

NOTICE
REGULAR MEETING OF THE GOVERNING BOARD
TRACY UNIFIED SCHOOL DISTRICT

DATE: TUESDAY, OCTOBER 8, 2013

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

TIME: 5:30 PM Closed Session
7:00 PM Open Session

AGENDA

- | | | |
|-----------|--|----------------|
| 1. | Call to Order | Pg. No. |
| 2. | Roll Call – Establish Quorum
Board: J. Costa, G. Crandall, W. Gouveia, T. Guzman, K. Lewis, G. Silva, J. Vaughn
Staff: J. Franco, C. Goodall, S. Harrison, B. Etcheverry | |
| 3. | Closed Session: Opportunity to Address the Board Regarding Closed Session Items which follow. Closed session is limited to consideration of items specifically authorized under the Government Code and/or the Education Codes. | |
| | 3.1 Administrative & Business Services: | |
| | 3.1.1 Conference with Legal Counsel | |
| | - Anticipated Litigation (G.C. 54956.9(b)) | |
| | - Number of Potential Cases:1 | |
| | 3.2 Educational Services: | |
| | 3.2.1 Finding of Fact #13-14/#3, 9, 10 | |
| | 3.3 Human Resources | |
| | 3.3.1 Public Employee Evaluation | |
| | Title: Superintendent | |
| | 3.3.2 Consider Public Employee/Employment/Discipline/Dismissal/Release | |
| | Action: Motion__; Second__. Vote: Yes__; No__; Absent__; Abstain ____ | |
| | 3.3.3 Conference with Labor Negotiator | |
| | Agency Negotiator: Sheila Harrison | |
| | Assistant Superintendent of Educational Services & Human Resources | |
| | Employee Organization: CSEA, TEA | |
| 4. | Adjourn to Open Session | |

5.	Call to Order and Pledge of Allegiance	Pg. No.
6.	Closed Session Issues:	
6a	Finding of Fact #13-14/#3, 9, 10	
	Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __.	
7.	Approve Regular Minutes of September 24, 2013.	1-6
	Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __.	
8.	Student Representative Reports: None	
9.	Recognition & Presentations: An opportunity to honor students, employees and community members for outstanding achievement:	
	9.1 Jacobson Elementary School Update	
	9.2 Recognize and Congratulate the National Merit Scholars Semifinalists: Barak Nehoran, Luke Reed, Inyoung Hong, Aditya Dutta Gupta and Abhisek Singh	
10.	Hearing of Delegations: Anyone wishing to address the Governing Board on a non-agenda item may be heard at this time. Presentations shall be held to a reasonable length, normally not to exceed five (5) minutes. If formal action is required, the item will be placed on a future agenda and action will be taken at a future date. If information or a report is requested, the request for it must also be submitted in writing to the superintendent. (Please complete a yellow speaker's card).	
11.	Information & Discussion Items: An opportunity to present information or reports concerning items that maybe considered by Trustees at a future meeting.	
	11.1 Administrative & Business Services: None.	
	11.2 Educational Services:	
	11.2.1 Receive Report on the Accountability Progress Report (APR) for 2012-13	7
12.	PUBLIC HEARING: None.	
13.	Consent Items: Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items. Action: Motion __; Second __. Vote: Yes __; No __; Absent __; Abstain __.	
	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	8-9
	13.1.2 Approve Assembly, Service, Business and Food Vendors	10-17
	13.1.3 Approve Accounts Payable Warrants (July-August, 2013) Separate cover Item	18
	13.1.4 Approve Revolving Cash Fund Reports (July-August, 2013)	19-21
	13.1.5 Approve Payroll Reports (July-August, 2013)	22-25

	Pg. No.
13.2 Educational Services	
13.2.1 Ratify Agreement for Special Contract Services with Counseling and More (CAM) to Provide Parent Liaison Services to Monte Vista Middle School throughout the 2013-2014 School Year	26-28
13.2.2 Approve Overnight Travel for Tracy High School Varsity Girls' Basketball Team to Participate in the Wine Valley Tournament in Napa, CA on December 19-21, 2013	29
13.2.3 Approve Agreement for Special Contract Services with The Gallo Center of Arts and Tracy Unified School District (McKinley Elementary School) to Provide a One-Day Assembly for Students on October 29, 2013	30-32
13.2.4 Ratify Agreement for Special Contract Services with A Show of Hands, Sign Language Interpreting Services for the 2013 – 2014 School Year	33-35
13.2.5 Approve Overnight Travel for the Kimball High School (KHS) Cross Country Team and Coaches to Attend the Mount San Antonio Community College (Mt. SAC) Invitational in Walnut, CA on October 25-27, 2013	36
13.3 Human Resources:	
13.3.1 Accept the Resignations/Retirements/Leaves of Absence for Certificated, Classified and/or Management Employees	37
13.3.2 Approve Classified, Certificated and/or Management Employment	38-39
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 Approve a Pool of Lease-Leaseback Contractors for Future Projects; and, Approve the Release of a Request for Proposals for the Tracy High School E. B. Theater Renovation and Ag Science Building Renovation	40-41
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 October 22, 2013	
17.2 November 12, 2013	
17.3 December 10, 2013	

18. Upcoming Events:

- | | | |
|-------------|--------------------------------------|--------------------------------------|
| 18.1 | October 21, 2013 | No School, Parent Conferences |
| 18.2 | November 11, 2013 | No School, Veterans' Day |
| 18.3 | November 25-29, 2013 | No School, Thanksgiving Week |
| 18.4 | December 23 – January 3, 2014 | No School, Winter Break |

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, September 24, 2013**

- 5:20 PM:** Vice-President Vaughn called the meeting to order and adjourned to closed session.
- Roll Call:** Board: J. Costa, W. Gouveia, T. Guzman, K. Lewis, J. Vaughn
Absent: G. Crandall, G. Silva
Staff: J. Franco, S. Harrison, C. Goodall, B. Etcheverry
- 7:05 PM** Vice-President Vaughn called the Tracy Unified School District Board of Education to order and led those present in the Pledge of Allegiance.
- Closed Session:** **6a** Report Out of Action Taken on Intra-District Attendance Appeal #13-14/#1 WHS#10208987
Vote: Denied. Yes-5; No-0; Absent-2(Crandall, Silva)
6b Finding of Fact #13-14/#4, 5, 7, 8
As amended Lewis, Guzman. **Vote:** Yes-5; No-2; Absent-2(Crandall, Silva)
6c Report Out of Action Taken on PE Exemption THS #10200664
Vote: Yes-5; No-0; Absent-2(Crandall, Silva)
- Employees Present:** C. Minter, D. Schneider, P. Hall, K. Alcorn, J. Skulina, B. Larson, S. Baker, L. Blanchard, L. Jones, G. Jayne, K. Jacobs
- Press:** None.
- Visitors Present:** S. Medina, M. Fithian, A. Albright, J. Otani, S. Rovegno, L. Huckaba, J. Guiso, A. Perez, A. Birdi, B. Noble, R. Gallardo, G. Singh, M. Rose
- Minutes:** **Approve Regular Minutes of September 10, 2013.**
Action: Gouveia, Guzman. **Vote:** Yes-4; No-0; Absent-2(Crandall, Silva)
- Student Rep Reports:** **Kimball High:** Lindsay Huckaba is ASB vice president at Kimball. She is excited to represent Kimball this year. In August students sold tacos, pizza and drinks at back-to-school night. It was a great turnout and earned money for leadership and AVID. They have made many sales for the ASB cards and the first rally for their first game and dance was great. The football game against West was the "Game of the Week" on news 10. Fall sports including volleyball, water polo golf and soccer are off to great starts. Kimball is recording and posting game footage on their announcements and is also a link on their school page. Homecoming is in 2 weeks. October 8 will be the powder puff game; the 10th is the night rally and the game is the 11th. On September 19th they held a leadership development day for middle schools. Over 100 middle students came to Kimball. Students were trained, taught and mentored on how to lead. In November they are looking forward to their first play "Much Ado About Nothing".

