

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Tuesday August 14, 2018
Closed Session – 5:30 p.m.
Regular Session – 6:00 p.m.
POSTED: August 10, 2018**

A Special Meeting of the Keyes Union Elementary School District Board of Trustees will be held at Keyes Elementary School's Cafeteria. The Board, at its convenience in conducting the meeting, may change this agenda. All documents related to open meeting agenda items, which has been provided to members of the Board of Trustees prior to the meeting, are available for examination at Keyes Union School District Office, 4801 Lucinda Avenue, Keyes, CA 95328, between the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday, excluding holidays. All documents provided by staff to members of the Board of Trustees during the open meeting are available for examination during the meeting at the sign-in table. Documents provided by others may be examined after the meeting at the sign-in table. Individuals, who require disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting, should contact the Superintendent or designee in writing. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

1. **OPENING**

1.1 Call to Order

1.2 Establishment of a Quorum and Attendance

Roll Call of Board of Trustees

X _____ Jeff Reed, Board President
X _____ Wesley Greene, Board Vice-President
X _____ Jimmy Emmons, Sr., Board Clerk
ABSENT Area 1, Board Member Vacant Seat
ABSENT Harinder Grewal, Board Member

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 Jeff Reed _____ to go into Closed Session at 5:30 _____ p.m.

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_;
Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_x

3. **CLOSED SESSION**

3.1 Public Employee Discipline/Dismissal/Release/Complaint (Government Code Section 54957)

Motion by Jimmy Emmons Sr. _____, Seconded by Wesley Greene _____ to come out of Closed Session at 5:55 _____ p.m.

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_;
Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_x

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

4.1 Report Out Closed Session Items

Nothing to report from first closed session

4.2 Approval/Amendment of Agenda

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_;
Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_X

5. FLAG SALUTE

5.1 Flag Salute - Wesley Greene led the Flag Salute.

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

There was no one who addressed the board

7. ANNOUNCEMENTS

7.1 SMS Back-to-School Night – August 15 from 5:30-7:30

7.2 KES Back-to-School Night – August 16 from 6:00-7:30

7.3 Labor Day Holiday – September 3, 2018

7.4 September Board Meeting – September 11, 2018

7.5 Annual Fall School Boards and School Administrators Dinner September 27, 2018 @ 6:00 P.M.

Jimmy Emmons Sr., Wesley Greene and Jeff Reed expressed their interest and plan to attend.

7.6 Site Visitation by Two Board Members and Superintendent – Monday, October 8, 2018 from 8:00 a.m. to 10:00 a.m.

Jimmy Emmons Sr., Jeff Reed, and Helio Brasil to attend.

7.7 Site Visitation by Two Board Members and Superintendent – Monday, December 10, 2018 from 8:00 a.m. to 10:00 a.m.

Harinder Grewal, Wesley Greene to attend.

7.8 Site Visitation by Two Board Members and Superintendent – Monday, March 11, 2019 from 8:00 a.m. to 10:00 a.m.

8. RECOGNITION/PRESENTATION

8.1 Presentation Turlock Rotary Teacher of The Year – Ms. Thuy Nguyen

8.2 Presentation Teichert Construction Playground Map Painting Project Donations

Principal of Keyes Elementary, Victoria Bradshaw and Superintendent Helio Brasil presented the Teichert family with a certification of appreciation for their donation of Paint for the Playground Map of the US Painting Project at Keyes Elementary School.

Superintendent Brasil added how amazing the project turned out and how happy the students are to play on and around it, all while it also being educational.

Victoria Bradshaw KES Principal and Stacey Knight, a KES teacher who initiated the project, presented the Teichert family with a photographed collage of pictures that had been taken of teachers, students, board members, and members of the community as they painted the map on the playground.

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

Keyes Elementary School Principle Victoria Bradshaw, Keyes To Charter Director Rusty Wynn, and Spratling Middle School Principal John Stuart all commented on how it was a great start to the school year; the kids have wonderful and everyone has been very positive and cheerful!

