

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, May 14, 2014
Closed Session – 5:00 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 5:00 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, Bob Edwards.

Tardy: None

Absent: Member, Audrey Mercer.

Others Present: Cynthia Schaefer, Superintendent; Rusty Wynn, Principal; Katie Egleston, Vice-Principal; Michelle Christiansen, CBO/Business Manager, Marilyn Palmer, Recorder.

Others Present On Roster: Gabriela Ornelas, Juan Carlos Orozeo, Blanca Ruiz, Rosa Soriano, Casey Chadwick, Vicki Harmon, Maribel Urena, Jorge Pulido, Maricela Pulido, Martha Madrigal, Sergio Yolencia, Jose Luis Rayna, Maya Castillo, Carmen Ramirez, Telma Weatherford, Maria Farias, Yolanda Ochoa, Magdalena Meraz, Cheryl Welch, Jerry Hines, John Maciel, Ruth Mireya Rodriguez, Timothy Torres Mofhitz, Guadalupe Sanchez, Maribel Garcia, Francisco Grayton, Humberto Oride, Rosio Carrillo, Norma Maldonado, Leslie Mason, Carolyn Stewart, Joni Valponi, Wilma Richter, Aurelia Porras, Emila Simoes, Andorran Muniz, Lety Rosales, Bryan Soto, Jonathan Verduzco, Alberto Garcia.

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, Sr., Seconded by Tammy Suarez to go into Closed Session at 5:00 p.m.

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

3. CLOSED SESSION

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

3.2 **Student Matter #13-14-02 as per Education Code 35146** - By Cynthia Schaefer

3.3 **Personnel: Appointment of Principal** - By Cynthia Schaefer

3.4 **Personnel: Appointment of Curriculum Instructional Support Coordinator** - By Cynthia Schaefer

Motion by Tammy Suarez, Seconded by Bob Edwards to come out of Closed Session at 5:56 p.m.

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

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

4.1 **Report Closed Session Items** - No action was taken in closed session.

4.2 **Approval/Amendment of Agenda**

Motion by Tammy Suarez, Seconded by Jimmy Emmons to approve agenda with item 10.1 as revised.

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

5. **FLAG SALUTE**

5.1 **Flag Salute and Recognition of Keyes to Learning Charter School Students** – by Rusty Wynn

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 **Staff Appreciation Week** – May 12-16, 2014

7.2 **6th Grade Outdoor Education** – May 13-16, 2014

7.3 **KES Talent Show/Open House** – Thursday, May 15, 2014 from 5:30-7:30 p.m. held in KES Gym

7.4 **4th/5th Grade Science Night** – Tuesday, May 20, 2014 from 5:00 – 7:00 p.m. held in KES Gym

7.5 **Memorial Day – No School** - Monday, May 26, 2014

7.6 **SMS 8th Grade Banquet** – Tuesday, May 27, 2014 from 5:00-8:00 p.m. held at CSU Stanislaus

7.7 **SMS Promotion Ceremony** – Wednesday, May 28, 2014 from 7:00-8:00 pm. held in SMS Gym

7.8 **KTL Promotion Ceremony for Junior High and Graduation for High School** – Thursday, May 29, 2014 from 5:45-6:30 p.m. held at Turlock Campus for Junior High and 7:15-8:15 for High School

7.9 **SMS 8th Grade Waterslides Field Trip** – Thursday, May 29, 2014 from 7:30 a.m. to 4:30 p.m.

