

**NOTICE**  
**REGULAR MEETING OF THE GOVERNING BOARD**  
**TRACY UNIFIED SCHOOL DISTRICT**  
**MARCH 24, 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: 6:20 PM Closed Session**  
**7:00 PM Open Session**

**A G E N D A**

- |           |   |                |
|-----------|---|----------------|
| <b>1.</b> | <b>Call to Order</b>  | <b>Pg. No.</b> |
| <b>2.</b> | <b>Roll Call – Establish Quorum</b><br>Board: O. Alexander, D. Cheeseman, R. Fagin, L. Hawkins, S. Secker, J. Silcox, D. Traina<br>Staff: R. Pecot, Z. Boswell, T. Jalique, T. Salinas, S. Smith  |                |
| <b>3.</b> | <b>Closed Session:</b> 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.  |                |
|           | <b>3.1 Administrative &amp; Business Services:</b> None.  |                |
|           | <b>3.1.1</b> Conference with Legal Counsel – Existing Litigation<br>Government Code §54956.9, subd. (d)(1)<br>Name of Case: Tracy Unified School District v. NorCal Flag Football,<br>Case No. STK-CV-LBC-2026-0000675<br><b>Action:</b> Motion__ ; Second __. <b>Vote:</b> Yes __ ; No __ ; Absent __ ; Abstain __           |                |
|           | <b>3.1.2</b> Public Services or Facilities Security<br>Review and Approval of Tactical Response Plan<br>Government Code §54957(a)<br>Education Code §32281(f)(3)<br>Approve School Site Safety Plans for the 2026-27 School Year<br><b>Action:</b> Motion__ ; Second __. <b>Vote:</b> Yes __ ; No __ ; Absent __ ; Abstain __ |                |
|           | <b>3.2 Educational Services:</b>  |                |
|           | <b>3.2.1</b> Findings of Facts: 25/26#29, 25/26#30, 25/26#32, 25/26#33, 25/26#34<br>Education Code §48912   |                |
|           | <b>3.2.2</b> Reinstatements: 25/26#23<br>Education Code §48912<br><b>Action:</b> Motion__ ; Second __. <b>Vote:</b> Yes __ ; No __ ; Absent __ ; Abstain __   |                |
|           | <b>3.2.3</b> Confidential Student Matter: Early Graduation WHS#10359182<br><b>Action:</b> Motion__ ; Second __. <b>Vote:</b> Yes __ ; No __ ; Absent __ ; Abstain __  |                |

**3.3 Human Resources:**

**3.3.1** Consider Retroactive Unpaid Leave of Absence for Classified Employee #UCL-565, Pursuant to Article XXIII

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

**3.3.2** Consider Unpaid Leave of Absence for Classified Employee #UCL-566, Pursuant to Article XXIII

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

**3.3.3** Consider Non-Paid Leave of Absence for Classified Employee #UCL-564, Pursuant to Article XXIII

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

**3.3.4** Consider Leave of Absence Requests for Certificated Employees: #UC-1460, #UC-1461, #UC-1462, #UC-1463, Pursuant to Article XX

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

**3.3.5** Consider Release of Coach Employee #UCL-569

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

**3.3.6** Consider Contract Non-Renewal for Coach Employee (Insufficient Student Enrollment) #UCL-570

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

**3.3.7** Consider Leave of Absence Requests for Certificated Employees: #UC-1428 Modified and #UC-1459 Modified, Pursuant to Article XX

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

**3.3.8** Consider Public Employee/Employment/Discipline/Dismissal/Release Government Code §54957

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

**3.3.9** 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** Report Out of Action Taken on Conference with Legal Counsel Existing

**3.1.1** Litigation (Gov. Code, 54956.9, subd. (d)(1))

Name of Case: Tracy Unified School District v. NorCal Flag Football, Case No. STK-CV-LBC02026-0000675

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

**6b** Report Out of Action Taken on Approve School Site Safety Plans for the 2026-27 School Year

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

**6c** Action Taken on Findings of Fact: 25/26#29, 25/26#30, 25/26#32, 25/26#33, 25/26#34

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

**6d** Report Out of Action Taken on Reinstatements: 25/26#23

**3.2.2**

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

**6e** Report Out of Action Taken on Early Graduation: WHS#10359182

**3.2.3**

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

**6f** Report Out of Action Taken on Consider Retroactive Unpaid Leave of Absence for

**3.3.1** Classified Employee #UCL-565, Pursuant to Article XXIII

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

**6g** Report Out of Action Taken on Consider Unpaid Leave of Absence for Classified

**3.3.2** Employee #UCL-566, Pursuant to Article XXIII

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

**6h** Report Out of Action Taken on Consider Non-Paid Leave of Absence for

**3.3.3** Classified Employee #UCL-564, Pursuant to Article XXIII

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

**6i** Report Out of Action Taken on Consider Leave of Absence Requests for

**3.3.4** Certificated Employees: #UC-1460, #UC-1461, #UC-1462, #UC-1463, Pursuant to Article XX

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

**6j** Report Out of Action Taken on Consider Release of Coach Employee #UCL-569

**3.3.5**

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

**6k** Report Out of Action Taken on Consider Contract Non-Renewal for Coach

**3.3.6** Employee (Insufficient Student Enrollment) #UCL-570

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

**6l** Report Out of Action Taken on Consider Leave of Absence Requests for

**3.3.7** Certificated Employees: #UC-1428 Modified and #UC-1459 Modified, Pursuant to Article XX

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

**7. Approve Regular Minutes of February 24, 2026**

**1-7**

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

**8. Student Representative Reports:**

**8.1 Kimball High:** Sarem Girmai; **Alternative Education:** Tatum Cobarrubia, Lillie Rose;

**Tracy High:** Violet Howard-Menteer; **West High:** Lucia Noor Behnam, Alexandra Larson

**8.2 Poet School; Williams Middle School:** Armaan Gill, Nischay Kang, Lia Tating

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

**9.1 Alternative Education**

**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:**

**10.1.1** Receive Annual Report on Citizens' Bond Oversight Committee **8-11**  
Measure O for Fiscal Year Ended June 30, 2025

<b>10.2</b>	<b>Educational Services:</b>	
<b>10.2.1</b>	Receive Report on Instructional Materials Adoptions	<b>12-13</b>
<b>10.2.2</b>	Receive Information Regarding the Tracy Expanded Learning Program	

**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.**

<b>13.1</b>	<b>Administrative &amp; Business Services:</b>	
<b>13.1.1</b>	Approve Accounts Payable Warrants (February 2026) (Separate Cover)	<b>14</b>
<b>13.1.2</b>	Approve Payroll Reports (February 2026)	<b>15-19</b>
<b>13.1.3</b>	Approve Revolving Cash Fund Reports (February 2026)	<b>20-24</b>
<b>13.1.4</b>	Ratify Routine Agreements, Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda	<b>25-26</b>
<b>13.1.5</b>	Authorize Associate Superintendent of Business Services to Enter into Agreement to Dispose of Damaged, Obsolete, and Surplus Furniture, Computers, and Equipment through Disposal Service	<b>27-29</b>
<b>13.1.6</b>	Accept the Generous Donations from the Various Individuals, Businesses, and School Site Parent Teacher Associations Listed Herein with Thanks and Appreciation from the Staff and Students of the Tracy Unified School District	<b>30-31</b>
<b>13.2</b>	<b>Educational Services:</b>	
<b>13.2.1</b>	Approve Agreement for Special Contract Services with Marzano Resources for Professional Development for District Administrators on the Topic of High Reliability Schools	<b>32-39</b>
<b>13.2.2</b>	Approve Agreement for Contract Services between Daybreak Health PC for the 2025-2026 School Year	<b>40-43</b>
<b>13.2.3</b>	Approve an Increase to the Existing Agreement for Contract Services with Operation Scholars for Two Behaviorists for the 2025-2026 School Year	<b>44-45</b>
<b>13.2.4</b>	Ratify Special Contract Services Agreement with Eva Nicolosi, PsyD for a Psychoeducational Independent Education Evaluation (IEE)	<b>46-49</b>
<b>13.2.5</b>	Ratify Agreements for Professional Contract Services for Kimball High School Drama and Theater Department for 2025-2026 School Year	<b>50-62</b>

<b>13.2.6</b>	Ratify Agreement with San Joaquin County Office of Education Quality Rating and Improvement System (QRIS) and the TUSD School Readiness Preschool Program for the 2025-2026 School Year	<b>63-69</b>
<b>13.2.7</b>	Approve Special Contract Services Agreement with Ed Sped Solutions, Inc. for Two Independent Education Evaluations (IEEs) for a Psycho-Ed and an Academic Assessment	<b>70-73</b>
<b>13.2.8</b>	Approve Overnight Travel for the West High School Cheer Team and Advisors to Attend Summer Camp at UC Santa Cruz, Santa Cruz, CA on June 26-29, 2026	<b>74</b>
<b>13.2.9</b>	Approve Go Big BMX Air Show Assemblies for Williams Middle School for the 2025-2026 School Year	<b>75-78</b>
<b>13.2.10</b>	Approve Purchase of Kiln Start-up Supplies from NASCO for the Art Department at Tracy High School Using Prop 28 Funds	<b>79-84</b>
<b>13.2.11</b>	Approve Purchase of Music Equipment from Sweetwater for the Music Department at Kimball High School Using Prop 28 Funds	<b>85-86</b>
<b>13.2.12</b>	Approve Purchase of Musical Instruments from Got A Gig Music, Inc. for the Music Department at Kimball High School Using Prop 28 Funds	<b>87-88</b>
<b>13.2.13</b>	Approve Purchase of Riser Back Rails and Side Rails from Wenger Corporation for the Music Department at Kimball High School Using Prop 28 Funds	<b>89-91</b>
<b>13.2.14</b>	Approve Purchase from Main Street Music for the Drama Department at Kimball High School Using Prop 28 Funds	<b>92-93</b>
<b>13.2.15</b>	Approve Funding Increase for 360 Degree Customer, Inc. for the 2025-2026 School Year	<b>94-102</b>
<b>13.2.16</b>	Increase Funding for Sierra Vista Child & Family Services (Kirkbaucher) NPS for the 2025-2026 School Year (Separate Cover)	<b>103</b>

**13.3 Human Resources:**

<b>13.3.1</b>	Accept Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employment	<b>104-107</b>
<b>13.3.2</b>	Approve Classified, Certificated, and/or Management Employment	<b>108-111</b>
<b>13.3.3</b>	Approve Student Teaching, Practicum, SLP, and Intern Agreement with BIOLA University (Separate Cover)	<b>102</b>
<b>13.3.4</b>	Certify that Provisions of Section 5593 Regarding Coaches Have Been Met	<b>113-117</b>
<b>13.3.5</b>	Approve Student Teaching Agreement with United States University	<b>118-123</b>
<b>13.3.6</b>	Approve Student Teaching, Practicum and Observation Agreement with Western Governors University	<b>124-132</b>

**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:**

<b>14.1.1</b>	Certify 2025-2026 Fiscal Year Second Interim Report (Separate Cover)	<b>133-134</b>
<b>Action:</b>	Motion___; Second___ . <b>Vote:</b> Yes___; No ___; Absent___; Abstain ___ .	

- 14.1.2** Accept the 2024-2025 Independent Financial Audit and Performance Audit for Measure O General Obligation Bonds (Separate Cover) **135-136**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.1.3** Approve 2025-26 and 2026-27 Transportation Plan **137-141**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.1.4** Approval of Meehleis Modular Building Manufacture for the Manufacturing of the 2026 Kimball Two Story Science Wing (Separate Cover) **142**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.

**14.2 Educational Services:** None.

**14.3 Human Resources:**

- 14.3.1** Approve Revised Description for Expanded Learning Programs Coordinator **143-146**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.3.2** Approve New Job Description for Expanded Learning Program Specialist **147-149**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.3.3** Approve New Job Description for Expanded Learning Site Lead **150-153**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.3.4** Acknowledge Receipt of California School Employee Association's (CSEA) Sunshine Proposal for the 2026-2027 School Year **154-155**  
**Action:** Motion\_\_\_; Second\_\_\_. **Vote:** Yes\_\_ ; No\_\_ ; Absent\_\_ ; Abstain\_\_.
- 14.3.5** Approve New Job Description for Educational Behavior Analyst **156-158**  
**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** April 14, 2026  
**17.2** April 28, 2026  
**17.3** May 12, 2026  
**17.4** May 26, 2026

**18. Upcoming Events:**

- 18.1** April 3, 2026 April 6, 2026 No School, Spring Recess Holiday  
**18.2** May 25, 2026 No School, Memorial Day  
**18.3** May 29, 2026 Last Day of School

THE COMPLETE AGENDA CAN BE FOUND AT <https://www.tracy.k12.ca.us/board-of-education/agenda-minutes>

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, February 24, 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, L. Hawkins, S. Secker, J. Silcox, D. Traina  
Staff: R. Pecot, T. Salinas, T. Jaliq, Z. Boswell, S. Smith
- 7:01 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#26, 25/26#27, 25/26#28  
**3.2.1**  
**Action:** Fagin, Traina. **Vote:** Yes-7; No-0; Absent-0.
- 6b** Report Out of Action Taken on Board Waivers: THS#10361336  
**3.2.2**  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6c** Report Out of Action Taken on Early Graduation: TISCS# 10331491,  
**3.2.3** TISCS# 10329818  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6d** Report Out of Action Taken on Consider Paid/Unpaid Leave of Absence  
**3.3.1** for Classified Employee #UCL-560  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6e** Report Out of Action Taken on Consider Paid/Unpaid Leave of Absence  
**3.3.2** for Classified Employee #UCL-561  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6f** Report Out of Action Taken on Consider Paid/Unpaid Leave of Absence  
**3.3.3** for Classified Employee #UCL-562  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6g** Report Out of Action Taken on Consider Leave of Absence Requests for  
**3.3.4** Certificated Employees: #UC-1432, #UC-1458, Pursuant to Article XX  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6h** Report Out of Action Taken on Consider Unpaid Leave of Absence for  
**3.3.5** Classified Employee #UCL-563, Pursuant to Article XXIII  
**Action:** **Board Approved. Vote:** Yes-7; No-0; Absent-0.
- 6i** Report Out of Action Take on Approve the Non-Reelection of  
**3.3.6** Probationary Certificated Employees: #UC-1434; #UC-1435; #UC-1436; #UC-1437; #UC-1438; #UC-1439; #UC-1440; #UC-1441; #UC-1442; #UC-1443; #UC-1444; #UC-1445; #UC-1446; #UC-1447; #UC-1448; #UC-1449; #UC-1450; #UC-1451; #UC-1452; #UC-1453; #UC-1454; #UC-1455; #UC-1456; #UC-1457 Pursuant to Education Code Section 44929.21(b)  
**Action:** **Board Approved as Amended. Vote:** Yes-7; No-0; Absent-0.

**6j** Consider Leave of Absence Request for Certificated Employee: #UC-3.3.7 1459, Pursuant to Article XX  
**Action: Board Approved. Vote:** Yes-7; No-0; Absent-0.

**Minutes:**

**7. Approve Regular Minutes of February 10, 2026.**  
**Action:** Hawkins, Cheeseman. **Vote:** Yes-7; No-0; Absent-0.

**Audience:**

Jennifer Kassel, Rocio Garcia, Hark Thiura, Gary Henderson, Kaleigh Felisberto, Albert Strong, Eloy Vento, Michael Bunch, Jon Waggle, Roya Mahiddin, Tyler Mullen, April Jacobs, Tasha Mathews, Juan Lopez. Heather Reyburn, Jeanette Tober, Kelly Martino, Marta Marquez, Amanda Castillo, Derek Sprecksel, Jason Noll, Marlene Hepner

**Student Rep Reports:**

**8.1** None.

**Recognition & Presentations:**

**9.1 Recognize Monte Vista Teacher, Dawn Arbogast, and her Math Counts team, Emily Tran, Thanursi Nagendra, Cristofer Machado, and Ethan Antipala, for Taking First Place in the San Joaquin Valley MathCounts Competition** They were presented with certificates.

**9.2 Recognize the Outstanding Employees of the Winter Term for the 2025-2026 School Year** The board recognized Jeanette Tober, Math & EL Coordinator Tracy High School (Certificated 9-12). Kayla Tolle 6<sup>th</sup> Grade Teacher North School (Certificated 6-8), and Kelly Martino Teacher Librarian at Central and Jacobson Elementary Schools (Certificated K-5) as Outstanding Certificated Employees; Marta Marquez Registrar at Tracy Independent Study Charter School (Classified 9-12), Tasha Mathews Clerk Typist II in Ed Services (Classified 6-8), and Amanda Castillo Paraeducator II Poet School (Classified K-5) as Outstanding Classified Employees, and Juan Lopez Principal South West Park Elementary School as the Outstanding Management Employee of the Winter Term for the 2025-26 School Year. They were presented with certificates.

**9.1 Central Elementary School** Central Principal, April Jacobs, and Assistant Principal, Tyler Mullen, shared highlights of the school year to date. In September they hosted a Hispanic Heritage celebration where families shared dishes, and they welcomed folklore dancers from WHS while celebrating identity, pride, and connection. They hosted Lisa Caprelli, author of Unicorn Jazz and The Flying Taco. She did a book talk and presented copies of her books to students that had perfect attendance for the month of September. The STEM Fair Night was joined by THS. Families enjoyed the event and took home their own STEM projects. In December, they had their first winter concert showcasing the students' music. They are preparing for the next concert in Spring. The school has full-time behavioral support that also facilitates a boy's group with structured SEL activities. Central also has a reading support teacher

working with students in grades 1-3 providing Tier 2 intervention to strengthen their literacy skills, and para support dedicated to prevention and small group instruction, making sure students receive targeted support in each grade level.

**9.2 West High School** Gary Henderson, Principal of West High School, was accompanied by student representatives from WHS FFA, WHS JROTC and the school music program. This is FFA Week, a week dedicated to bringing their campus together and highlighting the importance of agriculture and the FFA community. They have spirit days planned, and a petting zoo on Friday with a fundraiser that will end with an administrator having to kiss a farm animal. The new shop building is coming together. Students are eager for the opportunity to further their opportunities and growth in a place where they can build real world skills. For a third year, the Airforce JROTC inspection has exceeded standards, the highest rating that can be achieved. In the Marksmanship program, every cadet is required to follow safety standards including a test they have to get 100% correct and complete a series of safety videos to ensure every cadet is safe on the firing range with an air rifle. The presentation ended with Music Director, Jonathan Raman, and the WHS Jazz Band and String Program delighted the board with a Joe Avey's Mardi gras tune, Second Line. They will be performing in Anaheim at Disneyland in a few weeks. Monday March 2<sup>nd</sup>, there is a student run benefit concert with a Carnival theme to raise money for St. Judes Children's Hospital. It will be held in the WHS Cafeteria from 5:30 to 7:30.

**Information &  
Discussion Items:**

**10.1 Administrative & Business Services:** None.

**10.2 Educational Services:**

**10.2.1 Receive Report on Williams Complaint Filing Form and Withdrawal Reporting Procedures for Adjusted Cohort Graduation Rates** In accordance with Federal Program Monitoring guidance, TUSD edited its UCP document. Dr. Michael Bunch, Director of Continuous Improvement, State and Federal Programs, informed new language was added to reflect the requirements effective July 1, 2026: LEAs shall provide and maintain at least one all gender restroom for pupil use and LEAs shall ensure teachers of record have appropriate credentialing to avoid misassignments. Following further guidance, TUSD created an Adjusted Cohort Graduation Rates Handbook which includes language to ensure compliance with ACGR statute and CALPADS reporting requirements.

**10.2.2 Receive Report on the Mid-Year LCAP Update for the 2025-2026 Local Control Accountability Plan (Separate Cover)** SB112 requires an annual mid-year LCAP report to the Board of Trustees each year. The report, provided by Dr. Bunch, included updates of all available data pertaining to growth metrics, mid-year expenditures, and status updates of the actions stated within the LCAP

**10.2.3 Receive Report on the Mid-Year Tracy Charter School LCAP Update for the 2025-2026 Local Control Accountability Plan (Separate Cover)** Charter schools use the LCAP to also serve as the School Plan for Student Achievement to describe how federal funds will be used to increase student achievement. Dr Bunch provided the board with TISCS LCAP mid-year data.

**Hearing of Delegations**

**11.** Student representatives from the Khair Internship, individually spoke regarding the Jakara Movement.

Jasmeet Kaur, WHS Senior, informed that Khair means care and wellbeing. Their goal is to make sure students feel safe and informed and to be confident in making healthy choices through events and open conversation on mental health and opioid education.

Navraj Kalathil reflected on events hosted this year at WHS. They have hosted events targeted at improving mental health, such as, a tabling event during Red Ribbon Week and Fentanyl Awareness Week. They also held a movie night and spoke about how to deal with stress and emotions. Soon they plan to host an Alcohol Awareness Week.

Aarav is a WHS sophomore that says students are taking opioids thinking it is an anxiety medication, but the fake pills are laced. Deaths from fentanyl have increased significantly. Studies show students taking these drugs do not receive any kind of medical support.

Yuvraj Kalathil spoke of Narcan, a life saving drug that can reverse the effects of an opioid overdose. It is administered through the nose with no harmful side effects. The current Narcan policy places the Narcan in the office, however in an emergency, in a faraway classroom, the results can be fatal. He believes teachers should be certified to have Narcan available in the classroom.

Senior, Suhani Bhatia, spoke of mental health, how it affects everything we do, and the importance of taking care of ourselves. When mental health is neglected, drug abuse may occur. She is happy to be part of a program that helps to keep our community healthy and safe.

WHS senior, Noorjit Kaur, suggested having counselors available in wellness centers. Without trained counselors, students will not get the guidance they need. Students need someone to talk to regarding stress and anxiety and to help them when they are most needed. The Jakara Movement is hosting a Town Hall Meeting March 18<sup>th</sup>, from 6:00 to 8:00 in the WHS cafeteria.

**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-7; No-0; Absent-0.
  - 13.1 Administrative & Business Services:**
    - 13.1.1** Authorize the Director of Food Services to Solicit Proposals for Food and Non-Food Items for the 2026/2027 School Year
    - 13.1.2** Accept and Review the Status of School Connected Organization/Booster Club Applications Submitted for the 2025/ 26 School Year
    - 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
    - 13.1.4** Approve Agreement with Lozano Smith, Attorneys at Law, as Legal Counsel for Facilities/Business Services
    - 13.1.5** Approve Accounts Payable Warrants (January 2026) (Separate Cover)
    - 13.1.6** Approve Payroll Reports (January 2026)
    - 13.1.7** Approve Revolving Cash Fund Reports (January 2026)
    - 13.1.8** Ratify Routine Agreements, Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda
  - 13.2 Educational Services:**
    - 13.2.1** Approve Agreement for Contract Services Between School Yard Rap and Tracy Unified School District to Provide Afterschool Enrichment at ELOP Sites
    - 13.2.2** Approve the Purchase of Marzano Professional Development Resources for District and Site Administrators
    - 13.2.3** Approve Agreement for Contract Services Between the Eco Hero Show and George Kelly School During the 2025-2026 School Year
    - 13.2.4** Approve Agreement for Contract Services Between Mobile Ed STEAM Museum and George Kelly School During the 2025-2026 School Year
    - 13.2.5** Approve Agreement for Special Contract Services with Quest Science Center at Monte Vista Middle School During the 2025-2026 School Year
    - 13.2.6** Approve Contract with Core Learning for Elementary Reading Academy Professional Development for Teachers During the 2026-2027 School Year
    - 13.2.7** Approve Purchase of Instruments for Monte Vista Middle School Using Prop 28 Waiver Funds
    - 13.2.8** Ratify Master Contract with Utah Youth Village dba Alpine Academy for the 2025-2026 School Year (Separate Cover)
    - 13.2.9** Approve Agreement for Contract Services Between World of Wonders Science Museum and South/West Park Elementary School for the 2025-2026 School Year
    - 13.2.10** Approve Agreement with the University of the Pacific for a Two-Week Residential Program at the Pacific Summer High School Institute for Rising 9th Through 12<sup>th</sup> Grade Students

- 13.2.11 Approve Purchase of Kiln Start-up Supplies from Clay Planet for the Art Department at Tracy High School Using Prop 28 Funds
- 13.2.12 Approve Overnight Travel for the West High JROTC and Advisors to Attend the Golden Bear National Drill Competition in Torrance, California on April 24-26, 2026
- 13.2.13 Ratify Special Contract Services Agreement with Individualized Educational Psychology, Inc. for an Independent Educational Evaluation (IEE)

**13.3 Human Resources:**

- 13.3.1 Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees
- 13.3.2 Approve Classified, Certificated and/or Management Employment
- 13.3.3 Approve Individual Intern Agreement with CSU Stanislaus

**Action Items:**

**14.1 Administrative & Business Services:**

- 14.1.1 Accept Proposal from Pro-K12 Consulting & CM Services For Montc Vista Modernization Project  
**Action:** Hawkins, Cheeseman. **Vote:** Yes-7; No-0; Absent-0.
- 14.1.2 Adopt Resolution 25-16 Authorizing Issuance of 2026 Refunding General Obligation Bonds in the Principal Amount not to Exceed \$32,000,000 (Separate Cover)  
**Action:** Secker, Alexander. **Vote:** Yes-7; No-0; Absent-0.
- 14.1.3 Adopt Resolution 25-19 Procedures and Guidelines for Selection of Lease-Leaseback Contractor (Education Code §17406)  
**Action:** Cheeseman, Fagin. **Vote:** Yes-7; No-0; Absent-0.
- 14.1.4 Accept ACME Construction Bid Proposal for the (4) 2026 ELOP Projects: Poet Elementary, North Elementary, Freiler Elementary, Jacobson Elementary  
**Action:** Cheeseman, Secker. **Vote:** Yes-7; No-0; Absent-0.
- 14.1.5 Accept Proposal from Pro-K12 Consulting & CM Services For McKinley Elementary Modernization Project  
**Action:** Cheeseman, Hawkins. **Vote:** Yes-7; No-0; Absent-0.

**14.2 Educational Services:**

- 14.2.1 Adopt Revised/New Board Policies and Acknowledge Administrative Regulations Impacted by AB 495 (Second Reading) (Separate Cover)  
**Action:** Cheeseman, Secker. **Vote:** Yes-7; No-0; Absent-0.
- 14.2.2 Acknowledge Revised Administrative Regulation 1312 Uniform Complaint Procedures (Second Reading) (Separate Cover)  
**Action:** Cheeseman, Hawkins. **Vote:** Yes-7; No-0; Absent-0.

