

**KEYES UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES
NOTICE OF REGULAR BOARD MEETING
Wednesday, January 14, 2015
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, 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; Marilyn Palmer, Recorder.

Others Present: Michelle Burr, Tamara McClintick, Audrey Van Lewen, Amber Rogers, Cheryl Welch, Carolyn Stewart, Joni Valponi.

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 Wesley Greene to go into Closed Session at 5:31 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

Motion by Tammy Suarez, Seconded by Bob Edwards to come out of Closed Session at 5:53 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**

4.2 **Approval/Amendment of Agenda**

Motion by Bob Edwards, Seconded by Tammy Suarez 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 Keyes Elementary School Students** – By Timothy Torres Fabian Beevers – 4th Grade SCOE Spelling Bee participant
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 19, 2015
- 7.2 **Keyes Elementary School 3rd Grade Performance** – Thursday, January 22, 2014 from 6:30 p.m. to 7:00 p.m.
- 7.3 **Spratling Middle School Student Movie Day** – Friday, January 23, 2014 from 3:00 p.m. to 5:00 p.m.
- 7.4 **Keyes Elementary School Family Movie Night** – Friday, January 23, 2014 from 6:00 p.m. to 7:30 p.m.
- 7.5 **Keyes to Learning Charter School Key Academy Talent Show** – Monday, February 2, 2015 at 6:30 p.m. held at Turlock Covenant Church
- 7.6 **Site Visitation by Board Members Tammy Suarez and Jeff Reed with Superintendent** – Friday, February 20, 2015
8. **RECOGNITION/PRESENTATION**
- 8.1 **Audit Presentation** – Samantha Mar from Vavrinek, Trine, Day, and Company, LLP
- 8.2 **LCAP Update** – By Cynthia Schaefer
- 8.3 **Staff Reports**
- 8.3.1 **Rusty Wynn** – Telephones at Turlock campus working now (phone stolen); Water leak at Turlock campus over switch unit for internet. Data path got a loaner; December book fair cleared \$2,800; 7th/8th grade teachers switched rooms; accolades to Lorraine Jones and Michelle Johnson.
- 8.3.2 **Cyndi McDaniel** – Accolades to Mel Chavez on organizing Christmas baskets (families very grateful); Mel is great at finding families when meetings are held; LCAP survey – digital version; smart board training.
- 8.3.3 **Timothy Torres** – Accolades to Mel Chavez and staff that donated for baskets; 2nd grade Christmas program went great; Went to the Christmas parade and Jeff Reed was the Grinch and Jimmy Emmons, Sr. was Santa Claus; Basketball is on its way; Dr. Seuss Night will be held on March 3, 2015 from 5:30-7:30 pm.
- 8.3.4 **John Stuart** - Winter formal is on Friday; Accolades to Mary Cantu for all she does; Breakfast of Champions; 8th grade parent night; ARP 61 kids; CUR (Catch up to Reading) program; February John Stuart will share about block schedule for next year.
- 8.3.5 **Tamara McClintick** – Head Start Program Governance

- 8.3.6 Cheryl Welch – Children are working on sight boards for word recognition; Mrs. Knights 5th grade students helping; Discussion was held regarding lock down procedures and a black flag will be made to put out to indicate a lockdown; Perla Hernandez got her permit approved.
- 8.3.7 Amber Rogers – Highlights from SCOARRS report; Adult ESL classes
- 8.3.8 Michelle Christiansen – Audit Report for the 2014-15 complete; 1st Interim Report; Annual Financial Report; January 15th is the governor’s budget workshop.

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 10, 2014

9.2 **Approval of Claims and Payroll**

We request the Board of Trustees approve the Claims and Payroll for the month of December, 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 Head Start Documents**

- 9.4.1 RHS and HS Monthly Data Summary
- 9.4.2 Office of Head Start Policy

9.5 **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.

9.6 **Approval of School Accountability Report Cards for the 2013-14 School Year**

- 9.6.1 Keyes Elementary School
- 9.6.2 Spratling Middle School
- 9.6.3 Keyes to Learning Charter School

Note: Minor updates and changes will be made as additional information is provided by the state. The State is low in releasing expulsion rates and it will needed to be added and posted on website.

9.7 **Approval of Williams Quarterly Report**

No complaints filed for the Williams Quarterly Reports for October through December, 2014

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to approve items 9.1 through 9.5 and 9.7.

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

Motion by Wesley Green, Seconded by Tammy Suarez to approve item 9.6 with added comments.

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

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

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

Opened at: 7:00 p.m. Closed at: 7:01 p.m.

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

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

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

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

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

On December 10, 2014 Marisa Lincoln, Attorney from Lozano Smith discussed what is behind the California Voter’s Rights Act and the demographer, Doug Johnson, discussed proposed map options. The Board President will then conduct a Second Public Hearing regarding By-Trustee Area Election Map Options.

Opened at: 7:01 p.m.

Comment: Jeff Reed prefers option #1; There will be a special board meeting at the business conference room on the Keyes Elementary Campus on Thursday, January 22, 2015 at 6:00 p.m.

Closed at: 7:03 p.m.

11. REPORTS

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

Foggy day schedule called this week and there will be an auto message for the future. Jerry Hines went above and beyond; Tim Torres and John Stuart put in an “I am a Leader” grant application and trying to get other grants; Instructional rounds held in Livingston; Will attend Governor’s Budget meeting.

11.2 **Board Member Comments**

- 11.2.1 Bob Edwards – Thank you Michelle Christiansen for a great audit; thanks for the Christmas programs.
- 11.2.2 Jimmy Emmons, Sr. – No comment.
- 11.2.3 Wesley Greene – Thank you for the LCAP summary to Cindy Schaefer. Great audit Michelle Christiansen.
- 11.2.4 Tammy Suarez – Looking forward to board visit to sites.
- 11.2.5 Jeff Reed – Kids are having fun with junior basketball; Thank you to Mel Chavez for organizing the Christmas baskets; It was great having a live band for the 2nd/3rd grade program; great KTL talent show.

12. INFORMATION

- 12.1 **Next Board Meeting** –A Regular Board Meeting will be held on February 18, 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 Bob Edwards, Seconded by Tammy Suarez to close the Regular Board Meeting at 7:18 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