



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

**November 01, 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/85429644606?pwd=dXRoQmRObndkb3M3d1p1TEdVUIBIQT09>

Meeting ID: 854 2964 4606 Password: 959060 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 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*

<https://drive.google.com/drive/folders/195bT-YyEcaOomzDm02XW9NPneh5GS15m?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**

**November 01, 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. PRELIMINARY**

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, November 01, 2022, 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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Melanie Dohn</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 twelfth time, October 11, 2022 up to November 08, 2022, in pursuant to Brown Act Provisions.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						

**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. CONFERENCE WITH LABOR NEGOTIATOR, 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.
2. PERSONNEL (Gov’t Code § 54957.).

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						

**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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>
	<i>Melanie Dohn</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:

## **V. WELCOME**

- 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
  - a. Transportation Update

- b. Facilities Update
- c. Internet

**XIII INDIVIDUAL AGENDA ACTION ITEMS**

**BUSINESS**

**XIII.1 Board Vacancy**

Information only. It is recommended that the Board address any concerns of the Board Vacancy at this time with input from Fagen, Friedman and Fulfroost.

**XIII.2 Technology Consulting Agreement: Technology Update LACOE and TNN Infrastructure Support**

It is recommended that the Board of Trustees approve the TNN contract for the District’s short and long term solutions for technology, electronic and internet infrastructure.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.3 HELUS start Instagram, Twitter, Facebook and Facebook accounts to increase District communications to the Community.**

It is recommended that the Board of Trustees approve Superintendent/Principal, Susan Denton, to open and be the account manager for Instagram, Twitter, Facebook and YouTube accounts for Hughes Elizabeth Lakes Union School District. Approval will allow the District and employees to use District approved technology tools, including social media, to enhance instruction and student achievement and to facilitate communication among employees, parents, students, and the community.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						

**XIII.4 California School Board Association Call for Nominations to CSBA’s Delegate Assembly**

The board is eligible to nominate board members within our geographical regions. The board may nominate as many individuals as it chooses.

**Nominee/s** \_\_\_\_\_

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.5 Maintenance and Technology Consulting Contract**

It is recommended that the Board of Trustees approve the consulting contract with Doug Larsen to facilitate a smooth transition with maintenance and oversight for District facility projects and technology upgrade services until we find a Computer Network Technician.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						
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**XIII.6 Staff Lounge HVAC Equipment Replacement**

It is recommended that the Board of Trustees approve the HVAC Gas Pack replacement for the staff lounge.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.7 Cafeteria HVAC Equipment Replacement**

It is recommended that the Board of Trustees approve the two HVAC gas packs replacement for the Cafeteria.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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 BUSINESS**

**XIII.8 Board Resolution #22-23-03 for Certification of Signatures**

It is recommended the Board approve Resolution **#22-23-03** for the Certification of Signatures for November 1, 2022 -December 31, 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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.9 Superintendent/Principal work calendar for the 2022-2023 school year.**

It is recommended that the Board of Trustees approve Superintendent/Principal, Susan Denton, work calendar for the 2022-2023 school year.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.10 Board Policies Review**

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
- 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  
 6161.1-E Selection and Evaluation of Instructional Materials  
 6162.8 Research  
 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

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.11 Board Resolution for Susan Denton to Represent HELUS at SIRMA II.**

It is recommended the Board of Trustees approve the representative letter stating that Susan Denton will represent HELUS for SIRMA II meetings.

In accordance with SIRMA II, each member is required to advise SIRMA II in writing of their representative annually. This is the letter to SIRMA II advising them that Superintendent/Principal Susan Denton will represent Hughes Elizabeth Lakes at the SIRMA II Board Meetings.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.12 PINES Chapter #365 Collective Bargaining Agreement**

It is recommended the Board of Trustees approve the Collective Bargaining Agreement between Hughes-Elizabeth Lakes Union School District and California School Employees Association and Its the PINES Chapter #365.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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.13 Board Self Evaluation**

Discussion of timeline and process

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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**

**XIII.14 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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						

**XIV. CONSENT AGENDA ITEMS**

- 1) Minutes of Regular Board Meetings, October 11, 2022
- 2) Warrant Register - October 2022, #4 22-23
- 3) Purchase Order Log – October 2022
- 4) Trial Balance by Fund – October 2022
- 5) ACH Payment Register - October 2022 #4 22-23
- 6) Facility Use Requests

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</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>						

**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 December 13, 2022 to December 6, 2022 at 5:30 PM, Closed Session 6:30 Open Session.

LACSTA (Los Angeles County School Trustees Association) monthly virtual meeting, is scheduled for Monday, November 14, 2022. The general meeting will start at 6:00 PM. The January 23, 2023 meeting is scheduled at Palmdale.

The SSDA State Conference is scheduled for March 5-7, 2022 at the Sheraton Sacramento.

The ACSA 2023 Superintendents’ Symposium will be held January 25-27, 2023 in Monterey CA. New Superintendents Workshop is scheduled for January 24-25, 2022.

Goal planning and review to be determined.

Board workshop with Educational Support Services Group to be determined.

**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.

<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>Vacant</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Melanie Dohn</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Ann Silva</i>	<i>Yes</i>		<i>No</i>		<i>Abstain</i>	
	<i>Totals</i>						