**14.3 Human Resources:**

- 14.3.1 Approve a Declaration for a Provisional Internship Permit  
**Action:** Secker, Fagin. **Vote:** Yes-7; No-0; Absent-0.

- 14.3.2** Adopt Revisions to Board Policies 4119.1 and 4219.1 and Adopt New Board Policy 4319.1 Civil and Legal Rights (Second Reading)  
**Action:** Cheeseman, Hawkins. **Vote:** Yes-7; No-0; Absent-0.
- 14.3.3** Approve Resolution 25-17, Authorizing Reduction and Elimination of Particular Kinds of Certificated Services for the 2026-2027 School Year  
**Action:** Cheeseman, Secker. **Vote:** Yes-7; No-0; Absent-0.
- 14.3.4** Adopt Resolution 25-20, Authorizing Reduction or Elimination of Classified Management Services for the 2026-2027 School Year  
**Action:** Agenda item pulled. No vote was taken.
- 14.3.5** Approve Resolution 25-18, Criteria for Determining Order of Seniority (Tie-Breaking) in the Case of Certificated Reduction in Force for the 2026-2027 School Year  
**Action:** Hawkins, Cheeseman. **Vote:** Yes-7; No-0; Absent-0.

**Board Reports:**

Trustee Traina appreciated the great presentations, starting with Dawn Arbogast and her MathCounts group, the outstanding employees of the term, and Central's presentation highlighting their strong academic focus and student support. WHS FFA, JROTC, and the band were great and she learned a lot from Dr. Bunch's presentations. Trustee Secker thanked Dr. Bunch for the mid-year LCAP reports; it is good to see we are going in the right direction. Last week Trustee Secker attended a STEM dinner and an informative round table discussion centering on STEM outreach to the community. Trustee Cheeseman also thanked Dr. Bunch. She was interested in hearing about the Central reading support teacher and the safety and testing associated with the firing range at WHS. The board went on a field trip today and were able to check out the impressive plans happening in Facilities. Trustee Hawkins congratulated the employees of the term; they were all well deserved. During the facilities trip they visited the Barbering Academy at Stein. It was unbelievable, he is looking forward to seeing the students cut hair. Trustee Alexander had the opportunity to attend the black history program at Central, they had a lot of enjoyable entertainment. She judged a door decorating contest at Kimball and will be doing one at West High this week. There are a lot of talented artists in our district. Trustee Fagin was elated to know that we are focusing on teaching our students the trades. It is a dying art, and you can make a great living that way. We are giving students a headstart. Trustee Silcox passed on comment.

**Superintendent Report:**

Tonight is a display of the great things that are happening in this district, said Dr. Pecot. Reading is one of our major focuses. Two of our reading specialists were present at the evenings meeting. He acknowledged Ms. Tina Brown and Ms. Amy Crotts in the audience.

**Adjourn: 8:40**

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Date



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Associate Superintendent of Business Services  
**DATE:** March 24, 2026  
**SUBJECT:** **Receive Annual Report on Citizens' Bond Oversight Committee Measure O for Fiscal Year Ended June 30, 2025**

**BACKGROUND:** Pursuant to Education Code Section 15278 and the requirements of Proposition 39, the Tracy Unified School District established a Citizens' Bond Oversight Committee (CBOC) to actively review and report to the public on the expenditure of Measure O General Obligation Bond proceeds. The Committee's primary responsibility is to ensure that bond funds are spent only on the school facilities projects approved by voters and not on teacher salaries, administrative salaries, or operational expenses.

In accordance with the Citizens' Bond Oversight Committee Bylaws adopted by the Board of Trustees on January 28, 2025, the Committee is required to prepare and approve an Annual Report summarizing its proceedings and activities and present a summary of the report to the Board in a public meeting. Section 3.3 of the Bylaws states:

"At least one time annually, commencing with the end of the first fiscal year in which any bond proceeds are expended and continuing through the end of the fiscal year in which bond proceeds have been spent in full, the Committee shall annually prepare and approve, by majority vote, a written report (each, an 'Annual Report'), the findings of which shall be summarized by the Chair of the Committee to the Board in public session, which annual written report shall include the following: (a) a summary of the Committee's proceedings and activities for the preceding year, and (b) a statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution."

**RATIONALE:** The Citizens' Bond Oversight Committee prepared its Annual Report reviewing bond spending for the fiscal year ended June 30, 2025. During this period, the Committee met on June 4, 2025, and October 22, 2025, in the District Education Center Boardroom. Meetings were conducted in compliance with the Brown Act, with agendas publicly posted and minutes recorded and made available on the District's website.

As part of its oversight responsibilities, the Committee reviewed reports of bond fund expenditures, received presentations and updates from District staff, reviewed the District's annual independent financial and performance audits, and reviewed updates and photographs of bond-funded projects.

Based on its review, the Committee concluded that Measure O bond proceeds were expended only for the construction, reconstruction, rehabilitation, or replacement of school facilities, including furnishing and equipping school facilities or acquisition of real property for school facilities, as authorized by the Measure O project list approved by voters. The Committee further concluded that no bond proceeds were used for teacher salaries, administrative salaries, or operational expenses.

The Chair of the Citizens' Bond Oversight Committee will provide a brief verbal summary of the Annual Report to the Board.

**FUNDING:** N/A.

**RECOMMENDATION:** Receive Annual Report on Citizens' Bond Oversight Committee Measure O for Fiscal Year Ended June 30, 2025.

**Prepared by:** Tania Salinas, Associate Superintendent of Business Services.

**ANNUAL REPORT OF THE CITIZENS' OVERSIGHT COMMITTEE OF TRACY  
UNIFIED SCHOOL DISTRICT  
REVIEWING BOND SPENDING FOR FISCAL YEAR ENDED JUNE 30, 2025  
  
RELATING TO MEASURE O**

**Introduction.** The Citizens' Oversight Committee of Tracy Unified School District (the "Committee") was formed pursuant to Measure O for the purpose of actively reviewing and reporting to the public on the expenditure of Measure O bond proceeds.

The Committee is required to advise the public, through at least one report per year, which shall be made available on the District's website, as to whether the District has complied with the California Constitution, Bond Measure O, and the provisions of Education Code Section 15278 and following, meaning that this requirement has been satisfied:

*The proceeds of the bonds issued to date have been spent on the types of projects included on the project list approved by voters at the election, and no proceeds were spent on teacher salaries, administrator salaries or on operational expenses.*

**Public Meetings.** The Committee has met on the following dates and at the following locations:

<b>Meeting Date and Time</b>	<b>Meeting Location</b>
June 04, 2025, 5:30 PM	DEC Boardroom
October 22, 2025, 6:00 PM	DEC Boardroom

Each meeting was conducted pursuant to an agenda which was posted and noticed and the meeting was open to the public. Minutes were taken at the meeting and posted on the District's web page via the link to information relating to Measure O, either in draft form pending approval by the Committee at the next meeting or following approval by the members of the Committee at the next meeting.

**District Support.** The District has, without spending bond funds, provided the Committee with the administrative support it needs to meet and to perform its review and reporting duties. It has coordinated meetings, required public notices, assisted with preparing an agenda, provided a meeting space accessible to the public, attended meetings and reported to the Committee on bond fund expenditures. It has also arranged for minutes to be taken and provided to Committee for approval at the next meeting.

**Activities**

*Review of Expenditures.* The Committee was provided with a description of bond fund expenditures, either verbally or in writing or both, at each of its meetings. The Committee was able to review the text of Measure O to determine if expenditures were within the Project List. Members of the Committee had the opportunity to ask District staff questions.

*Review of District Bond Audits.* The District provided the Committee with copies of the annual bond financial audit and performance audit, which were prepared by the District's outside auditor for the year ending June 30, 2025.

There were no findings identified in the Performance Audit. There were three procedural findings in the Financial Audit. The District has responded to and taken action to remedy the findings.

The Committee was provided with photos of bond-financed facilities and projects.

**Committee Conclusion and Findings.** Based on the foregoing review of expenditures and other activities, the Committee concludes that for the period ending June 30, 2025, bond proceeds were only been spent for the construction, reconstruction, rehabilitation, or replacement of school facilities, including furnishing and equipping of school facilities, or acquisition of real property for school facilities, as more particularly identified in the project list presented to District voters for Measure O, and not on teacher salaries, administrator salaries or on operational expenses.

As a result, the Committee concludes in this annual report that the District has complied with applicable legal requirements regarding bond spending, as contained in California Constitution and the text of Measure O and Education Code 15278 and following.

It is directed that this Annual Report for fiscal year ending June 30, 2025 be posted on the District's web site making it available to the public.

\*\*\*\*\*

The undersigned certifies that this Annual Report was approved by a majority vote of the members of the Citizens' Oversight Committee on March 11, 2026.

**CITIZENS' OVERSIGHT COMMITTEE OF  
THE TRACY UNIFIED SCHOOL DISTRICT**

By:  \_\_\_\_\_  
Chair



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 26, 2026  
**SUBJECT:** **Receive Report on Instructional Materials Adoptions**

**BACKGROUND:** Education Code Section 60200(b)(1) and the Williams Settlement Legislation require districts to adopt instructional materials (IM) that are aligned to the State’s content standards and consistent with the curriculum frameworks and the State’s cycle of adoptions.

In compliance with Board Policy 6161.1, adoption committee teachers analyzed and evaluated instructional materials using criteria set out in the California Department of Education’s (CDE) Toolkits for Instructional Materials Evaluation (TIME) or adaptations of the TIME process developed by the IMC. The teacher teams selected IM programs, and the Curriculum Council is recommending these programs to the Board.

Course(s)	Publisher	Program/Title	Copyright
Emergency Medical Response	Jones and Bartlett Learning	<i>Emergency Care and Transportation of the Sick and Injured, 12<sup>th</sup> Edition</i>	2021

**RATIONALE:** The instructional materials being recommended for adoption demonstrate the highest correlation to the following evaluation criteria used by the committees in the adoption process:

- Alignment to the standards and goals of that content area or course
- Instructional methods that actively engage all students at all levels of achievement
- When applicable, supports examinations related to that course.

This agenda item meets Strategic 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 using accelerated learning and tiered supports.

**FUNDING:** Funding for the purchase of recommended materials not to exceed \$17,000 for the 2026-27 school year will be provided by funds from Goal 1, Action 8 of the Local Control Accountability Plan reserved for the purchase of instructional materials and Career and Technical Education funding. Renewals in following years will be paid from funds set aside for growth and replacement or instructional materials funds when available.

<b>Course(s)</b>	<b>Program/Title</b>	<b>Not to Exceed</b>
Emergency Medical Response	<i>Emergency Care and Transportation of the Sick and Injured, 12<sup>th</sup> Edition.</i>	\$17,000

**RECOMMENDATION:** Receive Report on Instructional Materials Adoptions.

**Prepared by:** Sally Soberanes, Coordinator of Instructional Media Services and Curriculum.



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** March 2, 2026  
**SUBJECT:** Approve Accounts Payable Warrants (February 2026)

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

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

**FUNDING:** N/A.

**RECOMMENDATION:** Approve Accounts Payable Warrants (February 2026)

**Prepared by:** Lori Nelson, Director of Financial Services.



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** March 2, 2026  
**SUBJECT:** **Approve Payroll Reports (February 2026)**

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

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

**FUNDING:** N/A.

**RECOMMENDATION:** Approve Payroll Reports (February 2026).

**Prepared by:** Lori Nelson, Director of Financial Services.

Pay Date 02/10/2026

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount	
01	1100	387,100.75	Teachers' Salaries
	1200	355.33	Cert Pupil Support Salaries
	1300	3,645.72	
	1900	3,002.72	Other Certificated Salaries
	1999	0.00	1000 Salary Payroll Errors
	2100	68,064.52	Instructional Aides' Salaries
	2200	133,031.60	Classified Support Salaries
	2300	2,552.46	
	2400	24,971.53	Clerical & Office Salaries
	2900	12,480.82	Other Classified Salaries
	<b>Total Labor</b>	<b>635,205.45</b>	
01	3101	50,631.39	STRS On 1000 Salaries
	3202	12,527.62	PERS On 2000 Salaries
	3301	7,004.85	
	3302	13,419.36	
	3501	197.34	State Unemploy On 1000 Salary
	3502	119.64	State Unemploy On 2000 Salary
	3601	6,762.54	Worker'S Comp Ins On 1000 Sal
	3602	4,137.37	Worker'S Comp Ins On 2000 Sal
	<b>Total Contributions</b>	<b>94,800.11</b>	
09	2100	616.64	Instructional Aides' Salaries
	<b>Total Labor</b>	<b>616.64</b>	
09	3302	16.96	
	3502	0.31	State Unemploy On 2000 Salary
	3602	10.59	Worker'S Comp Ins On 2000 Sal
	<b>Total Contributions</b>	<b>27.86</b>	
11	1100	9,765.36	Teachers' Salaries
	1200	355.33	Cert Pupil Support Salaries
	2400	5,323.61	Clerical & Office Salaries
	<b>Total Labor</b>	<b>15,444.30</b>	
11	3101	1,437.15	STRS On 1000 Salaries
	3202	1,275.39	PERS On 2000 Salaries
	3301	146.74	
	3302	407.25	
	3501	5.06	State Unemploy On 1000 Salary
	3502	2.67	State Unemploy On 2000 Salary
	3601	173.67	Worker'S Comp Ins On 1000 Sal
	3602	91.35	Worker'S Comp Ins On 2000 Sal
	<b>Total Contributions</b>	<b>3,539.28</b>	

Fund	12	SACS Object	Amount	
		1100	181.91	Teachers' Salaries
		2100	13,519.69	Instructional Aides' Salaries
		<b>Total Labor</b>	<b>13,701.60</b>	

Fund	12	SACS Object	Amount	
		3202	2,246.79	PERS On 2000 Salaries
		3301	13.92	
		3302	789.97	
		3501	0.09	State Unemploy On 1000 Salary
		3502	6.74	State Unemploy On 2000 Salary
		3601	3.12	Worker'S Comp Ins On 1000 Sal
		3602	231.99	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>3,292.62</b>	

Fund	13	SACS Object	Amount	
		2200	13,478.65	Classified Support Salaries
		<b>Total Labor</b>	<b>13,478.65</b>	

Fund	13	SACS Object	Amount	
		3202	1,266.32	PERS On 2000 Salaries
		3302	616.42	
		3502	6.75	State Unemploy On 2000 Salary
		3602	231.28	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>2,120.77</b>	

Pay Date 02/27/2026

Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	01	SACS Object	Amount	
		1100	6,178,330.33	Teachers' Salaries
		1200	779,068.02	Cert Pupil Support Salaries
		1300	742,461.64	Cert Suprvrs' & Admins' Sal
		1900	217,222.40	Other Certificated Salaries
		2100	992,543.74	Instructional Aides' Salaries
		2200	1,338,443.07	Classified Support Salaries
		2300	303,866.81	Class Suprvrs' & Admins' Sal
		2400	664,908.40	Clerical & Office Salaries
		2900	76,294.39	Other Classified Salaries
		<b>Total Labor</b>	<b>11,293,138.80</b>	

Fund	01	SACS Object	Amount	
		3101	1,441,558.34	STRS On 1000 Salaries
		3102	13,962.50	STRS On 2000 Salaries
		3201	96,247.26	PERS On 1000 Salaries
		3202	373,272.32	PERS On 2000 Salaries
		3301	130,536.51	
		3302	244,159.31	
		3401	746,270.74	
		3402	395,596.80	
		3501	3,958.44	State Unemploy On 1000 Salary
		3502	1,686.15	State Unemploy On 2000 Salary
		3601	135,856.63	Worker'S Comp Ins On 1000 Sal
		3602	57,932.99	Worker'S Comp Ins On 2000 Sal
		3701	75,269.03	
		3702	35,707.85	
		3901	140.88	
		<b>Total Contributions</b>	<b>4,252,155.75</b>	

Fund	09	SACS Object	Amount	
		1100	226,791.60	Teachers' Salaries
		1200	12,270.00	Cert Pupil Support Salaries
		1300	11,682.51	Cert Suprvrs' & Admins' Sal
		2400	15,980.84	Clerical & Office Salaries
		<b>Total Labor</b>	<b>266,724.95</b>	

Fund	09	SACS Object	Amount	
		3101	47,892.06	STRS On 1000 Salaries
		3202	4,284.46	PERS On 2000 Salaries
		3301	3,353.26	
		3302	1,180.56	
		3401	20,788.58	
		3402	2,509.96	
		3501	125.37	State Unemploy On 1000 Salary
		3502	7.99	State Unemploy On 2000 Salary
		3601	4,302.71	Worker'S Comp Ins On 1000 Sal
		3602	274.23	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>84,719.18</b>	

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	10,579.46	Clerical & Office Salaries
		<b>Total Labor</b>	<b>82,070.79</b>	

Fund	11	SACS Object	Amount	
		3101	13,224.52	STRS On 1000 Salaries
		3202	3,440.37	PERS On 2000 Salaries
		3301	948.11	
		3302	970.79	
		3401	5,158.70	
		3402	1,418.98	
		3501	34.62	State Unemploy On 1000 Salary
		3502	6.43	State Unemploy On 2000 Salary
		3601	1,188.13	Worker'S Comp Ins On 1000 Sal
		3602	220.19	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>26,610.84</b>	

Fund	12	SACS Object	Amount	
		2100	60,871.21	Instructional Aides' Salaries
		2300	6,346.88	Class Suprvsrs' & Admins' Sal
		2400	6,890.91	Clerical & Office Salaries
		<b>Total Labor</b>	<b>74,109.00</b>	

Fund	12	SACS Object	Amount	
		3102	718.53	STRS On 2000 Salaries
		3202	15,584.50	PERS On 2000 Salaries
		3302	4,831.99	
		3402	2,924.20	
		3502	37.07	State Unemploy On 2000 Salary
		3602	1,271.70	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>25,367.99</b>	

Fund	13	SACS Object	Amount	
		2200	236,435.48	Classified Support Salaries
		2300	51,811.09	Class Suprvsrs' & Admins' Sal
		2400	22,203.57	Clerical & Office Salaries
		<b>Total Labor</b>	<b>310,450.14</b>	

Fund	13	SACS Object	Amount	
		3202	76,026.69	PERS On 2000 Salaries
		3302	22,082.05	
		3402	25,273.18	
		3502	155.27	State Unemploy On 2000 Salary
		3602	5,327.28	Worker'S Comp Ins On 2000 Sal
		<b>Total Contributions</b>	<b>128,864.47</b>	



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** March 2, 2026  
**SUBJECT:** **Approve Revolving Cash Fund Reports (February 2026)**

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

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

**FUNDING:** N/A.

**RECOMMENDATION:** Approve Revolving Cash Fund Reports (February 2026).

**Prepared by:** Lori Nelson, Director of Financial Services.

03/02/26

**TUSD  
REVOLVING CASH FUND  
February 2026**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
02/03/2026	10246	TOGO'S	2/4/26 Pick Up STEM Meeting 01-0000-0-1110-2100-4300-810-2034	-158.74
TOTAL				-158.74
02/05/2026	10248	Taqueria La Mexicana	2/10/26 event SUP PO26-00352 01-0000-0-0000-7110-4300-810-1101	-211.10
TOTAL				-211.10
02/18/2026	10252	DEPARTMENT OF MOTOR VEHIC...	Bryan Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10252	DEPARTMENT OF MOTOR VEHIC...	Bryan Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10253	DEPARTMENT OF MOTOR VEHIC...	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10253	DEPARTMENT OF MOTOR VEHIC...	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10254	DEPARTMENT OF MOTOR VEHIC...	Jose Olazabal 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10254	DEPARTMENT OF MOTOR VEHIC...	Jose Olazabal 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10255	DEPARTMENT OF MOTOR VEHIC...	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10255	DEPARTMENT OF MOTOR VEHIC...	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00

03/02/26

**TUSD  
REVOLVING CASH FUND  
February 2026**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
02/18/2026	10256	DEPARTMENT OF MOTOR VEHIC...	Deanna Brown 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10257	CALIFORNIA HIGHWAY PATROL	Bryan Todd 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10258	CALIFORNIA HIGHWAY PATROL	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10258	CALIFORNIA HIGHWAY PATROL	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10259	CALIFORNIA HIGHWAY PATROL	Jose Olazabal 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10260	CALIFORNIA HIGHWAY PATROL	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10260	CALIFORNIA HIGHWAY PATROL	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10261	CALIFORNIA HIGHWAY PATROL	Deanna Brown 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/03/2026	10245	Claudia P Duran Luna	Vacation Refund 25/26 & 24/25 01-0000-0-1110-8200-2200-709-9602	-676.54
TOTAL				-676.54
02/03/2026	10246	TOGO'S	2/4/26 Pick Up STEM Meeting 01-0000-0-1110-2100-4300-810-2034	-158.74
TOTAL				-158.74

03/02/26

**TUSD**  
**REVOLVING CASH FUND**  
February 2026

Date	Num	Name	Memo	Paid Amount
02/05/2026	10247	Olive Garden	PO26-02212 2/10/26 Prek Event 12-6127-0-7110-1000-4300-400-3002	-116.64
TOTAL				-116.64
02/05/2026	10248	Taqueria La Mexicana	2/10/26 event SUP PO26-00352 01-0000-0-0000-7110-4300-810-1101	-211.10
TOTAL				-211.10
02/05/2026	10249	Derek Sundquist	2/10/26 SUPP Late Timesheet 01-6500-0-5770-1110-1107-806-2542	-535.14
TOTAL				-535.14
02/05/2026	10250	Stephanie Hernandez	2/10/26 SUPP Late Timesheet 01-6500-0-5770-1110-1107-806-2542	-491.27
TOTAL				-491.27
02/05/2026	10251	Homaira Jamash	2/10/26 SUPP late timesheet 01-6500-0-5770-1110-1107-806-2542	-614.09
TOTAL				-614.09
02/18/2026	10252	DEPARTMENT OF MOTOR VEHIC...	Bryan Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10253	DEPARTMENT OF MOTOR VEHIC...	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10254	DEPARTMENT OF MOTOR VEHIC...	Jose Olazabal 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10255	DEPARTMENT OF MOTOR VEHIC...	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00
02/18/2026	10256	DEPARTMENT OF MOTOR VEHIC...	Deanna Brown 01-0723-0-1110-3600-5800-840-9702	-98.00
TOTAL				-98.00

03/02/26

**TUSD**  
**REVOLVING CASH FUND**  
February 2026

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
02/18/2026	10257	CALIFORNIA HIGHWAY PATROL	Bryan Todd 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10258	CALIFORNIA HIGHWAY PATROL	Chris Todd 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10259	CALIFORNIA HIGHWAY PATROL	Jose Olazabal 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10260	CALIFORNIA HIGHWAY PATROL	Ramon Alina 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/18/2026	10261	CALIFORNIA HIGHWAY PATROL	Deanna Brown 01-0723-0-1110-3600-5800-840-9702	-57.00
TOTAL				-57.00
02/26/2026	10262	Taqueria Las Comadres	WHS FFA Advisory 3/4/26 01-7010-0-1110-1000-4300-700-6512	-459.79
TOTAL				-459.79
02/26/2026	10263	ACDA	ACDA Conference Reg J.Castro WHS 01-6770-0-1110-1000-5200-700-2744	-375.00
TOTAL				-375.00



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** March 24, 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**

March 24, 2026

**A.**

Vendor:	National Demographics Services
Sites:	District Wide
Item:	Proposal
Services:	Geocoding for the 25-26 school year of all TUSD Schools
Cost:	\$13,000.00
Project Funding:	01 General Fund

**B.**

Vendor:	Stephen Roatch Accountancy Corporation
Sites:	District Wide
Item:	Agreement
Services:	Financial audit for Measure O ending June 30, 2026.
Cost:	\$7,875.00
Project Funding:	Measure O

**C.**

Vendor:	ITS Enterprises Inc.
Sites:	Various Sites
Item:	Agreement
Services:	DSA Project Inspector for the ELOP Project at North. Freiler, Poet and Jacobson Elementary School
Cost:	\$62,800.00
Project Funding:	35 Facilities Fund

**D.**

Vendor:	Park Planet
Sites:	Jacobson Elementary School
Item:	CMAS Proposal
Services:	Install and furnishing of new playground
Cost:	\$227,255.83
Project Funding:	25 Capital Fund

**E.**

Vendor:	Frontline Education
Sites:	District Wide
Item:	Yearly Contract Renewal
Services:	Frontline Education (online employee management) is used by Human Resources as an online platform for recruiting and hiring.
Cost:	\$53,715.58
Project Funding:	Unrestricted General Funds



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Associate Superintendent of Business Services  
**DATE:** March 5, 2026  
**SUBJECT:** **Authorize Associate Superintendent of Business Services to Enter into Agreement to Dispose of Damaged, Obsolete, and Surplus Furniture, Computers, and Equipment through Disposal Service**

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

1) "When district-owned books, equipment, and supplies become unusable, obsolete, or no longer needed, the Superintendent or designee shall identify these items to the Governing Board, together with their estimated value and a recommendation that they be sold or disposed of by one of the methods prescribed in law and administrative regulations." (BP 3270)

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

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

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

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

Or

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

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

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

The Tracy Unified School District Director of Maintenance, Operations, and Transportation has declared two buses as damaged and obsolete, as they have been replaced with newer, more modern, and structurally safe vehicles. In addition, the Director of Food Services has declared a mini cargo van as obsolete due to the replacement with newer equipment. The vehicles have a negative value or, at best, a negligible value.

Our surplus items will be processed under an agreement with the vendors, which outlines a salvage plan that includes the pick-up of obsolete items, the assumed ownership of items, the associated warranty responsibility, and the costs incurred for the disposal of toxic products as stated by law. The inventory will be consumed for its parts and reused through reselling channels, or lastly, after disassembly of items, it will be sold to recyclers. All vendors are required to provide a Certificate of Recycling and Destruction to ensure the district is safe from any hazardous materials disposal liability and to guard our safety against any internal information being accessed after it is declared surplus.

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

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

**FUNDING:** N/A

**RECOMMENDATION:** Authorize the Associate Superintendent of Business Services to Enter into an Agreement to Dispose of Damaged, Obsolete, and Surplus Furniture, Computers, and Equipment through Disposal Service.