Tracy High: Mika Fithian is the ASB board representative and is pleased to be here tonight. They held their annual freshman orientation and link crew had a great time. The grand opening of the new rededicated Wayne Schneider Stadium had outstanding attendance. The back to school rally helped students unite and show school spirit. This Friday they are hosting West High in their new stadium. Homecoming week is October 14th -18th.

West High: Jessica Rasmussen is the board representative and commented that students started out another year with bang. Leadership and link crew cheered while welcoming students back to school. Rush week was successfully and there were many students signing up for many diverse clubs they have to offer. The food fair was very successful. The athletes are working hard. Girls' golf and tennis teams are doing well. Cross country team members are running some of their best times and volleyball has a winning record. Soccer, football and waterpolo teams continue to train hard. The seniors are working on memorizing "To Be or Not To Be" and working on math equations. Progress reports have been mailed out and report cards are coming soon.

Stein High: Steven Medina is this year's school board representative. He reported that Stein's main priority is to help students graduate. They currently have two science teachers and base the curriculum on common core state standards. They have started a science club and will be making a memorial for Mrs. Stein. Biology class works on demos and concepts to help students learn and incorporates math and writing. They are also learning about astronomy. Students are using Brainx to help prepare for the CAHSEE. Cyber High has a waiting list but is going down fast. In US History, Mr. Arnett helps students learn by implementing real world sources to help them better relate to concepts. They started student portfolios which are given to advisors which is a collection of things students have done and they are kept on file like a resume for a job. Steven is currently the president of the Key Club. They are working on a donation drive for McHenry House. The next project will be for breast cancer research. They will be organizing "Peace Week" which is an anti bullying campaign. They don't have athletic teams but occasionally on Thursdays a teacher stays after school and has a pick-up game of basketball which the students enjoy.

Recognition & Presentations:

9.1 Freiler School Update

Principal, Karen Alcorn, presented a power point on the implementation of Common Core Standards at Freiler School. They are focusing on informing all stakeholders. This is new to everyone so they want to train the teachers and provide exposure to smarter balance questions and computer skills for students. They have held presentations to Freiler staff, the parent association, school site council, (ELAC), and have put information in their newsletters, facebook and school website. They have reviewed the transition process for Tracy Unified, including training for teachers and an overview of the CDE website regarding Common Core information.

Teachers were given the management training information, articles related to common core standards and updates on the district's transition from district

committees, ie. CISC, Math Cadre and the ELA committee. Presentations include an analysis of common core v. state standards; moving from data teams to professional learning communities; the use of authentic resources and collaborate and reflect on the use of authentic resources. Teachers had training on August 7th and reviewed framework, literacy standards, and project based learning resources. Information was also given on the buy-back day in April with in depth comparison of standards; literacy leader and math cadre presentations of CCSS and sample activities. They also have Nancy Fetzter training on writing strategies on all grade levels.

Students have had classroom discussions of expectations associated with this transition to CCSS and smarter balanced testing. They have also had the use of Nancy Fetzter to promote literacy across all curricular areas and project based learning units of instruction.

This year, teachers will focus on ERM/staff development, share resources, training, and practice items. We will know if we reach these goals if teachers are engaged in using materials, resources, and strategies, etc. They will discuss, collaborate and reflect as part of their PLC and facilitate great student discussion collaborate and reflect across all content areas using CCSS.

Hearing of Delegations

Kimberly Jacobs has been a teacher in Tracy Unified for 22 years. She realizes that everyone in this room has probably sacrificed something due to the economy. She is here because this year they are negotiating a new contract. She is asking the board to support teacher raises. Health care isn't the board's fault, but would like them to look at the packages offered. She will not get a raise this year since she has her degree and is already at the top of the pay scale. She thanked the board for their consideration of teacher raises.

Information & Discussion Items:

11.1 Administrative & Business Services:

11.2 Educational Services:

11.2.1 Receive Report Regarding Special Education Programs

Director of Special Education, Janet Skulina, along with special ed staff Laura Blancher, Barbara Larson, and Lisa Jones presented a power point which reviewed the staff members and the amount of students receiving services from the special education department, which is over 1700. During budget cut years, they lost staff and funding. Governor Brown signed AB114 which gave the district the responsibility to provide mental health but also provided the funding for it. With that funding, they have added a mental health coordinator, 3 new psychologists, 3 aides, a portion of all school psychologists, a new behavior specialist and 50% of the existing behavior specialist. Several contracts have been funded 100% with mental health dollars.

Mental Health services are for students with IEPs only. They provide social skills instruction, individual counseling, group counseling, crisis counseling, parenting classes/training; behavior intervention team and

autism assessment team. There are now 7 psychologists in our district. Currently there are 75 students with IEPS which have received some type of mental health services. Students with higher levels of need receive contracted services. The county SELPA has adopted Tracy Unified's language for all codes. Kudos to Lisa Jones, our mental health coordinator. Students' needs are being met more adequately with this support. Tracy Unified also has state level representation as a PENT cadre member for SELPA.

They have hired 11 new teachers this year and 5 new classrooms to accommodate growth. There is currently 1 in 53 boys that are being diagnosed with autism. Special ed is represented in the RSP task force, literacy leaders and math cadre. Some of the challenges they are facing are rapid growth of students with autism; concurrent rapid growth of significant emotional behavioral needs; ongoing increase in students with disabilities regarding spec ed services; teacher training to support instruction for students with behavioral and emotional needs; and hiring and retaining skilled teachers and qualified para-educators. Dr. Skulina is proud of the staff and to work for TUSD.

11.2.2 Receive Report Crime Stoppers 24 -- Hour Students Speaking Out Hotline

Director of Students Services, Pall Hall, has been working with Tracy Crime Stoppers on an anti-bullying campaign. President of Tracy Crime Stoppers, Marshall Rose, spoke about the program and showed a video of how students can speak out and contact the hotline with a call or by texting a tip. They can receive up to \$1,000 for information, and can report crimes on or off campus. Using your voice makes your school and community safer and helps make school a positive environment. To report information call 831-4847 or text 274637. Include "tiptpd" in the text. The types of crime to report are drugs, weapons, bullying, vandalism, graffiti; gang activity, burglary, and threats of violence. Do NOT report emergency response. Always call 911 for something such as fire, medical assistance need or immediate danger or in progress. The information given is passed down directly to authorities. If solved, you are eligible for a cash reward.

Mr. Rose met with the Tracy High principal and students and has students working on training other students to be part of this program and will be taking it throughout the district. "Train the Trainers" anti-bullying group will go out and speak with other students and help build this program. If a report is made, the school administration will get an alert of that report and the director of student services. The only way to change the culture is for the students to be the active agents. This information will be put on the district website and school websites will also have a link. *(This report is for information only. The board previously approved this program on June 11, 2013).

Public Hearing: 12.1 **Administrative & Business Services:** None.

- 12.2. **Educational Services:**
- 12.2.1 Conduct a Public Hearing (Item 14.2.1) to Determine Sufficiency of Textbooks and Instructional Materials for the Students of Tracy Unified School District

Opened public hearing at 8:13 p.m.
 No comments were received.
 Closed public hearing at 8:14 p.m.

