NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT
NOVEMBER 10, 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: **6:45 PM** **Closed Session**
7:00 PM **Open Session**

AGENDA

Pg. No.

1. **Call to Order**

2. **Roll Call – Establish Quorum**
Board: O. Alexander, D. Cheeseman, R. Fagin, L. Hawkins, S. Secker, J. Silcox, D. Traina
Staff: R. Pecot, Z. Boswell, T. Jalique, T. Salinas, S. Smith

3. **Closed Session:** Opportunity to Address the Board Regarding Closed Session Items which follow below. Closed Session is limited to consideration of items specifically authorized under the Government Code and/or the Education Codes.

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

3.2 **Educational Services:**

3.2.1 Finding of Facts: 26/27#07
Education Code §48912

3.2.2 Confidential Student Matter: Early Graduation TISCS#10366735, TISCS#10340186, THS#10368084

Action: Motion__; Second__. **Vote:** Yes___; No___; Absent___; Abstain ___

3.3 **Human Resources:**

3.3.1 Consider Leave of Absence Request for Certificated Employee #UC-1478, Pursuant to Article XX

Action: Motion__; Second__. **Vote:** Yes___; No___; Absent___; Abstain ___

3.3.2 Consider Non-Paid Leave of Absence for Classified Employee #UCL-599, Pursuant to Article XXIII

Action: Motion__; Second__. **Vote:** Yes___; No___; Absent___; Abstain ___

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

Action: Motion__; Second__. **Vote:** Yes___; No___; Absent___; Abstain ___

3.3.4 Conference with Labor Negotiators
Government Code §54957.6
Agency Negotiator: Tammy Jalique, Associate Superintendent of Human Resources
Employee Organization: CSEA, TEA

4. Adjourn to Open Session

5. Call to Order and Pledge of Allegiance

6. Closed Session Issues:

6a Action Taken on Finding of Facts: 26/27#07
3.2.1
Action: Motion ____ Second ___. **Vote:** Yes___; No___; Absent___; Abstain ___

6b Report Out of Action Taken on Early Graduation: TISCS#10366735, TISCS#
3.2.2 10340186, THS#10368084
Action: **Vote:** Yes___; No___; Absent___; Abstain ___

6c Report Out of Action Taken on Consider Leave of Absence Request for
3.3.1 Certificated Employee #UC-1478, Pursuant to Article XX
Action: **Vote:** Yes___; No___; Absent___; Abstain ___

6d Report Out of Action Taken on Consider Non-Paid Leave of Absence for
3.3.2 Classified Employee #UCL-599, Pursuant to Article XXIII
Action: **Vote:** Yes___; No___; Absent___; Abstain ___

7. Approve Regular Minutes of October 27, 2026 **1-8**
Action: Motion__ ; Second __. **Vote:** Yes __; No __; Absent ___; Abstain ___

8. Student Representative Reports:
8.1 West High School FFA: Giulianna Alvarado, Yaretzi Hernandez, Emiliano Saldana
8.2 Tracy High School FFA: Taylor Gordon, Izabella Silva

9. Recognition & Presentations: An opportunity to honor students, employees and community members for outstanding achievement:
9.1 Recognize Stein Barber Academy Graduate, Kevin Serrano, for his Accomplishments and for Receiving the Bertha Jean Coward Memorial Barber Licensing Scholarship
9.2 Poet Elementary School, Principal Report
9.3 McKinley Elementary School, Principal Report

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:** N/A

10.2 **Educational Services:**
10.2.1 Primary Charter Authorization Presentation

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:** N/A

13. **Consent Items:** Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.
Action: Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.
Board approval of any agenda item requiring insurance or fingerprint clearance is conditioned upon acceptance of appropriate documentation received by TUSD.

13.1 Administrative & Business Services:

13.1.1	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	**9-10**
13.1.2	Ratify Routine Agreements, Expenditures, and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda	**11-12**
13.1.3	Approve Accounts Payable Warrants (October 2026) (Separate Cover)	**13**
13.1.4	Approve Payroll Report (October 2026)	**14-19**
13.1.5	Approve Revolving Cash Fund Reports (October 2026)	**20-22**

13.2 Educational Services:

13.2.1	Approve Overnight/Out of District Travel for Tracy High School FFA/AG Teacher and Students to Attend the Tulare Western Classic in Tulare, CA March 5-6, 2027	**23**
13.2.2	Approve Agreement for Contract Services Between CPR With Heart and George and Evelyn Stein High School to Provide CPR Training to the Stein Barber Academy for the 2026-2027 School Year	**24-29**
13.2.3	Approve Yearly Renewal of Survey Monkey, Inc.	**30-32**
13.2.4	Receive & Acknowledge the Williams Site Visitation Findings Report	**33-44**
13.2.5	Approve Agreement for Contract Services between Daybreak Health PC for the 2026-2027 School Year	**45-48**
13.2.6	Approve Overnight Travel for the West High Wrestling Team to Attend the 24th Annual Zinkin Classic in Clovis, California, December 18-19, 2026	**49**

13.3 Human Resources:

13.3.1	Approve Resignations/Retirements/Leave of Absences for Classified, certificated, and/or Management Employment	**50-51**
13.3.2	Approve Classified, Certificated, and/or Management Employment	**52-56**

14. Action Items: Action items are considered and voted on individually. Trustees receive background information and staff recommendations for each item recommended for action in advance of scheduled meetings and are prepared to vote with knowledge on the action items.

14.1 Administrative & Business Services:

14.1.1	Consider Claim No. 680578	**57**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.1.2	Adopt Resolution No. 26-08 Delegation of Authority for Disposal of District Surplus Personal Property (Two School Buses)	**58-63**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	

14.2 Educational Services: N/A

14.3 Human Resources:

14.3.1	Acknowledge New Administrative Regulation 4112.1 Contracts and Abolish Board Policy 4112.1 (First Reading)	**64-66**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.2	Adopt New Board Policy 4312.1 Contracts (First Reading)	**67-69**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.3	Adopt New Board Policy 4112.21 Interns (First Reading)	**70-72**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.4	Adopt Revisions to Board Policy 4100 Certificated Personnel (Second Reading)	**73-75**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.5	Adopt Revisions to Board Policy 4111, 4211, 4311 Recruitment and Selection (Second Reading)	**76-81**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.6	Acknowledge Revisions to Administrative Regulations 4112 and 4212 Appointment and Conditions of Employment (Second Reading)	**82-90**
Action:	Motion___; Second___. **Vote:** Yes__; No__; Absent__; Abstain__.	
14.3.7	Adopt Revised Board Policy 4040 Employee Use of Technology (Second Reading)	**91-97**
14.3.8	Adopt New Board Policy 4319.21 and Revised Board Policies 4119.21 and 4219.21 Professional Standards – Code of Ethics (First Reading)	**98-110**
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 December 15, 2026
17.2 January 12, 2027
17.3 January 26, 2027
17.4 February 9, 2027

18. Upcoming Events:

18.1	November 11, 2026	No School, Veteran's Day Holiday
18.2	November 23 - 27, 2026	No School, Thanksgiving Break
18.3	December 21 – January 1, 2027	No School, Winter Break
18.4	January 4, 2027	No School, Non-Instructional Day

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability. To make this request, please telephone the Superintendent's Office at 209.830.3201. If any person with a disability needs a disability-related modification or accommodation, including auxiliary aids or services, he/she should also contact the Superintendent's Office at least 24 hours prior to the meeting.

Minutes of
Regular Meeting of the Governing Board
For Tracy Unified School District
Held on Tuesday, October 27, 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, J. Silcox, D. Traina
Absent: S. Secker
Staff: R. Pecot, T. Salinas, E. Quintana, Z. Boswell, S. Smith

7:00 PM **5.** President Silcox called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.

Closed Session:

6a	Action Taken on Finding of Facts: 26/27#06
3.2.1	
Action:	Hawkins, Traina. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6b	Report Out of Action Taken on Reinstatements: AR26-27/#05, AR26-
3.2.2	27/#06, AR26-27/#07, AR26-27/#08
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6c	Report Out of Action Taken on Early Graduation: TISCS#10331799,
3.2.3	TISCS# 10333188, TISCS#10363482, TISCS#10365450
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6d	Report Out of Action Taken on PE Exemption: KHS#10366385
3.2.4	
Action:	**Vote:** Yes-6; No-0; Absent-1 (Secker).
6e	Approve Funding for Confidential Settlement Agreement
3.2.5	
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6f	Report Out of Action Taken on Ratify Settlement Agreement with
3.3.1	Classified Employee
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6g	Report Out of Action Taken on Consider Retroactive Unpaid Leave of
3.3.2	Absence for Classified Employee #UCL–596, Pursuant to Article XXIII
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6h	Report Out of Action Taken on Consider Retroactive Unpaid Leave of
3.3.3	Absence for Classified Employee #UCL–597, Pursuant to Article XXIII
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6i	Report Out of Action Taken on Consider Non-Paid Leave of Absence for
3.3.4	Classified Employee #UCL-598, Pursuant to Article XXIII
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6j	Report Out of Action Taken on Consider Release of Coach Employee
3.3.5	#UCL-595
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6k	Report Out of Action Taken on Consider Paid Leave of Absence for
3.3.6	Classified Employee #UCL–600, Pursuant to Article XXIII
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).

6l 3.3.7	Report Out of Action Taken on Approve Settlement Agreement with CSEA
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6m 3.3.8	Report Out of Action Taken on Approve Settlement Agreement with Classified Employee
Action:	Approved. **Vote:** Yes-6; No-0; Absent-1 (Secker).
6n 3.3.9	Report Out of Action Taken on Release Probationary Classified Employee #UCL-601 School Supervision Assistant
Action:	Item pulled, no vote taken.

Minutes:

7. Approve Regular Minutes of September 22, 2026.
Action: Cheeseman, Traina. **Vote:** Yes-6; No-0; Absent-1 (Secker).

Audience:

Bobbie Etcheverry, Johanna Gomez, Jason Noll, Audrey Donovan, Kristine Alcantar, Christian Lopez, Gary Henderson, Lisa Pribble, Rebeca Cedillo, Ana Salazar-Pantoja, Julie Wimberley, Cindy Greer, Amy Crotts, Jessy Hamlin, Carmen Lopez, Lulu Flores, Monica Peralta, Renee Etcheverry, Marji Baumann, Ana Victoria Terriquez, Samantha Wallace, Raney Shimozono, Sangita Shriwas, Jillian Cunningham, Jessica Anastasio, Cynthia Nadeau, Rebecca Wheeler, Laura Pekari, Shadee Morgan, Leslie Garcia, Nancy Gardner, Vicki Headley, Sera Wohldmann, Aubyn Eli, Kaleigh Felisberto, Jennifer Nelson, Jessica Dunn, Anthony Irizarry, Tom Renner

Student Rep Reports:

8.1 Tracy High: Noor Tatari shared details of Tracy High's Homecoming, their biggest event of the year. During the half time show, the juniors came in first in every category and also won the juniors versus seniors powderpuff game. Later in the week, they enjoyed the homecoming dance and parade. In academics, IB students are preparing for testing, the deadline to sign up is November 6th.

West High: Alexandra Larson and Josh Addo spoke of some of the school's many accomplishments of the year so far. During Homecoming week, the seniors won the powderpuff game, and the night rally was a blast with great performances that led into the royal court and the senior royalty dance. West High's Annual Pack Fest included many amazing booths and food options, followed later in the day by the homecoming football game and dance. The Special Education homecoming dance was a very memorable event for all. FFA held a fall festival that included pumpkin decorating, face painting, and a petting zoo. West is having a Halloween costume contest this Friday and the FFA awards night is November 10th.

Alternative Education: Ethan Finley and Mark Oseguera Zaragoza are the new student representatives for Stein High School. Stein's Model School site evaluation visit was a success. The visiting team made a recommendation to the state for Stein to be a model school. Red Ribbon Week will be celebrated at Stein during the lunch period. They will have a variety of games and activities for students focusing on drug awareness. The Biology class is studying plants and animal cells. Students are using handheld microscopes for their investigations and swabbing their cheeks to study the extracted cells. In Science, students are designing STEM projects that

explore structural, mechanical, and physics concepts. In Economics, students are excited to learn about the stock market, crypto currency, and how trading works.

Kimball High: Alvin Ablaza was unable to attend.

Recognition & Presentations:

9.1 Recognize the Outstanding Employees of the Fall Term for the 2026-27 School Year The Board recognized Ana Salazar-Pantoja, Biology Teacher Kimball High School (Certificated 9-12), Audrey Donovan, 8th Grade Teacher Freiler School (Certificated 6-8), and Kristine Alcantar, 4th Grade Teacher Villalovoz Elementary (Certificated K-5) as Outstanding Certificated Employees; Christian Lopez, ISET Technician (Classified 9-12), Lisa Law-Pribble, Secretary to the Director for Continuous Improvement (Classified 6-8), and Rebeca Cedillo, Attendance Clerk Hirsch Elementary School (Classified K-5) as Outstanding Classified Employees, and Gary Henderson, Principal West High School as the Outstanding Management Employee of the Fall Term for the 2026-27 School Year. They were presented with certificates.

9.2 Central Elementary School, Principal Report Principal April Jacobs and Assistant Principal Jessica Hamlin presented. Central serves 426 students, of which, 42% are English Learners with 90% categized as socioeconomically disadvantaged. This year, there has been a higher focus towards literacy, student achievement, and teacher leadership. Literacy remains one of Central's highest priorities. Central is one of four schools in TUSD with a Reading Support Teacher which enables them to provide targeted intervention and additional literacy support for the students who need it most. They are also participating in the LCRSET Literacy Grant designed to strengthen classroom instruction, intervention systems and professional learning opportunities. The grant will run through 2031. Central students have shown strong growth in reading literacy. They have also seen growth in ELA, Math and Science. Teachers, Mrs. Jefferis and Ms. Guzman, were recognized for their participation in the new mathematics curriculum pilot. Through their expertise, feedback, and leadership, they are helping to determine the District's next adoption.

Information & Discussion Items:

10.1 Administrative & Business Services: N/A

10.2 Educational Services:

10.2.1 Science Camp Marco Marchini, Monte Vista Middle School STEM teacher, was accompanied by a team of Science teachers. They provided an overview of the Science Camp program at the Redwood Forest in Scotts Valley that is offered to sixth grade students each year. Science camp is a 4-to-5-day residential outdoor school run by Exploring New Horizons. There, naturalists provide hands-on lessons on interdependence, cycles, energy flow, and natural history. During the week, students keep nature journals, turning science concepts into songs and skits, and hike the forest trails, observing the redwood ecosystem up close. Time is spent visiting Natural Bridges State Beach and visiting the Monarch Butterfly Grove which houses thousands of butterflies. For

many students, Science Camp is their first time away from home. They return to school more independent and more connected to their classmates.

10.2.2 **Reading Support and Intervention** TUSD's Reading Support Team, Tina Brown, Amy Crotts, Carmen Lopez, and Jessica Tacdol provided an overview of the success seen from the reading support and intervention program. This year they've begun platooning (grouping) together students in grades K through 6. They spend a lot of time practicing phonetic awareness and fluency utilizing tools such as whisper phones. They focus on skills such as letter recognition and segmenting words. During the presentation, they shared words of appreciation for the program they've received from the students and staff at the schools they serve.