**Prepared by:** Tania Salinas, Associate Superintendent of Business Services

## OBSOLETE EQUIPMENT

Item	Quantity
(Micro Bird) SPED School Buses	2
Food Services Mini Cargo Van	1



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc. Supt. of Business Services  
**DATE:** March 5, 2026  
**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. Tracy Phase 4 LLC –\$2,000.00, check #64. Donation to be used towards expenses for leadership activities.

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

1. DonorsChoose.org – The value of this donation is approximately \$100.00. The school supplies donations are as follows: 1 case of Clorox disinfecting cleaning wipes.

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

1. Platinum Insulation Inc. – \$500.00, check #4023. Donation to be used towards expenses for Boys' Soccer.

**Donations Received by Central Elementary School/Tracy Unified School District:**

1. Fidelis Logistics - \$5,000.00, check #113. Donation to be used towards classroom supplies and materials, including replacement bulbs, electronic pens, remotes, etc., for classroom technology.

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

1. Harminderjit Dhugga - \$500.00, check#416. Donation to be used by Tracy High Mock Trial.
2. America's Music Teacher - \$716.40, check#2047. Donation going to Tracy High Orchestra.

**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.



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 25, 2026  
**SUBJECT:** **Approve Agreement for Special Contract Services with Marzano Resources for Professional Development for District Administrators on the Topic of High Reliability Schools**

**BACKGROUND:** In the Tracy Unified School District’s ongoing Continuous Improvement mission to reach unprecedented levels of academic excellence for our students, the District Leadership Team would like to continue to explore a strategic planning model to help our schools focus on specific, research-based conditions for continuous school improvement. The Marzano Research Company is a highly renowned resource that provides Districts the necessary assistance, training, and resources to allow Districts to adopt and then implement the High Reliability Schools (HRS) Methods. With the guidance of Marzano’s acclaimed HRS experts, TUSD will explore the five levels of high reliability, use data to identify and respond to our schools’ needs, and ensure every student, teacher, and educator has the ability to succeed. The Marzano Resources Team will help District leaders to embed key processes, practices, and procedures designed to significantly improve staff performance and student achievement.

Our District Leadership Team is committed to gaining understanding, inspiration, and strategies by beginning a High Reliability School (HRS) professional learning program focused on TUSD becoming a High Reliability District.

**RATIONALE:** In order to continue this process, we are seeking Governing Board approval to contract with Marzano Resources to have Dr. Phil Warrick provide two-days of Professional Learning Sessions on the topic of *Five Big Ideas for Leading a High Reliability School*, on April 15, 2026, and May 12, 2026. At these trainings, Dr. Warrick will instruct District Leaders on the HRS Frameworks:

Develop your school’s capacity to become a certified High Reliability School.

The High Reliability Schools Coaching Academy is specially designed to prepare teams of educators to lead their school in mastering all five levels of the Marzano High Reliability Schools framework, with an emphasis on the first three levels.

- Level 1: Safe, Supportive, and Collaborative Culture
- Level 2: Effective Teaching in Every Classroom
- Level 3: Guaranteed and Viable Curriculum
- Level 4: Standards-Referenced Reporting
- Level 5: Competency-Based Education

The Marzano High Reliability Schools framework does not add new initiatives to school efforts. Many schools are already implementing a wide range of effective initiatives, and many educators are already practicing research-based strategies. The HRS framework does not replace professional learning communities, the Art and Science of Teaching framework, teacher evaluation and development, sound curriculum (including those aligned with the Common Core State Standards), vocabulary instruction, instruction in critical thinking and reasoning skills, formative assessment, standards-based grading and reporting systems, or student mastery systems.

Instead, this framework shows how best practices work together and provides indicators to empower districts and schools to measure their progress on attaining five increasing levels of reliability: Competency-based Education; Standards-referenced Reporting; Guaranteed and Viable Curriculum; Effective Teaching in every classroom; and a Safe, Supportive and Collaborative Culture.

Using the framework and indicators, Our District and schools can drive permanent, positive, and significant impacts on student achievement by synthesizing multiple complex initiatives into one harmonious system, therefore meeting and exceeding District Goals, and Initiatives.

This Agenda Item meets TUSD Goal #1 - Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals and TUSD 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 cost, not to exceed \$18,000.00, will be funded by Title IV, Resource 4127.

**RECOMMENDATION:** Approve Agreement for Special Contract Services with Marzano Resources for Professional Development for District Administrators on the Topic of High Reliability Schools with Phil Warrick.

**Prepared by:** Dr. Michael Bunch, Director of Continuous Improvement, State & 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 Marzano Resources, 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:

- Contractor shall perform the following duties: Provide 2 (two) full day of Professional Development by guest speaker Phil Warrick, to Tracy Unified School District Leadership Administrators, to disseminate information on the topic of High Reliability Schools on 4/15/26 and 5/12/26.

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.

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

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

- District shall pay \$ 9,000 per [ ] HOUR [x] DAY [ ] FLAT RATE, not to exceed a total of \$ 18,000.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
- 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.
- 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.

- The terms of the agreement shall commence on April 15, 2026, and shall terminate on June 30, 2026.

- This agreement may be terminated at any time during the term by either party upon 30 (thirty) 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, Dr. Michael Bunch at (209) 830-3200 ext 1051 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:

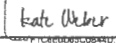
Any injury to person or property sustained by Contractor or by any person, firm or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm 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:**

<p><small>DocuSigned by:</small>                    Contractor Signature                  26-2730032                  IRS Identification Number                  Title                  Address                  555 North Morton United States                  Bloomington, IN 47404</p>	<p>Director of Professional Development                  Tracy Unified School District                  Date                  01-4127-0-1110-1000-5800-800 2744                  Account Number to be Charged                  Michael Bunch, Ed.D., C.B.O.                  Department/Site Approval                  Michael Bunch, Ed.D., C.B.O.                  Budget Approval                  3/24/26                  Date Approved by the Board</p>
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## Marzano Resources Purchase Agreement

Effective as of the last date of signature below, Marzano Resources, LLC ("Marzano Resources"), located at 555 N. Morton St., Bloomington, IN 47404, and Tracy Unified School District ("Customer"), located at 1875 W Lowell Ave., Tracy, CA 95376-2262 agree as follows:

1. **Purchase Summary:** Customer will purchase and Marzano Resources will provide the products and services described below. Customer will provide Marzano Resources with a purchase order for the full amount due under this Agreement, including any applicable taxes. All payments will be due net 30 days from actual date of invoice with all past due invoices subject to monthly finance charges as allowed by law.

Description	Payment	Expected Invoice Date
Professional Development Services (Non-refundable 20% Deposit)	WAIVED	WAIVED
Professional Development Services (Remainder)	\$18,000.00	Incrementally after each date
<b>Total</b>	<b>\$18,000.00</b>	

2. **Professional Development Services:** Marzano Resources will provide a presenter to perform the professional development services described in Exhibit A. Except for any pre-printed binders or other materials Marzano Resources provides, Customer will reproduce any handouts and other print materials related to the services. Customer will provide a venue, audio/video equipment, and technical support capable of receiving and displaying all onsite or virtual sessions.

### 3. General Terms

- 3.1. **Intellectual Property:** Customer acknowledges that all tangible or electronic presentation materials, handouts, and/or program books used in conjunction with services performed under this Agreement are pre-existing and that no materials will be developed specifically for Customer. All previously owned rights will be retained, and Customer may not reproduce any materials not designated reproducible without express written permission. All audio, video, and digital recording of the services by Customer is prohibited.
- 3.2. **Authorization:** Customer warrants that it has gone through all required approval and procurement processes related to a purchase of this size and that Customer's signatory has the authority to bind Customer to the terms of this Agreement.
- 3.3. **Force Majeure:** If an event beyond the parties' control makes performance impossible, illegal, or commercially impracticable by preventing services from occurring as scheduled, the parties will use best efforts to reschedule or make substitutions for affected services or products. If performance is prevented entirely, neither party will have any further liability to the other party for the prevented performance. All unaffected obligations will remain in place.



**3.4. Termination:** Marzano Resources may terminate this Agreement if Customer does not provide a purchase order at least 30 days before the first scheduled date. If Customer seeks to cancel any services within 90 days of the scheduled date for any reason but Force Majeure and Marzano Resources agrees to such cancellation, Customer will reimburse Marzano Resources for any reasonable business expenses incurred in anticipation of performance of this Agreement that exceed the amount of the deposit.

**3.5. Entire Agreement:** This Agreement, any purchase orders issued pursuant to this Agreement, any RFP in place between the parties, any other written agreement executed by the parties for the same services included in this Agreement, and any exhibits attached hereto constitute the entire agreement of the parties and supersede any prior or contemporaneous written or oral understanding or agreement. No waiver or modification of any of the terms of the Agreement will be effective unless made in writing and signed by both parties, and the unenforceability, invalidity, or illegality of any provision of this Agreement will not render the other provisions unenforceable, invalid, or illegal. Any waiver by either party of any default or breach hereunder will not constitute a waiver of any provision of this Agreement or of any subsequent default or breach of the same or a different kind.

This Agreement is acknowledged and accepted by Customer and Marzano Resources.

By: \_\_\_\_\_  
Tania Salinas Date  
Assoc Superintendent-Business Services  
Tracy Unified School District

DocuSigned by  
By: *Kate Weber* 2/26/2026  
\_\_\_\_\_  
Kate Weber Date  
Director of Professional Development  
Marzano Resources



**Exhibit A**  
**Description of Services**

**Service 1**

**Proposed Date(s):** April 15, 2026

**Topic:** Five Big Ideas for Leading a High Reliability School

**Format:** Onsite(up to 6 hours)

**Cost:** \$9,000.00

**Service 2**

**Proposed Date(s):** May 12, 2026

**Topic:** Five Big Ideas for Leading a High Reliability School

**Format:** Onsite(up to 6 hours)

**Cost:** \$9,000.00



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 26, 2026  
**SUBJECT:** **Approve Agreement for Contract Services between Daybreak Health PC for the 2025-2026 School Year**

**BACKGROUND:** Tracy Unified School District (TUSD) provides mental health services to all students who may be experiencing mental health challenges posing barriers to their academic performances and overall well-being. Social and emotional interventions in the school setting are necessary for students to access in order to be academically successful.

**RATIONALE:** Social and emotional interventions are a part of the multi-tiered system of supports, which TUSD uses as a framework to navigate student success. Tier 2 and 3 interventions are targeted and intensive behavioral health services for students who are struggling to meet academic, attendance, and/or behavioral standards within a school setting. TUSD will contract with Daybreak Health PC to provide teletherapy school-based mental health counseling services to all students at Tracy Unified School District Schools. This effort is in alignment with TUSD's LCAP Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and /or career goals; and Goal #3: Apply fiscal operational and community resource to ensure a safe learning environment that supports staff and students.

**FUNDING:** Daybreak Health PC provides these services at no cost to Tracy Unified School District.

**RECOMMENDATION:** Approve Agreement for Contract Services between Daybreak Health PC and Tracy Unified School District for the 2025-26 School Year.

**Prepared by:** Samia Basravi, Coordinator of Prevention Services.

# 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 Daybreak Health PC, 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 K-12 teletherapy services to students. Each student referred is eligible for 24 sessions. Daybreak is an affiliated provider with CYBHI. Daybreak provides school district partnership support including a dedicated account manager, dashboard access and data reporting. District and schools may submit unlimited referrals. Daybreak care coordinators will connect with parents to increase family engagement.  
  
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 80 ( ) [ ] HOURS [x ] DAYS, under the terms of this agreement at the following location virtual districtwide
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
  - a. District shall pay \$0 per [ ] HOUR [ ] DAY [x ] FLAT RATE, not to exceed a total of \$0. 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 [0 ] 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 03/25/26, and shall terminate on 6/30/2026
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, Samia Basravi, at (209) 830-3218 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:

*Alex Alvarado*

CEO

Contractor Signature

Title

Tracy Unified School District

8 6 3 7 7 2 0 5 5

IRS Identification Number

Date

Daybreak Medical PC

Account Number to be Charged

Title

447 Sutter St

Department/Site Approval

Address

Suite 405

Budget Approval

San Francisco, CA 94108

Date Approved by the Board



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 27, 2026  
**SUBJECT:** **Approve an Increase to the Existing Agreement for Contract Services with Operation Scholars for Two Behaviorists for the 2025-2026 School Year**

**BACKGROUND:** Operations Scholars is dedicated to creating a safe and supportive environment where youth can explore their identity, build character, and achieve their academic and personal aspirations. Through comprehensive social and emotional counseling, behavioral services, and assessments, the program supports diverse students in their journey toward success. Committed to fostering resilience, self-advocacy, and essential life skills, Operations Scholars empowers students to thrive academically and develop into confident, goal-driven leaders in an ever-evolving world.

**RATIONALE:** Students who have experienced trauma or exhibit negative and disruptive behaviors are considered high-risk and encounter daily challenges. Operation Scholars will implement Tier 2 whole-child approach interventions to provide support both in and outside the classroom, as well as during before- and after-school programs. This service is designed to help students develop skills in stress management, impulse control, behavioral regulation, respect for others, self-discipline, social awareness, and other key areas that influence behavior. The services of this program are in alignment with TUSD's LCAP Goal# 1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or career goals. As student needs have increased, so have the referrals to behaviorists. Due to this increase of service hours for students, the total amount of original contract is falling short of funds to the previously approved contract on 06/23/2025. The contract needs to be increased by \$26,000.00 to fulfill additional hours through the end of the school year 2025/2026.

**FUNDING:** The fees will be increased from \$137,060.00 to \$163,060.00, reflecting a total increase of \$26,000.00 to the original contract. Services will be paid with CYBHI Grant Funds.

**RECOMMENDATION:** Approve an Increase to the Existing Agreement for Contract Services with Operation Scholars for Two Behaviorists, for the 2025-2026 School Year.

**Prepared by:** Samia Basravi, Coordinator of Prevention Services.





# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 26, 2026  
**SUBJECT:** **Ratify Special Contract Services Agreement with Eva Nicolosi, PsyD for a Psychoeducational Independent Education Evaluation (IEE)**

**BACKGROUND:** The Special Education Department would like to initiate a contract with Eva Nicolosi, PsyD for a Psychoeducational Independent Education Evaluation (IEE). Ratification is necessary at this time to fulfill district responsibility to allow for agreed upon assessors of parent's choosing per applicable laws and stay compliant with the statutory timelines.

**RATIONALE:** Tracy Unified School District must offer a continuum of services including IEEs to students with exceptional needs. This request supports District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** Expenses for this contract will not exceed a total of \$8,400.00. Special Education contract expenses are funded through 602 funding for Special Education, budgeted in account # 01-6500-0-5770-1110-5800-800-2542.

**RECOMMENDATION:** Ratify Special Contract Service Agreement with Eva Nicolosi, PsyD for a Psychoeducational Independent Educational Evaluation (IEE).

**Prepared by:** Jason Davis, Director of Special Education.

# 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 EVA NICOLOSI PSYCHOLOGY, 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:

THE CONTRACTOR WILL PERFORM ONE PSYCHOEDUCATIONAL IEE EVALUATION FOR ONE TUSD STUDENT AT THE COST OF \$8,400.00.

THE IEE WILL BE PERFORMED IN ACCORDANCE WITH THE SAN JOAQUIN COUNTY SPECIAL EDUCATION LOCAL SELPA GUIDELINES.

THE IEE RATE INCLUDES ; IEP MEETING TO REVIEW THE IEE RESULTS.

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 Sixty (60 ) DAYS , under the terms of this agreement at the following location ASSESSOR LOCATION/DISTRICT

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

a. District shall pay \$ 8,400.00 per FLAT RATE , not to exceed a total of \$ 8,400.00 . Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.

b. District 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 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 03/02/2026 , and shall terminate on 06/30/2027 .

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, JASON DAVIS, at 209-830-3270 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 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:**

*Eva Nicolosi, PsyD*

Contractor Signature \_\_\_\_\_ 02/26/2026

Psychologist \_\_\_\_\_  
Title

Signature Required from Contractor? Yes

Tracy Unified School District

\_\_\_\_\_

01-6500-0-5770-1110-5800-800-2542  
Funding Source

District Office \_\_\_\_\_  
Site/Department:

\_\_\_\_\_



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 27, 2026  
**SUBJECT:** **Ratify Agreements for Professional Contract Services for Kimball High School Drama and Theater Department for 2025-2026 School Year**

**BACKGROUND:** On November 8, 2022, California voters approved Proposition 28: The Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act. The measure required the state to establish a new, ongoing program supporting arts instruction in schools.

The legislation allocates 1 percent of the kindergarten through grade twelve (K–12) portion of the Proposition 98 funding guarantee provided in the prior fiscal year, excluding funding appropriated for the AMS education program. Local educational agencies (LEAs) with 500 or more students are required to ensure that at least 80 percent of AMS funds to be expended are used to employ certificated or classified employees to provide arts education program instruction. The remaining funds must be used for training, supplies and materials, and arts educational partnership programs, with no more than 1 percent of funds received to be used for an LEA’s administrative expenses.

**RATIONALE:** Tracy Unified School District will contract with local individuals to provide training and assistance with set building, scenic art, costume design, and musical accompaniment to the Kimball High School Drama and Theater Department for the 2025-2026 school year.

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; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** The total cost for the training and assistance is \$ 5,000.00 and will be paid by California Proposition 28 funds.

**RECOMMENDATION:** Ratify Agreements for Professional Contract Services for Kimball High School Drama and Theater Department for 2025-2026 School Year.

**Prepared by:** Mr. William Maslyar, Principal, Kimball High 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 Kevin Messenger, 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:  
Set Construction Service for Kimball High School Drama and Theatre Productions 2025-2026.

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 50 + (50 ) HOURS , under the terms of this agreement at the following location Kimball 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 \$1,000.00 per FLAT RATE , not to exceed a total of \$1,000.00 . Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
  - b. District SHALL 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 \$1,000.00 for the term of this agreement.
  - c. District shall make payment on a 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 08/11/2025, and shall terminate on 05/02/2026.

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, William Maslyar, at 209-832-6600 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 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:**

*Kevin Messenger*

Contractor Signature

03/04/2026

Tracy Unified School District

Builder

Title

Date

Signature Required from Contractor? Yes

California Proposition 28 Funds  
Funding Source

Kimball High

Site/Department:

Date Approved by the Board

# 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 Peggy Tollefson, 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:  
Costume Design and execution for Kimball High School Drama and Theatre Productions for 2025-2026.

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 50 + (50 ) HOURS , under the terms of this agreement at the following location Kimball 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 \$1,000.00 per FLAT RATE , not to exceed a total of \$1,000.00 . Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
  - b. District SHALL 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 \$1,000.00 for the term of this agreement.
  - c. District shall make payment on a 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 08/11/2025, and shall terminate on 05/02/2026.

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, William Maslyar, at 209-832-6600 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 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:**

*Peggy Tollefson*

Contractor Signature

03/04/2026

Tracy Unified School District

Costume Designer

Title

Date

Signature Required from Contractor? Yes

California Proposition 28 Funds  
Funding Source

Kimball High

Site/Department:

Date Approved by the Board

# 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 Sarah McGuire, 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:

Music Director for Kimball High School's Production of the Adam's Family. Assist in the audition process by providing musical range assessments, and leading vocal auditions. Assist in the casting process in collaboration with other casting directors. Teach and direct all songs with the cast during music rehearsals. Assist, provide notes during tech week.

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 50 + (50 ) HOURS , under the terms of this agreement at the following location Kimball 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 \$1,000.00 per FLAT RATE , not to exceed a total of \$1,000.00 . Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.

b. District SHALL 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 \$1,000.00 for the term of this agreement.

c. District shall make payment on a 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 12/01/2025, and shall terminate on 05/02/2026.

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, William Maslyar, at 209-832-6600 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 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:**

*Sarah McGuire*

Contractor Signature 03/02/2026

Music Director (Contractor)  
Title

Signature Required from Contractor? Yes

Tracy Unified School District

Date

California Proposition 28 Funds  
Funding Source

Kimball High  
Site/Department:

Date Approved by the Board

# 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 Jennifer Messenger, 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:  
Set Scenic Artist Services for Kimball High School Drama and Theatre Productions 2025-2026.

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 100 (100) HOURS, under the terms of this agreement at the following location Kimball 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 \$2,000.00 per 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 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 \$2,000.00 for the term of this agreement.
  - c. District shall make payment on a 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 08/11/2025, and shall terminate on 05/02/2026.

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, William Maslyar, at 209-832-6600 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 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:**

*Jennifer Messenger*

Contractor Signature

03/06/2026

Scenic artist

Title

Business Services Review Yes

Tracy Unified School District

Date

California Proposition 28 Funds  
Funding Source

Kimball High

Site/Department:

Date Approved by the Board



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 25, 2026  
**SUBJECT:** **Ratify Agreement with San Joaquin County Office of Education Quality Rating and Improvement System (QRIS) and the TUSD School Readiness Preschool Program for the 2025-2026 School Year**

**BACKGROUND:** The Quality Rating and Improvement System (QRIS) is brought to you by the California Department of Education, Early Learning and Care Division. QRIS provides evidence-based resources to provide high quality professional development for preschool administrators and teachers highlighting current research-based information, resources, and effective instructional practices which are focused on preparing children to flourish in early childhood and succeed in elementary school and beyond.

**RATIONALE:** Transitional Kindergarten paraeducators will delve into the National Teaching Pyramid curriculum that aligns with and is supported by the California Department of Education's Child Care and Development Division in areas such as social-emotional development, CLASS interactions, classroom environments, Desired Results Developmental Profile, and other early childhood focus areas. The QRIS trainers provided by the San Joaquin County Office of Education are experts in providing strategies that are aligned to preschoolers' development. This agenda item supports 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 cost for this training and support is \$11,200 and will be paid with the San Joaquin County Office of Education Early Education Teacher Development (EETD) grant program funds.

**RECOMMENDATION:** Ratify Agreement with the San Joaquin County Office of Education Quality Rating and Improvement System (QRIS) and the TUSD School Readiness Preschool Program for the 2025-2026 School Year.

**Prepared by:** Ms. Rocio Garcia, Director of ELOP and School Readiness.



February 25, 2026

QRIS Professional Development Trainings (Tracy Unified School District)

As part of the Early Childhood Education Department at the San Joaquin County Office of Education, the Quality Rating and Improvement System (QRIS) program offers evidence-based resources to support early educators in areas such as social-emotional development, CLASS® interactions, classroom environments, the Desired Results Developmental Profile (DRDP), and other key early childhood focus areas.

Rates	
Base Training - includes trainer fees, travel, and planning, and printing training materials for a half-day (up to 3 hours) for up to <u>32</u> participants.	\$1,000/half-day session

Proposed Training Topics and Schedule				
Topics	Date	Time	Audience	Recommended Materials
Intro/Module 1 Overview	3/30/26			
Module 2: Overview	4/13/26			
Module 3: Part 1 Overview	4/20/26	1:30pm-3:00pm	Up to 32 TK Educators	National Teaching Pyramid Binders
Module 3: Part 2 Overview	4/27/26			
Module 4: Overview	5/04/26			
Module 5: Part 1 Overview	5/11/26			
Module 5: Part 2 Overview	5/18/26			

Proposed Training Cost	Cost per unit	# of units	Cost
Base training- Half Day	\$1,000	7	\$7,000
Preparation	\$600	7	\$4,200
	Total Cost		\$11,200



## MEMORANDUM OF UNDERSTANDING

This Agreement by and between the SJCOE Early Childhood Education (ECE) department on behalf of the Quality Rating Improvement System (QRIS), and Tracy Unified School District (TUSD), is to provide in-person training sessions on the National Teaching Pyramid to staff during professional development days. The two parties, ECE/QRIS and TUSD mutually agree to the following terms.

I. SERVICE DEFINED

TUSD will:

- Outreach to staff, monitor registration, and ensure active participation.
- Provide location for training.
- Consult with the QRIS Coordinator as necessary to ensure successful implementation.
- Initiate a journal transfer within one week after all scheduled trainings are completed.

ECE/QRIS will:

- Facilitate seven half-day (up to 3 hours) Professional Learning sessions focusing on National Teaching Pyramid.
- Coordinate with TUSD staff as needed.
- Provide training materials, and Padlet links as appropriate.

Date may be subject to change. Trainings sessions will be rescheduled within a month of the original date whenever possible if a change is required.

Training sessions are scheduled to be delivered in person at a location provided by TUSD. If necessary, session will be moved to a virtual format and CPIN will provide the necessary Zoom links.

II. TERMS OF AGREEMENT

The duration of this agreement is March 1, 2026 to June 30, 2026.

III. COMPENSATION

ECE/QRIS will receive a sum not to exceed \$11,200 (inclusive of all expenses) to facilitate seven half-days training sessions for up to 32 participants per session.

IV. SAN JOAQUIN COUNTY OFFICE OF EDUCATION RIGHT OF RETENTION

SJCOE shall become the owner of and entitled to exclusive possession of all record, documents, graphs, photographic or other reproduction of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of SJCOE. Proprietary materials will be exempted from this clause.

V. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by the reformation of this Agreement and attachment hereto of an addendum mutually executed setting forth the extended term.



**SAN JOAQUIN COUNTY OFFICE OF EDUCATION**  
Troy A. Brown, Ed.D., County Superintendent of Schools

P.O. Box 213030  
Stockton, CA 95213-9030  
(209) 468-4800  
[www.sjcoe.org](http://www.sjcoe.org)

\_\_\_\_\_  
Shadaneca Harbour, Director, Early Childhood Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lauren Dietrich, Division Director, Early Education and Support

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rocio Garcia, Director of ELOP & School Readiness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jane Chamberlain, Deputy Superintendent, Professional Learning  
& Support

\_\_\_\_\_  
Date

# 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 San Joaquin County Office of Education- Quality Rating and Improvement System (QRIS), 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 staff training on the following dates for Transitional Kindergarten paraeducators: March 30, April 13, 20, & 27, May 4, 11 & 18, 2026. The QRIS training sessions provided to paraeducators will focus on the National Teaching Pyramid and focus on areas such as: social-emotional, CLASS interactions, classroom environments, the DRDP, and other early childhood areas. QRIS training will include trainer fees, travel, planning, and printing training materials for 7 part day sessions including preparation fees for up to 32 participants for a total of \$11,200.