Moved up Item 14.2.1 and voted.

Consent Items:

Action: Lewis, Guzman. **Vote:** Yes-5; No-2; Absent-2(Crandall, Silva)

13.1 **Administrative & Business Services:**

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

13.1.2 Ratify Measure E Related Expenditures and Notice of Completions Which Meet the Criteria for Placement on the Consent Agenda

13.2 **Educational Services:**

13.2.1 Approve Agreement for Special Contract Services with San Joaquin County Office of Education for the Artist-in-Residence Program at Jacobson Elementary School

13.2.2 Ratify Contract with The Speech Pathology Group, Inc. for the 2013-2014 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 Arcadia Home Care and Staffing to Provide Nurses for Needed Nursing Services

13.3.4 Ratify Agreement for Special Contract Services for Rich Tanner to Provide Tutoring Services for West High School Freshman Football Players for the 2013-2014 Fall Season

Action Items:

14.1 **Administrative & Business Services:**

14.1.1 Award Land Mobile Radio Contract to BearCom Wireless for Implementation of Emergency Response Walkie Talkie Equipment

Action: Lewis, Gouveia. **Vote:** Yes-5; No-2; Absent-2(Crandall, Silva)

14.1.2 Adopt Revised Board Policy 7215 (a) and Adopt Revised Citizens' Bond Oversight Committee Bylaws, to Allow Bond Oversight Committee Members to Serve Three Consecutive Two Year Terms (Second Reading)

Action: Final. Guzman, Gouveia.

Vote: Yes-5; No-0; Absent-2(Crandall, Silva)

14.2 Educational Services:

14.2.1 Adopt Resolution #13-07: A Declaration that there are Sufficient Textbooks and Instructional Materials for the Students of Tracy Unified School District

Action: Gouveia, Guzman. **Vote:** Yes-5; No-0; Absent-2 (Crandall, Silva)
This item was moved up on the agenda.

Board Reports:

Trustee Lewis passed. Trustee Costa encouraged the support of local high school sports teams. This Friday is a football game between Tracy High and West High. Trustee Gouveia attended a dinner for city officials and planners. The speaker talked about what future will look like regarding water and use of natural energy. On Saturday he attended a conference with Mr. Hall and brought back packets for each board member. He also commented on the new magazine called *Joaquin* which is about the Hispanic community and this month has an article on sexuality in the Latino community. Trustee Guzman passed. Trustee Vaughn attended the West v. Kimball football game. It was very competitive and he noticed how well behaved the students were. Kimball won, but it was a well played game and there was good sportsmanship. He also acknowledged Dr. Skulina and the special ed program. He appreciated their report.

Superintendent Report:

Dr. Franco acknowledged James Vaughn for a great job filling in as president for tonight's meeting. He also acknowledged the National Scholars named. According to the National Merit Scholarship Corp., a privately funded not-for-profit organization, about 8,000 college-bound students representing every state in the nation are given \$2,500 scholarships each year. This year, two students from West High School, Barak Nehoran and Luke Reed; two from Tracy High School, Inyoung Hong and Aditya Dutta Gupta; and one from Kimball High School, Abhisek Singh, were announced Sept. 11th as semifinalists in the competition. There were 6 named in the county, and 5 of them were from Tracy Unified.

8:24 p.m.

Clerk

Date



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of
Educational Services & Human Resources
DATE: September 26, 2013
SUBJECT: Receive Report on the Accountability Progress Report (APR) for 2012-13

BACKGROUND: On August 29, 2013 the California Department of Education released the Accountability Progress Report (APR) for 2012-13. The APR includes the state accountability system, Academic Performance Index (API), and the federal accountability measure of Adequate Yearly Progress (AYP).

RATIONALE: The report includes information on District and individual school site scores on the API and AYP from testing that occurred during the 2012-13 school year. An update on the Program Improvement status of the District and school sites will be included. The report outlines a number of District initiatives in place to improve student achievement K-12, with an emphasis on targeting our at-risk student groups. This supports District Strategic Goal #1: Prepare all students for college and careers and District Strategic Goal #2: Ensure that all student meet or exceed grade level standards and that the achievement gap between the identified student subgroups is closed.

FUNDING: No funds are involved.

RECOMMENDATION: Receive Report on the Accountability Progress Report (APR) for 2012-13.

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: September 19, 2013
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:

Freiler School:

1. Tracy Unified School District/Art Freiler School: From the Freiler Staff Parent Association in the amount of \$1,341.13 (ck. #1411). This donation was used towards the stipends of those teachers that participated in Science Camp for the 2012-2013 school year.

Stein High School:

1. Tracy Unified School District/Stein High School: From Soroptimist International of Tracy in the amount of \$5,000.00 (ck. #1307). This donation will go towards the Soroptimist STEPS Scholarship fund.

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

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

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

items are reviewed and approved by the Director of Information Services and Educational Technology, prior to Board presentation.

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

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



BUSINESS SERVICES MEMORANDUM

TO: James Franco, Superintendent
FROM: C. Goodall, Associate Superintendent for Business Services
DATE: September 26, 2013
SUBJECT: Approve Assembly, Service, Business and Food Vendors

BACKGROUND: To be valid or to constitute an enforceable obligation against the district, education code 17604 requires that all contracts must be approved and/or ratified by the board of trustees. This requirement is met in several different ways, depending on the value of the requisition, the types of services or materials being procured, and the advance notice staff has in procuring the services or materials.

RATIONALE: School site assemblies, services, business and food vendors require pre-approval to ensure three different documents are in place: an approved contract when applicable; a certificate of insurance; an endorsement letter naming the district an additional insured. In addition, all vendors are reviewed to ensure the content is appropriate for student audiences, and that conflicts do not occur with other school site or district events.

To that end, the attached list of vendors has met all of the criteria to provide assemblies at TUSD sites, and their presentation has been deemed appropriate for TUSD students.

This list will be updated as needed and presented to the board for approval.

FUNDING: Per attached summary of requisitions.

RECOMMENDATIONS: Approve Assembly, Service, Business and Food Vendors.

PREPARED BY: Cindy Everhart, Facility Use Secretary.

2013-2014

Date Board Approved	Vendor	Insurance Expires
<p align="center">SMOKING, TOBACCO PRODUCTS, ALCOHOL, DRUGS, FIREARMS OR EXPLOSIVES ARE PROHIBITED ON ANY SCHOOL DISTRICT PROPERTY. Vendors must be aware of the location of emergency exits at all times. Vendors are prohibited from applying pesticides, chemicals, or cleaning products to district facilities or grounds. FLAMES ARE PROHIBITED INDOORS ON DISTRICT PROPERTY - SEE SPECIFICS UNDER FOOD VENDOR BELOW!</p>		
<p align="center">↓ ADDING THE FOLLOWING VENDORS FOR BOARD APPROVAL ↓:</p>		
	<p>DJ HighTop - DJ Services, Miguel Fonseca, 415-756-2856, djhightop@sbcglobal.net, www.djhightop.com</p>	<p align="right">10/24/2014</p>
<p align="center">↓ APPROVED LIST BELOW BY EXPIRATION DATE ↓</p>		
<p align="center">8/28/12</p>	<p>One Day At A Time, Inc. - Youth conflict management, Gang intervention and gang awareness. Johnny Rodrigues-925-437-3574. www.odatec.org</p>	<p align="right">10/30/2013</p>
<p align="center">3/8/11</p>	<p>Peacemakers - Paul Hall -phall@tusd.net or Kevin James - kev4jam@sbcglobal.net</p>	<p align="right">11/1/2013</p>
<p align="center">2/12/13</p>	<p>Dataworks-No Parent Left Behind Parent Program. Parents as teachers, motivations and academic performance, home environment and homework assistance. Maria Cuadra - 800-495-1550, maria@dataworks-ed.com or info@dataworks-ed.com</p>	<p align="right">11/25/2013</p>
<p align="center">10/9/07</p>	<p>Mad Science - Danielle Mae Lee, danielle@madsciencesacto.com, 916-736-2924, Elena Michel elena@madsciencesacto.com (Fire & Ice Show not allowed)</p>	<p align="right">12/1/2013</p>
<p align="center">1/25/11</p>	<p>Kaiser Permanente - Dean Starnes, dean.starnes@kp.org, 510-987-2223, www.Kp.org/etp/ncal, Programs "Community Troupe", PEACE Signs" "The Best Me", "Nightmare on Puberty ST." and "Secrets".</p>	<p align="right">1/1/2014</p>

