

**KEYES UNION ELEMENTARY SCHOOL DISTRICT  
BOARD OF TRUSTEES  
NOTICE OF REGULAR BOARD MEETING  
Wednesday, March 11, 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; Marilyn Palmer, Recorder.  
Others Present: Jerry Hines, Carolyn Steward, Joni Valponi, Stacey Knight, Leslie Mason.

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 5:31 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
- 3.2. **Potential Legal Matter** – By Cynthia Schaefer
- 3.3. **Superintendent’s Goals for 2014-15 School Year** – By Cynthia Schaefer

Motion by Tammy Suarez, Seconded by Jimmy Emmons, Sr. to come out of Closed Session at 5:52 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. **Approval/Amendment of Agenda**

Motion by Tammy Suarez, Seconded by Wesley Greene to modify minutes from the February 18, 2015 board meeting to reflect that Jeff Reed abstained on item 10.1 and Jimmy Emmons, Sr. was not in attendance at the board meeting. Also, to table 8.2 on the board agenda for this meeting.

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. **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 **Kindergarten Registration** – March 16-17; March 19-20, 2015

- 7.2 **Keyes to Learning CORE Talent Show** - Monday, March 23, 2015 at 9:00 a.m.

- 7.3 **Spratling Middle School Spring Pictures** – Tuesday, March 24, 2015

- 7.4 **Kindergarten Performance at Keyes Elementary School** – Thursday, March 26, 2015 at 6:30 p.m.

- 7.5 **Keyes Elementary School Spring Pictures** – Tuesday, March 31, 2015

- 7.6 **Good Friday Holiday – No School** – Friday, April 3, 2015

- 7.7 **Spring Break – No School** – April 6-10, 2015

8. RECOGNITION/PRESENTATION

- 8.1 **KUSD Capital Funds Presentation** – By Cathy Dominico, Capital PFG

- 8.2 **All-Day Kindergarten for 2015-16 School Year** – by Tim Torres (ITEM TABLED)

8.3 **Staff Reports**

8.3.1 Timothy Torres – Thank you to the 1<sup>st</sup> grade teachers, and volunteer parents for a great performance; Thank you to all the staff , volunteers and Target volunteers for Dr. Seuss Night; Thank you to Mrs. Moran and the student body for raising \$4,400 to help with Shelby’s transplant; Over 200 in attendance at Dr. Seuss night although attendance was low because a phone call reminder didn’t go out.

8.3.2 John Stuart – Thank you to student council for participating in the “Leader in Me” training for students; Wrestling team won 12-19 to Hilmar.

8.3.3 Rusty Wynn – There is a waiting list for 1<sup>st</sup> and Kindergarten each year; school sports for high school this year; Educational foundation is in the process of determining how to replace board members. Accolades to the “BO TRIO” (Debra Medina, Terri Crocker, and Elizabeth Jackson) for stepping up while Michelle Christiansen is out on leave.

8.3.4 Cyndi McDaniel – Accolades to Kari Souza for helping with bench marks; Thank you to Mary Cantu for translating LCAP; Thank you to KES and SMS for being cooperative and collaborative in work and learning the CORE training.

8.3.5 Leslie Mason – Accolades to Mel, Jerry and crew for helping keep classrooms in order; True start spark program provides movies to teach character traits; STEM and dance club

this month; Dr. Seuss – Dictionary skills to see if words are real and rhyming; National ocean week

8.3.6 Jerry Hines – 4<sup>th</sup> grade projectors installed; fire inspection is complete for the year; Door locks in classrooms are now done; 204 work orders with 193 complete and 11 open.

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 February 18, 2015  
(Jimmy Emmons, Sr. was absent on all motions and Jeff Reed abstained on item 10.1)

9.2 Approval of Claims and Payroll

We request the Board of Trustees approve the Claims and Payroll for the month of February, 2015. 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 Communication from the Office of Head Start ACF-IM-HS-15-01: Real Property; Inventory; Facilities; Reporting
- 9.4.2 Head Start Program Information Summary Reports: Family Services, Health Services, Dental Services, Disability Services, Mental Health Services and Staffing
- 9.4.3 Head Start Program Audit Results 2014-15

9.5 Approval of Keyes to Learning Charter School Education Technology Plan

We request the Board of Trustees approve the Keyes to Learning Charter School Education Technology Plan as presented.