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 7 ( ) [ ] HOURS [ X ] DAYS, under the terms of this agreement at the following location TUSD.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
  - a. District shall pay \$ 11,200.00 per [ ] HOUR [ ] DAY [ X ] FLAT RATE, not to exceed a total of \$ 11,200.00. 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 30, 2026, and shall terminate on May 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, Rocio Garcia, at (209) 830-3275 ext 1507 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

01-9010-0-1110-2140-5800-800-2753

\_\_\_\_\_  
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 of Educational Services  
**DATE:** February 18, 2026  
**SUBJECT:** **Approve Special Contract Services Agreement with Ed Sped Solutions, Inc. for Two Independent Education Evaluations (IEEs) for a Psycho-Ed and an Academic Assessment**

**BACKGROUND:** The Special Education Department would like to initiate a contract with Ed Sped Solutions, Inc. to provide two Independent Education Evaluations (IEEs) for a Psycho-Ed and an Academic Assessment. Approval is necessary at this time to fulfill district responsibility to allow for agreed upon assessors of parent's choosing per applicable laws and stay compliant with the statutory timelines.

**RATIONALE:** Tracy Unified School District must offer a continuum of services including IEEs to students with exceptional needs. This request supports District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** Expenses for this contract and the total cost will not exceed a total of \$8,000.00. Special Education contract expenses are funded through 602 funding for Special Education, budgeted in account # 01-6500-0-5770-1110-5800-800-2542.

**RECOMMENDATION:** Approve Special Contract Services Agreement with Ed Sped Solutions, Inc. for Two Independent Education Evaluations (IEEs) for a Psycho-Ed and an Academic Assessment.

Prepared by: Jason Davis, Director of Special Education.

# 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 Ed Sped Solutions, Inc., 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 AN INDEPENDENT EDUCATION EVALUATION (IEE) OF A DISTRICT STUDENT. THE IEE WILL BE PERFORMED IN ACCORDANCE WITH THE SAN JOAQUIN COUNTY SPECIAL EDUCATION LOCAL PLAN AREA (SELPA) GUIDELINES. A WRITTEN REPORT WILL BE PROVIDED TO THE DISTRICT, AT THE SAME TIME THAT IT IS MADE AVAILABLE TO THE PARENTS OF THE STUDENT. THE IEE WILL INCLUDE PARTICIPATION IN IEP MEETING, TESTING, FILE REVIEW, OBSERVATION, SCORING, REPORT, AND RECOMMENDATIONS. Psycho-Ed Eval cost \$6,500.00 and Academic Assessment cost \$1,500.00.

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 60 ( ) | **HOURS** |  | **DAYS**, under the terms of this agreement at the following location DISTRICT/ASSESSORS OFFICE.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
  - a. District shall pay \$ see # 1 Above per | **HOUR** | | **DAY** |  | **FLAT RATE**, not to exceed a total of \$ 8,000.00. 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 \$ -0- for the term of this agreement.
  - c. District shall make payment on a |  | **MONTHLY PROGRESS BASIS** |  | **SINGLE PAYMENT UPON COMPLETION OF THE DUTIES** and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on March 25, 2026, and shall terminate on June 30, 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, JASON DAVIS, at ( ) 209-830-3270 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 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	Tania Salinas, Associate Superintendent Business Services 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:** March 04, 2026  
**SUBJECT:** **Approve Overnight Travel for the West High School Cheer Team and Advisors to Attend Summer Camp at UC Santa Cruz, Santa Cruz, CA on June 26-29, 2026**

**BACKGROUND:** West High School Cheer Team would like to attend UCA Summer Cheer Camp. This trip would consist of approximately 30 students and 3 Advisors to attend at UC Santa Cruz, Santa Cruz, CA. Transportation will be provided by each student's parents. The students and advisors will be staying at UC Santa Cruz to attend the UCA Cheer Camp.

**RATIONALE:** The opportunity to participate in a four-day cheer camp will provide the students with the importance of teamwork. At the camp, students will develop skills, learn choreography, and proper techniques for safe stunting and team bonding. Students will travel to Santa Cruz in TUSD vans, driven by district approved chaperones/coaches. 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.

**FUNDING:** There will be no cost to the district. Transportation, food, and lodging will be paid by each participant approximately \$589.00 per student. As this is a voluntary event, students are responsible for paying their camp fees. There will be a fundraiser event in May to offset the cost for all participants.

**RECOMMENDATION:** Approve Overnight Travel for the West High School Cheer Team and Advisors to Attend Summer Camp at UC Santa Cruz, Santa Cruz, CA on June 26-29, 2026.

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



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Rob Pecot, Superintendent  
**FROM:** Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** February 27<sup>th</sup>, 2026  
**SUBJECT:** **Approve Go Big BMX Air Show Assemblies for Williams Middle School for the 2025-2026 School Year**

**BACKGROUND:** No Holden Back, LLC, also known as the Go Big BMX Air Show is the USA's most booked BMX assemblies for schools. The organization's stated goal is to combine their passion for extreme sports with their commitment to the message of a Bully Free USA. Through the assemblies the organization uses its Pro BMX Role-Model Athletes to present 40 minutes of action and positive messages. The goal of the organization is to promote the importance of kindness and respect, strong community, tolerance. help students recognize the importance of their words and action, and to help equip students with assertiveness skills to assert their boundaries and express their feelings.

**RATIONALE:** The Go Big BMX Air Show program brings in Pro Athletes as part of their BMX team to perform three assemblies on the school site on May 7, 2026 (assemblies will be 8:30, 9:30, 10:30 for 6<sup>th</sup> 7<sup>th</sup> and 8<sup>th</sup> grade) The central theme of these assemblies is to promote kindness, compassion and inclusion along with a Bully Free USA

**FUNDING:** The cost, not to exceed \$3,600 will be funded by Williams Title 1 account.

**RECOMMENDATION:** Approve Go Big BMX Air Show Assemblies for Williams Middle School for the 2025-26 School Year.

**Prepared by:** Jenny Hoffman, Principal, Williams Middle 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 Go Big BMX Air Show School Assembly, 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 3 seperate Go Big BMX assemblies (one level on May 7th 2026  
\_\_\_\_\_  
\_\_\_\_\_

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 \_\_\_\_\_ ( ) [ ] HOURS [1 ] DAYS, under the terms of this agreement at the following location Williams Middle Sch.

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

- a. District shall pay \$3191 per [ ] HOUR [ ] DAY ~~[ ] FLAT RATE~~, not to exceed a total of \$3191. 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 \$0 for the term of this agreement.
- c. District shall make payment on a [ ] MONTHLY PROGRESS BASIS ~~[ ] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES~~ and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

- 4. The terms of the agreement shall commence on May 7 2026, and shall terminate on May 7 2026.

- 5. This agreement may be terminated at any time during the term by either party upon 7 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, Anthony Crivello, at (209) 830-3345 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  
3/3/26  
Title  
93-4292118  
IRS Identification Number  
Founder & CEO | David W. Holden  
Title  
PO Box 927286  
Address  
San Diego, CA 92192

Williams Middle School  
Tracy Unified School District  
3/2/2026  
Date  
Title One  
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 of Educational Services  
**DATE:** March 6, 2026  
**SUBJECT:** **Approve Purchase of Kiln Start-up Supplies from NASCO for the Art Department at Tracy High School Using Prop 28 Funds**

**BACKGROUND:** The Tracy High School (THS) Art Department recently purchased a kiln using Proposition 28 funds. Additional funding is requested for essential start-up materials and equipment to develop our ceramics program. Student interest in ceramics is consistently high, and the program will expand access to hands-on, three-dimensional visual arts instruction. Ceramics is a foundational discipline within visual arts education. A ceramics program supports Visual and Performing Arts (VPA) standards by developing creative problem-solving, design thinking, craftsmanship, and artistic expression.

**RATIONALE:** Developing the THS ceramics program will allow the Art department to offer a more balanced and equitable curriculum, better prepare students for post-secondary and career opportunities, and support student well-being through hands-on creative work. Funding is needed to purchase essential start-up materials and equipment, including clay, tools, glazing supplies, banding wheels, rolling pins, and kiln-related resources. These materials are necessary to safely and effectively implement a sustainable ceramics program that can serve students for multiple years.

**FUNDING:** The NASCO purchase order totals **\$7,124.64** and will be funded through Proposition 28 funds.

**RECOMMENDATION:** Approve Purchase of Kiln Start-up Supplies from NASCO for the Art Department at Tracy High School Using Prop 28 Funds.

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

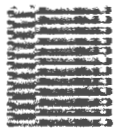


[jbowden@tusd.net](mailto:jbowden@tusd.net) shared their cart with you.

*Please place this order for the art teachers. Some of the items are on back order. If the items do not come back into stock an email will be sent to you informing you that the order for those items is cancelled. Tara, please forward me those emails so I know which items we will not be receiving. - Joy Cornish-Bowden*

#### Cart Summary

Subtotal:	\$7124.64
Estimated Shipping:	N/A
Tax:	N/A
Saving:	\$0.00
<b>Estimate Total:</b>	<b>\$7124.64</b>



Sakura® Pigma® Micron® 10 Black Permanent Pens - 0.60 mm  
Product Number: NE20142 **Item Count:** 12 Pack Qty: **12**  
Each Price: **\$25.24**

**Total: \$302.88**



Scratch-Art Knives - Straight Edge

Product Number: 9710925 **Item Count:** Pkg. of 12 Qty: **12**

Total: **\$191.52**

Each Price: **\$15.96**



Gray Plastic Scratch Knife Holder

Product Number: 9712003 **Type:** Pkg. of 12 Qty: **4**

Total: **\$33.80**

Each Price: **\$8.45**



Scratch-Art® Knives - Curved Edge

Product Number: 9710926 **Item Count:** Pkg. of 12 Qty: **5**

Total: **\$79.80**

Each Price: **\$15.96**



Royal Brush® Acrylic Super Value Taklon Detail Set

Product Number: 9724778 Qty: **3**

Total: **\$230.16**

Each Price: **\$76.72**



B-1400 Dynasty® Oil & Acrylic Assortment - 72 Brushes

Product Number: 9717901 Qty: **3**

Total: **\$402.24**

Each Price: **\$134.08**



Sharpie® Fine-Point Black Marker Set

Product Number: 9726858 **Item Count:** Set of 36 Qty: **6**  
Each Price: **\$37.04**

Total: **\$222.24**



Sharpie® Ultra-Fine Point Markers - Box of 12

Product Number: 9717998(A) **Color:** Black Qty: **9**  
Each Price: **\$11.60**

Total: **\$104.40**



4-Ply Railroad Board - Pkg. of 25

Product Number: 9720635(E) **Color:** Black Qty: **12**  
Each Price: **\$13.24**

Total: **\$158.88**



Strathmore® 300 Bristol Board Smooth Pads

Product Number: 9705136 **Size:** 19 in. x 24 in. Qty: **12**  
Each Price: **\$28.00**

Total: **\$336.00**



Strathmore® 300 Bristol Board Smooth Pads

Product Number: 9705134 **Size:** 11 in. x 14 in. Qty: **12**  
Each Price: **\$11.20**

Total: **\$134.40**



Strathmore® 300 Bristol Board Smooth Pads  
Product Number: 9705135 **Size:** 14 in. x 17 in. **Qty:** 12 **Total:** \$192.00  
Each Price: \$16.00



Strathmore® 300 Bristol Board Smooth Pads  
Product Number: 9705133 **Size:** 9 in. x 12 in. **Qty:** 12 **Total:** \$85.92  
Each Price: \$7.16



Jack Richeson® Spiral Bound Sketchbook  
Product Number: 9729699 **Size:** 8-1/2 in. x 11 in. **Qty:** 500 **Total:** \$3,100.00  
Each Price: \$6.20



Arches Natural White Hot Press 140 lb. Watercolor Paper - 22 in. x 30 in.  
Product Number: 9719268 **Item Count:** 25 **Qty:** 6 **Total:** \$1,118.40  
Sheets  
Each Price: \$186.40



Strathmore® 300 Series Watercolor Pad - Tape Bound  
Product Number: 4100340 **Size:** 11 in. x 15 in. **Qty:** 24 **Total:** \$259.20  
Each Price: \$10.80



Strathmore® 300 Series Watercolor Pad - Tape Bound  
Product Number: 4100339 **Size:** 9 in. x 12 in. Qty: **24**  
Each Price: **\$7.20**

Total: **\$172.80**

Like everything you see? Add it all to your cart!

[Add Items to My Cart](#)

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For assistance please contact Customer Service

Connect with us



Nasco Education | 901 Janesville Avenue | Fort Atkinson, WI 53538 | 1.800.558.9595



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 4, 2026  
**SUBJECT:** **Approve Purchase of Music Equipment from Sweetwater for the Music Department at Kimball High School Using Prop 28 Funds**

**BACKGROUND:** The Kimball High School Music Department is requesting additional funding for the purchase of an instrument case for one of the school's Double Basses, and for a new purchase of a Bassoon. Currently, the school does not own a bassoon, as it was not an instrument previously considered as part of the startup equipment for the school, despite being a core instrument of the symphonic band ensemble. The Double Bass case is to replace a damaged one currently owned that cannot be repaired. Music performance is a central part of meeting the California Visual and Performing Arts standards through Anchor Standard 6 in presentation for performances and conveying meaning.

**RATIONALE:** The bassoon is a core instrument with historical musical significance as well as a vital part of the modern ensemble. Its unique tones cannot be substituted by other instruments. Being one of the more expensive and fragile instruments should not be a cost singularly imposed upon the student for equity reasons. If the school does not have one that can be supplied for school related curriculum and co-curricular activities, the net result is that very inequitable outcome. The Double Bass case was added to the same order to reduce shipping costs of each item separately. This item is most needed for district wide functions when transportation of the double basses is necessary on busses and for home practice needs. The instrument is otherwise too fragile to transport without a case at all.

**FUNDING:** The Sweetwater purchase order totals **\$8,784.05** and will be funded through Proposition 28 funds.

**RECOMMENDATION:** Approve Purchase of Music Equipment from Sweetwater for the Music Department at Kimball High School Using Prop 28 Funds.

**Prepared by:** Mr. Willam Maslyar, Principal, Kimball High School.



Add a T-Shirt for ~~\$19.99~~ \$9.99



L

Add to cart

Shopping Cart

Cart ID: 2n3yw

PRODUCT

QTY

PRICE



ItemID: BobDB34CBu

**Bobelock 3/4 Double Bass Bag - Blue**

3/4 Double Bass Cover with 1" Foam Padding and Durable Nylon Exterior, Zipping Storage Pouches, Shoulder Straps - Blue

✓ In Stock ✓ Free Shipping ✓ Free Product Support ✓ Free 2-Year Warranty

Promo: 6 Month Special Financing\* available† [Details](#)

**2** Sweetwater 2 Year Warranty \$37.00 FREE

Popular Accessories



Howard Core Leather Bass Bow Giver - Black

[\[1 reviews\]](#)

~~\$30.99~~ **\$37.99**

Add To Order



Sherman's SR3 Double Bass Rosin

~~\$7.49~~ **\$6.49**

Add To Order

[View all popular accessories](#)

1

\$319.60

Save for Later

Remove



ItemID: Fox41

**Fox Renard Model 41 Student Bassoon**

Student Bassoon with Polypropylene Body, Silver-plated Keys, Full German Key System, German Bell, 2 Bocals, and Case

✓ In Stock ✓ Free Shipping ✓ Free Product Support ✓ Free 2-Year Warranty

✓ Free 40-point Inspection

Promo: 24 Month Promotional Financing available\* [Details](#)

Or earn 5% back in Bonus Bucks† when you use your Sweetwater Card. [Details](#)

**2** Sweetwater 2 Year Warranty \$1169.00 FREE

Popular Accessories



Jones 201MS Bassoon Reed - Medium-Soft

[\[4 reviews\]](#)

~~\$20.99~~ **\$17.99**

Add To Order



Jones 201M Bassoon Reed - Medium

~~\$19.99~~ **\$17.99**

Add To Order

[View all popular accessories](#)

1

\$7,795.00

Save for Later

Remove

Subtotal:

\$8,114.60

Estimated Shipping:

FREE

Additional shipping methods will be available during checkout



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 4, 2026  
**SUBJECT:** **Approve Purchase of Musical Instruments from Got A Gig Music, Inc. for the Music Department at Kimball High School Using Prop 28 Funds**

**BACKGROUND:** The Kimball High School Music Department is requesting additional funding for the purchase of 5 new items: 2 C Flutes, 2 Trombones, and 1 Alto Flute. Currently, the school does not own an Alto Flute, as it was not an instrument previously considered as part of the startup equipment for the school. The 2 C Flutes and 2 Trombones are both considered entry level instruments. Purchasing these instruments will give us the ability to expand our selection of instruments which will enhance the music program. The trombones currently owned by Kimball are only suitable for and more advanced players. These two trombones will give us the ability to offer an entry level instrument for beginning students. In both cases, a barrier to entry has been inadvertently created with our current selection of instruments. Music performance is a central part of meeting the California Visual and Performing Arts standards through Anchor Standard 6 in presentation for performances and conveying meaning.

**RATIONALE:** The Alto Flute is an advanced instrument used in modern ensembles. We are fortunate here at KHS Music to have such a large contingent of flute players and this will enable us to further the development of advanced players. Kimball is in need of two C Flutes due to the number of students interested in learning and playing the flute. The C Flute will also provide a more balanced ensemble and will expand our ability to work with different levels of players. The two Trombones are also needed to meet the needs of beginning players and to expand our offerings to students. The items were grouped together so they could be purchased at discounted prices available only to school districts making multi-item orders. There is also no shipping price indicated as they will be picked up by the director personally, further reducing costs.

**FUNDING:** The Got A Gig Music, Inc. purchase order totals **\$5,198.25** and will be funded through Proposition 28 funds.

**RECOMMENDATION:** Approve Purchase of Musical Instruments from Got A Gig Music, Inc. for the Music Department at Kimball High School Using Prop 28 Funds.

**Prepared by:** Mr. Willam Maslyar, Principal, Kimball High School.

Got A Gig Music, Inc  
 3648 N. Freeway Blvd. Suite 220  
 Sacramento, CA. 95834  
 Phone: 916-531-1118.  
 Email: info@gotagigmusic.com

Sales quote  
 Page 1  
 Quote No. QU2028102  
 Quote Day. 1/21/26

Quote  
 To: Kimball high School  
 3200 Jaguar Run  
 Tracy, CA 95377

Itima	Model	Brain	Product Description	Quantity	Retail Price	Discount Price	Total Amount
Flute	Student	NorCal Horns	Student model, Nickel silver headjoint, body & foot, special spill E mechanism, sterling silver plated. Cleaning stick and cloth, case.	2	\$795.00	\$595.00	\$1,190.00
			TB600LTrombone Brass Laquered with special phosphor bronze low corrosion leadpipe and mouthpiece.				
Trombone	Student	NorCal Horns	Special nickel silver outer slides on handslide,hard custom case, slide oil.	2	895.00	695.00	1390.00
			Intermediate Improv model, silver plated body,headjoint, foot joint, and all keys.				
Alto flute	IMPROV	J.Gill	Curved and straight headjoints. Cleaning stick and cloth, case.	1	2750.00	2200.00	2200.00
				Subtotal	5		\$4,780.00
				Tax			418.25
				Total	5		\$5,198.25

All come with a one year warranty on regulation and receive a special shop set up to each once they arrive at my store. So they come to you ready to play.

If you wish other products than listed, just let us know. We can substitute whatever you might like. Thank you!

Wishing you a successful new school year.

John  
 Got A Gig Music, Inc.  
 916-531-1118



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 4, 2026  
**SUBJECT:** **Approve Purchase of Riser Back Rails and Side Rails from Wenger Corporation for the Music Department at Kimball High School Using Prop 28 Funds**

**BACKGROUND:** The Kimball High School Music Department recently purchased a small portion of riser back rails using Proposition 28 funds, 3 out of the total 7 needed to accompany the equipment already owned. Additional funding is requested to complete the remaining set, and for the addition of side rails, for the purposes of student safety when on the risers. An additional purchase of acoustic shells are requested as well, as none are currently owned by the KHS Music Department. Music performance is a central part of meeting the California Visual and Performing Arts standards through Anchor Standard 6 in presentation for performances and conveying meaning.

**RATIONALE:** The riser safety rails are a central student safety requirement that has up until recently not been met during performances, especially for disabled students with mobility-based restrictions. The acoustic shells allow for all performers across the entire department, currently including the Choirs, Bands, Orchestra, Guitar Ensemble, and Jazz Band, to project their sound to the ensemble naturally without the need for electronic amplification. This allows students to better refine their sound in a setting more appropriate to real world expectations after high school, including colleges and professional settings, without digital and electronic impairments reducing the accuracy of their work and their ability to receive and interpret assessment feedback and reflect on their skill development.

**FUNDING:** The Wenger Corporation purchase order totals **\$29,711.68** and will be funded through Proposition 28 funds.

**RECOMMENDATION:** Approve Purchase of Riser Back Rails and Side Rails from Wenger Corporation for the Music Department at Kimball High School Using Prop 28 Funds.

**Prepared by:** Mr. Willam Maslyar, Principal, Kimball High School.

Quote Date: 2/2/2026  
 Expires: 3/4/2026  
 Payment Terms: Net 30 Days



Wenger Corporation  
 555 Park Drive  
 Owatonna, MN 55060-4940  
 United States

Tourmaster back rails (4) and side rail set  
 (1) and Legacy Basic shell (9)

Phone: 507-455-4100  
 Fax: 507-455-4258

Page 1 of 2

<b>Quote To:</b> Sera Wohldmann John C Kimball High School 3200 Jaguar Run Tracy CA 95377-7216 United States	<b>Ship To:</b> Sera Wohldmann John C Kimball High School 3200 Jaguar Run Tracy CA 95377-7216 United States
<b>Phone:</b> (323) 399-2851 <b>E-Mail:</b> swohldmann@tusd.net	<b>Salesperson:</b> Linda Leng <b>Phone:</b> +1 (507) 774-8500 <b>E-Mail:</b> linda.leng@wengercorp.com

**Quote Comments:**

Wenger is an approved vendor for Region 4 ESC/OMNIA Partners, Public Sector. All items on this quotation are available through Contract #R240120. This contract is in effect through 12/31/2027. Payment shall be made after satisfactory performance, in accordance with all the provisions thereof, and upon receipt of a properly completed invoice. All transactions, purchase orders, etc. will occur directly between the Supplier, authorized distributor/dealer, general contractor, as agreed to by each Participating Public Agency. Per OMNIA participation requirements, all purchase orders issued to Wenger Corporation must reference OMNIA contract #R240120.

Customer to check and verify all items before ordering.

Please include the quote number on the PO when you send the order to us.

Freight quoted is for a one-time shipment. As a result, once orders placed, delivery dates may change. Customer-requested split shipments will result in an additional freight charge.

Wenger Corporation expressly incorporates by reference all of the terms and conditions as specified at: ([www.wengercorp.com/terms-and-conditions.php](http://www.wengercorp.com/terms-and-conditions.php)) and makes them part of this quotation.

Current estimated lead time is 1-2 weeks plus transit, subject to change.

USD

Line	PartNum/Description	Qty	Net Price	Ext. Price
1.00	024G778 Tourmaster Accessory Backrail Grey 6'	4 EA	\$481.00	\$1,924.00
2.00	024F017 Tourmaster Siderail Set	1 EA	\$676.00	\$676.00
4.00	186J052 LEGACY BASIC, TAPERED	9 EA	\$2,326.00	\$20,934.00
z				
3.00	Freight Freight Services	1 EA	\$4,236.12	\$4,236.12

Quote Date: 2/2/2026  
Expires: 3/4/2026  
Payment Terms: Net 30 Days

Tourmaster back rails (4) and side rail set  
(1) and Legacy Basic shell (9)



Wenger Corporation  
555 Park Drive  
Owatonna, MN 55060-4940  
United States

Phone: 507-455-4100  
Fax: 507-455-4258

Page 2 of 2

**LIFTGATE DELIVERY:**  
*Freight reflected in this quotation is for common carrier shipment with liftgate delivery.*  
*Liftgate delivery means the carrier driver will lower the products to curbside where your facility staff are responsible for taking the products from curbside into the building to the desired location and for completing the final assembly/installation.*  
*Inside delivery and installation services are available. Contact your Wenger sales representative to discuss these delivery methods and to find out the appropriate charge.*

Lines Total \$27,770.12  
Total Taxes \$1,823.89

**Quote Total \$29,594.01**

Terms and Conditions: <https://www.wengercorp.com/terms-and-conditions.php>





# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 4, 2026  
**SUBJECT:** **Approve Purchase from Main Street Music for the Drama Department at Kimball High School Using Prop 28 Funds**

**BACKGROUND:** The Kimball High School (KHS) Drama Department is requesting the purchase of wireless microphone equipment to support performances, theater productions, assemblies, and other school events. The equipment includes 8 earset head worn microphones for student performers requiring hands-free vocal amplification. 8 belt pack transmitters. 8 microphone cables and 2 quad receivers. This equipment will allow up to eight performers to use wireless head worn microphones simultaneously during productions and performances. Head worn microphones are essential for musical theater and vocal performances because they allow students to move freely while maintaining consistent sound quality. The addition of quad receivers will allow the school to manage multiple wireless channels efficiently while reducing setup complexity and interference during live performances.

**RATIONALE:** The wireless microphone equipment will support Kimball student performances and theater productions by providing reliable audio. Allowing Kimball students to perform hands free and experience using industry standard performance technology. The investment supports the performing arts program by ensuring students have the tools needed for successful performances and educational growth in music and theater.

**FUNDING:** The Main Street Music purchase order totals **\$22,425.25** and will be funded through 2024-25 Proposition 28 waiver funding.

**RECOMMENDATION:** Approve Purchase from Main Street Music for the Drama Department at Kimball High School Using Prop 28 Funds.