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 June 12, 2018
- Special Board Meeting of June 19, 2018
- Special Board Meeting July 31, 2018

9.2 Approval of Claims and Payroll

9.3 Approval of Administrative/Management Reports

9.4 Approval of Head Start Documents

- 9.4.1 RHS and HS Monthly (May and June) Data Summary and Program Summary
- 9.4.2 Full Enrollment Initiative
- 9.4.3 EHS Revision #2
- 9.4.4 RHS Revision #2
- 9.4.5 RHS T/TA Revision #1
- 9.4.6 Out of County Travel For Employee

9.5 Approval of Contracts for KUSD

- 9.5.1 Agreement for Special Contract Services with Stanislaus County Office of Education and KUSD. Training on English Language Arts and English Language Development Curriculum
- 9.5.2 Approval of Keyes Union Food Service Department Procurement Procedures
- 9.5.3 Approval of Keyes Union Code of Conduct and Procurement Procedure Checklist
- 9.5.4 Approval of Keyes Union Food Service Department Code of Conduct
- 9.5.5 Agreement for Special Contract Services between KUSD and SCOE for Professional development for teachers focused on the NGSS and Social Studies.
- 9.5.6 Agreement for Special Contract Services between KUSD and SCOE for Professional Development Math for Grades 6-8
- 9.5.7 Approval of Training Agreement with SCOE for Bullying Prevention
- 9.5.8 Approval of agreement for use of facilities Keyes to Learning Charter School 2018-19
- 9.5.9 Approval of Website Development Agreement with "Edlio" for 3 sites and district office
- 9.5.10 Approval of MOU with CSEA adjusting cafeteria hours (2 positions)
- 9.5.11 Approval of MOU with CSEA Preschool Paraprofessional change to Associate Teacher
- 9.5.12 Approval of MOU with CSEA Central Support, Job Description, and Salary Schedule
- 9.5.13 Approval of KTL High School Art Teacher – Morgan Andre (served as temporary HS Art Teacher for 17-18) Will enter into Preliminary Intern Permit Status for 2018-19 School Year
- 9.5.14 Approval of Healthy Start / Kinder Camp Salary Schedule

9.6 Approval of New/Revised Board Policy and Administrative Regulation for KUSD

- 9.6.1 AR 3230 Business and Non-instructional Operations
- 9.6.2 BP 3230 Federal Grant Funds
- 9.6.3 BP 514152 Keyes Union School District Youth Suicide Prevention Policy
- 9.6.4 AR 514152 Keyes Union School District Youth Suicide Prevention
- 9.6.5 BP 0415 Equity
- 9.6.6 BP/AR 1330 Use of School Facilities
- 9.6.7 BP 1400 Relations Between Other Governmental Agencies and the Schools
- 9.6.8 BP 2210 Administrative Discretion Regarding Board Policy
- 9.6.9 BP/AR 3312.2 Educational Travel Program
- 9.6.10 BP/AR 3320 Claims and Actions Against the District
- 9.6.11 BP 3315.21 Unmanned Aircraft Systems (Drones)
- 9.6.12 BP 4140/4240/4340 Bargaining Units
- 9.6.13 AR 4157.2/4257.2/4357.2 Ergonomics
- 9.6.14 BP/AR 4161.3 Professional Leaves
- 9.6.15 BP/AR 4261.3 Professional Leaves
- 9.6.16 BP/AR 5112.5 Open/Closed Campus
- 9.6.17 AR 5141.32 Health Screening for School Entry
- 9.6.18 BP/AR 6174 Education for English Learners
- 9.6.19 BB 9310 Board Policies (Bylaw)

9.7 Approval of Surplus Items for KUSD

- 9.7.1 Surplus items for KUSD (no significant value)

9.8 Approval of Williams Quarterly Report

9.9 Approval of Donations

- 9.9.1 Donation from Van De Pol Petroleum \$5,000 for KES
- 9.9.2 Donation from Safe Fleet “United To End Bullying Grant” \$500

Motion to approve items 9.1 through 9.9.2 by Wesley Greene, Seconded by Jimmy Emmons

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_;

10. ACTION ITEMS

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

We request the Board of Trustees approve the Certificated/Classifies and Management Personnel Actions as presented.

Motion by Wesley Greene, Seconded by Jimmy Emmons Sr.

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_X

10.2 Approval of Collective Bargaining Agreement with KTA Public Disclosure Agreement (DCBA) 2018-2019

We request the Board of Trustees approve the Collective Bargaining Agreement (Public Disclosure Agreement) with KTA as presented.

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_X

10.3 Approval of Resolution #18-19-01: Authorizing execution and delivery of lease and sublease agreement for the purpose of financing capital school facility improvement projects and authorizing and directing the execution and delivery of related documents and actions.

Superintendent Brasil announced that we would try and achieve a 1.5 million public finance loan for the building of Keyes To Learning High School on the land behind the District Office in hope that it will not all be re-owed and come in under budget. Hope to go out to bid in September and pay off the loan within 5 years.

We request the Board of Trustees approve the authorizing execution and delivery of lease and sublease agreement for the purpose of financing capital school facility improvement projects and authorizing and directing the execution and delivery of related documents and actions as presented for KTL Building Project

Motion by Jimmy Emmons Sr., Seconded by _____

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_X

10.4 Approval District Safety Plan Update 2018-19

We request the Board of Trustees approve the updated safety plan as presented (will be looked at throughout year for additional needs).

