



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

**Tuesday April 9, 2019
Closed Session – 5:30 p.m. Regular Session – 6:00 p.m.
POSTED: April 5, 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
 X Harinder Grewal, Board Member

**Board Member Jeffrey Greener arrived at 5:50 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, and student discipline or employee organization items that are timely.

Motion to go into Closed Session

Motion by Harinder Grewal, Seconded by Jimmy Emmons Sr. 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 X N A

3. **CLOSED SESSION**
3.1 **Public Employee Discipline/Dismissal/Release/Complaint** (Government Code Section 54957)
3.2 **Employee Evaluation- Position: Superintendent** (Government Code Section 54957)

Motion by Jimmy Emmons Sr., Seconded by Harinder Grewal

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

Motion by Jimmy Emmons Sr., Seconded by Harinder Grewal 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 X N A

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**

*Board President Jeff Reed announced that we have an amendment to **7.5** – the time of the KES Talent Show time has been changed from 5:00 p.m. to 6:00 p.m. Also, we are adding **9.5.2** – the PAF approval form for a new position of District Wide Paraprofessional. The PAF form has been handed out, separate from the binders. Any questions or comments?*

Motion by Harinder Grewal, 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 X N A

5. **FLAG SALUTE**

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

Keyes Elementary School Principal Victoria Bradshaw approached the podium and announced the four students that had joined her; two 3rd graders and two 4th graders. The students all introduced themselves and then proceeded to lead the board meeting attendees in the Pledge of Allegiance.

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 of Trustees at that time.

7. **ANNOUNCEMENTS**

7.1 **Spring Break - No School – April 19 – 26, 2019**

7.2 **Spratling Middle School – Familias Unidas – SMS C116 on April 10th, 2019 from 6:00 p.m. to**

- 7:00 p.m.
- 7.3 Keyes to Learning Charter Fundraiser - "Are You Smarter Than a 4th Grader?" on Thursday, April 11th, 2019 from 6:30 p.m. to 8:30 p.m. at Haven of Hope Church
- 7.4 Keyes Elementary School Kindergarten Performance – Thursday, April 11th from 6:30 p.m. to 7:30 p.m.
- 7.5 Keyes Elementary School Talent Show- KES Cafeteria on Friday April 12, 2019 from 5:00 p.m. to 6:00 p.m..* Start time has been changed to 6:00 p.m.
- 7.6 Spratling Middle School Spring Rally – SMS Gym – April 18th, 2019 11:00 a.m. to 12:00 p.m.
- 7.7 Keys to Learning Charter Annual Junior-Senior Banquet – Monte Vista Chapel – May 3, 2019 at 6:30 p.m. RSVP, Tickets are \$20.00
- 7.8 Stanislaus County Annual Spring Trustee Dinner – SCOE Peterson Center – May 6th, 2019 from 5:30 p.m. to 8:30 p.m.
- 7.9 Keyes to Learning Charter 8th grade Promotion – May 22, 2019 from 6:00 p.m. to 7:30 p.m. at KEY Academy
- 7.10 Keyes to Learning High School Commencement – May 23, 2019 6:00 p.m. at KEY Academy
- 7.11 Keyes Elementary School 3rd Trimester Awards Assembly – KES Cafeteria – May 28th, 2019 from 8:30 a.m. to 11:00 a.m.
- 7.12 Spratling Middle School 8th grade Promotion Ceremony – SMS Gym – May 29th, 2019 from 5:00 p.m. to 8:00 p.m.
- 7.13 Spratling Middle School Awards Assembly – SMS Gym – Friday, May 31st, 2019 from 1:00 p.m. to 2:15 p.m.

8. RECOGNITION/PRESENTATION

8.1 **Student Reports** – *An eighth grader from Spratling Middle School approached the podium, introduced himself and began to share with the board meeting attendees recent and upcoming events and activities at SMS. The student shared that the spring dance was a success and they had about 75 students attend. The first spring rally was a great success involving games like: Human Hungry, Hungry Hippos, balloon races, and more. Everyone is looking forward to the second spring rally on April 18 and also the egg hunt.*

8.2 **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.

