

# HUGHES-ELIZABETH LAKES UNION ELEMENTARY SCHOOL DISTRICT REGULAR MEETING OF THE GOVERNING BOARD

October 11, 2022

# Hughes Elizabeth Lakes Union School District 16633 Elizabeth Lake Road Lake Hughes, CA 93532

#### AGENDA

REGULAR SESSION: 5:30- 5:35 PM CLOSED SESSION: 5:35 - 6:30 PM RECONVENE REGULAR SESSION: 6:30 PM PLACE: Room 8 Or Virtual

https://us02web.zoom.us/j/83213611189?pwd=Yy8zcjRuOVhwMXkxbkVZZEFwSGxUZz09

Meeting ID: 832 1361 1189 Password: 417680 Dial In +1 (669) 900-6833

Due to the spread of COVID-19 and the fact that state officials are recommending measures to promote social distancing, the Hughes Elizabeth Lakes Union Elementary School District Governing Board will be conduction this meeting by both in person and teleconference in accordance with AB361, amended Government Code Section 54953, which allows for the continuation of virtual meetings during a proclaimed state of emergency. We are currently in a statewide Governor-declared a state of emergency.

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting of the Board of Trustees of the Hughes-Elizabeth Lakes Union Elementary School District may request assistance by contacting the District Office at least two days before the meeting date.

Meeting Agendas are posted at Hughes Elizabeth Lakes Union School at the School office at least 72 hours prior to each meeting as well as on the District website (http://www.helus.org)

Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the Hughes-Elizabeth Lakes Union District School can be inspected at the School office during the hours of 8:00

a.m. to 3:00 p.m. Monday – Friday; closed all major holidays or accessed electronically here https://drive.google.com/drive/folders/16IP3ud-R4mcO4KEVvVilrEBFeHVvCX8A?usp=sharing

Meeting norms: Please turn the sound off on cell phones and other electronic devices to avoid disrupting these proceedings. Public comments on items not on the agenda are accepted live in-person or virtually during the Addressing The Board, Public Comment section of the meeting. Public comments on items on the agenda are accepted at the time the item is opened for discussion by the Board President.

#### HUGHES-ELIZABETH LAKES UNION ELEMENTARY SCHOOL DISTRICT REGULAR MEETING OF THE GOVERNING BOARD AGENDA

#### October 11, 2022

REGULAR SESSION: 5:30- 5:35 PM CLOSED SESSION: 5:35 - 6:30 PM RECONVENE REGULAR SESSION: 6:30 PM Virtual Meeting In-person, Rm 8

# I. <u>PRELIMINARY</u>

Called to order by the presiding officer at \_\_\_\_\_\_ p.m.

Roll Call - Members

- \_\_\_\_ Jim Wall, President
- \_\_\_\_Lola Skelton, Vice President
- Vacant, Clerk
- Melanie Dohn, Member
- Vacant, Member

Roll Call – District Office

- Johannis Andrews, Interim Superintendent/Principal
- Cecelia J. Cummings, Business Manager

# II. MOTION TO WAIVE FURTHER READINGS AND APPROVE AGENDA

Recommendation is made to approve the agenda of Tuesday, October 11, 2022, and permit the reading of the title only of proposed Agenda items in lieu of reciting the entire text.

| Motion | Motion by    |     |    | Second By |  |
|--------|--------------|-----|----|-----------|--|
|        | Jim Wall     | Yes | No | Abstain   |  |
|        | Lola Skelton | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Totals       |     |    |           |  |

# III. Review of a State of Emergency, Resolution 21-22-09

It is recommended that the Board of Trustees reevaluate the State of Emergency and extend the Resolution #21-22-09 for a ninth time, October 11, 2022 up to November 08, 2022, in pursuant to Brown Act Provisions.

| Motion by |              |     | Second B | Second By |  |
|-----------|--------------|-----|----------|-----------|--|
|           | Jim Wall     | Yes | No       | Abstain   |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Totals       |     |          |           |  |

#### **PUBLIC COMMENTS**

This is an opportunity for the public to address any items before the Board adjourns to Closed Session.

# IV. CLOSED SESSION

Adjourn to Closed Session at \_\_\_\_\_ p.m.

- 1. <u>Public Employee Appointment/Employment (Government Code section 54957)</u> Title: Superintendent/Principal i.
- <u>Conference with Labor Negotiator (Government Code section 54957.6.)</u>District Designated Representative: Board President Jim Wall/James B. Fernow, Fagen Friedman & Fulfrost Unrepresented Employee: Superintendent/Principal.
- 3. <u>CONFERENCE WITH LABOR NEGOTIATOR</u>, Mr. Johannis Andrews, Pursuant to Education code Section 54957.6 Regarding: Negotiations with CSEA It's the Pines Chapter 365 and CTA Lakes Teachers Association.
- 4. PERSONNEL (Gov't Code § 54957.).

| Motion | Motion by    |     |    | Second By |  |
|--------|--------------|-----|----|-----------|--|
|        | Jim Wall     | Yes | No | Abstain   |  |
|        | Lola Skelton | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Totals       |     |    |           |  |

# **RECONVENE, REPORT OF ACTION TAKEN IN CLOSED SESSION**

Reconvene to regular session at \_\_\_\_\_\_ p.m.