Hearing of Delegations

11. Parent, Jessica Dunn, is asking the district to address issues regarding math curriculum and equity at West High School. Ms. Dunn says the Algebra 1 class relied on worksheets throughout the first quarter without textbooks or resources and the online workbooks do not align with the work being done in class. She is concerned the class is following a different scope than other classes throughout the district. She has emailed administrators with her concerns. She feels this is an equity of education issue and has requested a change of placement for her student.

SWP teacher, Sangita Shriwas, spoke regarding healthcare costs. She is the primary provider for her family. $1,900 is deducted from her paycheck every month; more than 20% of her salary. As a full-time teacher, she works very hard every day. However, despite her dedication, she is experiencing financial hardship. San Ramon provides full district paid healthcare. She believes affordable healthcare should be a priority. Some of her colleagues share the same concern as hers.

Anthony Irrizarry spoke regarding the Proposition 28 funding given by the state for the Visual and Performance Art Program. He feels TUSD is far behind in the amount of money that should go towards employment. He feels funds should be used to bring in more teachers with music and art credentials. Proposals have been given to school administrators and they are not considered. He feels the district should provide more oversite and give more of these dollars to teachers today.

Tom Renner is the district VAPA Coordinator. He is appealing to the administration to help them to use Proposition 28 dollars more effectively. He feels they should receive more guidance for more effective use. It has been confusing to determine how to effectively use the funding, he would like more investment from the district and for them to ask teachers what their priorities are from the trenches of the classroom.

Music Teacher, Sera Wohldmann, spoke regarding Proposition 28 accountability at Kimball High School. She feels the issue at heart is the need for support staff. Parents volunteer their time. She needs a piano accompanist; the Kimball choir does not have this support. Specialized coaches are needed for rehearsals. She has

submitted sample job descriptions and has not received replies. She is asking for funding for these positions. There are people on standby ready to take on the positions.

Teacher, Vicki Headley, shared her concerns regarding special education. She shared photos of furniture damaged by the same student. It took five adults to remove the student from the classroom, causing campus-wide disruption. The student has a one-on-one RBT that was replaced by a paraprofessional without the appropriate training to address the student. A student in TK was throwing rocks that caused a safety issue for other students. This TK student has also punched staff.

A marble game was introduced by a Manteca resident. He came by to ask for advice on how to share his game with the before and after school programs.

Public Hearing:

12. N/A

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: Hawkins, Cheeseman. **Vote:** Yes-6; No-0; Absent-1 (Secker). Item # 13.2.22 was approved as amended.

13.1 **Administrative & Business Services:**

13.1.1 Approve Out-of-State Travel for the Director and Coordinator of Food Services to Attend the American Commodities Distribution Association 2027 Annual Conference in Philadelphia, PA on April 25-28, 2027

13.1.2 Approve Entertainment, Assembly, Service, Business and Food Vendors

13.1.3 Accept and Review the Status of School Connected Organization/Booster Club Applications Submitted for the 2026/27 School Year

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

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

13.1.6 Approve Accounts Payable Warrants (September 2026) (Separate Cover)

13.1.7 Approve Payroll Reports (September 2026)

13.1.8 Approve Revolving Cash Fund Reports (September 2026)

13.2 **Educational Services:**

13.2.1 Approve Funding Increase for Out-of-State Field Trip with EF Explore America Tours "Broadway and the Arts" for TUSD High School Students

13.2.2 Approve Out-of-State Field Trip with EF Explore America Tours "Broadway and the Arts" for Tracy Charter High School Students

13.2.3 Approve Agreement for Contract Services between JD Awakens LLC and George and Evelyn Stein High School for the 2026-2027 School Year

13.2.4 Ratify Purchase of Lighting from Musson Theatrical Inc. for the Drama Department at Kimball High School Using Prop 28 Funds

13.2.5 Ratify Agreement for Contract Services with Speech Pathology Assessment and Intervention Services for the 2026-2027 School Year (Separate Cover)

13.2.6 Approve Overnight Travel for Tracy Charter School Sixth Grade Students and Supervisors to Attend Science Camp at Sky Mountain Educational Center on May 10-12, 2027

13.2.7 Approve Agreement for Contract Services Between Operation Scholars and Villalovoz School for the 2026 – 2027 School Year

13.2.8 Approve Purchase of Baby Grand Piano from Music Exchange Company for the Music Department at Merrill F. West High School Using Prop 28 Funds

13.2.9 Ratify Agreement for Special Contract Services between Quest Science Center and North School for the 2026-2027 School Year

13.2.10 Approve Purchase of Drum Line Equipment to Support the Music Program at Tracy High School Using Proposition 28 funds (2024-2025 SY)

13.2.11 Approve Agreement for Special Contract Services with Educational Plan Support Services, LLC, for Consulting and Support Services on the District LCAP

13.2.12 Approve TUSD Title I Schools' Parent and Family Engagement Policies for the 2026-2027 School Year (Separate Cover)

13.2.13 Approve Agreement for Contract Services with San Joaquin County Office of Education for the Artist in Schools Program at Art Freiler School for the 2026-27 School Year

13.2.14 Approve Agreement for Contract Services between Generation Genius, And George Kelly Elementary School to Provide the Generation Genius Learning Site license in Math, Science and ELA for the 2026-2027 School Year

13.2.15 Approve Purchase of New LED Scorer's Table for Kimball High School Athletic Complex Main Gym

13.2.16 Approve Agreement for Special Contract Services with San Joaquin County Office of Education to Provide LETRS Early Literacy Training for 39 TUSD Educators

13.2.17 Ratify Agreement with Lauren Koury to Provide Water Safety Training for Physical Education Teachers

13.2.18 Approve Agreement between Valley Community Counseling and Tracy Unified School District for Services at Various Schools during the 2026-2027 School Year

13.2.19 Approve Agreement Between Community Medical Centers (CMC) and Stein High School and Duncan Russell Community Day School for School Based Mental Health Services during the 2026-2027 School Year

13.2.20 Approve Agreement for Special Contract Services with JPN Tutoring for the 2026-2027 School Year

13.2.21 Approve Agreement Between Tracy Unified School District and the San Joaquin County Office of Education (SJCOE) for Reimbursement of Student Placement at Midwest Center for Youth and Families

13.2.22 Approve Agreement for Contract Services Between Operation Scholars and George Kelly School for the 2026 – 2027 School Year

13.2.23 Ratify Subscription Renewal with DocuSign, Inc. for the 2026-2027 School Year

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 Ratify Agreement for Special Contract Services with International Services Corporation

13.3.4 Approve Student Teaching Agreement with Dominican University

Action Items:

14.1 Administrative & Business Services:

14.1.1 Approve Purchase of Food Delivery Vehicles for the Food Services Department

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

14.1.2 Adopt Resolution 26-07 Authorizing Issuance of General Obligation Bonds, 2024 Election, Series B in the Principal Amount of Not to Exceed $70,000,000 (Separate Cover)

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

14.1.3 Approve F&H Construction Contract for the Two-Story Science Wing Addition at Kimball High School

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

14.2 Educational Services:

14.2.1 Approve Increase in Funding for the Boys and Girls Club of Tracy to Provide Expanded Learning Opportunities to TUSD Students Under the Expanded Learning Opportunity Program Plan (ELO/ELO-P)

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

14.3 Human Resources:

14.3.1 Adopt Revised Board Policy and Acknowledge Revised Administrative Regulation 4200 Classified Personnel (Second Reading)

Action: Alexander, Cheeseman. **Vote:** Yes_6_; No_0_; Absent-1 (Secker).

14.3.2 Approve a Declaration for Provisional Internship Permits

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

14.3.3 Adopt Revised Board Policy 4040 Employee Use of Technology (First Reading)

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

14.3.4 Approve Tentative Agreements with the California School Employees Association (CSEA)

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

14.3.5 Adopt Revisions to Board Policy 4111, 4211, 4311 Recruitment and Selection (First Reading)

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

14.3.6 Approve Job Description for Athletic Director-Administrator

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

14.3.7 Approve Job Description for Director I, Business Support, Risk Management, and Purchasing

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

14.3.8 Adopt Revisions to Board Policy 4100 Certificated Personnel (First Reading)

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

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

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

Board Reports:

Trustee Traina commented on a quote from tonight's Reading Support presentation; "my students enjoy going to class". She feels that is reflective of everything we've heard tonight; from the student reports, and how they enjoy participating at school, and the outstanding employees, that are so committed to the students. Central School spoke of their focus on literacy; the evidence showed an overwhelming gain in achievement. When kids feel successful, they enjoy going to school. Trustee Cheeseman acknowledged how well the student representatives spoke this evening, in front of such a full room. She also enjoyed hearing about the science camp. Trustee Hawkins recognizes the teachers are here for support, and he thanked them for coming. Trustee Alexander also thanked everyone for coming out, she congratulated the Employees of the Fall Term and said she enjoyed hearing of the reading and literacy program. Trustee Alexander had the opportunity to read to students at North School recently and she thoroughly enjoyed it. Trustee Fagin is happy we offer science camp to students. He recalled how much his son enjoyed it when he was young. Trustee Silcox requested a presentation on Proposition 28 funding rules, and a report of how the funds have been spent. He would like to learn what authority the teachers have when there are behavior issues in school. He understands there are negotiations scheduled for tomorrow and is curious to see what is requested from the union.

Superintendent Report:

Dr. Pecot values what is said and would like to speak further. Negotiations are tomorrow and it is very early in the process. He understands what is going on; teachers deserve fair pay and there are a lot of variables that go into that. The budget is discussed daily, and he understands the impacts of medical pricing. It is not a TUSD problem, it is a nationwide program. Dr. Pecot feels the teachers do a fabulous job, and he will continue to work with them.

Adjourn: 8:38 PM

_____ _____

Clerk Date

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc. Supt. of Business Services
DATE: October 29, 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 Tracy Unified School District/West High School

1. Valmed, Inc. DBA Juanita Market 4 – Donation of $1,000.00, check #44013, to support boys soccer.

Donations Received by Tracy Unified School District/South-West Park

1. DonorsChoose.org – Donation valued at $100.00, consisting of construction paper and tagboard for Mrs. Pyron's classroom.

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 Development 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.

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc. Supt. of Business Services
DATE: October 29, 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 backup 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
November 10, 2026

A.

Vendor:	Andelson, Loya, Ruud, & Romo
Sites:	Tracy Unified School District
Item:	Contract
Services:	FRISK Training. To provide district administrators and management personnel with comprehensive professional development on the FRISK® communication and documentation framework.
Cost:	$4,000.00
Project Funding:	General Fund

B.

Vendor:	KS Telecom
Sites:	Facilities Department/Tracy High School
Item:	Proposal
Services:	Fiber Optic Cabling
Cost:	$26,318.00
Project Funding:	Fund 35

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: November 2, 2026
SUBJECT: **Approve Accounts Payable Warrants (October 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 #3 – Applying fiscal and operational resources.

FUNDING: N/A.

RECOMMENDATION: Approve Accounts Payable Warrants (October 2026).

Prepared by: Lori Nelson, Director of Financial Services.

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: November 2, 2026
SUBJECT: **Approve Payroll Report (October 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 #3 – Applying fiscal and operational resources.

FUNDING: N/A.

RECOMMENDATION: Approve Payroll Report (October 2026).

Prepared by: Lori Nelson, Director of Financial Services.

Pay Date 10/09/2026 Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount	
01	1100	650,484.54	Teachers' Salaries
	1200	1,110.38	Cert Pupil Support Salaries
	1300	516.00	Cert Suprvsrs' & Admins' Sal
	1900	7,689.04	Other Certificated Salaries
	2100	136,195.57	Instructional Aides' Salaries
	2200	175,117.89	Classified Support Salaries
	2400	22,258.14	Clerical & Office Salaries
	2900	23,257.63	Other Classified Salaries
	Total Labor	**1,016,629.19**	

Fund	SACS Object	Amount	
01	3101	89,038.02	STRS On 1000 Salaries
	3201	56.76	PERS On 1000 Salaries
	3202	14,410.40	PERS On 2000 Salaries
	3301	11,395.68	OASDI/Medicare/Alternative retirement, certificated positions
	3302	17,918.21	OASDI/Medicare/Alternative retirement, classified positions
	3501	330.05	State Unemploy On 1000 Salary
	3502	174.74	State Unemploy On 2000 Salary
	3601	12,818.62	Worker'S Comp Ins On 1000 Sal
	3602	6,932.57	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**153,075.05**	

Fund	SACS Object	Amount	
09	1100	248.25	Teachers' Salaries
	1300	0.00	Cert Suprvsrs' & Admins' Sal
	2100	1,546.42	Instructional Aides' Salaries
	2400	776.73	Clerical & Office Salaries
	Total Labor	**2,571.40**	

Fund	SACS Object	Amount	
09	3202	408.25	PERS On 2000 Salaries
	3301	3.60	OASDI/Medicare/Alternative retirement, certificated positions
	3302	177.73	OASDI/Medicare/Alternative retirement, classified positions
	3501	0.12	State Unemploy On 1000 Salary
	3502	1.16	State Unemploy On 2000 Salary
	3601	4.82	Worker'S Comp Ins On 1000 Sal
	3602	45.13	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**640.81**	

Fund	SACS Object	Amount	
11	1100	13,070.85	Teachers' Salaries
	1200	1,110.38	Cert Pupil Support Salaries
	2400	270.07	Clerical & Office Salaries
	Total Labor	**14,451.30**	

Fund	SACS Object	Amount	
11	3101	1,551.00	STRS On 1000 Salaries
	3301	205.63	OASDI/Medicare/Alternative retirement, certificated positions
	3302	20.66	OASDI/Medicare/Alternative retirement, classified positions
	3501	7.10	State Unemploy On 1000 Salary
	3502	0.14	State Unemploy On 2000 Salary
	3601	275.52	Worker'S Comp Ins On 1000 Sal
	3602	5.25	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**2,065.30**	

Fund	12	SACS Object	Amount	
		1100	1,042.98	Teachers' Salaries
		2100	9,049.89	Instructional Aides' Salaries
		Total Labor	**10,092.87**	

Fund	12	SACS Object	Amount	
		3101	148.25	STRS On 1000 Salaries
		3102	46.81	STRS On 2000 Salaries
		3202	1,810.13	PERS On 2000 Salaries
		3301	31.67	OASDI/Medicare/Alternative retirement, certificated positions
		3302	635.95	OASDI/Medicare/Alternative retirement, classified positions
		3501	0.52	State Unemploy On 1000 Salary
		3502	4.50	State Unemploy On 2000 Salary
		3601	20.25	Worker'S Comp Ins On 1000 Sal
		3602	175.79	Worker'S Comp Ins On 2000 Sal
		Total Contributions	**2,873.87**	

Fund	13	SACS Object	Amount	
		2200	30,958.97	Classified Support Salaries
		2300	717.14	Class Suprvsrs' & Admins' Sal
		2400	931.84	Clerical & Office Salaries
		Total Labor	**32,607.95**	

Fund	13	SACS Object	Amount	
		3202	4,211.85	PERS On 2000 Salaries
		3302	1,807.64	OASDI/Medicare/Alternative retirement, classified positions
		3502	16.33	State Unemploy On 2000 Salary
		3602	633.50	Worker'S Comp Ins On 2000 Sal
		Total Contributions	**6,669.32**	

