Jean-Michel Basquiat and got creative doing many holiday themed projects. In biology, they have been studying bacteria with petri dishes; swabbing their shoes and viewing the bacteria as it transformed over the course of a few days. They are also working on an employability building unit which helps students develop their range of essential transferability and technical skills. The Barbering Academy class is learning how to trim, shave, and line up, not only hair styles but also facial hair. The postings of home haircuts are looking great.

Tracy High: Violet Howard-Menteer informed during homecoming the seniors took the win for their fourth and final year and the holiday season started lively with a Halloween costume contest during the football game. They handed out candy to the kids in the bleachers so they could celebrate Halloween the right way. Leadership opened up their student feedback report to enable their Bulldogs to tell them what they want to see on campus. This month, boys' basketball won to St. Mary's with player Lars Lindroos taking the winning shot in the last seconds of the game.

West High: Lucia Noor Behnam and Alexandra Larson shared a WHS update. Fall sports have come to an end and the seniors have been celebrated. A highlight was when Maitha Al-Radaei won the teacup championship for girls' varsity cross country. Winter sports have started and tomorrow is the wrestling senior night. For Brighter Christmas, the school collected 100's of canned goods and boxed food to donate for the holiday season. JROTC students Berenice Valencia and Baktash Azizi received congressional nominations to the US military academy at West Point and the US Naval Academy. WHS Theater put on Elf the Musical as their Winter production and they are currently holding their annual lip sync auditions.

Recognition & Presentations: **9.1 Recognize Reach University Graduates** The board recognized Anabel Gutierrez, Brie-Anne Paterson, Carmen Serrato, Dyan Brown, Jenay Sanchez, Johanna Gomez, Lori Borges, Maria Perez de Leal, Melissa Baccam, Natalie Bartholdi, Ronita Rai, Shaneen Samoyoa Baten, Stephanie Fracolli, Thamara Ruiz,

and Yagana Amiryar. Through the partnership between Tracy Unified School District and Reach University, these Classified employees have successfully attained their Bachelor's degrees, demonstrating diligent effort and dedication.

9.2 Kelly Elementary School Principal Brittani Ryan and Assistant Principal, Ashley Jones, highlighted ways George Kelly is providing students with increased opportunities to practice the foundational skills necessary for reading. For grades TK-3, they focus on word recognition and phonemic awareness, the smallest units of sound that form words. Secret Stories is a phonics-based approach that helps students understand why letters make the sounds they make, using engaging stories and visuals. They are gearing up to implement the Bridge the Gap program. This is an intervention that will take place after school in small groups, targeting specific skills each student needs. George Kelly was selected as a model school and will be featured in the March 2026 SJCOE Outlook Magazine for their strong commitment to literacy.

**Information &
Discussion Items:**

10.1 Administrative & Business Services: None.

**Hearing of
Delegations**

11. Mercedes Gouveia brought information regarding LULAC, the League of United Latin American Citizens. This organization offers an annual youth conference. It was last held November 7th on the Delta College Campus. Over 1,600 students attended, with 37 workshops to motivate the youth to become leaders and meet their future goals. She commended TUSD for the leadership and support of this conference every year. Over 300 TUSD students participated last year. Mrs. Gouveia informs LULAC considers TUSD to be a model district due to their participation each year. LULAC is a nonprofit organization that is run by volunteers and supported by corporate sponsorships.

Public Hearing:

12.1 Administrative & Business Services: None.

Consent Items:

13. Board approval of any agenda item requiring insurance or fingerprint clearance is conditioned upon receipt of appropriate documentation by Tracy Unified.

Action: Cheeseman, Traina. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).

13.1 Administrative & Business Services:

13.1.1 Accept the Fiscal Year 2024-25 Annual Financial Audit (Separate Cover)

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

13.1.3 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

13.2 Educational Services:

13.2.1 Approve Agreement for Contract Services Between World of Wonders Science Museum and Jacobson Elementary School for the 2025-2026 School Year

- 13.2.2 Ratify Agreement for Special Contract Services with San Joaquin County Office of Education for the Artist-in-Schools Program at Jacobson Elementary School for the 2024-2025 School Year
- 13.2.3 Ratify Agreement for Special Contract Services with San Joaquin County Office of Education for the Artist-in-Schools Program at Jacobson Elementary School for the 2025-2026 School Year
- 13.2.4 Ratify the Hire of AVID College Tutors for the 2025-2026 School Year
- 13.2.5 Approve Contract Services with Point Quest Pediatrics for ALL TUSD Schools for Additional Mental and Behavioral Health Services for 2025-2026 School Year
- 13.2.6 Ratify Agreement Between San Joaquin County Office of Education and TUSD to Provide FabLab Camps and FabLab Van for K-8th Grade Students through the Expanded Learning Opportunities Program
- 13.2.7 Receive Update on Quarterly Williams Complaint Report for the Quarter Ending January 15, 2026
- 13.2.8 Approve Agreement for Special Contract Services with Tracy Police Department for the 2025-2026 School Year
- 13.2.9 Approve Appointment of Parent Representative to San Joaquin Special Education Local Plan Area Community Advisory Committee
- 13.2.10 Ratify Special Contract Services Agreement with Educational Professionals of Central California, LLC for an Independent Education Evaluation (IEE)
- 13.2.11 Approve Agreement for Special Contract Services with Finding Gobi at Williams Middle School for the 2025-2026 School Year
- 13.2.12 Approve Williams Middle School Revised School Site Plan and Budget for 2025-2026 School Year (Separate Cover)
- 13.2.13 Approve Agreement with Educational Consulting Services

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 Adopt Resolution #25-11 Authorizing and Defining Names to Sign Orders on School District Funds
Action: Cheeseman, Alexander. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
- 14.1.2 Approve and Adopt Resolution #25-09 Annual Developer Fee Report & Five-Year Findings for Fiscal Year 2024-2025
Action: Fagin, Secker. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
- 14.1.3 Accept Proposal from Pro-K12 Consulting & CM Services
Action: Secker, Cheeseman. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).
- 14.1.4 Adopt Resolution #25-13 to Excuse Meeting Absence of Board Member
Action: Cheeseman, Traina. **Vote:** Yes-5; No-0; Absent-1 (Hawkins); Abstain-1 (Fagin).

- 14.2 **Educational Services:** None.

14.3 Human Resources:

14.3.1 Acknowledge Revisions to Administrative Regulation 4112 and 4212 Appointment and Conditions of Employment (First Reading)

Action: Secker, Cheeseman **Vote:** Yes-6; No-0; Absent-1 (Hawkins).

14.3.2 Adopt New Board Policy 4116 and Acknowledge Revisions to Administrative Regulation 4116 Probationary/Permanent Status (Second Reading)

Action Cheeseman, Alexander. **Vote:** Yes-6; No-0; Absent-1 (Hawkins).

Board Reports:

Trustee Traina felt this was a wonderful night; with the student reports catching. George Kelly’s presentation, and recognizing the Reach graduates. She was touched to see people working full-time, raising a family, and choosing to go to school to earn a degree. Trustee Secker mentioned that Tracy High girls’ basketball had a tournament after Christmas. The Breakfast Lions supported the event, and it was a great success. The Martin Luther King breakfast will be held this Monday at West High School. Trustee Secker also checked in at Stein High School recently. They are working out construction details for the Barbering program. Trustee Cheeseman felt this was a great meeting to kick off the new year and she wished everyone a Happy New Year moving forward. Trustee Alexander was impressed with the student reports and the activities occurring at the high schools and with the number of Reach graduates that were recognized this evening. Trustee Fagin recalled that tonight was the fourth presentation we have had regarding reading, which he said was fantastic. He also reiterated that LULAC is a good, successful conference. Trustee Silcox passed on comment.

Superintendent Report:

Dr. Pecot thanked Walter and Mercedes Gouveia for all they are doing to promote LULAC. Trustee Hawkins is also a part of the planning for LULAC. It is a big opportunity for our students. January is School Board Appreciation month. Dr. Pecot thanked the School Board for serving the community; it is an honor to work with them. Reach University was a vision that Dr. Boswell brought forward. It is great to see the graduates moving forward with their careers. Last, the board approved an audit today; it was a positive audit finding. The Finance Department works very diligently on this.

Adjourn: 7:46 PM

Clerk

Date



TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: January 15, 2026
SUBJECT: **Approve Revolving Cash Fund Reports (November & December 2025)**

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 (November & December 2025)

Prepared by: Lori Nelson, Director of Financial Services.

12/01/25

**TUSD
REVOLVING CASH FUND
November 2025**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
11/14/2025	10218	TOGO'S	PREK REQ26-01927 11/18/25 12-6127-0-7110-1000-4300-400-3002	-220.94
TOTAL				-220.94
11/20/2025	10219	DEPARTMENT OF SOCIAL SERVI...	Facility#394501658 Hirsch PO26-02157 12-6105-0-7110-1000-5800-220-3002	-25.00
TOTAL				-25.00
11/04/2025	10215	Delta Charter High School ASB	WHS Invoice 0017 PO26-01852 01-7010-0-1110-2140-5800-700-6512	-900.00
TOTAL				-900.00
11/04/2025	10216	Olive Garden	11/13/25 5pm TUSD Stemline REQ26-02214 01-0000-0-1110-2140-4300-800-1009	-320.94
TOTAL				-320.94
11/07/2025	10217	Hella Pie	11/12/25 Pick Up SUP PO26-01424 01-0000-0-0000-7110-4300-800-1101	-207.72
TOTAL				-207.72
11/14/2025	10218	TOGO'S	PREK REQ26-01927 11/18/25 12-6127-0-7110-1000-4300-400-3002	-220.94
TOTAL				-220.94
11/20/2025	10219	DEPARTMENT OF SOCIAL SERVI...	Facility#394501658 Hirsch PO26-02157 12-6105-0-7110-1000-5800-220-3002	-25.00
TOTAL				-25.00
11/20/2025	10220	City of Walnut Creek	A Christmas Carol Tracy Charter School PO2... 09-3010-0-1110-1000-5800-520-6904	-374.00
TOTAL				-374.00

01/05/26

TUSD
REVOLVING CASH FUND
December 2025

Date	Num	Name	Memo	Paid Amount
12/04/2025	10226	CITY OF TRACY	PO26-02126 Nutcracker CES	
			01-3010-0-1110-1000-5800-130-3002	-30.00
TOTAL				-30.00
12/11/2025	10235	CASHIER DEPT. OF PESTICIDE R...	01-8150-0-0000-8110-5800-800-9502	
TOTAL				0.00
12/12/2025	10238	TOGO'S	ELOP 12/22/25 pick up REQ26-02489	
			01-2600-0-110-1000-4300-800-2744	-256.00
TOTAL				-256.00
12/15/2025	10239	TOGO'S	12/16/25 Pickup SUP PO26-00348	
			01-0000-0-0000-7110-4300-500-1101	-185.70
TOTAL				-185.70
12/18/2025	10240	TOGO'S	ELOP 12/22/25 Pickup REQ26-02489	
			01-2600-0-1110-1000-4300-800-2744	-128.00
TOTAL				-128.00
12/03/2025	10221	Olive Garden	12/5/25 Event PREK REQ26-02344 Order 82387	
			12-6127-0-7110-1000-4300-400-3002	-925.54
TOTAL				-925.54
12/03/2025	10222	Mi Esperanza	REQ26-02356 PREK 12/17/25 event	
			12-6127-0-7110-1000-4300-400-3002	-460.06
TOTAL				-460.06
12/03/2025	10224	CITY OF TRACY	Nutcracker SWP REQ26-02381	
			01-3010-0-1110-1000-5800-400-3002	-30.00
TOTAL				-30.00
12/03/2025	10225	Diana Cefalo	WHS REQ26-02348 invoice 3 November 2025	
			01-6770-0-1110-1000-5800-700-2744	-960.00
TOTAL				-960.00
12/04/2025	10226	CITY OF TRACY	PO26-02126 Nutcracker CES	
			01-3010-0-1110-1000-5800-130-3002	-30.00
TOTAL				-30.00

01/05/26

TUSD
REVOLVING CASH FUND
 December 2025

Date	Num	Name	Memo	Paid Amount
12/05/2025	10227	DEPARTMENT OF PESTICIDE RE...	Qualified Applicator Certificate Application S... 01-8150-0-0000-8110-5800-800-9502	-115.00
TOTAL				-115.00
12/05/2025	10228	DEPARTMENT OF PESTICIDE RE...	LIC-141 Steven Nelson 01-8150-0-0000-8110-5800-800-9502	-140.00
TOTAL				-140.00
12/05/2025	10229	DEPARTMENT OF PESTICIDE RE...	QAC 172871 Oscar Esparza 01-8150-0-0000-8110-5800-800-9502	-70.00
TOTAL				-70.00
12/09/2025	10232	Mi Esperanza	stemline PO26-01234 12/10/25 Event 01-0000-0-1110-2140-4300-800-1009	-212.50
TOTAL				-212.50
12/09/2025	10233	Hella Pie	Stemline 12/11/25 REQ25-02363 01-0000-0-1110-2140-4300-800-1009	-302.01
TOTAL				-302.01
12/11/2025	10234	DEPARTMENT OF PESTICIDE RE...	LIC-141 Lic#163414 Laura Minten 01-8150-0-0000-8110-5800-800-9502	-140.00
TOTAL				-140.00
12/11/2025	10235	CASHIER DEPT. OF PESTICIDE R...	VOID: LIC-141 Lic#147545 Mark Minten	0.00
TOTAL				0.00
12/11/2025	10236	DEPARTMENT OF PESTICIDE RE...	LIC-141 Lic#147545 Mark Minten 01-8150-0-0000-8110-5800-800-9502	-140.00
TOTAL				-140.00
12/12/2025	10237	Amazing Kitchen	WHS 12/15/25 event PO26-02239 01-0000-0-1110-1000-4300-700-2323	-907.76
TOTAL				-907.76
12/12/2025	10238	TOGO'S	ELOP 12/22/25 pick up REQ26-02489 01-2600-0-110-1000-4300-800-2744	-256.00
TOTAL				-256.00

01/05/26

TUSD
REVOLVING CASH FUND
December 2025

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
12/15/2025	10239	TOGO'S	12/16/25 Pickup SUP PO26-00348	
			01-0000-0-0000-7110-4300-500-1101	-185.70
TOTAL				-185.70
12/18/2025	10240	TOGO'S	ELOP 12/22/25 Pickup REQ26-02489	
			01-2600-0-1110-1000-4300-800-2744	-128.00
TOTAL				-128.00



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: January 15, 2026
SUBJECT: **Approve Payroll Reports (November & December 2025)**

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 (November & December 2025).