**Prepared by:** Mr. Willam Maslyar, Principal, Kimball High School.

# Main Street Music

45 W. 10th Street  
Tracy CA 95376

(209) 835-1125

# PROPOSAL

PROPOSAL	DATE
773641	01/13/2026 12:00a
ACCT	EMPL ID
16738	KEN
PO	EXPIRES
	02/12/2026

**Bill To:** Attn: GERI NEYLAN  
NEYLAN THEATRE BOOSTER CLUB  
KIMBALL HIGH

H(209) 612-8825

QTY	SKU#	DESCRIPTION	PRICE EA	TOTAL
1		LABOR TO INSTALL	360.00	360.00
8	MX153T/O-TQG	SHURE MX153 EARSET HEADWORN MICROPHONE	285.00	2280.00
8	HMIC-005	HOSA PRO HMIC-005 5 FOOT MIC CABLE	18.95	151.60
8	ULXD1	SHURE ULXD BELTPACK TRANSMITTERS	550.00	4400.00
2	ULXD4Q	SHURE ULXD QUAD RECEIVER	6776.00	13552.00

Quote for com system to follow

	<b>SUBTOTAL</b>	20743.60
	<b>Sales Tax</b>	1681.65
	<b>TOTAL</b>	22425.25



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 10, 2026  
**SUBJECT:** Approve Funding Increase for 360 Degree Customer, Inc. for the 2025-2026 School Year

**BACKGROUND:** Special Education students may require SLPAs), Occupational Therapists (OTs), Certified Occupational Therapy Assistant (COTAs), Registered Behavior Technicians (RBTs) Para's, Bus Aides, Special Education Teachers, American Sign Language (ASLs) Interpreter and a LVN as part of their Individual Education Plan (IEP). These providers help improve students' academic development skills. Many of our Special Day class students have SLP/SLPA, OT, and Para services written into their IEP and several more are awaiting assessments. Increase is necessary due to high demand in staffing and unfilled positions that are currently not available. There is a contract in place that was approved on June 23, 2025.

**RATIONALE:** 360 Degree Customer, Inc. will provide Special Education Teachers and licensed SLP/SLPA and OT to provide services to students at their school sites. This agenda request supports District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or careers; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** Additional funding increase will not exceed \$800,000.00 for the remainder of the 2025-2026 school year. Special Education contract expenses are funded through 602 funding for Special Education and budgeted into account 01-6500-0-5770-1110-5800-800-2542.

**RECOMMENDATION:** Approve Funding Increase for 360 Degree Customer, Inc. for the 2025-2026 School Year.

**Prepared by:** Jason Davis, Director of Special Education.

## Master Service Agreement

This Staffing Service Agreement ("Agreement") is entered into as of the 1st day of July 2025 (the "Effective Date"), by and between (the "Company Party" referred to as 360 DEGREE CUSTOMER INC.), and Tracy Joint Unified School District (the "Client"). The Agreement supersedes all other agreements and or contracts in place between the Client and Company Party. Client acknowledges the representative who signs any contract with 360 DEGREE CUSTOMER INC. on behalf of the Client has full signing authority and by doing so, this Agreement and each Staffing Confirmation Agreement (in the form attached hereto as Exhibit A) shall be binding.

### **1. Services and Staffing Confirmation (Exhibit A)**

(a) Subject to availability, 360 DEGREE CUSTOMER INC. will provide the services of one or more Special Education Professional Associates (each an "Associate") on request from the Client on an as needed and as available basis (the "Services"). 360 DEGREE CUSTOMER INC. will promptly reply to each such request and indicate whether it has an Associate available to provide the requested Services. If 360 DEGREE CUSTOMER INC. elects to provide requested Services from Client, a confirmation and detailed terms of the assignment will be provided to the Client in a "Staffing Confirmation Agreement" in substantially the form attached hereto as Exhibit A (one form per assigned Associate). Each such Staffing Confirmation Agreement shall designate the Company Party with rights and obligations under this Agreement and under the Staffing Confirmation Agreement in connection with the applicable Services, and Client expressly acknowledges and agrees that the other Company Party shall have no such rights or obligations in connection with such Services.

(b) Each Staffing Confirmation Agreement entered into or to be entered into in connection with this Agreement is hereby incorporated herein by reference as if fully set forth in this Agreement. If there is a conflict between the terms of this Agreement and a Staffing Confirmation Agreement, the terms of this Agreement shall prevail. The Client acknowledges that by acceptance of this Agreement, no further contract is required per individual contractor, regardless of the specific details of the assignment, hours, rate, etc. Electronic timekeeping will be provided to the Client on a weekly basis. 360 DEGREE CUSTOMER INC. will use commercially reasonable efforts to obtain signed timecards from Client however, signed timecards are not required for approval to process and bill. By signing this Agreement, Client acknowledges that all hours worked by the contractor will be billed to Client's district to be paid in full in accordance with the agreed upon payment terms, regardless of approval of the timecard submitted. A rejected timecard will be subject to review by 360 DEGREE CUSTOMER INC., Associate, and Client.

The Client acknowledges and agrees that any claim related to the Services provided hereunder must be reported in writing to 360 DEGREE CUSTOMER INC. by the earlier of (1) ninety (90) days after the claim arises, or (2) thirty (30) days after termination of the Associate's assignment pursuant to the Staffing Confirmation Agreement. 360 DEGREE CUSTOMER INC. will not be responsible for, and the Client hereby waives the right to assert, any claims not reported in accordance with the foregoing.

### **2. Associates**

(a) 360 DEGREE CUSTOMER INC. will refer qualified candidates without regard to race, sex, color, religion, national origin, marital status, veteran status, non-job-related medical condition, or any other statutorily protected category. The Client shall have the right of refusal regarding the Associate assigned by 360 DEGREE CUSTOMER INC., consistent with the other terms of this Agreement,

but agrees that no refusal will be made on account of race, gender, color, religion, national origin, marital status, veteran status, or any other statutorily protected category. The Client understands and agrees that any Associate assigned to the Client by 360 DEGREE CUSTOMER INC., pursuant to this Agreement, shall perform all Services as an independent contractor to the Client and not as an employee, agent, partner, or venture participant of the Client.

(b) Associates shall perform Services at the work site of the Client or remotely and during the normal work hours of the Client. The Client will provide, at no cost to 360 DEGREE CUSTOMER INC., working space facilities, and related services and supplies necessary to support each Associate engaged by the Client. Associates will work under the supervision and direction of the Client.

(c) The Client acknowledges that 360 DEGREE CUSTOMER INC. typically checks Associates' references only by posing specific questions to certain past employers regarding skills and work history before placing an Associate on assignment. 360 DEGREE CUSTOMER INC. typically conducts a limited background check but does not engage in any additional verification process (e.g., 360 DEGREE CUSTOMER INC. does not screen for drug use, administer a medical exam, or conduct credit checks). Should the Client have additional compliance needs, Client is required to provide a written request with clear instructions at the time of requesting Services. 360 DEGREE CUSTOMER INC. shall not be liable for any losses, damages, liabilities, costs or expenses, including attorneys' fees and other legal expenses, arising directly or indirectly from failure to obtain additional compliance verification, except where 360 DEGREE CUSTOMER INC. has agreed in writing to obtain such verification.

(d) The Client is responsible for supervising the assigned Associates(s). The Client will not permit or require an Associate: (1) to perform Services outside of the scope of his or her assignment (2) to sign contracts on behalf of the Client, (3) to make any management decisions, (4) to sign, endorse, wire, transport or otherwise convey cash, securities, checks or any negotiable instruments or valuables, (5) to operate machinery (other than office machines) or automotive equipment, (6) to perform Services remotely (on premises other than the Client's premises), or (7) to use computers or other electronic devices, software or network equipment owned or licensed by the Associate.

(e) The Client agrees to provide safe working conditions and will orient all 360 DEGREE CUSTOMER INC. employees at the start of any work engagement to the policies of the district including safety, hazard and emergency. If any assignment under this Agreement is for work to be performed under a government contract or subcontract, the Client will notify 360 DEGREE CUSTOMER INC. immediately: (1) of any obligations in the government contract or subcontract relating to wages, and (2) if 360 DEGREE CUSTOMER INC. is legally required to initiate E Verify verification procedures for any Associate. 360 DEGREE CUSTOMER INC. reserves the right to re-assign any assigned Associate. The Client further agrees that it is fully responsible for, and that 360 DEGREE CUSTOMER INC. will not be responsible for any injuries, claims, damages, or losses that may result from the Client's failure to comply with the foregoing.

(f) Assigned Associates will execute any confidentiality agreement that the Client may reasonably require. The Client is responsible for obtaining the assigned Associate's signature. The Client agrees to hold in confidence the identity of any assigned Associate and the assigned Associate's resume, social security number and other legally protected personal information, and further agrees to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use modification or disclosure.



temporary (including temporary assignments through another agency) or consulting basis within twelve (12) months after the last day of such Associate's assignment hereunder. The Client acknowledges that a Conversion Fee, if applicable, is also payable if the assigned Associate is hired by a subsidiary or other related company or business of the Client.

(b) The Client may elect to hire any Associate subject to payment of a fee equal to thirty-five percent (35%) of the Associate's annual total compensation, including bonuses (the "Conversion Fee"). The Client will pay the Conversion Fee to 360 DEGREE CUSTOMER INC. within 30 days of billing. In order for an Associate to be hired as the Client's employee, the Client must have a zero balance on all outstanding invoices. The foregoing hiring restriction and Conversion Fee obligations shall survive until one (1) year after the last date of service by the subject Associate at the Client's facility. 360 DEGREE CUSTOMER INC. agrees to waive its right to a Conversion Fee after an Associate has completed 2,700+ contracted hours with Client.

(c) The Client shall provide 360 DEGREE CUSTOMER INC. thirty (30) days prior written notice of its intention to offer employment to any Associate and shall immediately confirm in writing when it has extended the offer (in writing, verbally or otherwise), and when the 360 DEGREE CUSTOMER INC. Associate accepts the offer (in writing, verbally, or otherwise). 360 DEGREE CUSTOMER INC. will bill Client for the Conversion Fee after the 360 DEGREE CUSTOMER INC. Associate accepts Client's offer. Conversion payment must be paid in full and have no outstanding balances prior to the Associate's scheduled first day as a district hire.

(d) Commencing on the first day that the Client includes on its payroll any Associate formerly referred to Client by 360 DEGREE CUSTOMER INC., that Associate immediately ceases to be an independent contractor with respect to Client, 360 DEGREE CUSTOMER INC. is no longer the Associate's employer, and is in no way liable in any way for that person's actions or omissions, tax deductions, workers' compensation insurance, unemployment compensation taxes or any other legally required taxes and withholdings.

## 5. Direct Hire Fees

(a) Should the Client wish to use 360 DEGREE CUSTOMER INC. as a headhunter for permanent assignments, a "Contingency Direct Hire Fee" equal to thirty five percent (35%) of the candidate's annual salary will become payable to 360 DEGREE CUSTOMER INC. when an offer, verbal or otherwise, is made by the Client and accepted by the candidate. Payment is due in full within thirty (30) days of invoice.

(b) **Replacement Policy:** If the candidate placed with Client voluntarily terminates his/her employment or is terminated for cause within sixty (60) days from the candidate's start date, 360 DEGREE CUSTOMER INC. will offer a replacement courtesy for that candidate. 360 DEGREE CUSTOMER INC. does not guarantee a replacement will be provided as it is contingent on candidate availability. However, the replacement policy is contingent upon full payment of the direct hire fee by Client within thirty (30) days of invoice.

## 6. Right To Counsel: Coaching and Dismissals

In instances of unsatisfactory performance of duties by an Associate, the Client agrees to make a good faith effort to rectify the issue, including a notice, in writing, to 360 DEGREE CUSTOMER INC. outlining the issue at hand so that the Associate may modify behavior through counsel and coaching by 360 DEGREE CUSTOMER INC. staff. Should the issue not be resolved within a reasonable amount of time,

the Client may request that the Associate be removed from the assignment. 360 DEGREE CUSTOMER INC. will make every effort possible to comply with the Client's request as quickly as possible. Client agrees to honor the terms of this Agreement and pay invoices for hours performed by any Associate up to the time of dismissal from the Client's assignment.

**7. Cancellations**

Client must provide twenty (20) in-session school days (business working days) written notice of cancellation to 360 DEGREE CUSTOMER INC.. A cancellation fee equal to the scheduled hours for any shift cancelled is payable to 360 DEGREE CUSTOMER INC. for all cancellations made with notice less than twenty (20) in-session school days (i.e. Associate business working days). For assignments 360 DEGREE CUSTOMER INC. must be granted at least forty (40) hours per week of work (unless the Client's full time business schedule is only thirty-five (35) hours per week, or (37.5) thirty- seven and a half hours per week). If an Associate's travel staffing assignment ends prematurely, the Client agrees to pay to 360 DEGREE presenting upon presentment of an invoice, all remaining housing costs for the Associate, including apartment and furniture leasing costs, until the expiration of the applicable lease(s).

**8. Contract Termination**

This Agreement remains in effect from July 1, 2025 to June 30, 2026 or until terminated by either Party. This Agreement shall be terminable by either Party upon thirty (30) days prior written notice. Termination of this Agreement will also result in the termination of each Staffing Confirmation Agreement between 360 DEGREE CUSTOMER INC. and the Client. In addition, each Staffing Confirmation Agreement shall be subject to immediate termination if 360 DEGREE CUSTOMER INC. reasonably determines that the assigned Associate's professional license or code of ethics has been compromised.

**9. Notices**

For the purposes of this Agreement, notice shall be effective to the Parties at the following addresses:

Client: Tracy Joint Unified School District  
1875 W. LOWELL AVE.  
TRACY, CA 95376

360 DEGREE CUSTOMER INC.: 473 Sapena Ct.  
#7  
Santa Clara, CA 95054

**10. Insurance, Indemnification and Limitation of Liability**

(a) 360 DEGREE CUSTOMER INC. shall maintain and provide to the Client, upon written request, proof of any assigned Associate's valid professional license, if applicable, and proof of Worker's Compensation Insurance (which will be maintained per statutory requirements). Additionally, 360 DEGREE CUSTOMER INC. shall procure and maintain insurance and upon written request, shall provide the Client with Certificates of such insurance covering the following risks:

- Professional Liability - \$2,000,000 per Occurrence, \$4,000,000 Aggregate
- General Liability - \$2,000,000 per Occurrence, \$4,000,000 Aggregate

(b) To the extent permitted by law, 360 DEGREE CUSTOMER INC. will defend, indemnify, and hold the Client and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by 360 DEGREE CUSTOMER INC.' breach of this Agreement; its failure to discharge its duties and responsibilities set forth herein or in a Staffing Confirmation Agreement; or the negligence, gross negligence, or willful misconduct of 360 DEGREE CUSTOMER INC. or its officers, employees, or authorized agents in the discharge of those duties and responsibilities.

(c) To the extent permitted by law, the Client will defend, indemnify, and hold 360 DEGREE CUSTOMER INC. and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by the Client's breach of this Agreement; its failure to discharge its duties and responsibilities set forth herein or in a Staffing Confirmation Agreement; or the negligence, gross negligence, or willful misconduct or unlawful act of the Client or its officers, employees, or authorized agents in the discharge of those duties and responsibilities.

(d) Circumstances may arise where, because of a default on the part of 360 DEGREE CUSTOMER INC., the Client is entitled to recover damages from 360 DEGREE CUSTOMER INC. Regardless of the basis on which the Client is entitled to claim damages from 360 DEGREE CUSTOMER INC. (including fundamental breach, negligence, misrepresentation, or other contractor claim) 360 DEGREE CUSTOMER INC.' liability, if any, will (in the aggregate for all claims, causes of action, or damages) be limited to any actual direct damages up to an amount equal to the fees actually paid to 360 DEGREE CUSTOMER INC. for the Services that are the subject of the claim.

**11. Miscellaneous**

(a) **Entire Agreement.** This Agreement contains the complete agreement between the Parties with respect to the subject matter thereof and may not be modified except by written agreement signed by both Parties. This Agreement supersedes all previous written or oral agreements between the Parties.

(b) **Assignment.** This Agreement may not be assigned by either Party without the written consent of the other Party. Consent for one assignment does not waive the consent requirement for any subsequent assignment, but, subject to the foregoing limitation, will ensure the benefit of and be binding on the successors and assigns of the respective Parties.

(c) **Arbitration.** Any dispute, claim or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation, or validity thereof, including the determination of the scope or applicability of this Agreement to arbitrate, shall be determined by arbitration in Los Angeles, California before one arbitrator. The arbitration shall be administered by JAMS pursuant to its Comprehensive Arbitration Rules and Procedures and in accordance with the Expedited Procedures in those Rules. Judgment on the Award may be entered in any court having jurisdiction. This clause shall not preclude Parties from seeking provisional remedies in aid of arbitration from a court of appropriate jurisdiction. In any arbitration arising out of or related to this Agreement, the arbitrator is not empowered to award punitive or exemplary damages, except where permitted by statute, and the Parties waive any right to recover any such damages. In any arbitration arising out of or related to this Agreement, the arbitrator may not award any incidental, indirect or consequential damages, including damages for lost profits.

In the event of any arbitration or other action arising out of or related to this Agreement, or a Staffing Confirmation Agreement, the prevailing Party in such arbitration or other action shall be entitled to receive an award of all costs and expenses of such arbitration or other action, including reasonable attorneys' fees and costs, and all other expenses in connection therewith, in addition to another award or remedy provided in such arbitration or action, and the same shall be included in the award and any judgment.

The venue for all actions, including arbitration, arising out of this Agreement, shall be in Los Angeles, California unless otherwise agreed by the Parties in writing.

(d) **Governing Law.** The validity and interpretation of any terms or provisions of this Agreement of the rights and duties of the Parties hereunder shall be governed and construed in accordance with the laws of the State of California, exclusive of conflict or choice of law rules.

(e) **Severability.** The Parties agree that each of the provisions included in this Agreement is separate, distinct, and severable from the other and remaining provisions of the Agreement; and that the invalidity or unenforceability of any Agreement provision shall not affect the validity or enforceability of any other provision or provisions of this Agreement.

(f) **Authority.** The Client signatory, herein below, specifically warrants that such individual has the capacity and authority to represent, contract on behalf of and bid the Client with respect to the obligations, rights, and duties contained herein.

Notwithstanding any provisions in this Agreement to the contrary, the parties hereto agree that (i) non-solicitation and no-hire obligations in this Agreement, if any, shall not apply within the State of Minnesota; and (b) conversion or permanent hire fees in this Agreement, if any, shall not apply within the State of New York.

*{Signature Pages Follow}*

Once signed by 360 Degree Customer Inc., no further revisions or changes can be made or accepted.

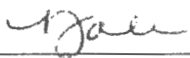
IN WITNESS WHEREOF, the Parties have executed and delivered this Agreement as of the Effective Date.

360 Degree Customer Inc.

By: 

By: Gulneesh Mukhija , Director

Tracy Joint Unified School District

By: 

Name, Title: Assoc Supt



# EDUCATIONAL SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Dr. Zachary Boswell, Associate Superintendent of Educational Services  
**DATE:** March 10, 2026  
**SUBJECT:** **Increase Funding for Sierra Vista Child & Family Services (Kirkbaucher)  
NPS for the 2025-2026 School Year**

**BACKGROUND:** Board approval is requested to increase funding for Non-public school (NPS) placement of Special Education students at Sierra Vista Child & Family Services (Kirkbaucher). The District's Special Education administration currently has an approved contract and would like to increase funding due to increase in student placements. The approved contract with Sierra Vista Child & Family Services was approved on 9/9/2025.

**RATIONALE:** Districts must offer a continuum of services including, when necessary, placement at Non-Public schools. This agenda request supports District Strategic Goal #1: Prepare all students to be well-rounded individuals with the knowledge and skills to pursue their college and/or careers; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** Additional funding increase will not exceed \$300,000.00 for the remainder of the 2025-2026 school year. Special Education contract expenses are funded through 602 funding for Special Education and budgeted into account 01-6500-0-5750-1180-5800-800-2542.

**RECOMMENDATION:** Approve Funding Increase for Sierra Vista Child & Family Services NPS for the 2025-2026 School Year.

**Prepared by:** Jason Davis, Director of Special Education.



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 4, 2026  
**SUBJECT:** Approve Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employees

**BACKGROUND:**

**MANAGEMENT/CLASSIFIED  
CONFIDENTIAL RESIGNATIONS**

<u>NAME/TITLE</u>	<u>SITE DATE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Almaraz, Jessica Middle School Counselor	NES	06/05/2026	Personal
Jones, Ashley Assistant Principal	GKES	06/30/2026	Accepted Position
Smit, Sharon Program Specialist	DEC/ Special Education	02/16/2026	Accepted Position

**BACKGROUND:**

**CERTIFICATED RESIGNATION**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Anguiano Hernandez, Diana Teacher	TISCS	05/30/2026	Personal
Carn, Brandon Teacher	WHS	06/30/2026	Personal

Castellanos, Jocelyn Teacher	HES	06/30/2026	Personal
De Leon, Anthony Teacher	WHS	06/30/2026	Personal
Edwards, Bonnie Teacher	VES	06/30/2026	Personal
Heinrich, Janae Teacher	WHS	02/25/2026	Accepted Position
Ibrahimkhail, Safa Teacher	HES	06/30/2026	Personal
Karamudi, Sunita Teacher	AFES	06/30/2026	Personal
Kendall, Nicholas Teacher	WHS	06/30/2026	Personal
Mahiddin, Narges Teacher	KES	06/01/2026	Personal
Martinez, Jesse Teacher	WMS	06/30/2026	Personal
McMath, Ana Teacher	KHS	06/30/2026	Personal
Montalvo, Sherry Teacher	CES	06/30/2026	Personal
Poominathan, Prathima Teacher	HES	06/30/2026	Personal
Ranadhir, Bhagyashree Teacher	MVMS	06/30/2026	Personal
Savelson, Rose Teacher	CES	06/30/2026	Personal
Shivkumar, Lakshmi Teacher	WHS	06/30/2026	Personal
Singh, Gurpreet Teacher	KHS	05/29/2026	Personal

Snively, Ronald Teacher	KHS	06/30/2026	Personal
Townsend, Tammy Teacher	MVMS	05/31/2026	Personal
Velazquez, Tina Teacher	TISCS	02/24/2026	Personal
Wambua, Morine Teacher	MVMS	06/30/2026	Personal

**BACKGROUND:**

**CERTIFICATED RETIREMENTS**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Andrade, Elizabeth Teacher	KHS	05/29/2026	Retirement
Azama, Kimiko Teacher	KHS	05/29/2026	Retirement
Bessemer, Paul Teacher	KHS	06/02/2026	Retirement
Burton, DeEtte Teacher	THS	05/29/2026	Retirement
Gomez-Villafana, Adalberto Teacher	WHS	02/10/2026	Retirement
Haydock, Darin Teacher	THS	06/02/2026	Retirement
Keeney, Paulette Teacher	THS	05/29/2026	Retirement
White, Christine Teacher	FES	06/01/2026	Retirement

**BACKGROUND:****CLASSIFIED RESIGNATION**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Andrus, Jennifer Food Service Worker	VES	2/27/2026	Personal
Dizon, Tianna Special Education Para Educator	BES	1/29/2026	Personal
Garcia Larribas, Carolina Food Service Worker	WMS	2/13/2026	Personal
Harvey, Maristela Special Education Para Educator I	JES	3/1/2026	Accepted Position
Martinho, Alyssa IEP Para Educator I	GKES	3/15/26	Accepted Position
Plascencia, Skyler Utility Person III	MOT/DEC	2/22/2026	Accepted Position
Rheinor, Miriam Para Educator for Therapeutic Behavior	HES	2/10/2026	Accepted Position
Smiley, Paige IEP Para Educator I	VES	2/23/2026	Personal
Verdugo, Jocelyn Payroll Technician	Finance	2/20/2026	Personal
Zuniga, Mariana IEP Para Educator I	THS	3/4/2026	Personal

**BACKGROUND:****COACH RESIGNATION**

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Anastasio, Jessica Girls' Tennis	WHS	2/20/26	Personal

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

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



# HUMAN RESOURCES MEMORANDUM

**TO:** Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 24, 2026  
**SUBJECT:** Approve Classified, Certificated, and/or Management Employment

**BACKGROUND:**

**MANAGEMENT/CLASSIFIED  
CONFIDENTIAL**

Cano, Aurea

DEC/MOT Department  
Coordinator of MOT (Replacement)  
LME 26, Step E - \$527.91 per day  
Fund: Ongoing and Major Maintenance

Jones, Ashley

Bohn Elementary School  
Principal (Replacement)  
LME 54, Step D - \$161,263.00  
Fund: 80% General, 20% ELOP

Smit, Sharon

DEC/School Readiness Programs  
Coordinator of School Readiness Programs (New)  
LME 42, Step E - \$63,257.00  
Fund: 80% LCAP, 20%ELOP

**BACKGROUND:**

**CERTIFICATED**

Heinrich, Janae

DEC/Professional Learning & Curriculum  
Curriculum Specialist TOSA (New)  
Class VI, Step "B" 8 - \$29,704.00  
Fund: LCAP

Jensen, Candace

Bohn Elementary School  
SDC 2-3 Mild/Moderate (Replacement)  
Class I, Step "A" 1 – \$19,232.00  
Fund: Special Education

**BACKGROUND:**

**CLASSIFIED**

Ahmad, Wazhma

Special Education Para Educator I (Replacement)  
Art Freiler School  
Range 30, Step B - \$23.19 per hour  
Fund: Special Education

Blanco Vega, Devanny

Para Educator I/Hygiene Assistance (New)  
Jacobson School  
Range 30, Step B - \$23.19 per hour  
Fund: General

Harvey, Maristela

Special Education Para Educator I (New)  
West High School  
Range 30, Step E - \$26.67 per hour  
Fund: Special Education

Hu, Bingbing Hu

IEP Para Educator I (New)  
Bohn School  
Range 30, Step D - \$25.47 per hour  
Fund: Special Education

Mahfos, Sharie

IEP Para Educator I (New)  
Hirsch School  
Range 30, Step E - \$26.67 per hour  
Fund: Special Education

Martinho, Alyssa

IEP Para Educator I (New)  
North School  
Range 30, Step B - \$23.19 per hour

Parsa, Miriam

Food Service Worker (New)  
West High School  
Range 25, Step C - \$21.60 per hour  
Fund: Child Nutrition – School Program

Perugupalli, Ramani

Para Educator I (Replacement)  
George Kelly School  
Range 24, Step D - \$22.14 per hour  
Fund: Targeted EL

Plascencia, Skyler	Purchasing Specialist (Replacement) School Business/Purchasing – DEC Range 40, Step C - \$30.71 per hour Fund: General Fund
Rheinor, Miriam	Para Educator III (New) DEC/Professional Learning Center Range 37, Step D - \$29.98 per hour Fund: General Fund
Rodrigues, Veronica	School Supervision Assistant (Replacement) Williams Middle School Range 21, Step B - \$18.86 per hour Fund: General Fund Unrestricted
Servin, Victoria	School Supervision Assistant (Replacement) South/West Park School Range 21, Step B - \$18.86 per hour Fund: General Fund
Wardak, Alia	School Supervision Assistant (Replacement) Villalovoz Elementary School Range 21, Step C - \$19.74 per hour Fund: General Fund
Williams, Briana	IEP Para Educator I (New) Poet-Christian School Range 30, Step E - \$26.67 per hour Fund: Special Education
Zuniga, Mariana	Special Education Para Educator I (Replacement) West High School Range 30, Step E - \$26.67 per hour Fund: Special Education

**BACKGROUND:**

**COACHES**

Doran, Rebekah	Swimming Head Tracy High School \$6,536.45
Foster, Angela	Swimming Assistant Tracy High School \$5,024.89
Gibson, Jimmy	Boys' Varsity Volleyball Tracy High School \$6,281.12

Haliczer, Denise	Swimming Assistant Tracy High School \$5,024.89
Pease, Ashley	Boys' JV Volleyball Kimball High School \$6,032.60
Ramsey, Brian	Track & Field Assistant Tracy High School \$6,032.60
Sanchez, Oliver	JV Softball Kimball High School \$6,032.60

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

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



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** February 23, 2026  
**RE:** **Approve Student Teaching, Practicum, SLP, and Intern Agreement with BIOLA University**

**BACKGROUND:** Tracy Unified School District currently employs interns through several colleges and universities. This has aided the district in increasing the number of candidates that are available for teaching positions within the district. An agreement between BIOLA University and Tracy Unified School District will expand options for meeting staffing needs. This Agreement will be effective starting March 25, 2026 through March 25, 2031.