ERP for California

Pay Date 10/30/2026 Fund 01

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund 01	SACS Object	Amount	
	1100	6,189,183.44	Teachers' Salaries
	1200	779,421.41	Cert Pupil Support Salaries
	1300	816,605.14	Cert Suprvsrs' & Admins' Sal
	1900	257,437.54	Other Certificated Salaries
	2100	1,061,443.92	Instructional Aides' Salaries
	2200	1,438,148.78	Classified Support Salaries
	2300	460,800.74	Class Suprvsrs' & Admins' Sal
	2400	650,785.43	Clerical & Office Salaries
	2900	88,579.13	Other Classified Salaries
	Total Labor	**11,742,405.53**	

Fund 01	SACS Object	Amount	
	3101	1,459,957.09	STRS On 1000 Salaries
	3102	14,154.11	STRS On 2000 Salaries
	3201	94,474.15	PERS On 1000 Salaries
	3202	916,758.51	PERS On 2000 Salaries
	3301	130,785.25	OASDI/Medicare/Alternative retirement, certificated positions
	3302	268,451.99	OASDI/Medicare/Alternative retirement, classified positions
	3401	767,775.57	Health and Welfare Benefits, certificated positions
	3402	415,569.35	Health and Welfare Benefits, classified positions
	3501	4,021.19	State Unemploy On 1000 Salary
	3502	1,847.80	State Unemploy On 2000 Salary
	3601	156,252.45	Worker'S Comp Ins On 1000 Sal
	3602	71,879.13	Worker'S Comp Ins On 2000 Sal
	3701	84,020.85	Retiree Health and Welfare benefits, certificated positions
	3702	32,405.67	Retiree Health and Welfare benefits, classified positions
	3901	140.88	Employer paid dues, certificated positions
	Total Contributions	**4,418,493.99**	

Fund 09	SACS Object	Amount	
	1100	214,429.47	Teachers' Salaries
	1200	12,270.00	Cert Pupil Support Salaries
	1300	12,532.55	Cert Suprvsrs' & Admins' Sal
	2400	15,980.84	Clerical & Office Salaries
	Total Labor	**255,212.86**	

Fund 09	SACS Object	Amount	
	3101	45,693.23	STRS On 1000 Salaries
	3202	4,109.36	PERS On 2000 Salaries
	3301	3,222.66	OASDI/Medicare/Alternative retirement, certificated positions
	3302	1,181.71	OASDI/Medicare/Alternative retirement, classified positions
	3401	19,968.53	Health and Welfare Benefits, certificated positions
	3402	2,649.96	Health and Welfare Benefits, classified positions
	3501	119.61	State Unemploy On 1000 Salary
	3502	7.99	State Unemploy On 2000 Salary
	3601	4,647.81	Worker'S Comp Ins On 1000 Sal
	3602	310.47	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**81,911.33**	

Fund 11	SACS Object	Amount	
	1100	46,313.60	Teachers' Salaries
	1200	10,003.96	Cert Pupil Support Salaries
	1300	13,901.60	Cert Suprvsrs' & Admins' Sal
	2100	5,358.83	Instructional Aides' Salaries
	2400	11,352.70	Clerical & Office Salaries
	Total Labor	**86,930.69**	

Fund 11	SACS Object	Amount	
	3101	13,411.86	STRS On 1000 Salaries
	3202	4,193.57	PERS On 2000 Salaries
	3301	956.44	OASDI/Medicare/Alternative retirement, certificated positions
	3302	1,268.29	OASDI/Medicare/Alternative retirement, classified positions
	3401	5,233.74	Health and Welfare Benefits, certificated positions
	3402	1,455.69	Health and Welfare Benefits, classified positions
	3501	35.10	State Unemploy On 1000 Salary
	3502	8.37	State Unemploy On 2000 Salary
	3601	1,364.21	Worker'S Comp Ins On 1000 Sal
	3602	324.66	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**28,251.93**	

Fund 12	SACS Object	Amount	
	2100	53,096.65	Instructional Aides' Salaries
	2300	6,505.55	Class Suprvsrs' & Admins' Sal
	2400	9,386.90	Clerical & Office Salaries
	Total Labor	**68,989.10**	

Fund 12	SACS Object	Amount	
	3102	718.53	STRS On 2000 Salaries
	3202	13,962.83	PERS On 2000 Salaries
	3302	4,582.41	OASDI/Medicare/Alternative retirement, classified positions
	3402	2,873.78	Health and Welfare Benefits, classified positions
	3502	34.48	State Unemploy On 2000 Salary
	3602	1,340.31	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**23,512.34**	

Fund 13	SACS Object	Amount	
	2200	231,279.38	Classified Support Salaries
	2300	53,441.14	Class Suprvsrs' & Admins' Sal
	2400	17,522.69	Clerical & Office Salaries
	Total Labor	**302,243.21**	

Fund 13	SACS Object	Amount	
	3202	70,633.03	PERS On 2000 Salaries
	3302	21,411.83	OASDI/Medicare/Alternative retirement, classified positions
	3402	28,545.23	Health and Welfare Benefits, classified positions
	3502	151.16	State Unemploy On 2000 Salary
	3602	5,871.98	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**126,613.23**	

Fund 21	SACS Object	Amount	
	2400	3,472.62	Clerical & Office Salaries
	Total Labor	**3,472.62**	

Fund 21	SACS Object	Amount	
	3202	916.78	PERS On 2000 Salaries
	3302	265.65	OASDI/Medicare/Alternative retirement, classified positions
	3402	578.82	Health and Welfare Benefits, classified positions
	3502	1.74	State Unemploy On 2000 Salary
	3602	67.47	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**1,830.46**	

Fund 25	SACS Object	Amount	
	2400	992.18	Clerical & Office Salaries
	Total Labor	**992.18**	

Fund 25	SACS Object	Amount	
	3202	261.93	PERS On 2000 Salaries
	3302	75.91	OASDI/Medicare/Alternative retirement, classified positions
	3402	165.38	Health and Welfare Benefits, classified positions
	3502	0.49	State Unemploy On 2000 Salary
	3602	19.27	Worker'S Comp Ins On 2000 Sal
	Total Contributions	**522.98**	

ERP for California

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc Supt of Business Services
DATE: November 2, 2026
SUBJECT: **Approve Revolving Cash Fund Reports (October 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 #3 – Applying fiscal and operational resources.

FUNDING: N/A.

RECOMMENDATION: Approve Revolving Cash Fund Reports (October 2026).

Prepared by: Lori Nelson, Director of Financial Services.

TUSD
Check Detail
October 2026

Type	Num	Date	Name	Item	Account	Paid Amount
Check	**10348**	**10/06/2026**	**VOID-UC Davis Dining Services Support**		**Chase Revolving...**	
TOTAL						0.00
Check	**10349**	**10/06/2026**	**The Regents of U.C.**		**Chase Revolving...**	
					6240 · Miscellane...	-370.01
TOTAL						-370.01
Check	**10350**	**10/21/2026**	**Taqueria Las Comadres**		**Chase Revolving...**	
					6240 · Miscellane...	-459.79
TOTAL						-459.79
Check	**10351**	**10/21/2026**	**VOID-Karen Rubino**		**Chase Revolving...**	
TOTAL						0.00
Check	**10352**	**10/21/2026**	**Karen Rubino**		**Chase Revolving...**	
					6240 · Miscellane...	-420.06
TOTAL						-420.06
Check	**10353**	**10/23/2026**	**Bear Creek High School**		**Chase Revolving...**	
					6240 · Miscellane...	-120.00
TOTAL						-120.00
Check	**10354**	**10/23/2026**	**Bear Creek High School**		**Chase Revolving...**	
					6240 · Miscellane...	-285.00
TOTAL						-285.00

TUSD
Check Detail
October 2026

Type	Num	Date	Name	Item	Account	Paid Amount
Check	**10355**	**10/23/2026**	**Bear Creek High School**		**Chase Revolving...**	
					6240 · Miscellane...	-195.00
TOTAL						-195.00
Check	**10356**	**10/23/2026**	**VOID-Bear Creek High School**		**Chase Revolving...**	
TOTAL						0.00
Check	**10357**	**10/23/2026**	**Bear Creek High School**		**Chase Revolving...**	
					6240 · Miscellane...	-130.00
TOTAL						-130.00

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 27, 2026
SUBJECT: **Approve Overnight/Out of District Travel for Tracy High School FFA/AG Teacher and Students to Attend the Tulare Western Classic in Tulare, CA March 5-6, 2027**

BACKGROUND: The Tracy High School (THS) Dairy Judging Team consisting of four students and one Advisor (Brian Snyder) who will travel to Tulare, CA, for the Tulare Western Classic Junior Dairy Show 2027. The event is hosted by the National Dairy Association and provides students with the opportunity to apply classroom instruction in a real-world competitive setting. As the THS Dairy Judging Team is new to campus this year, attending this event will help build foundational skills, prepare students for state-level competitions, and promote student interest to participate in the Agriculture and FFA program. Our approved driver and advisor Brian Snyder will use the AG van to travel to Tulare, CA. The advisor and students will stay at the Hampton Inn in Tulare, CA.

RATIONALE: Participation in the Tulare Western Classic Junior Dairy Judging Show supports experiential learning by allowing students to engage in hands-on agricultural development beyond the classroom. Students can develop their critical thinking skills, decision-making skills, and communication skills during livestock evaluation. Students will be exposed to career opportunities within the dairy and agricultural industry which directly correlate with CTE pathways. Overnight travel enables full participation in the event schedule, maximizing instructional time as the event is a few hours away and begins early in the morning.

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

RECOMMENDATION: Approve Overnight/Out of District Travel for Tracy High School (THS) FFA/AG Teacher and Students to Attend the Tulare Western Classic in Tulare, CA March 5-6, 2027.

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

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 19, 2026
SUBJECT: **Approve Agreement for Contract Services Between CPR With Heart and George and Evelyn Stein High School to Provide CPR Training to the Stein Barber Academy for the 2026-2027 School Year**

BACKGROUND: George and Evelyn Stein High School's Barber Academy provides students with hands-on Career Technical Education (CTE) opportunities that develop technical skills, professional competencies, and career readiness within the barbering industry. As part of the academy's structured CTE pathway, students' progress through established levels of completion based on instructional hours, demonstrated skills, and industry-related certifications.

Students who have completed approximately 200 hours of barbering instruction are expected to obtain CPR certification as part of the Silver Standard Level of Completion. This certification strengthens students' understanding of workplace safety, emergency preparedness, and professional responsibility while preparing them for real-world situations in a barbershop environment.

RATIONALE: The use of Equity Multiplier funds to provide CPR certification supports Stein High School's commitment to expanding equitable access to meaningful career preparation and post-secondary opportunities. Providing this certification at no cost to students removes a potential financial barrier that could prevent students from completing an established milestone within the Barber Academy's CTE pathway.

This expenditure aligns with Tracy Unified School District's LCAP Goal 3 and Stein High School's 2026–2027 SPSA Equity Multiplier Goal 3, which emphasize improving pupil engagement, addressing barriers to student success, and increasing positive academic and postsecondary outcomes. CPR certification provides students with an industry-relevant learning experience that strengthens workplace safety skills, promotes career readiness, and supports continued progress toward CTE pathway completion.

By funding CPR certification for approximately 17 students who have completed 200 hours of barbering instruction, Stein High School supports the Equity Multiplier priorities of Pupil Engagement and Other Pupil Outcomes. This opportunity supports the school's Equity Multiplier Goal 3, Action 3.1, by providing career-focused training that contributes to students' academic and career development, strengthens their connection to school, and prepares them for successful transitions beyond high school.

Approval of this expenditure will ensure that eligible students can complete the CPR certification requirement without financial hardship while advancing the school's efforts to improve educational equity, student engagement, and postsecondary readiness.

FUNDING: The cost, not to exceed $1,700.00, will be through Equity Multiplier funds allocated to support student academic achievement, social-emotional learning, and wellness initiatives.

RECOMMENDATION: Approve Agreement for Contract Services between CPR With Heart and George and Evelyn Stein High School to Provide CPR Training to the Stein Barber Academy for the 2026-2027 School Year.

PREPARED BY: Mrs. Traci L Mitchell, George, and Evelyn Stein High School Principal.

CPR with Heart

Invoice No:	101425
Date:	10/13/2026
Terms:	NET 30
Due Date:	11/12/2026
Bill To:	Stein Barber School- Tracy Unified School DIstrict.

Invoice

916 45th Street
Sacramento, CA. 95819
916-248-3400
916-453-0663
Cprwithelizabeth@yahoo.com

Description	Quantity	Rate	Amount
Student Heartsaver CPR-First/Aid, AED. All supplies included - Add Narcan training. American Heart Association Certification.	17	$100.00	$1,700.00

Subtotal	$1,700.00
TAX 0%	$0.00
Total	$1,700.00
PAID	$0.00
Balance Due	**$1,700.00**

Pay Now

Invoice2go from Bill

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 CPR With Heart, 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 Student Heartsaver CPR-First/Aid, AED training. All Supplies included - Added Narcan training and American Heart Association Certification.

   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 2 DAYS, under the terms of this agreement at the following location Stein Barber Academy.

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

   a. District shall pay $100.00 per FLAT RATE, not to exceed a total of $1,700.00. Contractor shall only be paid for work completed to the satisfaction of the 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, airfare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on 11/11/2026, and shall terminate on 05/27/2027.

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 at 209-830-3395 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, 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 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 the 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 the 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:

Elizabeth Hughes
Contractor Signature 10/16/2026

President/CEO
Title

Contractor Signature

Title

TRACY UNIFIED SCHOOL DISTRICT:

District Authorized Signature

Date

Equity Multiplier
Funding Source

Stein
Site/Department

Date Approved by the Board

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 7, 2026
SUBJECT: **Approve Yearly Renewal of Survey Monkey, Inc.**

BACKGROUND: Renewal of services between the Tracy Unified School District and Survey Monkey to provide electronic, blank survey templates, survey results, data, and feedback. These various surveys are created and accessed by multiple District Departments

RATIONALE: Survey Monkey provides various stakeholder surveys that are required as part of the District's Local Control Accountability Plan (LCAP), as part of the District's Healthy Kids Grant, to meet State and Federal Funding compliance requirements and to solicit parent and student feedback on various issues. The agreement extends for one year: 1/24/2027 to 1/23/2028.

FUNDING: This purchase will be funded by District LCAP not to exceed $5,000.

RECOMMENDATION: Approve Yearly Renewal of Survey Monkey, Inc.

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

SurveyMonkey



Work Together Smarter and Faster

Build stronger surveys with the help of others! Collaborate on surveys with your group and share templates, themes, images, and more.

ADD USERS

Payment Information

Payment Method

Payment Type: Invoice

Looking to add a purchase order? Add One

Billing Address

Address: 1875 W. Lowell Avenue
Tracy, CA, 95376, US

Phone Number: 209-830-3210

EDIT ADDRESS

Billing Profile

Plan Type: TEAM PREMIER
Manage Team

Billing Frequency: Every 12 Months

Next Billing Date: Jan 23, 2027

Next Renewal Amount: $4,416

Tax Status: Not exempt

You'll be billed by invoice on your next renewal date.

Manage subscription

Billing History

To view your invoices, go to Transaction History

Billing Contact

First Name:	Lisa
Last Name:	Pribble
Billing Email:	lpribble@tusd.net
Alternate Billing Email:	lpribble@tusd.net
Company Name:	Tracy Unified School District
Billing Receipts:	Yes

EDIT

NEED HELP?