Prepared by: Lori Nelson, Director of Financial Services.

Pay Date 11/10/2025

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount		
Fund 01	1100	525,429.02	Teachers' Salaries	
	1200	932.72	Cert Pupil Support Salaries	
	1300	5,363.60		
	1900	1,901.36	Other Certificated Salaries	
	1999	0.00	1000 Salary Payroll Errors	
	2100	69,301.07	Instructional Aides' Salaries	
	2200	181,950.60	Classified Support Salaries	
	2300	2,821.14		
	2400	29,419.20	Clerical & Office Salaries	
	2900	13,728.39	Other Classified Salaries	
		Total Labor	830,847.10	
Fund 01	3101	68,721.27	STRS On 1000 Salaries	
	3202	10,523.98	PERS On 2000 Salaries	
	3301	10,633.44		
	3302	17,499.07		
	3501	267.08	State Unemploy On 1000 Salary	
	3502	147.97	State Unemploy On 2000 Salary	
	3601	9,156.95	Worker'S Comp Ins On 1000 Sal	
	3602	5,100.47	Worker'S Comp Ins On 2000 Sal	
		Total Contributions	122,050.23	
	Fund 09	2100	17.39	Instructional Aides' Salaries
2400		109.32	Clerical & Office Salaries	
		Total Labor	126.71	
Fund 09		3202	33.97	PERS On 2000 Salaries
	3302	9.70		
	3502	0.06	State Unemploy On 2000 Salary	
	3602	2.18	Worker'S Comp Ins On 2000 Sal	
		Total Contributions	45.91	
Fund 11	1100	9,043.71	Teachers' Salaries	
	1200	932.72	Cert Pupil Support Salaries	
	2400	297.91	Clerical & Office Salaries	
		Total Labor	10,274.34	
Fund 11	3101	1,792.45	STRS On 1000 Salaries	
	3202	33.56	PERS On 2000 Salaries	
	3301	144.67		
	3302	22.78		
	3501	5.01	State Unemploy On 1000 Salary	
	3502	0.14	State Unemploy On 2000 Salary	
	3601	171.19	Worker'S Comp Ins On 1000 Sal	
	3602	5.11	Worker'S Comp Ins On 2000 Sal	
		Total Contributions	2,174.91	

Fund	SACS Object	Amount	
Fund 12	1100	242.55	Teachers' Salaries
	2100	9,462.92	Instructional Aides' Salaries
	2200	22.07	Classified Support Salaries
	Total Labor	9,727.54	
Fund 12	3102	2.38	STRS On 2000 Salaries
	3202	1,272.49	PERS On 2000 Salaries
	3301	18.56	
	3302	555.10	
	3501	0.12	State Unemploy On 1000 Salary
	3502	4.76	State Unemploy On 2000 Salary
	3601	4.16	Worker'S Comp Ins On 1000 Sal
	3602	162.73	Worker'S Comp Ins On 2000 Sal
	Total Contributions	2,020.30	
	Fund 13	2200	19,740.82
Total Labor		19,740.82	
Fund 13	3202	1,250.00	PERS On 2000 Salaries
	3302	1,010.40	
	3502	9.88	State Unemploy On 2000 Salary
	3602	338.71	Worker'S Comp Ins On 2000 Sal
	Total Contributions	2,608.99	

Pay Date 11/26/2025

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount	
01	1100	6,199,605.03	Teachers' Salaries
	1200	769,664.80	Cert Pupil Support Salaries
	1300	742,862.53	Cert Suprvsrs' & Admins' Sal
	1900	217,222.40	Other Certificated Salaries
	2100	870,037.05	Instructional Aides' Salaries
	2200	1,300,866.43	Classified Support Salaries
	2300	306,448.86	Class Suprvsrs' & Admins' Sal
	2400	661,736.06	Clerical & Office Salaries
	2900	75,557.04	Other Classified Salaries
	Total Labor	11,144,000.20	
01	3101	1,443,208.97	STRS On 1000 Salaries
	3102	13,923.75	STRS On 2000 Salaries
	3201	92,675.97	PERS On 1000 Salaries
	3202	823,328.79	PERS On 2000 Salaries
	3301	128,330.79	
	3302	232,711.12	
	3401	745,025.45	
	3402	388,031.78	
	3501	3,964.57	State Unemploy On 1000 Salary
	3502	1,606.33	State Unemploy On 2000 Salary
	3601	136,067.24	Worker'S Comp Ins On 1000 Sal
	3602	55,163.22	Worker'S Comp Ins On 2000 Sal
	3701	75,507.78	
	3702	35,707.85	
	3901	140.88	
	Total Contributions	4,175,394.49	
09	1100	223,810.89	Teachers' Salaries
	1200	12,270.00	Cert Pupil Support Salaries
	1300	11,682.51	Cert Suprvsrs' & Admins' Sal
	2100	475.31	Instructional Aides' Salaries
	2400	15,980.84	Clerical & Office Salaries
	Total Labor	263,268.93	
09	3101	47,322.74	STRS On 1000 Salaries
	3202	4,157.03	PERS On 2000 Salaries
	3301	3,310.04	
	3302	1,144.15	
	3401	20,788.73	
	3402	2,504.36	
	3501	123.89	State Unemploy On 1000 Salary
	3502	7.74	State Unemploy On 2000 Salary
	3601	4,251.56	Worker'S Comp Ins On 1000 Sal
	3602	266.07	Worker'S Comp Ins On 2000 Sal
	Total Contributions	83,876.31	

Fund 11	SACS Object	Amount	
	1100	45,561.57	Teachers' Salaries
	1200	9,775.16	Cert Pupil Support Salaries
	1300	13,901.60	Cert Suprvsrs' & Admins' Sal
	2100	2,253.00	Instructional Aides' Salaries
	2400	10,763.72	Clerical & Office Salaries
	Total Labor	82,255.05	
Fund 11	SACS Object	Amount	
	3101	13,224.52	STRS On 1000 Salaries
	3202	3,489.77	PERS On 2000 Salaries
	3301	948.11	
	3302	984.89	
	3401	5,158.75	
	3402	1,418.98	
	3501	34.62	State Unemploy On 1000 Salary
	3502	6.53	State Unemploy On 2000 Salary
	3601	1,188.13	Worker'S Comp Ins On 1000 Sal
	3602	223.35	Worker'S Comp Ins On 2000 Sal
		Total Contributions	26,677.65
Fund 12	SACS Object	Amount	
	2100	56,518.89	Instructional Aides' Salaries
	2300	6,346.88	Class Suprvsrs' & Admins' Sal
	2400	6,890.91	Clerical & Office Salaries
	Total Labor	69,756.68	
Fund 12	SACS Object	Amount	
	3102	624.00	STRS On 2000 Salaries
	3202	14,575.90	PERS On 2000 Salaries
	3302	4,676.19	
	3402	2,887.39	
	3502	34.87	State Unemploy On 2000 Salary
	3602	1,197.02	Worker'S Comp Ins On 2000 Sal
	Total Contributions	23,995.37	
Fund 13	SACS Object	Amount	
	2200	233,692.82	Classified Support Salaries
	2300	51,811.09	Class Suprvsrs' & Admins' Sal
	2400	22,203.57	Clerical & Office Salaries
	Total Labor	307,707.48	
Fund 13	SACS Object	Amount	
	3202	70,886.01	PERS On 2000 Salaries
	3302	22,029.96	
	3402	25,237.83	
	3502	153.91	State Unemploy On 2000 Salary
	3602	5,280.23	Worker'S Comp Ins On 2000 Sal
	Total Contributions	123,587.94	

Pay Date 12/10/2025

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	01	SACS Object	Amount	
		1100	657,961.66	Teachers' Salaries
		1200	977.14	Cert Pupil Support Salaries
		1300	3,272.40	
		1900	148,803.92	Other Certificated Salaries
		1999	0.00	1000 Salary Payroll Errors
		2100	349,025.53	Instructional Aides' Salaries
		2200	238,118.27	Classified Support Salaries
		2300	2,283.78	
		2400	26,344.27	Clerical & Office Salaries
		2900	16,848.07	Other Classified Salaries
		Total Labor	1,443,635.04	
Fund	01	SACS Object	Amount	
		3101	102,321.56	STRS On 1000 Salaries
		3201	4.85	PERS On 1000 Salaries
		3202	11,540.37	PERS On 2000 Salaries
		3301	15,090.85	
		3302	35,630.62	
		3501	405.92	State Unemploy On 1000 Salary
		3502	315.41	State Unemploy On 2000 Salary
		3601	13,916.85	Worker'S Comp Ins On 1000 Sal
		3602	10,855.75	Worker'S Comp Ins On 2000 Sal
		Total Contributions	190,082.18	
Fund	09	SACS Object	Amount	
		2100	1,233.28	Instructional Aides' Salaries
		2400	231.63	Clerical & Office Salaries
		Total Labor	1,464.91	
Fund	09	SACS Object	Amount	
		3202	144.66	PERS On 2000 Salaries
		3302	86.39	
		3502	0.73	State Unemploy On 2000 Salary
		3602	25.14	Worker'S Comp Ins On 2000 Sal
		Total Contributions	256.92	
Fund	11	SACS Object	Amount	
		1100	12,649.66	Teachers' Salaries
		1200	977.14	Cert Pupil Support Salaries
		2400	185.74	Clerical & Office Salaries
		Total Labor	13,812.54	
Fund	11	SACS Object	Amount	
		3101	1,693.15	STRS On 1000 Salaries
		3301	197.58	
		3302	14.21	
		3501	6.82	State Unemploy On 1000 Salary
		3502	0.09	State Unemploy On 2000 Salary
		3601	233.87	Worker'S Comp Ins On 1000 Sal
		3602	3.19	Worker'S Comp Ins On 2000 Sal
		Total Contributions	2,148.91	

Fund	12	SACS Object	Amount	
		1100	303.19	Teachers' Salaries
		2100	9,105.78	Instructional Aides' Salaries
		Total Labor	9,408.97	

Fund	12	SACS Object	Amount	
		3202	1,520.23	PERS On 2000 Salaries
		3301	23.20	
		3302	574.64	
		3501	0.15	State Unemploy On 1000 Salary
		3502	4.55	State Unemploy On 2000 Salary
		3601	5.20	Worker'S Comp Ins On 1000 Sal
		3602	156.23	Worker'S Comp Ins On 2000 Sal
		Total Contributions	2,284.20	

Fund	13	SACS Object	Amount	
		2200	22,497.88	Classified Support Salaries
		Total Labor	22,497.88	

Fund	13	SACS Object	Amount	
		3202	2,064.24	PERS On 2000 Salaries
		3302	1,201.03	
		3502	11.30	State Unemploy On 2000 Salary
		3602	386.03	Worker'S Comp Ins On 2000 Sal
		Total Contributions	3,662.60	

Pay Date 12/30/2025

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	01	SACS Object	Amount	
		1100	6,186,217.83	Teachers' Salaries
		1200	778,966.87	Cert Pupil Support Salaries
		1300	742,208.45	Cert Suprvsrs' & Admins' Sal
		1900	217,222.40	Other Certificated Salaries
		2100	1,009,713.32	Instructional Aides' Salaries
		2200	1,290,077.78	Classified Support Salaries
		2300	295,383.93	Class Suprvsrs' & Admins' Sal
		2400	666,104.11	Clerical & Office Salaries
		2900	76,328.74	Other Classified Salaries
		Total Labor	11,262,223.43	
Fund	01	SACS Object	Amount	
		3101	1,441,912.02	STRS On 1000 Salaries
		3102	13,992.26	STRS On 2000 Salaries
		3201	93,296.92	PERS On 1000 Salaries
		3202	861,702.95	PERS On 2000 Salaries
		3301	128,278.62	
		3302	241,970.86	
		3401	745,347.61	
		3402	388,683.90	
		3501	3,962.17	State Unemploy On 1000 Salary
		3502	1,667.81	State Unemploy On 2000 Salary
		3601	135,985.90	Worker'S Comp Ins On 1000 Sal
		3602	57,273.27	Worker'S Comp Ins On 2000 Sal
		3701	75,507.78	
		3702	35,707.85	
		3901	140.88	
		Total Contributions	4,225,430.80	
Fund	09	SACS Object	Amount	
		1100	223,468.40	Teachers' Salaries
		1200	12,270.00	Cert Pupil Support Salaries
		1300	11,682.51	Cert Suprvsrs' & Admins' Sal
		2400	15,980.84	Clerical & Office Salaries
		Total Labor	263,401.75	
Fund	09	SACS Object	Amount	
		3101	47,257.32	STRS On 1000 Salaries
		3202	4,284.46	PERS On 2000 Salaries
		3301	3,305.07	
		3302	1,180.52	
		3401	20,788.59	
		3402	2,509.96	
		3501	123.71	State Unemploy On 1000 Salary
		3502	7.99	State Unemploy On 2000 Salary
		3601	4,245.69	Worker'S Comp Ins On 1000 Sal
		3602	274.23	Worker'S Comp Ins On 2000 Sal
		Total Contributions	83,977.54	
Fund	11	SACS Object	Amount	
		1100	45,561.57	Teachers' Salaries
		1200	9,775.16	Cert Pupil Support Salaries
		1300	13,901.60	Cert Suprvsrs' & Admins' Sal
		2100	2,253.00	Instructional Aides' Salaries
		2400	10,763.72	Clerical & Office Salaries
		Total Labor	82,255.05	

Fund	11	SACS Object	Amount	
		3101	13,224.52	STRS On 1000 Salaries
		3202	3,489.77	PERS On 2000 Salaries
		3301	948.11	
		3302	984.89	
		3401	5,158.71	
		3402	1,418.98	
		3501	34.62	State Unemploy On 1000 Salary
		3502	6.53	State Unemploy On 2000 Salary
		3601	1,188.13	Worker'S Comp Ins On 1000 Sal
		3602	223.35	Worker'S Comp Ins On 2000 Sal
		Total Contributions	26,677.61	

Fund	12	SACS Object	Amount	
		2100	63,921.84	Instructional Aides' Salaries
		2300	6,346.88	Class Suprvsrs' & Admins' Sal
		2400	6,890.91	Clerical & Office Salaries
		Total Labor	77,159.63	

Fund	12	SACS Object	Amount	
		3102	785.22	STRS On 2000 Salaries
		3202	16,293.33	PERS On 2000 Salaries
		3302	5,181.73	
		3402	2,935.49	
		3502	38.58	State Unemploy On 2000 Salary
		3602	1,324.05	Worker'S Comp Ins On 2000 Sal
		Total Contributions	26,558.40	

Fund	13	SACS Object	Amount	
		2200	238,823.10	Classified Support Salaries
		2300	51,811.09	Class Suprvsrs' & Admins' Sal
		2400	22,203.57	Clerical & Office Salaries
		Total Labor	312,837.76	

Fund	13	SACS Object	Amount	
		3202	72,156.86	PERS On 2000 Salaries
		3302	21,649.27	
		3402	25,452.89	
		3502	156.47	State Unemploy On 2000 Salary
		3602	5,368.28	Worker'S Comp Ins On 2000 Sal
		Total Contributions	124,783.77	



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: January 15, 2026
SUBJECT: Approve Accounts Payable Warrants (November & December 2025)

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 (November & December 2025).

