

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, August 14, 2013
Closed Session – 5:30 p.m.
Regular Session – 6:00 p.m.**

A regular meeting of the Keyes Union Elementary School District Board of Trustees:

1. OPENING

1.1. **Call to Order** – The meeting was called to order by Jeff Reed, President, at 5:31 p.m. at Keyes Elementary School Cafeteria.

1.2. **Roll Call** – A quorum was established and roll was taken.

Present: President, Jeff Reed; Vice-President, Jimmy Emmons Sr.; Clerk, Tammy Suarez; Member, Tony Aguilar; Member, Bob Edwards

Tardy: None

Absent: None

Others Present: Cynthia Schaefer, Principal; Karen Redfield, Principal; Rusty Wynn, Principal; Michelle Christiansen, CBO/Business Manager, Marilyn Palmer, Recorder.

Others Present On Roster: Mark Mantel, Carolyn Stewart, Eli Pew, Cindy Moon, Don Moon, Maribel Urena.

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 by Jimmy Emmons, Seconded by Tammy Suarez to go into Closed Session at 5:32 p.m.

3. CLOSED SESSION

3.1. **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer

3.2. **Public Employee Discipline/Dismissal/Release (3)** – By Cynthia Schaefer

3.3. **Legal Matter – Anticipated Litigation** – By Cynthia Schaefer

Motion by Jimmy Emmons, Seconded by Tammy Suarez to come out of Closed Session at 5:52 p.m.

Tammy Suarez departed at 5:53 p.m.

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

4.1. **Report Closed Session Items** – No Reportable Actions

4.2. **Approval/Amendment of Agenda**

Motion by Jimmy Emmons, Seconded by Bob Edwards to update items 7.7, 8.1 and 10.1 and revise 9.4 (include 9.4.3, 9.4.4 and 9.4.5)

Vote: Yes – 5; No – 0; Abstain - 0

5. FLAG SALUTE

5.1. **Flag Salute** – By Jeff Reed

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**

7. **ANNOUNCEMENTS**

7.1 **Spratling Middle School Student Round-Up** – Wednesday, August 14, 2013 from 8:00 a.m. to 11:00 a.m. at Spratling Middle School

7.2 **Kindergarten Orientation** – Friday, August 16, 2013 from 4:00 p.m. to 5:00 p.m. at Keyes Elementary School

7.3 **Staff Orientation/Training for Keves to Learning Charter School** – Friday, August 16, 2013

7.4 **First Day of School for Keves to Learning Charter School** – Monday, August 19, 2013

7.5 **First Day of School Keyes Elementary School and Spratling Middle School** – Wednesday, August 21, 2013

7.6 **Keyes Elementary Back to School Night** – Tuesday, August 27, 2013 from 6:30 p.m. to 8:00 p.m. at Keyes Elementary School

7.7 **Keyes to Learning Charter School Back to School Night (Grades K-6)** – Tuesday, August 27, 2013 at 5:30 p.m. at Keyes to Learning Charter School

7.8 **Spratling Middle School Back to School Night** – Thursday, August 29, 2013 from 6:30 p.m. to 8:00 p.m. at Spratling Middle School

7.9 **Labor Day – No School for Students and Staff** – Monday, September 2, 2013

7.10 **Fall Pictures at Spratling Middle School** – Friday, September 6, 2013

7.11 **Keyes to Learning Charter School Back to School Night (Grades 7-12)** – Thursday, September 12, 2013 at 6:30 – 7:30 p.m. at Turlock Campus

7.12 **Fall Pictures at Keyes Elementary School** – Monday, September 16, 2013

7.13 **Annual Fall School Board Dinner** – Thursday, September 26, 2013 at 6:00 p.m. held at Petersen Even Center, 720 12th Street, Modesto CA

8. **RECOGNITION/PRESENTATION**

8.1 **Indoor Environmental Services Presentation** – By Chris Bristow

8.2 **Staff Reports**

8.2.1 Karen Redfield – Introduced Kelli Estes, Round-up for SMS was held today; Appreciate Stephanie Rodriguez for all her hard work. Made a PowerPoint presentation regarding new school year.

- 8.2.2 Rusty Wynn – Made a PowerPoint presentation regarding new school year; parking being done on 9th street, Building 1 has been remodeled; ordering a new KTL sign; Thank you to Jerry Hines and staff for their hard work.