Board Meeting October 11, 2022

| Motion by |              |     | Second B | Second By |  |
|-----------|--------------|-----|----------|-----------|--|
|           | Jim Wall     | Yes | No       | Abstain   |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Totals       |     |          |           |  |

Report of Action Taken:

# V. <u>WELCOME</u>

• Pledge of Allegiance to the Flag

# VI. ADDRESSING THE BOARD

At this time, Public Comments are welcome on items not listed on the agenda. The public may comment on items listed on the agenda at the time the item is on the floor. In order to address the Board during the Public Comment portion of the meeting, those in-person may fill out a speaker slip and those virtual may type their first name, last name, and topic in the chat. We will alternate between an in-person speaker and a virtual speaker. Speakers will wait for recognition by the President. Speakers are asked to state their name and are expected to be courteous and comport themselves in accordance with Board Policies 9323 and 1311. Comments are limited to three minutes per person, 20 minutes per topic. The Board may vote to grant a time extension. Board action may not legally be taken on any item not specifically listed on the Agenda. The Board encourages comments, feedback, and input from all voices in the community, including those who may have differing opinions and perspectives. As a reminder, not all speech is free from consequence and since this is the Board's meeting in public, where minors may be present, we encourage all participants to conduct themselves in a civilized, non-threatening manner.

- PRESENTATIONS/REPORTS
- LAKES TEACHERS ASSOCIATION
- CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION/THE PINES CHAPTER #365
- PUBLIC COMMENTS FROM THE AUDIENCE
- BUSINESS REPORT by Cecelia Jean Cummings
- BOARD MEMBERS' COMMENTS AND/OR REPORTS
- SUPERINTENDENT'S REPORT

Board Meeting October 11, 2022

- a. Transportation Update
- b. Facilities Update

# XIII INDIVIDUAL AGENDA ACTION ITEMS

#### **BUSINESS**

#### XIII.1 Superintendent's Participation in LA County Superintendents' Collaborative

It is recommended that the Board of Trustees approve the attendance of the Superintendent at the LA County Superintendent of School Superintendents' Collaborative, October 21, 2022 at the Getty Center.

| Motion | Motion by    |     |    | Second By |  |
|--------|--------------|-----|----|-----------|--|
|        | Jim Wall     | Yes | No | Abstain   |  |
|        | Lola Skelton | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Totals       |     |    |           |  |

# XIII.2 Williams Report – First Quarter - 2022-2023

It is recommended that the Board approve the 2022-2023 first quarter Williams Report for submission to the Los Angeles County Office of Education.

| Motion | Motion by    |     |    | Second By |  |  |
|--------|--------------|-----|----|-----------|--|--|
|        | Jim Wall     | Yes | No | Abstain   |  |  |
|        | Lola Skelton | Yes | No | Abstain   |  |  |
|        | Vacant       | Yes | No | Abstain   |  |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |  |
|        | Vacant       | Yes | No | Abstain   |  |  |
|        | Totals       |     |    |           |  |  |

# XIII.3 Superintendent/Principal Contract

Recommended Motion: Approve the contract agreement of employment for District Superintendent/Principal between the Hughes Elizabeth Lakes Union Elementary School District and the Superintendent/Principal. Prior to a vote on this item, the Board President will read an oral report of the salary and compensation paid in the form of fringe benefits in the proposed contract agreement, as required by Government Code section 54953.

| Motion | Motion by    |     |    | Second By |  |  |
|--------|--------------|-----|----|-----------|--|--|
|        | Jim Wall     | Yes | No | Abstain   |  |  |
|        | Lola Skelton | Yes | No | Abstain   |  |  |
|        | Vacant       | Yes | No | Abstain   |  |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |  |
|        | Vacant       | Yes | No | Abstain   |  |  |
|        | Vacant       |     |    |           |  |  |

# XIII.4 <u>Public Hearing to Receive the General Fund Reserve Disclosure -</u> <u>Adopted Budget 2022-23</u>

A public hearing will be held pursuant to EC Section 42127(a)(2)(B-C) for the review of the combined assigned or unassigned ending general fund balance that is in excess of 10% of those funds.