Prepared by: Lori Nelson, Director of Financial Services.



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Associate Superintendent of Business Services
DATE: January 14, 2026
SUBJECT: **Approve Entertainment, Assembly, Service, Business and Food Vendors**

BACKGROUND: To be valid or to constitute an enforceable obligation against the district, education code 17604 requires 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.

Board Meeting Date	Board Approval Required Vendor Name	Insurance Expiration
1/27/2026	Papa Murphy's - Sells individual pizzas at school events, Emily Harrington, 925.525,8464, papamurphyca063@gmail.com, https://locations.papamurphys.com/ca/tracy/1894-west-11th-street No food sales until 30 minutes after school, CONTRACT REQUIERED PRIOR TO OCCURRENCE.	8/8/2026
1/27/2026	Drippin Chicken Inc - Sells chicken at school events, Jasmajir Singh Sodhi, 209.814.2525, drippinchicken@gmail.com No food sales until 30 minutes after school, CONTRACT REQUIERED PRIOR TO OCCURRENCE.	1/12/2027

To that end, the above list of vendors have 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 Entertainment, Assembly, Service, Business and Food Vendors.

PREPARED BY: Cerina V Reyes, Facility Use Coordinator.



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc. Supt. of Business Services
DATE: January 27, 2025
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:

Donations Received by Kimball High School /Tracy Unified School District:

1. Christina Romeril - \$500.00, check #6425. This Donation will be used towards new uniforms for Kimball's Girls' Soccer Team.
2. Good Samaritan Community Services for SJ County –\$3,500.00, check #5448. This donation will go towards fees/costs for leadership field trips.

Donations Received by Tracy High School /Tracy Unified School District:

1. Good Samaritan Community Services for SJ County –\$3,500.00, check #5447. Donation to ASB from the Mayor's Ball.
2. Good Samaritan Community Services for SJ County - \$25,000.00, check #5452. This donation is for the Roger Traina Scholarship Fund.
3. Tracy Firefighters Charity Local 3355 Inc. - \$1,090.84, check #1496. This donation is for the Tracy High Future Firefighters Club.
4. Vasuki Nijagal - \$1,475.00, check #1464. This donation is for the Nijagal Family Scholarship.

Donations Received by South/West Park Elementary/Tracy Unified School District:

1. DonorsChoose.org – The value of this donation is approximately \$500.00. The school supplies donations are as follows: puzzles, headphones, pocket chart, board games, and STEM building blocks.

Donations Received by West High School /Tracy Unified School District:

1. Good Samaritan Community Services for SJ County –\$3,500.00, check #5446. This donation is for leadership t-shirts.
2. Platinum Insulation Inc. - \$500.00, check #4013. This donation is for the boys' soccer program.
3. Leprino Foods Company - \$500.00, check #1010172261. This donation is for the boys' soccer program.

RATIONALE: Acceptance is recommended in order to meet the District's strategic goals and to enhance and benefit the educational experiences of the students of the Tracy Unified School District. This agenda item meets Strategic Goal #2 – Create a quality and effective learning environment for all students.

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

RECOMMENDATION: Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District.

Prepared by: Tania Salinas, Associate Superintendent for Business Services.



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: January 27, 2026
SUBJECT: **Ratify Routine Agreements, 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 for or 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, the value of the fee, dedication, services or other requirements being offered to or by the District and the advance notice staff has in procuring the services or materials; or the timing required to negotiate the agreement on behalf of the District. 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 Agreements, Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda.

Prepared by: Tania Salinas, Associate Superintendent for Business Services.

**BUSINESS SERVICES
FACILITIES DEVELOPMENT DEPARTMENT
SUMMARY OF SERVICES**
January 27, 2026

A.

Vendor:	Bockmon & Woody Electric Co. Inc
Sites:	Kimball High School
Item:	Proposal
Services:	Install four new circuits in the Home Economics Classroom
Cost:	\$39,055.00
Project Funding:	Fund 14 Deferred Maintenance

B.

Vendor:	All Commercial Fence, Inc.
Sites:	Tracy High School
Item:	Proposal
Services:	Install chain link fence and gates in the back lot.
Cost:	\$58,725.00
Project Funding:	Fund 14 Deferred Maintenance

C.

Vendor:	All Commercial Fence, Inc.
Sites:	Bohn Elementary School
Item:	Proposal
Services:	Install handrails in the Phase 3 portables
Cost:	\$14,675.00
Project Funding:	Fund 25 Capital Facilities

D.

Vendor:	Western Building Materials Co
Sites:	Tracy High School
Item:	Proposal
Services:	Replace missing ceiling tiles in music room
Cost:	\$25,500.00
Project Funding:	Fund 14 Deferred Maintenance

E.

Vendor:	Sierra Play Partners
Sites:	Poet Christian School
Item:	Proposal
Services:	Install of concrete Trike Track and Artificial Turf
Cost:	\$30,225.00
Project Funding:	Fund 25 Capital Facilities

F.

Vendor:	Informed K12, Inc.
Sites:	Districtwide
Item:	Agreement
Services:	Approval of a software-as-a-service (SaaS) agreement with Informed K12 for a District License supporting up to 100 automated processes, including workflow automation, form routing, approvals, reporting, and related implementation support. This agreement represents an expansion of the prior pilot program.
Cost:	\$33,575.00 (FY 2025–26; implementation fees waived)
Project Funding:	District’s Unrestricted Ending Fund Balance

G.

Vendor:	Knowledge Saves Lives, Inc.
Sites:	Districtwide
Item:	Training Services Contract 1/9/26-6/30/26
Services:	Knowledge Saves Lives provides California SB-390-compliant campus security training for district school security personnel. Services include a comprehensive three-day certification course and required annual professional development training covering legal requirements, de-escalation strategies, threat recognition, emergency response, and documentation standards. Training is delivered by POST-certified instructors and meets Bureau of Security and Investigative Services (BSIS) certification requirements. These services ensure ongoing compliance with state-mandated campus safety training requirements.
Cost:	\$10,895.00
Project Funding:	Environmental Compliance

H.

Vendor:	ODP Business Solutions
Sites:	Tracy Unified School District – Transportation Office
Item:	Proposal for Cubicle Reconfiguration
Services:	Reconfiguring office space to accommodate the addition of staff
Cost:	\$49,920.72
Project Funding:	General Fund



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: January 14, 2026
SUBJECT: **Approve Out of State Travel for Director and Coordinator of Food Services to Attend the Annual National Conference of the School Nutrition Association in Charlotte, NC from July 10-15, 2026**

BACKGROUND: The Annual National Conference’s core mission is to provide professional development for School Nutrition Association members who are dedicated to feeding the nation’s school children and building healthy habits that will last a lifetime.

RATIONALE: Approval of this agenda item gives authorization to the Director of Food Services and the Coordinator of Food Services to attend the four-day event attended by over 6,000 school nutrition professionals every July. With more than 100 education sessions, over 800 exhibit booths and a host of networking events, it is known as the School Nutrition Event of the Year.

FUNDING: The estimated total cost for this conference for the Director of Food Services, Brandy Campbell and the Coordinator of Food Services, Rachel Pollard, is \$14,000. The estimated cost includes registration, lodging, transportation, and meals. The cost of this conference will be paid using Fund 13.

RECOMMENDATION: Approve Out of State Travel for Director of Food Services and the Coordinator of Food Services to Attend the Annual National Conference of the School Nutrition Association in Charlotte, NC from July 10-15, 2026.

Prepared by: Brandy Campbell, Director of Food Services



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: December 11, 2025
SUBJECT: Approve the ASIR Visual Marketing MOU for the Tracy Unified School District CTE Department

BACKGROUND: TUSD CTE applies for and is awarded the Career Technical Education Incentive Grant each year. As part of this grant, we are required to implement and maintain programs that meet all 11 Elements of High-Quality CTE. Element 10, providing opportunities for pupils who are individuals with exceptional needs, specifically requires that all students, including those from special populations, are informed about, encouraged to apply for, and given full access to CTE pathway programs. This element emphasizes the use of multiple strategies to recruit, retain, and support special populations and reinforces our responsibility to ensure that CTE programs effectively serve all students, especially those who may need additional support to access and succeed in these pathways.

RATIONALE: TUSD CTE is excited to launch our new Emergency Medical Technician (EMT) program at Kimball High School and would like to hire ASIR Visual Marketing to support a targeted promotional and branding campaign that increases equity and access for all students, including students from special populations. ASIR Visual Marketing would design and produce a promotional video specifically for the KHS EMT program and create Augmented Reality rack cards to support recruitment efforts and student engagement. As part of the EMT program rollout, ASIR Visual Marketing would also design and install a professional wrap for the new ambulance simulator, giving the program a strong, industry-aligned visual identity. Additionally, they would develop a branded look for the EMT program, including logo variations and related marketing materials, to support program recognition and long-term visibility.

FUNDING: As required by the CTEIG grant, TUSD CTE must use grant funds to supplement what is designated in our district's LCAP. The CTEIG grant also requires a proportional match of two TUSD CTE LCAP dollars for every one CTEIG grant dollar. Funding for this project will utilize LCAP funds designated for CTE programs along with the required matching CTEIG funds.

RECOMMENDATION: Approve the ASIR Visual Marketing MOU for the Tracy Unified School District CTE Department.

Prepared by: Sam Strube, Director of Adult Education and Career Technical Education.

ESTIMATE

ASIR Visual Marketing
10191 Tony Ct
Stockton, CA 95209-1261

thuynh@asirvm.com
+1 (209) 406-9906
ASIRvm.com



TUSD - CTE

Bill to
Sam Strube
TUSD CTE
1875 West Lowell Ave.
Tracy, CA 95376

Ship to
Sam Strube
TUSD CTE
1875 West Lowell Ave.
Tracy, CA 95376

Estimate details

Estimate no.: E-TUSD-CTE-008
Estimate date: 09/02/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Branding - Logo	Design professional custom KHS EMT logo and branding, to also include brand style guide for internal and external use.	3500	\$1.00	\$3,500.00
2.		Videos	Provide marketing video to promote KHS EMT program: -Storyboard -Shoot videos, interviews and b-rolls -Edit and post process footage -Provide digital formats for online and social media distribution of videos	4500	\$1.00	\$4,500.00
3.		Vehicle Wrap	Design and wrap KHS EMT Ambulance trailer with new logo and branding. Trailer will be wrapped on all 4 sizes.	5200	\$1.00	\$5,200.00
					Total	\$13,200.00

Accepted date

Accepted by



MEMORANDUM OF AGREEMENT

December 9, 2025

CREATIVE SERVICES FOR TRACY UNIFIED SCHOOL DISTRICT (CTE)

This memorandum of Agreement constitutes an understanding by and between Tracy Unified School District (hereinafter referred to as "TUSD") and ASIR Visual Marketing (hereinafter referred to as "ASIR"), concerning Creative Services for Tracy Unified School District. Note that any deletions, additions, or modifications to this memorandum of Agreement must be mutually acceptable to both parties.

1.0 PURPOSE

The purpose of this Agreement is to provide creative and print services to market TUSD CTE KHS EMT program to students, parents and the community for support and to promote program awareness and boost student engagements.

2.0 DELIVERABLES

Under the terms of this Agreement, ASIR will provide creative services to design and produce (and print where needed); a logo, video, trailer wrap (KHS EMT ambulance), and photography for the Kimball High EMT program. The deliverables will be broken up into the following sections:

2.1 KHS EMT Logo/Branding

ASIR will research, conceptualize and design a custom logo for TUSD CTE KHS EMT program.

- a. Upon completion of the CTE logo, ASIR will provide a brand style guide for internal and external use.

2.2 Videos

ASIR will design, shoot and produce 1 video for TUSD CTE program including an intro and outro using newly developed KHS EMT logo and branding for consistency and professionalism that represents TUSD CTE. The videos will be between 2-3 minutes in length. This task will include the following:

- a. ASIR will meet TUSD representative (Sam Strube) and/or designee(s) prior the video to discuss the subject matter of the video.
- b. Base on the goals and vision from the meeting ASIR will provide a storyboard and concept for the video
- c. ASIR will film on-location interviews and b-rolls.

- d. ASIR will develop a rough cut of each video. This video will be shared with TUSD for feedback.
- e. ASIR will deliver the final cut of each video in a digital format suitable for desktop, mobile and streaming services.

2.3 Trailer Design and Wrap (EMT Trailer)

ASIR will design, print and install a custom trailer wrap with the newly developed logo and branding. Once the design is approved, ASIR will wrap the trailer. This task will include the following:

- a. ASIR will meet TUSD representative (Sam Strube) and/or designee(s) prior to designing the trailer wrap to discuss the vision and required information to be shown.
- b. ASIR will provide various design concepts for TUSD to choose prior to developing the trailer wrap.

2.4 Photography

ASIR will provide photography as need for the trailer wrap design. This will be coordinated with the district’s representative.

3.0 TIMELINE

A kick-off meeting will be schedule upon Board approval and final Agreement signatures. At which point a more in-depth discussion regarding; expectations, deadlines, contacts, ect. will take place. A final, more accurate timeline will be provided upon completion of this meeting and will become an attachment to this Memorandum of Agreement as “Attachment A.”

