



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

**Tuesday December 11, 2018
Closed Session – 5:30 p.m. Regular Session – 6:00 p.m.
POSTED: December 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 Jeffrey Greener, Board Member
ABSENT Harinder Grewal, Board Member

**Board Member Jeffrey Greener arrived at 5:31 p.m.*

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: Jeff Greener 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)
 3.2 **Negotiations Update with District Chief Negotiator – By Helio Brasil**

Motion by Wesley Greene, Seconded by Jimmy Emmons Sr. to come out of Closed Session at 5:45 p.m.

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

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 **Approval/Amendment of Agenda**

Superintendent Brasil stated that there was an amended version of document 11.4 placed in front on each Board Member.

Motion by Jimmy Emmons Sr., Seconded by Jeffrey 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

5. FLAG SALUTE

5.1 **Flag Salute and Student Recognition by Spratling Middle School – By John Stuart**

Spratling Middle School Student Council Co-President and Secretary approached the Podium, introduced themselves and led the Board Meeting attendees and audience in the Pledge of Allegiance. They followed the Flag Salute with recapping recent SMS activities as well as stating some upcoming activities and events that they were looking forward to. The “Turkey Run” that was delayed in November due to the poor air quality because of the Camp Fire was transformed into the “Winter Run” and took place on December 6th. December 14th will be “Comfy Pajama Day” and then followed by “Movie Night”, December 20th will be the “Winter Rally”, and we are beginning to plan for the “Winter Formal” that is scheduled to take place on January 25th, 2019.

6. ORGANIZATIONAL MEETING

6.1 **Oath of Office**

Superintendent Brasil approached the podium and administered the Oath of Office to Board of Trustees President Jeff Reed, Board of Trustees Vice President Wesley Greene, and Board of Trustees Clerk Jimmy Emmons Sr.

6.2 **Election of Officers**

State law and Board Policy stipulate the Superintendent of Schools shall serve as secretary to the Board of Trustees and may conduct the election for President of the Board. Upon election, the new President will take the gavel and conduct the election for Vice-President, Clerk of the Board and Trustee Representative.

Superintendent Brasil initiated election for Board of Trustees President as follows:

Board President:

Motion by Jimmy Emmons Sr., Seconded by Jeffrey Greener to nominate

Jeff Reed as Board President.

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

Board Vice-President:

Motion by Jimmy Emmons Sr., Seconded by Jeffrey Greener to nominate
Wesley Greene as Board Vice-President.

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

Board Clerk:

Motion by Jeffrey Greener, Seconded by Wesley Greene to nominate
Jimmy Emmons Sr. as Board Clerk.

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

Board Trustees Representative:

Superintendent Brasil explained how the Board of Trustees Representative is a position to serve as a connection to our local CSBA, is expected to attend most relative functions, and to serve as a face of the Board of Trustees of Keyes Union School District.

Motion by Wesley Greene, Seconded by Jeff Greener to nominate
Jeff Reed as Board Trustees Representative.

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

6.3 **Board Members Shall Assume Their New Positions**

6.4 **Approval of Calendar of Dates, Time and Place of Regular Meetings, and Signatures of Board Members and Authorized Agents**

We request the Board of Trustees approve the proposed calendar and signatures as presented.

Motion by Jeffrey Greene, 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

7. **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.

- 7.1 **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 of Trustees at that time.

