

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, December 10, 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 5:32 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; Member, Wesley Greene
Tardy: None
Absent: None
Others Present on Roster: Cynthia Schaefer, Superintendent; Timothy Torres Mofhitz, Principal; John Stuart, Principal; Rusty Wynn, Principal; Cyndi McDaniel, Curriculum/Instructional Support Coordinator; Michelle Christiansen, CBO.
Others Present: Jerry Hines, Donald Simkins, Leslie Mason, Carolyn Stewart and Marisa Lincoln.

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 Bob Edwards, Seconded by Jimmy Emmons, Sr. to go into Closed Session at 5:32 p.m.

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

3. CLOSED SESSION

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

3.2. **Possible Legal Litigation (2)** – By Cynthia Schaefer

Motion by Jeff Reed, Seconded by Tammy Suarez to come out of Closed Session at 5:58 p.m.

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

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

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

4.2. **Approval/Amendment of Agenda**

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

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

5. FLAG SALUTE

5.1 **Flag Salute and Recognition of Spratling Middle School Students** – By John Stuart

6. ORGANIZATIONAL MEETING

6.1 **Oath of Office**

The Superintendent, Cynthia Schaefer, will remind all board members of the Oath of Office previously sworn to.

6.2 **Election of Officers**

State law and Board Policy stipulate the Superintendent of Schools shall serve as secretary to the Board of Trustees may conduct the election for President of the Board. Upon election, the new President will take the gavel and conduct the election for Vice-President, Clerk of the Board and Trustee Representative.

Board President:

Motion by Jimmy Emmons, Sr., Seconded by Tammy Suarez to nominate Jeff Reed as Board President.

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

Board Vice-President:

Motion by Bob Edwards, Seconded by Wesley Greene to nominate Jimmy Emmons, Sr. as Board Vice-President.

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

Board Clerk:

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to nominate Tammy Suarez as Board Clerk.

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

Board Trustees Representative:

Motion by Tammy Suarez, Seconded by Jimmy Emmons, Sr. to nominate Wesley Greene as Board Trustees Representative.

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

6.3 **Board Members Shall Assume Their New Positions** – Newly elected Board officers will take theirs seats for new positions, if appropriate.

6.4 **Approval of Calendar of Dates, Time and Place of Regular Meetings**

Currently, our monthly Board Meetings are on the 2nd Wednesday of each month at 6:00 p.m. for Regular Session at Keyes Elementary School’s Cafeteria except when necessary to make changes

due to circumstances such as Budget adoption. Closed Session begins at 5:30 p.m. We request the Board of Trustees approve the proposed calendar as presented.

Motion by Bob Edwards, Seconded by Jimmy Emmons to approve 2015 Board Calendar as presented.

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

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**
Donald Simkins – Request to lift hair color restrictions

8. **ANNOUNCEMENTS**

8.1 **SMS Movie Night** – Friday, December 12, 2014 from 2:45-5:00 p.m.

8.2 **KTL Christmas Extravaganza** – Monday, December 15, 2014 from 2:15-3:15 p.m.

8.3 **KES 2nd Grade Holiday Performance** – Tuesday, December 16, 2014 from 6:30-7:30 p.m.

8.4 **Winter Fest** – Wednesday, December 17, 2014, from 2:30 p.m. to 4:30 p.m. held at SMS Gym

8.5 **Minimum Day for All Students** Friday, December 19, 2014

8.6 **Christmas Break** – Monday, December 22, 2014 through Friday, January 2, 2015

8.7 **Site Visitation by Board Members Tammy Suarez and Jeff Reed with Superintendent** – Tuesday, February 10, 2015

9. **RECOGNITION/PRESENTATION**

9.1 **Staff Reports**

- 9.1.1 John Stuart – Shared about ARP program; reading intervention for after school program; parent conferences well; Learn Zillion Program; Poinsettia sales; Recognize Mary Cantu.
- 9.1.2 Rusty Wynn – Good staff development day; KTL high school basketball team; staff has new laptops; Students working on winter art; Recognize Karen Nunes, Betty-Jo Nascimento and Nicole Adams.
- 9.1.3 Cyndi McDaniel – Recognize Joni Valponi; Mary Cantu, John Stuart, SMS staff, Lett Rouse and new KES staff members extremely positive during confusion on a training; CORE learning training in January.
- 9.1.4 Timothy Torres Mofhitz – Recognize Homer Leazer for problem solving and John Stuart for OARS training; “I’m doing my best award” for first trimester; Chrome books carts for classroom use is available; Zillion learning
- 9.1.5 Jerry Hines – SMS room leak is compressors; wireless done; during winter break door locks changed to lock inside; 2 smart board projectors; coils in fridge and freezer; deep clean restrooms.

- 9.1.6 Leslie Mason – New lights are great; two new staff members; December is character trait of giving; PE efforts in basketball to support Khush; appreciation of teachers on staff that support ASP and talk with Leslie and program leaders.
- 9.1.7 Michelle Christiansen – 1st interim information will be presented later in the meeting.

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 November 12, 2014

10.2 Approval of Claims and Payroll

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

10.3 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.