4.0 COST

Below is the cost breakdown for the above mentioned deliverables. ASIR realizes the importance of this investment for TUSD. The value of each of these deliverables for students, parents and community is immense, however, collectively as a whole it would magnify the value and impact, give TUSD the most return on investment (ROI) and provide the best engagement for UI/UX experience for students, parents and the community. ASIR understands the importance and is willing to provide a 15% discount to TUSD to bundle all deliverables as one project.

4.1	KHS EMT Logo/Branding	\$ 4,000
4.2	Marketing Video	\$ 5,000
4.3	Trailer Design and Wrap	\$ 6,529

TOTAL \$15,529
BUNDLE TOTAL \$13,200

*Once the Agreement is signed and designed work has commence, any modification to the Agreement which results in the removal of any sections from (4.1 through 4.3) will void the 15% discount and all remaining sections (4.1 through 4.3) will be invoiced at the original rate.

5.0 PAYMENT

ASIR will invoice TUSD upon completion of each section from (4.1 through 4.3).

6.0 AMENDMENTS AND MODIFICATIONS

This agreement may be modified/amended by mutual agreement in writing by either party.

7.0 TERMINATION

Either TUSD or ASIR may terminate this Agreement upon at least thirty (30) days prior written notice to the other party, with such termination to be effective (30) days from when the notice of termination is provided. TUSD will pay ASIR for all work performed (based the percentage of sections (4.1 through 4.3) ie. If 50% of KHS EMT video is done, TUSD will be responsible for paying 50% of \$5,000), up to when the notice of termination is provided.

8.0 LIMITATION OF DAMAGES

ASIR shall not be held liable for any indirect, incidental, special or consequential damages or loss of revenue or profits arising under or with respect to this Agreement, even if TUSD has been advised of the possibility of such damages.

9.0 DISCLAIMER

ASIR will make every reasonable effort to provide minimal disruption during photo shoots and ensure that all the deliverables identified on the Agreement is up to TUSD satisfaction and delivered within the project timeline. However, ASIR is not responsible for unforeseen technical problems, out of service printers, shortage of paper or ink, or other events outside it's reasonable control which may temporarily disrupt or delay deadlines.

TUSD will make every reasonable effort to accommodate and schedule meetings with teachers, students and ASIR in a timely manner in order to adhere to the timeline set forth in Attachment A. Accessibility to teachers and students for photo shoot, interviews, b-rolls and photographs will be paramount to the success of this Agreement. TUSD will be responsible for getting waivers for teachers and students signed.

10.0 APPLICABLE LAWS

This Agreement is subject to all applicable laws of the State of California, rules and regulations of the State Board of Education, and all applicable federal laws, all of which are made part of this Agreement and incorporated herein as if fully set forth. It is also subject to any amendments in such laws during the term of this Agreement. Should it be determined by a Court of competent jurisdiction that this contract of any portion of it is illegal or invalid, the contract shall be deemed terminated and both parties relieved of their obligations hereunder except the obligation of TUSD to pay for work already completed. The venue for all litigation in connection with the Agreement is San Joaquin County.

11.0 INDEMNIFICATION

TUSD agrees to defend, indemnify, and hold harmless ASIR and it's elected or appointed officials, agents, employees, volunteers, and contractors from any and all third party liability or

loss arising in any way out of TUSD’s negligence in the performance of this Agreement, including but not limited to any claim due to injury and/or damages sustained by TUSD and or TUSD’s employees or agents.

ASIR agrees to defend, indemnify, and hold harmless TUSD and its elected or appointed officials, agents, employees, volunteers, and contractors from any and all third party liability or loss arising in any way out of ASIR’s negligence in the performance of this Agreement, including but not limited to any claim due to injury and/or damages sustained by ASIR and or ASIR’s employees or agents. Please reference Addendum B “attached”.

12.0 ENTIRE AGREEMENT

This agreement contains the entire Agreement between ASIR and TUSD and supersedes all other oral or written provisions. Any major development, services, maintenance and/or support beyond the agreement will be subject to a subsequent Agreement.

.....
IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Agreement as of the date first set forth above.



TRACY UNIFIED SCHOOL DISTRICT
“TUSD”



ASIR VISUAL MARKETING
“ASIR”

Name: _____

Name: Tim Huynh

Signature: _____

Signature:

Title: _____

Title: Creative Consultant

Date: _____

Date: 12-9-2025



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: January 30, 2025
SUBJECT: **Approve Overnight Travel for West High School Varsity Boy's and Girl's Wrestling Team to Participate in the CIF State Finals Wrestling Tournament in Bakersfield, CA February 25 - March 1st, 2026**

BACKGROUND: The West High Varsity Boy's and Girl's Wrestling Team would like to participate in the CIF State Wrestling Tournament in Bakersfield, CA. We will be taking Approximately 5 wrestlers and 3 Coaches and 1 volunteer chaperone for this event. The team will travel by District vans driven by District approved drivers/volunteer coaches. The Team will stay at a hotel in Bakersfield. We will travel to Bakersfield on February 25th and return on March 1st. The team will be chaperoned by Coach Bravo, Assistant Coaches Ulysses Juan and Matthew Mahe, and Josefina Bravo throughout the duration of the trip.

RATIONALE: The overnights are required to provide the Wrestling team with ample time to rest and prepare for their matches. The Wrestling team is strengthened by the opportunity to represent West High School in the state finals. This time together will allow for "team building" on and off the mat. This relates to Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff and Strategic Goal # 7: Develop and utilize partnerships to achieve District goals.

FUNDING: The cost for hotel accommodation will not exceed \$3,500.00, depending on how many that will qualify funded by athletics. The meal allotment will be \$1,776 funded by athletics. Miscellaneous items, \$500.00 will be funded also by athletics.

RECOMMENDATION: Approve Overnight Travel for West High School Varsity Boy's and Girl's Wrestling Team to Participate in the CIF State Finals Wrestling Tournament in Bakersfield, CA February 25 – March 1st, 2026

Prepared by: Gary Henderson, Principal, Merrill F. West High School.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 6th, 2026
SUBJECT: **Approve Agreement for Special Contract Services with Quest Science Center at Art Freiler School for the 2025 - 2026 School Year**

BACKGROUND: The mission of Quest Science Center in Livermore, CA, is to inspire and nurture everyday exploration for lifelong engagement with science and technology. The center is dedicated to connecting everyone to the value of science by fostering inclusivity and creating a welcoming experience. Quest Science Center is committed to ensuring that people of all ages and backgrounds feel a sense of belonging and excitement in the exploration of science. Through interactive exhibits, educational programs, and outreach initiatives, the center strives to make science accessible and enjoyable, encouraging a curiosity-driven approach to learning and discovery. By promoting inclusion and providing an engaging environment, Quest Science Center aims to contribute to a community where science is embraced and celebrated by all.

RATIONALE: This is an extended learning opportunity that aligns with the district's focus on STEM education as well as Art Freiler's goal to prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career. The projected outcome is to provide dedicated space for hands-on, interactive science technology experiences that complement the district's STEM curriculum. We hope through the collaboration with Quest Science Center we foster a deeper connection between students, families, and the broader community with the world of science. It will provide a unique opportunity for families to actively participate in STEM related activities.

FUNDING: This contract is to be paid with Title I funds. The contract will not exceed \$2,000.

RECOMMENDATION: Approve Agreement for Special Contract Services with Quest Science Center at Art Freiler School for the 2025-26 School Year.

Prepared by: Maureen Riley, Principal, Art Freiler School.



Engineering Explorations Event Contract

This Contract is made between Art Freiler Elementary School and Quest Science Center to host an Engineering Explorations event. This evening family event is designed to spark curiosity and cultivate exploration through hands-on engineering activities.

Effective Date: This agreement becomes effective on the date of the final signature by both parties.

1. School/Organization Information

School/Organization Name: Art Freiler Elementary School

School District (if applicable): Tracy Unified School District

Contract Contact

Name: Maureen Riley

Email: mriley@tusd.net

Phone Number: 209-830-3309

Event Coordinator (if different)

Name: _____

Email: _____

Phone Number: _____

2. Event Details

Date: 2-19-26 Start Time: 5:00PM End Time: 7:00PM

Address: 2421 W. Lowell Ave, Tracy CA

Estimated Number of Attendees: 300

3. Quest Science Center Event Responsibilities

Quest Science Center agrees to provide the following:

- All activity materials, equipment, and directions delivered to the event
- 1-2 staff to help setup and supervise the event
- Event flyers and social media templates
- Brief facilitation training and direction for volunteers

4. School/Organization Event Responsibilities

Art Freiler Elementary School agrees to provide the following:

- A large, indoor event space (e.g., auditorium or gym) with no simultaneous events. Access to the space should be available 1.5 hours before the event for setup and 1 hour after for breakdown.
- 2-4 tables per activity (~32 total)

- 2+ teen or adult volunteers per activity (16+ total), If there are not enough volunteers to manage the activities safely, the number of activities will be reduced.
- Event supervision, safety, and cleanup
- Access to bathrooms for attendees
- Event promotion & permits

5. Payment Responsibilities

- A payment of \$2,000.00 must be received within 30 days of booking or 30 days before the event, whichever comes first. If the school or district requires additional consultant documentation or agreements, it must be completed before signing this Contract.
- Payment Methods: Check, credit card, PayPal, or Bill.com (processing fees of 2-3% apply for credit card and electronic payments)
- Mail Checks to: Quest Science Center, PO Box 2129, Livermore, CA 94551
- Quest Science Center is a 501(c)(3) non-profit organization (EIN: 82-4865787).

6. Cancellations and Date Changes

- Cancellations:
 - Up to 30 days before the event: Full refund, minus a \$100 fee
 - 30-10 days before the event: 50% refund
 - Less than 10 days before the event: No refund
- Requests for date or time changes must be made at least 10 days before the event with a \$100 administrative fee. New dates must fall within the same school year.
- Quest Science Center reserves the right to cancel or modify events due to health, safety, or compliance requirements. If canceled by Quest, any pre-paid amounts will be refunded.
- Quest Science Center is not responsible or liable for any losses or damages incurred by Art Freiler Elementary School or any other party arising out of any such cancellation or modification of the event.

7. Program Details and Attendance Limit

Program Details: Please review event dates, times, and program title. Notify us within 72 hours of any errors.

Maximum Attendance: To ensure safety and quality, attendance is capped at 800. Additional attendees beyond the maximum may not be admitted without prior planning.

8. Intellectual Property

Quest Science Center retains all rights, title, and interest in any intellectual property associated with the program. Intellectual property rights are not transferred.

9. Force Majeure

Neither party will be held liable for delays, failures in performance, or interruptions due to uncontrollable events, such as natural disasters, civil disturbances, or pandemics. If performance is delayed by more than 30 days, Quest Science Center may terminate this Contract with written notice.

10. Indemnification

Art Freiler Elementary School agrees to defend, indemnify, and hold Quest Science Center, its employees, volunteers, and board members harmless from all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Contract by Art Freiler Elementary School, its representatives, or the attendees of the event.

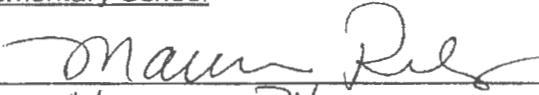
11. Insurance

Quest Science Center will maintain self-insurance coverage for the event.


12. Signature and Acknowledgment

The undersigned is duly authorized by the two organizations to sign this contract and accept the terms of this agreement.

Art Freiler Elementary School

Signature: 
Name and Title: Maureen Riley,
Date: 7-21-25
Phone Number: 209-830-3309

Quest Science Center

Signature: 
Name and Title: Monya Lane, Chief Executive Officer
Date: 6-11-25
Phone Number: 925-784-6150

The Contract must be signed by authorized officials and returned to Quest Science Center to be valid. Email completed Contract to explorations@quest-science.org.

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 Quest Science Center _____, 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: Thursday, February 19th, 2026. Quest will bring their Engineering Explorations Stations. This includes all science materials where students and families can engage in and experience different hands-on science activities at Art Freiler School. 1.5 hour set up. 2 hour event. 1 hour tear down.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

- 2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 4.5 () **HOURS** [] **DAYS**, under the terms of this agreement at the following location Art Freiler Elementary.

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

- a. District shall pay \$2000.00 per [] **HOUR** [] **DAY** **FLAT RATE**, not to exceed a total of \$2,000.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
- b. District [] **SHALL** **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, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$N/A 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 February 19th, 2026, and shall terminate on February 19th, 2026.

- 5. This agreement may be terminated at any time during the term by either party upon 30 _____ days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Zachary Boswell, at (209) 830-3302 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [X] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

Contractor Signature _____ Title _____
Tax ID #82-4865787
IRS Identification Number _____
Title _____
Address _____
P.O. Box 2129
Livermore, CA 94551

Tracy Unified School District
Date _____
Account Number to be Charged _____
Department/Site Approval _____
Budget Approval _____
Date Approved by the Board _____



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 15, 2026
SUBJECT: **Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and George Kelly School During the 2025-2026 School Year**

BACKGROUND: Parent Institute for Quality Education (PIQE) is an organization committed to connecting families, schools, and community as partners to advance the education of every child through parent engagement. Their vision is to create a community in which parents and educators collaborate to transform every child’s educational environment, both at home and at school, so that all children can achieve their greatest academic potential.

RATIONALE: PIQE will provide its Signature Family Literacy P-3rd (P3) Program for the parents/guardians of the children enrolled at George Kelly Elementary School virtually. The program is designed to introduce the five elements of literacy equipping families with strategies to support literacy at home. Providing PIQE at George Kelly Elementary School will support site efforts to encourage parents to participate in school activities and provide programs to develop a positive, supportive relationship with the school, home, and community and to facilitate a partnership to support student achievement. This supports GKES Goal #1 – Prepare all students for High School readiness; by ensuring that all 8th grade students are Algebra 1 eligible, and all 3rd grade students meet or exceed reading benchmarks as indicated by CAASSPP targets.

FUNDING: The cost not to exceed \$12,500.00 will be paid by A-G Improvement Grant Funds.

RECOMMENDATION: Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and George Kelly School during the 2025-2026 School Year.

Prepared by: Brittani Ryan, Principal, George Kelly Elementary School.

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

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

1. Contractor shall perform the following duties: Provide workshops for the parents who have students enrolled at George Kelly Elementary School. The program is designed to introduce the five elements of literacy equipping families with strategies to support literacy at home.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 8 weeks () [] HOURS [X] DAYS, under the terms of this agreement at the following location Virtual.