**RATIONALE:** This agenda item meets 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:** No Fiscal Impact.

**RECOMMENDATION:** Approve Student Teaching, Practicum, SLP, and Intern Agreement with BIOLA University.

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



# HUMAN RESOURCES MEMORANDUM

**TO:** Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent for Human Resources  
**DATE:** March 24, 2026  
**SUBJECT:** **Certify that Provisions of Section 5593 Regarding Coaches Have Been Met**

**BACKGROUND:** Section 5594 of Title 5, California Code of Regulations requires that by April 1st of each school year, all local governing boards shall certify to the State Board of Education that the provisions of Section 5593 have been met.

**RATIONALE:** All coaches currently employed by the Tracy Unified School District meet the qualifications of Section 5593.

**FUNDING:** No fiscal impact.

**RECOMMENDATION:** Certify that provisions of Section 5593 regarding coaches have been met.

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

NAME	SITE	SEASON	SPORT	POSITION
Adkins, Nicole	THS	Aug-Dec/Nov-Mar	Dance	Advisor
Afshar, Aria	WHS	Aug-Dec	Flag Football	Varsity Head
Aguilar, Jovani	SHS	Alternative Ed.	Flag Football	Assistant
Aguilar, Julie	THS	Feb-June	Basketball Co-ed	Soph
Alger, Brandi	SHS	Alternative Ed.	Basketball	Assistant
Alger, Brandi	SHS	Alternative Ed.	Soccer	Assistant
Alger, Brandi	SHS	Alternative Ed.	Volleyball	Assistant
Allen-Trombley, Jennifer	KHS	Aug-Dec	Basketball Co-ed	Asst. Coach
Almonte, Luis	WHS	Nov-Mar	Soccer Co-ed	Boys' Frosh/Soph
Alvarez Mojica, Ruth	THS	Aug-Dec	Volleyball Co-ed	Varsity Asst
Anastasio, Jessica	WHS	Aug-Dec	Intramural Coordinator	Girls' Varsity
Anastasio, Samantha	WHS	Aug-Dec/Nov-Mar	Dodgeball Co-ed	Asst. Advisor
Behnam, Arash Scott	WHS	Nov-Mar	Flag Football Co-ed	Girls' Varsity
Bigler, Justin	KHS	Feb-June	Softball	Varsity
Bigler, Justin	KHS	Aug-Dec	Golf	Girls' Varsity
Bogetti, Clayton	THS	Nov-Mar	Wrestling	Boys' Asst. Coach
Bowie, Gregory	KHS	Nov-Mar	Basketball	Girls' Varsity
Bravo, Rogelio	WHS	Nov-Mar	Wrestling	Head Coach
Burrell, Stanley	KHS	Aug-Dec	Football	Soph Head
Bustos, Chris	THS	Aug-Dec	Flag Football	JV
Butler, Jessica Ruth	KHS	Aug-Dec/Nov-Mar	Pep Squad	Advisor
Calvillo, Alejandro	WHS	Feb-June	Tennis	Boys' Varsity
Casados, Emma	WHS	Feb-June	Softball	Frosh
Castro, Miriam	WHS	Aug-Dec	Volleyball	Girls' Soph
Ceteras, Amy	THS	Aug-Dec/Nov-Mar	Dance	Advisor
Christenson, Valerie	SHS	Alternative Ed.	Dodgeball	Assistant
Clark, Kevin	WHS	Aug-Dec	Football	Soph Asst
Colbert, Logan	KHS	Nov-Mar	Wrestling	Boys' Asst Coach
Cueva, Genaro	THS	Nov-Mar	Basketball	Boys' Varsity
Daniels, Brian	KHS	Aug-Dec	Football	Varsity Asst.
Davis, Shannon	WHS	Feb-June	Softball	Soph
DeHaro, Adam	THS	Feb-June	Baseball	Soph
Dennington, Brandon	THS	Nov-Mar	Wrestling	Head Coach
Diaz, Alex	KHS	Nov-Mar	Wrestling	Head Coach
Dorado, Abel	WHS	Nov-Mar	Soccer	Boys' Varsity
Dorado Jr., Abel - INTERIM	WHS	Nov-Mar	Soccer	Boys' JV
Doran, Rebekah	THS	Aug-Dec	Water Polo	Asst Coach
Doran, Rebekah	THS	Feb-June	Swimming	Varsity Head
Dyrda, Courtney	THS	Feb-June	Softball	Frosh
Ebojo, Catherine	WHS	Feb-June	Volleyball	Boys' Varsity
Ebojo, Catherine	THS	Aug-Dec	Volleyball	Girls' Varsity
Ervin, Ciara	WHS	Feb-June	Softball	Varsity
Espino, Felipe	KHS	Aug-Dec	Tennis	Girls' Varsity
Espino, Felipe	KHS	Feb-June	Tennis	Boys' Varsity
Evans, Justin	THS	Aug-Dec	Football	Varsity Asst

Farfan, David	WHS	Feb-June	Baseball	Varsity
Fielsch, Max	THS	Feb-June	Tennis	Boys' Varsity
Fielsch, Mischelle	THS	Aug-Dec	Tennis	Girls' Varsity
Fisher, Kyle	KHS	Aug-Dec	Football	Soph Asst.
Fithian, Mika	THS	Aug-Dec	Volleyball	Girls' Frosh
Foster, Angela	THS	Feb-June	Swimming	Asst. Coach
Garcia, Nicolle	KHS	Aug-Dec/Nov-Mar	Dance	Advisor
Garcia, Silverio	KHS	Nov-Mar	Soccer	Boys' Varsity
Gatrell, Robert	WHS	Aug-Dec	Football	Varsity Head
Gee, Ken	KHS	Nov-Mar	Basketball	Girls' Soph
Gibson, Jimmy	THS	Feb-June	Volleyball	Boys' Varsity
Goh, Hayne	KHS	Feb-June	Track	Asst. Coach
Gomez-Zavala, Joshua	THS	Feb-June	Esports	Head Coach
Gomez-Zavala, Joshua	THS	Aug-Dec	Esports	Head Coach
Guillen, Marcus	THS	Aug-Dec	Football	Frosh Head
Guillen, Nelson	THS	Aug-Dec	Football	Soph Asst
Gutierrez, Saul	THS	Nov-Mar	Soccer	Boys' Frosh/Soph
Guzman, Kisha	THS	Nov-Mar	Basketball	Girls' Soph
Haliczer, Denise	WHS	Aug-Dec	Water Polo	Asst Coach
Haliczer, Denise	WHS	Feb-June	Swimming	Varsity Asst
Hall, Steve	THS	Aug-Dec	Football	Soph Asst
Hallman, Darryl	WHS	Nov-Mar	Basketball	Girls' Varsity
Hayward, Elizabeth	WHS	Aug-Dec	Volleyball	Girls' Frosh
Heinen, Casey	KHS	Aug-Dec	Water Polo	Boys' Varsity
Heinen, Casey	KHS	Aug-Dec	Water Polo	Girls' Varsity
Heinen, Casey	KHS	Feb-June	Swimming	Varsity Head
Herron, Nico	KHS	Aug-Dec	Football	Varsity Head
Hupman, Tida	WHS	Nov-Mar	Soccer	Girls' Frosh/Soph
Hupman, Tida	WHS	Aug-Dec	Cross Country	Asst. Coach
Hupman, Tida	WHS	Feb-June	Track & Field	Asst Coach
Johnson, Sean	THS	Nov-Mar	Basketball	Boys' Frosh
Juan, Ulysses	WHS	Nov-Mar	Wrestling	Boys' Asst Coach
Juarez, Benjamin	KHS	Nov-Mar	Basketball	Boys' Varsity
Kalis, Phillip	THS	Nov-Mar	Soccer	Girls' Varsity
Kalis, Phillip - INTERIM	THS	Nov-Mar	Soccer	Girls' Frosh/Soph
Keeney, Paulette	THS	Feb-June	Softball	Varsity
Kendall, Nicholas	KHS	Aug-Dec	Football	Varsity Asst.
Kol, Pang	KHS	Nov-Mar	Basketball	Boys' Frosh
Labasan, Mission	THS	Nov-Mar	Basketball	Boys' Soph
Lafever, Ernest	KHS	Feb-June	Baseball	Soph
Lafever, Ernest	KHS	Nov-Mar	Soccer	Girls' Varsity
Larios, Gissel	WHS	Feb-June	Volleyball	Boys' Soph
Larios, Gissel	THS	Aug-Dec	Volleyball	Girls' Soph
Lawas, Mychael	WHS	Aug-Dec	Football	Soph Asst
Lemos, Michael	THS	Aug-Dec	Football	Frosh Asst
Lozano, Frank	WHS	Feb-June	Track & Field	Asst Coach
Lundell, Megan	WHS	Aug-Dec/Nov-Mar	Pep Squad	Advisor

Lundell, Megan - INTERIM	WHS	Aug-Dec/Nov-Mar	Dance	Advisor
Maas, Karl	THS	Nov-Mar	Wrestling	Girls' Asst. Coach
Mahe, Mathew	WHS	Nov-Mar	Wrestling	Girls' Asst Coach
Marquez, Miguel	KHS	Aug-Dec	Flag Football	JV
McClellan, Stephenie	THS	Aug-Dec/Nov-Mar	Pep Squad	Asst. Advisor
McIntyre, JaRell	THS	Feb-June	Baseball	Varsity
McMaster, Sarah	KHS	Feb-June	Swimming	Asst. Varsity
Morris, Jessica	WHS	Aug-Dec	Water Polo	Girls' Head Coach
Morris, Jessica	WHS	Aug-Dec	Water Polo	Boys' Head Coach
Morris, Jessica	WHS	Feb-June	Swimming	Head Coach
Moss, John	SHS	Alternative Ed.	Basketball	Head
Moss, John	SHS	Alternative Ed.	Soccer	Head
Moss, John	SHS	Alternative Ed.	Volleyball	Head
Murray, Lindsey	THS	Aug-Dec	Water Polo	Boys' Head Coach
Murray, Lindsey	THS	Aug-Dec	Water Polo	Girls' Head Coach
Myers, Christopher	THS	Aug-Dec	Flag Football	Varsity
Nunn, Michael	KHS	Feb-June	Track	Asst. Coach
Ocon, Roberto	THS	Nov-Mar	Basketball	Girls' Varsity
Orlanes, Angelaia	KHS	Aug-Dec	Volleyball	Girls' Soph
Parks, Brandon	WHS	Nov-Mar	Basketball	Boys' Varsity
Parks, Vivian	WHS	Aug-Dec	Volleyball	Girls' Varsity
Pasquale, Bryce	THS	Feb-June	Track	Asst. Coach
Pease, Ashley	KHS	Feb-June	Volleyball	Boys' Soph
Pelech, Brian	KHS	Aug-Dec	Football	Varsity Asst.
Pelillo, Vincent	THS	Feb-June	Track	Asst. Coach
Peltz, David	WHS	Feb-June	Baseball	Soph
Perez, Jaime	THS	Aug-Dec	Cross Country	Head Coach
Pierre, Darnell	KHS	Aug-Dec	Football	Soph Asst.
Pombo, Richard	KHS	Feb-June	Baseball	Varsity
Posten, Sofia	THS	Aug-Dec/Nov-Mar	Pep Squad	Advisor
Pribble, Jeffery	THS	Aug-Dec	Football	Varsity Head
Ramsey, Brian	THS	Feb-June	Track	Asst. Coach
Renshaw, David	WHS	Feb-June	Track & Field	Asst Coach
Rios, David	KHS	Aug-Dec	Flag Football	Varsity
Rios, David	KHS	Nov-Mar	Soccer	Girls' Frosh/Soph
Robinson, Alfred	WHS	Aug-Dec	Football	Soph Head
Rodriguez, Jose	THS	Nov-Mar	Soccer	Boys' Varsity
Sanchez, Julie	KHS	Feb-June	Volleyball	Boys' Varsity
Sanchez, Julie	KHS	Aug-Dec	Volleyball	Girls' Varsity
Sanchez, Oliver	KHS	Aug-Dec	Volleyball	Girls' Frosh
Sanchez, Oliver	KHS	Feb-June	Softball	Soph
Sanchez, Serena	KHS	Nov-Mar	Wrestling	Girls' Asst Coach
Sauers, Riann	KHS	Nov-Mar	Basketball	Girls' Frosh
Sauers, Shannon	THS	Aug-Dec	Football	Varsity Asst
Shelton, Nathaniel	THS	Aug-Dec	Football	Soph Head
Shelton, Nathaniel	THS	Feb-June	Track	Head Coach
Shelton-Zaragoza, Bobielyn	THS	Feb-June	Track	Asst. Coach

Solario, Monique	WHS	Aug-Dec/Nov-Mar	Dance	Advisor
Soto, Daniel	KHS	Nov-Mar	Soccer	Boys' Frosh/Soph
Speer, Kevin	THS	Aug-Dec	Football	Varsity Asst
Stevens, Joclyn	WHS	Feb-June	Swimming	Varsity Asst
Tango, Travis	KHS	Feb-June	Track	Asst. Coach
Taylor, Brandan	WHS	Nov-Mar	Basketball	Boys' Frosh
Thomas, Donald	KHS	Nov-Mar	Basketball	Boys' Soph
Tiru, Janessa	THS	Feb-June	Volleyball	Boys' Soph
Tomek, Justin	THS	Feb-June	Baseball	Frosh
Trombley, Benjamin	KHS	Aug-Dec	Cross Country	Head Coach
Trombley, Benjamin	KHS	Feb-June	Track	Head Coach
Tsirelas, John	KHS	Feb-June	Golf	Boys' Varsity
Uecker, Desirae	KHS	Feb-June	Track	Asst. Coach
Valdez, Jonathan	WHS	Aug-Dec	Football	Varsity Asst
Vallotton, David	SHS	Alternative Ed.	Dodgeball	Head
Vallotton, David	SHS	Alternative Ed.	Flag Football	Head
Vargas Cortes, Itzel	THS	Aug-Dec	Cross Country	Varsity Asst
Velasco, Jenna	KHS	Aug-Dec/Nov-Mar	Pep Squad	Asst. Advisor
Villafuerte, Ralph	KHS	Feb-June	Baseball	Frosh
Wallace, Pierre	WHS	Aug-Dec	Football	Varsity Asst
Wallace, Pierre	WHS	Nov-Mar	Basketball	Girls' Soph
Wescott, Marc	THS	Feb-June	Golf	Boys' Varsity
Wescott, Marc	THS	Aug-Dec	Golf	Girls' Varsity
Wichman, Casey	WHS	Aug-Dec	Golf	Girls' Varsity
Wichman, Casey	WHS	Feb-June	Golf	Boys' Varsity
Williams, Theodore	WHS	Aug-Dec	Cross Country	Head Coach
Williams, Theodore	WHS	Feb-June	Track & Field	Head Coach
Williams, Warren	WHS	Feb-June	Track & Field	Asst Coach
Yerian, Jake	THS	Aug-Dec	Football	Frosh Asst
Zuniga, Eder	WHS	Nov-Mar	Basketball	Boys' Soph



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 3, 2026  
**RE:** **Approve Student Teaching Agreement with United States University**

**BACKGROUND:** Tracy Unified School District currently accepts student teachers through several colleges and universities. This has aided the district in increasing the number of candidates that are available for teaching positions within the district. An agreement between United States University and Tracy Unified School District will expand options for meeting staffing needs. This Agreement will be effective starting March 25, 2026 through March 25, 2027 and renewed annually thereafter.

**RATIONALE:** This agenda item meets 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:** No Fiscal Impact.

**RECOMMENDATION:** Approve Student Teaching Agreement with United States University.

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



MEMORANDUM OF UNDERSTANDING AND AGREEMENT  
TO PROVIDE STUDENT TEACHERS

This Memorandum of Understanding and Agreement to provide Student Teachers ("Agreement"), is entered **March 25, 2026** by and between the United States University ("University") and **Tracy Unified School District** ("District"). Thereafter unless terminated by either party upon a minimum of thirty (30) days advance written notice to the other party.

RECITALS

WHEREAS pursuant to the provisions of the Education Code of the State of California, the governing board of any school district is authorized to enter into agreements with any institution approved by the Commission on Teacher Credentialing as a teacher education institution to provide teaching experience to students enrolled in the teacher training curricula of such institutions; and

WHEREAS University is approved by the Commission on Teacher Credentialing as a teacher education institution; and

WHEREAS it has been determined between the parties hereto that the value of the services to be rendered to District under this Agreement does not exceed the actual cost to District of the services rendered by District.

GENERAL TERMS

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, University and District agree as follows:

I. DISTRICT RESPONSIBILITIES

- A. District may, for good cause, refuse to accept any student at University assigned to student teach in District, and upon request of District, made for a good cause, University shall terminate the assignment of any student at University to teach in District.
- B. District shall require University students assigned to the District pursuant to this contract to comply with Education Code Section 45125.1, to a background check, paper screening, and Livescan clearance from the Department of Justice and Federal Bureau of Investigation through district livescan technician. The district shall require University students assigned to the District pursuant to this contract to comply with Education Code Section 49406 to University students to provide evidence of a negative tuberculosis test performed within 60 days of their start date.
- C. The assignment of a student at United States University to student teach in the District shall be deemed effective for the purpose of this Agreement as of the date the student presents the assignment letter to the District, and the University student is accepted by the assigned district site administrator.
- D. If offered a student teacher, the district is required to confirm the position meets the requirements for enrollment in the student teaching program. Additionally, districts must confirm knowledge of the following California Commission on Teacher Credentialing requirements:
  - The student teacher cannot be used as a substitute outside of the Cooperating Teacher's classroom.
  - Assign a qualified, like-credentialed, Cooperating Teacher to support the student teacher during the entire school day.
  - Support, in partnership with United States University, the required completion of the edTPA Teaching Performance Assessment which includes video submissions from the classroom where students must be present and the Literacy Performance Assessment (LPA). We ask our districts to have a recording policy in place to accommodate video assessments.
- E. The District shall employ a Cooperating Teacher in collaboration with school principals and the Office of Educational Placement and Partnerships at United States University. The Cooperating Teacher is required to have the following:
  - must hold the appropriate, clear credentials required to mentor a Student Teacher
  - at least three (3) years of successful teaching experience.



**UNITED STATES  
UNIVERSITY**  
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- Preferred Master's degree
  - Must stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs
  - Must complete a 10-hour Student Supervisor training that includes training in TPEs 1-7
- F. Ensure that all site administrators and faculty with Student Teacher(s) have been informed about the USU Student Teacher program processes and materials, and stay current with changing program requirements, including program alignment to the Literacy Standards and TPEs.
- G. Student Teachers within the Participating district must be at sites that allow the Student Teacher to provide effective literacy instruction for all students. Specifically, the Student Teacher shall be at sites that allow students to be instructed in the literacy areas of meaning making, language development, and effective expression.
- H. Student Teachers within the Participating district must be at sites that ensure Student Teachers can practice and implement screening and diagnostic techniques that inform teaching and assessment and early intervention techniques.
- I. Student Teachers within the Participating district must be at sites that provide opportunities to practice a strong literature, language, and comprehension component with a balance of oral and written language.
- J. The district ensures student teachers have access to diverse students. Therefore, all teacher credentialing placements will be in diverse classrooms. The CTC defines diversity as: *"Throughout this set of TPEs, reference is made to "all students" or "all TK–12 students". This phrase is intended as a widely inclusive term that references all students attending public schools. Students may exhibit a wide range of learning and behavioral characteristics, disabilities, dyslexia, intellectual or academic advancement, and differences based on ethnicity, race, socioeconomic status, gender, gender identity, sexual orientation, language, religion, and/or geographic origin. The range of students in California public schools also includes students whose first language is English, English learners, and Standard English learners.*

II. UNIVERSITY RESPONSIBILITIES

- A. The assignment of a University student to student teach in the schools or classes of the District shall be at the discretion of the university and shall be for a maximum period of sixteen weeks. University may give students more than one assignment to work on in such schools or classes.
- B. United States University in partnership with employing districts shall provide 144 hours of support and supervision annually and 45 hours of support and supervision specific to teaching English learners pursuant to California Code of Regulations §80033.
- C. Before assigning students to the District, the University shall instruct such students on applicable state and federal law relating to unlawful discrimination, sexual harassment, and mandated reporting of child abuse.

III. INDEMNITY

University and District agree to defend, indemnify and hold one another, their respective officers, employees, students, and agents harmless from and against all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result of negligent or intentional acts or omissions of the indemnifying party, its officers, employees, students or agents.

IV. DISTRICT AND UNIVERSITY INSURANCE

District and University each agree to keep in full force and effect, during the term of this Agreement, insurance to meet their respective obligations and liabilities hereunder and such insurance shall include but not be limited to the following:

- Commercial General Liability and Auto Liability with limits of not less than \$1,000,000 per occurrence, and \$3,000,000 in the aggregate, for bodily injury, personal injury, and property damage, endorsed to name the other party to the contract as additional insured without exclusion for sexual assault or molestation.
- University shall maintain insurance policy per Exhibit 1 for its students and employees.



Each insurance policy required above shall be endorsed to state that coverage shall not be suspended, voided, or canceled by either party, except after sixty (60) days prior written notice by certified mail, return receipt requested, has been given to the other party to this Agreement. Upon request, District and University shall each cause to be issued to the other evidence of such insurance prior to the commencement of this Agreement and annually thereafter.

#### V. DISPUTES

In the event that a dispute arises between the parties with regard to the rights or duties created by this Agreement, or in the event of a breach of this Agreement by either party, the parties hereto agree to meet and confer in good faith in an effort to resolve the dispute or issue. In the event the parties are unable to informally resolve the dispute within thirty (30) days after the dispute has arisen, the parties agree to decide whether to attempt to settle the dispute through arbitration or litigation. In order to send a dispute to arbitration, both parties must agree in writing that arbitration is their chosen method of resolving the dispute in question.

#### VI. GENERAL PROVISIONS

- A. Term of Agreement. The term of this Agreement shall commence on the signature date at the bottom of the memorandum and shall be renewable annually unless otherwise terminated by either party.
- B. Termination. This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice; provided, however, that any such termination by District shall not be effective as to any student who at the date of mailing of the notice by District was receiving teaching experience within District until the student has completed his or her assignment, except at the election of University.
- C. Entire Agreement; Modification. This Agreement contains all the terms between the parties and may be modified only in writing and signed by both parties.
- D. Applicable Law. The terms and conditions of this Agreement shall be interpreted in accordance with the laws of the State of California.
- E. Severability. In the event any court of competent jurisdiction determines that any paragraph or subparagraph of this Agreement is invalid or unenforceable for any reason, all remaining paragraphs or subparagraphs shall remain in full force and effect.
- F. Confidentiality. Both parties shall protect the confidentiality of each other's records and information and shall not disclose confidential information without the prior written consent of the other party. University agrees to comply with District policy and procedures related to patient confidentiality.
- G. Notices. Any notice to either party hereunder must be in writing signed by the party giving notice, and shall be served either personally or by registered or certified mail addressed as follows:

United States University  
Dean, College of Education  
404 Camino Del Rio South  
San Diego, CA 92108

- H. Non-Discrimination. The parties agree not to discriminate in employment, academic programs, or the provision of services on the basis of an individual's race, color, religion, religious creed, ancestry, national origin, age (except minors), sex, sexual orientation, marital status, medical condition (cancer-related) or disability and otherwise as required or permitted by law.
- I. Status of the Parties. It is expressly understood and agreed that this Agreement is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture or association between University and District; rather it is an affiliation between independent contractors, these being University and District.



**UNITED STATES UNIVERSITY**

College of Education

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the parties hereto, the day and year first above written.

*Rebecca Wardlow*

By:  
Name (Signature)

Rebecca Wardlow, EdD  
Name (Print)

Dean, College of Education, United States University

Title

9/11/2025

Date

By: \_\_\_\_\_  
Name (Signature)

Tammy Jalique  
Name (Print)

Associate Superintendent for Human Resources, Tracy Unified

Title

\_\_\_\_\_

Date



**UNITED STATES UNIVERSITY**

College of Education

Exhibit 1

1. **Certificate of Liability Insurance** (Acord 25) signed by the insurer's representative.
  - a. List the "Certificate Holder" as follows:  
Tracy Unified School District  
1875 W. Lowell Avenue  
Tracy, CA 95376
  - b. Comprehensive General Liability with limits of \$1,000,000 combined single limit per occurrence and \$2,000,000 aggregate with endorsement. (The District reserves the right to increase the minimum insurance requirements upon the recommendation of the District's Rick Management Department).
  - c. Proof of Automobile Liability, if transporting students or routinely driving on campus.
  - d. Proof of Workers Compensation, a waiver of subrogation to be part of this coverage.
  - e. Proof of Professional Liability Insurance with coverage for Sexual Abuse and Molestation Coverage (\$1,000,000) with endorsement.
  - f. Sexual Abuse and Molestations coverage in the amount of \$1,000,000.
  