Hearing Opened: \_\_\_\_\_\_ Hearing Closed: \_\_\_\_\_

| Motion l | Motion by    |     |    | Second By |  |  |
|----------|--------------|-----|----|-----------|--|--|
|          | Jim Wall     | Yes | No | Abstain   |  |  |
|          | Lola Skelton | Yes | No | Abstain   |  |  |
|          | Vacant       | Yes | No | Abstain   |  |  |
|          | Melanie Dohn | Yes | No | Abstain   |  |  |
|          | Vacant       | Yes | No | Abstain   |  |  |
|          | Totals       |     |    |           |  |  |

# XIII.5 <u>General Fund Reserve Disclosure - Adopted Budget 2022-23</u>

| Motion by |              |     | Second B | Second By |  |
|-----------|--------------|-----|----------|-----------|--|
|           | Jim Wall     | Yes | No       | Abstain   |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Totals       |     |          |           |  |

It is recommended that the Board approve the 2022-23 Adopted Budget Reserve for Economic Uncertainties.

#### XIII.6 Los Angeles County Office of Education Contract -McKinney-Vento Homeless Grant

It is recommended that the Board approved the McKinney-Vento Homeless Grant for the reimbursement contract

| Motion | by           |     | Second B | y       |
|--------|--------------|-----|----------|---------|
|        | Jim Wall     | Yes | No       | Abstain |
|        | Lola Skelton | Yes | No       | Abstain |
|        | Vacant       | Yes | No       | Abstain |
|        | Melanie Dohn | Yes | No       | Abstain |
|        | Vacant       | Yes | No       | Abstain |
|        | Totals       |     |          |         |

# XIII.7 <u>Technology Update LACOE and TNN Infrastructure Support</u>

Information is presented to the Board for updates on the short and long term solutions for the District electronic and internet infrastructure.

| Motion | Motion by    |     |    | Second By |  |
|--------|--------------|-----|----|-----------|--|
|        | Jim Wall     | Yes | No | Abstain   |  |
|        | Lola Skelton | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Melanie Dohn | Yes | No | Abstain   |  |
|        | Vacant       | Yes | No | Abstain   |  |
|        | Totals       |     |    |           |  |

Board Meeting October 11, 2022

# XIII.8 GASB 75 Actuarial Services for Other Post Employment Benefits (OPEB) Actuarial Valuation

It is recommended that the Board of Trustees approve the contract of services with Actuarial Retirement Consulting LLC.

| Motion l | Motion by    |     |    | Second By |  |
|----------|--------------|-----|----|-----------|--|
|          | Jim Wall     | Yes | No | Abstain   |  |
|          | Lola Skelton | Yes | No | Abstain   |  |
|          | Vacant       | Yes | No | Abstain   |  |
|          | Melanie Dohn | Yes | No | Abstain   |  |
|          | Vacant       | Yes | No | Abstain   |  |
|          | Totals       |     |    |           |  |

# **BOARD BUSINESS**

#### XIII.9 Prior Superintendent/Principal Consulting Contract

It is recommended that the Board of Trustees approve the extension of the consulting contract with the prior superintendent/principal to facilitate a smooth transition to the new superintendent, as well as support any final items for the District.

| Motion by |              |     | Second By | Second By |  |  |
|-----------|--------------|-----|-----------|-----------|--|--|
|           | Jim Wall     | Yes | No        | Abstain   |  |  |
|           | Lola Skelton | Yes | No        | Abstain   |  |  |
|           | Vacant       | Yes | No        | Abstain   |  |  |
|           | Melanie Dohn | Yes | No        | Abstain   |  |  |
|           | Vacant       | Yes | No        | Abstain   |  |  |
|           | Totals       |     |           |           |  |  |

# XIII.10 Interim Superintendent/Principal Consulting Contract

It is recommended that the Board of Trustees approve the extension of the consulting contract with the interim superintendent/principal to facilitate a smooth transition to the new superintendent, as well as support any final items for the District

| Motion | by           |     | Second B | <sup>y</sup> |
|--------|--------------|-----|----------|--------------|
|        | Jim Wall     | Yes | No       | Abstain      |
|        | Lola Skelton | Yes | No       | Abstain      |
|        | Vacant       | Yes | No       | Abstain      |
|        | Melanie Dohn | Yes | No       | Abstain      |
|        | Vacant       | Yes | No       | Abstain      |
|        | Totals       |     |          |              |

# XIII.11Board Policies Review/Approval

It is recommended that the Board of Trustees review and approve Board Policies listed below.