- 24/7 email customer support
- Visit our Help Center

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 28, 2026
SUBJECT: **Receive & Acknowledge the Williams Site Visitation Findings Report**

BACKGROUND: California Education Code 1240 requires monitoring and reporting of findings for designated Williams-monitored schools. Site reviews address compliance with requirements relating to sufficient textbooks and instructional material, school facility conditions, School Accountability Report Cards, and applicable teacher assignment and credentialing matters.

The findings are reported to the district governing board at a regularly scheduled meeting in accordance with applicable public notice requirements.

RATIONALE: To inform the Board of Trustees and the public of the findings from William's site visitations and reviews conducted at applicable school sites, in accordance with California Education Code 1240. Reporting these findings promotes transparency, supports accountability, and helps ensure that identified deficiencies are addressed through appropriate corrective actions to provide students with equal access to the resources and conditions necessary for learning.

FUNDING: No cost to the district to receive report for information.

RECOMMENDATION: Receive & Acknowledge the Williams Site Visitation Findings Report.

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

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

October 16, 2026

Jeremy Silcox, President
RG Fagin, Vice-President
Lynn Dell Hawkins
Denise Cheeseman
Scott Secker
Olinga Alexander
Diane Traina
Board of Education of Tracy Unified School District
1875 W. Lowell Avenue
Tracy, CA 95376

Dear Board President Silcox,

California Education Code Section 1240 requires that the County Superintendent of Schools, or his designee, visit schools identified in our county, review information in the areas noted below, and report to you the results of these visits and reviews. I am pleased to provide, for submission to your governing board at a regularly scheduled November meeting, the annual report for fiscal year 2026-27 as required by Education Code Section 1240(c)(2)(A) pursuant to the Williams Settlement. This report presents the results of our visits and reviews at Tracy Unified School District.

The priority objective of the visits as specified in California Education Code Section 1240 shall be to determine the status of all the following circumstances:

1. Sufficient textbooks, as defined in Section 60119 and as specified in subdivision (i), in four core subject areas (English language arts, mathematics, history/social science, and science), including science laboratory equipment in grades 9-12 and as appropriate, in foreign languages and health;

2. The condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff, as described in school district policy or paragraph (1) of subdivision (c) of Section 17592.72;

3. Monitoring teacher misassignments and teacher vacancies, as described in Section 44258.9; and

4. The accuracy of data reported on the school accountability report card with respect to the availability of sufficient textbooks and instructional materials, as defined by Section 60119, and the safety, cleanliness, and adequacy of school facilities, including good repair, as required by sections 17014, 17032.5, 17070.75, and 17089.

The law further requires that the County Superintendent of Schools:

1. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

Before proceeding with the report, let me define some basic terms:

- "Sufficient textbooks or instructional materials" means each pupil, including English language learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home.

- A school facility condition that poses an "emergency or urgent threat" is a condition that poses a threat to the health or safety of pupils or staff while at school.

- "Good repair" means the school facilities are clean, safe, and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction [Facility Inspection Tool (FIT)] or a local evaluation instrument that meets the same criteria. Each school district that receives state funding for facilities maintenance is required to establish a facilities inspection system to ensure that each of its schools is maintained in "good repair."

Our findings were as follows:

Instructional Materials

Schools were reviewed for sufficient textbooks and instructional materials.

School	Review Date	# of Classrooms/Areas Visited	Textbook/Instructional Materials Needed
Art Freiler	8/27/2026	15	None
Earle E. Williams Middle School	9/2/2026	28	None
George Kelly Elementary	9/2/2026	16	None
Gladys Poet-Christian Elementary	8/28/2026	13	None
John C. Kimball High	9/2/2026	45	None
Louis A. Bohn Elementary	8/28/2026	8	None
Lois J. Villalovoz Elementary	8/27/2026	9	None
McKinley Elementary	8/27/2026	9	None
Melville S. Jacobson Elem	8/31/2026	9	None
Merrill F. West High	9/1/2026	43	None
Monte Vista Middle School	9/1/2026	24	None
North Elementary	8/27/2026	16	None
South/West Park Elementary	8/28/2026	12	None
Wanda Hirsch Elementary	8/28/2026	9	None

School Facilities

Schools were reviewed for condition of facilities, whether they were in "good repair" or pose an "emergency."

School	Review Date	Classrooms / Areas	Facility Deficiencies Identified	Emergency	Correction/ Action Taken
Art Freiler	6/22/2026	26			
Art Freiler		20			
Art Freiler		17			
Art Freiler		15			
Art Freiler		13			
Art Freiler		38	Ceiling tiles stained		

Art Freiler		34	Ceiling tiles stained Wall covering torn		
Art Freiler		1			
Art Freiler		40			
Art Freiler		29			
Art Freiler		31			
Art Freiler		Library			
Art Freiler		Multipurpose	Storage area near wheelchair lift cluttered		
Art Freiler		Main Office			
Art Freiler		Fields			
Art Freiler		Restrooms			
Art Freiler		Playgrounds	• Section of bar covering missing on cable climber • Coating on structure stairs and climbing ladder damaged		
Art Freiler		Hard Court			
Earle E. Williams Middle School	6/16/2026	39			
Earle E. Williams Middle School		35			
Earle E. Williams Middle School		31			
Earle E. Williams Middle School		21	Multiple electrical cords are tangled together and not covered; cluttered and trip hazard		
Earle E. Williams Middle School		20			
Earle E. Williams Middle School		18			
Earle E. Williams Middle School		16			
Earle E. Williams Middle School		7			
Earle E. Williams Middle School		3			
Earle E. Williams Middle School		22			
Earle E. Williams Middle School		27			
Earle E. Williams Middle School		30			
Earle E. Williams Middle School		53			
Earle E. Williams Middle School		57			
Earle E. Williams Middle School		Fields	Backstop fence damaged		
Earle E. Williams Middle School		Gym			
Earle E. Williams Middle School		Multipurpose			
Earle E. Williams Middle School		PE Locker Rooms	Water fountains outside boys' locker room do not work		
Earle E. Williams Middle School		Office			
Earle E. Williams Middle School		Library			
Earle E. Williams Middle School		Restrooms	• Caulking missing/damaged on sink #4 in girls' restroom • Faucet handles missing on sinks #1 and #3 in boys' restroom outside MPR		
George Kelly Elementary	6/24/2026	Office			

George Kelly Elementary		Restrooms			
George Kelly Elementary		Hard Court			
George Kelly Elementary		Playgrounds			
George Kelly Elementary		Library			
George Kelly Elementary		Fields			
George Kelly Elementary		Multipurpose			
George Kelly Elementary		Media Center			
George Kelly Elementary		4			
George Kelly Elementary		8			
George Kelly Elementary		10			
George Kelly Elementary		12			
George Kelly Elementary		15	• Room smelled of skunk • Base of portable damaged		
George Kelly Elementary		41	• Outlet cover near door loose • Wall covering torn near door • Ceiling tiles stained		
George Kelly Elementary		27			
George Kelly Elementary		25			
George Kelly Elementary		22	Desk tops damaged		
George Kelly Elementary		35			
George Kelly Elementary		30	Ceiling tiles stained		
George Kelly Elementary		28	Water fountain out of order (work order)		
Gladys Poet-Christian Elementary	6/24/2026	Restrooms	• Ceiling light housing rusting in boys' portable restroom • Sink #1 not working and faucet #2 loose boy's restroom near MPR • Sink #2 not working in girls' restroom near MPR		
Gladys Poet-Christian Elementary		Field			
Gladys Poet-Christian Elementary		Hard Court			
Gladys Poet-Christian Elementary		Playgrounds	• Paint peeling on large structure • Chain coating cracked		
Gladys Poet-Christian Elementary		Office	• Large crack in concrete outside MPR parking lot door (coned off/work order) • Several areas of lifted concrete throughout campus		
Gladys Poet-Christian Elementary		Multipurpose	Light cover missing		
Gladys Poet-Christian Elementary		Library			
Gladys Poet-Christian Elementary		2			
Gladys Poet-Christian Elementary		9			
Gladys Poet-Christian Elementary		3			
Gladys Poet-Christian Elementary		11			

Gladys Poet-Christian Elementary		24			
Gladys Poet-Christian Elementary		26	Wall covering torn		
Gladys Poet-Christian Elementary		17			
Gladys Poet-Christian Elementary		31			
Gladys Poet-Christian Elementary		30			
John C. Kimball High	6/24/2026	Library	• Water-like staining visible on ceiling light cover • Ceiling tiles stained		
John C. Kimball High		I1	Portion of panel joint cover missing		
John C. Kimball High		I2	Ceiling tiles cracked and stained		
John C. Kimball High		H2			
John C. Kimball High		H7			
John C. Kimball High		J7			
John C. Kimball High		J3	• Door blinds damaged • Ceiling tiles stained		
John C. Kimball High		G2			
John C. Kimball High		G8			
John C. Kimball High		F9			
John C. Kimball High		F1			
John C. Kimball High		L PE	Weight bench covers damaged		
John C. Kimball High		Office			
John C. Kimball High		K8	Door blinds damaged		
John C. Kimball High		D6			
John C. Kimball High		D3	Island faucet loose-west side		
John C. Kimball High		Theater			
John C. Kimball High		C3			
John C. Kimball High		E2			
John C. Kimball High		E5	Ceiling tiles stained		
John C. Kimball High		N2			
John C. Kimball High		Restrooms			
John C. Kimball High		Athletic Fields	Faucet #1 loose in girls' restroom - south football stadium		
John C. Kimball High		Gyms	• Handle on fire extinguisher box missing in small gym • Ceiling tile damaged in boys' team room		
John C. Kimball High		Pool			
John C. Kimball High		Cafeteria	Handle on fire extinguisher is missing		
John C. Kimball High		N9			
Louis A. Bohn Elementary	6/16/2026	17			
Louis A. Bohn Elementary		19	No fire extinguisher present		
Louis A. Bohn Elementary		15			
Louis A. Bohn Elementary		24			
Louis A. Bohn Elementary		10			
Louis A. Bohn Elementary		6			
Louis A. Bohn Elementary		2			
Louis A. Bohn Elementary		Office			
Louis A. Bohn Elementary		Field			

Louis A. Bohn Elementary		Multipurpose			
Louis A. Bohn Elementary		Playgrounds			
Louis A. Bohn Elementary		Hard Court			
Louis A. Bohn Elementary		Restrooms			
Louis A. Bohn Elementary		Media Center			
Louis J. Villalovoz Elementary	6/16/2026	31			
Louis J. Villalovoz Elementary		4			
Louis J. Villalovoz Elementary		5			
Louis J. Villalovoz Elementary		15			
Louis J. Villalovoz Elementary		21			
Louis J. Villalovoz Elementary		26			
Louis J. Villalovoz Elementary		11			
Louis J. Villalovoz Elementary		9			
Louis J. Villalovoz Elementary		Library			
Louis J. Villalovoz Elementary		Office			
Louis J. Villalovoz Elementary		Cafeteria			
Louis J. Villalovoz Elementary		Restrooms			
Louis J. Villalovoz Elementary		Fields			
Louis J. Villalovoz Elementary		Hard Court			
Louis J. Villalovoz Elementary		Playgrounds			
McKinley Elementary	6/23/2026	Office			
McKinley Elementary		Multipurpose			
McKinley Elementary		19			
McKinley Elementary		23	Overhang damaged		
McKinley Elementary		26			
McKinley Elementary		27			
McKinley Elementary		16			
McKinley Elementary		6			
McKinley Elementary		8			
McKinley Elementary		4			
McKinley Elementary		2			
McKinley Elementary		Library			
McKinley Elementary		Restrooms			
McKinley Elementary		Playgrounds			
McKinley Elementary		Field			
McKinley Elementary		Hard Court			
Melville S. Jacobson Elementary	6/22/2026	Library			
Melville S. Jacobson Elementary		16			
Melville S. Jacobson Elementary		18			

Melville S. Jacobson Elementary		4			
Melville S. Jacobson Elementary		22	• 2 toilets present in restroom with no partition • Siding damaged/splintering		
Melville S. Jacobson Elementary		36			
Melville S. Jacobson Elementary		38			
Melville S. Jacobson Elementary		23	Ceiling vent dirty (work order)		
Melville S. Jacobson Elementary		34	Base of siding damaged between 33 & 34		
Melville S. Jacobson Elementary		25	Ceiling vent dirty (work order)		
Melville S. Jacobson Elementary		19	Tree roots exposed in courtyard		
Melville S. Jacobson Elementary		Office			
Melville S. Jacobson Elementary		Multipurpose	Soap dispenser for sink #1 missing in girls' restroom		
Melville S. Jacobson Elementary		Field			
Melville S. Jacobson Elementary		Restrooms			
Melville S. Jacobson Elementary		Hard Court			
Melville S. Jacobson Elementary		Playgrounds	Chain coating cracked on south play structure		
Merrill F. West High School	6/23/2026	PE 4			
Merrill F. West High School		Cafe	Ceiling tiles damaged		
Merrill F. West High School		Library			
Merrill F. West High School		P24	Ceiling tiles stained		
Merrill F. West High School		P22			
Merrill F. West High School		P19			
Merrill F. West High School		P13			
Merrill F. West High School		P5			
Merrill F. West High School		P10	Rear siding and baseboards damaged		
Merrill F. West High School		G13	Faucets loose		
Merrill F. West High School		T3			
Merrill F. West High School		G7	Ceiling tiles stained		
Merrill F. West High School		H8			
Merrill F. West High School		H2			
Merrill F. West High School		H15	Ceiling tiles stained		
Merrill F. West High School		MS-5	• Ceiling tiles stained • Station cabinets and drawers damaged or missing		
Merrill F. West High School		MS-7	Ceiling tiles stained		
Merrill F. West High School		Theater			

Merrill F. West High School		MS-28			
Merrill F. West High School		MS-16			
Merrill F. West High School		ST-1A	• Ceiling tiles stained • Lifted cement outside breezeway		
Merrill F. West High School		MS-11			
Merrill F. West High School		K2	Ceiling tiles stained		
Merrill F. West High School		Office			
Merrill F. West High School		Gym			
Merrill F. West High School		Locker Rooms			
Merrill F. West High School		Sports Fields	• Stairs to scorekeeper box broken/damaged (site and district staff notified) • Rear of portables near softball fields splintering and overhang is damaged		
Merrill F. West High School		Restrooms	• Toilet #1 leaking in T building girls' restroom (work order) • Faucet #2 not working boys' T building restroom • Mirror missing & two urinals are out of order (work order) in boys' T building restroom • 2 faucets and toilets not working in H building girls' restroom • Tile damaged near paper towel holder in H building boys' restroom		
Merrill F. West High School		Pool	• Ceiling tiles missing and suspension supports are detached in boys' restroom (site and district staff notified) • Baseboards and lockers damaged in boys' changing area • Light covers missing in boys' restroom • Stall #2 & #7 toilets not working in girls' restroom (work order) • Floor damaged near lockers in girls' restroom		
Merrill F. West High School		T7	Ceiling tiles stained		
Merrill F. West High School		Sub Gym	Fire extinguisher box is empty		
Monte Vista Middle School	6/23/2026	Cafeteria			
Monte Vista Middle School		Office			
Monte Vista Middle School		3	Vegetation growing in gutters		
Monte Vista Middle School		5			
Monte Vista Middle School		20	Room number missing		
Monte Vista Middle School		6			
Monte Vista Middle School		13			
Monte Vista Middle School		10			
Monte Vista Middle School		18			
Monte Vista Middle School		Hard Court			