2. An **Additional Insured Endorsement** (Form Number **CG 2026 – Additional Insured – Owners, Lessee or Contractors, Scheduled Person or Organization** or its direct equivalent) **must** accompany the General Liability, Automobile Liability, and Professional Liability Insurance. Please note the following:
  - a. List the "Additional Insured" as follows:  
**Tracy Unified School District, its Governing Board, its Officers, its Agents are named as additional insured with the respects to Liability.**
  - b. The coverage shall be primary and non-contributory, with respect to general and professional liability with waiver of subrogation for workers compensation
  - c. The additional insured endorsement should indicate the effective date, policy number, and the name of the insurance carrier.
  - d. United States University shall not commence any services or performance under this agreement until United States University has submitted and District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated herein.

As an agent of \_\_\_\_\_, I am acknowledging the above insurance requirements as an addendum to the agreement in place with Tracy Unified School District dated \_\_\_\_\_.

\_\_\_\_\_  
Name Title Date



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 3, 2026  
**RE:** **Approve Student Teaching, Practicum and Observation Agreement with Western Governors University**

**BACKGROUND:** Tracy Unified School District currently accepts student teachers through several colleges and universities. This has aided the district in increasing the number of candidates that are available for teaching positions within the district. An agreement between United States University and Tracy Unified School District will expand options for meeting staffing needs. This Agreement will be effective starting March 25, 2026 through March 25, 2029.

**RATIONALE:** This agenda item meets 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:** No Fiscal Impact.

**RECOMMENDATION:** Approve Student Teaching, Practicum and Observation Agreement with Western Governors University.

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



# Western Governors University

4001 South 700 East, Suite 700, SLC, UT 84107

## PLACEMENT AGREEMENT

This Placement Agreement (“Agreement”) is made between Western Governors University, a Utah nonprofit corporation (“University” or “WGU”), and \_\_Tracy Unified School District\_\_\_\_\_ (“District”), and is effective as of the date of District’s signature below (“Effective Date”). WGU and District may be referred to herein individually as a “Party” and collectively as the “Parties.”

WGU is nationally accredited by the Northwest Commission on Colleges and Universities (“NWCCU”). University Educator Preparation programs are further accredited by the Council for the Accreditation of Educator Preparation (“CAEP”) and the Association for Advancing Quality in Educator Preparation (“AAQEP”). University represents that each Candidate assigned to District for Early Clinical, Advanced Clinical, Student Teaching One, and Student Teaching Two is validly enrolled in a current University educator preparation program and meets District’s background requirements.

**A. Definitions.** For the purposes of this Agreement, capitalized terms\* shall have the following meanings:

1. **“Candidate”** means a student enrolled in a University program that leads to an education credential.
2. **“Mentor Teacher”** means a District employee who is the teacher presiding in the classroom to which the Candidate is assigned. Standards for Mentor Teachers are explained in Section G of this Agreement.
3. **“Clinical Supervisor”** means a qualified individual who is an employee or independent contractor of WGU. The individual will supervise the Candidate. Standards for Clinical Supervisors are explained in Section H of this Agreement.
4. **“Initial Licensure Program”** means a program that results in a professional license.
5. **“Advanced Program”** means an advanced licensure or endorsement program that may result in an additional license.
6. **“Clinical Experience”** means the active participation by a Candidate in a wide range of virtual and in classroom experiences to develop the skills and confidence necessary to be an effective teacher and prepare for Early Clinical, Advanced Clinical, Student Teaching One, and Student Teaching Two.
  - a. **“Early Clinical”** means a Candidate’s first supervised opportunity to observe a classroom setting.
  - b. **“Advanced Clinical”** means supervised classroom-based activities in a classroom setting where Candidates observe, collaborate, and reflect with a Mentor Teacher.
  - c. **“Student Teaching One”** and **“Student Teaching Two”** (collectively **“Student Teaching”**) means the active participation by a Candidate in the duties and functions of classroom teaching under the direct supervision and instruction of a Mentor Teacher and a Clinical Supervisor.
7. **“Practicum”** means the University Clinical Experience requirements for advanced licensure programs.
8. **“Professional Dispositions and Responsibilities”** means standards of behavior expected of Candidates and University faculty and staff, as follows:

○ All Individuals Can Learn	○ Communication
○ Belonging	○ Integrity
○ Empathy	○ Professionalism
○ Growth Mindset	○ Intellectual Courage
9. **“LEA”** means Local Education Agency.
10. **“SEA”** means State Education Agency.

\*References to “District” shall include the school.

**B. Mutual Expectations.** A placement site is a District where University places Candidates for a Clinical Experience with Mentor Teachers that align with the Candidate’s licensure area with an aim to co-construct a mutually beneficial arrangement for clinical preparation and the continuous improvement of Candidates, and to share accountability for Candidate outcomes. A Clinical Supervisor will be assigned to observe and provide support to the Candidate. The District and Mentor Teacher will have the opportunity to provide critical feedback to inform program improvement through surveys at the end of each experience.

**C. Mutually Beneficial Activities.** The Parties agree to participate, to the extent feasible, in the activities outlined below:

1. When available, University staff may participate in District employee events and conferences, as appropriate, and District agrees to inform University of such opportunities.
2. University will provide District with recruitment and talent acquisition planning and support from University's Career & Professional Development service(s) team, based on District compliance with University's Employer Recruiting & Guidelines.
  - Whenever possible, District will respond to quarterly survey requests from University's Career & Professional Development team about hiring plans and new hires from University.
3. University and District employees will co-select Mentor Teachers and Clinical Supervisors based on University requirements.
4. University will notify District of learning opportunities where University will provide optional professional development to District's employees for their career and skill enrichment.
5. District employees who have been admitted to University may apply to receive aid so long as they meet scholarship eligibility requirements (University will retain sole discretion in funding and award decisions).
6. University may invite District employees to participate in a focus group to:
  - provide feedback for improvement and continuous development of observation and evaluation instruments of Candidates, Mentor Teachers, and Clinical Supervisors, criteria for selection of Mentor Teachers and Clinical Supervisors, and curriculum development;
  - review data on Clinical Experiences and Candidate success to potentially modify selection criteria, determine future assignments of Candidates, and make changes in Clinical Experiences;
  - review how the depth, breadth, diversity, coherence, and duration data on Clinical Experiences are linked to Candidate outcomes and Candidate performance.

**D. Recordings.** District recognizes that University requires the utilization of video recordings for both observations and teacher performance assessments. District also recognizes that video recordings may be utilized for Educative Teacher Performance Assessment ("edTPA") in states where required. District agrees to allow video recording and/or live streaming for completion of observations and teacher performance assessments for all University programs consistent with the conditions set forth in **Exhibit A** ("Video Recording").

**E. University Responsibilities.** University shall:

1. Place qualified Candidates who have been prepared with the appropriate educational background, knowledge, skills, and professional disposition to participate in a Clinical Experience.
2. Provide Mentor Teacher with an honorarium for participation in Clinical Experience as described in this Agreement. The Mentor Teacher may also receive professional development hours connected to the successful completion of University, and any state required, Mentor Teacher training.
3. Be responsible for the selection, assignment, training, and compensation of Clinical Supervisors.
4. Require Candidates to have a current, fully cleared background check.
5. Where required by state regulation or District policy, ensure Candidates have a current tuberculosis ("TB") risk assessment and/or examination. Upon request, Candidates will be required to provide documentation to District prior to participating in a Clinical Experience.
6. Provide opportunities for feedback regarding improvement of University Candidate preparation.
7. Provide professional development training to Mentor Teachers regarding University processes and procedures.
8. Maintain an online site for support, resources, and training for Mentor Teachers and Clinical Supervisor.
9. Facilitate course instruction and support for the Candidates during their Clinical Experience. Including, the final performance assessment, specific task requirements and peer interactions in a weekly cohort seminar.
10. Maintain general responsibility for instruction, academic evaluation, and related academic matters concerning Candidate participation in the Clinical Experience, including evaluation and grading.

**F. District Responsibilities.** District shall:

1. Nominate one or more qualified Mentor Teacher(s) by providing a completed copy of the Mentor Teacher Nomination Form to University's Clinical Placement Team.
2. Allow the Clinical Supervisor access to the host school and classroom, including virtual settings, for the specific purpose of observing Candidates.
3. Where applicable and where a Candidate will serve as a contracted teacher, District agrees to provide a Mentor Teacher during Clinical Experience.
4. Notify University about any changes to District policies that would impact Candidate's placement (e.g., COVID and other healthcare policies).
5. Placement must align with the Candidates' Program. District must notify University about any changes to the Candidate's assigned Mentor Teacher or classroom placement.
6. Provide Candidates with any District policies and procedures to which Candidates are expected to adhere during the Clinical Experience and while on District premises.
7. Through the involvement of the Mentor Teacher, participate with the Clinical Supervisor and Candidate in two evaluations pursuant to WGU's grading rubric. University shall be responsible for the format of evaluations.
  - See Advanced Programs Practicum section below for evaluation requirements for Educational Leadership and English Language Learning.
8. Provide Candidates opportunities to observe, assist, tutor, instruct, implement effective teaching strategies, and conduct research, as appropriate, during the Clinical Experience.
9. Provide opportunities, when possible and appropriate, for Candidates to use technology to enhance student learning and monitor student progress and growth.
10. Provide opportunities, when possible and appropriate, for Candidates to experience working with diverse student populations, including English language learners and students with exceptional learning needs.
11. Encourage Mentor Teachers to participate in University's training to understand University policies, processes, procedures, and how to effectively mentor adult learners.
12. Encourage administrators and Mentor Teachers to participate in University feedback surveys (offered at the end of the Clinical Experience) to report on Candidate quality and preparation and to provide program feedback to University for continuous improvement.
13. Report any concerns related to the Candidate's performance, conduct, or attendance promptly to the Clinical Supervisor. Identify a teacher or other school administrator to evaluate Candidates for Embedded Work Based Learning.
14. Adhere to any then-applicable state requirements related to training/professional development.
15. *For California Districts Only:* As required by the California Commission on Teacher Credentialing ("CTC") Program Sponsor Alert ("PSA") 19-05, Mentor Teacher has documented completion of training/professional development equivalent to ten (10) hours that includes: a two (2)-hour orientation to program curriculum, and eight (8) hours training in effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices.
  - *As part of programmatic requirements, Candidates must take and pass an approved literacy assessment.* Mentor teacher, WGU faculty, and WGU staff advise Candidates of the expectation to take and pass a Commission approved literacy performance assessment that includes foundational literacy skills and additional cross cutting themes in literacy. Mentor teacher, WGU faculty, and WGU staff advise on available options to work with students at risk for literacy-related disabilities, provide opportunities to learn about screening and diagnostic techniques, provide opportunities to observe and practice concepts in the California Dyslexia Guidelines, inform of the expected timeline for completion, and ensure that Candidates have opportunity to practice the instruction of oral and written language including meaning making, language development, and effective expression.

**G. Mentor Teacher Standards.** District, in collaboration with University, shall provide the Candidate with a Student Teaching assignment under the direct supervision and instruction of a Mentor Teacher who meets the following minimum requirements:

1. Holds a teaching credential or license: (i) for the subject area and/or grade level being taught; and (ii) in the state where Student Teaching occurs.
2. Has: (i) a minimum of three (3) years of content area teaching experience, with (ii) two (2) or more years teaching in the placement school and/or District, and (iii) a demonstrated record of strong performance.
3. Documented evidence of positive impact on student learning in the classroom as demonstrated by ratings at or above effective (or equivalent) when a state, district, or school provides such ratings.
4. Has positively impacted and mentored student teachers, colleagues, and/or other adults.
5. Competently uses technology for communicating via email and completing online evaluation forms.
6. Demonstrates and models WGU's Professional Dispositions and Responsibilities.
7. Completes University training to understand policies, processes, procedures, and how to mentor adult learners, and completes any required State training.
8. *For California Districts Only:* As required by the California Commission on Teacher Credentialing ("CTC") Program Sponsor Alert ("PSA") 19-05, Mentor Teacher has documented completion of training/professional development equivalent to ten (10) hours that includes: a two (2)-hour orientation to program curriculum, and eight (8) hours training in effective supervision approaches such as cognitive coaching, adult learning theory, and current content-specific pedagogy and instructional practices.
  - o *As part of programmatic requirements, Candidates must take and pass an approved literacy assessment.* Mentor teacher, WGU faculty, and WGU staff advise Candidates of the expectation to take and pass a Commission approved literacy performance assessment that includes foundational literacy skills and additional cross cutting themes in literacy. Mentor teacher, WGU faculty, and WGU staff advise on available options to work with students at risk for literacy-related disabilities, provide opportunities to learn about screening and diagnostic techniques, provide opportunities to observe and practice concepts in the California Dyslexia Guidelines, inform of the expected timeline for completion, and ensure that Candidates have opportunity to practice the instruction of oral and written language including meaning making, language development, and effective expression.

**H. Clinical Supervisor Standards.** The University, in collaboration with District, shall select a Clinical Supervisor who provides guidance, support, on-site and/or virtual assistance, assessment, and feedback to a Candidate throughout Advanced Clinical, Student Teaching One and Student Teaching Two of the Clinical Experience. To act in this role, a Clinical Supervisor must have:

1. A minimum of three (3) years teaching experience in K-12.
2. A master's degree in education or related field.
3. A current teaching license in the content area of supervision.
4. Experience teaching in the content area of supervision.
5. Successfully completed a background clearance.
6. Ability to consistently demonstrate and model Professional Dispositions and Responsibilities.

**I. Advanced Programs Practicum.**

1. Candidates are licensed teachers who are in most cases completing the Practicum in their own school using a qualified individual as a Clinical Supervisor who meets the applicable qualifications and requirements.
2. Each Candidate shall:
  - o identify a school with which he/she has (i) an established relationship with and (ii) obtained district approval for placement. All identified placements are subject to University approval.
  - o identify preferred Clinical Supervisor, subject to approval of University's Clinical Experience team to ensure the Clinical Supervisor meets program requirements.
  - o complete a valid background clearance, provide proof of liability insurance, and a valid teaching license.
  - o comply with all other applicable District requirements.
3. Evaluations of Candidates are as follows:
  - o Educational Leadership – a minimum of four (4) evaluations
  - o English Language Learning – a minimum of three (3) observations or evaluations.
  - o Early Childhood Education – a minimum of one (1) observation

**J. Confidentiality & Education Records**

1. District acknowledges that the education records of assigned Candidates are protected by the Family Educational Rights and Privacy Act ("FERPA") and agrees to comply with FERPA and limit access to those employees or agents with a need to know. Pursuant to FERPA, and for the purposes of this Agreement, University designates District as a "school official" with a legitimate educational interest in such records.
2. University shall instruct Candidates of the necessity of maintaining the confidentiality of all District student records. District shall not grant Candidates or University employees access to individually identifiable student information unless the affected student's parent or guardian has first given written consent using a form approved by District that complies with FERPA and other applicable law.

**K. Additional Terms**

1. Term. This Agreement shall commence on the Effective Date and shall continue for three (3) years from the Effective Date, or until such time as either Party gives the other Party thirty (30) days advance written notice of its intent to terminate the Agreement. In the event of termination, any Candidates at District as of the date of such notice shall be permitted to complete their Student Teaching or Practicum.
2. Points of Contact. Each Party shall designate a point of contact for communication and coordination of Student Teaching or Practicum. Contact information is set forth following the signature block.
3. Right to Accept or Terminate a Placement. District may refuse to accept placement, or may terminate the placement, of any Candidate based upon its good faith determination that the Candidate is not meeting performance standards or is otherwise deemed unacceptable to District. In such cases, District shall notify University Point of Contact (listed at the bottom of this Agreement) in writing immediately and state the reasons for such decision.
4. Insurance.
  - o University Insurance. University represents and warrants that it provides and maintains general liability insurance with limits of at least \$1,000,000 per occurrence and \$2,000,000 annual aggregate and, upon District's request, shall provide a certificate of insurance as evidence of coverage. University shall maintain, at its sole expense, workers' compensation insurance as required by law.
  - o Professional Liability Insurance. Candidates will be responsible for procuring and maintaining, at their own expense, professional liability insurance for the duration of the Clinical Experience with minimum limits of either: (i) \$1,000,000 per occurrence and \$3,000,000 annual aggregate, or (ii) \$2,000,000 per occurrence and \$2,000,000 annual aggregate.
5. Status of Parties. Nothing in this Agreement is intended to or shall be construed to constitute an agency, employer/employee, partnership, or fiduciary relationship between the Parties. Neither Party will have the authority to, and will not, act as agent for or on behalf of the other Party or represent or bind the other Party in any manner. No Candidate or other third Party shall be a beneficiary of or have any right to enforce the terms of this Agreement.
6. Non-Discrimination. Each Party agrees to comply with all applicable non-discrimination laws, and will accept, assign, supervise, and evaluate qualified Candidates regardless of race, sex, sexual orientation, religion, creed, national origin, age, disability, veteran status, or any other basis protected by law.
7. Entire Agreement. This Agreement represents the entire understanding between the Parties relating to the subject matter and supersedes all prior oral or written agreements. This Agreement may be modified only in writing, signed by both Parties.

The Parties have executed this Agreement as of the Effective Date.

**UNIVERSITY**

By: \_\_\_\_\_

Title: Senior Manager, Clinical Experience, School of Education

**Point of Contact:**

District and Funded Partnerships

Email: [tc\\_outreach@wgu.edu](mailto:tc_outreach@wgu.edu)

For notice purposes:

Attn: Contracts Manager

Western Governors University

4001 South 700 East, Suite 700

Salt Lake City, UT 84107-2533

Email: [contracts@wgu.edu](mailto:contracts@wgu.edu)

**DISTRICT**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Point of Contact:**

Email: [alaguilar@tusd.net](mailto:alaguilar@tusd.net)

Phone: (209) 830-3260

For notice purposes:

Email:

## Exhibit A Video Recording

1. Teacher Performance Assessment. District acknowledges that Candidates must complete a teacher performance assessment, which includes the submission of real artifacts (such as lesson plans and student work samples). District also recognizes that in states where the edTPA is required, video recordings of the Candidate teaching in the classroom will be utilized and included in the submission.
2. Clinical Observation / Evaluation. University utilizes a secure, interactive, online, cloud-based platform to accommodate for the changing classroom environment and protect the health and safety of participants. Candidates upload recorded video submissions or participate in livestreams for feedback, scoring, and critiquing of video assignments, and Clinical Supervisors leave time-stamped feedback.
3. Guidelines. The following guidelines are provided to Candidates. District understands that Candidates are not employees or agents of University and that any further precautions regarding the privacy of District students should be agreed directly between the District and Candidates.

### *Teacher Candidate Guidelines for Video Recordings*

- Secure appropriate permission from the parents/guardians of your students and from adults who appear in the video recording.
- To protect confidentiality, remove your name and use pseudonyms or general references (e.g., "the district") for your state, school, district, and Mentor Teacher. Mask or remove all names on any typed or written material (e.g., commentaries, lesson plans, student work samples) that could identify individuals or educator preparation programs. During video recording, use only the first names of students.
- You must follow appropriate protocol to submit recordings to University.
- You may not display the video publicly (i.e., personal websites, YouTube, Facebook).
- You may not use any part of the recordings for any personal or professional purposes outside of performance evaluation.
- You must destroy all video recordings once the evaluation is complete.

Exhibit 1

1875 W Lowell Ave  
Tracy, CA 95376  
Phone (209) 830-3230  
Fax (209) 830-3269

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1. **Certificate of Liability Insurance** (Acord 25) signed by the insurer's representative.
    - a. List the "Certificate Holder" as follows:  
Tracy Unified School District  
1875 W. Lowell Avenue  
Tracy, CA 95376
    - b. Comprehensive General Liability with limits of \$1,000,000 combined single limit per occurrence and \$2,000,000 aggregate with endorsement. (The District reserves the right to increase the minimum insurance requirements upon the recommendation of the District's Risk Management Department).
    - c. Proof of Automobile Liability, if transporting students or routinely driving on campus.
    - d. Proof of Workers Compensation, a waiver of subrogation to be part of this coverage.
    - e. Proof of Professional Liability Insurance with coverage for Sexual Abuse and Molestation Coverage (\$1,000,000) with endorsement.
    - f. Sexual Abuse and Molestations coverage in the amount of \$1,000,000.
  2. An **Additional Insured Endorsement** (Form Number **CG 2026 – Additional Insured – Owners, Lessee or Contractors, Scheduled Person or Organization** or its direct equivalent) **must** accompany the General Liability, Automobile Liability, and Professional Liability Insurance. Please note the following:
    - a. List the "Additional Insured" as follows:  
**Tracy Unified School District, its Governing Board, its Officers, its Agents are named as additional insured with the respects to Liability.**
    - b. The coverage shall be primary and non-contributory, with respect to general and professional liability with waiver of subrogation for workers compensation
    - c. The additional insured endorsement should indicate the effective date, policy number, and the name of the insurance carrier.
  3. Western Governors University shall not commence any services or performance under this agreement until Western Governors University has submitted and District has approved the certificate(s) and affidavit(s), and the endorsement(s) of insurance required as indicated herein.

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As an agent of \_\_\_\_\_, I am acknowledging the above insurance requirements as an addendum to the agreement in place with Tracy Unified School District dated \_\_\_\_\_.

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\_\_\_\_\_  
Name Title Date



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** February 24, 2026  
**SUBJECT:** **Certify 2025-2026 Fiscal Year Second Interim Report**

**BACKGROUND:** Education Code Section 42130 and 42131 require that the superintendent of each school district shall submit two reports to the governing board of the district during each fiscal year. The first report shall cover the financial and budgetary status of the district for the period ending October 31. The second report shall cover the period ending January 31. Both reports shall be approved by the district governing board no later than 45 days after the close of the period being reported. All reports required by this subdivision shall be in a format or on forms prescribed by the Superintendent of Public Instruction, and shall be based on standards and criteria for fiscal stability adopted by the State Board of Education pursuant to Section 33127. The reports, and supporting data, shall be maintained and made available by the school district for public review.

The governing board of each school district shall certify, in writing, within 45 days after the close of the period being reported, whether or not the school district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the subsequent fiscal year.

In addition to the AB1200 oversight responsibilities generated in 1992, additional oversight responsibilities were added in 2004 with AB2756 requiring the San Joaquin County Office of Education and the Tracy Unified School District board review the assumptions supporting the multiple year projections. These two levels of review are included with the Second Interim Report document.

Labor negotiations have not been completed for all bargaining groups for the 2025-26 school year. In addition, it should be noted that the district has been experiencing declining enrollment of approximately 250 students per year.

Based on current assumptions, the Second Interim Report confirms a positive review in which the district will be able to meet current obligations for the current and two subsequent fiscal years.

**FUNDING:** The second interim report generates no cost. It is merely a reporting of all projected revenues and expenses in the current and next two fiscal years. This report and the actions required to implement the changes will ensure the district is able to meet its financial obligations for the remainder of the fiscal year and, based on current forecasts, for the subsequent three fiscal years.

**RECOMMENDATION:** Certify 2025-2026 Fiscal Year Second Interim Report.

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



# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Associate Superintendent of Business Services  
**DATE:** March 24, 2026  
**SUBJECT:** **Accept the 2024-2025 Independent Financial Audit and Performance Audit for Measure O General Obligation Bonds**

**BACKGROUND:** When a school bond measure is authorized pursuant to Section 1 of Article XIII A of the California Constitution, as amended by Proposition 39, which was approved by voters on November 7, 2000, the School Board is subject to certain accountability requirements. Proposition 39 requires that the District conduct an annual independent financial audit and an annual independent performance audit to ensure that bond proceeds have been expended only on the specific school facilities projects listed in the bond measure.

As required by Education Code Section 15278, the District appoints a committee of local residents known as the Citizens' Bond Oversight Committee (CBOC). The primary responsibility of the CBOC is to inform the public about how bond funds are being spent and to review the District's expenditures to ensure bond proceeds are used in accordance with the provisions of the bond measure. The committee is comprised of volunteers representing various constituencies, including senior citizens, parents, business representatives, and members of the community-at-large.

Each year, a financial and performance audit of bond expenditures is conducted. The Citizens' Bond Oversight Committee reviews the annual audits as part of its ongoing monitoring and reporting responsibilities.

**RATIONALE:** The Independent Financial Audit and Performance Audit for the 2024–2025 fiscal year have been completed and are being presented to the Board of Trustees for acceptance. The Citizens' Bond Oversight Committee received and reviewed the Independent Financial and Performance Audits at its meeting on March 11, 2026.

Key conclusions from the audits include:

- Performance Audit: Testing indicated that, in all significant respects, the proceeds from the sale of the Measure O General Obligation Bonds (Election of 2024), deposited into the

Building Fund – Measure O, were expended only on projects approved by voters, in accordance with Proposition 39 and Article XIII A, Section 1(b)(3)(C) of the California Constitution.

- **Financial Audit:** In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Building Fund – Measure O of Tracy Unified School District as of June 30, 2025, and the changes in financial position for the fiscal year then ended, in accordance with accounting principles generally accepted in the United States of America.

**FUNDING:** The cost of the annual audits is funded by bond proceeds.

**RECOMMENDATIONS:** Accept the 2024-2025 Independent Financial Audit and Performance Audit for Measure O General Obligation Bonds

**Prepared by:** Tania Salinas, Associate Superintendent of Business Services.



## **BUSINESS SERVICES MEMORANDUM**

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Assoc Supt of Business Services  
**DATE:** March 24, 2026  
**SUBJECT:** **Approve 2025-26 and 2026-27 Transportation Plan**

**BACKGROUND:** Tracy Unified School District's plan for offering transportation services to its pupils pursuant to the requirements in Education Code Section 39800.1. This plan describes the services for the 2025-26 and 2026-27 school years.

Home-to-School (HTS) Transportation Reimbursement was implemented by Assembly Bill (AB) 181 (Chapter 52, Statutes of 2022) and amended by AB 185 (Chapter 571, Statutes of 2022). It provides reimbursement funding for school districts and county offices of education (COEs) based on the prior year's eligible transportation expenditures and prior year Local Control Funding Formula (LCFF) transportation-related add-on funding.

**RATIONALE:** To provide reimbursement funding for school districts and county offices of education (COEs) based on the prior year's eligible transportation expenditures and prior year Local Control Funding Formula (LCFF) transportation-related add-on funding.