Motion by Wesley Greene, Seconded by Jimmy Emmons Sr.

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_X

10.5 Approval of Bidding and Purchasing Procedures – The district will follow public contract code 20111 and CUPCCAA for both formal and informal bids and quotes. Applicable to

both construction, supplies and equipment.

We request the Board of Trustees approve the Approval of Bidding and Purchasing Procedures – The district will follow public contract code 20111 and CUPCCAA for both formal and informal bids and quotes. Applicable to both construction, supplies and equipment.

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Open Seat Y_N_A_x; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_x

10.6 Discussion and Possible Appointment of Trustee Area 1 to Fill Vacancy

Superintendent Brasil announced that the board was notified on July 5th, 2018 that he was retiring from the Board of Trustees; A public declare of an open seat on the board as of July 6th 2018. He followed up by saying that The Board then has a 60 day calendar that has to be followed in order to fill the vacant seat for Zone 1. Applications available online and at the District Office; Deadline is 12:00 pm on August 24th and a Special Board Meeting will be held August 24th at 6:00pm in hopes to interview any applicants and appoint board member.

We request the Board of Trustees discuss and appoint a trustee to fill vacancy currently open in area 1 for remainder of seat term.

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Open Seat Y_N_A_x; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_; Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_x

11. REPORTS

11.1 Superintendent’s Report –

Superintendent Brasil addressed the audience and the board to thank them for attending and began by introducing the District Office’s new Administrative Assistant and his Secretary, Dana Garibay. He stated that the start of school was very, very positive and there were a lot of cheerful faces around the school site and the staff seems very eager to have a fresh start to the School year. He went on to state that unfortunately we were down in enrollment across the across the district and this could be a concern for money in the future; however, there tends to be a lot of fluctuation, especially in the beginning of the school year, so the hope for enrollment is still high.

Superintendent Brasil then thanked the entire Maintenance, Operations and Transportation (MOT) staff, stating that the campuses have never looked better. He then added that the roofing project at Keyes Elementary School was completed and looks great. We will be planning for the addition of a plaque of recognition in Keyes Elementary cafeteria in honor of Mr. Bob Edwards’ 46 years of service. He also reiterated that the Keyes To Learning building project for the addition of the new High School campus behind the district office is on schedule and we will bid in September. Finally he stated that the facilities project over the next 3 years will focus on preventative issues around all campuses.

Lastly, Superintendent Brasil stated that the new District logo and website is in the works and we plan to roll out in sometime in September. LCAP is awaiting final approval letter, the Café review contracted through Turlock Unified School District is approaching in February, so we will be preparing in the next few months.

11.2 Board Member Comments –

11.2.1 Jimmy Emmons, Sr.

Mr. Emmons thanked Erik Morris and his entire crew for the amazing work they put in all of the campuses and stated how wonderful that they all looked. He then went on to

congratulate Melinda Wood for obtaining her Bus Driver's License. He reiterated how amazing the painted map on the KES playground looked and thanked Teichert Construction again for their contribution. He ended by saying that he was looking forward to a good year!!

11.2.2 Wesley Greene

Mr. Greene thanked Mr. Bob Edwards' for all of his work and dedication to the Board and the whole community of the last 46 years. He stated how difficult it can be to have a physical demanding job and to still serve your community and respected and admired all of his dedication. He shared how he had a recent experience with taking his 12 year old son to work with him doing manual labor and how proud he was when his son said that he liked it and wanted to continue to work. He ended with thanking all staff for all of their hard work and extra hours they put in.

11.2.3 Jeff Reed

Mr. Reed thanked everyone for attending and again gave recognition, appreciation and thanks Mr. Bob Edwards' for his 46 years of service. He shared how great he thought the US Map painted on the Keyes Elementary School playground turned out and shared what a great experience it was to be involved with teachers, students and other members of the community to all come together to contribute to the painting of the map, and also thanked Teichert Construction again for their generous donation. He ended by stating that he was looking forward to a positive and exciting school year.

12. INFORMATION

12.1 Next Board Meeting – The next Regular board meeting is September 11, 2018 closed session 5:30 and regular session will begin at 6:00 p.m.

13. ADJOURNMENT

Motion to adjourn Session

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Open Seat Y_N_A_X; Jimmy Emmons, Sr. Y_x_N_A_; Jeff Reed Y_x_N_A_;
Wesley Greene Y_x_N_A_; Harinder Grewal Y_N_A_x

Prepared by,



Helio Brasil
Secretary to the Board of Trustees