Monte Vista Middle School		40			
Monte Vista Middle School		42			
Monte Vista Middle School		Library			
Monte Vista Middle School		PE/Lockers	• Stall door #2 loose in girls' restroom • Building exterior damaged • Ceiling tiles stained in boys' restroom		
Monte Vista Middle School		29			
Monte Vista Middle School		17	Ceiling tile cracked		
Monte Vista Middle School		22	Vegetation growing in gutters		
Monte Vista Middle School		34			
Monte Vista Middle School		Restrooms	Handicap stall toilet not flushing in girls' F wing restroom		
Monte Vista Middle School		Fields			
North Elementary	6/22/2026	E102			
North Elementary		A101			
North Elementary		A112			
North Elementary		A117			
North Elementary		A104			
North Elementary		A105			
North Elementary		C210			
North Elementary		C201			
North Elementary		C206			
North Elementary		C110			
North Elementary		C105			
North Elementary		E106	Ceiling tiles stained		
North Elementary		Multipurpose			
North Elementary		Office			
North Elementary		Library			
North Elementary		Restrooms			
North Elementary		Hard Court			
North Elementary		Fields			
North Elementary		Playgrounds			
North Elementary		G101			
South/West Park Elementary	6/16/2026	A208			
South/West Park Elementary		A211			
South/West Park Elementary		A202			
South/West Park Elementary		A105			
South/West Park Elementary		A102			
South/West Park Elementary		A109			
South/West Park Elementary		Office			
South/West Park Elementary		Multipurpose			
South/West Park Elementary		D102			
South/West Park Elementary		J101			

South/West Park Elementary		K105			
South/West Park Elementary		Library			
South/West Park Elementary		G102			
South/West Park Elementary		F104			
South/West Park Elementary		F107			
South/West Park Elementary		F110			
South/West Park Elementary		Restrooms			
South/West Park Elementary		Playgrounds			
South/West Park Elementary		Hard Court			
South/West Park Elementary		Fields			
Wanda Hirsch Elementary	6/24/2026	Restrooms	Sink #2 in girls' restroom near MPR missing caps on sides of faucet		
Wanda Hirsch Elementary		Playgrounds	• Large holes on east side of playground box • Coating on bench, low beams, and structure damaged/ deteriorating • Paint is peeling on structure		
Wanda Hirsch Elementary		Field			
Wanda Hirsch Elementary		Hard Court			
Wanda Hirsch Elementary		Multipurpose			
Wanda Hirsch Elementary		Office	Ceiling tiles stained in nurse's office		
Wanda Hirsch Elementary		Library			
Wanda Hirsch Elementary		4	Coating on structure stairs and landing missing/damaged		
Wanda Hirsch Elementary		7	Ceiling tiles stained		
Wanda Hirsch Elementary		9	Ceiling tiles stained		
Wanda Hirsch Elementary		14	Ceiling tiles stained		
Wanda Hirsch Elementary		15	Wall covering torn		
Wanda Hirsch Elementary		22			
Wanda Hirsch Elementary		21			
Wanda Hirsch Elementary		25			
Wanda Hirsch Elementary		27	Wall covering torn		

School Accountability Report Card

The 2024-25 School Accountability Report Cards (SARC) published during 2025-26 were reviewed in February 2026 to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including "good repair."

School	SARC Review Date	Instructional Materials Discrepancies	Facility Conditions Discrepancies
Art Freiler	2/25/2026	None	None
Earle E. Williams Middle School	2/25/2026	None	None
George Kelly Elementary	2/25/2026	None	None
Gladys Poet-Christian Elementary	2/25/2026	None	None
John C. Kimball High	2/25/2026	None	None
Louis A. Bohn Elementary	2/25/2026	None	None
Louis J. Villalovoz Elementary	2/25/2026	None	None
McKinley Elementary	2/25/2026	None	None
Melville S. Jacobson Elem	2/25/2026	None	None
Merrill F. West High	2/25/2026	None	None
Monte Vista Middle School	2/25/2026	None	None
North Elementary	2/25/2026	None	None
South/West Park Elementary	2/25/2026	None	None
Wanda Hirsch Elementary	2/25/2026	None	None

Teacher Misassignments and Vacancies Reported to CalSAAS

School	Misassignments for 2024-25	Teacher Vacancies for 2024-25
Art Freiler	0	5
Earle E. Williams Middle School	1	0
George Kelly Elementary	3	4
Gladys Poet-Christian Elementary	2	0
John C. Kimball High	4	0
Louis A. Bohn Elementary	0	0
Louis J. Villalovoz Elementary	0	0
McKinley Elementary	0	0
Melville S. Jacobson Elem	0	0
Merrill F. West High	2	6
Monte Vista Middle School	2	0
North Elementary	1	0
South/West Park Elementary	1	4
Wanda Hirsch Elementary	0	0

The San Joaquin County Office of Education appreciated the opportunity to work with you and your staff through this process. We will keep you informed of changes in the Williams process that might require future visitations, and we are always available to answer any questions you may have.

If I can be of further assistance to you, please contact me at the San Joaquin County Office of Education.

Sincerely,

Troy A. Brown, Ed.D.
County Superintendent of Schools

cc: Dr. Robert Pecot, Superintendent
Dr. Zachary Boswell, Associate Superintendent of Educational Services

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 28, 2026
SUBJECT: **Approve Agreement for Contract Services between Daybreak Health PC for the 2026-2027 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 2026-27 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:

   Daybreak to provide K–12 students up to 24 teletherapy sessions, with dedicated account management, dashboard access, data reporting, and parent/caregiver engagement through Care Coordinators. Daybreak must keep student information, including parent contact information, private consistent with FERPA. Daybreak may use parent contact information only for the purpose of reaching out to provide therapy services.

   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 164 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 $0.00 per FLAT RATE, not to exceed a total of $0.00. Contractor shall only be paid for work completed to the satisfaction of the 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 MONTHLY PROGRESS BASIS 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, airfare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on 11/12/2026, and shall terminate on 05/27/2027.

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 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, 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 the 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 the 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:

Alex Alvarado
Contractor Signature 10/28/2026

CEO
Title

Contractor Signature

Title

TRACY UNIFIED SCHOOL DISTRICT:

District Authorized Signature

Date

Funding Source

District Office
Site/Department

Date Approved by the Board

TRACY
UNIFIED SCHOOL DISTRICT

EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Dr. Zachary Boswell, Associate Superintendent of Educational Services
DATE: October 28, 2026
SUBJECT: **Approve Overnight Travel for the West High Wrestling Team to Attend the 24th Annual Zinkin Classic in Clovis, California, December 18-19, 2026**

BACKGROUND: West High School Wrestling Team would like to attend Overnight at the Wrestling 24th Annual Zinkin Classic held in Clovis, California. This will include a total of 14 students and 3 coaches located at Buchanan High School 1560 N Minnewawa Ave, Clovis, California 93619. This competition will contribute to the perfecting skills and cohesiveness needed to cultivate a united, supportive team and prepare for competition for the CIF divisional, Masters and State championships.

RATIONALE: The purpose of this competition is to focus on developing skills, learning proper techniques for safe competition and bonding as a team. This is a voluntary event; no student is required to attend to be on the Wrestling team. Students will travel to Clovis, California in TUSD vans, driven by chaperones/coaches Roy Bravo and Matthew Mahe. There are very few tournaments that offer Varsity Boys wrestlers that are ranked in the state. This tournament is one of the premier varsity boys' tournaments in the state where WHS state ranked wrestlers will be able to compete and prepare for the upcoming playoffs. 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: Registration fee is Approx. $600.00. Lodging to be at the Silver Lagacy or Circus Circus in Clovis, California. The cost per night is Approx. $167.00 per night at the Comfort Suites Clovis-Fresno 143 Clovis Ave, Clovis, CA, 93612, and transportation costs will total approximately $500 per student. Students plan for their own meals. As this is a voluntary event, Home Field Advantage will be funding the trip.

RECOMMENDATION: Approve Overnight Travel for the West High Wrestling Team to Attend the 24th Annual Zinkin Classic in Clovis, California, December 18-19, 2026.

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

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent for Human Resources
DATE: November 10, 2026
SUBJECT: **Approve Resignations/Retirements/Leave of Absences for Classified, Certificated, and/or Management Employees**

BACKGROUND:

CLASSIFIED RESIGNATION

NAME/TITLE	SITE	EFFECTIVE DATE	REASON
Barragan Luque, Camila Roving Para Educator II	District-wide	9/14/2026	Personal
Fernandez, Hector Utility Person III	MOT	11/1/2026	Accepted Position
Harris, Bertha School Supervision Assistant	MES	10/27/2026	Accepted Position
Landaverde, Zoila Food Service Worker	WHS	10/19/2026	Accepted Position
Ramirez, Selene Roving Para Educator II	DEC	10/27/2026	Accepted Position
Rodrigues, Veronica School Supervision Assistant	WMS	10/27/2026	Personal
Tarannum, Sobnom IEP Para Educator I	AFS	11/6/2026	Personal

Velazquez, Araceli Para Educator I	AFS	10/29/2026	Personal
Venegas Fuentes, Mayra Bilingual Para Educator I	SWP	10/19/2026	Accepted Position

BACKGROUND:

COACH RESIGNATION

NAME/TITLE	SITE	EFFECTIVE DATE	REASON
Gibson, Jimmy Boys' Varsity Volleyball	THS	10/19/26	Personal

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

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

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent for Human Resources
DATE: November 10, 2026
SUBJECT: **Approve Classified, Certificated, and/or Management Employment**

BACKGROUND:	**CLASSIFIED**
Cruz, Naomi	Special Education Para Educator I (New) North School Range 30, Step B - $23.19 per hour Fund: Special Education
Fernandez, Hector	Maintenance Mechanic (New) MOT Range 52, Step E - $44.80 per hour Fund: Ongoing and Major Maintenance
Haroon, Roselyn	School Supervision Assistant (New) Villalovoz School Range 21, Step A - $18.00 per hour Fund: General
Harris, Bertha	School Supervision Assistant (Replacement) McKinley School Range 21, Step B - $18.86 per hour Fund: General
Ingram, Jessica	IEP Para Educator I (Replacement) Bohn School Range 30, Step A - $22.14 per hour Fund: Special Education

Landaverde, Zoila	Food Service Worker (Replacement) West High School Range 25, Step E - $23.74 per hour Fund: Child Nutrition – School Program
Leal, Gabriela	Special Education Para Educator I (Replacement) Art Freiler School Range 30, Step E - $26.67 per hour Fund: Special Education
Lewis, Michelle	School Supervision Assistant (New) Villalovoz Elementary Range 21, Step B - $18.86 per hour Fund: General
Meza, Veronica	IEP Para Educator I (New) Monte Vista Middle School Range 30, Step C - $24.26 per hour Fund: Special Education
Ramirez, Selene	Preschool Instructor (Replacement) Villalovoz Elementary School Range 36, Step D - $29.32 per hour Child Care & Dev-Gain Mrkt Srvy
Rasberry, Ramona	Para Educator/Hygiene Assistance (Replacement) Art Freiler School Range 30, Step B - $23.19 per hour Fund: General Fund
Valdez Duran, Paola	Clerk Typist II (Replacement) DEC/ELOP/School Readiness Range 27, Step A - $20.69 per hour Fund: Gain Market
Venegas Fuentes, Mayra	Bilingual Para Educator I (Replacement) South/West Park Elementary Range 24, Step B - $20.17 per hour Fund: Targeted EL

BACKGROUND:	**COACHES**
Almonte, Luis	Boys' Frosh/Soph Soccer West High School $5,024.89

Bogetti, Clayton	Boys' Wrestling Assistant Tracy High School $5,024.89
Bravo, Rogelio	Wrestling Head West High School $7,537.34
Cueva, Genaro	Boys' Varsity Basketball Tracy High School $7,537.24
Diaz, Alex	Wrestling Head Kimball High School $7,537.34
Dorado, Abel	Boys' Varsity Soccer West High School $7,537.34
Garcia, Silverio	Boys' Varsity Soccer Kimball High School $7,537.34
Gee, Ken	Girls' Varsity Basketball Kimball High School $7,537.24
Gutierrez, Sual	Boys' Frosh/Soph Soccer Tracy High School $5,024.89
Juan, Ulysses	Boys' Wrestling Assistant West High School $5,024.89
Kalis, Phillip	Girls' Varsity Soccer Tracy High School $7,537.34
Kalis, Phillip	Girls' Frosh/Soph Soccer Tracy High School $5,024.89

Lafever, Ernest	Girls' Varsity Soccer Kimball High School $7,537.34
Mass, Karl	Girls' Wrestling Assistant Tracy High School $5,024.89
Muyskens, Paul	Girls' Frosh/Soph Soccer West High School $5,024.89
Ocon, Roberto	Girls' Varsity Basketball Tracy High School $7,537.24
Ocon, Roberto	Girls' Soph Basketball Tracy High School $6,032.60
Ramos, Oscar	Girls' Frosh Basketball West High School $6,032.60
Rodriguez, Jose	Boys' Varsity Soccer Tracy High School $7,537.34
Rios, David	Girls' Frosh/Soph Soccer Kimball High School $5,024.89
Sauers, Riann	Girls' Soph Basketball Kimball High School $6,032.60
Smith Charles	Girls' Frosh Basketball Kimball High School $5,024.89
Daniel Soto	Boys' Frosh/Soph Soccer Kimball High School $5,024.89

Thomas, Donald	Boys' Soph Basketball Kimball High School $6,032.60
Tipton, William	Girls' Varsity Basketball West High School $7,537.34
Turner, Michael	Boys' Frosh Basketball Kimball High School $5,024.89
Zahn, Markus	Boys' Wrestling Assistant Kimball High School $5,024.89

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

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

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Assoc. Supt. of Business Services
DATE: October 26, 2026
SUBJECT: **Consider Claim No. 680578**

BACKGROUND: On October 16, 2026, a claim was received by the Tracy Unified School District in which the claimant stated that a loss occurred on September 8, 2026

The District's insurance providers reviewed the subsequent claim and determined:

a. The information provided to date does not suggest that there is a liability on behalf of the School District.

The District's insurance providers recommend that the Board of Trustees reject or deny this claim.

The claim amount is noted to be greater than $10,000.00.

RATIONALE: The District's insurance advisors, legal advisors, and District staff recommend rejection/denial of this claim. This is standard practice in order to protect the District from future litigation.

FUNDING: The District insurance account covers costs up to the board-approved deductible amount.

RECOMMENDATIONS: Reject Claim No. 680578

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

TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tania Salinas, Associate Superintendent of Business Services
DATE: October 29, 2026
SUBJECT: **Adopt Resolution No. 26-08 Delegation of Authority for Disposal of District Surplus Personal Property (Two School Buses)**

BACKGROUND: The District currently owns two school buses that are in good running condition but are no longer practical for the District's current transportation needs. As the District has replaced its transportation inventory with newer, more modern equipment, these buses are no longer required for school purposes.