7.10 **Mile Madness/Field Day at Keyes Elementary School** – Friday, May 30, 2014

7.11 **Last Day of School – Minimum Day** – Friday, May 30, 2014

8. **RECOGNITION/PRESENTATION**

8.1 **Recognition of Reclassified Fluent English Proficient (RFEP) Students** – By Carolyn Stewart

8.2 **Recognition of School Bell Award Recipients, David Tibbs and Kari Souza** – By Cynthia Schaefer

8.3 **Recognition of Retiree, Leticia (Lety) Rosales** – By Cynthia Schaefer

8.4 **Staff Reports**

- 8.4.1 Wilma Richter – Interventions are winding up; Transportation next year will help; Book fair is open this week and during open house tomorrow.
- 8.4.2 Cheryl Welch – 5th grade student has helped in class this year (Alex Serpa) and the 5th graders helped with the preschool program; parent luncheon and promotion ceremony are upcoming events.
- 8.4.3 Jerry Hines – Jerry provided a summer schedule and will be working on a 5- year plan.
- 8.4.4 Michelle Christiansen – Preparing budget to reflect LCAP information; There are two board meetings in June to review and approve budget; VTD auditors were here last week and they completed it in two days.
- 8.4.5 Katie Egleston – Testing went very smooth this year; Professional Development (Google Apps) training was help with Alan Gwynn; 6th graders left for outdoor education; Huge turnout for open house and it was very successful; looking forward to end of the year activities; ELA teachers CORE training will be next week; 8th graders are trying out to be speakers at their banquet; May 28th is the promotion ceremony; Gratitude to Lety Rosales for her dedication and hard work – she will be missed.
- 8.4.6 Rusty Wynn – Both the legal issues have been resolved; the high school is already working on the 2014-15 schedule; Portal got completed for testing for 11th grade; 5th/6th graders are at Silver Spur for outdoor education; Career day was successful; Recognize Monique Becker for successful testing; Turlock Rotary Club also recognized Monique Becker.

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 April 9, 2014

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of April, 2014. 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 School Calendars for 2014-15 School Year**

- 9.4.1 Keyes Union School District 2014-15 School Year Calendar (Revised)

9.5 **Approval of Updated Board Policies/Administrative Regulations**

- 9.5.1 BP 3100: Budget
- 9.5.2 AR 3100: Budget

9.6 **Approval of Keyes Head Start Documents**

- 9.6.1 Community Assessment Update 2013-2014 School Year

- 9.6.2 EHS and RHS Restoration Budgets 2014-2015 School Year
- 9.6.3 Head Start Program Goals and Objectives for 2014-2015 School Year

9.7 **Approval of Contract s for Keyes Union School District**

- 9.7.1 Contract with Forge Integration for the 2014- 2015 School Year
- 9.7.2 Contract with Consortium on Reaching Excellence in Education (CORE) between April 15 - June 30, 2014
- 9.7.3 Contract with Consortium on Reaching Excellence in Education (CORE) for the 2014-2015 School Year
- 9.7.4 Contract with Data Path, Inc. for the 2014-2015 School Year
- 9.7.5 Contract with Presence Learning for the 2014-2015 School Year
- 9.7.6 Contract with Learning Community Resources for the 2014-2015 School Year

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

- 9.8.1 Resolution #13-14-13: Staff Appreciation Week

9.9 **Approval of Field Trip for Spratling Middle School Students**

- 9.9.1 Trimester Trip for SMS Students to CSU Fresno, May 20, 2014

9.10 **School Site Plan Update**

Ed Code requires an annual update of the School Site Plan. The school site plan for Keyes Union School District has been approved in the spring of each school year, however, Keyes Union School District will now begin submitting an updated school site plan in the fall of each school year for board approval.

Motion for items 9.1 through 9.10 by Jimmy Emmons, Sr., Seconded by Bob Edwards to approve consent items as presented.

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

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

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

10.2 **Interdistrict Request Review for 2014-2015 School Year**

We have included a copy of Request and Agreement for Interdistrict Attendance for the 2014-2015 school year. Monica and Casey Chadwick, the parents of the students, are requesting the board to review and request their children be allowed to continue for next school year.

Motion by Jeff Reed, Seconded by Tammy Suarez to approve the interdistrict request for their children for the 2014-15 school year.