President Jeff Reed asked KTL Charter Director Rusty Wynn for some clarification about the enrollment reporting sections of his board report. There was some confusion about Independent Study and High School numbers being low, while there was a lottery held for K-6- although they are currently in decline enrollment. Mr. Wynn and KTL Charter Secretary Betty Jo Nascimento, whom was in the audience, explained that they do not have a final or firm count for Independent Study and High School for 2019-20 and those number will continue to change, while, K-6 is on a waitlist. However, we do not wish to expand quantity of students in classrooms and risk quality of education.

8.3 **Recognition** – 2018-19 Stanislaus Partners In Education (SPIE) Incentive and Career Education Grant Award Recipients; Charis Caughey, Keyes Elementary School (Incentive Grant), Jill McGinnis, Keyes to Learning Charter (Incentive Grant), & Kim Mattos, Keyes to Learning Charter (Career Education Grant).

Superintendent Brasil explained that Stanislaus Partners in Education (SPIE) reached out to the District and expressed appreciation for what quality applications came from our teachers. I want to take this time to thank the teachers within our district for taking it upon themselves to apply for these grants and to thank them for the quality of work they put into the application in representing our district. Thank you and thank you for being here tonight. At this time, I would like to invite each of them up to the podium to share a little bit about what they were able to do with the grant and how it is impacting our students.

Ms. (Charis) Caughey, a 3rd grade teacher at Keyes Elementary School introduced herself and expressed gratitude for SPIE reward system; She explained she is a firm believer in positive reinforcements and that we want to strive for students to be their best. She displayed some colored paper made into "Caughey Bucks" that students would receive for various positive behaviors in the classroom and then

could be redeemed once they reach a certain value. In addition to rewarding students for positive behaviors and actions, this also teaches them great life skills, such as the value of money, how to save, etc.

Ms. (Jill) McGinnis, a Kindergarten teacher at Keyes to Learning Charter School, explained that she received the SPIE incentive grant. The money was used to hold "Math Madness" event on Pi day and also to buy pies for the attendees on that day.

Ms. (Kim) Mattos, a 5th grade teacher at Keyes to Learning Charter School, whom received a \$500 Career Education Grant explained that she teaches Leadership Academy for 5th-6th grade students. The grant money was used to take career and education field trip to Franz Nursery and Hilmar Cheese Company. The students will be receiving a tour, grafting lesson, and tour of the zebras; at Hilmar Cheese Company, they will be eating lunch, a mini-presentation of the industry and jobs associated with Hilmar Cheese, and also a cheese making class.

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

- 9.1.1 We request the Board of Trustees approve the minutes for the following:
 - Regular Board Meeting of March 12, 2019

9.2 Approval of Claims and Payroll

- 9.2.1 Approval of March 2019 Payroll

9.3 Approval of Administrative/Management Reports

9.4 Approval of Head Start Documents

- 9.4.1 Approval of RHS/EHS August Program Summary and Monthly Data Summary
- 9.4.2 Approval of February Enrollment/Attendance Work Plan
- 9.4.3 Approval of 2019-20 Refunding and COLA Letter
- 9.4.4 Approval of 2019-20 Program Service Plan
- 9.4.5 Approval of 2019-20 Training and Technical Assistance Plan
- 9.4.6 Approval of Eligibility, Recruitment, Selection, and Enrollment Procedure- Priority enrollment to Keyes residents
- 9.4.7 Approval of 2019-20 Community Assessment Report
- 9.4.8 Allocations Plan for EHS/RHS

9.5 Approval of Contracts for KUSD

- 9.5.1 Approval of PAF for Keyes to Learning High School Art Teacher for 2019-20 school year

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

- 9.6.1 AR1312.3 Uniform Complaint Procedure
- 9.6.2 E(3)1312.4 Williams Uniform Complaint Procedures {NEW POLICY}
- 9.6.3 E(4)1312.4 Williams Uniform Complaint Procedures {NEW POLICY}
- 9.6.4 BP 3100 Budget
- 9.6.5 BP 3515.4 Recovery for Property Loss or Damage
- 9.6.6 AR 4030 Nondiscrimination in Employment
- 9.6.7 AR 4161.1/4361.1 Personal Illness/Injury Leave
- 9.6.8 AR 4261.1 Personal Illness/Injury Leave
- 9.6.9 BP 5117 Inter-district Transfer
- 9.6.10 AR 5117 Inter-district Transfer
- 9.6.11 AR 5148 Child Care and Development
- 9.6.12 E 9000 Role of the Board
- 9.6.13 E(2)9323.2 Actions by the Board

