



**HUGHES-ELIZABETH LAKES UNION
ELEMENTARY SCHOOL DISTRICT
REGULAR MEETING OF THE
GOVERNING BOARD January 18, 2023**

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

AGENDA

REGULAR SESSION: 5:30- 5:50 PM

CLOSED SESSION: 5:50 - 6:30 PM

RECONVENE REGULAR SESSION: 6:30 PM

PLACE: Room 8

Or Virtual

Join Zoom Meeting

<https://us02web.zoom.us/j/86788231805?pwd=b0JQcTZBWDBPSmttVXRPOS9ZVt3UT09>

Meeting ID: 867 8823 1805 Passcode: 817622

One tap mobile: +16699006833, 86788231805#,,,,*817622# US (San Jose),
+16694449171,,86788231805#,,,,*817622# US

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 conducting 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: [Meeting Materials](#)

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**

January 18, 2023

REGULAR SESSION: 5:30- 5:50 PM
 CLOSED SESSION: 5:50 - 6:30 PM
 RECONVENE REGULAR SESSION: 6:30 PM

Virtual Meeting &
 In-person, Rm 8

I. PRELIMINARY

Called to order by the presiding officer at ____ p.m.

Roll Call - Members

- Jim Wall, President
- Lola Skelton, Vice President
- Stephanie Lewis, Clerk
- Vacant, Member
- Vacant, Member

Roll Call – District Office

- Susan Denton,
Superintendent/Principal
- C. Jean Cummings, Business
Manager

II. MOTION TO WAIVE FURTHER READINGS AND APPROVE AGENDA

Recommendation is made to approve the agenda of Wednesday, January 18, 2023, and permit the reading of the title only of proposed Agenda items in lieu of reciting the entire text.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

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 fifteenth time, December 15, 2022 up to January 19, 2023, in pursuant to Brown Act Provisions. Additionally, it is noted that the 1-10-2023 regular board meeting was rescheduled due to school closure from a state of emergency related to weather.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

IV. PUBLIC COMMENTS

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

V. CLOSED SESSION

Adjourn to Closed Session at _____ p.m.

- CONFERENCE WITH LABOR NEGOTIATOR, Susan Denton, Pursuant to Education code Section 54957.6 Regarding: Negotiations with CSEA It’s the Pines Chapter 365 and CTA Lakes Teachers Association.
- PERSONNEL (Gov’t Code § 54957.).
- LEGAL MATTERS

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

VI. RECONVENE, REPORT OF ACTION TAKEN IN CLOSED SESSION

Reconvene to regular session at _____ p.m.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

Report of Action Taken:

VII. WELCOME

- Pledge of Allegiance to the Flag
- PRESENTATIONS
 - Recognition of former board member, Melanie Dohn
 - AVID Presentation, Marciano Flores, AVID Program Manager & Wendy Joyce, AVID Partner Engagement Manager

IX. 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.

- LAKES TEACHERS ASSOCIATION
- CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION/THE PINES CHAPTER #365
- PUBLIC COMMENTS FROM THE AUDIENCE

X. GENERAL REPORTS

- BOARD MEMBERS’ COMMENTS AND/OR REPORTS
- BUSINESS REPORT
- [SUPERINTENDENT’S REPORT](#) (linked)
 - a. LCAP Dashboard Presentation
 - b. AVID plan for HELUS
 - c. Upcoming Professional Development Update
 - d. Facilities Update
 - e. Staffing Update
 - f. Great Kindness Challenge January 23-27th

INDIVIDUAL AGENDA ACTION ITEMS

XI. BUSINESS

XI.i Arts and Music Instructional Materials Block Grant Multi-year Budget Plan
[Review or AMIM Grant Plan.](#)

It is recommended that the Board approve the Arts and Music Instructional Materials Block Grant 2022-2026 Multi-year Budget Plan.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>

	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XI.ii Approval of AVID multi-year contract

Review of AVID multi-year contract.

It is recommended that the board approve the AVID multi-year contract.

<i>Motion by</i>			<i>Second By</i>				
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XI.iii 2022 GASB 75 Disclosure Report

It is recommended that the Board of Trustees approve the 2022 GASB 75 Disclosure report prepared by Actuarial Retirement Consulting.

<i>Motion by</i>			<i>Second By</i>				
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XI.iv Independent Financial Audit Report FYE June 30, 2022

It is recommended that the Board of Trustees review and approve the independent financial audit report for the fiscal year 2021-22 conducted by Silva & Silva CPAs in accordance with Ed Code 41020.3

<i>Motion by</i>			<i>Second By</i>				
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XI.v IRS Mileage Rate effective as of January 1, 2023

It is recommended that the Board of Trustees approve the reimbursement rate for mileage to be

set as the IRS rate of 65.5¢ per mile beginning January 1, 2023.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XI.vi First Period (P-1) Report of Attendance for Fiscal Year 2022-23

Information only.