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

10.3 **Approval of Declaration of Need for Fully Qualified Educators**

Annually, KUSD is required to complete the Declaration of Need for Fully Qualified Educators for the school year. We request the Board of Trustees approve the declaration for the 2014-15 school year as presented.

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to approve Declaration of Need for Fully Qualified Educators as presented.

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

10.4 **Public Hearing – Approval of Revision to 2012-15 Contract Between CSEA and KUSD**

The Board President will conduct a Public Hearing to discuss the union ratified revised 2012-15 contract between CSEA and KUSD.

Open at: 7:03 p.m.

Closed at: 7:04 p.m.

10.5 **Approval of 2012-15 Contract Between CSEA and KUSD**

We have included the union ratified 2012-15 Contract between CSEA and KUSD for review and request the Board of Trustees approve as presented.

Motion by Jimmy Emmons, Sr., Seconded by Tammy Suarez to approve the 2012-15 Contract between CSEA and KUSD as presented.

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

10.6 **Approval of Revised Salary Schedules for the 2013-14 School Year**

10.6.1 ASES Salary Schedule

10.6.2 Healthy Start Salary Schedule

10.6.3 KUSD Confidential Salary Schedule

10.6.4 KUSD Classified Management Salary Schedule

10.6.5 KUSD Certificated Management Salary Schedule

Motion by Jeff Reed, Seconded by Tammy Suarez to approve revised salary schedules for 2013-14 school year as presented.

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

11. **DISCUSSION**

11.1 **Review of Keyes Union School District's Superintendent Evaluation Form-** By Jeff Reed
- Requested District to provide other district samples at the June 18, 2014 board meeting.

11.2 **Spratling Middle School Exterior – Determine Facility Upkeep (Painting vs. Power Wash)**
-Request District get several bids to paint the buildings (building by building) and provide color schemes at next board meeting.

Motion by Jeff Reed, Seconded by Jimmy Emmons to get formal paint bids for review at June 18, 2014 board meeting.

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

12. REPORTS

12.1 Superintendent's Report – By Cynthia Schaefer

Thank you to everyone for their hard work and dedication, the staff is greatly appreciated; Cinnamon rolls have been provided by the District Office Staff this week in honor of Staff Appreciation week; Cynthia Schaefer attended the 4th grade field trip to San Juan Bautista; Recent ELAC meeting was very good; All staff were emailed information requesting LCAP feedback; June 18 board meeting will discuss LCAP in the budget; Congratulations to Cyndi McDaniel for being promoted to the Curriculum/Instructional Support Coordinator position; Welcome to Timothy Torres Mofhitz as the Keyes Elementary School Principal; The schools are ready for their last few weeks of school.

12.2 Board Member Comments

12.2.1 Bob Edwards – Congratulations to Mrs. Stewart for the reclassifications of so many students.

12.2.2 Jimmy Emmons, Sr. – Thank you to all staff, everyone is appreciated.

12.2.3 Audrey Mercer - Absent

12.2.4 Tammy Suarez - Welcome Timothy Torres Mofhitz and congratulations Cyndi McDaniel.

12.2.5 Jeff Reed – Thank you to all teachers and staff. Jeff attended Are you Smarter, the preschool program, and the KTL dinner; Appreciate the basketball players and coaches; Congratulations to the school bell award winners; Board evaluations will be done next month; It's a busy end of the school year; We are sorry to hear that Ms. Mercer has resigned; great feedback for LCAP.

13. INFORMATION

13.1 Next Board Meeting – A Regular Board Meeting will be held on June 18, 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. A Special Board Meeting will be held on June 25, 2014 at Keyes Elementary School Cafeteria. Regular Session will begin at 6:00 p.m.

14. ADJOURNMENT

Motion by Bob Edwards, Seconded by Jimmy Emmons, Sr. to close the Regular Board Meeting at 7:30 p.m.

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

Prepared by,



Cynthia Schaefer
Secretary to the Board of Trustees