The buses proposed for sale are identified below:

Year	Make	VIN
2007	Blue Bird	1BAKCCPA08F251037
2007	Blue Bird	1BAKCCPA28F251038

Pursuant to Education Code sections 17545 and 17546, the District may sell surplus personal property through a public sale or auction. If no qualified bid is received for property offered for sale, the property may be sold through a private sale without further advertising, as permitted by law.

RATIONALE: Adoption of Resolution No. 26-08 will delegate authority to the Superintendent and designees to facilitate the sale of the two surplus school buses through a public sale or auction. The resolution also authorizes the sale of any remaining buses for which no qualified bid is received through a private sale without advertising.

The resolution further authorizes the Superintendent and designees to take the necessary actions and execute documents to complete the sale, with contracts subject to ratification by the Board at a subsequent Board meeting.

FUNDING: N/A.

RECOMMENDATION: Adopt Resolution No. 26-08 Delegation of Authority for Disposal of District Surplus Personal Property (Two School Buses).

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

TRACY
UNIFIED SCHOOL DISTRICT

TRACY UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 26-08

DELEGATION OF AUTHORITY FOR DISPOSAL OF DISTRICT SURPLUS PERSONAL PROPERTY

WHEREAS, Tracy Unified School District ("District") currently owns the two school buses described on **Exhibit "A"** hereto ("Equipment");

WHEREAS, the District wishes to dispose of the Equipment which is in good running condition but is no longer practical for the District's current transportation needs;

WHEREAS, pursuant to Education Code section 17545 et seq., personal property of the District may be sold for cash, or otherwise disposed of, if it (i) is not required for school purposes, (ii) should be disposed of for purpose of replacement, and/or (iii) it is unsatisfactory or not suitable for school use;

WHEREAS, the Equipment is not required for school purposes, should be disposed of for the purpose of replacement, and/or is unsatisfactory or not suitable for school use;

WHEREAS, pursuant to Education Code section 17545, subdivision (a), the District's Board of Education (the "Board") may sell any or all of the Equipment by giving notice of the sale by posting or publication, and, thereafter, selling the Equipment to the highest responsible bidder;

WHEREAS, pursuant to Education Code section 17545, subdivision (b), the Board may alternatively sell any or all of the Equipment by means of a public auction conducted by employees of the District or other public agencies, or by contract with a private auction firm, and may delegate the authority to a District employee to transfer the Equipment to the highest responsible bidder upon completion of the auction once payment has been received by the District;

WHEREAS, pursuant to Education Code section 17546, subdivision (b), the Board may empower a District employee to sell any or all of the Equipment that was offered for sale pursuant to Section 17545, but for which no qualified bid was received, by private sale without advertising;

WHEREAS, pursuant to Education Code section 17604, the Board may delegate its power to contract to the Superintendent, or to any persons that the Superintendent may designate; however, no contract made pursuant to the delegation shall be valid or constitute an enforceable obligation against the District unless and until the same shall have been approved or ratified by the Board, the approval or ratification to be evidenced by a motion of the Board duly passed and adopted;

WHEREAS, in order to quickly and efficiently facilitate the sale of the Equipment, the Superintendent and designees must be authorized to accept bids and/or proposals for the Equipment, to auction the Equipment, and to accept and award contracts relating to sale of the Equipment, with any such contracts subject to ratification by the Board at a subsequent Board meeting;

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

Section 1. The above recitals are true and correct.

Section 2. The Board finds that the Equipment described in **Exhibit "A"** hereto is not required for school purposes, should be disposed of for the purpose of replacement, and/or is unsatisfactory or not suitable for school use.

Section 3. The Board hereby delegates authority to the Superintendent and designees, after providing the notice required by Education Code section 17545, subdivision (a), to accept bids and award contract(s) for the public sale of any or all of the Equipment listed in **Exhibit "A"** hereto, subject to ratification by motion of the Board at a subsequent Board meeting.

Section 4. In addition, the Board delegates to the Superintendent and designees the authority to sell any or all of the Equipment by public auction conducted by District employees, or by a private auction firm, and further delegates to the Superintendent and designees the authority to transfer Equipment to the highest responsible bidder upon completion of the auction and payment of the bid price.

Section 5. The Board hereby empowers the Superintendent and designees to sell any remaining Equipment, which was offered for sale pursuant to Education Code section 17545, but for which no qualified bid was received, by private sale without advertising, and to accept proposals and award contracts pursuant to such private sale.

Section 6. The contract(s) for the purchase of the Equipment as approved by the Superintendent and designees, pursuant to the delegation of authority under this Resolution, shall be submitted to the Board for ratification.

Section 7. The Superintendent and designees are authorized, pursuant to this Resolution, to take any action and execute any documents that are necessary to carry out, give effect to, or comply with the terms and intent of this Resolution.

[REMAINDER OF PAGE INTENTIONALLY BLANK; SIGNATURES FOLLOW]

APPROVED, PASSED, AND ADOPTED by the Board of Education of the Tracy Unified School District on November 10, 2026, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

_____
President of the Board of Education
Tracy Unified School District

Attested to:

_____
Clerk of the Board of Education
Tracy Unified School District

EXHIBIT "A"

Description of Surplus Personal Property

Items to be sold or otherwise disposed of include:

1. School Bus 2007 Blue Bird 1BAKCCPA08F251037
2. School Bus 2007 Blue Bird 1BAKCCPA28F251038

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Acknowledge New Administrative Regulation 4112.1 Contracts and Abolish Board Policy 4112.1 (First Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Contracts, the District seeks to update and replace the existing individual board policies.

RECOMMENDATION: Acknowledge New Administrative Regulation 4112.1 Contracts and Abolish Board Policy 4112.1 (First Reading).

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

CONTRACTS

When initially employed, certificated employees shall receive a written statement of their employment status and salary. In the case of temporary employees, this statement shall clearly indicate the temporary nature of the employment and the length of time for which the person is being employed. (Education Code 44916)

Length of Contract (Districts with less than 250 ADA)

Any certificated employee may be offered a continuing contract covering a period longer than one year but not exceeding four years. (Education Code 44929.20)

Reemployment Notices

By May 30 of each year, the clerk or secretary of the Board may give, or mail by certified mail with return receipt requested, written notices to probationary and permanent certificated employees requesting that they notify the district of their intent to remain in district service for the next school year. This notice shall include a copy of Education Code 44842. If an employee, without good cause, fails to notify the district before July 1 that he/she will remain in district service, the employee may be deemed to have declined reemployment and the employee's services may be terminated on June 30 of that year. (Education Code 44842)

By April 30 of each year, the clerk or secretary of the Board may give, or mail by certified mail with return receipt requested, written notices to certificated employees of a year-round school who are serving in a track that starts within 14 days of July 1 requesting that they notify the district of their intent to remain in district service for the next school year. This notice shall include a copy of Education Code 44842. If an employee, without good cause, fails to notify the district before June 1 that he/she will remain in district service, the employee may be deemed to have declined reemployment and the employee's services may be terminated on June 30 of that year. An employee who gives notice of resignation after May 31 but before June 30 shall be released from his/her contract within 30 days of the employee's notice, or as soon as a replacement employee is obtained, whichever occurs first. (Education Code 44842)

Employee Notification

By May 15 of each year, each classroom teacher shall notify the Superintendent or designee of his/her intent to return to a teaching position for the next school year. (Education Code 44832)

An employee on leave of absence shall notify the district of his/her intent to remain in service the following year in accordance with law, Board policy and administrative regulation.

References:

State	**Description**
Ed. Code 44832	Teachers; notice of intent to return
Ed. Code 44842	Reemployment notices; certificated employees
Ed. Code 44843	Notice of employment to county superintendent

TUSD Acknowledged:

CONTRACTS

Ed. Code 44916	Written statement of employment status
Ed. Code 44929.20	Continuing contracts (not to exceed four years - ADA under 250)
Ed. Code 44955	Reduction in number of permanent employees

TUSD Acknowledged:

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Adopt New Board Policy 4312.1 Contracts (First Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Contracts, the District seeks to update and replace the existing individual board policies.

RECOMMENDATION: Adopt New Board Policy 4312.1 Contracts (First Reading).

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

CONTRACTS

The Governing Board recognizes the importance of employing qualified and competent individuals to manage district programs and to assist the Superintendent in coordinating efforts to achieve district goals and objectives. To that end, the Board may fill certificated administrative and supervisory positions and classified senior management positions on a contract basis.

The Board may offer a continuing contract of up to four years to any deputy, associate, or assistant superintendent; any certificated employee holding a position requiring a supervision or administration credential; or any senior manager of the classified service. (Education Code 35031, 44929.20)

Prior to entering into any such contract, the Board and Superintendent shall consider the financial impact of the contract on the district. The proposed contract shall also be reviewed by legal counsel to ensure that all legally required provisions are included in the contract and to address any potentially adverse obligations for the district.

The Board may deliberate in the closed session of a regular meeting about the terms of an employment contract for a deputy, associate, or assistant superintendent; other certificated employee holding a position requiring a supervision or administration credential; or a senior manager of the classified service. Discussions regarding salary, salary schedule, or other compensation may occur in the closed session of a regular meeting only between the Board and its designated representative(s), as permitted under Government Code 54957.6 (the "labor exception") for the purpose of reviewing the Board's position and/or instructing the designated representative(s) prior to or during bona fide negotiations with the employee. Such deliberations shall not be held during a special meeting. (Government Code 54956, 54957, 54957.6)

The Board shall take final action on an employment contract during an open session of a regularly scheduled Board meeting, and that action shall be reflected in the Board's minutes. At that meeting, prior to taking action, the Board shall orally report a summary of the recommendation for the final action on salary or compensation in the form of fringe benefits. (Government Code 3511.1, 53262, 54953)

Copies of any contract and other public records created or received in the process of developing the recommendation related to the salary, benefits, and other compensation shall be available to the public upon request. (Government Code 53262, 54953)

Extension of Contract/Reemployment

A contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the employee's performance. No employment contract shall include a provision for automatic renewal of the contract.

During the term of the contract and with the consent of the employee involved, the Board may reelect or reemploy the employee starting on the next succeeding first day of July and based on

CONTRACTS

terms and conditions mutually agreed upon by the Board and the employee. (Education Code 35031)

If the Board decides not to reelect or reemploy a deputy, associate, or assistant superintendent or a senior manager of the classified service upon the expiration of his/her term, it shall notify the employee in writing 45 calendar days prior to the expiration of the term of the contract. (Education Code 35031)

Termination of Contract

The Board may terminate an employment contract prior to its expiration date in accordance with the conditions and process specified in the contract.

Every employment contract shall include a provision specifying the legal maximum cash settlement that the employee may receive in the event that the contract is terminated prior to its expiration date. (Government Code 3511.2, 53260)

In addition, all employment contracts shall include a provision that, if the employee is convicted of a crime involving an abuse of his/her office or position, he/she shall fully reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination and for any funds expended by the district in his/her criminal legal defense. (Government Code 53243-53243.4, 53260)

References:

State	Description
Ed. Code 35030	Title of deputy, associate or assistant superintendent for certain positions
Ed. Code 35031	Term of employment
Ed. Code 44842	Reemployment notices; certificated employees
Ed. Code 44843	Notice of employment to county superintendent
Ed. Code 44929.20	Continuing contracts (not to exceed four years - ADA under 250)
Ed. Code 44951	Continuation in position unless notified; administrative or supervisory personnel
Gov. Code 3511.1-3511.2	Local agency executives
Gov. Code 53260-53264	Employment contracts
Gov. Code 54953	Oral summary of recommended salary and benefits of superintendent
Gov. Code 54954	Time and place of regular meetings
Gov. Code 54956	Special meetings
Gov. Code 54957	Complaints against employees; right to open session

TUSD Adopted:

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Adopt New Board Policy 4112.21 Interns (First Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Interns, the District seeks to adopt, update, and replace the existing individual board policies.

RECOMMENDATION: Adopt New Board Policy 4112.21 Interns (First Reading).

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

INTERNS

The district may employ interns as necessary to fulfill the need for sufficient instructional staff and to provide future teachers an opportunity to link teaching theory with practice in order to meet state credentialing requirements. In addition, the district may employ teachers who already possess a preliminary or clear credential and are pursuing a credential in a different specialization as interns for positions that require such other credential.

The district may enter into partnership agreements with one or more approved teacher preparation programs sponsored by colleges or universities and/or may provide a district intern program with approval of the Commission on Teacher Credentialing (CTC). Any intern program in which the district participates shall be aligned with the preconditions and program standards adopted by the CTC.

The Superintendent or designee shall make reasonable efforts to recruit an intern from an approved program within the region whenever a teacher with a preliminary or clear credential is not available for a position requiring certification. (Education Code 44225.7)

The Superintendent or designee shall ensure that any intern employed by the district possesses an appropriate intern credential and is adequately prepared for the responsibilities of the position.

An intern may be assigned to provide the same service as a holder of a regular multiple subject, single subject, or education specialist credential in accordance with the authorizations and grade/age level specified on the intern credential. (Education Code 44454, 44325, 44326, 44830.3)

Terms of employment for interns shall be consistent with law and the district's collective bargaining agreement, as applicable.

Interns shall receive intensive, structured supervision and ongoing support by qualified personnel in order to enhance their instructional skills and knowledge. The Superintendent or designee shall ensure that district staff serving as supervisors, mentor teachers, or other support providers receive appropriate training to fulfill their responsibilities and that they maintain frequent communication with the interns they are assigned to assist.

Interns shall be provided with ongoing feedback regarding their performance and shall be formally evaluated in accordance with Board policy and the district's collective bargaining agreement.

Upon receiving notification from the Superintendent or designee that an intern has successfully completed the program, the Governing Board may recommend to the CTC that the intern be awarded a preliminary credential. (Education Code 44328, 44468, 44830.3)

The Board shall regularly evaluate the effectiveness of the intern program(s) to determine whether changes are needed in the support and/or assignment of interns. The Board's evaluation shall be based on a report by the Superintendent or designee, including, but not limited to, data on student performance in classes taught by interns, feedback from interns and supervisors, and

INTERNS

the number of interns who successfully complete the program and obtain general education or education specialist credentials.

References:

State	Description
5 CCR 80021.1	Provisional internship permit
5 CCR 80033	Intern teaching credential
5 CCR 80055	Intern credential; extension for extenuating circumstances
Ed. Code 300-340	English language education for immigrant children
Ed. Code 44225	Credentials; responsibilities of Commission on Teacher Credentialing
Ed. Code 44225.7	Priority for hiring fully prepared teacher
Ed. Code 44253.10	Qualifications to provide specially designed academic instruction in English
Ed. Code 44253.3-44253.4	Certificate to provide services to English learners
Ed. Code 44259	Teaching credential, exception; designated subjects; minimum requirements
Ed. Code 44314	Subject matter programs; approved subjects
Ed. Code 44321	CTC approval of intern programs
Ed. Code 44325-44328	District interns
Ed. Code 44339-44341	Teacher fitness
Ed. Code 44450-44468	University internship program
Ed. Code 44830.3	Employing district interns
Ed. Code 44885.5	District interns classified as probationary employees

TUSD Adopted:

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Adopt Revisions to Board Policy 4100 Certificated Personnel (Second Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Concepts and Roles in Personnel, the District seeks to update and replace the existing individual board policies.

RECOMMENDATION: Adopt Revisions to Board Policy 4100 Certificated Personnel (Second Reading).

