

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, March 8, 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; Member, Jimmy Emmons, Sr.; Member, Harinder Grewal.; Member, Bob Edwards.
Tardy: None.
Absent: Vice-President, Wesley Greene
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: Chris Bristow, Carolyn Stewart, Matt Murray, Jerry Hines, Raul Verduzco, Felisa Gomez

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 Harinder Grewal to go into Closed Session at 5:31 p.m.

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

3. CLOSED SESSION

- 3.1 **Public Employee Discipline/Dismissal/Release (2)** – By Cynthia Schaefer
- 3.2 **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer

Motion by Bob Edwards, Seconded by Harinder Grewal to come out of Closed Session at 5:55 p.m.

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

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

- 4.1 **Report Out Closed Session Items**
- 4.2 **Approval/Amendment of Agenda**

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to amend board agenda to add 9.7.6 Board Policy 6142.1 and Add 10.6 Resolution #16-17-11 to correct Resolution #16-17-10 to change board member elections from odd to even year elections.

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

5. **FLAG SALUTE**

5.1 **Flag Salute by Spratling Middle School and Student Recognition** - By John Stuart

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**
Carolyn Stewart addressed the Board to share her vision of the new superintendent and to continue all of the positive the District is achieving.

7. **ANNOUNCEMENTS**

7.1 **Wildcat Parent Night at Spratling Middle School** – Friday, March 10, 2017 from 6 p.m. to 8 p.m.

7.2 **Family Unidas at Spratling Middle School** – Tuesday, March 14, 2017 from 6 p.m. to 7 p.m.

7.3 **Dr. Seuss Night at Keyes Elementary School** – Thursday, March 16, 2017 from 5:30 p.m. to 7:30 p.m.

7.4 **Parent Conferences at Spratling Middle School with Minimum Day Schedule** - March 20-24, 2017

7.5 **Are you Smarter Than...** - Thursday, April 6, 2017 at 6 p.m. held at Haven of Hope Church in Keyes

7.6 **Good Friday Holiday – No School** – Friday, April 14, 2017

7.7 **Spring Break – No School** – April 17-21, 2017

8. **RECOGNITION/PRESENTATION**

8.1 **Proposition 39 Presentation** – Chris Bristow

8.2 **Student Report** – By Spratling Middle School Student
SMS had a Spring Fling Dance. There will be a Wildcat 7-Habits night for students/parents. There have been some fun lunch time activities including a “laugh off”.

8.3 **ASES Report** – By Raul Verduzco
Handout provided to the Board.

- 8.4 **MOT Report** – By Jerry Hines
Electrical at the District Office is on. Sonitrol alarm system and fire system are now active. DataPath is ready to install. Carpet will be installed tomorrow and the parking lot will be paved soon. SMS has new lights at the portables in the back. PA/bell system is being installed at KES.
- 8.5 **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 February 8, 2017
- Special Board Meeting of February 24, 2017

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of February, 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
- 9.4.2 KUSD/EHS Parent Policy Committee Bylaws

9.5 **Approval to Surplus Items for Keyes Union School District**

We have included the inventory of items to surplus for Keyes Union School District..

9.6 **Approval of Contract for KUSD**

- 9.6.1 Contract between Stanislaus County Children and Families Commission and KUSD (Keyes Kindergarten Readiness Program for the 2016-17 school year.

9.7 **Approval of KUSD Board Policies**

- 9.7.1 BP and E 0420.41: Charter School Oversight
- 9.7.2 BP and AR 1312.3: Uniform Complaint Procedures
- 9.7.3 BP 4030: Nondiscrimination in Employment
- 9.7.4 BP 4033: Lactation Accommodation
- 9.7.5 BP 5146: Married/Pregnant/Parenting Students
- 9.7.6 BP6142.1:

9.8 **Approval of Change Orders for Keyes School District Office**

We request the Board of Trustees approve change orders with Acme Construction for the Keyes School District office as presented.

