

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, June 14, 2017
Closed Session – 5:30 p.m.
Regular Session – 6:00 p.m.**

A regular meeting of the Keyes Union Elementary School District Board of Trustees:

1. OPENING

1.1. **Call to Order** – The meeting was called to order by Jeff Reed, President, at 5:30 p.m. at Keyes Elementary School Cafeteria.

1.2. **Roll Call** – A quorum was established and roll was taken.

Present: President, Jeff Reed; Vice-President, Wesley Greene ; Member, Jimmy Emmons, Sr.; Member, Bob Edwards

Tardy: None

Absent: Member, Harinder Grewal

Others Present on Roster: Cynthia Schaefer, Superintendent; Tim Torres, Principal; John Stuart, Principal; Cyndi McDaniel, Curriculum/Instructional Support Coordinator; Stephanie Morris, CBO; Marilyn Croft, Recorder.

Others Present: Helio Brasil

2. INVITATION TO ADDRESS THE BOARD OF TRUSTEES ON CLOSED SESSION ITEMS

As provided by law, the Board of Trustees may request to meet in Closed Session for consideration of personnel qualifications, possible or pending litigation, employee grievance, student discipline or employee organization items which are timely.

Motion to go into Closed Session

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to go into Closed Session at 5:31 p.m.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes; Harinder Grewal – Absent

3. CLOSED SESSION

3.1 **Potential Legal Matter** – By Cynthia Schaefer

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to come out of Closed Session at 5:49 p.m.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes; Harinder Grewal – Absent

4. BOARD REPORTS OUT CLOSED SESSION ITEMS AND APPROVAL/AMENDMENT OF AGENDA

4.1 **Report Out Closed Session Items** – No Action Taken in Closed Session

4.2 **Approval/Amendment of Agenda**

Motion by Wesley Greene, Seconded by Jimmy Emmons, Sr. to approve agenda as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes; Harinder Grewal – Absent

5. FLAG SALUTE

5.1 **Flag Salute** - By Tim Torres

6. **INVITATION TO ADDRESS THE BOARD OF TRUSTEES** *on any items listed or not listed on agenda*

This item is placed on the Agenda so that members of the audience have an opportunity to speak regarding subjects or concerns that appear, or do not appear, on the agenda. The Board President reserves the right to limit speaking time to 5 minute per person and 20 minutes for all comments. The Board of Trustees is prohibited from discussing or acting upon matters not on the agenda. Anyone wishing to speak to the Board of Trustees is requested to fill out a form "Request to Address the Board" located at the back of the boardroom. Please submit the form to the Executive Assistant to the Superintendent.

6.1 **Invitation to Address the Board of Trustees on any item listed or not listed on the agenda**

7. ANNOUNCEMENTS

7.1 **4th of July Holiday** – All offices will be closed on Tuesday, July 4, 2017.

8. RECOGNITION/PRESENTATION

8.1 **Staff Reports** – The Board of Trustees has received written reports by staff. At this time, we would like to invite the board to ask any questions they might have of the management and administrative team.

9. CONSENT AGENDA ITEMS

Actions prepared for Consent Calendar are consistent with adopted and approved policies of the District and are deemed routine in nature. They will be acted upon in one motion without discussion, unless members of the Board request that an item be removed from the Consent Calendar. In that event, it will be taken up in the order indicated on the main agenda.

9.1 **Approval of Minutes**

We request the Board of Trustees approve the minutes for the following:
- Regular Board Meeting of May 10, 2017

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of May, 2017. These documents have been provided to the Board under separate cover and are available to the public upon request.

9.3 **Approval of Administrative/Management Reports**

We request the Board of Trustees accept the school site and management reports from schools in Keyes Union School District as presented.

