

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, October 10, 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 5:31 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, Member, Wesley Greene; Member, Jimmy Emmons, Sr.; Member, Bob Edwards; Member, Harinder Grewal; Member, Wesley Greene; Member, Bob Edwards.

Tardy: None

Absent: None

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

Others Present: Brandy McCormick, Randi Wajdowicz, Amber Rogers, Carolyn Stewart, Brandon Hayes, Isaac Johnson, Albert McMillan Jr., Tracey Humphreys.

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 Harinder Grewal, Seconded by Jimmy Emmons, Sr. to go into Closed Session at 5:32 p.m.

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

3. CLOSED SESSION

3.1 **Student Discipline for Case No. 201718-01** – By Helio Brasil

3.2 **Public Employee Discipline/Dismissal/Release** - By Helio Brasil

3.3 **Potential Legal Matter** – By Helio Brasil

3.4 **Negotiations Update with District Chief Negotiator** – By Helio Brasil

Motion by Wesley Greene, Seconded by Jimmy Emmons to approve a suspended expulsion order for case #1718-01.

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

Motion by Harinder Grewal, Seconded by Bob Edwards to release classified employee #3191.

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

Harinder Grewal - Yes

Motion by Harinder Grewal, Seconded by Bob Edwards to come out of Closed Session at 6:02 p.m.

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

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

4.1 **Report Out Closed Session Items**

The Board took action in closed session to approve a suspended expulsion order for case #1718-01. The vote was 5 to 0.

The Board took action in closed session to release classified employee #3191. The vote was 5 to 0.

4.2 **Approval/Amendment of Agenda**

Motion by Harinder Grewal, 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 - Yes

5. **FLAG SALUTE**

5.1 **Flag Salute by Keyes Elementary School and Student Recognition** – 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 **Site Visitation by Two Board Members and Superintendent** – Tuesday, October 17, 2017 from 8:00 a.m. to 11:00 a.m.

7.2 **Keyes Community Night Out** – Thursday, October 19, 2017 from 6:00 to 7:00 p.m.

7.3 **Red Ribbon Week** - October 23-October 28, 2017

7.4 **KTL Fall into Books Festival** – Thursday, October 26, 2017 from 5:00 p.m. to 9:00 p.m.

7.5 **KES Leadership Run/Career Day** – Tuesday, October 31, 2017

7.6 **7 Habits Parent Night at KES** – Tuesday, October 7, 2017 from 6:00 to 7:30 p.m.

7.7 **SMS Turkey Dinner Fundraiser** – Thursday, November 9, 2017 from 5:00 to 7:00 p.m.

- 7.8 **Site Visitation by Two Board Members and Superintendent** – Monday, December 11, 2017 from 8:00 a.m. to 11:00 a.m.
- 7.9 **Site Visitation by Two Board Members and Superintendent** – Monday, March 5, 2017 from 8:00 a.m. to 11:00 a.m.

8. **RECOGNITION/PRESENTATION**

- 8.1 **SMS CAASPP Score PowerPoint Presentation** – By John Stuart
- 8.2 **KTL CAASPP Score PowerPoint Presentation** – By Rusty Wynn
- 8.3 **KES CAASPP Score PowerPoint Presentation** – By Tim Torres
- 8.4 **Healthy Start PowerPoint Presentation** – By Amber Rogers
- 8.5 **Head Start PowerPoint Presentation** – By Brandy McCormick
- 8.6 **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.- No further reports
- 8.7 **SMS Student Report** – Pancake breakfast fundraiser is October 17. October 20 is fall dance. Red Ribbon week will be filled with a lot of activities.

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 Meeting of September 12, 2017

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of September, 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 Hire of Home Educator
- 9.4.2 New EHS T/TA Budget
- 9.4.3 EHS and RHS Budget Revision #1
- 9.4.4 Agreement of Delegation of Activities

9.5 **Approval of Surplus List for KUSD**

We have included a list of surplus items that have minimal salvage value and request the Board of Trustees to approve to surplus the items as presented.

9.6 **Approval of Revised Job Description**

- 9.6.1 TK-5 Principal
- 9.6.2 Middle School Principal
- 9.6.3 Curriculum Director
- 9.6.4 ELL Teacher/Coordinator
- 9.6.5 TK-5 Intervention Teacher/Coordinator

9.7 **Approval of Contracts for KUSD**

- 9.7.1 Amended Agreement for Child Development Services for Preschool for the 2017-18 School Year

Motion by Harinder Grewal, Seconded by Jimmy Emmons to approve items 9.1 through 9.7 as presented.

Vote: Bob Edwards – Yes; Jimmy Emmons, Sr - Yes; Jeff Reed – Yes; Wesley Greene – Yes; 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 Harinder Grewal, Seconded by Bob Edwards to approve revised personnel actions as presented.

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

10.2 **Updated Board Policies/Administrative Regulations for KUSD**

In order to remain compliant with State Law and Ed Code, the follow BP's and AR's have been updated for board approval:

- 10.2.1 BP 0000: Vision
- 10.2.2 BP 0100: Philosophy
- 10.2.3 E 0420.41: Charter School Oversight
- 10.2.4 BP 2140: Evaluation of the Superintendent
- 10.2.5 BP 3470: Debt Issuance and Management
- 10.2.6 AR 4112.2: Certification
- 10.2.7 BP/AR 4112.61/4212.61/4312.61: Employment References
- 10.2.8 BP/E 6161.1: Selection and Evaluation of Instructional Materials
- 10.2.9 BP 7212: Mello-Roos District
- 10.2.10 BB 9121: President
- 10.2.11 BB 9220: Governing Board Elections
- 10.2.12 BB 9230: Orientation
- 10.2.13 BB 9400: Board Self-Evaluation

Motion by Wesley Greene, Seconded by Harinder Grewal to approve updated board policies, administrative regulations, exhibits, and board bylaws as presented.

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

10.3. **Approval of Architectural Design Services for KTL Charter School 7-12 Classroom Project**

The District and Keyes to Learning Charter School received two proposals for the KTL Charter School 7-12 Classroom project. The companies that submitted proposals are HMR Architects and Barrett Lipomi, AIA Architect. We request the Board of Trustees make a choice on what company to hire for the project.

Motion by Jimmy Emmons, Sr., Seconded by Harinder Grewal to approve to hire HMR Architects as recommended by the selection committee.

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

11. **DISCUSSION ITEMS**

11.1 **Keyes to Learning Charter School Facilities Discussion/Update**

Rusty Wynn provided the Board of Trustees a handout for the board to review.

12. **REPORTS**

12.1 **Superintendent's Report** – By Helio Brasil

Helio Brasil provided and read a written superintendent's report to the Board of Trustees.

12.2 **Board Member Comments**

12.2.1 Bob Edwards – Great school year. There is a lot on plates to accomplish.

12.2.2 Jimmy Emmons, Sr. – Thank you to all for the extra work done. Great breakfast on Saturday.

12.2.3 Wesley Greene – Thank you to all staff.

12.2.4 Harinder Grewal - Thank you for all the hard work on the charter school project.

12.2.5 Jeff Reed – Great behavior at the volleyball games by students; Good breakfast; Good board meeting; good discussion on the charter school project; Jerry's replacement is hard work to fill.

13. **INFORMATION**

13.1 **Next Board Meeting** - A Regular Board meeting will be held on November 8, 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.

14. **ADJOURNMENT**

Motion by Jimmy Emmons, Sr., Seconded by Harinder Grewal to close the Regular Board Meeting at 7:47 p.m.

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

Prepared by,



Helio Brasil
Secretary to the Board of Trustees