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

- a. District shall pay \$ 12,500 per [] HOUR [] DAY [X] FLAT RATE, not to exceed a total of \$ 12,500. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
- b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 0.00 for the term of this agreement.
- c. District shall make payment on a [] MONTHLY PROGRESS BASIS [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on February 2026, and shall terminate on April 2026.

5. This agreement may be terminated at any time during the term by either party upon 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Brittani Ryan, at (209) 209.830.3390 ext 5655 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [X] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:



Contractor Signature Title
330259359

IRS Identification Number
Executive Director

Title

Address
3641 mitchell rd

Ceres Ca 95307

Tracy Unified School District

Date

Account Number to be Charged

Department/Site Approval

Budget Approval

Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: December 18, 2025
SUBJECT: **Approve Agreement Between San Joaquin County Office of Education and TUSD to provide Intro to Forensic Biotechnology, BEAM Advanced Biotechnology, and Outdoor Education Camps through ELOP**

BACKGROUND: The expanded Learning Opportunities Program (ELO-P), Assembly Bill 130 (Amended by AB 167), is intended to ensure that all Local Educational Agencies (LEAs) offer all unduplicated students currently in classroom-based instructional programs access to comprehensive after-school and intersessional expanded learning opportunities – California Ed. Code (EX) Section 46120. TUSD is a STEM District. The TUSD STEM Vision is as stated: Empowering every student for success in tomorrow’s world. The TUSD STEM Mission is as stated: Engaging STEM experiences connect each student to the real world and prepare them for college and career success through collaboration, critical thinking, and problem solving. In the 2024-2025 school year, TUSD has identified 5 key initiatives. One of the key initiatives is to provide STEM opportunities for each student.

RATIONALE: This contract ensures all students in the afterschool program in grades K-12 will be provided access to the following camps: Forensic Biotechnology, BEAM Advanced Biotechnology, and Outdoor Education.

This Agenda item meets District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals; Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

FUNDING: The cost of this contract is not to exceed \$32,600.00 and will be funded through the Expanded Learning Opportunities Program (ELO-P).

RECOMMENDATION: Approve Agreement Between San Joaquin County Office of Education and TUSD to provide Intro to Forensic Biotechnology, BEAM Advanced Biotechnology, and Outdoor Education Camps through ELOP.

Prepared by: Rocio Garcia, Director of ELOP & School Readiness.



MEMORANDUM OF UNDERSTANDING

**SAN JOAQUIN COUNTY OFFICE OF EDUCATION
and
Tracy Unified School District**

This Agreement by and between the San Joaquin County Office of Education, hereinafter referred to as "SJCOE," and Tracy Unified School District, hereinafter referred to as "TUSD," is to provide professional learning for the 2025-26 school year and into the 26-27 school year focused on Preliminary Proposal for Professional Learning Support for Tracy Unified School District Expanded Learning Opportunities Program (ELOP). SJCOE will provide support to TUSD by delivering: Introductory and Advanced Biotechnology Summer Camps Engaging middle and high school students in hands-on learning through Forensic Biotechnology and Advanced Biotechnology modules and Outdoor Education Programming Facilitating experiential outdoor learning sessions at TUSD ELOP school sites to enrich student understanding of environmental science and sustainability.

The two parties, SJCOE and TUSD, mutually agree to the following terms and conditions for the 2025-2026 and 2026-2027 school year.

I. SCOPE OF WORK

- a. SJCOE STEM Department will provide the following services:

Specific Days and Times:

Date(s)	Duration	Location(s)	Topic	Who	Participants	Total Cost
July 6-8, 2026	9am-2:30pm	SJCOE, HG Lab	Intro to Forensic Biotechnology	1 PL Provider with 1-2 Lab assistants (Could lower by \$960 if TUSD wants to provide 2 HS volunteers)	Up to 20 students	Not to exceed \$10,000
July 13-16, 2026	9am-2:30pm	SJCOE Durham Ferry	BEAM Advanced Biotechnology	1 PL Provider with 1-2 Lab assistants (Could lower by \$1280 if TUSD wants to provide 2 HS volunteers)	Up to 20 students	Not to exceed \$13,000
Feb - May 2026 Tentative Dates	4pm-5pm	14 TUSD Sites	Outdoor education for expanded learning opportunity programs	1 PL provider	Up to 25 students	\$9,600
Total Cost						\$32,600.00

II. TERMS OF AGREEMENT

- a. This agreement will be in effect from November 19, 2025 – July 30, 2026.

III. COMPENSATION

- a. Professional learning costs (which include preparation, travel, and materials).
 - i. TUSD will pay SJCOE in the amount of \$32,600 within thirty (30) days of receipt of the invoice from SJCOE.

IV. CHANGES TO THE MEMORANDUM



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 6, 2026
SUBJECT: **Approve Agreement for Contract Services with Lift Enrichment to Provide After-School Cooking Program Through the Expanded Learning Opportunities Program**

BACKGROUND: The expanded Learning Opportunities Program (ELO-P), Assembly Bill 130 (Amended by AB 167), is intended to ensure that all Local Educational Agencies (LEAs) offer all unduplicated students currently in classroom-based instructional programs access to comprehensive after-school and intersessional expanded learning opportunities – California Ed. Code (EX) Section 46120. LIFT Enrichment Healthy Culinary Workshop is an interactive program for students to learn about health, nutrition and how to cook delicious, healthy meals. This program will expose students to healthy recipes each week so they can learn culinary fundamentals and improve their understanding of nutrition.

RATIONALE: This contract ensures 11 sites will receive 168 hours of in-person culinary workshops, serving up to 440 students.

This Agenda item meets District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals; Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

FUNDING: The cost of this contract is not to exceed \$106,505.00 and will be funded through the Expanded Learning Opportunities Program (ELO-P).

RECOMMENDATION: Approve Agreement for Contract Services with Lift Enrichment to Provide After-School Cooking Program through the Expanded Learning Opportunities Program.

Prepared by: Rocio Garcia, Director of ELOP & School Readiness.

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 LIFT Enrichment LLC, 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 in-person culinary workshops for up to 440 students at \$595 per workshop at the following school sites: South West Park, McKinley Elementary, Bohn Elementary, North Elementary, Central Elementary, Villalovoz Elementary, Hirsch Elementary, Jacobson Elementary, George Kelly Elementary, Art Freiler Elementary, and Poet Christian Elementary.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

- 2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 168 () [X] HOURS [] DAYS, under the terms of this agreement at the following location sites listed above.

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

- a. District shall pay \$106,505.00 per [] HOUR [] DAY [X] FLAT RATE, not to exceed a total of \$106,505.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$0 for the term of this agreement.
c. District shall make payment on a [] MONTHLY PROGRESS BASIS [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

- 4. The terms of the agreement shall commence on March 16, 2026, and shall terminate on May 29, 2026.

- 5. This agreement may be terminated at any time during the term by either party upon 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Rocio Garcia, at (209) 830-3260 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor WILL WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

Contractor Signature Title

Tracy Unified School District

IRS Identification Number

Date

Title

Account Number to be Charged

Address

Department/Site Approval

Budget Approval

Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: December 30, 2025
SUBJECT: Approve Aeries Master Scheduling Training for District/Site Administrators

BACKGROUND: Master Schedule training is important because it ensures that school leaders can accurately build, manage and adjust the master schedule in a way that supports students' success and school operations. Administrators that complete this Aeries training will gain expertise to manage complex processes, support school sites, and to ensure accuracy and adaptability. A strategic master schedule serves as a tool for equity by ensuring all students have access to high rigor coursework and graduation requirements.

RATIONALE: Approving Aeries Master Schedule training for administrators will provide a foundation for improving school operations, student equity, and financial stability. This training meets the Districts LCAP goal 1.8 for professional development.

FUNDING: Title 1 Funding, 3010.

RECOMMENDATION: Approve Training for Aeries Master Scheduling for District/Site Administrators.

Prepared by: Dr. Michael Bunch, Director of Continuous Improvement, State and Federal Programs.

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 Aeries Onsite Training, 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 Onsite Aeries Training for Master Scheduling to District Admin

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

- 2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of one () [] HOURS [x] DAYS, under the terms of this agreement at the following location District Office.

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

- a. District shall pay \$3500.00 per [] HOUR [x] DAY [] FLAT RATE, not to exceed a total of \$5000.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
b. District [] SHALL [x] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ for the term of this agreement.
c. District shall make payment on a [] MONTHLY PROGRESS BASIS [x] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a 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 February 6, 2026, and shall terminate on February 7, 2026.

- 5. This agreement may be terminated at any time during the term by either party upon three days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Michael Stagnaro, at (209) 830-3200 ext 1515 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

Leslie Stawarz
Contractor Signature Title
33-2248192
IRS Identification Number
Director of Training
Title
770 The City Drive South Suite 6500
Address
Orange, CA 92868

Tracy Unified School District
Date
Account Number to be Charged
Department/Site Approval
Budget Approval
Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: December 23, 2025
SUBJECT: **Approve Agreement for Contract Services with Finding Gobi at George Kelly Elementary School for the 2025-2026 School Year**

BACKGROUND: International Bestselling Author, New York Times Bestselling Author, and 3 X Award Winning Children's Author Dion Leonard will present at George Kelly School to TK – 5th grade students. The visit is designed as an in-depth and thought-provoking presentation where Dion utilizes the true story of Finding Gobi as a foundation to discuss powerful themes relevant to adolescents, such as teamwork, friendship, kindness, empathy, global citizenship, and the impact of one person's actions on the lives of others. These captivating events encourage critical thinking, provide inspiration, goal setting and spark lively discussions about the importance of loyalty and making meaningful connections.

RATIONALE: Dion Leonard from Finding Gobi will perform two assemblies on the school site on February 18 to our TK-5th grade students during the school day. The central theme of these assemblies is to address our school's diversity and to promote profound lessons in compassion, kindness, and teamwork. This supports the SPSA Strategic Goal #2: Provide a safe and equitable learning environment.

FUNDING: The cost, not to exceed \$1500 will be funded by George Kellys' Title 1 account.

RECOMMENDATION: Approve Agreement with Finding Gobi at George Kelly School for the 2025-2026 School Year.

Prepared by: Brittani Ryan, Principal, George Kelly School.

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Finding Dobi, 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: Dion Leonard from Finding Gobi will perform two assemblies on the school site on February 18 to our TK-5th grade students during the school day. The central theme of these assemblies is to address our school's diversity and to promote profound lessons in compassion, kindness, and teamwork.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 365 () [] HOURS [X] DAYS, under the terms of this agreement at the following location George Kelly Eleme.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$1,500 per [] HOUR [] DAY [X] FLAT RATE, not to exceed a total of \$1,500. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$0.00 for the term of this agreement.
 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on February 18, 2026, and shall terminate on February 18, 2026.

5. This agreement may be terminated at any time during the term by either party upon Thirty 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Brittani Ryan, at (209)830-3390 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:



Contractor Signature _____ Title _____

164-89-3925 _____

IRS Identification Number _____

Author _____

Title _____

2780 S Jones Blvd, #200-3431 _____

Address _____

Las Vegas NV 89146 _____

Tracy Unified School District _____

Date _____

Account Number to be Charged _____

Department/Site Approval _____

Budget Approval _____

Date Approved by the Board _____



Presentation Agreement - Dion Leonard

Client Information:

Contact: Brittani Ryan

Title: Principal

Business/Organisation Name: George Kelly School

Business/Organisation Address: 535 Mabel Josephine Dr, Tracy, CA 95377

Contact Phone Number: (209) 830-3390

Contact Email: bryan@tUSD.net

Description of Presentation:

Date of Presentation: Thursday March 26 2026

Times of Presentations: 2 sessions

TK-2nd

3rd-5th

Location of Presentation: George Kelly School

The client agrees to pay the following fees and expenses:

The fee for this presentation is: \$1500

The final balance of \$1500 is due on the day of the presentation. If client cancels 30 days or less (without immediately rescheduling) the entire fee will be due as complete settlement. Should Dion Leonard/Finding Gobi miss the engagement due to illness or emergency, client will be reimbursed in full.

Finding Gobi™

Check made payable to:
Dion Leonard
On the day of presentation

Postal address:
2780 S Jones Blvd
#200-3431
Las Vegas NV 89146

or

Bank Transfer

Name: Dion Leonard
Account Number: 36090493198
Routing Number: 031176110

Or please inquire for details for credit card (incurs a 3.3% fee) or venmo payment options



Presentation Agreement - Dion Leonard

AV Requirements: We will require a screen, projector and device to implement a presentation on a USB stick, with speakers. Microphone requested.

Equipment and Supplies: Small table to present books and a comfy chair for Gobi

Recording: Client is not permitted to film, record audio or live stream throughout the event without prior approval from Dion Leonard/Finding Gobi. If approval is agreed this is for general use only and does not include the right of sale of images, audio, film or live streaming or the right for use for promotional and/or merchandise use. Photo's for internal and social media use is permitted.

Liability: Dion Leonard/Finding Gobi shall maintain liability insurance covering any liability with Gobi being present at the school in amounts of not less than \$1,000,000 per person and \$2,000,000 aggregate. As a precaution all attendees are not permitted to pet or pick up Gobi. Gobi will always be kept on the leash and under the strict control of Dion or allocated assistant.

Our signatures on this agreement indicate full compliance with the requests and the promises above, and complete understanding of the services to be provided.

Client Signature:

Date: 1/5/26

A handwritten signature in black ink, appearing to be 'B. Ry'.

A handwritten signature in black ink, appearing to be 'Lucja Leonard'.

Lucja Leonard/Finding Gobi

Date: 12/23/2025



12/23/2025
Dion Leonard
2780 S Jones Blvd
#200-3431
Las Vegas NV 89146
findinggobi@gmail.com

Ph 337-212-1485

George Kelly School
535 Mabel Josephine Dr,
Tracy, CA 95377

Invoice 1223FG
Reference - Finding Gobi Author Visit

Author Visit - 2 presentations Wednesday February 18th \$ 1,500.00

TOTAL \$ 1,500.00

Payable by check to Dion Leonard

or

Bank Transfer

Name: Dion Leonard
Account Number: 36090493198
Routing Number: 031176110

Or please inquire for details for credit card (incurs a 3.3% fee) or venmo payment options



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: January 7, 2026
SUBJECT: Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and South/West Park Elementary During the 2025-2026 School Year

BACKGROUND: Parent Institute for Quality Education (PIQE) is an organization committed to connecting families, schools, and community as partners to advance the education of every child through parent engagement. Their vision is to create a community in which parents and educators collaborate to transform every child's educational environment, both at home and at school, so that all children can achieve their greatest academic potential.