9.6 Approval of 2015-16 School Calendars

- 9.6.1 Keyes Union School District 2015-16 School Calendar
- 9.6.2 Keyes to Learning Charter School 2015-16 School Calendar

9.7 Approval of Resolution #14-15-08: Teacher Assignment/Missassignment Monitoring for Keyes to Learning Charter School

Per California Education Code 44264, this resolution meets the requirement for a teacher at Keyes to Learning Charter School to teach Psychology. The teacher has taken all required coursework as well. We request the Board of Trustees approve Resolution #14-15-08 as presented.

9.8 **Approval of KUSD Safety Plan**

We request the Board of Trustees approve the Keyes Union School District Safety Plan as presented.

9.9 **Approval of Overnight Stay for KTL Senior Grad Night at Disneyland**

The Class of 2015 for Keyes to Learning Charter School will have their senior trip to Disneyland for Grad Night. The students will depart on May 18, 2015 at 7:00 a.m. and return on May 19, 2015 at 3:00 p.m. We request the Board of Trustees approve as presented.

9.10 **Approval of Out-Of-State Travel for Head Start National Conference**

The National Head Start Association Annual Conference is being held in Washington D.C. from March 30 through April 2, 2015. We request the Board of Trustees approve Tamara McClintick and Brandy McCormick to travel out of state to attend the conference.

Motion by Jimmy Emmons, Sr., Seconded by Bob Edwards to approve items 9.1 through 9.10 with 9.1 modified as noted.

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 Tammy Suarez 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 **Approval of 2015 Delegate Assembly Ballot Choice**

We request the Keyes Union School District Board of Trustees as a whole vote to select two candidates for the 2015 CSBA Delegate Assembly Election. Candidate documentation is enclosed for review for Eileen Hamilton and Cyndi Lindsey.

Motion by Jimmy Emmons, Sr., Seconded by Tammy Suarez to vote for Eileen Hamilton and Cyndi Lindsey for the 2015 Delegate Assembly.

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

10.3 **Approval of Second Interim Report**

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 every Interim Report and the corresponding narrative, must certify whether the district will meet its financial obligations for the current fiscal year and two subsequent years. We request the Board of Trustees approve the Second Interim Report as presented. *Note: The Second Interim Report has been provided to the Board of Trustees under separate cover and is available to the public upon request.*

Motion by Wesley Greene, Seconded by Bob Edwards to approve second interim report 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

The district office building is on hold. Need to prioritize the funds to use the money appropriately; March will be a busy month with LCAP and negotiations; Gap is money that the state still owes us because they didn’t pay in the past; LCAP update will be given in March with 85% of the goals/actions completed; Moving forward with facilities by holding a facilities workshop; Recognize the BO Trio (Elizabeth Jackson, Debra Medina, and Terri Crocker) for doing such a great job while Michelle Christiansen is out.

11.2 Board Member Comments

- 11.2.1 Bob Edwards – Everyone is working hard – thank you to all staff.
- 11.2.2 Jimmy Emmons, Sr. - Enjoyed all the programs and Dr. Seuss Night.
- 11.2.3 Wesley Greene – Leader in Me is a great program.
- 11.2.4 Tammy Suarez – Impressed with the number of volunteers at Dr. Seuss Night.
- 11.2.5 Jeff Reed – Are you Smarter than will be on April 23<sup>rd</sup>; Classes are in great shape when they did the board walk through; Dr. Seuss Night was great; 1<sup>st</sup> grade performance was great; Wrestling; Change drive at SMS for Shelby gives her support; Cindy Schaefer did a great job when the county board met at KUSD.

12. INFORMATION

12.1 Next Board Meeting –A Special Board Meeting will be held on April 2, 2015, at Keyes Elementary School Cafeteria between 5 p.m. and 7 p.m. to hold a Facilities Workshop. A Regular Board Meeting will be held on April 15, 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.

14. ADJOURNMENT

Motion by Jimmy Emmons, Sr., Seconded by Wesley Greene to close the Regular Board Meeting at 7:27 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