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

CERTIFICATED PERSONNEL

~~The Governing Board considers it necessary to clarify the role of teachers and other certificated personnel in the educational program in order that they may perform optimally.~~

~~The policies and regulations governing certificated personnel are established to inform certificated personnel of the framework within which they operate. The Governing Board intends that they be administered uniformly and fairly throughout the school district.~~

~~The Governing Board considers it the right and responsibility of the total staff to offer their abilities, experiences and interests to the consideration and solution of problems, policies and advancement of the total educational program in the district, state and nation.~~

~~The superintendent of schools and the Governing Board encourage the staff to participate cooperatively in the study and recommendation of district policies to effect the highest standards of service through established channels.~~

~~All policies, rules and regulations concerning school personnel shall be in writing. The Governing Board shall publish personnel policies in a comprehensive manual, making them available to all concerned.~~

~~The duties and responsibilities of school positions shall be clearly defined and made known to each member of the certificated staff who shall be held accountable for those duties assigned to him/her. Job descriptions/descriptions of duties and other requirements for positions held by certificated staff shall be made available to the Teachers Bargaining Unit upon request.~~

~~NOTE: Provisions which have been negotiated and stated in employee contracts have the force of policy.~~

~~Legal Reference:~~

~~EDUCATION CODE~~
~~90 Definition: "Certificated" and "Certified" (have the same meaning)~~
~~44006 Certificated person~~

~~GOVERNMENT CODE~~
~~3540 et seq. Collective bargaining~~

CERTIFICATED PERSONNEL

The Governing Board believes that the district's certificated employees are essential for carrying out the district's educational goals and supporting the academic achievement, personal growth, and well-being of district students. Additionally, the Board acknowledges that certificated personnel benefit from professional development in fulfilling the expectations for their position and expects certificated employees to engage in ongoing professional growth to improve their skills and pursue excellence.

The Superintendent or designee shall fill each of its certificated positions with individuals who meet applicable credentialing requirements and district qualifications, consistent with position requirements.

The Superintendent or designee shall define and communicate the duties, responsibilities, and expectations for each certificated position.

Each certificated employee shall be responsible for completing assigned duties consistent with the applicable job description and shall be evaluated in accordance with law, Board policies, administrative regulations, and collective bargaining agreements, as appropriate.

The Superintendent or designee may provide professional development opportunities to certificated staff for the purpose of continual improvement of knowledge and skills related to the employee's position.

Legal Reference:

State	**Description**
Ed. Code 44006	Certificated person
Ed. Code 90	Definition; certificated and certified
Gov. Code 3543.2	Scope of representation

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Adopt Revisions to Board Policy 4111, 4211, 4311 Recruitment and Selection (Second Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Recruitment and Selection the District seeks to update and replace the existing individual board policies.

RECOMMENDATION: Adopt Revisions to Board Policy 4111, 4211, 4311 Recruitment and Selection (Second Reading).

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

RECRUITMENT AND SELECTION

~~The Governing Board is committed to employing suitable, qualified individuals to effectively carry out the district's vision, mission, and goals, and believes that students benefit when district staff reflects the racial, ethnic, linguistic, and cultural diversity of the district.~~

~~The Superintendent or designee shall develop equitable, fair, and transparent recruitment and selection processes and procedures that ensure individuals are selected for employment in the district based on demonstrated knowledge, skills, and competence and not on any bias, personal preference, or unlawful discrimination.~~

~~Additionally, the Superintendent or designee shall, through the recruitment and selection processes and procedures, seek to establish and maintain a diverse staff, including the active recruitment from institutions and organizations that serve populations underrepresented among district employees.~~

~~When a vacancy occurs, the Superintendent or designee shall review, as appropriate, the job description for the position to ensure that it accurately describes the major functions and duties of the position. The Superintendent or designee shall also disseminate job announcements to ensure a wide range of candidates.~~
~~When posting an employment opportunity, the Superintendent or designee shall include the pay scale for the open position. (Labor Code 432.2)~~

~~The Superintendent shall develop and maintain appropriate hiring procedures to identify the best possible candidates for a position. In doing so, an interview committee may be established to rank candidates and recommend finalists. During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. All discussions and recommendations shall be confidential and consistent with law.~~

~~No inquiry shall be made about any information prohibited by state or federal nondiscrimination laws.~~

~~Unless otherwise provided for in law, the district may not discriminate against a person in hiring based on the person's use of cannabis off the job and away from the workplace, including that the district may not request information from an applicant related to the applicant's prior use of cannabis, apart from the applicant's criminal history, or penalize an applicant based on a drug screening which finds that the applicant has nonpsychoactive cannabis metabolites in the applicant's hair, blood, urine, or other bodily fluid. (Government Code 12954)~~

~~However, the district retains the right to maintain drug-free schools or prohibit employees from possessing, being impaired by, or using cannabis while on the job. (Government Code 12954)~~
~~The Superintendent or designee shall not inquire, orally or in writing, about an applicant's salary history information, including compensation and benefits. Additionally, the Superintendent or designee shall not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. (Labor Code 432.3)~~

RECRUITMENT AND SELECTION

~~For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.~~

~~Incentives~~

~~With Board approval and in accordance with district needs and any applicable collective bargaining agreements, the district may provide incentives to recruit teachers, administrators, or other employees, such as signing bonuses, assistance with beginning teacher induction and/or credential costs, mentoring, additional compensation, and/or subsidized housing.~~

~~LEGAL REFERENCES~~

~~State~~	**~~Description~~**
~~Ed. Code 200-262.4~~	~~Prohibition of discrimination~~
~~Ed. Code 35035~~	~~Powers and duties of the superintendent; transfer authority~~
~~Ed. Code 44066~~	~~Limitations on certification requirements~~
~~Ed. Code 44259~~	~~Teaching credential, exception; designated subjects; minimum requirements~~
~~Ed. Code 44750~~	~~Teacher recruitment resource center~~
~~Ed. Code 44830-44831~~	~~Employment of certificated persons~~
~~Ed. Code 44858~~	~~Age or marital status in certificated positions~~
~~Ed. Code 44859~~	~~Prohibition against certain rules and regulations regarding residency~~
~~Ed. Code 45103-45139~~	~~Employment; classified employees~~
~~Ed. Code 49406~~	~~Examination for tuberculosis~~
~~Gov. Code 12900-12996~~	~~Fair Employment and Housing Act~~
~~Gov. Code 7920.000-7930.215~~	~~California Public Records Act~~
~~Gov. Code 815.2~~	~~Liability of public entities and public employees~~
~~H&S Code 53570-53574~~	~~Teacher Housing Act of 2016~~
~~Lab. Code 432.3~~	~~Salary information~~

~~Federal~~	**~~Description~~**
~~20 USC 1681-1688~~	~~Title IX of the Education Amendments of 1972; discrimination based on sex~~
~~28 CFR 35.101-35.190~~	~~Americans with Disabilities Act~~
~~34 CFR 106.51-106.61~~	~~Nondiscrimination on the basis of sex in employment in education program or activities~~
~~42 USC 12101-12213~~	~~Americans with Disabilities Act~~
~~42 USC 2000d-2000d-7~~	~~Title VI, Civil Rights Act of 1964~~
~~42 USC 2000e-2000e-17~~	~~Title VII, Civil Rights Act of 1964, as amended~~
~~5 USC 552~~	~~Freedom of Information Act~~
~~8 USC 1324a~~	~~Unlawful employment of aliens~~
~~8 USC 1324b~~	~~Unfair immigration related employment practices~~

TUSD Adopted: 12.10.96
TUSD Revised: 05.14.24

RECRUITMENT AND SELECTION

The Governing Board is committed to employing suitable, qualified individuals to effectively carry out the district's vision, mission, and goals, and believes that students benefit when district staff reflects the racial, ethnic, linguistic, and cultural diversity of the district.

The Superintendent or designee shall develop recruitment and selection processes, consistent with applicable law, Board policy, and collective bargaining agreements, that are designed to promote fairness and equity so that individuals are selected for employment in the district based on demonstrated knowledge, skills, and competence and in compliance with applicable antidiscrimination laws.

Additionally, the Superintendent or designee shall, through the recruitment and selection processes and procedures and consistent with applicable law, seek to recruit a diverse pool of qualified applicants.

When a vacancy occurs, the Superintendent or designee shall review, as appropriate, the job description for the position to ensure that it accurately describes the major functions and duties of the position. Additionally, the Superintendent or designee shall disseminate job announcements in a manner reasonably designed to reach a broad pool of qualified candidates.

When posting an employment opportunity, the Superintendent or designee shall include the pay scale for the open position. (Labor Code 432.3)

The Superintendent shall develop and maintain appropriate hiring procedures to identify qualified candidates who meet district needs. In doing so, an interview committee may be established to rank candidates and recommend finalists. During job interviews, applicants may be asked to describe or demonstrate how they will be able to perform the duties of the job. All discussions and recommendations shall be treated as confidential to the extent consistent with law.

When considering an applicant for a certificated position, the district shall inquire with each district, county office of education (COE), charter school, state special school or diagnostic center operated by the California Department of Education (CDE), or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that was reported to the Commission on Teacher Credentialing (CTC). (Education Code 44939.5)

Additionally, when considering an applicant for a classified position, the district shall inquire with each district, COE, charter school, state special school or diagnostic center operated by CDE, or private school that previously employed the applicant as to whether the applicant was the subject of any credible complaints of, substantiated investigations into, or discipline for, egregious misconduct that were used to support a substantiated investigation. (Education Code 44051)

TUSD Adopted: 12.10.96
TUSD Revised: 05.14.24

RECRUITMENT AND SELECTION

Upon receipt of an inquiry from another district, COE, charter school, state special school or diagnostic center operated by CDE, or private school, in regard to an applicant for employment to that entity, the Superintendent or designee shall disclose to the inquiring entity all relevant information related to any report of egregious misconduct to CTC within its possession in regard to such applicant, including information in the employee's or former employee's personnel file, as specified in Education Code 44051 and 44939.5.

No inquiry shall be made about any information prohibited by state or federal nondiscrimination laws.

Unless otherwise provided for in law, the district may not discriminate against a person in hiring based on the person's use of cannabis off the job and away from the workplace, including that the district may not request information from an applicant related to the applicant's prior use of cannabis, apart from the applicant's criminal history, or penalize an applicant based on a drug screening which finds that the applicant has nonpsychoactive cannabis metabolites in the applicant's hair, blood, urine, or other bodily fluid. (Government Code 12954)

However, the district retains the right to maintain drug-free schools or prohibit employees from possessing, being impaired by, or using cannabis while on the job. (Government Code 12954)

The Superintendent or designee shall not inquire, orally or in writing, about an applicant's salary history information, including compensation and benefits. Additionally, the Superintendent or designee shall not rely on salary history information as a factor in determining whether to offer employment to an applicant or the salary to offer. However, the Superintendent or designee may consider salary information that is disclosable under state or federal law or that the applicant discloses voluntarily and without prompting. (Labor Code 432.3)

The Superintendent or designee shall not require an applicant to have a driver's license unless driving is an essential function of the position or it is otherwise reasonably expected for driving to be a job function for the position and that satisfying the job function using an alternative form of transportation would not be comparable in travel time or cost to the district. (Government Code 12940)

For each position, the Superintendent or designee shall present to the Board one candidate who meets all qualifications established by law and the Board for the position. No person shall be employed by the Board without the recommendation or endorsement of the Superintendent or designee.

Incentives

With Board approval and in accordance with district needs and any applicable collective bargaining agreements, the district may provide incentives to recruit teachers, administrators, or other employees, such as signing bonuses, assistance with beginning teacher induction and/or credential costs, mentoring, additional compensation, and/or subsidized housing.

TUSD Adopted: 12.10.96
TUSD Revised: 05.14.24

RECRUITMENT AND SELECTION

Legal References:

State	Description
Ed. Code 200-280	Prohibition of discrimination
Ed. Code 35035	Powers and duties of the superintendent; transfer authority
Ed. Code 44051	Noncertificated employees; report of egregious misconduct
Ed. Code 44066	Limitations on certification requirements
Ed. Code 44259	Teaching credential, exception; designated subjects; minimum requirements
Ed. Code 44750	Teacher recruitment resource center
Ed. Code 44830-44831	Employment of certificated persons
Ed. Code 44858	Age or marital status in certificated positions
Ed. Code 44859	Prohibition against certain rules and regulations regarding residency
Ed. Code 44939.5	Certificated employees; report of egregious misconduct
Ed. Code 45103-45139	Employment; classified employees
Ed. Code 49406	TB risk assessment
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 7920.000-7930.215	California Public Records Act
Gov. Code 815.2	Liability of public entities and public employees
H&S Code 53570-53574	Teacher Housing Act of 2016
Lab. Code 432.3	Salary information

Federal	Description
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
28 CFR 35.101-35.190	Americans with Disabilities Act
34 CFR 106.51-106.61	Nondiscrimination on the basis of sex in employment in education program or activities
42 USC 12101-12213	Americans with Disabilities Act
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
5 USC 552	Freedom of Information Act
8 USC 1324a	Unlawful employment of aliens
8 USC 1324b	Unfair immigration related employment practices

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Acknowledge Revisions to Administrative Regulations 4112 and 4212 Appointment and Conditions of Employment (Second Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Appointment and Conditions of Employment, the District seeks to update and replace the existing individual board policies.

