



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

**Tuesday January 15, 2019
Closed Session – 5:30 p.m. Regular Session – 6:00 p.m.
POSTED: January 11, 2019**

A Regular 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 5:41 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 5:33 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 Jeffrey Greener, Seconded by Jimmy Emmons Sr. to come out of Closed Session at 6:01 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**

No Amendments to the Agenda.

** 11.4 was added as an Action Item during the meeting.*

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

5. FLAG SALUTE

5.1 **Flag Salute and Student Recognition by Keyes Elementary School – By Victoria Bradshaw**

Brothers in 1st and 2nd grade from the Keyes Elementary School approached the podium with Principal Victoria Bradshaw. Victoria Bradshaw introduced the two students and thanked their mother in the audience for bringing them and staying in attendance for the Board Meeting. The two students invited the Board Meeting attendees to stand up and led the Pledge of Allegiance.

6. AUDITOR PRESENTATION

6.1 **VTD Auditors Presentation**

Dave from VTD Auditors approached the podium and thanked Superintendent Brasil and the Board of Trustees for having him. He explained that they are an outside auditor company that comes in to look at our financials with regard to federal and state compliance standards and to give the District as much information as they possibly can. He stated that what he has to present today is the 2017-18 Financial Statement & Auditor Report. He began by explaining that our financial statement is truly the “meat and potatoes”, while the long-term debt findings & schedule financial trends are equivalent to the district’s overall health. Lastly, ADA is insanely important; it is important that we make sure attendance is solid and that we can rely on it for financials.

(Page 37) Summary of Long-Term Debt: We have a bonded debt of 5.5 million and we have not gone out for any new debt.

(Page 65) Financial Trends: This is a two years prior and one-year ahead budget synopsis. Our General Fund is mainly what the district uses and our available reserve is 16.7%, which is very good. However, ADA plays a huge role. He explained that a good reserve is a great buffer for declining enrollment and that district that do not have a good reserve end up borrowing.

CBO Stephanie Morris explained that our ADA as of June 30th was good, but we have experienced a loss of 30 since then. Superintendent Brasil added that we will continue to monitor ADA and enrollment very closely and stay hopeful for increased numbers. He stated that a healthy reserve can go very

quickly and we will be cautious.

(Page 81) Financial Findings: There are no financial findings, which means there are no findings of concern w state or federal compliance. This is a result of strong internal control.

CBO Stephanie Morris stated that she had read the report cover to cover and that it all looked very good.

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 **Martin Luther King Holiday - No School – January 21, 2019**
8.2 **"The Best Me" Performance presented by Kaiser Permanente at Keyes Elementary School February 1, 2019 at 9:00 a.m.**
8.3 **Spratling Middle School "Linguica Fundraiser" Supporting all grades at SMS Parking lot February 1, 2019 from 5:00 p.m. to 7:00 p.m.**
8.4 **Keyes Elementary School Talent Show Auditions – at KES Gym February 6, 2019 from 1:00 p.m. to 3:00 p.m.**
8.5 **Keyes to Learning Charter School 7-12 grade Talent Show – at TCC (KEY Academy) February 8, 2019 from 6:30 p.m. to 8:00 p.m.**
Board President Jeff Reed commented that this is a very fun event and recommends everyone attend.
8.6 **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** – Two students from SMS approached the podium, introduced themselves and began to share some recent and upcoming activities at SMS. They shared that the Winter Rally on December 20th was a huge success; they played games in the gym including a life-size version of "hungry, hungry, hippos", that everyone really seemed to enjoy. They wanted to thank SMS staff, Board President Jeff Reed for attending, and Ms. (Kari) Souza for putting everything together – they expressed how Ms. Souza has such a passion in striving to make them a better school family.
Upcoming events include: Wacky Winter Wardrobe Day is 1/16, "The Great Kindness" skit on 1/28, Kindness Matters day on 1/28 & 2/1, and Winter Formal on 1/25.
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 **KES Roofing Project – Presented by Erik Morris**
Maintenance, Operations, and Transportation Supervisor Erik Morris approached the Podium and addressed the Board of Trustees and Superintendent Brasil on the upcoming Keyes Elementary School roofing project. Erik explained how they received three bid submittals on 12/6 – Fresno Roofing being the lowest of the three, coming in at \$174, 972.97. We will buy all of the materials needed through a company called Garland. We are budgeting for a 10% contingency on top of that total for any unforeseen expenses once the project gets underway. (Aerial views of buildings, bid quotes, and material quotes had been provided to Board Members and one audience copy prior to the meeting).

The project is three-fold: Tear out and replace complete roofs on buildings 1 & 2, restoration, and then general repairs to seal all penetration points where needed on other buildings in questions. The project is supposed to begin on 6/10/2019 with an estimated completion date on 8/16/2019.

- 9.4 **Recognition** – Recognition of donations for Christmas Basket Program and all volunteers who helped

assemble and/or distribute.

