



**KEYES UNION ELEMENTARY SCHOOL DISTRICT BOARD OF TRUSTEES  
NOTICE OF REGULAR BOARD MEETING MINUTES**

**Tuesday September 11, 2018**

**Closed Session – 5:30 p.m. Regular Session – 6:00 p.m.**

**POSTED: September 7, 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 7:00 a.m. and 3:30 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** 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 Wesley Greene to go into Closed Session at 5:30 p.m.

Vote: 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 Wesley Greene, Seconded by Jimmy Emmons Sr. to come out of Closed Session at 6:00 p.m.

Vote: 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**

*No items to report out.*

**4.2 Board Member Installation**

*Superintendent Brasil announced that at this time it was his pleasure to install Mr. Jeff Greener into office as the Governing Board Member of Keyes Union School District – Area 1. Superintendent Brasil invited Mr. Jeff Greener to approach the podium, shook his hand, congratulated him and administered the Oath of Office. Jeff Greener completed the Oath of Office and took a seat alongside the other Board Members.*

**4.3 Approval/Amendment of Agenda**

*Superintendent Brasil asked that an additional item be added onto the agenda as 9.9; KTL has a PAF for approval for a new position of a Curriculum and Accountability Facilitator.*

Motion by Jimmy Emmons Sr., Seconded by Wesley Greene

Vote: Jeff Greener Y X N A; 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 and Student Recognition by Spratling Middle School – By John Stuart**

*Spratling Middle School Principal John Stuart announced Co-Presidents of the Student body of SMS and invited them up to the podium to lead the Flag Salute. The two students led the Pledge of Allegiance and the followed up by sharing about how Spratling Middle School had paid tribute and honor to the lives lost in 9/11. They also announced the upcoming events: Back to School Dance and Red Ribbon Week.*

*Board Vice President Wesley Greene took a moment and commended the girls for leading the Flag Salute and complimented them on such a great job they did- He noted that their speed, articulation, and tone were excellent and encouraged them to continue public speaking in their education!!*

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 were no comments.*

7. ANNOUNCEMENTS

**7.1 Punjab Family Night at SMS – September 14, 2018 from 5:30 to 6:30 P.M.**

*Spratling Middle School Principal John Stuart stated that they have decided to introduce Punjab Family Night because of the overwhelming successful results that they have had with Spanish Family Night. He explained that the evening is completely spoken in their language and it is a wonderful way to connect culture with our community.*

**7.2 District Financial Audit Visit September 17<sup>th</sup>-19<sup>th</sup>.**

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

- Jeff Reed announced that the Board will all be attending and are very much looking forward to it!*
- 7.4 **Mandatory Pre-bid Walk Through for KTL New Campus – September 28, 2018 @ 10:00 A.M.**  
*Director of Keyes to Charter Rusty Wynn noted that this Walk Through was contingent on contractor.*
- 7.5 **KTL Core Academy Literacy Lunch – October 8, 2018 from 12:30 to 1:30 P.M.**
- 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 and Helio Brasil 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.** - TBA

8. **RECOGNITION/PRESENTATION**

- 8.1 **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.
- 8.2 **Recognition** – Costco General Manager Greg Harrison & Marketing Representative Jill DeLozier-Angle – 420 Backpack donation to Keyes Elementary School.

*Superintendent Brasil stated that we invited Greg Harrison and Jill DeLozier to be in attendance, but could not make it and how he would be taking a small token of our appreciation in a form of a certificate over to Turlock Costco to personally thank them for their generous donation to our district. He referenced Tiechert Construction for their recent donation of paint for our Map on KES' playground and noted how great it is to have local businesses incredible support of our community.*

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 August 14, 2018  
- Special Board Meeting of August 24, 2018
- 9.2 **Approval of Claims and Payroll**  
9.2.1 Approval of August 2018 Payroll
- 9.3 **Approval of Administrative/Management Reports**  
9.3.1 Approval of Personnel Agenda Items
- 9.4 **Approval of Head Start Documents**  
9.4.1 EHS July Program Summary and Monthly Data Summary  
9.4.2 Agreement for Delegation of Activities
- 9.5 **Approval of Contracts for KUSD**  
9.5.1 Approval for MOU with Hughson Unified School District for transportation services.  
9.5.2 Approval of KTL 7-12 Paraprofessional – Tuesday and Thursday 8:00 am to 2:30 pm  
9.5.3 Approval of KTL Agreement for use of Turlock Covenant Church facilities
- 9.6 **Approval of New/Revised Board Policy and Administrative Regulation for KUSD**
- 9.7 **Approval of Surplus Items for KUSD**  
9.7.1 Surplus 28 computers for KTL
- 9.8 **Approval of Williams Quarterly Report**
- 9.9 **\*Amendment\* Approval of KTL Curriculum and Accountability Facilitator**
- 9.10 **Approval of Donations**

Motion to approve items 9.1 through 9.10 by Wesley Greene, Seconded by Jimmy Emmons

Vote: Jeff Greener Y X N A; 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. **ACTION ITEMS**

**10.1 Public Hearing Pupil Textbook and Instructional Materials for 2018-19 Fiscal Year Pursuant to Education Code Section 60119**

The Board President will conduct a Public Hearing to discuss the sufficiency of textbooks and instructional materials for the 2018-19 fiscal year.