8. **ANNOUNCEMENTS**

- 8.1 **Winter Break for Keyes Elementary School and Spratling Middle School – December 24, 2018 through January 8, 2019 (Certificated Staff returns on January 8, 2018 and school resumes January 9, 2019)**
- 8.2 **Winter Break for Keyes to Learning Charter School – December 24, 2018 through January 4, 2018 (School resumes January 7, 2019)**
- 8.3 **Keyes Elementary School and Spratling Middle School Minimum Day – Friday, December 21st**
- 8.4 **Keyes Elementary School 2nd-4th Grade Holiday Performances – December 13th from 5:30 p.m. to 7:30 p.m. in KES Cafeteria; 2nd grade: 5:30 – 6:00, 3rd grade: 6:15 – 6:45, 4th grade: 7:00 – 7:30**
- 8.5 **Spratling Middle School Movie Night, “Polar Express” – December 14th from 4:00 p.m. to 6:00 p.m.**
- 8.6 **Keyes to Learning Charter CORE Academy “Grandparents Read-in” – December 19th from 11:00 a.m. to 12:00 p.m.**
- 8.7 **Martin Luther King Jr. Holiday – Monday, January 21, 2018 – No School**
- 8.8 **Site Visitation by Two Board Members and Superintendent – Monday, March 11, 2019 from 8:00 a.m. to 10:00 a.m. - TBA**

9. **RECOGNITION/PRESENTATION**

- 9.1 **Student Reports -**
- 9.2 **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.
- 9.3 **Recognition -**

10. **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.

- 10.1 **Approval of Minutes**
10.1.1 We request the Board of Trustees approve the minutes for the following:
- Regular Board Meeting of November 13, 2018
- 10.2 **Approval of Claims and Payroll**
10.2.1 Approval of November 2018 Payroll
- 10.3 **Approval of Administrative/Management Reports**
- 10.4 **Approval of Head Start Documents**
10.4.1 Approval of RHS/EHS August Program Summary and Monthly Data Summary
- 10.5 **Approval of Contracts for KUSD**
- 10.6 **Approval of New/Revised Board Policy and Administrative Regulation for KUSD**
- 10.7 **Approval of Surplus Items for KUSD**
- 10.8 **Approval of Williams Quarterly Report**
- 10.9 **Approval of Donations**

Motion to approve items 10.1 through 10.9 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 X N A

11. **ACTION ITEMS**

- 11.1 **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 Jeffrey 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

11.2 Public Hearing of Initial Reopener Proposal by CSEA to District for the 2019-20 School Year

The Board President will conduct a Public Hearing to discuss the Initial Reopener Proposal by CSEA to District for the 2019-20 School Year.

Superintendent Brasil stated that the CSEA Union #544 belonging to Keyes Union School District has submitted the Initial Reopener Proposal for the 2019-20 School Year consisting of: Organization Security, Promotional Considerations, Wages, and Insurance Benefits.

Superintendent Brasil added that the District would be bringing their proposal to the CSEA to the January Board Meeting.

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

11.3 Approval to Accept Initial Reopener Proposal by CSEA to District for the 2019-20 School Year

We request the Board of Trustees to accept the Initial Reopener Proposal by CSEA to District for the 2019-20 School Year as requested.

Motion by Jeffrey 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

11.4 Approval of Resolution # 18-19-06: Authorizing The Submittal of the New Alternative Fuel Vehicle Purchase Application to San Joaquin Valley Air Pollution Control District

We request the Board of Trustees approve Resolution # 18-19-06: Authorizing the Submittal of the New Alternative Fuel Vehicle Purchase Application to San Joaquin Valley Air Pollution Control District as requested.

Motion by Jimmy Emmons Sr., Seconded by Jeffrey 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

11.5 Approval of Healthy Start / Kinder camp Salary Schedule

We request the Board of Trustees approve the Healthy Start/Kinder camp Salary Schedule as presented.

Motion by Jeff Greener, 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 XNA__ ; Harinder Grewal Y__NAX

11.6 Approval of After School Education & Safety Program (ASES) Salary Schedule 3% Increase

Superintendent Brasil stated that the ASES program has not seen an increase in some time and it is much warranted, given the tremendous job they do with our kids. Furthermore, it is becoming increasingly hard to fill positions with the current rate of pay.

We request the Board of Trustees approve the After School Education & Safety Program (ASES) Salary Schedule 3% Increase as presented.