9.9 **Approval of Keyes to Learning Charter Items**

- 9.9.1 Donation of \$25 from La Mo Café for KTL Basketball Homecoming game
- 9.9.2 Revised 9-12 World Languages – Language Other than English (Spanish) Job Description

Motion to approve items 9.1 through 9.9 by Harinder Grewal, Seconded by Jimmy Emmons, Sr. Vote:

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

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 Bob Edwards, Seconded by Harinder Grewal to approve personnel actions as presented.

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

10.2 **Approval of 2017 Delegate Assembly Ballot Choice**

We request the Board of Trustees as a whole vote to select two candidates for the 2017 CSBA Delegate Election. There are two on the ballot and one write-in option. All three have included their biographical sketch form for review.

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to approve two candidates for the 2017 CSBA Delegate election.

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

10.3 **Approval of Head Start Proposed Salary Schedules and Job Descriptions**

We have included revised job descriptions and salary schedules due to Head Start Program changes.

- 10.3.1 Head Start Support Salary Schedule effective 4-1-17
- 10.3.2 Head Start Management Salary Schedule effective 4-1-17
- 10.3.3 Head Start Program Director Job Description
- 10.3.4 Head Start Associate Teacher Job Description
- 10.3.5 Head Start Teacher (Center-Based) Job Description
- 10.3.6 Early Head Start Home Educator Job Description
- 10.3.7 Head Start Coach/Site Supervisor Job Description

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to approve Head Start Salary Schedules and Job Descriptions as presented.

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

10.4 **Approval of Revised Keyes to Learning Charter School MOU with Keyes Union School District**

We have included a revised Keyes to Learning Charter School MOU with KUSD and request the Board of Trustees approve the MOU as presented.

Motion by Harinder Grewal, Seconded by Bob Edwards to approve revised Keyes to Learning Charter School MOU with Keyes Union School District.

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

10.5 **Approval of Second Interim Report**

Education Code Section 35035 requires two interim financial reports during each fiscal year, one for the period of July 1 through October 31 and the other from November 1 through January 31. The Board of Trustees, after reviewing every Interim Report and the corresponding narrative, must certify whether the district will meet its financial obligations for the current fiscal year and two subsequent years. We request the Board of Trustees approve the Second Interim Report as presented: *Note: The Second Interim Report has been provided to the Board of Trustees under separate cover and is available to the public upon request.*

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr. to approve Second Interim Report as presented.

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

11. **REPORTS**

11.1 **Superintendent’s Report** – By Cynthia Schaefer
Student Shelby Christopher was recognized at Every Student Succeeding Breakfast through SCOE. LCAP committee is working on final decisions for the 2017-18 school year. The District wide Spring Fling will be on April 12 from 2:00-3:30 p.m. at the SMS Gym.

11.2 **Board Member Comments**

- 11.2.1 Bob Edwards – The tour of the schools showed how amazing the students interact.
- 11.2.2 Jimmy Emmons, Sr. – Thank you to Stephanie for her hard work on the budget.
- 11.2.3 Wesley Greene - Absent
- 11.2.4 Harinder Grewal – The tour of the schools showed the students hard work.
- 11.2.5 Jeff Reed – Packed house at KES last night; looking forward to Are you Smarter than; Attended Shelby’s breakfast; Basketball program is great; attended the CTA dinner; wrestling is going on.

12. **INFORMATION**

12.1 **Next Board Meeting** –A Regular Board Meeting will be held on April 12, 2017, at Keyes Elementary School Cafeteria. Closed Session will begin at 5:30 p.m. and Regular Session will begin at 6:00 p.m.

13. **ADJOURNMENT**

Motion by Harinder Grewal, Seconded by Bob Edwards to close the Regular Board Meeting at 6:50 p.m.

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

Prepared by,

A handwritten signature in blue ink that reads "Cynthia Schaefer". The signature is written in a cursive, flowing style.

Cynthia Schaefer
Secretary to the Board of Trustees