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

**RECOMMENDATION:** Approve 2025-26 and 2026-27 Transportation Plan.

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



## Transportation Plan 2025-26 and 2026-27

Contact Name and Title	Email and Phone
Lydia Thompson, Director of Maintenance, Operations and Transportation	<a href="mailto:lythompson@tusd.net">lythompson@tusd.net</a> 209-830-3216

The following is the Tracy Unified School District’s plan for offering transportation services to its pupils pursuant to the requirements in Education Code Section 39800.1. This plan describes the services for the 2025-26 and 2026-27 school years. Prior to April 1 each year, the plan will be updated for the following school year.

### Plan Descriptions

General Summary of the transportation services the Tracy Unified School District provides.

Tracy Unified School District provides school bus transportation as a service within school district boundaries and is provided from the nearest school bus stop to the student’s “Home School” based on the student’s home address. Boundaries are defined as an approximate two-mile radius for TK-8 students and two-and-a-half-mile radius for 9-12 students from the student’s home address. The current cost for a round-trip full year bus pass for the school year is \$360.00. Semester and one-way plans are also available. School Bus Transportation of students (except for Special Needs Students) is not a requirement by law in the State of California and is provided as a service to the families of Tracy Unified School District who are within the Board Approved Busing Areas. While our transportation services and bus stops are limited, we have attempted to provide the best services available within our limited resources.

Description of the Tracy Unified School District 's transportation services that are accessible to pupils with disabilities and homeless children and youth.

Pupils with disabilities and Special Education students whose Individualized Education Plan (IEP) designates curb-to-curb transportation are eligible for free transportation services. Transportation is also available free of charge for homeless and McKenny/Vento students.

Description of how unduplicated pupils access available home-to-school transportation at no cost to the pupils.

Tracy Unified School District provides Free or Reduced cost bus transportation for our Unduplicated student population. To qualify for Free or Reduced bussing the parent or guardian is required to provide the household income information in the yearly Student Verification Process. Qualification will be based on this information using the California Department of Education income eligibility scale.

Description of how the Tracy Unified School District will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income.

Tracy Unified School District offers bussing to our transitional kindergarten and K-6 students. Tracy Unified School District will continue to prioritize their safe and efficient transportation to and from school. Tracy Unified School District prioritizes our lower income students to guarantee they receive the best opportunity to attend school daily.

Description of how plan was developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.

Tracy Unified School District's Transportation Department has sought educational partner engagement through surveys, virtual meetings and public forums. Feedback was taken into consideration as to how to provide equitable and safe transportation for Tracy Unified School District's students.

In consultation with the San Joaquin Valley Air Pollution Control District, TUSD is actively engaging the conversion to Zero Emission School buses and the applicable grants provided but the SJVAP Control District. This program provides funding for the purchase and installation of charging equipment, propane filling stations and renewable power generation systems to power covered sources. Eligible applicants are public school districts, JPAs, and privately owned yellow school buses that are contracted with a public school to transport public school children.

The District sent out a staff survey to all TUSD employees and were asked to rank on a scale of 1-5 a series of questions pertaining to the quality and safety of the Transportation Department.

The Transportation Department again received high marks (3s and 4s) in two key targets: 1. The School District provides transportation for Unduplicated Students and 2. School bus drivers provide a safe and comfortable ride to and from school. We received some low marks (2s) for offering adequate busing based on School Board approved boundaries. District boundaries are set at 2.5 miles as the crow flies. The District has worked with the City of Tracy to assist in areas inside of the boundaries to assist families getting their student to school at zero cost.

On March 4, 2026 the District held an open forum meeting where we invited parents/guardians and students to join us for a discussion regarding the Transportation Plan. The District received feedback with concerns regarding the safety of the bus stop located at Mueller Rd. and Wilhoit. Parent representative asked that we re-evaluate the stop and relocate the stop to Mueller Rd. at Borba, which may provide a larger area for parents to park and for students to safely load and unload.

<b>Plan Adoption Date*</b>
3/24/26

## Estimated Expenditures

The following tables provide an estimate of the expenditures necessary to carry out the transportation plan.

### 2025-26 School Year

Expenditure Category (Object Code)	Estimated Expenditures
Certificated Supervisors and Administrators Salaries (1300)	0
Classified Salaries (2200-2400)	5,398,589.53
Employee Benefits (3101-3902)	2,270,112.84
Books and Supplies (4200-4400)	1,284,072.86
Services and Other Operating Expenditures (5100-5900)	133,304.91
Capital Outlay (6400-6500) *	386,100.00

### 2026-27 School Year

Expenditure Category (Object Code)	Estimated Expenditures
Certificated Supervisors and Administrators Salaries (1300)	0
Classified Salaries (2200-2400)	5,466,071.90
Employee Benefits (3101-3902)	2,724,385.55
Books and Supplies (4200-4400)	1,322,595.05
Services and Other Operating Expenditures (5100-5900)	137,304.06
Capital Outlay (6400-6500) *	386,100.00

\*Capital Outlay is excluded from the home-to-school transportation reimbursement funding.



TRACY  
UNIFIED SCHOOL DISTRICT

# BUSINESS SERVICES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tania Salinas, Associate Superintendent of Business Services  
**DATE:** March 24, 2026  
**SUBJECT:** **Approval of Meehleis Modular Building Manufacture for the Manufacturing of the 2026 Kimball Two Story Science Wing**

**BACKGROUND:** Tracy Unified School District continues to experience ongoing facility demands driven by residential and commercial development, enrollment pressures at Kimball high school with the lack of building space, and the need to deliver safe, modern instructional and support spaces

**RATIONALE:** Selecting Meehleis Modular as an offsite modular building manufacturer supports Tracy USD's Developer Fee program goals by improving schedule reliability, cost predictability, and campus safety while meeting educational facility standards. Modular manufacturing typically provides clearer unit pricing and controlled fabrication conditions, which helps reduce variability from weather delays and certain field-driven changes. This supports better cost control and aligns with the District's responsibility to manage Developer Fee funds prudently.

**FUNDING:** Developer Fees 25 \$8,000,000.00

**RECOMMENDATIONS:** Approval of Meehleis Modular Building Manufacture for the Manufacturing of the 2026 Kimball Two Story Science Wing

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



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 6, 2026  
**SUBJECT:** **Approve Revised Description for Expanded Learning Programs Coordinator**

**BACKGROUND:** The District continues the process of developing and updating job descriptions to ensure they accurately reflect current essential functions of the position, District requirements and any Federal or California Department of Education requirements. This description is being revised to reflect assignment to the Expanded Learning & School Readiness Department within Educational Services.

**RATIONALE:** This agenda item 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; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** No funding impact.

**RECOMMENDATION:** Approve Revised Description for Expanded Learning Programs Coordinator.

**Prepared by:** Tammy Jalique, Associate Superintendent of Human Resource.

## TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION POSITION

**POSITION TITLE:** Expanded Learning Programs Coordinator (ELO-P Grant Funded)

**DEPARTMENT/DIVISION:** Expanded Learning & School Readiness/Ed Services  
Continuous Improvement, State & Federal Programs

**POSITION SUMMARY:** Under the direction of the Associate Superintendent for Educational Services and the **Director of Expanded Learning and School Readiness-Continuous Improvement, State & Federal Programs**, this position will support the implementation of extended programs to promote and support students' academic and social-emotional needs. This position will evaluate the quality of before-school, after-school, and summer programs and ensure compliance with federal and state evaluation requirements and categorical program monitoring. This position will communicate and integrate programs effectively with other programs within TUSD, write grants for additional funding, and assist in the collection, interpretation, and analysis of data. Serves as an educational leader across the district, with primary responsibility for educational programs TK-12<sup>th</sup> grade.

### **EDUCATION AND EXPERIENCE:**

A valid California Teaching Credential and master's degree is preferred. Must possess or be able to obtain a valid California Administrative Services Credential. Successful experience in the field of education, including a minimum of five years of teaching experience, is required. Administrative or extended learning program experience in a school setting is preferred. Experience with program evaluation and data collection is preferred. A valid California Driver's License is required; have willingness and ability to travel throughout the district.

### **ESSENTIAL FUNCTIONS:**

1. Develop and oversee the implementation of extended learning programs to support student learning needs.
2. Review and evaluate the quality of expanded learning programs, and special project budgets, and ensure compliance with federal and state evaluation requirements.
3. Serve as part of the educational services and extended learning partner teams to meet the social, emotional, and educational needs of all students in extended learning opportunities.
4. Collaborate with other TUSD and county-wide programs to integrate initiatives effectively.
5. Write grant proposals to secure funding for extended learning programs/special programs.
6. Maintain accurate records and reports related to program implementation and evaluation.
7. Collaborate with the department director and finance team to gather, compute, and compile technical reports, including revisions and amendments as required for extended learning budget-related matters.
8. Work with extended learning partners, facilities, and outside contractors on projects and assist in the ordering process of extended learning materials.
9. Assists in the collection, interpretation, and use of data and assessment results to improve extended learning and integrated special programs as part of the Local Control Accountability Plan strategic goals and key initiatives.

10. Assists in the collection, interpretation, and use of data and assessment results to improve extended learning and special programs.
11. Provide presentations, training, workshops, and field support for staff and students before school, after school, and all related ELOP activities/sessions, as needed.
12. Supervise and evaluate certificated and classified staff as assigned.
13. Maintain data on extended learning project status with other departments in the district and establish and maintain project files.
14. Communicate effectively with TUSD departments, engagement partners, county office personnel, other community partners, and funding agencies as needed.
15. Assists in leading, managing, and delivering the implementation of a professional development programs and training for staff in extended learning programs and integrated special programs throughout the district.
16. Develop and maintain effective relationships with students, parents, staff, and administration, in the district and with extended learning community partners.
17. Maintain confidentiality regarding students, staff, and programs.
18. Implement and maintain multiple projects and deadlines.
19. Perform other related tasks and assume other responsibilities as assigned.
20. Maintain regular and prompt attendance in the workplace.

#### **SKILLS AND QUALIFICATIONS:**

1. Comprehensive knowledge of and experience with effective presentation strategies.
2. Program administration principles and techniques.
3. Ability to provide leadership to district and extended learning and special programs communities/employees.
4. Communicate and collaborate effectively with diverse groups and audiences.
5. Ability to understand rules, regulations, and guidelines relating to grant and categorical funding.
6. Problem analysis and report writing techniques; data organization and presentation.
7. Ability to manage multiple projects using effective organization and planning techniques.
8. Ability to analyze situations accurately and adopt effective courses of action.
9. Ability to lead others effectively.
10. Ability to communicate and compose correspondence independently; communicate effectively, orally and in writing.
11. Ability to integrate current technology into work and job functions.
12. Ability to effectively coach certificated staff.
13. Work independently with minimal supervision.
14. Possess and utilize effective decision-making, problem-solving, and solutions-based skills.
15. Physical capability sufficient to perform job tasks.

**WORK ENVIRONMENT:**

Employees in this position will be required to work indoors, outdoors, in a standard office and/or classroom/school environment, and come in direct contact with staff, students, and the public. The Extended Learning Programs Coordinator must perform duties and responsibilities that occur outside the school campus and district office for related activities and events, including off-site meetings, professional development, interventions, evaluations, training, and/or any other special program-related activities. Driving a vehicle to conduct work at school sites or in the community is frequently required.

**PHYSICAL REQUIREMENTS:**

Employees in this position must have the ability to:

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

**SALARY:** LME Range 49

**DAYS OF SERVICE:** 225

**ADOPTED:** TUSD 04/09/2024

**Revised:**



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 6, 2026  
**SUBJECT:** **Approve New Job Description for Expanded Learning Program Specialist**

**BACKGROUND:** The District continues the process of developing and updating job descriptions to ensure they accurately reflect current essential functions of the position, District requirements and any Federal or California Department of Education requirements. The Expanded Learning Program Specialist will provide program oversight, coordination, and support across all ELOP sites. Additionally, the Program Specialist helps maintain compliance, data tracking, reporting, and program evaluation, which are critical components of ELOP funding requirements.

**RATIONALE:** This agenda item 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; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** This position will be funded through ELOP.

**RECOMMENDATION:** Approve New Job Description for Expanded Learning Program Specialist.

**Prepared by:** Tammy Jalique, Associate Superintendent of Human Resource.

## TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Expanded Learning Program Specialist

DEPARTMENT: Expanded Learning & School Readiness/ Educational Services

POSITION SUMMARY: Under the general supervision of the Director of ELOP & School Readiness or his/her designee, the ELOP Program Specialist assists the ELOP Coordinator in providing overall management and direction in the planning and implementation of Expanded Learning Programs. The ELOP Program Specialist coordinates activities relating to the professional development, training, and implementation of ELOP programs. The ELOP Program Specialist is a consultant to site, district staff and parents.

### ESSENTIAL FUNCTIONS:

1. Assist in reviewing program, budget, and staffing plans to assure conformance with ELOP guidance, local, state and federal regulations.
2. Assist in the development of policies and procedures in matters relating to ELOP compliance.
3. Assist in representing the District in the area of ELOP in its cooperative relationships with community members, community agencies, TK-12 level District committees and councils.
4. Assist in the planning for the continuous evaluation and improvement of the services provided by the Department.
5. Observe, consult with, and assist all ELOP Department staff.
6. Develop programs, coordinate curricular resources, and evaluate effectiveness of programs for students.
7. Serve as a resource for site principals regarding program function, teacher evaluation, and state and federal mandates regarding ELOP.
8. Assist with functional behavior and positive behavior intervention for students.
9. Develop, coordinate and provide inservice training for ELOP program staff.
10. Conduct meetings for ELOP staff, classified and certificated.
11. Provide statistical data to facilitate program projections and make recommendations regarding ELOP program.
12. Serve as a liaison with a variety of community and governmental organizations.
13. Maintain regular and prompt attendance in the workplace.
14. Perform other related duties as assigned.

EDUCATION AND EXPERIENCE: Must hold or be able to obtain a valid California Administrative Services credential. Master's Degree preferred. Minimum five years of successful teaching in a variety of grade levels and educational settings is preferred. A valid California Driver's License is required

#### SKILLS AND QUALIFICATIONS:

1. Knowledge of Expanded Learning regulations and other laws related to minors;
2. Ability to apply conflict resolution and problem-solving techniques and make use of community resources.
3. Knowledge of scheduling procedures and practices for the best use of resources.
4. Ability to use principles of supervision, training, and program administration.
5. Knowledge of oral and written communication skills, program assessment and evaluation.
6. Knowledge of techniques for remediation of learning deficits.
7. Ability to maintain cooperative working relationships with staff, administration, parents and the community.
8. Ability to communicate effectively, both orally and in writing, and successfully serve a diverse student population.
9. Ability to plan, organize, develop, and coordinate the activities of a broad range of programs and special services.
10. Ability to analyze program activities and implement procedures which will improve services.
11. Ability to ensure that programs and activities are carried out in compliance with state and federal requirements.
12. Ability to make effective public presentations of program information.

#### PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

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

SALARY: Leadership/Management Salary Schedule (LME) Range 40

DOS: 225

Adopted:



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 6, 2026  
**SUBJECT:** **Approve New Job Description for Expanded Learning Site Lead**

**BACKGROUND:** The District continues the process of developing and updating job descriptions to ensure they accurately reflect current essential functions of the position, District requirements and any Federal or California Department of Education requirements. The Expanded Learning Program Site Lead will provide on-site leadership, coordination, and supervision of daily program operations. Additionally, the Site Lead helps maintain program quality, compliance, and accountability, including attendance tracking, safety procedures, staff coordination, and alignment with program standards.

**RATIONALE:** This agenda item 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; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** This position will be funded through ELOP.

**RECOMMENDATION:** Approve New Job Description for Expanded Learning Site Lead.

**Prepared by:** Tammy Jalique, Associate Superintendent of Human Resource.

## TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

**POSITION TITLE:** Expanded Learning (ELOP) Site Lead

**DEPARTMENT:** Expanded Learning and School Readiness/ Educational Services

**POSITION SUMMARY:**

Under the direction of the Director of ELOP and School Readiness and/or his/her designee, Expanded Learning Coordinator and School Site Administrator. The Expanded Learning Site Lead will plan, organize, and lead the implementation of the Expanded Learning Opportunities Program (ELOP) at an assigned school site. Coordinate daily program operations, enrollment, and attendance; supervise site staff; and collaborate with school site administrators to ensure high-quality, safe, and compliant expanded learning services that support students' academic, social-emotional, and enrichment needs.

**ESSENTIAL FUNCTIONS:**

1. Plan, organize, and oversee daily operations of the ELOP program at the assigned school site
2. Facilitate implementation of high-quality expanded learning programming aligned with District goals, site priorities, and ELOP requirements
3. Collaborate with the school site administrator and Expanded Learning Coordinator to plan, implement, and evaluate program services
4. Oversee student enrollment, registration, attendance tracking, and documentation in compliance with ELOP funding and reporting requirements
5. Monitor daily attendance and participation to ensure compliance with state requirements and program expectations
6. Supervise, assign, and provide lead work direction to expanded learning instructional assistants, paraprofessionals, and/or contracted staff
7. Assist with recruitment, onboarding, scheduling, and training of expanded learning staff at the site level
8. Support staff in delivering engaging academic support, enrichment, physical activity, and social-emotional learning opportunities
9. Serve as the primary site-level contact for families regarding ELOP services, enrollment, and participation
10. Support family outreach and communication to promote consistent attendance and equitable access to ELOP services
11. Coordinate with teachers and school site staff to support alignment between the instructional day and expanded learning activities

12. Monitor program quality through observations, staff feedback, and site-level data review
13. Ensure compliance with District policies, ELOP guidelines, safety procedures, and emergency protocols
14. Coordinate site operations related to facilities use, supplies, nutrition services, and custodial support for expanded learning programs
15. Maintain accurate records, rosters, sign-in/sign-out documentation, and other required program documentation
16. Assist with data collection, audits, and reporting related to ELOP compliance and accountability
17. Attend meetings, trainings, and professional development related to expanded learning and ELOP requirements
18. Perform other related duties as assigned

#### **EDUCATION AND EXPERIENCE:**

Experience providing lead work direction or supervision preferred. Ability to carry out oral and written directions, read, write, and speak at a level sufficient to fulfill the duties to be performed. Bachelor's Degree required. Bilingual (Spanish) preferred. Valid California Driver's License.

#### **SKILLS AND QUALIFICATIONS:**

1. Knowledge of Expanded Learning Opportunities Program (ELOP) requirements and attendance expectations
2. Knowledge of child development and effective practices for supporting elementary and/or secondary students
3. Ability to plan, organize, and oversee site-level program operations
4. Ability to supervise, support, and communicate effectively with staff, students, and families
5. Ability to collaborate effectively with school administrators and District personnel
6. Ability to maintain accurate records and prepare required reports
7. Strong organizational, interpersonal, and problem-solving skills

#### **PHYSICAL REQUIREMENTS:**

Employees in this position must have the ability to:

1. Sit for extended periods of time.
2. Stand and/or walk on hard and/or uneven surfaces for extended periods of time.
3. Bend, squat, stoop, and/or climb for extended periods of time.
4. Drive an automobile.
5. Enter data/information in a computer terminal and operate standard office equipment for extended periods of time.
6. See and read a computer screen and printed matter with or without vision aids.
7. Speak so that others may understand at normal levels and on the telephone.

8. Hear and understand at normal levels and on the telephone with or without hearing aids.
9. Lift and carry up to 50 pounds at shoulder height for short distances.
10. Reach overhead, grasp, and push/pull up to 50 pounds for short distances.

**WORK ENVIRONMENT:**

Employees in this position will be required to work indoors and outdoors in a standard office environment and come in direct contact with staff, students, and the public. In addition, the Expanded Learning Site Lead must perform duties and responsibilities that occur outside the District.

**SALARY:** Leadership/Management Salary Schedule Range 19

**DAYS OF SERVICE:** 225



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 16, 2026  
**SUBJECT:** **Acknowledge Receipt of California School Employee Association’s (CSEA) Sunshine Proposal for the 2026-2027 School Year**

**BACKGROUND:** For the 2026-2027 reopener agreement contract negotiations, CSEA is requesting to meet and negotiate the following articles:

- Article VIII – Pay and Allowances
- Article X – Fringe Benefits

**FUNDING:** N/A.

**RECOMMENDATION:** Acknowledge Receipt of California School Employee Association’s (CSEA) Sunshine Proposal for the 2026-2027 School Year.

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



**California  
School  
Employees  
Association**

5375 West Lane  
Stockton, CA 95210  
(209) 472-2170  
(800) 757-4229

[www.csea.com](http://www.csea.com)

Adam Weinberger  
*Association President*

Keith Pace  
*Executive Director*

*Member of the AFL-CIO*

*The nation's largest  
independent classified  
employee association*



March 12, 2026

**VIA EMAIL only**  
[tjalique@tusd.net](mailto:tjalique@tusd.net)

Tammy Jalique, Associate Superintendent for Human Resources  
Tracy Unified School District  
1875 W Lowell Avenue  
Tracy, CA 95376

**RE: CSEA Sunshine Letter - Initial Proposal for the 2026-2027 Reopener  
Negotiations**

Dear Ms. Jalique:

Pursuant to Government Code Section 3547, the California School Employees Association and its Tracy Chapter #098 ("CSEA") hereby presents its initial proposal for the 2026-2027 reopener negotiations:

**Article VIII: PAY AND ALLOWANCES**

- Effective July 1, 2026, CSEA proposes a fair and equitable increase to the salary schedule.

**Article X: FRINGE BENEFITS**

- Effective July 1, 2026, CSEA proposes a fair and equitable increase to the annual District provided health benefit allowance.

In order to comply with the public notice requirements, please present CSEA's initial proposal at the next scheduled District board meeting. CSEA is prepared to commence negotiations after the completion of the public notice provisions.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

  
Debra Ladwig  
Labor Relations Representative

DL/mk

Enclosure: 2026-2027 Initial Proposal REO

c: Michael Caulfield, Chapter President  
Nicole Wilson-Friend, Regional Representative 42  
Vanessa Cervantez, Field Director  
#098 file



# HUMAN RESOURCES MEMORANDUM

**TO:** Dr. Robert Pecot, Superintendent  
**FROM:** Tammy Jalique, Associate Superintendent of Human Resources  
**DATE:** March 18, 2026  
**SUBJECT:** **Approve New Job Description for Educational Behavior Analyst**

**BACKGROUND:** The District continues the process of developing and updating job descriptions to ensure they accurately reflect current essential functions of the position, District requirements and any Federal or California Department of Education requirements. The Behavior Analyst will provide direct services and consultation to students, staff, and families to support appropriate behavior intervention techniques.

**RATIONALE:** This agenda item 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; and District Strategic Goal #3: Apply fiscal, operational and community resources to ensure a safe learning environment that supports staff and student goals.

**FUNDING:** Special Education

**RECOMMENDATION:** Approve New Job Description for Educational Behavior Analyst.

**Prepared by:** Tammy Jalique, Associate Superintendent of Human Resource.

## TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

**POSITION TITLE:** Educational Behavior Analyst

**DEPARTMENT/DIVISION:** Special Education

### **POSITION SUMMARY:**

Under the direction of the Director of Special Education or his/her designee, the Behavior Analyst provides direct services and consultation to students, staff, and families to support appropriate behavior intervention techniques. This role is essential in promoting positive behavioral outcomes for students in both general and special education settings.

### **ESSENTIAL FUNCTIONS:**

1. Evaluate, supervise, and direct classified personnel
2. Conduct functional behavioral assessments (FBAs) and analyses for individual students.
3. Develop and implement behavior management plans tailored to student needs.
4. Provide professional development, technical assistance and resources to administrators, educators, paraprofessionals, and families in areas including but not limited to: Applied Behavior Analysis (ABA), data collection, positive behavior supports, emergency (crisis) behavior support techniques, de-escalation strategies, Discrete Trial Training (DTT), and other evidence-based behavioral methodologies
5. Respond to crisis situations and manage assaultive behaviors using district approved nonviolent intervention strategies.
6. Collect and analyze behavioral data; prepare reports documenting assessments and progress.
7. Conduct home visits and site visits to provide direct treatment, consultation, and collaboration with families and school teams.
8. Participate in the development and implementation of district-wide programs and policies related to behavior support and social skills instruction.
9. Review behavior emergency reports (BERs) and Special Incident Reports (SIRs), debrief incidents with staff and provide training or other corrective feedback to ensure student and staff safety in time sensitive situations.
10. Maintains regular and prompt attendance in the workplace.
11. Perform other duties as assigned.

### **EDUCATION AND EXPERIENCE:**

Master's degree in Human Services, Psychology, education, social work, or a related field from an accredited institution required. Must possess current Board Certified Behavior Analyst (BCBA) certification. Current Nonviolent Crisis Intervention (CPI) certification, or willingness to obtain within 6 months of hire. Two years of increasingly responsible experience working with educational agencies, school districts, colleges, and/or the community. Experience designing and evaluating programs and conducting functional behavior assessments (FBAs) for

students with Autism, emotional disabilities, or other qualifying conditions. Valid California Driver's License required. • Possess proof of liability insurance coverage in the minimum amount required by Tracy USD. Must furnish own transportation as required to fulfill job duties.

**SKILLS AND QUALIFICATIONS:**

1. Possess leadership skills in planning, setting agendas, and coordinating/conducting meetings/trainings
2. Expertise in ABA, DTT, behavior modification, and behavior therapy.
3. Ability to establish rapport and collaborate effectively with students, staff, and families.
4. Strong communication skills (oral and written).
5. Proficiency in data collection, analysis, and reporting.
6. Familiarity with California Education Code and IDEA compliance.
7. Capacity to work independently and as part of a multidisciplinary team.
8. Proficiency with technology for data collection and program implementation
9. Familiarity with ABLLS-R and VB-MAPP

**PHYSICAL REQUIREMENTS:**

Employees in this position must have the ability to:

1. Demonstrate and participate in crisis behavior intervention techniques
2. Sit and stand for extended periods of time.
3. Enter data into a computer terminal/typewriter, operate standard office equipment, and use the telephone.
4. Hear and understand speech at normal levels and on the telephone.
5. See and read the computer screen and printed matter with or without vision aids.
6. Speak so that others may understand at normal levels to small or large groups, and on the telephone.
7. Stand, walk, and bend over, reach overhead, grasp, push, pull and move.
8. Lift and carry up to 50 pounds at shoulder height for short distances.

**WORK ENVIRONMENT:**

Employees in this position will be required to work indoors and/or outdoors in an educational and standard environment, and/or make home visitations. Employees may come in direct contact with students, parents, Tracy USD and school district staff, outside agency staff, and the public.

**DAYS OF SERVICE:** 215

**SALARY PLACEMENT:** LME Range 40