9.7 Approval of Surplus Items for KUSD

- 9.7.1 Approval of surplus of Beverage Air E Series 3 door Freezer;001150PUSD
- 9.7.2 Approval of surplus of FWE Roll in Rethermalization Oven Model RH-RB-26; 002638KUSD
- 9.7.3 Approval of surplus of FWE Roll in Heated Cabinet Model HHC-RH-26; 002640KUSD

9.8 Approval of Williams Quarterly Report

- 9.8.1 Approval of Williams Quarterly Report

9.9 Approval of Donations

Motion to approve items 9.1 through 9.9 by Harinder Grewal, 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 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 Harinder Grewal, 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 X N A

10.2 Approval of Stanislaus County Office of Education 2019-20 Master Agreement

Superintendent Brasil announced that although we will receive other contracts throughout the year, this is the master contract agreement with Stanislaus County Office of Education for the 2019-20 School Year.

We request the Board of Trustees approve the Stanislaus County Office of Education 2019-20 Master Agreement as presented

Motion by Harinder Grewal, 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 X N A

10.3 Approval of Resolution 2018-19-07: Water Grant

Our site does not qualify for water cooling stations due to the quality of water in our district. The grant of \$160,000.00 - \$180,000.00 for a water program is unclear of what that exactly entails and we are unaware if we will accept- however, we want the grant approved and on file, in case we will need to use it when we gain more information about the grant requirements.

We request the Board of Trustees approve Resolution 2018-19-07 as presented.

Motion by Jeffrey Greener, Seconded by Harinder Grewal

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

10.4 Approval of Stanislaus Partners In Education (SPIE) 2019-20 Chapter Status

Superintendent Brasil met with a director of Stanislaus Partners in Education (SPIE), and also, in light of how supportive they are of our teachers who were awarded grants- I believe we should become a part of their local chapter.

We request the Board of Trustees approve Stanislaus Partners In Education 2019-20 Chapter Status as presented.

Motion by Jimmy Emmons Sr., Seconded by Harinder Grewal

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

10.5 Approval of Keyes to Learning Charter Overnight Senior Trip to Six Flags Magic Mountain

We request the Board of Trustees approve Keyes to Learning Charter Overnight Senior Trip to Six Flags Magic Mountain as presented.

Motion by Harinder Grewal, 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 X N A

10.6 Approval of CSEA Contract Agreement for 2019-20

The CSEA members and the district have met this year and the conversations have been very productive and genuine. We did agree to a 1% raise on the salary schedule and an adjustment to the translating stipend. The board was very adamant that we did not want to do any lay-offs. The district has been very transparent with the budget and the obstacle of being in decline enrollment. We agreed to re-negotiate in October is enrollment numbers come back high. It is very important to build trust and to remember that we are here to benefit kids.

We request the Board of Trustees approve CSEA Contract Agreement for 2019-20 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 X N A

10.7 Approval of Head Start Out of County Travel- San Francisco Region Nine Head Start Association

We request the Board of Trustees approve Head Start out of county travel – San Francisco Region Nine Head Start Association as presented.

Motion by Wesley Greene, Seconded by Harinder Grewal

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

10.8 Approval of Early Head Start & Regional Head Start 2019-20 Budget

We request the Board of Trustees approve Early Head Start & Regional Head Start 2019-20 Budget as presented.

Motion by Harinder Grewal, 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 X N A

10.9 Approval of School Counseling and School Psychology Field Experience MOU with Fresno Pacific University

It is good to engage with local Universities with graduate program requirements and allow them to practice within our district. However, we may not have the extra staffing to fulfill these requirements or services, they contract is in place if the opportunity arises.

We request the Board of Trustees approve School Counseling and School Psychology Field Experience MOU with Fresno Pacific University as presented.

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 X N A

10.10 Approval of Head Start 2019-20 Salary Schedule

We request the Board of Trustees approve the 2019-20 Head Start Salary Schedule as presented.