9.4 **Approval of Head Start Documents**

9.4.1 RHS and HS Monthly Data Summary

9.5 **Approval of Contract for KUSD**

9.5.1 GAMUT Online Service Agreement and Online License Agreement between KUSD and CSBA

- 9.5.2 Agreement for Special Services between KUSD and School Services of California.
- 9.5.3 MOU between KUSD and San Joaquin County Office of Education’s Language and Literacy Department.
- 9.5.4 Services Agreement between KUSD and Stanislaus County Children and Families Commission January 1, 2017-June 30, 2017.
- 9.5.5 Agreement for Special Contract Services between KUSD and SCOE to provide Google trainings at various sites.
- 9.5.6 Subscriber Agreement between KUSD and Discovery Education, Inc. July 1, 2017-June 30, 2018.
- 9.5.7 Consulting Services Agreement between KUSD and Capitol Public Finance Group, LLC
- 9.5.8 Licensing Agreement between KTL and Document Tracking Services
- 9.5.9 Service Agreement between KTL and ParentSquare
- 9.5.10 Agreement for Special Contract Services between KUSD and SCOE for professional development for teachers focused on the NGSS.
- 9.5.11 Agreement for Special Contract Services between KUD and SCOE for Professional Development Language Arts ELA/ELD for Grades 6-8
- 9.5.12 Agreement for Special Contract Services between KUSD and SCOE for Professional Development Math for Grades 6-8
- 9.5.13 Joint Powers Agreement to Establish, Operate and Maintain a Food Service Program between KUSD and Turlock Unified School District
- 9.5.14 Contract CSPP7625 for Preschool Program between KUSD and California Department of Education

9.6 **Approval of KUSD Conduct Code**

We request he Board of Trustees approve the 2017-18 KUSD Conduct Code as presented.

9.7 **Approval of Resolutions for Keyes Union School District**

- 9.7.1 Resolution #16-17-16: Preschool Contract (CSPP7625) between CDE and KUSD for 2017-18 School Year
- 9.7.2 Resolution #16-17-18: Regarding the Education Protection Account
- 9.7.3 Resolution #16-17-19: Authorizing End-Of-Year Transfers

9.8 **Approval of District English Learning Advisory Committee (DELAC) Annual Report**

We request the Board of Trustees accept the DELAC Annual Report to KUSD as presented.

9.9 **Approval of Revised Developer Fees Schedule for KUSD**

We have included a corrected developer fee schedule for KUSD to receive 66.67% of \$3.48 per square feet instead of the original 66% of \$3.48 per square foot. The 2016 Developer Fee Justification Study showed an incorrect split between KUSD and TUSD and this corrects the error.

9.10 **Approval of New Board Policy and Administrative Regulation for KUSD**

- 9.10.1 BP: 3230 – Federal Grant Funds
- 9.10.2 AR: 3230 – Federal Grant Funds

9.11 **Approval of Revised MOU between KUSD and KTL**

Previously, the MOU between KUSD and KTL was board approved. Page 5, section B has been updated and needs to be board approved. We have included the old and new wording for the section and request the Board of Trustees approve the revised MOU between KUSD and KTL as presented.

9.12 **Approval to Authorize Superintendent to Hire Staff**

Annually, we request the Board of Trustees to authorize the superintendent to hire staff as needed during the summer. All authorized actions will be presented to the Board to take formal action at the August 9, 2017 board meeting.

Motion to approve items 9.1 through 9.12 by Bob Edwards, Seconded by Wesley Greene.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10. **ACTION ITEMS**

10.1 **Approval of Certificated/Classified/Confidential/Management Personnel Actions**

We request the Board of Trustees approve the Personnel Actions listed on the attached document, as presented.

Motion by Jimmy Emmons, Sr. Seconded by Wesley Greene to approve personnel actions as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10.2. **Approval of Agreement for Donation of Portable Buildings**

We request the Board of Trustees approve the Agreement for donation of relocatable building (former District Office) between KUSD and LifePointe Ministries (Donee), A California nonprofit religious organization. The transfer is “AS-IS”, WHERE-IS” condition.

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to approve donation of portable building as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10.3 **Approval of Contract with Franklin Covey Client Sales, Inc. and KUSD**

We have included a 1-Year contract for approval with Franklin Covey Client Sales, Inc. for The Leader in Me at SMS. We request the Board of Trustees approve the contract as presented.

Motion by Bob Edwards, Seconded by Wesley Greene to approve contract with Franklin Covey Client Sales, Inc. and KUSD as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – No; Wesley Greene – Yes;
Harinder Grewal – Absent

10.4 ***Approval of Revised Salary Schedules Due to Minimum Wage Adjustment**

10.4.1 ASES Salary Schedule for 2017-18 School Year

10.4.2 Healthy Start/Kindercamp Salary Schedule for 2017-18 School Year

We request the Board of Trustees approve the salary schedules as presented to meet State Law requirements.