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 19, 2013

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of June and July, 2013. These documents have been provided to the Board under separate cover and are available to the public upon request.

9.3 **Approval of Administrative/Management Reports**

We request the Board of Trustees accept the school site and management reports from schools in Keyes Union School District as presented.

9.4 **Approval of Standard Agreement(s) for Keyes Union School District**

- 9.4.1 Agreement for Special Contract Services with SCOE (Math) for the 2013-14 School Year
- 9.4.2 Student Teaching Agreement with California State University Stanislaus for the 2013-14 School Year

9.5 **Approval of Donations for Keyes Union School District**

- 9.5.1 Joann's Fabrics – Value of \$100 in Supplies and Materials

9.6 **Approval of Revised Board Policy for Keyes Union School District**

We have included the revised Board Policy for Health and Welfare Benefits and request the Board of Trustees approve as presented.

9.7 **Approval of School Site Rollover Plans for Keyes Union School District**

- 9.7.1 Keyes Elementary School
- 9.7.2 Spratling Middle School

9.8 **Approval to Designate Custodian of Records for Keyes Union School District**

We request the Board of Trustees designate Michelle Christiansen as Custodian of Records for Keyes Union School District.

9.9 **Approval of Members for Committee on Teacher Assignments**

For the 2013-14 School Year, the following are members of the Committee on Teacher Assignments: Cynthia Schaefer, Marilyn Palmer, Wilma Richter, Carolyn Stewart, Karen Redfield and Katie Egleston.

9.10 **Approval of Field Trip Forms for Keyes Union School District**

We request the Board of Trustees approve revised Field Trip Forms to meet requirements by our insurance carrier.

9.11 **Approval of Job Description for Keyes Union School District**

9.11.1 Licensed Vocational Nurse

Motion for items 9.1 through 9.11 by Jimmy Emmons, Seconded by Tony Aguilar to approve as presented.
Vote: Yes – 5; No – 0; Abstain - 0

10. **ACTION ITEMS**

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

We request the Board of Trustees approve the Personnel Actions listed on the attached document, as presented.

Motion by Bob Edwards, Seconded by Jimmy Emmons to approve personnel actions as updated.
Vote: Yes – 5; No – 0; Abstain - 0

10.2 **Approval of Agreement between KUSD and IES (Indoor Environmental Services)**

We request the Board of Trustees approve the agreement between KUSD and IES (Indoor Environmental Services) to provide energy conservation services due to Proposition 39 as presented.

Motion by Jimmy Emmons, Seconded by Bob Edwards to approve agreement with IES as presented.
Vote: Yes – 5; No – 0; Abstain - 0

10.3 **Approval of Resolution(s) for the 2013-14 School Year**

10.3.1 Resolution #13-14-01: Classified Layoff

Motion by Tony Aguilar, Seconded by Bob Edwards to approve resolution #13-04-01 as presented.
Vote: Yes – 5; No – 0; Abstain - 0

11. **DISCUSSION**

11.1 **Discuss Installation of Sinks in Locker Rooms at Spratling Middle School** – By Cynthia Schaefer

12. **REPORTS**

12.1 **Superintendent's Report** – By Cynthia Schaefer
PowerPoint presentation made at board meeting. Welcome back to all staff.

12.2 **Board Member Comments**

12.2.1 Tony Aguilar – None.

12.2.2 Bob Edwards – Looking forward to a great new school year.

12.2.3 Jimmy Emmons, Sr. – This is the year for SMS to have a turnaround and have more parent involvement.

- 12.2.4 Tammy Suarez - None
- 12.2.5 Jeff Reed - Welcome back to all staff; appreciate everyone's hard work; appreciate Mr. Murray's reading program this summer.

13. INFORMATION

- 13.1 **Next Board Meeting** – A Regular Board Meeting will be held on September 11, 2013, at Keyes Elementary School Cafeteria. Closed Session will begin at 5:30 p.m. and Regular Session will begin at 6:00 p.m.

14. ADJOURNMENT

Motion by Tony Aguilar, Seconded by Bob Edwards to close the Regular Board Meeting at 7:18 p.m.

Prepared by,



Cynthia Schaefer
Secretary to the Board of Trustees