RATIONALE: PIQE will provide its Signature Family Engagement Program for the parents/guardians of the children enrolled at South/West Park Elementary in person. Program educates, empowers, and inspires families to take an active role in their student's education while building community and a peer-to-peer network. Families are engaged in programming that encourages fostering a positive educational environment at home and at school to increase academic success. Providing PIQE at South/West Park Elementary will support site efforts to encourage parents to participate in their child's education and provide programs to develop a positive, supportive relationship with the school, home, community and to facilitate a partnership to support student achievement. This supports SWPE Goal #1 – Prepare all students for college and careers and ensure all students meet grade level standards with a focus on closing the achievement gap between all student groups. In addition, the program would also meet SWPE Goal #2- Provide a safe and equitable learning environment for all students, by providing parent workshops.

FUNDING: The cost not to exceed \$12,500.00, and will be paid by A-G Improvement Grant Funds.

RECOMMENDATION: Approve Agreement for Contract Services Between Parent Institute for Quality Education (PIQE) and South/West Park Elementary During the 2025-2026 School Year.

Prepared by: Juan Lopez, Principal, South/West Park Elementary.

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

1. Contractor shall perform the following duties: Provide workshops for the parents who have students enrolled at South/West Park Elementary. The Family Engagement Program educates, empowers, and inspires families to take an active role in their student's education while building community and a peer-to-peer network. The set of 8 (eight) workshops will take place in the spring semester of the 25-26 school year.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 8 weeks (X) [] HOURS [] DAYS, under the terms of this agreement at the following location South/West Park Elementary.

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

- a. District shall pay \$ 12,500 per [] HOUR [] DAY [X] FLAT RATE, not to exceed a total of \$ 12,500. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
- b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 0.00 for the term of this agreement.
- c. District shall make payment on a [] MONTHLY PROGRESS BASIS [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on January 28, 2026, and shall terminate on March 18, 2026.

5. This agreement may be terminated at any time during the term by either party upon 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Juan Lopez, at (209) 830.3335 or jlopez@tusd.net with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor [] WILL [X] WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

Contractor Signature Title

Tracy Unified School District

IRS Identification Number

Date

Title

Account Number to be Charged

Address

Department/Site Approval

Budget Approval

Date Approved by the Board



**SERVICES ACCEPTANCE
MEMORANDUM OF UNDERSTANDING**

To: Juan Lopez, School Principal
From: Gabriela Rios, Executive Director
Date: June 10, 2025

NOW, THEREFORE, in consideration of the recitals and mutual obligations of the parties herein expressed, The Parent Institute for Quality Education (PIQE) and **South West Park Elementary School** agree as follows:

RECITALS

Scope of Services: PIQE will provide its **Social Emotional Learning Program (SEL)** for the parents/guardians of the students enrolled in the school above mentioned. PIQE will recruit parents/guardians by phone, provide an Orientation session, a series of weekly training sessions, organize and conduct a Question-and-Answer forum with the school’s leadership team, culminating in a graduation ceremony with certificates provided to parents who attend four or more sessions. The program is designed to develop skills and techniques to empower parents to address the educational needs of their school-aged children.

- A. Time of Class: **Morning** 9:00am ___ **Evening** 2:30pm ___
- B. Type of Class: Virtual (V) ___ pm ___, Hybrid (H) ___ ___, **In-Person (P)** am ___
In Person: Morning or Evening - PIQE will offer a class in the (morning, evening, both) starting with the Orientation through Graduation ceremony.

Session Dates: January 28, 2026 – March 18, 2026

- C. Compensation: a flat fee of **\$12,500.00** for a class of up to 50 parents. Any additional class will be \$3000.00 for up to 30 parents at the same school and the same program. The minimum number of parents to open a class in any language is 15.
- D. Cancellation: A class that does not have the minimum number of parents needed to keep the class open might be cancelled by mutual agreement on or before class #3; no classes

Parent Institute for Quality Education
2405 E Plaza Blvd National City, CA 91950
Telephone: 619.420.4499
www.piqe.org

can be cancelled on or after class #4 in case this happens, the school would have to pay the cost of the agreed class referred in the compensation described above.

Location: 550 W Mt Diablo Ave, Tracy, CA 95376

School funding: _____

In addition, where the PIQE program is provided in person, the school will make childcare arrangements to have it available to families as well as provide refreshments to the parents.

Copyright Protections: PIQE owns all products and all content in the program(s), including without limitation the information, materials, text, graphics, protocols and the selection and organization thereof (“content”). The content is protected by copyright laws of the United States and other countries and may not be used, copied, distributed, displayed, modified, reproduced, published, posted or reverse engineered in whole or in part without the prior written permission of PIQE. **Initials:** _____

I accept these services at **South West Park Elementary School** under the terms and conditions noted.

Tania Salinas, Associate Superintendent of Business

Services Date

Parent Institute Representative:



Gabriela Rios, Executive Director, PIQE

Parent Institute for Quality Education
2405 E Plaza Blvd National City, CA 91950
Telephone: 619.420.4499
www.piqe.org



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 12, 2026
SUBJECT: **Approve Agreement for Special Contract Services with Keynote Speaker, Tara Soesbe, TILL360 Speakers & Consultants at Tracy High School for March 18, 2026**

BACKGROUND: Tara Soesbe, from TILL360 Speakers & Consultants, will provide a keynote for our Freshmen and Sophomore classes, focusing on equipping students with the knowledge, skills, and mindsets needed for success beyond the classroom. Her message emphasizes the power of human connection and becoming one's own champion, fostering environments where students and staff feel valued, supported, and empowered. This keynote will inspire students to take ownership of their personal and academic growth. Ms. Soesbe will present three sessions on March 18, 2026, each lasting approximately 55 minutes.

RATIONALE: This agenda item meets LCAP Goal 2.4: Continue to provide programs to support high school students that address mental health, behavior, and attendance support.

FUNDING: This contract is \$7,000.00 and will be paid using LCAP funds.

RECOMMENDATION: Approve Agreement for Special Contract Services with Keynote Speaker, Tara Soesbe, TILL360 Speakers & Consultants at Tracy High School for March 18, 2026.

Prepared by: Jon Waggle, Tracy High School Principal.

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 TILL360 Speakers & Consultants (Tara Soesbe), 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: Tara Soesbe will provide three keynote presentations to Tracy High School freshmen and sophomore students. The keynote focuses on equipping students with the knowledge, skills, and mindsets needed for success beyond the classroom. Her message emphasizes the power of human connection and becoming one's own champion, fostering environments where students and staff feel valued, supported, and empowered. This keynote will inspire students to take ownership of their personal and academic growth. Ms. Soesbe will present three sessions on March 18, 2026, each lasting approximately 55 minutes.

Contractor shall do all work, attend all meetings, produce all reports and carry out all activities necessary for completion of the services described in this paragraph (1) AND OR [the attached hereto and incorporated herein by this reference as Exhibit "A".] This Agreement and its exhibits shall be known as the "Agreement Documents." Terms set forth in any Agreement Document shall be deemed to be incorporated in all Agreement Documents as if set forth in full therein. In the event of conflict between terms contained in these Agreement Documents, the more specific term shall control. If any portion of the Agreement Documents shall be in conflict with any other portion, provisions contained in the Agreement shall govern over conflicting provisions contained in the exhibits to the Agreement.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of one day () [] HOURS [X] DAYS, under the terms of this agreement at the following location Tracy 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 \$ 7,000.00 per [] HOUR [] DAY [X] FLAT RATE, not to exceed a total of \$ 7,000.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [] SHALL [X] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the District, with rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 0.00 for the term of this agreement.
 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS [X] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on March 18, 2026, and shall terminate on March 18, 2026.

5. This agreement may be terminated at any time during the term by either party upon 30 days' written notice of termination delivered by certified mail, return receipt requested.

6. Amendments, changes or modifications in the terms of this Agreement may only be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.
7. Contractor shall contact the District's designee, Tara Jacques, at (209) 830-3360 x2018 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
8. Contractor enters into this Agreement as an independent contractor and not as an employee of the District. The Contractor shall have no power or authority by this Agreement to bind the District in any respect except as provided herein. Nothing in this Agreement shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Contractor are employees, agents, contractors or subcontractors of the Contractor and not of the District. The District shall not be obligated in any way to pay any wage claims or other claims made against Contractor by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Agreement.
 - a. CONTRACTOR shall be required to provide proof (Certificate of Insurance) of comprehensive general liability insurance coverage in the amount of one million dollars (\$1,000,000.00) combined single limit per occurrence; two million dollars (\$2,000,000.00) general aggregate. A separate additional insured endorsement shall be provided to include the DISTRICT and its officers, officials, employees, agents and volunteers as additional insured in the policy. It is agreed that insurance coverage provided by CONTRACTOR herein is endorsed as primary and noncontributory to any similar insurance or self-insurance carried by DISTRICT. The DISTRICT reserves the right to adjust its insurance requirements as needed.
 - b. Contractor WILL WILL NOT have significant contact with students. If applicable, proof of professional liability insurance, to include one million dollars (\$1,000,000.00) per occurrence for Sexual Abuse/Molestation is also required. If applicable, CONTRACTOR will comply with the provisions of Education Code 45125 regarding the submission of fingerprints to the California Department of Justice and the completion of criminal background investigations of the CONTRACTOR and/or its employees.

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.

9. 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. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the District, which will not be unreasonably withheld. Contractor shall be as fully responsible to the District for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly

employed by them, as it is for the negligent acts and omissions of persons directly employed by Contractor.

10. 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. Contractor covenants that neither it, nor any of its employees, agents, contractors or subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Contractor shall make all disclosures required by the District's conflict of interest code in accordance with the category designated by the District, unless the District determines in writing that Contractor's duties are more limited in scope than is warranted by the category designated by the District code and that a narrower disclosure category should apply. Contractor also agrees to make disclosure in compliance with the District conflict of interest code if, at any time after the execution of this Agreement, District determines and notifies Contractor in writing that Contractor's duties under this Agreement warrant greater disclosure by Contractor than was originally contemplated. Contractor shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the District.
11. District shall become the owner of, and entitled to, exclusive possession of all records, documents, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District. Proprietary materials will be exempted from this clause.
12. Contractor shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Agreement or the materials used or which in any way affect the conduct of the work.
13. Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.
14. Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Agreement are made to the Contractor.

AGREED:

Contractor Signature Title

IRS Identification Number

Title

Address

Tracy Unified School District

Date

Account Number to be Charged

Department/Site Approval

Budget Approval

Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Ed Services
DATE: January 5, 2026
SUBJECT: **Approve Out of State Travel for Tracy High School Activities Director to Attend the California Association of Directors of Activities (CADA) Conference in Reno, NV March 4-6, 2026**

BACKGROUND: The CADA conference is dedicated to the promotion of enthusiastic and motivational leadership concepts. Their stated goal this year is to contribute to our leadership journey by providing empowering, passionate, inspiring, and committed leadership philosophies that will enhance and complete our current program and empower our activities director to improve the culture of our school. The new Activities Director, Joshua Gomez Zavala, will be attending this conference. He will drive personal vehicle to Reno, NV and stay at the Grand Sierra Resort.

RATIONALE: The Activities Director will learn how to use fun leadership philosophies to teach students how to become effective leaders and build school spirit while encouraging a culture of good clean fun at the high school level. This Agenda request meets District Strategic Goal #2: Hire, support, develop, train, and sustain district employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential.

FUNDING: The total cost will not exceed \$3,000.00. Tracy High ASB will pay all expenses incurred for this conference.

RECOMMENDATION: Approve Out of State Travel for Tracy High School Activities Director to Attend the California Association of Directors of Activities (CADA) Conference in Reno, NV March 4-6, 2026.

Prepared by: Jon Waggle, Tracy High School Principal.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Assoc. Supt. for Education Services
DATE: January 9, 2026
SUBJECT: Approve Out of State Travel for CTE Teacher to Attend Hi-TEC 2026 Conference in Austin, TX July 27-July 30, 2026

BACKGROUND: Career Technical Education (CTE) teachers are required to have completed professional development relevant to their course as part of CTEIG's High-Quality Career Technical Education Program Evaluation & Plan standard 9A. evaluation rubric.

RATIONALE: Finding professional development that is appropriate for Erin McKay's biotech skill set is challenging. LLNL based biotech teacher training is taught by Ms. McKay, as she is a part-time faculty scholar at LLNL, specializing in biotechnology. Ms. McKay engages in regional opportunities, many of those are low to no cost half-day activities or online collaborations meetings via zoom sponsored by Bay Area Biotech foundations and institutions of higher learning. The HI-TEC 2026 Austin, TX conference is one of the only opportunities offered nationwide that fit Ms. McKay's learning needs and budget constraints. This conference will provide the opportunity to expand her skill set and thus enrich her biotech CTE courses going forward. This supports District Goal #2: Hire, support, develop, train, and sustain District employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential.

FUNDING: All expenses (conference fee, airfare, transportation, hotel accommodations, and meals) will be paid by CTE and will not exceed \$3,500.00.

RECOMMENDATION: Approve Out of State Travel for CTE Teacher to Attend Hi-TEC 2026 Conference in Austin, TX July 27-July 30, 2026.

Prepared by: Jon Waggle, Tracy High School Principal.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 15, 2026
SUBJECT: **Approve Overnight Travel for the Tracy High School FFA/AG to Attend the National Dairy Association Western Classic Junior Dairy Show in Tulare, CA March 6-7, 2026**

BACKGROUND: The National Dairy Association will host the Western Classic Junior Dairy Show (WCJDS) in Tulare, CA. The show will provide students with the opportunity to apply classroom instruction in a competitive real-world setting. The Tracy High School (THS) Dairy Judging Team is new to campus this year. Attending this event will help build foundational skills, prepare students for state-level competitions, and promote student interest in the Agriculture and FFA program. The THS Dairy Judging Team consists of four students and one advisor (Brian Snyder). They will travel to Tulare, CA, for the event on March 7. Brian Snyder will chaperone and transport students to the event in a District approved vehicle. Accommodations have been made at the Hampton Inn in Tulare, CA.

RATIONALE: Participation in the WCJDS supports experiential learning by allowing students to engage in firsthand agricultural development beyond the classroom. Students can develop their critical thinking skills, decision-making skills, and communication skills during livestock evaluation. This aligns with Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals. Overnight accommodations will maximize instructional time due to the early event schedule.

