

**KEYES UNION ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
NOTICE OF REGULAR BOARD MEETING  
Wednesday, January 15, 2014  
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 5:30 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, Audrey Mercer  
Tardy: None  
Absent: Member, Bob Edwards  
Others Present: Cynthia Schaefer, Principal; Karen Redfield, Principal; Rusty Wynn, Principal;  
Katie Egleston, Vice-Principal; Michelle Christiansen, CBO/Business Manager, Marilyn Palmer,  
Recorder.  
Others Present On Roster: Cheryl Welch, Karen Nunes, Beatrice Coney, Joni Valponi, Maribel Urena, Matt Murray, and Carolyn Stewart.

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 Audrey Mercer, Seconded by Tammy Suarez to go into Closed Session at 5:31 p.m.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

3. CLOSED SESSION

- 3.1. **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer
- 3.2. **Public Employee Discipline/Dismissal/Release (2)** – By Cynthia Schaefer
- 3.3. **Review of Superintendent Goals/Evaluation** – By Cynthia Schaefer

Motion by Jimmy Emmons, Sr., Seconded by Audrey Mercer to come out of Closed Session at 5:54 p.m.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

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

- 4.1. **Report Closed Session Items** – No reportable actions taken.

4.2 **Approval/Amendment of Agenda**

Motion by Jimmy Emmons, Sr., Seconded by Tammy Suarez to approve agenda as presented.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

5. **FLAG SALUTE**

5.1 **Flag Salute** – By Karen Redfield

5.2 **Recognition of Elizabeth Reed, Milo Rucker, Melissa Trujillo, Carolina Magana (Littering Presentation) and Dillon Vhr, Leslie Ibarra, Estella Gonzales, Daniel Valle (Recycling Presentation)**

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 **Martin Luther King, Jr. Holiday** – No School on Monday, January 20, 2014

7.2 **New Board Member and Veteran Board Member Workshop** – Saturday, February 1, 2014 from 8:00 a.m. to 3:00 p.m. held at Stanislaus Culinary Arts Institute, 1040 Wakefield Drive, Oakdale, CA

8. **RECOGNITION/PRESENTATION**

8.1 **Completion of Building Project** - Ron Holcombe

8.2 **Staff Reports**

8.2.1 Karen Redfield – Training for Google apps was held this week; Instructional Rounds team met last Saturday; Will be meeting with Cheryl Welch to qualify for First 5; Very proud of the 4<sup>th</sup> and 5<sup>th</sup> grade teachers for writing and Common Core; Thank you to Mr. Murray and Mrs. Weatherford for their outstanding work.

8.2.2 Katie Egleston – There are currently one 3 students that have not passed the 8<sup>th</sup> grade requirement to pass the Constitution Test; Canned food drive at SMS went well and donations were given to a local church to distribute; Breakfast of Champions went well; Ms. Lobao will be doing student body for the remainder of the school year; Boys basketball is getting started; Thank you to Gracie Rosales for being positive, flexible and doing a great job.

8.2.3 Rusty Wynn – Close to getting new phones linked up including wireless phones on the Turlock campus; Have an agreement with Charter communications to get wireless in place between both sites; Purchasing 30 computers for each campus; KTL Foundation on

hold until they hear from IRS; Recognize K-6 team for their outstanding work; Winter Formal is January 24, 2014.

- 8.2.4 Michelle Christiansen – January is when we start looking at next year’s budget. Funds will be combined with the new LCCF format and we need to focus on common core, technology, transportation, deferred maintenance, salaries/benefits, etc. plus other areas when preparing the budget. Will be attending Governor’s Budget on Friday. They will discuss multi-year planning, long-term planning, and the wall of debt of deferrals to schools.
- 8.2.5 Tamara McClintick (Not Present – Sick)
- 8.2.6 Cheryl Welch- Passed out preschool calendar; teaching sign language to strengthen students knowledge of letters; PAC meeting held today and is working on setting a date to put on a performance for family. Plan to utilize the help of 5<sup>th</sup> grade students. Will have a “100 days of school” celebration with children.
- 8.2.7 Sara Alsey – Passed out a handout on the services provided by First 5 program and the success of the program.

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 December 11, 2013

9.2 Approval of Claims and Payroll

We request the Board of Trustees approve the Claims and Payroll for the month of December, 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 2012-13 Agreement for Delegation of Activities Under Head Start Grant No. 09-CH-9047/40 Amendment #2
- 9.4.2 Supplemental Education Service (SES) Provider Contracts for 2013-14 School Year

9.5 Approval of Revised Head Start Documents

- 9.5.1 RHS and EHS Budget Revisions

9.6 Approval to Surplus Items for Keyes to Learning Charter School

We request the Board of Trustees approve the surplus list for Keyes to Learning Charter School dated 12/18/13.