2013-2014

Date Board Approved	Vendor	Insurance Expires
9/10/2013	The Fisher Agency - Speaker trainers for schools and businesses. Programs are customized for junior high and high school assemblies, student leadership conferences, vocational education programs, teacher in services, educational associations, conventions and parent meetings. Chris Fisher - 925-352-8309, chris@tfaspeakers.com, www.tfaspeakers.com	1/6/2014
8/9/11	Graphic & Wear , Steve Lewis, gicts@sbcglobal.net, steve@gicgraphicwear.com, www:gicgraphicwear.com, 723-9817	1/9/2014
3/12/13	Entourage Events SF - DJ & lighting Services and Photo Booth, Derek Mizuno, 510-921-4373, booking@entourageeventssf.com. Find them on Yelp & Facebook	1/18/2014
5/8/12	International Printing Museum - Mark Barbour. 310-515-7166, mail@printmuseum.org, www.printmuseum.org	1/30/2014
9/13/11	California Weekly Explorer, Inc. - History Programs, Barry Hovis, 714-247-2250, barrycwe@aol.com, info@californiaweekly.com, www.californiaweekly.com	2/1/2014
10/11/11	Rumors Productions - Jenna Teyshak/Jon Tyner - 640-8000, jenna@rpcdj.com, www.rpcdj.com	2/1/2014
8/25/09	Soul Shoppe - Vicki Abadesco, Phone: 510-338-3231, info@soulshoppe.com, support@soulshoppe.com. www.soulshoppe.com	2/1/2014
11/13/07	Bureau of Lectures & Ancient Artifacts - John Tacha or Terry Lyman 800.255.0084, (FIRE SHOW OR WEAPONS NOT ALLOWED) www.assemblyline.com/index.html bureau@assemblyline.com	2/5/2014
2/26/13	Elite Entertainment Professional DJ Services, Photo Booth, Audio & Visual, Greg Wallace, 952-3548, elitedj@aol.com, www.elitedj4u.com	2/15/2014

2013-2014

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

Approved Vendor List
2013-2014

Date Board Approved	Vendor	Insurance Expires
9/13/11	Youth for Christ - Point Break Adolescent Resources. Violence Prevention Services. Contact Joan Stone in Prevention Services 830-3218.	5/1/2014
9/13/11	Athletic Perfection - Cheer Routine choreography. Jennifer Moore 609-8736, jennwhip29@hotmail.com, julie@athleticperfectioncheer.com, www.athleticperfectioncheer.com	5/14/2014
9/11/12	Camfel Productions- A Multi Media Production. Veronica Loya, 626-960-6922, veronica@camfel.com. www.camfel.com	6/1/2014
2/14/12	Sound Wave Mobile DJ - David Gomes-510-938-7903, info@soundwavemobiledj.com, www.soundwavemobiledj.com	6/1/2014
12/13/11	Main Street Music - Ken & Diana Cefalo, kencefalo@yahoo.co, dcefalo@sbcglobal.net,	6/3/2014
2/14/12	PIQE-Parent Institute for Quality Education - Teresa Guerrero, 238-9496/484-8404, tguerrero@piqe.org, www.piqe.org	6/10/2014
9/25/2012	SOS Entertainment - Sound, Lighting & Event Production Company. Derek Sage - 661-424-1767, info@sosentertainment.com, www.sosentertainment.com	6/25/2014
4/23/13	SJC Child Abuse Prevention Council , Lindy Turner-Hardin, 464-4524, lturner@nochildabuse.org, www.nochildabuse.org	7/1/2014
3/8/11	Dr. Andrew Trosien, DDS. Oral Hygiene Instructions. Call Megan or Julie at 833-1240	7/1/2014
2/14/12	CAM Counseling and More - Lettie Ordone. 640-4179, 832-1094, lordonecam@yahoo.com. Www.lordonecam.com	8/7/2014

Date Board Approved	Vendor	Insurance Expires
2/26/13	Media Fusion Studios , Video Production, Nick Xanttopulos, 957-4021, nick@mediafusionstudios.com, www.mediafusionstudios.com	8/22/2014
10/25/11	Amos Productions-DJ Services . Nicole - 1800-693-5003 or 925-449-3847. nicole@amospro.com or info@amospro.com	9/20/2014
2/23/10	Boys Scouts - Civil War History presentation Preston Gilliam, 209-830-1870 or pgilliam@pacbell.net	NO Charge, Tier 1
5/26/09	Cowboys & Kids Reach Assembly , Penny Conway, www.reachkids.com, reachme@theriver.com	NO Charge, Tier 1
5/8/12	Dairy Council of CA Mobile Dairy Classroom , Leona Bettencourt, 916-263-3560 x413, ibettencourt@dairycouncilofca.org. Www.dairycouncilofca.org. Must follow Animal Policy Guidelines AR 6163.1	NO Charge, Tier 1
4/28/09	District 5 Dairy Princess , 639-1715	NO Charge, Tier 1
5/26/09	Get Real Behind The Wheel , Safe Driving Assembly targeted at 8th, 9th & 10th graders. Ken Ucci 408-680-4881 or Tom Simpson 612-4222. www.getrealbehindthewheel.org	NO Charge, Tier 1
2/10/09	JOE FOSS Institute , 480.348.0316, www.jfiweb.org	NO Charge, Tier 1
10/23/07	Lawrence Hall of Science , 510-642-1700, pfsreq@berkeley.edu, www.lawrencehallofscience.org	NO Charge, Tier 1
10/9/07	McDonalds Tammi Beck 916-962-1982	NO Charge, Tier 1
10/9/07	NASA Karin Costa 650-604-6077	NO Charge, Tier 1