Motion by Harinder Grewal, 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 X N A

12. DISCUSSION ITEMS

12.1 Keyes to Learning Charter School Re-location Update.

Director Rusty Wynn: We had a construction meeting today and did a walk-thru, we came to an agreement on several issues and feel confident that we will stick to the timeline; the asphalt is scheduled for spring break. I am impressed with the progress thus far.

13. REPROTS

13.1 Superintendent Report- Helio Brasil:

Our current district enrollment is 1110 students, and 335 at the charter. We are once again holding Kindergarten registration in hopes to increase enrollment. The CSEA/KTA negotiations went well and I appreciate the cooperation and trust. LCAP continues to be worked on; we have distributed forms to parents and staff and are awaiting feedback. The KTL charter construction project is going very well- and seems to be on schedules. The roofing project at KES will begin during Spring Break and will continue with the larger projects during summer to be fully completed by the beginning of the 2019-20 school year.

We had the board member walk-thru and they went very well. We were able to see some of KTL's Talent show – they did a skit with boys standing behind the girls applying makeup for them that was very funny. The wrestling season for SMS had wrapped up and they did very well- I had lunch with them and thanked them for all of their dedication and hard work – they were great and so gracious. State testing will take place after Spring Break.

As most of you know, we had a lockdown yesterday afternoon. I am amazed and so pleased with how everyone reacted. All kids, staff, and visitors on campus were safe. I am incredibly impressed with community, law enforcement, and parents- we had Parent square and Facebook message updates throughout and the feedback from the community was very, very positive. This is the exact reason for all time that goes into the practices of the lockdown drill- we learn from the process and it was proven today. Thank you everyone.

*I wish everyone a pleasant and healthy Spring Break and Easter holiday if that is what you celebrate!
Thank you.*

13.2 Board Members Comments:

13.2.1 Jimmy Emmons Sr. –

Spratling wrestling matches have been very good- win or lose, they show good sportsmanship! I attended a SMS rally and everyone seemed to be having a lot of fun. I also attended the SMS dance and chaperoned the door- they had a really good turnout.

13.2.2 Wesley Greene –

Wes Greene focused his attention on the SMS student who gave the student report at the beginning of the meeting- he complimented him on his public speaking skills and encouraged him to pursue public speaking as he continues his education. He announced that on Easter Sunday at Bonita Ranch Park from 11:00 a.m. to 1:00 p.m. he would be hosting an egg hunt with prizes and a lot of fun!! He wishes everyone to attend!

13.2.3 Harinder Grewal –

I hope that everyone enjoys Spring Break!!

13.2.4 Jeff Greener –

No Comment today.

13.2.5 Jeff Reed –

The basketball program is going very well- Ms. (Katelyn) McGinnis has attended a couple of games and I know it means a lot to the students. It is great to see a first year teacher taking that extra step. We had a Board member walk-thru the other day and we were able to see a little bit of KTL talent show! I attended SMS Career Day, this was the first year we switched it from night to day and I think it was a huge success- we had over twenty volunteers to speak about their careers and from those, the students could choose six who they wanted to attend their presentation to learn about the specific field of career/ job. The wide variety of job/careers is so important, because not every kid will go to college, but it is important to know about other options; trade schools, etc.

I had a great time working the dance and attending the “Pi Day” Rally where I got a pie in the face along with other teachers and Mr. (John) Stuart. Students received tickets and they were able to choose who they wanted to throw a pie in the face. Students had a lot of fun with that. The wrestling season is done and everyone did very, very well. Superintendent Brasil is buying them all Taco Truck burritos tomorrow for lunch as a congratulation on a season well done.

The District handled the recent lockdown on Monday afternoon greatly. The chain of command worked seamlessly and everyone was safe. The drills have never gone exactly right, but it was great to see that when we truly needed our process to work- it did.

14. INFORMATION

14.1 Next Board Meeting –

The next Regular Board Meeting is May 14, 2019 closed session 5:30 and regular session will begin at 6:00 p.m.

15. ADJOURNMENT

TIME: 6:55 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,

A handwritten signature in blue ink, appearing to read "Helio Brasil". The signature is stylized and cursive.

Helio Brasil
Secretary to the Board of Trustees