10.4 Approval of Contract for Keyes Union School District

- 10.4.1 Agreement for Foothill Horizons Outdoor Education Program 2014-15
- 10.4.2 2014-15 Agreement for Delegation of Activities – Head Start Amendment #1
- 10.4.3 SES Contract with Ace it! Tutoring Powered by Sylvan
- 10.4.4 SES Contract with Brain Hurricane
- 10.4.5 SES Contract with Cesar Chavez Foundation
- 10.4.6 SES Contract with Club Z! In-Home Tutoring
- 10.4.7 SES Contract with Community College Foundation
- 10.4.8 SES Contract with Foundations Educational Services
- 10.4.9 SES Contract with Huntington Learning Center
- 10.4.10 SES Contract with Jump Into Math
- 10.4.11 SES Contract with Jump Into Reading
- 10.4.12 SES Contract with Professional Tutors of America, Inc.
- 10.4.13 SES Contract with Tutor Works, Inc.
- 10.4.14 SES Contract with #1 Academia de Servicio de Tutoria and #1 Educando con Tabletas
- 14.4.15 SES Contract with #1 Touch-Screen Tablet Computer
- 14.4.16 SES Contract with 1 2 3 Math
- 14.4.17 KTL MOU with Denair for use of Chemistry Teacher and Facilities
- 14.4.18 KTL Subscriber Agreement with Discovery Education
- 14.4.19 KTL Software Agreement with Engrade, LLC
- 14.4.20 KTL Payment Agreement with Jive Communications
- 14.4.21 KTL Agreement for Legal Services with Lozano Smith
- 14.4.22 KTL Service Agreement with Matson Alarm Company
- 14.4.23 KTL Use of Facilities Agreement with Turlock Covenant Church

10.5 Approval of Head Start Documents

- 10.5.1 Facility Inspection Tool for Head Start

10.5.2 RHS and HS Monthly Data Summary

10.6 **Approval of Surplus Items for Keyes to Learning Charter School**

We request the Board of Trustees approve the list of items to declare as surplus for Keyes to Learning Charter School as presented.

10.7 **Approval of Updated Job Description for KUSD**

10.7.1 Curriculum/Instructional Support Coordinator

Motion by Tammy Suarez, seconded by Bob Edwards to approve items 10.1 through 10.7 as presented.

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 Jimmy Emmons, Sr., Seconded by Wesley Greene to approve personnel actions as presented.

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

11.2 **Public Hearing – Initial Proposal by District to CSEA for the 2014-15 School Year**

The Board President will conduct a Public Hearing and acknowledge receipt of District’s initial proposal to CSEA.

Opened at: 6:42 p.m. Closed at: 6:43 p.m.

11.3 **Approval to Accept Initial Proposal by District to CSEA for the 2014-15 School Year**

The District’s initial proposal for the 2014-15 school year to CSEA is included. We request the Board of Trustees accept the initial proposal by District for the 2014-15 school year.

Motion by Tammy Suarez, Seconded by Bob Edwards to accept initial proposal by District to CSEA for the 2014-15 school year.

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

11.4 **Public Hearing – Regarding By-Trustee Area Election Map Options**

Marisa Lincoln, Attorney from Lozano Smith will discuss what is behind the California Voter’s Rights Act and the demographer, Doug Johnson, will discuss proposed map options. The Board President will then conduct a Public Hearing regarding By-Trustee Area Election Map Options.

Opened at: 7:31 p.m. Closed at: 7:32 p.m.

11.5 **Approval of First Interim Report**

We have included the First Interim Report for review. Education Code Section 35035 requires two interim financial reports during each fiscal year – one for the period of July 1 through October

31 and the other from November 1 through January 31. The Board of Trustees, after reviewing each Interim Report and the corresponding narrative, must certify whether the District will meet its financial obligations from the current fiscal year and two subsequent fiscal years.

Motion by Bob Edwards, Seconded by Tammy Suarez to approve first interim as presented.

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

11. REPORTS

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

Marilyn out due to foot surgery; District learning more about The Leader in me; ELA/ELD framework; Michelle will be working on funding for facilities projects; congratulations to girls basketball teams for being undefeated; Winter Fest next Wednesday.

11.2 **Board Member Comments**

11.2.1 Bob Edwards – Enjoy positive reports; appreciate our leaders; Michelle's budget report; Cynthia and Marilyn attended the family funeral.

11.2.2 Jimmy Emmons, Sr. - feels good to see enthusiasm during staff reports.

11.2.3 Wesley Greene – Ms. McDaniel fumbled something but the team picked it up. Good job.

11.2.4 Tammy Suarez – Congratulations basketball team; looking forward to walk through in February.

11.2.5 Jeff Reed – Team email by Mr. Torres; good walk through with Mr. Greene; SMS sports; Astronomy night was a good event; mentoring program Jeff has 4 students; Jeff proud of students he coached getting trimester awards.

12. INFORMATION

12.1 **Next Board Meeting** –A Regular Board Meeting will be held on January 14, 2015, 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 Wesley Greene, Seconded by Jimmy Emmons, Sr. to close the Regular Board Meeting at 7:50 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