9.7 **Approval of School Accountability Report Cards for the 2012-13 School Year**

- 9.7.1 Keyes Elementary School
- 9.7.2 Spratling Middle School
- 9.7.3 Keyes to Learning Charter School

9.8 **Approval of Williams Quarterly Report**

No complaints filed for the Williams Quarterly Reports for October through December, 2013.

9.9 **Approval of Keyes to Learning Charter School Documents**

- 9.9.1 Education Protection Account (EPA Spending Plan)

9.10 **Approval of Field Trip for the 2013-14 School Year**

- 9.10.1 CSU Stanislaus Trimester 2 Reward for SMS Grades 6-8 on March 12, 2014

Motion to approve items 9.1 through 9.10 as presented by Tammy Suarez, Seconded by Audrey Mercer.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

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 Jimmy Emmons, Sr., Seconded by Tammy Suarez to approve personnel actions as presented.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

10.2 **Amend and Adopt Revised Facilities Master Plan for KUSD**

We request the Keyes Union School District Board of Trustees amend and adopt the revised Facilities Master Plan as previously presented to the Keyes Union School District Board of Trustees.

Motion by Tammy Suarez, Seconded by Audrey Mercer to amend and adopt the revised Facilities Master Plan as presented.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

10.3 **Renew/Extend and Continue Contract with Ron Holcomb, Pacific Program Management for Educational Facilities, Inc. for Program and Construction Management**

We request the Keyes Union School District Board of Trustees renew/extend and continue contract with Ron Holcombe, Pacific Program Management for Educational Facilities, Inc. for Program and Construction Management, approved by Keyes Union School District Board of Trustees on March 20, 2008 and October 9, 2008.

Motion by Jimmy Emmons, Sr., Seconded by Audrey Mercer to renew/extend and continue contract with Ron Holcombe, Pacific Program Management for Educational Facilities, Inc. for Program and Construction Management as presented.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

10.4 **Renew/Extend and Continue Contract with Gary Gery of DLR, Group**

We request the Keyes Union School District Board of Trustees renew/extend and continue contract with Gary Gery, of DLR, Group (DLR is successor by merger to the former WWCOT, Inc.) for Architectural Services approved by the Keyes Union School District Board of Trustees on March 7, 2008.

Motion by Audrey Mercer, Seconded by Tammy Suarez to renew/extend and continue contract with Gary Gery of DLR, Group as presented.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

11. **REPORTS**

11.1 **Superintendent's Report** – By Cynthia Schaefer

Progress reports going out this week; Lee Ann Gibbs will be presenting in March on the non-student day; Technology is a huge issue to address for common core, including students able to use a variety of devices. We need to keep up with technology. Board members will review district policies regarding attendance for board members at the February board meeting; In closed session, the board reviewed the superintendent's 2013-14 goals including the 8<sup>th</sup> grade mentoring program.

11.2 **Board Member Comments**

- 11.2.1 Bob Edwards – Absent.
- 11.2.2 Jimmy Emmons, Sr. – Thank you to the 4<sup>th</sup> grade presenters.
- 11.2.3 Audrey Mercer - Thank you to Mr. Murray and his work with the 4<sup>th</sup> graders.
- 11.2.4 Tammy Suarez – Welcomed everyone back from break; congratulations to 8<sup>th</sup> graders on constitution test.
- 11.2.5 Jeff Reed – 2<sup>nd</sup> grade performance was great and it had high attendance; Watched the girls basketball game and the girls were well behaved; Thank you to Mr. Murray for connecting with students; 8<sup>th</sup> grade mentor program is working; Looking forward to boys basketball.

12. INFORMATION

12.1 **Next Board Meeting** – A Regular Board Meeting will be held on February 12, 2014, at Keyes Elementary School Cafeteria. Closed Session will begin at 5:30 p.m. and Regular Session will begin at 6:00 p.m.

13. ADJOURNMENT

Motion by Audrey Mercer, Seconded by Tammy Suarez to close the Regular Board Meeting at 7:00 p.m.

Vote: Bob Edwards: Absent  
Tammy Suarez: Yes  
Jimmy Emmons, Sr.: Yes  
Audrey Mercer: Yes  
Jeff Reed: Yes

Prepared by,



Cynthia Schaefer  
Secretary to the Board of Trustees