2013-2014

Date Board Approved	Vendor	Insurance Expires
10/9/07	Otto the Auto Wendy Sanchez 415-565-2676 wendy_sanchez@csaa.com	NO Charge, Tier 1
10/9/07	Sandia Labs Joel Lipkan - jlipkin@comcast.net	NO Charge, Tier 1
12/13/11	Stockton Ports Baseball By The Books - reading incentive program. Free of charge-chance to win free tickets. Margaret Sacchet-644-1900, msacchet@stocktonports.com, www.web.minorleaguebaseball.com/index.jsp?sid=t524	NO Charge, Tier 1
<p>*Section 308.3 Open Flame. A person shall not utilize or allow to be utilized, an open flame in connection with a public meeting or gathering for purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation or similar purpose in Group A or E occupancies in accordance with Appendix Chapter 1, Section 105.6.</p>		
<p>Please remind your staff that candles, incense, cigarettes, or any item with an open flame are not permitted anywhere on school property. Per the Tracy Fire Inspector, failure to comply with this requirement can result in personal and/or District fines ranging from \$250 – 1,000.</p>		
<p>OUTDOORS ONLY - Make sure barbeques are 10 feet away from any building or structure. Place drip pans or tarps under barbeques to avoid spillage on pavement. Do not dump grease, oil, briquettes or barbeques anywhere on TUSD property or in garbage cans or dumpster. If accident spill occurs you are to provide an oil absorbent and clean properly.</p>		
<p>↓ APPROVED FOOD VENDORS ↓</p>		
5/8/12	Oh My Dawgs Inc. , Food Catering. Uoxina Aguirre - 836-0093, uoxina@comcast.net. www.ohmydawgs.com	10/12/2013
10/25/11	Mi Espiranza - Restaurant Catering. Call Omar Mendoza and Candida Ramiriz at 832-3020.	10/16/2013
12/11/12	Freebirds Burrito Restaurant - Ethel Birrell - 835-6000 or 559-392-3251. ebirrell@freebirds.com. Www.freebirds.com	11/21/2013
12/8/09	Texas Roadhouse - Tim Lund, 830-1133, store_tracy@texasroadhouse.com	12/1/2013

2013-2014

Date Board Approved	Vendor	Insurance Expires
9/25/2012	Squeeze Inn Restaurant - Food catering. Dean Davis - 833-7992 or 331-3228. www.tracy.thesqueezeinn.com	1/12/2014
2/26/13	Taqueria Maguey Restaurant - Mexican food catering. Contact Javier - 832-1059. 2242 Grantline Rd. Tracy	2/3/2014
11/12/13	Menchie's Frozen Yogurt , Adele Boch, 612-5285, adelebloch@yahoo.com, www.menchies.com	6/6/14
10/23/12	Rainbow Italian Ice - Tonya or Jayson Griffith-510-491-5689, italianicegirl2012@yahoo.com or 510-591-6693. www.rainbowitalianice.com.	9/4/2014



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: September 23, 2013
SUBJECT: Approve Accounts Payable Warrants (July-August, 2013)

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

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

FUNDING: N/A

RECOMMENDATION: Approve Accounts Payable Warrants (July-August, 2013)

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Casey Goodall, Assoc. Superintendent of Business Services
DATE: September 23, 2013
SUBJECT: **Approve Revolving Cash Fund Reports (July-August, 2013)**

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

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

FUNDING: N/A

RECOMMENDATION: Approve Revolving Cash Fund Reports (July-August, 2013).

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

08/02/13

TUSD
REVOLVING CASH FUND
July 2013

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
7/12/2013	8870	BARTOLOME VERDUZCO	VOID CHECK #8870	
TOTAL				0.00
7/3/2013	8869	MARIA LEDBETTER	REIMBURSEMENT	
			REIMBURSEMENT	-350.00
TOTAL				-350.00
7/12/2013	8870	BARTOLOME VERDUZCO	VOID CHECK #8870	
TOTAL				0.00
7/12/2013	8871	BARTOLOME VERDUZCO	7/10/2013 PAYDATE	
			01-0000-0-1110-3160-2206-806-2121	-240.34
TOTAL				-240.34
7/24/2013	8872	TEHAMA COE	CONF 8/27-28/2013, 2/25-26/2014 Garcia,Sow...	
			01-4035-0-1110-2140-5200-800-1942	-340.00
TOTAL				-340.00
7/30/2013	8873	BOARD OF EQUALIZATION	57-415033 2Q 2013	
			01-7230-0-1110-3600-4300-840-9702	-140.38
			01-7240-0-5750-3600-4300-840-9702	-140.37
TOTAL				-280.75

09/03/13

TUSD
REVOLVING CASH FUND
August 2013

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
8/8/2013	8874	HWT	Conference 9/12-13/2013 H.Anderson	
			01-3010-0-1110-2140-5200-400-2719	-350.00
TOTAL				-350.00
8/9/2013	8875	KINDER'S MEATS	PO14-00561 BOARD MEETING	
			01-0000-0-0000-7150-4300-810-1001	-114.74
TOTAL				-114.74
8/27/2013	8876	Siam Cafe	Req14-00562 BOARD DINNER	
			01-0000-0-0000-7150-4300-810-1001	-95.55
TOTAL				-95.55



TRACY
UNIFIED SCHOOL DISTRICT

BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent for Business Services
DATE: October 8, 2013
SUBJECT: **Approve Payroll Reports (July-August, 2013)**

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

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

FUNDING: N/A

RECOMMENDATION: Approve Payroll Reports (July-August, 2013)

Prepared by: Reed Call, Director of Financial Services.

Pay Date 07/31/2013

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount	
Fund 01	1100	1,190,375.31	Teachers' Salaries
	1200	252,754.30	Cert Pupil Support Salaries
	1300	367,474.88	Cert Suprvrs' & Admins' Sal
	1900	31,519.12	Other Certificated Salaries
	2100	70,513.23	Instructional Aides' Salaries
	2200	514,258.15	Classified Support Salaries
	2300	119,667.00	Class Suprvrs' & Admins' Sal
	2400	237,620.24	Clerical & Office Salaries
	2900	12,227.90	Other Classified Salaries
		Total Labor	2,796,410.13
Fund 01	3101	149,428.29	STRS On 1000 Salaries
	3201	3,474.90	PERS On 1000 Salaries
	3202	108,304.88	PERS On 2000 Salaries
	3301	24,826.28	
	3302	65,604.21	
	3401	189,571.97	
	3402	175,705.98	
	3501	921.24	State Unemploy On 1000 Salary
	3502	475.66	State Unemploy On 2000 Salary
	3601	37,013.84	Worker'S Comp Ins On 1000 Sal
	3602	19,174.63	Worker'S Comp Ins On 2000 Sal
	3701	85,927.99	
	3702	54,159.08	
		Total Contributions	914,588.95
Fund 13	2200	16,010.24	Classified Support Salaries
	2300	12,226.67	Class Suprvrs' & Admins' Sal
	2400	13,981.54	Clerical & Office Salaries
		Total Labor	42,218.45
Fund 13	3202	4,770.83	PERS On 2000 Salaries
	3302	3,038.29	
	3402	7,887.08	
	3502	21.10	State Unemploy On 2000 Salary
	3602	848.28	Worker'S Comp Ins On 2000 Sal
		Total Contributions	16,565.58



Pay Date 08/09/2013

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	SACS Object	Amount		
01	1100	162,667.65	Teachers' Salaries	
	1200	14,557.31	Cert Pupil Support Salaries	
	1300	6,405.76		
	1900	883.05	Other Certificated Salaries	
	2100	65,385.56		
	2200	87,777.68	Classified Support Salaries	
	2300	340.16	Class Suprvsrs' & Admins' Sal	
	2400	17,553.72		
	2900	357.44		
		Total Labor	355,928.33	
01	3101	14,853.52	STRS On 1000 Salaries	
	3201	434.13	PERS On 1000 Salaries	
	3202	9,651.55	PERS On 2000 Salaries	
	3301	2,937.03		
	3302	12,660.61		
	3401	2,994.80		
	3501	92.35	State Unemploy On 1000 Salary	
	3502	85.72	State Unemploy On 2000 Salary	
	3601	3,707.34	Worker'S Comp Ins On 1000 Sal	
	3602	3,444.25	Worker'S Comp Ins On 2000 Sal	
		Total Contributions	50,861.30	
	13	2200	10,528.01	Classified Support Salaries
		Total Labor	10,528.01	
13	3202	509.31	PERS On 2000 Salaries	
	3302	721.91		
	3502	5.26	State Unemploy On 2000 Salary	
	3602	211.55	Worker'S Comp Ins On 2000 Sal	
		Total Contributions	1,448.03	

