

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, September 11, 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 5:30 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
Tardy: None
Absent: Member, Tony Aguilar; 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: Audrey Van Lewen, Jerry Hines, Vicki Harmon, Leslie Mason, Carolyn Stewart, Raquel Loza.

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

3. CLOSED SESSION

- 3.1 **Public Employee Discipline/Dismissal/Release** – By Cynthia Schaefer
- 3.2 **Legal Matter – Anticipated Litigation** – By Cynthia Schaefer
- 3.3 **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer

Motion by Jimmy Emmons, Seconded by Tammy Suarez to come out of Closed Session at 5:48 p.m.

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

- 4.1 **Report Closed Session Items - None**
- 4.2 **Approval/Amendment of Agenda**

Motion by Tammy Suarez, Seconded by Jimmy Emmons to update item 10.1 and table item 10.1.2 and 10.1.3 as presented.

Vote: Yes – 3; No – 0; Abstain – 0

5. FLAG SALUTE

- 5.1 **Flag Salute** – By Spratling Middle School Student
- 5.2 **Recognize Juliana Loza for Perfect 600 CST Score in Math** – By Karen Redfield

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

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

7.3 **CST Assembly at Keyes Elementary School** – Friday, September 20, 2013 from 1:30-2:30 p.m.

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

7.5 **Board School Visitation Day by Jimmy Emmons, Sr. and Bob Edwards** – Friday, September 27, 2013

7.6 **CST Assembly at Spratling Middle School** – Friday, September 27, 2013 from 1:30-2:30 p.m.

8. **RECOGNITION/PRESENTATION**

8.1 **Common Core State Standards/Smarter Balanced Assessment** – By Cynthia Schaefer

8.2 **Staff Reports**

8.2.1 Karen Redfield – SMS and KES had back to school nights. SMS had a better turnout than in the past; Instructional rounds were held this week and went well; 1st coffee with the principal went well and another one will be held next week; Williams visit went well – passed at SMS; Acknowledgement to office staff for all their hard work; kindergarten teachers did a great orientation; Mrs. Moran and Ms. Estes are coaching volleyball.

8.2.2 Rusty Wynn – Vicki Harmon made a presentation to the board for her international travel this past summer; KTL had back to school night for the elementary site; working on getting parent involvement in the classroom; middle school is transitioning to using Singapore math; parking turned out well; KTL Foundation board met to work on the 5013c application for IRS; Thank you to office staff for their hard work.

8.2.3 Jerry Hines – Busy summer and start of the new year; Three rooms at KES and two rooms at KTL have new carpet; painting has been done in two classrooms; Waterline at SMS field has been repaired; Head Start's parking lot is being expanded.

8.2.4 Leslie Mason- Busy start to the new year; 40 students at SMS and 97 students at KES. Room 1 has a smart board; students are involved in sports at SMS; ASES is supporting common core and supporting teachers; Hispanic month recognition is about to begin.

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 August 14, 2013

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of August, 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 Early Head Start Grant – Amendment #2
- 9.4.2 MOU for Educational Services and Facility Use between Denair School District and KUSD for KTL

9.5 **Approval to Authorize Employees to Verify Student Absences**

We request the Board of Trustees approve Karen Redfield, Katie Egleston, Lett Rouse, Lety Rosales, Stephanie Rodriguez, Khush Samra and Sara Waterman to verify student absences for the 2013-14 School Year.

9.6 **Approval of Parental Exception Waivers for English Learners**

We request the Board of Trustees approve the process for the Parental Exception Waiver for English Learners as presented.

Motion by Jimmy Emmons, Seconded by Tammy Suarez to approve items 9.1 through 9.6 as presented.
Vote: Yes – 3; 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 and updated and removing item 10.1.3.

Motion by Tammy Suarez, Seconded by Jimmy Emmons to approve as updated.
Vote: Yes – 3; No – 0; Abstain – 0

10.2 **Interdistrict Transfer Agreement Denial Appeal**

We request the Board of Trustees review the appeal for the Interdistrict Transfer Agreement and make a decision to uphold the denial or approve the request.

Tabled.

10.3 **Approval of Keyes to Learning Charter School Material Revision 2013 and MOU Between Keyes Union School District and Keyes to Learning Charter School**

We have included the KTL Material Revision 2013 document and the MOU between KUSD and KTL for board review and discussion. We request the Board of Trustees approve the documents as presented.

Motion by Tammy Suarez, Seconded by Jimmy Emmons to approve the KTL Material Revision 2013 and MOU between KUSD and KTL as presented.

Vote: Yes – 3; No – 0; Abstain – 0

10.4 **Public Hearing – Statement of Assurance for 2013-14 School Year**

The Board President will declare a Public Hearing to discuss the availability of public textbooks and instructional materials. The Board will conduct this hearing as stated in Education Code 60119 to meet requirements for receiving State funding for pupil textbooks and instructional materials for Fiscal Year 2013-14.

Opened at: 6:49 p.m.

Closed at: 6:50 p.m.

10.5 **Approval of Resolution #13-14-02: Statement of Assurance for Fiscal Year 2013-14, Pupil Textbook and Instructional Materials for Grades K-12**

Resolution #13-14-02 declares the Board of Trustees has conducted a Public Hearing to discuss the availability of pupil textbooks and instructional materials. The Board formally determines that the resolution that each pupil in school in the district has sufficient textbooks and instructional materials in each subject that are consistent with the cycles of the curriculum framework adopted by the State Board of Education.

Motion by Jimmy Emmons, Seconded by Tammy Suarez to approve Resolution #13-14-02 as presented.

Vote: Yes – 3; No – 0; Abstain – 0

10.6 **Approval of Unaudited Actual Financial Reports 2012-13 School Year**

The report is an annual statement of all receipts, expenditures for the year and is required to be submitted first to the Governing Board of the district and then forwarded to the county and State Superintendent of Schools. We request the Board of Trustees approve the Unaudited Actuals Financial Reports for the 2012-13 school year.

Motion by Tammy Suarez, Seconded by Jimmy Emmons to approve Unaudited Actual Financial Reports 2012-13 as presented.

Vote: Yes – 3; No – 0; Abstain – 0

11. **REPORTS**

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

All schools had a wonderful start of the school year; 8th Grade Students will have a mentor program and the program has been distributed to staff; It's been a busy summer and there are several classified positions still open; We appreciate everyone's hard work.

11.2 **Board Member Comments**

11.2.1 Tony Aguilar - NA

11.2.2 Bob Edwards - NA

11.2.3 Jimmy Emmons, Sr. – Enjoyed back to school nights and looking forward to visiting the classrooms.

- 11.2.4 Tammy Suarez - Enjoyed back to school nights; Good job to Mr. Wynn for his professionalism.
- 11.2.5 Jeff Reed – Three board members attended all of the back to school nights. Excited about the 8th grade mentor program. Attended volleyball games and will also go to soccer games.

12. INFORMATION

- 12.1 **Next Board Meeting** – A Regular Board Meeting will be held on October 9, 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.

13. ADJOURNMENT

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

Prepared by,



Cynthia Schaefer
Secretary to the Board of Trustees