

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, August 13, 2014
Board Tours of School Sites Begin at SMS – 4:00 p.m.
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 4:00 p.m. at Spratling Middle School Office.
- 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; Member, Wesley Greene
Tardy: None
Absent: None.
Others Present: Cynthia Schaefer, Superintendent; Rusty Wynn, Principal; Timothy Torres Mofhitz, Principal; John Stuart, Principal; Cyndi McDaniel, Curriculum Instructional Support Coordinator; Michelle Christiansen, CBO/Business Manager, Marilyn Palmer, Recorder.
Others Present On Roster: Carolyn Stewart.

2. GOVERNING BOARD FACILITIES TOUR

- 2.1 The Governing Board of Keyes Union School District will tour the facilities beginning at Spratling Middle School, Keyes to Learning Charter School, and ending at Keyes Elementary School.

3. 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 Bob Edwards, Seconded by Tammy Suarez to go into Closed Session at 5:30 p.m.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes; Wesley Greene - Yes

4. CLOSED SESSION

- 4.1 **Negotiations Update with District Chief Negotiator** – By Cynthia Schaefer
- 4.2 **Legal Matter – Anticipated Litigation (1)** – By Cynthia Schaefer
- 4.3 **Employment Agreement Language for District Superintendent** – By Jeff Reed

Motion by Tammy Suarez, Seconded by Bob Edwards to come out of Closed Session at 6:00 p.m.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes; Wesley Greene - Yes

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

- 5.1 **Report Closed Session Items**

5.2 **Approval/Amendment of Agenda**

Motion by Wesley Greene, Seconded by Jimmy Emmons, Sr. to amend item #11.1 as presented.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes;
Wesley Greene - Yes

6. **FLAG SALUTE**

6.1 **Flag Salute** - By John Stuart

7. **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.

7.1 **Invitation to Address the Board of Trustees on any item listed or not listed on the agenda**

8. **ANNOUNCEMENTS**

8.1 **Spratling Middle School Round Up** – Thursday, August 14, 2014 from 8:00 to 11:00 a.m.

8.2 **Kindergarten Orientation for Keyes Elementary School** – Friday, August 15, 2014 from 3:00 to 4:00 p.m.

8.3 **Keyes to Learning Charter School Round Up** Monday, August 18, 2014. Grades K-6 from 9:00 to 11:00 a.m. and Grades 7-12 from 11:00 a.m. to 3:00 p.m.

8.4 **1st Day of School for Keyes to Learning Charter School** – Tuesday, August 19, 2014.

8.5 **1st Day of School for Keyes Elementary School and Spratling Middle School** – Friday, August 22, 2014.

8.6 **Book Fair for Keyes Elementary School** – Friday, August 22 to Friday August 29, 2014.

8.7 **Keyes to Learning Charter School CORE Back to School Night** – Tuesday, August 26, 2014 from 5:30 to 5:50 p.m.

8.8 **Keyes Elementary School Back to School Night** – Tuesday, August 26, 2014 from 6:30 to 8:00 p.m.

8.9 **Spratling Middle School Back to School Night** – Thursday, August 28, 2014 from 6:30 to 8:00 p.m.

8.10 **Labor Day – No School** – Monday, September 1, 2014.

8.11 **Spratling Middle School Fall Picture Day** – Thursday, September 4, 2014.

8.12 **Keyes Elementary School Fall Picture Day**- Friday, September 5, 2014

8.13 **Annual Fall School Board Member Dinner** – Thursday, September 25, 2014

- 8.14 **Site Visitation by Two Board Members and Superintendent** – Monday, October 6, 2014
- 8.15 **Site Visitation by Two Board Members and Superintendent** – Wednesday, December 3, 2014
- 8.16 **Site Visitation by Two Board Members and Superintendent** – Tuesday, February 10, 2015

9. **RECOGNITION/PRESENTATION**

9.1 **Staff Reports**

9.1.1 **Michelle Christiansen**

Close prior year budget; Completed 1st LCAP implementing goals and action; Excited about new management team.

9.1.2 **Cyndi McDaniel**

In charge of all special education; BTSA, State/Federal, Curriculum programs; professional development; CORE learning, liaison for instructional rounds, LCAP, ELD steering committee, researching new intervention programs.

9.1.3 **Timothy Torres Mofhitz**

Equal and like-minded putting students first. Power point presentation; character counts; language success form; student experience/school experience, family experience, teacher experience, management experience.

9.1.4 **John Stuart**

Coming back home. Three things to focus on: 1) School culture 2) transition to common core (in a positive way) 3) Focus on Reading (SBAC). Look at mission statement. Let teachers know students need to be college and career ready. Student centered/driven environment visible to teachers and students. Kids partners in education. Focus on ASES program for intervention.

9.1.5 **Rusty Wynn**

Highlights magazine handout – Fun with a purpose. Busy filling several staff vacancies.

10. **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.

10.1 **Approval of Minutes**

We request the Board of Trustees approve the minutes for the following:

- Regular Board Meeting of June 18, 2014
- Special Board Meeting of June 25, 2014

10.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of June and July, 2014. These documents have been provided to the Board under separate cover and are available to the public upon request.

10.3 **Approval of Contracts for Keyes Union School District**

10.3.1 Contract Between KUSD and School Attendance Review Board (SARB) for 2014-15 School Year

10.3.2 Amended Agreement Between KUSD and SCOE Head Start Grant for 2013-14 School Year

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

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

10.5 **Approval of Williams Quarterly Report**

No complaints filed for the Williams Quarterly Reports for April through June, 2014.

10.6 **Approval of California Healthy Kids Surveys for 2013-14 School Year**

10.6.1 Keyes Elementary School

10.6.2 Spratling Middle School

Motion to approve items 10.1 through 10.6 motion by Jimmy Emmons, Sr., Seconded by Tammy Suarez.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes; Wesley Greene - Yes

11. **ACTION ITEMS**

11.1 **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 Wesley Greene to approve as modified.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes; Wesley Greene - Yes

12. **DISCUSSION**

12.1 **Review of Keyes Union School District's Superintendent Evaluation Form-** By Jeff Reed
Take a vote to approve at the September board meeting.

13. **REPORTS**

13.1 **Superintendent's Report** – By Cynthia Schaefer
PowerPoint: Learning/Growing/Educating Together – Hopes/Fears, continue to focus on culture change. Developing leaders and teaching leadership.

13.2 **Board Member Comments**

13.2.1 Bob Edwards

13.2.2 Jimmy Emmons, Sr.

13.2.3 Wesley Greene

13.2.4 Tammy Suarez

13.2.5 Jeff Reed

14. INFORMATION

14.1 **Next Board Meeting** – A Regular Board Meeting will be held on September 10, 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.

15. ADJOURNMENT

Motion by Bob Edwards, Seconded by Tammy Suarez to close the Regular Board Meeting at 7:09 p.m.

Vote: Bob Edwards - Yes; Tammy Suarez – Yes; Jeff Reed – Yes; Jimmy Emmons. Sr. – Yes;
Wesley Greene - Yes

Prepared by,



Cynthia Schaefer
Secretary to the Board of Trustees