- 0460 Local Control and Accountability Plan
- 1325 Advertising and Promotion
- 1330 Use of School Facilities
- 3100 Budget
- 4116 Probationary Permanent Status
- 4117.2 Resignation
- 4118 Regulation Dismissal Suspension Disciplinary Action
- 4121 Temporary Substitute Personnel
- 4154 Regulation Health and Welfare Benefits
- 4161.1 Regulation Personal Illness Injury Leave
- 4161.8 Regulation Family Care and Medical Leave
- 4261.8 Regulation Family Care and Medical Leave
- 4317.2 Resignation
- 4354 Regulation Health and Welfare Benefits
- 4361.1 Regulation Personal Illness Injury Leave
- 4361.8 Regulation Family Care and Medical Leave
- 5022 Student and Family Privacy Rights
- 5121 Regulation Grades Evaluation of Student Achievement
- 5141.25 Availability of Condoms
- 5144.1 Suspension and Expulsion Due Process
- 5148.2 Before After School Programs
- 6161.1-E Selection and Evaluation of Instructional Materials
- 6162.8 Research
- Board Meeting October 11, 2022

- 6162.51 State Academic Achievement Tests
- 6163.1 Library Media Centers
- 6164.2 Guidance Counseling Services
- 6164.41 Children with Disabilities Enrolled By Their Parents in Private School
- 6170.1 Transitional Kindergarten
- 6171 Title I Programs
- 6172 Gifted and Talented Student Program
- 6175 Migrant Education Program
- 6176 Weekend Saturday Classes
- 6177 Summer Learning Programs
- 6184 Continuation Education
- 6185 Community Day School
- 9220 Governing Board Elections

| Motion by |              |     | Second B | Second By |  |
|-----------|--------------|-----|----------|-----------|--|
|           |              |     |          |           |  |
|           | Jim Wall     | Yes | No       | Abstain   |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |
|           | Vacant       | Yes | No       | Abstain   |  |
|           | Totals       |     |          |           |  |

# XIII.12 <u>Regular Board Meeting Change of Date</u>

It is recommended that the Board of Trustees approve the change of the Regular Board Meeting on November 8, 2022 to November 1, 2022.

| Motion by |              |     | Second B | Second By |  |  |
|-----------|--------------|-----|----------|-----------|--|--|
|           |              |     |          |           |  |  |
|           | Jim Wall     | Yes | No       | Abstain   |  |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Totals       |     |          |           |  |  |

## XIII.13 <u>Regular Board Meeting Change of Date</u>

It is recommended that the Board of Trustees approve the change of the Regular Board Meeting on December 13, 2022 to December 6, 2022.

| Motion by |              |     | Second B | Second By |  |  |
|-----------|--------------|-----|----------|-----------|--|--|
|           | Jim Wall     | Yes | No       | Abstain   |  |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Totals       |     |          |           |  |  |

#### **PERSONNEL**

#### XIII.14 Personnel Report

It is recommended that the Board of Trustees approve the personnel report.

| Motion by |              |     | Second B | Second By |  |  |
|-----------|--------------|-----|----------|-----------|--|--|
|           | Jim Wall     | Yes | No       | Abstain   |  |  |
|           | Lola Skelton | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Melanie Dohn | Yes | No       | Abstain   |  |  |
|           | Vacant       | Yes | No       | Abstain   |  |  |
|           | Totals       |     |          |           |  |  |

# XIV. CONSENT AGENDA ITEMS

- 1) Minutes of Regular Board Meetings, September 13, 2022
- 2) Minutes of Special Board Meetings, September 17, 2022
- 3) Warrant Register September 2022, #3 22-23
- 4) Purchase Order Log September 2022
- 5) Trial Balance by Fund September 2022
- 6) ACH Payment Register September 2022 #3 22-23
- 7) Facility Use Requests

| Motion | by           |     | Second B | <sup>P</sup> Y |
|--------|--------------|-----|----------|----------------|
|        | Jim Wall     | Yes | No       | Abstain        |
|        | Lola Skelton | Yes | No       | Abstain        |
|        | Vacant       | Yes | No       | Abstain        |
|        | Melanie Dohn | Yes | No       | Abstain        |
|        | Vacant       | Yes | No       | Abstain        |
|        | Totals       |     |          |                |

# **PLANNING**

At this time, Board Members or community members may request future Board consideration of an item.

The next Regular Board Meeting has changed from the regular schedule of November 8, 2022 to November 1, 2022 at 5:30 PM, Closed Session 6:30 Open Session.

#### BOARD DIRECTIVES:

# PUBLIC ADJOURNMENT

A. Pursuant to the Bylaws of the Board all regularly scheduled meetings of the Board must adjourn by 10:30 p.m. unless extended by a majority vote of the Board. Close and adjourn the meeting at \_\_\_\_\_ p.m.

| Motion by |              |     | Second | Second By |  |  |
|-----------|--------------|-----|--------|-----------|--|--|
|           | Jim Wall     | Yes | No     | Abstain   |  |  |
|           | Lola Skelton | Yes | No     | Abstain   |  |  |
|           | Vacant       | Yes | No     | Abstain   |  |  |
|           | Melanie Dohn | Yes | No     | Abstain   |  |  |
|           | Ann Silva    | Yes | No     | Abstain   |  |  |
|           | Totals       |     |        |           |  |  |