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

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

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

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

~~Individuals appointed to the certificated staff shall:~~

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

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

~~Legal Reference~~

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

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

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

~~WELFARE AND INSTITUTIONS CODE~~
~~6300-6332 Sexual psychopaths~~

~~HEALTH AND SAFETY CODE~~
~~1596.7995 Immunization requirements for employees in child care center or preschool~~
~~1597.005 Teachers in day care centers~~

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

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

Individuals appointed to the certificated staff shall:

1. Possess the appropriate certification qualifications and register the certification document in accordance with law and Board policy (Education Code 44250-44279, 44330)

2. Demonstrate proficiency in basic skills as required by law and Board policy (Education Code 44252.5, 44830)

3. Submit to fingerprinting and criminal background clearance as required by law (Education Code 44830.1)

4. Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 or 1192.7, unless the individual has received a certificate of rehabilitation and pardon (Education Code 44830.1)

5. Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 44836)

6. Not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)

7. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332 (Education Code 44837)

8. Not have been convicted of any controlled substance offense as defined in Education Code 44011 (Education Code 44836)

9. Submit to a physical examination, tuberculosis testing/risk assessment, and any required medical examinations or certifications in accordance with law and Board policy (Education Code 44839, 49406)

10. Submit to drug and alcohol testing in accordance with law, Board policy and collective bargaining agreement, as applicable

11. Furnish a statement of military service and, if any was rendered, a copy of the discharge or release from service or, if no such document is available, other suitable evidence of the termination of service (Education Code 44838)

12. File the oath or affirmation of allegiance required by Government Code 3100-3109

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

13. Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy, or administrative regulation, including any reports of egregious misconduct in accordance with Board Policy 4111/4211/4311 - Recruitment and Selection or otherwise related to credentialing, assignment, and misconduct reporting

Legal References:

State	Description
Ed. Code 35161	Board delegation of any powers or duties
Ed. Code 44008	Effect of termination of probation
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44066	Limitations on certification requirements
Ed. Code 44250-44277	Credentials and assignment of teachers
Ed. Code 44330	Effect of registration of certification document
Ed. Code 44830	Employment
Ed. Code 44830.1	Criminal record summary; certificated employees
Ed. Code 44836	Employment of certificated persons convicted of sex offense or controlled substance offense
Ed. Code 44837	Employment of sexual sociopath
Ed. Code 44838	Statement of military service
Ed. Code 44839	Medical certificate; periodic medical examination
Ed. Code 44839.5	Requirements for employment of retirant
Ed. Code 44939.5	Report of egregious misconduct
Ed. Code 49406	TB risk assessment
Gov. Code 1021.5	Disqualification for employment
Gov. Code 12940-12950	Unlawful employment practices
Gov. Code 3100-3109	Oath or affirmation of allegiance
H&S Code 1596.7995	Immunization requirements for employees in child care and development center or preschool
H&S Code 1597.055	Teachers in day care centers
Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 288.3	Contacting a minor
Pen. Code 288.4	Meeting a minor
Pen. Code 290	Registration of sex offenders
Pen. Code 290.95	Disclosure by persons required to register as sex offenders
Pen. Code 647.6	Miscellaneous offenses
Pen. Code 667.5	Prior prison terms; enhancement of prison terms
W&I Code 6300-6332	Sexual psychopaths

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

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

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

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

~~Notification of Classification and Compensation~~

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

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

~~Legal Reference:~~

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

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

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

~~W & I CODE~~
~~6300-6332 Sexual psychopaths~~

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

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

1. Submit to fingerprinting and criminal background clearance as required by law (Education Code 45125)
2. Not have been convicted of a violent or serious felony (Education Code 45122.1)

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

3. Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 45123)
4. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332 (Education Code 45124)
5. If the individual will be working directly and in an unaccompanied setting with minor children on a more than incidental and occasional basis or will have supervision or disciplinary power over minor children, not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)
6. Not have been convicted of any controlled substance offense as defined in Education Code 44011 (Education Code 45123)
7. Submit to a physical examination, tuberculosis testing/risk assessment, or provide proof thereof as required by law and Board policy (Education Code 45122, 49406)
8. File the oath or affirmation of allegiance required by Government Code 3100-3109
9. Submit to drug and alcohol testing as required by Board policy
10. Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy, or administrative regulation, including any reports of egregious misconduct in accordance with Board Policy 4111/4211/4311 - Recruitment and Selection or otherwise related to credentialing, assignment, and misconduct reporting

Notification of Classification and Compensation

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

Legal Reference:

State	Description
Ed. Code 35161	Board delegation of any powers or duties
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44051	Report of egregious misconduct
Ed. Code 44066	Limitations on certification requirements
Ed. Code 45103	Classified service in districts not incorporating the merit system
Ed. Code 45104	Positions not requiring certification qualifications

APPOINTMENT AND CONDITIONS OF EMPLOYMENT

Ed. Code 45105	Positions under various acts not requiring certification qualifications
Ed. Code 45113	Notification of charges; classified employees
Ed. Code 45122	Physical examinations
Ed. Code 45122.1	Classified employees; conviction of a violent or serious felony
Ed. Code 45123	Employment after conviction of controlled substance offense
Ed. Code 45125	Use of personal identification cards to ascertain conviction of crime
Ed. Code 45169	Employee salary data; classified employees
Ed. Code 49406	TB risk assessment
Gov. Code 1021.5	Disqualification for employment
Gov. Code 12940-12950	Unlawful employment practices
Gov. Code 3100-3109	Oath or affirmation of allegiance
Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 1203.4	Dismissal of conviction
Pen. Code 288.3	Contacting a minor
Pen. Code 288.4	Meeting a minor
Pen. Code 290	Registration of sex offenders
Pen. Code 290.95	Disclosure by persons required to register as sex offenders
Pen. Code 647.6	Miscellaneous offenses
Pen. Code 667.5	Prior prison terms; enhancement of prison terms
W&I Code 6300-6332	Sexual psychopath

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Associate Superintendent of Human Resources
DATE: November 10, 2026
SUBJECT: **Adopt Revised Board Policy 4040 Employee Use of Technology (Second Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Employee Use of Technology, the District seeks to update and replace the existing individual board policies.

RECOMMENDATION: Adopt Revised Board Policy 4040 Employee Use of Technology (Second Reading).

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

EMPLOYEE USE OF TECHNOLOGY

The Governing Board intends that technological resources provided by the district be used in a safe, responsible and proper manner in support of the enhancement of employee performance by improving access to and exchange of information; offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; and supporting district and school operations. The Board expects all employees to learn to use the available electronic resources that will assist them in the performance of their job responsibilities. As needed, employees shall receive training in the appropriate use of these resources.

Employees shall be responsible for the appropriate use of district technology and shall use district technology primarily for purposes related to their employment.

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (Wi-Fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology. Upon employment and before an employee is authorized to use district technology, and whenever significant changes are made to the district's Acceptable Use Agreement, the employees shall be required to sign and return the Acceptable Use Agreement acknowledging that he/she has read and agreed to the obligations and responsibilities specified in the Acceptable Use Agreement. In that Acceptable Use Agreement, the employee shall agree to release the district and any district personnel from any and all claims and damages arising from his/her use of district technology or from the failure of any technology protection measures employed by the district.

The Superintendent or designee shall regularly review and update this policy, the accompanying administrative regulation, and other relevant procedures to enhance the safety and security of employees using district technology and to help ensure that the district adapts to changing technologies and circumstances.

He/she shall ensure that all employees using district technology receive copies of related policies, regulations and guidelines. Employees shall be asked to acknowledge in writing that they have read and understood these policies, regulations and guidelines.

Employees shall not use district technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, Board policy, or administrative regulations. Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary

EMPLOYEE USE OF TECHNOLOGY

~~statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)~~

~~Employee use of district technology to access social media platforms is prohibited, unless approved by the Superintendent or designee, or used appropriately for instruction purposes. To the extent possible, the Superintendent or designee shall block access to such sites on district computers with internet access.~~

~~Use of District Computers for Online Services/Internet Access~~

~~The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 6777, 47 USC 254)~~

~~To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities. Employees shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in the supervision.~~

~~The Superintendent or designee shall establish regulations to address the safety and security of students and student information when using email, chat rooms, and other forms of direct electronic communication.~~

~~The Superintendent or designee shall notify employees in writing that they have no reasonable expectation of privacy in the use of any equipment or other technological resources provided by or maintained by the district, including, but not limited to, computer files, access to the Internet or social media, email, text messages, instant messaging, and other electronic communications, even when provided their own password. To ensure proper use, the Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent and for any reason allowed by law.~~

~~In addition, employees shall be notified that records maintained on any personal device or messages sent or received on a personal device that is being used to conduct district business may be subject to disclosure, pursuant to a subpoena or other lawful request.~~

~~Employees shall report any security problem or misuse of district technology to the Superintendent or designee.~~

~~Inappropriate use of district technology may result in a cancellation of the employee's user~~

EMPLOYEE USE OF TECHNOLOGY

~~privileges, disciplinary action, and/or legal action in accordance with law, Board policy, and administrative regulation.~~

~~Legal Reference:~~

~~EDUCATION CODE~~
~~52295.10-52295.55 Implementation of Enhancing Education Through Technology grant program~~

~~GOVERNMENT CODE~~
~~3543.1 Rights of employee organizations~~

~~PENAL CODE~~
~~502 Computer crimes, remedies~~
~~632 Eavesdropping on or recording confidential communications~~

~~VEHICLE CODE~~
~~23123 Wireless telephones in vehicles~~
~~23123.5 Mobile communication devices; text messaging while driving~~
~~23125 Wireless telephones in school buses~~

~~UNITED STATES CODE, TITLE 20~~
~~6751-6777 Enhancing Education Through Technology Act, Title II, Part D, especially:~~
~~6777 Internet safety~~

~~UNITED STATES CODE, TITLE 47~~
~~254 Universal service discounts (E-rate)~~

~~CODE OF FEDERAL REGULATIONS, TITLE 47~~
~~54.520 Internet safety policy and technology protection measures, E-rate discounts~~

~~COURT DECISIONS~~
~~City of Ontario v. Quon et al. (2010) 000 U.S. 08-1332~~

~~Management Resources:~~
~~WEB SITES~~
~~CSBA: http://www.csba.org~~
~~American Library Association: http://www.ala.org~~
~~California Department of Education: http://www.cde.ca.gov~~
~~Federal Communications Commission: http://www.fcc.gov~~
~~U.S. Department of Education: http://www.ed.gov~~

EMPLOYEE USE OF TECHNOLOGY

The Governing Board recognizes that technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; improving access to and exchange of information; enriching curriculum; and enhancing student learning.

District technology includes, but is not limited to, computer hardware, software, or software as a service provided or paid for by the district, whether accessed on or off site or through district-owned or personally owned equipment or devices, including tablets and laptops; computer servers, wireless access points (routers), and wireless computer networking technology (wi-fi); the Internet; email; applications (apps), including artificial intelligence (AI) apps; telephones, cellular or mobile telephones, smartphones, smart devices, and wearable technology; or any wireless communication device, including radios.

Employees shall review the prohibited and permitted uses of technology as specified in Board Policy 5131.9 - Academic Honesty, be responsible for the appropriate use of technology, and use district technology primarily for purposes related to their employment consistent with board policies and administrative regulations.
An employee may use technology, including AI apps, to assist the employee in the performance of the employee's professional duties, including, but not limited to, the following specific tasks: developing syllabi, creating curriculum, reviewing student work, suggesting instructional strategies, and researching academic content or instructional techniques. Any employee using technology, including AI, shall review and be responsible for any final product or document; not share confidential student records with a third party, such as an AI app, except as permitted by law; and use the technology in accordance with Board Policy 6162.6 - Use of Copyrighted Materials, and in a manner otherwise consistent with law, board policies, and administrative regulations. If an employee is unsure about the appropriate use of technology, the employee shall confer with the Superintendent or designee before using.

As determined by the Superintendent or designee, employees shall receive professional development in the appropriate use of these resources, including in the use of AI apps.
The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology, including the use of AI apps. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the Acceptable Use Agreement.

Employees shall not use district technology to access, post, submit, publish, display, or otherwise engage with harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, board policy, or administrative regulations.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic,

EMPLOYEE USE OF TECHNOLOGY

political, or scientific value for minors. (Penal Code 313)

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC 7131; 47 USC 254)

The Superintendent or designee shall regularly review current guidance regarding cybersecurity, data privacy, and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, the monitoring and response to cyberattacks, ensuring data privacy, and managing suspicious and/or threatening digital media content, in accordance with Board Policy 3580 - District Records.

The Superintendent or designee shall annually notify employees in writing that they have no reasonable expectation of privacy in the use of any district technology, as defined above, even when using their personal devices. To ensure proper use, the Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent and for any reason allowed by law.

In addition, employees shall be notified that records, including communications, maintained on any personal accounts or devices used to conduct district business are subject to disclosure at the district's request, and pursuant to a subpoena or other lawful request.

Employees shall report any security problem or misuse of district technology to the Superintendent or designee.

Inappropriate use of district technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, board policy, and administrative regulation.

Employees may access their mobile or other communications device if there is a need to seek emergency assistance, assess the safety of a situation, or communicate with a person to confirm the person's safety. (Labor Code 1139)

State	Description
Gov. Code 11549.3	Cybersecurity
Gov. Code 3543.1	Rights of employee organizations
Gov. Code 7920.000-7930.170	California Public Records Act
Lab. Code 1139	Emergency assistance
Pen. Code 502	Computer crimes; remedies
Pen. Code 632	Eavesdropping on or recording confidential communications
Veh. Code 23123	Wireless telephones in vehicles

TUSD Adopted: 01.28.97
TUSD Revised: 11.14.06, 06.29.12, 06.27.17

EMPLOYEE USE OF TECHNOLOGY

Veh. Code 23123.5	Mobile communication devices; text messaging while driving
Veh. Code 23125	Wireless telephones in school buses

Federal	**Description**
20 USC 7101-7122	Student Support and Academic Enrichment Grants
20 USC 7131	Internet Safety
47 CFR 54.520	Internet safety policy and technology protection measures; E-rate discounts

TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. Robert Pecot, Superintendent
FROM: Tammy Jalique, Assoc. Supt. for Human Resources
DATE: November 10, 2026
RE: **Adopt New Board Policy 4319.21 and Revised Board Policies 4119.21 and 4219.21 Professional Standards – Code of Ethics (First Reading)**

BACKGROUND: The District continues the process of reviewing, revising, adding, and abolishing board policies and regulations as current laws and requirements change. In alignment with CSBA updates to Code of Ethics – Professional Standards, the District seeks to adopt new Board Policy 4319.21 and revise Board Policies 4119.21 and 4219.21.

RECOMMENDATION: Adopt New Board Policy 4319.21 and Revised Board Policies 4119.21 and 4219.21 Professional Standards – Code of Ethics (First Reading).

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

PROFESSIONAL STANDARDS – CODE OF ETHICS

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district; advances the goals of the district's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of district students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. **Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon**

2. **Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed**

3. **Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child**

4. **Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student**

5. **Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time**

TUSD Adopted:

PROFESSIONAL STANDARDS – CODE OF ETHICS

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

    Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district

14. Wearing inappropriate attire

15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

TUSD Adopted:

PROFESSIONAL STANDARDS – CODE OF ETHICS

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

Notifications

The section(s) of the district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district websites. (Education Code 44050)

Legal Reference:

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-280	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children

TUSD Adopted:

PROFESSIONAL STANDARDS – CODE OF ETHICS

Pen. Code 311-312.7	Obscene matter
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

TUSD Adopted:

PROFESSIONAL STANDARDS – CODE OF ETHICS

~~The Governing Board expects district employees to maintain the highest ethical standards, to follow district policies and regulations, and to abide by state and national laws. Employee conduct should enhance the integrity of the district and the goals of the educational program. Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of district students.~~

~~The Board encourages district employees to accept as guiding principles the codes of ethics published by professional associations to which they may belong.~~

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district; advances the goals of the district's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of district students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. **Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon**

2. **Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to**

PROFESSIONAL STANDARDS – CODE OF ETHICS

intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not

private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district

14. Wearing inappropriate attire

15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

Notifications

The section(s) of the district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district websites. (Education Code 44050)

PROFESSIONAL STANDARDS – CODE OF ETHICS

Legal Reference:

~~CODE OF REGULATIONS, TITLE 5~~
~~80331-80338 Rules of Conduct for Professional Educators~~

~~NATIONAL EDUCATION ASSOCIATION PUBLICATIONS~~
~~Code of Ethics of the Education Profession, 1975~~

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-280	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter
Federal	**Description**
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act

Adopted: 3/25/03
Revised:

PROFESSIONAL STANDARDS – CODE OF ETHICS

~~The Governing Board expects district employees to maintain the highest ethical standards, to follow district policies and regulations, and to abide by state and national laws. Employee conduct should enhance the integrity of the district and the goals of the educational program.~~

~~The Board encourages district employees to accept as guiding principles the codes of ethics published by professional associations to which they may belong.~~

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district; advances the goals of the district's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of district students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. **Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon**

2. **Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed**

3. **Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child**

PROFESSIONAL STANDARDS – CODE OF ETHICS

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity

9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records

10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information

11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities

12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

    Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the district

14. Wearing inappropriate attire

15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

PROFESSIONAL STANDARDS – CODE OF ETHICS

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

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PROFESSIONAL STANDARDS – CODE OF ETHICS

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Ed. Code 44939.5	Certificated applicant screening
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