Selection Grouped by Fund - Sorted by Object, (Organization = 75, Pay Schedule Type = 1)



Pay Date 08/30/2013

LABOR DISTRIBUTION FOR EMPLOYEE SUMMARY

Fund	01	SACS Object	Amount	
		1100	4,264,527.69	Teachers' Salaries
		1200	255,003.40	Cert Pupil Support Salaries
		1300	378,330.73	Cert Suprvsrs' & Admins' Sal
		1900	72,197.50	Other Certificated Salaries
		2100	298,476.79	Instructional Aides' Salaries
		2200	580,211.09	Classified Support Salaries
		2300	119,667.00	Class Suprvsrs' & Admins' Sal
		2400	331,552.96	Clerical & Office Salaries
		2900	35,863.40	Other Classified Salaries
		Total Labor	6,335,830.56	
Fund	01	SACS Object	Amount	
		3101	403,432.14	STRS On 1000 Salaries
		3201	8,620.55	PERS On 1000 Salaries
		3202	151,530.96	PERS On 2000 Salaries
		3301	65,512.35	
		3302	93,887.76	
		3401	578,011.57	
		3402	225,272.49	
		3501	2,485.16	State Unemploy On 1000 Salary
		3502	681.42	State Unemploy On 2000 Salary
		3601	99,863.41	Worker'S Comp Ins On 1000 Sal
		3602	27,442.67	Worker'S Comp Ins On 2000 Sal
		3701	90,234.12	
		3702	56,265.57	
		Total Contributions	1,803,240.17	
Fund	12	SACS Object	Amount	
		2100	6,027.30	Instructional Aides' Salaries
		2400	2,141.50	Clerical & Office Salaries
		Total Labor	8,168.80	
Fund	12	SACS Object	Amount	
		3102	161.22	STRS On 2000 Salaries
		3202	470.41	PERS On 2000 Salaries
		3302	346.32	
		3402	651.93	
		3502	4.08	State Unemploy On 2000 Salary
		3602	164.14	Worker'S Comp Ins On 2000 Sal
		Total Contributions	1,798.10	
Fund	13	SACS Object	Amount	
		2200	91,952.08	Classified Support Salaries
		2300	21,947.38	Class Suprvsrs' & Admins' Sal
		2400	13,981.54	Clerical & Office Salaries
		Total Labor	127,881.00	
Fund	13	SACS Object	Amount	
		3202	11,549.54	PERS On 2000 Salaries
		3302	8,661.66	
		3402	15,388.17	
		3502	63.97	State Unemploy On 2000 Salary
		3602	2,569.51	Worker'S Comp Ins On 2000 Sal
		Total Contributions	38,232.85	



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources
DATE: October 8, 2013
SUBJECT: Ratify Agreement for Special Contract Services with Counseling and More (CAM) to Provide Parent Liaison Services to Monte Vista Middle School throughout the 2013-2014 School Year

BACKGROUND: For the last several years, the Peacemakers have been a successful support system for Monte Vista Middle School (MVMS) at-risk students. As a result, Peacemakers has gotten to know many of the MVMS students as well as their families. Oftentimes, teachers are frustrated when trying to communicate with parents regarding student achievement and/or behavior. Frequently, Peacemakers has stepped in to help. Even though their purpose is to assist with intervention and prevention, teachers have found that Peacemakers have provided support with communication, as well. As of August 2013, Counseling and More (CAM) has taken over the responsibilities of the Peacemakers. Monte Vista Middle School staff would like to continue using their services for the 2013-2014 school year. In order for teachers, families and students to fully benefit from services provided by CAM for the 2013-2014 school year, the window of opportunity to procure CAM was very small, which necessitated the early start date of August 19, 2013. Therefore, this Board Agenda item is seeking ratification.

RATIONALE: In order to continue to improve the academic achievement of the students at Monte Vista Middle School, staff has requested CAM continue providing an official part-time Parent Liaison to aid with communication between the school and students' homes. Communicating with families regarding their students' achievement and/or behavior (during the school day) has presented challenges. Since CAM has been assisting (Formerly Peacemakers) staff with at-risk students, some of the families are already familiar with the services of the group, and because they help teachers as well, the support would be well-appreciated by the staff. This supports District Strategic Goal # 2: Ensure that all students meet or exceed grade level standards and that the achievement gap between identified student subgroups is closed, as well as both MVMS Goal #1: Improving students' achievement and MVMS and Goal #4: Improving parent involvement.

FUNDING: The cost will be funded from Title I Parent Involvement categorical funds. Cost not to exceed \$9,984.00 for the entire 2013-2014 school year.

RECOMMENDATION: Ratify Agreement for Special Contract Services with Counseling and More (CAM) to Provide Parent Liaison Services to Monte Vista Middle School throughout the 2013-2014 School Year.

Prepared by: Susan O'Hara-Jones, Principal, Monte Vista Middle School

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Avenue, Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and Counseling and More (CAM), 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: Approve Agreement for Special Contract Services Between Counseling and More (CAM) and Monte Vista Middle School to Provide Parent Liaison Services Throughout the 2013-2014 School Year.
2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of four hundred sixteen (832) HOURS/DAYS (circle one), under the terms of this agreement at the following location: Monte Vista Middle School.
3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$12.00 per HOUR/DAY/FLAT RATE (circle one), not to exceed a total of \$ \$9984.00. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
 - b. District [] SHALL; [] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 0 for the term of this agreement.
 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS, [] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.
4. The terms of the agreement shall commence on August 19, 2013, and shall terminate on May 30, 2014.
5. This agreement may be terminated at any time during the term by either party upon 30 day's written notice.
6. Contractor shall contact the District's designee, Susan O'Hara-Jones at (209) 830-3340 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.
7. The parties intend that an independent contractor relationship be created by this contract and District assumes no responsibility for workers' compensation liability. District likewise assumes no

responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, the contractor's activities during or relating to the performance of service under this Agreement.

Agreement for Special Contract Services - Page 2

Contractor agrees to hold harmless and to indemnify District for:

Any injury to person or property sustained by Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense, and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.

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

AGREED:

 Consultant Signature (1)

 Social Security Number (2)

 Date

 Title

 Address

 Tracy Unified School District

 Date

 Title

 Account Number to be Charged

 Department/Site Approval

 Linda Boragno-Dopp, Director of Alternative Programs
 Budget Approval

 Date Approved by the Board



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 25, 2013
SUBJECT: **Approve Overnight Travel for Tracy High School Varsity Girls' Basketball Team to Participate in the Wine Valley Tournament in Napa, CA on December 19-21, 2013.**

BACKGROUND: The Tracy High Varsity Girls' Basketball Team would like to participate in the Wine Valley Tournament in Napa, CA. Approximately 12 players and 3 coaches will attend this event. They will travel to Napa on December 19-21, 2013. The team will travel by District vans, driven by District approved drivers. The team will stay at the Embassy Suites in Napa, CA. The team will be chaperoned by Coach, Derek Solano, Assistant Coach, Amanda Bowman, and Assistant Coach, Keith Britt throughout the duration of the trip.

RATIONALE: Two overnights are required to provide the basketball team ample time to rest and prepare for their game, as well as the possibility of late night game(s). The basketball team is strengthened by the opportunity to play together in this tournament. Additionally, time spent together throughout the duration of this tournament allows for "team building" on and off the court. This is a wonderful opportunity for the team members, as well as the coaches and aligns with District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: The Tracy High Athletic Department will pay the \$750.00 transportation cost for District vans to be driven by the coaches. Individual players will pay for food and miscellaneous expenses. The Tracy High School Girls' Basketball Program (ASB) will pay the \$350.00 tournament fee for the team and the cost for the hotels rooms. Fundraiser(s) will be available to pay for those students who are unable to fund their own trip.