FUNDING: There will be no cost to the District. Lodging and transportation costs will be funded by the Agricultural Incentive Grant and will not exceed \$500. Meals and incidental costs will be the responsibility of the advisor and students.

RECOMMENDATION: Approve Overnight Travel for the Tracy High School (THS) FFA/AG to Attend the National Dairy Association Western Classic Junior Dairy Show in Tulare, CA March 6-7, 2026.

Prepared by: Mr. Jon Waggle, Tracy High School Principal.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 16, 2026
SUBJECT: **Approve Overnight Travel for West High School Music Program Orchestra and Band to Participate in a Music Festival and Disneyland Studio Workshop in Anaheim, CA. March 12-15, 2026**

BACKGROUND: The West High School Music Program would like to participate in the Disneyland and Workshop in Anaheim, CA. March 12– 15, 2026. Sixty performers, one teacher will attend this event and stay at an Anaheim area hotel. Director Jonathan Raman will chaperone throughout the duration of the trip. We will travel to a university for a clinic, perform at a competition, and travel to Anaheim on March 12-15 on charter buses. Students will also participate in a workshop designed by Disney’s Imagination Campus.

RATIONALE: The trip will provide fundamental skills like intonation, balance, and tone quality, while learning how phrasing, dynamics, and articulations can add emotion to any piece of music. Disney music professionals will share the high expectations of being a professional musician and how to succeed in the field. This is a wonderful opportunity and ties in with Strategic Goal # 1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or careers.

FUNDING: District ELOP funds approx. 8k-10k, Prop28 Funding approx. 40k-50k to pay the transportation cost for District Charter Buses, Hotel accommodation for 2 nights and Entry fees. Fundraisers provided by West High Music Boosters will help pay for meals and additional miscellaneous expenses at their destination.

RECOMMENDATION: Approve Overnight Travel for West High School Music Program Orchestra and Band to Participate in a Music Festival and Disneyland Studio Workshop in Anaheim, CA. March 12-15, 2026.

Prepared by: Gary Henderson, Principal, Merrill F. West High School.



HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent for Human Resources
DATE: January 16, 2026
SUBJECT: Approve Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employees

BACKGROUND:

**MANAGEMENT/CLASSIFIED
CONFIDENTIAL RETIREMENTS**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Nott, Jacquelyn Principal	BES	06/15/2026	Retirement

BACKGROUND:

CERTIFICATED RETIREMENTS

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Clary, Christina Teacher	GKES	05/29/2026	Retirement
Rowe, Denise Teacher	PCES	05/29/2026	Retirement

BACKGROUND:NAME/TITLESITEEFFECTIVE
DATEREASONMcCuen, Cecily
Teacher

WHS

05/29/2026

Personal

BACKGROUND:NAME/TITLESITE**CLASSIFIED RETIREMENTS**
EFFECTIVE
DATEREASONJeanpierre, Brenda
Clerk Typist I

NES

5/29/2026

Retirement

BACKGROUND:NAME/TITLESITE**CLASSIFIED RESIGNATION**
EFFECTIVE
DATEREASONAcosta, Jessica
Attendance Secretary

Tracy High

1/5/2026

Personal

Bolla, James
Utility Person III

Stein/DR

12/21/2025

Accepted Position

Gonzalez Gamboa, Ivan
Utility Person III

THS/MOT

1/9/2026

Personal

Mothershed, Brandon
Special Education Para Educator I

AFES

1/9/2026

Personal

BACKGROUND:NAME/TITLESITE**COACH RESIGNATION**
EFFECTIVE
DATEREASONAfshar, Aria
Varsity Flag Football

WHS

12/15/25

Personal

Gonzales, Jennifer
Swimming Assistant

KHS

1/12/26

Personal

Sanchez, Julie
JV Softball

KHS

1/13/26

Accepted Coach Position

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

Prepared by: Tammy Jalique, Associate Superintendent for Human Resources.



HUMAN RESOURCES MEMORANDUM

TO: Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 14, 2026
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

DeMarco, John

CERTIFICATED

Kimball High School
Social Science
Class III, Step "B" 2 - \$32, 030.00
Fund: General

BACKGROUND:

Aquino, Reynalyn

CLASSIFIED

Roving Para Educator II (New)
Educational Services/DEC
Range 34, Step B - \$25.47 per hour
Fund: General

Baba, Nobella

High School Administrative Secretary
(Replacement)
Kimball High School
Range 32, Step E - \$27.94 per hour
Fund: General

Benawadi, Preeti

Roving Para Educator II (New)
Educational Services/DEC
Range 34, Step E - \$29.32 per hour
Fund: General

Bolla, James	Utility Person III (Replacement) MOT/Grounds Team 4 Range 38, Step B - \$27.94 per hour Fund: 50% General 50% Home to School Transportation
Brown, Deanna	Bus Driver (Replacement) Transportation/MOT Range 38, Step D - \$30.71 per hour Fund: Home-to-School Transportation
Bryant, James	Utility Person III (Replacement) MOT/Villalovoz School Range 38, Step B - \$27.94 per hour Fund: 25% Ongoing and Major Maintenance 25% General 50% Special Education Transportation
Garcia, David	Clerk Typist II (New) West High School Range 27, Step E - \$24.90 per hour Fund: CTEIG
Gutierrez, Jhazel	Roving Para Educator II (New) Educational Services/DEC Range 34, Step C - \$26.67 per hour Fund: General
Diggs, Alma	School Supervision Assistant (Replacement) Poet-Christian School Range 21, Step C - \$19.74 per hour Fund: General
Mansurova, Oysanam	Para Educator/Hygiene Assistance (New) McKinley School Range 30, Step A - \$22.14 per hour Fund: General
Maez, Christopher	Utility Person II (New) Villalovoz School Range 35, Step C - \$27.33 per hour + ND Fund: 50% General 50% ELOP
Melchor, Susana	Utility Person II (New) Hirsch School Range 35, Step B - \$26.08 per hour + ND Fund: 50% General 50% ELOP

Nieves Pelayo, Jaime	Utility Person II (New) Tracy High School Range 35, Step B - \$26.08 per hour + ND Fund: General
Plascencia, Skyler	Utility Person III (New) MOT/DEC Range 38, Step B - \$27.94 per hour Fund: 50% General 50% Special Education Transportation
Rahman, Amna	Roving Para Educator II (New) Educational Services/DEC Range 34, Step B - \$25.47 per hour Fund: General
Rahman, Hanson	Utility Person III (New) MOT/South/West Park School Range 38, Step C - \$29.32 per hour Fund:50% General 50% Special Education Transportation
Roque, Rickie	Utility Person II (New) MOT/George Kelly School Range 35, Step B - \$26.08 per hour + ND Fund: 50% General 50% ELOP
Salas Fonseca, Erendira Eunice	Utility Person II (New) MOT/Poet Christian Range 35, Step B - \$26.08 per hour + ND Fund: 50% General 50% ELOP
Sanchez, Julie	High School Administrative Secretary (Replacement) Kimball High School Range 32, Step E - \$27.94 per hour Fund: General
Sandoval, Karina	Utility Person II (New) Stein/Duncan Russell Range 35, Step E - \$29.98 per hour Fund: General
Shinde, Neeta	Roving Para Educator II (New) Educational Services/DEC Range 34, Step E - \$29.32 per hour Fund: General

Turner, Daniel
Utility Person III (New)
MOT/DEC
Range 38, Step C - \$29.32 per hour
Fund: 50% General
50% Special Education Transportation

Young, Kenny
Utility Person III (Replacement)
MOT/South/West Park School
Range 38, Step C - \$29.32 per hour
Fund: 50 % General
50% Home-to-School Transportation

BACKGROUND:

COACHES

Aguilar, Julie
JV Softball
Tracy High School
\$6,032.60

Bigler, Justin
Varsity Softball
Kimball High School
\$7,537.34

Davis, Shannon
JV Softball
West High School
\$6,032.60

Ebojo, Catherine
Boys' Varsity Volleyball
West High School
\$7,537.34

Espino, Felipe
Boys' Tennis
Kimball High School
\$5,024.89

Goh, Hayne
Track & Field Assistant
Kimball High School
\$6,032.60

Heinen, Casey
Swimming Head
Kimball High School
\$6,536.45

Hupman, Tida
Track & Field Assistant
West High School
\$6,032.60

Keeney, Paulette
Varsity Softball
Tracy High School
\$7,537.34

Lafever, Ernest	JV Baseball Kimball High School \$6,032.60
Larios, Gissel	Boys' JV Volleyball West High School \$6,032.60
Lozano, Frank	Track & Field Assistant West High School \$6,032.60
McIntyre, JaRell	Varsity Baseball Tracy High School \$7,537.34
McMaster, Sarah	Swimming Assistant Kimball High School \$5,024.89
Morris, Jessica	Swimming Head West High School \$6,536.45
Renshaw, David	Track & Field Assistant West High School \$6,032.60
Shelton, Nathaniel	Track & Field Head Tracy High School \$7,537.34
Trombley, Benjamin	Track & Field Head Kimball High School \$7,537.34
Wescott, Marc	Boys' Golf Tracy High School \$5,024.89
Wichman, Casey	Boys' Golf West High School \$5,024.89
Williams, Theodore	Track & Field Head West High School \$7,537.34

RECOMMENDATION: Approve Classified, Certificated and/or Management Employment.

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.



ADMINISTRATIVE SERVICES MEMORANDUM

TO: Board of Education
FROM: Dr. Robert Pecot, Superintendent
DATE: January 15, 2026
SUBJECT: **Adopt Resolution No. 25.15 to Excuse Meeting Absence of Board Member**

BACKGROUND: Board Bylaw 9250 and Education Code §35120 provide that a Board Member “may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting the absence was due to a hardship deemed acceptable by the board;”

RATIONALE: Board of Education member Lynn Dell Hawkins was absent for the regular meetings of December 16, 2025 and January 13, 2026. The Board Trustees find that Lynn Dell Hawkin’s absence from the meetings of December 16, 2025 and January 13, 2026 was due to a hardship deemed acceptable by the Board of Education;

FUNDING: Unrestricted General Fund, Previously Budgeted.

RECOMMENDATION: Adopt Resolution No. 25-15 to Excuse Meeting Absence of Board Member.

Prepared by: Dr. Robert Pecot, Superintendent.



**TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 25-15
RESOLUTION TO EXCUSE MEETING ABSENCE OF BOARD MEMBER**

WHEREAS, Board Bylaw 9250 and Education Code §35120 provide that a Board Member “may be paid for any meeting when absent if the board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting the member is performing services outside the meeting for the school district, the member was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board;”

WHEREAS, Board of Education member Lynn Dell Hawkins was absent for the regular meetings held December 16, 2025 and January 13, 2026 due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that the Board Trustees find that Lynn Dell Hawkins’s absence from the regular meetings of December 16, 2025 and January 13, 2026 were due to a hardship deemed acceptable by the Board of Education;

BE IT FURTHER RESOLVED that the Board of Education therefore determines that Mr. Hawkins shall be paid for his absence from the regular meetings of December 16, 2025 and January 13, 2026, and further directs that the adoption of this Resolution shall be recorded in the minutes of this meeting of January 27, 2026.

Resolved this 27th day of January, 2026 at a regular meeting of the Board of Education of the Tracy Unified School District by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk, Board of Education
Tracy Unified School District

President, Board of Education
Tracy Unified School District



BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Associate Superintendent of Business Services
DATE: January 16, 2026
SUBJECT: **Authorize the Director of Maintenance, Operations, and Transportation to Purchase Two (2) School Buses**

BACKGROUND: Tracy Unified School District purchased two buses in 2004 that have been regularly maintained and repaired over the years; however, they are no longer safe for student transportation and require replacement.

RATIONALE: To ensure the District has adequate equipment to provide mandated transportation services, Tracy Unified School District must purchase two (2) replacement school buses. The cost is \$363,088.95.

FUNDING: The total one-time cost of two (2) buses will not exceed \$363,088.95 and will be paid from the unrestricted ending balance of the General Fund.

RECOMMENDATION: Authorize the Director of Maintenance, Operations, and Transportation to Purchase Two (2) School Buses.

Prepared by: Lydia Thompson, Director of Maintenance, Operations, and Transportation.



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent for Educational Services
DATE: January 13, 2026
SUBJECT: Approve School Accountability Report Cards (SARCs) for the 2024-2025 School Year

BACKGROUND: Since November 1988, state law has required that schools receiving state funding to prepare and distribute a SARC. A similar requirement is also contained in the federal Elementary and Secondary Education Act (ESEA). Although there is great variation in the design of School Accountability Report Cards, they generally begin with a profile that provides background information about the school and its students. The profile usually summarizes the school's mission, goals, and accomplishments. State law requires that the SARC contain all the following: Demographic data, school safety, climate for learning information, academic data, school completion rates, class sizes, teacher and staff information, curriculum and instruction descriptions, postsecondary preparation information, fiscal and expenditure data. SARCs must be posted and available to the community by February 1 of each year.

RATIONALE: The purpose of the School Accountability Report Card is to provide parents and the community with important information about each school. A School Accountability Report Card can be an effective way for a school to report on its progress in achieving goals. The public may also use a School Accountability Report Card to evaluate and compare schools on a variety of indicators. School Accountability Report Cards must be updated annually and published by February 1. SARCS are posted on school websites, CDE and a hard copy can be requested at school sites. This meets Tracy Unified School District goal #3. Goal 3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and students.

FUNDING: No cost.

RECOMMENDATION: Approve School Accountability Report Cards (SARCs) for the 2024-2025 School Year.

Prepared by: Michael Bunch, Ed. D., Director of Continuous Improvement, State & Federal Programs.



HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Assoc. Supt. for Human Resources
DATE: January 8, 2026
RE: **Approve a Declaration for a Provisional Internship Permit**

BACKGROUND: In response to the phasing out of emergency permits, the California Commission on Teacher Credentialing instituted the use of the Provisional Internship Permit (PIP) effective July 1, 2005. It allows an employing agency to fill staffing needs by hiring individual(s) who have not yet met the subject matter competence requirement for an internship program. This permit can only be requested by the employment agency. The permits are issued for one year and service is restricted to that employment agency.

RATIONALE: The Provisional Internship Permit allows the employing agency to fill staffing needs by hiring individuals who have not yet met the subject matter competence requirement for an internship program. This agenda item meets District Goal #2: Hire, support, develop, train, and sustain district employees who create a singleness of purpose focused on maximizing students' academic, social, and emotional potential.