*Superintendent Brasil explained that a Public Hearing of Pupil Textbook and Instructional Materials is required every year between the first and fortieth day into the new school year. The hearing is an opportunity for parents to inquire if the district has enough instructional materials needed for that school year. Superintended Brasil added that he is assured that our district has sufficient textbooks and instructional materials for the 2018-19 school year.*

Opened at: 6:11 p.m. Closed at: 6:12 p.m.

**10.2 Approval of Resolution Pupil Textbook and Instructional Materials Compliance For Fiscal Year 2018-19 Pursuant to Education Code Section 60119**

We request the Board of Trustees approve the Resolution Pupil Textbook and Instructional Materials Compliance For Fiscal Year 2018-19 Pursuant to Education Code Section 60119 as presented.

Motion by Jimmy Emmons Sr., Seconded by Jeff Greener

Vote: Jeff Greener Y X N A; 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 #18-19-03: Adopting the “GANN” Limit**

*CBO Stephanie Morris explained that the GANN Limit was originally developed to link year-to-year expenditures to the rate of inflation. She went on to state that this ultimately matters in the case of state funding.*

We request the Board of Trustees approve the Resolution of #18-19-03: Adopting the “GANN” Limit as presented.

Motion by Jimmy Emmons Sr., Seconded by Jeff Reed

Vote: Jeff Greener Y X N A; 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 of Unaudited Actuals 2017-18**

*CBO Stephanie Morris stated that the Unaudited Actuals are the representation of the books for the end of last school year.*

We request the Board of Trustees approve the Unaudited Actuals 2017-18 as presented to the agenda.

Motion by Wesley Greene, Seconded by Jeff Greener

Vote: Jeff Greener Y X N A; 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. DISCUSSION ITEMS**

**11.1 Keves To Learning Charter School Re-location Update.**

*CTL Directory Rusty Wynn announced that DSA was approved yesterday for the new building of the Charter site behind the District Office and we will be running in advertisement in the Modesto Bee and Sacramento Bee Newspapers.*

**12. REPROTS**

**12.1 Superintendent Report- Helio Brasil**

*Superintendent Brasil began by, once again, welcoming Mr. Jeff Greener on to the Board of Trustees how he looked forward to collaborating on what is best for the district. He went on to report Our enrollment, although still in decline, is up from 28 to just 20. A new Utility truck was budgeted and purchased for use in maintenance and operation. KTL Building project received final DSA approval and we will need to hold a Special Board Meeting in October to deal with bid approval or rejection. KES Library renovation was budgeted under LCAP is well underway; the final letter of approval for LCAP was received from the County Office and will be posted on the District Website along with the new district logo by the end of the month.*

*Mr. Jeff Greener will serve as Zone 1 on the Board of Trustees through November 2020. We welcome him and look forward to working with him and the board to serve all kids. An assembly will be held to dedicate a plaque in the KES gymnasium to honor Mr. Bob Edwards' 46 years of service to the district on the Board of Trustees.*

*The Annual Fall School Board Dinner is on September 27<sup>th</sup> and all Board Members in addition to some District Office Staff are scheduled to attend. The Turkey Dinner fundraiser will go on as scheduled and we will be increasing the Field Trip and Arts Budget under LCAP to thirty thousand verses the estimated fifteen. Jeff Reed and he attended the 'Nightmare on Puberty Street' performance offered by Kaiser Permanente at SMS this last week and Superintendent Brasil stated how impressed he was by the performance and the kids' attitude- incredibly respectful and attentive. The SMS graduation has been changed to Wednesday, May 29<sup>th</sup>, 2019 so that it will not interfere with high school graduation. Lastly, Sports are well underway and students are excelling in both soccer as well as Volleyball!*

**12.2 Board Members Comments:**

12.2.1 Jimmy Emmons Sr. –

*Jimmy began by welcoming Jeff Greener to the Board. He then went on to comment on how Great the sites and soccer field look. He recognized and thanked Erik Morris and all of MOT for their hard work, and stated how fun it was to watch the volleyball teams!*

12.2.2 Wesley Greene –

*Vice President Wesley Greene began by welcoming Jeff Greener and then focused his attention on the youth in the audience, particularly the two Spratling Middle School students that had led the Flag Salute in the beginning of the meeting. He commended Them again on their speaking abilities in front of an audience and then went on to share a story about the importance of education.*

12.2.3 Harinder Grewal –

*President Jeff Reed stated that Harinder Grewal had a family emergency and to please keep him in our thoughts.*

12.2.4 Jeff Greener –

*Jeff Greener stated that this is truly all about the kids and this great town. He is looking forward to the next couple of years serving on the Board!*

12.2.5 Jeff Reed –

*President Jeff Reed began by welcoming Jeff Greener to the Board. He then went on to add how much he is looking forward the Annual School Board Dinner and how great it was to finally have one of our teachers, Leticia Rosales, recognized!! He noted that he and Superintendent Brasil had attended the 'Nightmare on Puberty Street' performance at SMS and gave recognition to Kaiser Permanente for offering such a great opportunity and resource to Middle School Students. Jeff ended by stating how great it was to watch our kids play sports and to witness them balancing sports and school so responsibly.*

13. INFORMATION

**13.1 Next Board Meeting** – The next Regular board meeting is October 9, 2018 closed session 5:30 and regular session will begin at 6:00 p.m.

14. ADJOURNMENT

Motion to adjourn Session

Motion by Jeff Greener, Seconded by Jimmy Emmons Sr.

Vote: Jeff Greener Y X N A ;; 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