RECOMMENDATION: Approve Overnight Travel for Tracy High School Varsity Girls' Basketball Team to Participate in the Wine Valley Tournament in Napa, CA on December 19-21, 2013.

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent for Educational Services and Human Resources
DATE: September 30, 2013
SUBJECT: **Approve Agreement for Special Contract Services with The Gallo Center for the Arts and Tracy Unified School District (McKinley Elementary School) to Provide a One-Day Assembly for Students on October 29, 2013**

BACKGROUND: Bullying has become a problem of national focus. Tracy Unified has shown a commitment to preventing bullying behaviors and to increasing staff capabilities to address issues of bullying. In recognition of this, the School Site Council and Leadership teams at McKinley Elementary School devoted a portion of the site budget to allow for assemblies and presentations to students and staff which would foster a positive environment for all, encourage acceptance of differences among individuals, and develop a common language for addressing issues of bullying and harassment.

RATIONALE: The Gallo Center for the Arts will present an assembly called The Bully Buster Rides Again. The Bully Buster Rides Again assembly focuses on bullying and on fostering a positive environment for all students. The Bully Buster Rides Again student presentation format includes two one-hour multi-grade level assemblies focusing on how students need to proceed when dealing with bullies. This assembly will help develop a common language which will recognize the worth of others, develop tools for peaceful conflict resolution, and reinforce the Pillars of Character in peer interactions.

This assembly meets District Goal #3: Provide a safe and equitable learning environment for all students and staff; District Goal #6: Develop and support a high performing workforce; and District Goal #7: Develop and utilize partnerships to achieve District Goals.

FUNDING: The cost for the one day assembly for students will be \$1,500.00. Site Title I funds will pay for the assembly.

RECOMMENDATION: Approve Agreement for Special Contract Services with The Gallo Center of Arts and Tracy Unified School District (McKinley Elementary School) to Provide a One-Day Assembly for Students on October 29, 2013

Prepared by: Carla Washington, Principal, McKinley Elementary School

TRACY UNIFIED SCHOOL DISTRICT
1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and The Gallo Center for the Arts (The Bully Buster Rides Again), 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:

Teach the students how to proceed when someone bullies them, teach the students that they are not alone, as well as reinforce the Pillars of Character in peer interactions.

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

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

- a. District shall pay \$ 1,500 per [] HOUR [] DAY [✓] FLAT RATE, not to exceed a total of \$ 1,500. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.
- b. District [] SHALL; [✓] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ -0- for the term of this agreement.
- c. District shall make payment on a [] MONTHLY PROGRESS BASIS, [✓] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on 10/29/2013, and shall terminate on 10/29/2013.

5. This agreement may be terminated at any time during the term by either party upon 7 days written notice.

6. Contractor shall contact the District's designee, Carla Washington at (209) 830-3319 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.

7. The parties intend that an independent contractor relationship be created by this contract and District assumes no responsibility for workers' compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, the contractor's activities during or relating to the performance of service under this Agreement.

Contractor agrees to hold harmless and to indemnify District for:

Any injury to person or property sustained by Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense, and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.

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

AGREED:

Consultant Signature (1)

Social Security Number (2)

Title

Address

Tracy Unified School District

Date
01-3010-0-1110-1000-5800-280-3402

Account Number to be Charged:

Department/Site Approval

Budget Approval

Date Approved by the Board

Send all copies to the Business Office:

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Services
DATE: September 25, 2013
SUBJECT: **Ratify Agreement for Special Contract Services with A Show Of Hands, Sign Language Interpreting Services for the 2013 – 2014 School Year**

BACKGROUND: Special education students may require specialized instruction and support from outside service providers as part of their Individual Education Plan (IEP). The IEP team for the student determined that certified interpreter services are necessary to support the student's IEP. Last year, the District contracted with A Show of Hands to provide the certified sign interpreter services. It is necessary to contract with this company in order to continue providing certified interpreter services. Ratification is necessary so that services specified on the IEP can be provided in a compliant manner.

RATIONALE: A student with disabilities must be given access to the general curriculum to the maximum extent appropriate and this may include sign interpretation for deaf or hard-of-hearing students. The District has no state certified sign interpreters that it can employ to support student access to general or special education curriculum. This request supports District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff and District Strategic Goal #7: Develop and utilize partnerships to achieve District goals.

FUNDING: Expenses for this contract are billed at \$120.00 per hour to provide state certified sign interpreter support to the student. Total contract expenses will not exceed \$120,960.00 from July 1, 2013 through June 30, 2014. Special education contract expenses are funded through 602 funding for special education, budgeted in account #01-6500-0-5750-1180-5800-800-2542.

RECOMMENDATION: Ratify Agreement for Special Contract Services with A Show of Hands, Sign Language Interpreting Services for the 2013 – 2014 School Year.

Prepared by: Dr. Janet Skulina, Director of Special Education

TRACY UNIFIED SCHOOL DISTRICT

1875 W. Lowell Ave., Tracy, California 95376

AGREEMENT FOR SPECIAL CONTRACT SERVICES

This agreement, by and between Tracy Unified School District, hereinafter referred to as "District," and A Show of Hands, 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 state certified sign interpreter services to a student to support IEP needs.

2. Contractor will provide the above services(s), as outlined in Paragraph 1, for a period of up to a total of 216.66 () [] HOURS [] DAY(s), under the terms of this agreement at the following location Kimball HS.

3. In consideration of the services performed by Contractor, District shall pay Contractor according to the following fee schedule:
 - a. District shall pay \$48-60 per hour per interpreter, 2 interpreters per hour not to exceed a total of \$ 126,000. Contractor shall only be paid for work completed to the satisfaction of District through the termination date of this agreement.

 - b. District [] SHALL; [] SHALL NOT reimburse Contractor for out-of-pocket expenses incurred during Contractor's performance of the services, including: mileage, meals and lodging in the district rates not to exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed those currently in effect for employees of the District. Reimbursement of expenses shall not exceed \$ 0 for the term of this agreement.

 - c. District shall make payment on a [] MONTHLY PROGRESS BASIS, [] SINGLE PAYMENT UPON COMPLETION OF THE DUTIES and within thirty (30) working days from Contractor's presentation of a detailed invoice or on a claim form provided by District. Original paid receipts are required for lodging, air fare (passenger coupon or ticket stub), automobile rental, and parking. Claims for unusual expenses, such as teaching materials, photocopying, etc., must be accompanied by original paid invoices.

4. The terms of the agreement shall commence on July 1, 2013, and shall terminate on June 30, 2014.

5. This agreement may be terminated at any time during the term by either party upon _____ days written notice.

6. Contractor shall contact the District's designee, Dr. Janet Skulina at (209) 830-3270 with any questions regarding performance of the services outlined above. District's designee shall determine if and when Contractor has completed the services described.

7. The parties intend that an independent contractor relationship be created by this contract and District assumes no responsibility for workers' compensation liability. District likewise assumes no responsibility for liability for loss, damage, or injury to person(s) or property resulting from, or caused by, the contractor's activities during or relating to the performance of service under this Agreement.