FUNDING: No Fiscal Impact.

RECOMMENDATION: Approve a Declaration for a Provisional Internship Permit.

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.

**BEFORE THE BOARD OF TRUSTEES
TRACY UNIFIED SCHOOL DISTRICT
COUNTY OF SAN JOAQUIN
STATE OF CALIFORNIA**

DECLARATION

The Governing Board of Tracy Unified School District has decided to employ the following teacher under a Provisional Internship Permit. During the permit's validity period, he will receive orientation, guidance, and support. Additionally, he will get help with meeting subject matter, as needed. Upon meeting the credential program's prerequisite requirements, including meeting subject matter competency, teachers are eligible to join an internship program.

Carlos Espinoza Vera - West High School – Education Specialist

AYES:

NOES:

ABSTAIN:

ABSENT:

Board President

Date: _____

ATTEST:

Board Vice President

Date: _____



HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 14, 2026
SUBJECT: **Adopt New Board Policy 4113.5 Working Remotely (First Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to working remotely, the District has created Board policy 4113.5 Working Remotely. There are currently no board policies for this item.

RECOMMENDATION: Adopt New Board Policy 4113.5 Working Remotely (First Reading).

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.

WORKING REMOTELY

The Governing Board recognizes that working remotely at home or at another alternative location may be necessary at times when widespread illness, natural disaster, or other emergency condition makes the school or worksite unsafe or otherwise interrupts the district's ability to effectively conduct operations at the school or worksite. A full-time, part-time, or short-term remote work arrangement may also be granted by the Superintendent or designee to an individual employee, upon request, provided that the position is suitable for remote work, the employee has consistently demonstrated the ability to work independently and meet performance expectations, and the work arrangement does not hinder district operations.

The opportunity to work remotely shall be entirely at the district's discretion, and no grievance or appeal right may arise from district denial of any employee request for remote work.

Employees approved for remote work shall comply with all district policies, administrative regulations, work schedules, and job assignments. Except when specifically agreed, approval of remote work shall not change the compensation, benefits, or other terms and conditions of employment of an employee.

Unless otherwise approved in advance by the Superintendent or designee, employees working remotely shall do so within regular work hours established for the position. Employees are entitled and expected to take appropriate, uninterrupted meal and rest breaks, and shall keep accurate records of the hours they work. Employees shall notify their supervisor when unable to perform work assignments due to illness, equipment failure, or other unforeseen circumstances.

Employees working remotely are expected to conduct their work in a location that is safe and free of obstructions, hazards, and distractions. Such employees shall report to their supervisor any serious injury or illness occurring in the home workspace or in connection with their employment as soon as practically possible in accordance with Board policy.

The district shall provide to employees who work remotely all supplies, materials, apparatus, and equipment reasonably necessary to perform their jobs, including, as necessary, a technology device and Internet access. Employees shall use caution in accessing the Internet from public locations and in accessing information from networks outside of the district in order to safeguard confidential information. Employees shall be responsible for maintaining and protecting equipment on loan from the district and shall adhere to the district's Acceptable Use Agreement. The employee's personally owned equipment may only be used for district business when approved by the Superintendent or designee.

Work done at a remote work location is considered official public business. District records and communications shall be retained and safeguarded against damage or loss, and shall be kept

WORKING REMOTELY

confidential or made accessible to the public in accordance with law.

Any employee working remotely shall be available during work hours to the employee's supervisor and other staff, students, parents/guardians, and members of the public, as appropriate, via email, phone, or other means. Lack of responsiveness on the part of the employee may result in discipline and/or termination of remote work responsibilities. Employees shall be required to attend virtual or in-person meetings when directed by their supervisor.

Employee productivity shall be evaluated on the basis of time spent on tasks and projects, task completion, and quality of job performance in the same manner as all employees in the same position at the assigned school or office.

Remote work arrangements may be discontinued at any time at the discretion of the Superintendent or designee.

Legal References:

State	Description
Gov. Code 12900-12996	<u>Fair Employment and Housing Act</u>
Gov. Code 7920.000-7930.215	<u>California Public Records Act</u>
Lab. Code 226.7	<u>Mandated meal, rest, or recovery periods</u>
Lab. Code 6400	<u>Safe and healthful employment and place of employment</u>
Lab. Code 6401	<u>Unsafe workplace</u>
Federal	Description
42 USC 12101-12213	<u>Americans with Disabilities Act</u>
Management Resources	Description
Website	<u>CSBA District and County Office of Education Legal Services</u>
Website	<u>California Department of Industrial Relations</u>



HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: January 14, 2026
SUBJECT: **Acknowledge Revisions to Administrative Regulations 4112 and 4212
Appointment and Conditions of Employment (Second Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Appointment and Conditions of Employment, the District has revised Administrative Regulations 4112 and 4212.

RECOMMENDATION: Acknowledge Revisions to Administrative Regulations 4112 and 4212 Appointment and Conditions of Employment (Second Reading).

Prepared by: Tammy Jalique, Associate Superintendent of Human Resources.

APPOINTMENT AND CONDITIONS OF EMPLOYMENT**A. Purpose and Scope**

~~To summarize the legal conditions for appointment and conditions of employment for principals and/or other administrative personnel regarding certificated staff.~~

B. General

~~Upon recommendation from the Superintendent or designee, the Governing Board shall approve the appointment of all certificated employees. The position and salary classification shall be reported to the Board at a regular meeting.~~

C. Forms Used and Additional References

~~Board Agenda
Personnel File~~

D. Procedure

~~Individuals appointed to the certificated staff shall, at a minimum:~~

- ~~1. Possess the appropriate certification qualifications and register the certification document in accordance with law and Board Policy. (Education Code 44250-44279, 44330)~~
- ~~2. Demonstrate proficiency in basic skills as required by law. (Education Code 44252.5, 44830)~~
- ~~3. Submit to fingerprinting as required by law. (Education Code 44830.1)~~
- ~~4. Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 and 1192.7, unless the individual has received a certificate of rehabilitation and pardon. (Education Code 44830.1)~~
- ~~5. Not have been convicted of any sex offense as defined in Education Code 44010. (Education Code 44836)~~
- ~~6. Not be required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16. (Penal Code 290.95)~~

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

- ~~7. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332. (Education Code 44837)~~
- ~~8. Not have been convicted of any controlled substance offense as defined in Education code 44011. (Education Code 44836)~~
- ~~9. Submit to a physical examination, tuberculosis testing and/or provide a medical certificate as required by law and board Policy. (Education 44839, 49406)~~
- ~~10. Furnish a statement of military service and, if any was rendered, a copy of the discharge or release from service, if no such document is available, other suitable evidence of the termination of service. (Education Code 44838)~~
- ~~11. File the oath or affirmation of allegiance required by Government Code 3100-3109.~~
- ~~12. Fulfill any other requirements as specified by law, collective bargaining agreement, Board Policy or Administrative Regulation.~~

E. Reports Required

None

F. Record Retention

Personnel File

G. Responsible Administrative Unit

Human Resources

H. Approved By

Associate Superintendent for Human Resources

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Upon recommendation from the Superintendent or designee, the Governing Board shall approve the appointment of all certificated personnel. The position and the salary classification shall be reported to the Board at a regular meeting.

Individuals appointed to the certificated staff shall:

1. Possess the appropriate certification qualifications and register the certification document in accordance with law and Board policy (Education Code 44250-44279, 44330)
2. Demonstrate proficiency in basic skills as required by law and Board policy (Education Code 44252.5, 44830)
3. Submit to fingerprinting as required by law (Education Code 44830.1)
4. Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 or 1192.7, unless the individual has received a certificate of rehabilitation and pardon (Education Code 44830.1)
5. Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 44836)
6. Not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)
7. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332 (Education Code 44837)
8. Not have been convicted of any controlled substance offense as defined in Education Code 44011 (Education Code 44836)
9. Submit to a physical examination, tuberculosis testing and/or provide a medical certificate as required by law and Board policy (Education Code 44839, 49406)
10. Submit to drug and alcohol testing as required by Board policy
11. Furnish a statement of military service and, if any was rendered, a copy of the discharge or release from service or, if no such document is available, other suitable evidence of the termination of service (Education Code 44838)
12. File the oath or affirmation of allegiance required by Government Code 3100-3109

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

13. Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy or administrative regulation

Legal Reference

EDUCATION CODE

35161	Powers and duties
44008	Effect of termination of probation
44009	Conviction of specified crimes; definitions
44010	Sex offense
44011	Controlled substance offense
44066	Limitation on certification requirements
44250-44279	Credential types
44330	Effect of registration of certification document
44830.1	Criminal record summary; certificated employees
44836	Employment of person convicted of sex offenses or controlled substance offenses
44837	Employment of sexual sociopath
44838	Statement of military service
44839	Medical certificate
44839.5	Medical certificate for retirant
49406	Examination for tuberculosis

GOVERNMENT CODE

3100-3109	Oaths or affirmations of allegiance for disaster service workers and public employees
12940-12950	Unlawful employment practices

PENAL CODE

290	Registration of sex offenders
290.95	Disclosure by persons required to register as sex offenders
667.5	Prior prison terms, enhancements of prison terms
1192.7	Plea bargaining limitation

WELFARE AND INSTITUTIONS CODE

6300-6332	Sexual psychopaths
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HEALTH AND SAFETY CODE

1596.7995	Immunization requirements for employees in child care center or preschool
1597.005	Teachers in day care centers

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

~~A. — Purpose and Scope~~

~~— To provide guidance and direction for Principals and/or other administrative personnel regarding recommending Classified employees for employment.~~

~~B. — General~~

~~— The Governing Board shall approve the appointment of all full-time, part-time, hourly and temporary classified employees. Substitute, short-term and student employees may be appointed by the Superintendent or designee. The position and the pay rate shall be reported to the Board at a regular meeting.~~

~~C. — Forms Used and Additional References~~

- ~~1. — Application file~~
- ~~2. — Board Agenda~~

~~D. — Procedure~~

~~— Appointment Standards~~

~~Individuals appointed to the classified staff shall fulfill the following requirements:~~

- ~~1. — submit to fingerprinting prior to employment with the District. A fee for this will be paid by the applicant.~~
- ~~2. — submit to a physical examination or proof thereof as required by law and Board policy.~~
- ~~3. — file the oath or affirmation of allegiance required by Government Code 3100-3109.~~

~~— No person shall be initially assigned as an instructional aide without having demonstrated proficiency in reading, writing and mathematics skills. (Education Code 45344.5) These proficiency requirements shall equal or exceed those required by the District for high school seniors.~~

~~_____~~
TUSD Acknowledged: 9/23/97
TUSD Revised:

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

~~— Appointment & Conditions of Employment~~

~~— Subsequent to a favorable review and recommendation, the Superintendent and/or designee will recommend the appointment of all regular full-time, part-time, temporary and regular hourly employees to the Governing Board. Selection will be based upon competence and will be in accordance with all pertinent rules and regulations of the Governing Board, laws of the State of California including the rules and regulations adopted by the California Fair Employment Practices Commission.~~

~~Notification of Appointment~~

~~Notification of appointment shall be made on an authorized form, copies of which shall be sent to the employee, the payroll department, and to the supervisor involved. One copy shall be placed in the personnel file of the new employee.~~

~~E. Reports Required~~

~~— None~~

~~F. Record Retention~~

~~Personnel File~~

~~G. Responsible Administrative Unit~~

~~Human Resources~~

~~H. Approved By~~

~~Associate Superintendent for Human Resources~~

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Upon recommendation of the Superintendent, the Governing Board shall approve the appointment of all classified employees. The position and the pay rate shall be reported to the Board at a regular meeting.

Individuals appointed to the classified staff shall, at a minimum:

1. **Submit to fingerprinting as required by law (Education Code 45125). A fee for this will be paid by the applicant.**
2. **Not have been convicted of a violent or serious felony (Education Code 45122.1)**
3. **Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 45123)**
4. **Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332 (Education Code 45124)**
5. **If the individual will be working directly and in an unaccompanied setting with minor children on a more than incidental and occasional basis or will have supervision or disciplinary power over minor children, not be required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)**
6. **Not have been convicted of any controlled substance offense as defined in Education Code 44011 (Education Code 45123)**
7. **Submit to a physical examination or provide proof thereof as required by law and Board policy (Education Code 45122, 49406)**
8. **File the oath or affirmation of allegiance required by Government Code 3100-3109**
9. **Submit to drug and alcohol testing as required by Board policy**
10. **Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy or administrative regulation**

TUSD Acknowledged: 9/23/97

TUSD Revised:

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Notification of Classification and Compensation

When first employed and upon each subsequent change in classification, classified employees other than short-term, limited-term or provisional employees shall be given two copies of their class specification, salary data, assignment or work location, duty hours and prescribed work week. Salary data shall specify pay period (monthly, semimonthly or other) and applicable rates of compensation (daily, hourly, overtime and differential rates). Employees shall keep one copy of this information and shall sign and date the other copy and return it to their supervisor or the Human Resources Department. (Education Code 45169)

Legal Reference:

EDUCATION CODE

35161	Board delegation of any powers or duties
44010	Sex offense; definitions
44011	Controlled substance offense
44066	Limitation on certification requirements
45103	Classified service in Districts not incorporating the merit system
45104	Positions not requiring certification qualifications
45105	Positions under various acts not requiring certification qualifications; classification
45113	Notification of charges; classified employees
45122	Physical examinations
45122.1	Classified employees; conviction of a violent or serious felony
45123	Employment after conviction of controlled substance offense
45125	Use of personal identification cards to ascertain conviction of crime
45169	Employee salary data; classified employees
45344.5	Demonstrated proficiency in basic reading, writing, and mathematics skills
49406	Examination for tuberculosis TB risk assessment
54108	Restricted positions

LABOR CODE

~~1420~~ ——— ~~Unlawful employment practices~~

GOVERNMENT CODE

12940-12950	Unlawful employment practices
3100-3109	Oath or affirmation of allegiance

TUSD Acknowledged: 9/23/97

TUSD Revised:

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

PENAL CODE

1192.7	Plea bargaining limitation
1203.4	Dismissal of conviction
290	Registration of sex offenders
290.95	Disclosure of persons required to register as sex offenders
667.5	Prior prison terms; enhancement of prison terms

W & I CODE

6300-6332	Sexual psychopaths
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