

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, November 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; Vice-President, Member, Wesley Greene; Member, Jimmy Emmons, Sr.; Member, Bob Edwards; Member, Wesley Greene

Tardy: None

Absent: Member, Harinder Grewal; Member, Bob Edwards

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: Margarita Perez, Maribel Hernandez, Mariselda Grubb, Betty-Jo Nascimento, Carolyn Stewart, Wilma Richter, Vicki Harmon, Anita Tyson, Dan Clampitt, 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 Jimmy Emmons, Sr., Seconded by Wesley Greene to go into Closed Session at 5:30 p.m.

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

3. CLOSED SESSION

3.1 **Student Discipline for Case No. 201718-02** – By Helio Brasil

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to expel student #201718-02 for the remainder of the 2017-18 school year.

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

3.2 **Student Discipline for Case No. 2017-18-03** - By Helio Brasil

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to expel student #201718-03 for the remainder of the 2017-18 school year.

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

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

- 3.4 **Negotiations Update with District Chief Negotiator** – By Helio Brasil
- Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to come out of Closed Session at 5:58 p.m.
- Vote: Bob Edwards - Absent; 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**
- 4.2 **Approval/Amendment of Agenda**
- Motion by Wesley Greene, Seconded by Jimmy Emmons, Sr. to approve agenda as presented.
- Vote: Bob Edwards - Absent; Jimmy Emmons, Sr. - Yes; Jeff Reed - Yes; Wesley Greene – Yes; Harinder Grewal - Absent
5. **FLAG SALUTE**
- 5.1 **Flag Salute by Keyes to Learning Charter School and Student Recognition** – By Rusty Wynn
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 **SMS Turkey Dinner Fundraiser** – Thursday, November 9, 2017 from 5:00 to 7:00 p.m.
- 7.2 **Veteran’s Day – No School** – Friday, November 10, 2017
- 7.3 **Parent Conferences at Keyes Elementary School** – November 13-17, 2017
- 7.4 **Thanksgiving Break** – November 20-24, 2017
- 7.5 **Polar Express Night at Keyes Elementary School** – December 8, 2017 from 6 to 7:30 p.m.
- 7.6 **Site Visitation by Two Board Members and Superintendent** – Monday, December 11, 2017 from 8:00 a.m. to 11:00 a.m.
- 7.7 **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 **Review and Presentation on How District is Meeting the Local School Dashboard Local Indicators for KUSD and KTL** – By Helio Brasil
 PowerPoint presentation was given to the board and pub Summary of the 2017-18 EL program and student statistics was presented.

- 8.3 **Intervention Presentation** – By Wilma Richter
Summary of the 2017-18 intervention program was presented.
- 8.4 **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 Meeting of October 10, 2017

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of October, 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**

Documents include: Memorandum of Understanding; ERSEA Procedure to provide priority enrollment to Keyes residents; Binding Arbitration Agreement for Resolution of Impasse; KUSD RHS/EHS Parent Committee Bylaws; Increase of Program Directors days from 210 to 225; Approval of Associate Teacher Sub; Approval of Home Educator Sub.

9.5 **Approval of Contracts for KUSD**

9.5.1 Contract between HMR Architects and Keyes to Learning Charter School effective October 26, 2017

9.6 **Approval of Annual Organizational Meeting**

The Governing Board of each district must hold an annual organizational meeting pursuant to Education Code Section 36143. The organizational meeting for the 2017-18 school year must take place between December 4-December 22, 107 (ED Code 5000, 5017 35143). We recommend the Annual Organization Meeting be at 6:00 pm. On December 12, 2017, at the Regular Board Meeting.

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to approve items 9.1 through 9.6 as presented.

Vote: Bob Edwards - Absent; 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 Wesley Greene, Seconded by Jimmy Emmons, Sr. to approve Personnel Actions as presented.

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

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 AR 1340: Access to District Records
- 10.2.2 BP AR 3311: Bids
- 10.2.3 BP AR 3311.1: Uniform Public Construction Cost Accounting Procedures
- 10.2.4 AR 3311.2: Lease-Leaseback Contracts
- 10.2.5 AR 3311.3 Design-Build Contracts
- 10.2.6 AR 3311.4: Procurement of Technological Equipment
- 10.2.7 AR 3543: Transportation Safety and Emergencies
- 10.2.8 BP AR 4030: Nondiscrimination in Employment
- 10.2.9 BP AR 4119.11 4219.11 4319.11: Sexual Harassment
- 10.2.10 BP 5030: Student Wellness
- 10.2.11 AR 5111.1: District Residency
- 10.2.12 BP 5116.2: Involuntary Student Transfers
- 10.2.13 BP AR 5141.21: Administering Medical Monitoring Health Conditions
- 10.2.14 BP 6146.1: High School Graduation Requirements
- 10.2.15 BP AR 6154: Homework/Makeup Work
- 10.2.16 BP AR 6164.6: Identification and Education Under Section 504
- 10.2.17 AR 6173.3: Education for Juvenile Court School Students
- 10.2.18 BB 9240: Board Training
- 10.2.19 BB 9323: Meeting Conduct

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to approve updated board policies and administrative regulations for KUSD as presented.

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

10.3. **Public Hearing – Initial Proposal by CSEA to District for the 2018-21 School Years**

The Board President will conduct a Public Hearing and acknowledge receipt of CSEA's initial proposal to District.

Opened at: 6:32 p.m. Closed at: 6:33 p.m.

10.4 **Approval to Accept Initial Proposal by CSEA to District for the 2018-21 School Years**

The CSEA's initial proposal for the 2018-21 school year to District is included. We request the Board of Trustees accept the initial proposal by CSEA as presented.

Motion by Wesley Greene, Seconded by Jimmy Emmons, Sr. to accept the initial proposal by CSEA to District for the 2018-21 school years.

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

10.5 **Approval of Revised Salary Schedule for the 2017-18 School Year**

10.5.1 KUSD Certificated Management Salary Schedule

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to approve revised Salary Schedule for the 2017-18 as presented at board time.

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

11. **DISCUSSION ITEMS**

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

Met with HMR Architects and they visited the school sites. They will be developing a masterplan in phases for KTL Charter School.

12. **REPORTS**

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

A written report was submitted to the Board of Trustees and read.

12.2 **Board Member Comments**

12.2.1 Bob Edwards - Absent

12.2.2 Jimmy Emmons, Sr. – Welcome to Erik Morris; Jimmy and Jeff washed dishes at Thanksgiving Dinner Fundraiser

12.2.3 Wesley Greene – Thank you to Vicki Harmon, Carolyn Stewart, Wilma Richter for presentations.

12.2.4 Harinder Grewal - Absent

12.2.5 Jeff Reed – Welcome to Erik Morris; Impressed with girls' basketball; Went to a training in Merced with Helio regarding AB119.

13. **INFORMATION**

13.1 **Next Board Meeting** - A Regular Board meeting will be held on December 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.

14. **ADJOURNMENT**

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to close the Regular Board Meeting at 6:47 p.m.

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

Prepared by,



Helio Brasil
Secretary to the Board of Trustees