Contractor agrees to hold harmless and to indemnify District for:

Any injury to person or property sustained by Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or by any of the individuals participating in or associated with him or her, however caused; and any injury to person or property sustained by any person, firm or corporation, caused by act, neglect, default or omission, of Contractor, or any person, firm or corporation directly or indirectly employed by Contractor upon or in connection with this Agreement, or any of the participants arising out of or in the course of their term of this Agreement, and Contractor at his or her own cost, expense, and risk, shall defend any and all actions, suits or other legal proceedings that may be instituted against District for any such claim or demand, and pay or satisfy any judgment that may be rendered against District in any such action, suit or legal proceedings or the result thereof. Nothing herein provided shall be construed to require Contractor to hold harmless or indemnify District for liability or damages resulting from the negligence or willful act, or omission of District or its officers, agents, or employees.

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

AGREED:

Consultant Signature (1)

Social Security Number (2)

Title

Address

Tracy Unified School District

Date

01-6500-0-5750-1180-5800-800-2542

Account Number to be Charged:

Department/Site Approval

Budget Approval

Date Approved by the Board

Send all copies to the Business Office:

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



EDUCATIONAL SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services
and Human Resources
DATE: September 27, 2013
SUBJECT: **Approve Overnight Travel for the Kimball High School (KHS) Cross
Country Team and Coaches to Attend the Mount San Antonio Community
College (Mt. SAC) Invitational in Walnut, CA on October 25-27, 2013**

BACKGROUND: The Kimball High School (KHS) Cross Country Team will travel to Walnut, CA to participate in the Mount San Antonio Community College (Mt. SAC) Cross Country Invitational. Head Coach, Ben Trombley, Assistant Coach, Jennifer Trombley and fourteen athletes will travel to Walnut using two District vans. The team will be staying at the Holiday Inn in Walnut, CA. Kimball High School Cross Country is a growing program that has been successful in the Valley Oak League and the Sac-Joaquin Section. While at Mt. SAC, in addition to participating in the Invitation, the team will tour the campus to expose students to a college atmosphere.

RATIONALE: The Cross Country competition involves students competing against athletes from across California and the United States. This aligns with District Strategic Goal #1: Prepare all students for college and careers and District Strategic Goal #3: Provide a safe and equitable learning environment for all students and staff.

FUNDING: The total will not exceed \$1,500. Lodging is estimated to be \$1,000.00 and fuel \$500.00. Lodging and transportation will be paid through fundraising efforts by the Kimball High Cross Country team and personal funding. Expenses for the Mt. SAC Invitational will be paid out of the ASB Cross Country account.

RECOMMENDATION: Approve Overnight Travel for the Kimball High School (KHS) Cross Country Team and Coaches to Attend the Mount San Antonio Community College (Mt. SAC) Invitational in Walnut, CA on October 25-27, 2013

Prepared By: Cheryl A. Domenichelli, Ed.D., Principal of John C. Kimball High School



TRACY
UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 27, 2013
SUBJECT: Accept Resignations/Retirements/Leave of Absence for Classified, Certificated, and/or Management Employment

BACKGROUND:

CERTIFICATED MANAGEMENT RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Menezes, Cindy Counselor	KHS	10/4/13	Personal

BACKGROUND:

CERTIFICATED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Henderson, Cecile Music Teacher	KHS	9/30/13	Personal

BACKGROUND:

CLASSIFIED RESIGNATION

<u>NAME/TITLE</u>	<u>SITE</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Cruz, Abel Bus Driver/Custodian Grounds	Maintenance/ Transport.	10/01/13	Personal
Teixeira-Magalhaes, Lucia Para Ed I	Stein H.S.	09/30/13	Accepted the position of Secretary to the Director of Staff Development
Ramos, Maria G.Q. School Supervision Assist.	Kelly	10/01/13	Personal

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

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



HUMAN RESOURCES MEMORANDUM

TO: Dr. James Franco, Superintendent
FROM: Dr. Sheila Harrison, Assistant Superintendent of Educational Services and Human Resources
DATE: September 27, 2013
SUBJECT: Approve Classified, Certificated, and/or Management Employment

BACKGROUND:

Lemus Louchis, Reyna

CERTIFICATED

SDC Kindergarten - 3rd Teacher (New)
South/West Park School
Class III, Step 1, "B"
\$39,000.96
Funding: Restricted Funds

BACKGROUND:

Pacheco, Raquel

CLASSIFIED

School Supervision Assistant (Replacement)
South/West Park
Range 21, Step C - \$12.81 per hour
2 hours per day
Funding: General Fund

Serrato, Maria Del Carmen

School Supervision Assistant (Replacement)
*Filled by current TUSD employee
Bohn Elementary School
Range 21, Step C - \$12.81 per hour
1 hour per day
Funding: General Fund

Teixeira-Magalhaes, Lucia

Secretary to the Director of Staff Development
(New)
*Filled by current TUSD employee
Staff Development/DSC
Range 36, Step C - \$18.15 per hour
8 hours per day
Funding: General Fund

BACKGROUND:

Gomez, Tracey

COACHES

Dance/Drill
Tracy High School
Stipend (2): \$1,622.68

RECOMMENDATION: Approve Classified, Certificated and/or Management Employment

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



BUSINESS SERVICES MEMORANDUM

TO: Dr. James C. Franco, Superintendent
FROM: Dr. Casey Goodall, Associate Superintendent of Business Services
DATE: September 27, 2013
SUBJECT: **Approve a Pool of Lease-Leaseback Contractors for Future Projects; and, Approve the Release of a Request for Proposals for the Tracy High School E. B. Theater Renovation and Ag Science Building Renovation**

BACKGROUND: On May 14, 2013, the Board authorized the release of a Request for Qualification (RFQ) for Lease-Leaseback contractors in order to compile a “pool” of lease-leaseback contractors that the district may utilize on future projects. TUSD has successfully used the Lease-Leaseback delivery method for Kimball High School and various other bond projects on the West High, Tracy High, Monte Vista and McKinley campuses with good results. Due to these favorable results, staff believes that this project delivery method would again benefit TUSD on future projects.

A selection committee reviewed 11 responses to TUSD’s advertised RFQ. Six candidates were selected to continue on to the interview process. The interview panel consisted of: K. Arwood, Rainforth Grau Architects, A. Continente, RGM & Associates, C. Goodall, Associate Superintendent for Business, and B. Carter Director of Facilities.

RATIONALE: Due to the lengthy selection process, the district can benefit from having a pre-approved pool of firms from which we may begin negotiations for upcoming projects as planning and construction schedules dictate. The District anticipates completing several projects in the next several months/years; therefore, the 4 top ranked firms have been recommended for a District “shortlist” and will be contacted for “additional information” on an as-needed basis. The following four firms are being recommended as a “pool” of Lease-Leaseback contractors for future projects based upon their responses to the RFQ and the interview process.

- Acme Construction Company, Inc.
- Broward Builders, Inc.
- Landmark Construction
- Roebbelen Contracting, Inc.

Once the shortlist is approved by the Board, the above four firms will be contacted with a Request for Proposals on the Tracy High School E.B. Theater Renovation and Ag Building Renovation. The contractors will be asked to submit their qualifications, experience with similar projects as well as a Guaranteed Maximum Price on these projects which will be the starting point for consideration. This will be a best value competitive process.

FUNDING: Project funding will come from a number of resources depending on the nature of the project; including but not limited to: Measure E and Measure S Bond Funds, State School Facilities Funding, Developer/Mitigation Fees, Redevelopment, General Fund and Deferred Maintenance

RECOMMENDATIONS: Approve a Pool of Lease-Leaseback Contractors for Future Projects; and, Approve the Release of a Request for Proposals for the Tracy High School E. B. Theater Renovation and Ag Science Building Renovation.

Prepared by: Bonny Carter, Director of Facilities and Planning.

