

**KEYES UNION ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
NOTICE OF REGULAR BOARD MEETING  
Tuesday, March 13, 2018  
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, 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: Erik Morris, Priscilla Hernandez, Betty-Jo Nascimento, Kim Schumann, Vicki Harmon, Carolyn Stewart, Matt Murray, and 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 – Yes; Jimmy Emmons, Sr.- Yes; Jeff Reed – Yes; Wesley Greene – Yes;  
Harinder Grewal – Yes.

3. CLOSED SESSION

- 3.1 **Potential Legal Matter** – By Helio Brasil
- 3.2 **Public Employee Discipline/Dismissal/Release #17-18-01** - By Helio Brasil
- 3.3 **Negotiations Update with District Chief Negotiator** – By Helio Brasil

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr., to come out of Closed Session at 5:30 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** – None to report at this time.
- 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 Spratling Middle School and Student Recognition** – By John Stuart  
Vice-president for SMS said they honored students for their past and hope for tomorrow. There is a wrestling club, Wildcat night for 7 habits and parent-teacher conferences coming up.

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 **Kindergarten Presentation** – March 15, 2018 at 6:30 p.m. at KES Gym
- 7.2 **KTL K-6 Talent Show** – March 19, 2018 at 9:00-10:30 a.m. at KES Gym
- 7.3 **SMS Parent Conferences** – March 26 and March 27, 2018
- 7.4 **Good Friday – No School** – March 30, 2018
- 7.5 **Spring Break – No School** – April 2 to April 6, 2018
- 7.6 **Annual Spring School Trustee Inservice** – Thursday, April 26, 2018 at 6:00 p.m. held at Peterson Event Center, 720 12<sup>th</sup> Street, Modesto CA.

8. RECOGNITION/PRESENTATION

- 8.1 **ASES Program Report** – By Priscilla Hernandez  
Update was given to the Board.
- 8.2 **MOT Report** – By Eric Morris  
Update given for the replacement of the 2<sup>nd</sup>/3<sup>rd</sup> grade playground; Roof assessments have been done; KES gym needs a full replacement and the "L section classrooms need to be refurbished. 340 work orders this year have been completed. Homer Leazer has been at SMS for added support.
- 8.3 **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 February 13, 2018

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of February, 2018. 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 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 KUSD Board Policies**

- 9.6.1 BP/AR 3260: Fees and Charges
- 9.6.2 AR 4112.22: Staff Teaching English Learners
- 9.6.3 E 4112.9/4212.9/4312.9: Employee Notifications
- 9.6.4 AR 4161.1/4361.1: Personal Illness/Injury Leave
- 9.6.5 AR 4261.1: Personal Illness/Injury Leave
- 9.6.6 BP 5111: Admission
- 9.6.7 BP 5111.1: District Residency
- 9.6.8 BP/AR 5141.52: Suicide Prevention
- 9.6.9 E 5145.6: Parental Notifications
- 9.6.10 BP 6111: School Calendar
- 9.6.11 BP/AR 6142.2: World/Foreign Language Instruction
- 9.6.12 BP 6144: Controversial Issues
- 9.6.13 BP/AR/E 6174: Education for English Learners
- 9.6.14 BP 6176: Weekend/Saturday Classes
- 9.6.15 E 1312.3: Uniform Complaint Procedures

9.7 **Approval of Contracts for the 2017-18 School Year**

- 9.7.1 Stanislaus Student Teaching Agreement between KUSD and CSU Stanislaus
- 9.7.2 Legal Services Agreement for Special Services between AALRR & KUSD
- 9.7.3 Contract between SchoolWorks, Inc. and KUSD for Level 1 Developer Fee Study

9.8 **Approval of 2018-19 District Safety Plan for KUSD**

We have included the District Safety Plan that has been revised as of February, 2018. We request the Board of Trustees approve the plan as presented.

9.9 **Approval of Resolution #17-18-06: School Safety Resolution**

We have included Resolution #17-18-06 School Safety Resolution which has been recommended to approve by CSBA. We request the Board of Trustees approve the resolution as presented.

9.10 **Approval of Overnight Trip for KTL Coast of California College Campuses Field Trip**

We request the Board of Trustees approve the field trip from Thursday, April 19-21, 2018 with approximately 12 High School Students along with Amanda Tavares-Alvernaz & Lisa Tucker as teachers/chaperones for the trip.

9.11 **Approval of Revised KUSD Wellness Plan and Policy**

We have included a revised KUSD Wellness Plan and Policy and request the Board of Trustees approve as presented.

Motion by Harinder Grewal, Seconded by Wesley Greene to approve items 9.1 through 9.11 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 Jimmy Emmons, Sr. to approve personnel actions as presented.