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to approve revised salary schedules as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10.5 **Approval of Declaration of Need for Fully Qualified Educators for 2017-18 School Year**

Annually, the Board of Trustees is required to receive and approve the Declaration of Need for Fully Qualified Educators. We request the Board of Trustees approve the declaration as presented for the 2017-18 school year.

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to approve Declaration of Need for Fully Qualified Educators for 2017-18 school year as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10.6 **Public Hearing – Textbook and Instructional Materials Compliance for 2016-17 School Year**

The Board President will declare a Public Hearing to Discuss Resolution #16-17-17. A public discussion will be held.

Opened at: 6:18 p.m.

Closed at: 6:19 p.m.

10.7 **Approval of Resolution #16-17-17: Textbook and Instructional Materials Compliance for 2016-17 School Year**

We have included Resolution #16-17-17 and request the Board of Trustees approve the resolution as presented.

Motion by Wesley Greene, Seconded by Bob Edwards to approve Resolution #16-17-01 as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

10.8 **Public Hearing – LCAP for Keyes Union School District**

The Board President will declare a Public Hearing to discuss the LCAP for Keyes Union School District. A public discussion will be held.

Opened at: 6:20 p.m.

Closed at: 5:49 p.m.

10.9 **Public Hearing – LCAP for Keyes to Learning Charter School**

The Board President will declare a Public Hearing to discuss the LCAP for Keyes to Learning Charter School. A public discussion will be held.

Opened at: 6:49 p.m.

Closed at: 6:50 p.m.

10.10 **Public Hearing – Annual Budget for 2017-18 School Year**

The Board President will declare a Public Hearing to discuss the Annual Budget for the 2017-18 school year for Keyes Union School District. A public discussion will be held.

Opened at: 6:51 p.m.

Closed at: 7:08 p.m.

10.11 **Discussion and Possible Approval of Addendum to Offer of Employment for Certificated and Classified Management**

For Superintendent and MOT Supervisor Positions, the proposed contract contains the following material terms:

Contract states “The District shall provide a \$75 per month cellular phone allowance to be paid monthly in combination with regular salary payment.” Contract previously stated “KUSD will supply the employee with a cellular phone to conduct school business. The employee shall waive any allowance to compensate for the business use of the cellular phone.

For K-5 Principal, Middle School Principal, Charter Director, Curriculum/Instructional Support Coordinator, Head Start Program Director and Chief Business Official (CBO), the proposed contract contains the following material terms:

Contract states “The District shall provide a \$50 per month cellular phone allowance to be paid monthly in combination with regular salary payment.” Contract previously stated “KUSD will supply the employee with a cellular phone to conduct school business. The employee shall waive any allowance to compensate for the business use of the cellular phone.

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to approve addendum to offer of Employment for Certificated and Classified Management as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes; Harinder Grewal – Absent

11. **DISCUSSION ITEMS**

11.1 Keyes to Learning Charter School is interested in the balance of unused land located at 4801 Lucinda Avenue, Keyes, California for the purpose of adding a future Keyes to Learning Charter School campus and bringing the two campuses closer in proximity and to the Keyes area.

Cindy Schaefer shared that KUSD and TUSD’s superintendent met to discuss the issue and we are waiting on a response to see the outcome of continuing to have KTL campus operate in Turlock. SCOE’s superintendent is aware of the KTL campus being in Turlock.

11.2 Discuss Board Meeting Locations for 2017-18 School Year – Meetings will continue at KES Campus.

12. **REPORTS**

12.1 **Superintendent’s Report** – By Cynthia Schaefer
No Report

12.2 **Board Member Comments**

12.2.1 Bob Edwards – None

12.2.2 Jimmy Emmons, Sr. – Excited that the old DO building will be donated to the church and excited to find out if the KTL charter high school can be located in Keyes in the future.

12.2.3 Wesley Greene – Admires and supports Mr. Stuart.

12.2.4 Harinder Grewal - Absent

12.2.5 Jeff Reed – Graduation/Promotion events went well.

13. INFORMATION

13.1 Next Board Meeting - A Special Board meeting will be held on June 21, 2017 due to budget adoption. There is no schedule board meeting in July, 2017.

14. ADJOURNMENT

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to close the Regular Board Meeting at 7:28 p.m.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr. - Yes; Jeff Reed – Yes; Wesley Greene – Yes;
Harinder Grewal – Absent

Prepared by,



Cynthia Schaefer
Secretary to the Board of Trustees