Superintendent Brasil stated that our schools are truly the hub of our community – that we are more than just schools. This program could not be done without the hard work and dedication of Mel Chavez- from engaging the community for donations to organizing each basket and knowing who these Deserving families are. Mel Chaves truly does it for the right reasons, thank you, Mel. Also, it's so wonderful to see the outpour of generosity from our local businesses- just this last weekend when I needed to go to Costco and could have gone to Modesto, I chose to give my business to the Turlock Costco because of the care and generosity they have shown us.

Board President Jeff Reed stated that his family received a Christmas Basket every year when he was growing up and how much of an impact it makes, especially during the holidays. Jeff reed also added that doing the right thing goes noticed all of the time and it is nice to recognize people doing the right thing for the reasons. This program truly is about everybody helping everybody.

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 December 11, 2018

10.2 Approval of Claims and Payroll

10.2.1 Approval of December 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

10.4.2 Approval of Enrollment/Attendance Plan

10.5 Approval of Approval of School Accountability Report Cards for 2017-18 School Year

10.5.1 Keyes Elementary School

10.5.2 Spratling Middle School

10.5.3 Keyes to Learning Charter School

10.6 Approval of School Calendars for the 2019-20 School Year

10.6.1 Keyes Union School District

10.6.2 Keyes to Learning Charter School

10.7 Approval of Contracts for KUSD

10.8 Approval of New/Revised Board Policy and Administration Regulation for KUSD

10.9 Approval of Surplus Items for KUSD

10.10 Approval of Williams Quarterly Report

10.11 Approval of Donations

Motion to approve items 10.1 through 10.11 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. 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 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

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

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

*Superintendent Brasil announced that we have two dates scheduled to meet with CSEA:
January 29th, 2019 & February 5, 2019.*

Opened at: 6:57 p.m. Closed at: 6:58 p.m.

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

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

Motion by Wesley Greene , 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

11.4 Approval of VTD Auditors 2017-18 findings

We request the Board of Trustees approve the VTD Auditor 2017-18 findings as presented.

Motion by Wesley Greene , 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

12. DISCUSSION ITEMS

12.1 Keyes to Learning Charter School Re-location Update.

13. REPROTS

13.1 Superintendent Report- Helio Brasil

Superintendent Brasil began by acknowledgment of the success the Christmas Basket Program. Our CBO Stephanie Morris attended our new Governor Newsom's workshop in Sacramento and received a lot of important information regarding budget. Sunshine proposals have been submitted by both CSEA and the District and there are been dates scheduled to meet on 1/4/19 & 2/12/19. SARC (School Accountability Report Cards) have been submitted by each school site and will be posted on the district website. There is an LCAP (Local Control and Accountability Plan) committee and template, which we plan to work more on in the near future. The current failing students have been identified and shared with the Board Member. We hope that number of students shrinks prior to graduation.

We were denied the coding grant we applied for, yet Victoria Bradshaw and I intend to meet next Tuesday to try and collaborate on seeing if we can piggy back on nearby districts or seeing if there are alternative, yet similar, programs to implement in our district.

I am disappointed by the state's answer to the water grant that we applied for; they are stating that because our poor water quality within the district, their answer is not water fountains, but water bottles. I do not believe this is environmentally responsible and do not feel good about accepting that response. In addition, I am frustrated with Bright Homes and the Water District responses to our dialogue regarding the \$25,000 connection fee. This fee seems to be arbitrary and they cannot provide us with any justification that the district should owe them this money.

*I hope that everyone had a Happy Holiday Season and a Happy New Year.
Thank you.*

13.2 Board Members Comments:

13.2.1 Jimmy Emmons Sr. –

I want to express my sincere gratitude to Mel (Chavez) for all of her work and dedication the the Christmas Basket Program. She truly does an incredible job.

13.2.2 Wesley Greene –

I just want to take some time to express how special Melody Chavez. Her “care” is off-the-charts for the kids in this district, and because of her, we can know that our children are safe and that she has the full respect of our kids in this district. Melody, thank you so very much.

13.2.3 Harinder Grewal – [Not in Attendance]

13.2.4 Jeff Greener –

Nothing for today.

13.2.5 Jeff Reed –

The Spratling Middle School Rally was a huge success – I really enjoyed it. The Christmas Basket Program was extremely successful and we appreciate everyone who put in time or money to continue such an amazing program for our community. We very much appreciate Erik Morris and all of the continued hard work he puts in to our districts sites. Sunday There was a search party organized for a SMS student; the girl was found safely and reunited with her family within hours. It was incredibly touching to see the outpour of concern from the community and district; a combination of KUSD teachers, staff members, and board members showed up to aid in the search.

14. INFORMATION

14.1 Next Board Meeting –

The next Regular Board Meeting is February 12, 2019 closed session 5:30 and regular session will begin at 6:00 p.m.

15. ADJOURNMENT

TIME: 7:17 p.m.

Motion to adjourn Session

Motion by Wesley Greene, 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

Prepared by,



Helio Brasil
Secretary to the Board of Trustees