Motion by Wesley Greene, Seconded by Jeff Greener

Vote: Jeff Greener Y XNA__ ; Jimmy Emmons, Sr. Y XNA__ ; Jeff Reed Y XNA__ ;
Wesley Greene Y XNA__ ; Harinder Grewal Y__NAX

11.7 Approval of Amendment No. 1 to Keyes to Learning Charter MOU with Keyes Union School District

Superintendent Brasil stated that especially with the new property and project of the Keyes to Learning Charter School, the amendment to the MOU will be a good thing for the district as a whole.

We request the Board of Trustees approve the Amendment No. 1 to Keyes to Learning Charter MOU with Keyes Union School District as presented.

Motion by Jimmy Emmons Sr., Seconded by Jeffrey Greener

Vote: Jeff Greener Y XNA__ ; Jimmy Emmons, Sr. Y XNA__ ; Jeff Reed Y XNA__ ;
Wesley Greene Y XNA__ ; Harinder Grewal Y XNA__

11.8 Approval of Keyes Union School District/KTL Low-Performing Block Grant Plan 2018-19

Superintendent Brasil stated that this grant would provide funds for the nine lowest performing students in each school district. The grant has to be completed by March, and the money has to be spent on materials and staff development.

We request the Board of Trustees approve the Keyes Union School District Low-Performing Block Grant Plan 2018-19 as presented.

Motion by Wesley Greene, Seconded by Jimmy Emmons Sr.

Vote: Jeff Greener Y XNA__ ; Jimmy Emmons, Sr. Y XNA__ ; Jeff Reed Y XNA__ ;
Wesley Greene Y XNA__ ; Harinder Grewal Y__NAX

11.9 Approval of The First Interim Report

Our CBO Stephanie Morris approached the podium and began her presentation on the First Interim Report. Stephanie explained how her First Interim Report is the first real opportunity to look at the budget since State finalized on Oct. 31st. The ongoing theme this year seems to be decline in enrollment- at the time of this report (Oct. 31st), our district was down 33 students. We have gained 17 students since then, but we are still down 16, and the fluctuation is worrisome. In addition, the Keyes to Learning Charter is on the decline in enrollment with being down 25 students. The funding our district gets is directly correlated to what we report as enrollment in April. Therefore, we will want to

be keeping a close eye on ADA and enrollment numbers. Superintendent Brasil stated that it is important that we stay fiscally responsible in order to enable us to weather a storm. Stephanie explained that we have done a good job at budgeting through the years and have a healthy reserve at this time. Yet, a reserve can be depleted very quickly. 85% of our budget is salary and benefits, so it is hard to make cutbacks that will make a significant impact without affecting salary and benefits.

Stephanie explained how the numbers in The First Interim Report is just a snapshot in time, yet variables affecting these numbers are sometimes unpredictable. On January 15, I (Stephanie) will be attending a conference where the new Governor Newsom's budget projections for next year for education will be announced. We will know much more at that time how our future funding can be used for preschool, raising the base salary, special Ed, and PERS/STRS.

We request the Board of Trustees approve the First Interim Report as presented.

Motion by Jeffrey 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

12. DISCUSSION ITEMS

12.1 Keyes to Learning Charter School Re-location Update.

Keyes to Learning Charter Director Rusty Wynn stated that the Project is going well, still moving forward, and the building will not be ready until February. We have a meeting next Tuesday.

13. REPROTS

13.1 Superintendent Report- Helio Brasil

Superintendent Brasil began by sharing some exciting news our district is no longer designated as a district requiring support for 'Continuous Improvement through Differentiated Assistance'. Our student achievement performance has increased allowing us to escape this low performance label. The Keyes Elementary School Library is now complete and looks great; Victoria Bradshaw is ordering furniture and shelving. The Charter Project is progressing quickly and should have the buildings delivered by February 1, 2019. The Girls' Basketball Tournament is going on this week, they are playing very well and we wish them good luck! Parent Conferences are now complete and participation numbers were very good. Teachers and staff are to be congratulated for their efforts on reaching parent-engagement in the academic progress of our students.