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

10.2 **Public Hearing – Approval of July 1, 2018 – June 30, 2021 CSEA Contract Between CSEA and KUSD for the 2018-19 School Year**

The Board President will conduct a Public Hearing to discuss the union ratified July 1, 2018 – June 30, 2021 CSEA Contract.

Opened at: 6:19 p.m. Closed at: 6:20 p.m.

10.3 **Approval of July 1, 2018 – June 30, 2021 CSEA Contract Between CSEA and KUSD for the 2018-19 School Year**

We have included the union ratified 2018-21 contract for the 2018-19 School Year between CSEA and KUSD for review and request the Board of Trustees approve as presented.

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr. to approve July 1, 2018 to June 30, 2021 CSEA Contract between CSEA and KUSD for the 2018-19 school year as presented.

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

10.4 **Approval of Updated Salary Schedules for KUSD**

- 10.4.1 KUSD Appendix C of the CSEA Salary Schedule (add Outdoor Education Chaperone) for the 2017-18 School Year
- 10.4.2 KUSD CSEA Salary Schedule for the 2018-19 School Year
- 10.4.3 KUSD Certificated Management Salary Schedule (add Summer School Principal Stipend) for the 2017-18 School Year

We have included revised Salary Schedules for the 2017-18 school year and request the Board of Trustees approve as presented.

Motion by Harinder Grewal, Seconded by Bob Edwards to approve updated salary schedules as presented.

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

10.5 **Approval of Final Reading of ELA/ELD Textbook Adoption**

The Elementary School ELA/ELD Textbook Adoption Committee recommend the adoption of the following textbooks for the 2018-19 school year. The books are on display at the Stanislaus County Office of Education Learning Resources and Development Center. We request the Board of Trustees conduct a first reading as presented.

10.3.1: Grades K-5: *Benchmark Advance* Benchmark Education Company

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr. to approval final reading of ELA/ELD Textbook adoption as presented.

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

10.6 **Approval of Resolution #17-18-07: Finding the Placement of Portable Buildings on the Barbara Spratling Middle School Site Exempt from the California Environmental Quality Act and Approving the Filing and Recordation of a Notice of Exemption**

We request the Board of Trustees approve Resolution #17-18-06 to satisfy the District’s obligations under the California Environmental Quality Act (CEQA) with respect to the relocation of the Keyes to Learning Charter School and the placement of eight portable buildings on the SMS campus.

Motion by Harinder Grewal, Seconded by Bob Edwards to approve Resolution #17-18-07 as presented.

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

10.7 **Approval of Resolution #17-18-08: Classified Layoff**

During the 2017-18 School Year, we hired two temporary classified positions for the District. We request the Board of Trustees approve the layoff of the temporary positions as presented in the resolution.

Motion by Harinder Grewal, Seconded by Wesley Greene to approve Resolution #17-18-08 as presented.

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

10.8 **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 the 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 Wesley Greene, Seconded by Bob Edwards to approve Second Interim as presented.

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

11. **DISCUSSION ITEMS**

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

Rusty Wynn provided a schedule to the Board of Trustees of scheduled deadlines. The project is doing well and moving along.

12. **REPORTS**

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

Helio Brasil read and passed out a written Superintendent's report included in backup; KES went into lockdown recently and they handled the situation well.

12.2 **Board Member Comments**

12.2.1 Bob Edwards – Impressed with the emergency safety plan.

12.2.2 Jimmy Emmons, Sr. – Thanks Stephanie for a great budget. Thanks Eric and crew!

12.2.3 Wesley Greene – Eric – WOW. Stephanie- I understood!

12.2.4 Harinder Grewal – Good job Stephanie, good budget; Eric – good job on all the work.

12.2.5 Jeff Reed – Great job Erik; Stephanie Morris, Cyndi McDaniel, Helio Brasil and Jeff Reed attended a SSDA workshop; Wrestling at SMS is going on; It has been rough for the past 45 days in the District but staff has been accommodating.

13. **INFORMATION**

13.1 **Next Board Meeting** - A Regular Board meeting will be held on Tuesday, April 10, 2018 at Keyes Elementary School Cafeteria. Closed Session will begin at 5:30 p.m. and Regular Session will begin at 6:00 p.m.

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr. to go into closed session at 7:01 p.m.

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

Motion by Harinder Grewal, Seconded by Jimmy Emmons, Sr. to come out of closed session at 7:55 p.m.

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

Motion by Harinder Grewal, Seconded by Jimmy Emmons, to approve to layoff temporary employee #17-18-01 by Resolution as presented. No other action was taken in closed session.

14. **ADJOURNMENT**

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to close the Regular Board Meeting at 7:57 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