XI.vii Michelle Dizon MSN, Nurse’s Contract Addendum

It is recommended the Board of Trustees approve the addendum for nurse services for additional services for the required compliance verification of vaccinations.

XII. EDUCATION

XII.i Williams Report – Second Quarter - 2022-23

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

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XIII. BOARD BUSINESS

XIII.i Board Vacancy Waiver

Review and discussion of waiver requirements for the Board Vacancy Waiver to be presented for approval by the State Board of Education.

XIII.ii SSDA Conference

It is recommended that the board approve attendance and registration for the 2023 Small School

Districts Association Annual Conference in Sacramento, March 5-7, 2023 for admin and school board members choosing to attend.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

XIII.iii CUE Annual Conference

It is recommended that the board approve attendance and registration for the 2023 CUE Annual Conference in Palm Springs, March 16-18, 2023 for admin, teaching staff, and/or board members choosing to attend.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

XIII.iv Global Adoption of current board policies as listed in GAMUT.

It is recommended that the board adopt the listed board policies.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					

Board approval of the revised HUGHES ELIZABETH LAKES UNION SCHOOL DISTRICT Board Policies: Index 12-18 HUGHES ELIZABETH LAKES UNION SCHOOL DISTRICT-0000 Series: Philosophy, Goals, Objectives, and Comprehensive Plans 1000 Series: Community Relations 2000 Series: Administration 3000 Series: Business and Non Instructional Operations 4000 Series: Personnel 5000 Series: Students 6000 Series: Instruction 7000 Series: Facilities 9000 Series: Board Bylaws, with the selected options or deletions listed in the policies 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
 4161.8 Regulation - Family Care and Medical Leave
 4161.8 Regulation - Family Care and Medical 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
 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 Continuing Education
 6185 Community Day School
 9220 Governing Board Elections

XIV. SCHOOL ACCOUNTABILITY REPORT CARD (SARC) 2021-22

It is recommended that the Board of Trustees approve the [SARC 2021-22 report](#).

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>

	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

PERSONNEL

XV. Personnel Report

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

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

XVI. CONSENT AGENDA ITEMS

It is recommended that the board approve consent agenda items listed below.

- 1) Minutes of Regular Board Meeting - December 6, 2022
- 2) Warrant Register - December 2022, #6 22-23
- 3) ACH Payment Register - December 2022 #6 22-23
- 4) Purchase Order Log – December 2022
- 5) Trial Balance by Fund – December 2022
- 6) Facility Use Requests - January 2023
- 7) Equipment Discard List - January 2023

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

FUTURE PLANNING

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

1. **Agenda Planning Date:** February __, 2023, time: _____
2. **Board Governance workshop** Educational Support Services Group, and District Strategic Planning & Goals workshop date options including Saturday workshop dates.

Date with ESS: 2/11/2023, 9-3pm for Board Governance/Special Board Meeting. Strategic Planning sessions will be scheduled at a later date. Recommended to have this facilitated, also gather community and staff input.

3. **LACSTA** (Los Angeles County School Trustees Association) meeting on safe schools will be held on January 23rd at the Palmdale Learning Plaza. All board members may attend, but only one person votes.
4. **AVSBA**-The January 24, 2023 meeting has been changed to January 31, 2023 at Palmdale. The AVSBA (Antelope Valley School Board Association)
5. **CSBA Annual Conference 2023** - Reminder: August registration for fall annual conference held in December 2023.
6. **CSBA Masters in Governance** recommended for Board and Superintendent. 5 total courses available for Online training, multiple sessions offered.
7. **Superintendent will attend** SSDA with the Board, and Spring CUE, both held in March 2023.
8. **Safe School Plan** - February approval
9. **LCAP Input sessions** (Teachers, Classified, Educational Partners, SSC)-February dates
10. **School Year Calendar Committee** (classified and certificated) -February/March board approval

11. BOARD DIRECTIVES:

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- .
- .
- .
- .
- .
- .

XVI. ADJOURN TO CLOSED SESSION

<i>Motion by</i>			<i>Second By</i>			
<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
<i>Totals</i>						

XVII.i CLOSED SESSION

Adjourn to Closed Session at

- CONFERENCE WITH LABOR NEGOTIATOR, Susan Denton, Pursuant to Education code Section 54957.6 Regarding: Negotiations with CSEA It’s the Pines Chapter 365 and CTA Lakes Teachers Association.

- PERSONNEL (Gov't Code § 54957.).
- LEGAL MATTERS

XVII. PUBLIC ADJOURNMENT

A. Pursuant to the Bylaws of the Board all regularly scheduled meetings of the Board must adjourn by 10:00 p.m. unless extended by a majority vote of the Board.

Closed and adjourned the meeting at ____ p.m.

<i>Motion by</i>			<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Lola Skelton</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Stephanie Lewis</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Totals</i>					