We are still waiting to hear back from the Coding Computer Science Grant as well as the Water Fountain Application grant from the State Water Resources Board. The 2019-20 School Calendar Committee has met and we will be adopting the same school calendar for next year that Turlock Unified School District has approved; this benefits our cafeteria program since we use TUSD's Food Service Program as well as parents who have students in both systems. We are devising an LCAP Committee and will intend to have our first meeting after the holidays. Our Special Education Enrollment numbers continue to climb and encroach on the general fund. We will continue to work with SELPA to seek ways of reducing program costs.

We had three bids submitted for the next roofing project at KES. The apparent lowest bid was the Fresno Roofing bid for 103,180.00 and there will be an additional 72,000.00 for materials; this project will go before the Board for approval in January. We has been approached by Bright Homes to pay a \$25,000 connection fee for sewage access; I plan to contest this and will seek legal counsel if necessary. I have emailed all the individuals associated with this issue and will continue to deal with this until it is resolved.

I want to give a huge thank you to Mel Chavez for organizing the Christmas Basket Program for our Keyes Community. She does such a great job and puts in a lot of hard work in order to provide for less fortunate families within our community. At that time, Cyndi McDaniel shared that Mel will be able to

provide 46 Christmas Baskets this year to families around our community.

I want to wish the entire staff, Board and Keyes Community a Blessed Holiday Season spent in the company of family and friends. May the New Year bring continued success and prosperity to all.

13.2 Board Members Comments:

13.2.1 Jimmy Emmons Sr. –

I want to thank Stephanie for what an amazing job she does. I enjoyed our classrooms visits yesterday; it is great to see the kids in action. I went to the 7th grade girls' basketball game, it was very exciting to watch and they are doing very well. I want to wish everyone and their families a Merry Christmas!

13.2.2 Wesley Greene –

Thumbs up to Stephanie for all of the hard work she does. I also want to acknowledge Jeff Reed on being such a great Board President and by far succeeded my expectations, congratulations on his nomination for Board President again. Happy Holidays to everyone and his or her family.

13.2.3 Harinder Grewal – [Not in Attendance]

13.2.4 Jeff Greener –

I attended Friday night Movie Night here at the elementary school, we had a good turn out and it was very nice. I want to wish everyone a Merry Christmas!

13.2.5 Jeff Reed –

I've been attending the Spratling and Charter basketball games and they have been so much fun! I have been really impressed with our girls.

I want to thank Dana and Raul for all of the work they do involving Inter-district Transfer for our kids. We have a basketball player that their family is moving to Ceres and she was so stressed out in the middle of the game, she began to shutdown; to see stress hit a kid is just terrible. She was stressing that she might have to go to Ceres for school. Her coach stepped in as a teacher/friend/mentor and we guided this student and her mother to the District Office to begin the process of the Inter-district transfer with Ceres, so that we can keep this student and her siblings as our own. Dana and Raul got right on the process, and within 2 days, we had completed that approval for these students to stay in our district.

I want to thank Kari Souza for allowing the students to take such initiative in organizing the "Winter Run" - They organized everything and it was really great to see their different ideas and for them to take ownership in organizing the event. In addition, the student who took 2nd place, after she was finished went to run extra with a student who was near the back just to encourage this other student to finish. That is what it is all about - helping others all of the time.

Lastly, I want to thank Mel for all of the hard work and determination she puts into the Christmas Basket program to help provide local families with a little bit of support around the holidays. It is a lot of work and she does a great job.

14. INFORMATION

14.1 Next Board Meeting –

The next Regular Board Meeting is January 15, 2019 closed session 5:30 and regular session will begin at 6:00 p.m.

15. ADJOURNMENT

TIME: 7:05 p.m.

Motion to adjourn Session

Motion by Jeffrey Greener, 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

Prepared by,

A handwritten signature in blue ink, appearing to read "Helio Brasil". The signature is fluid and cursive, with the first name "Helio" written in a larger, more prominent script than the last name "Brasil".

Helio Brasil
Secretary to the Board of Trustees

