



**HUGHES-ELIZABETH LAKES UNION ELEMENTARY  
SCHOOL DISTRICT**

**REGULAR MEETING OF THE GOVERNING BOARD  
September 10, 2019**

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

**AGENDA**

REGULAR SESSION: 5:30- 5:35 PM

PLACE: Room 8

CLOSED SESSION: 5:35 - 6:30 PM

PLACE: Room 8

RECONVENE REGULAR SESSION: 6:30 PM

PLACE: Room 8

*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 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.*

*Please turn the sound off on cell phones and other electronic devices to avoid disrupting these proceedings.*

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

September 10, 2019

REGULAR SESSION: 5:30- 5:35 PM  
CLOSED SESSION: 5:35 - 6:30 PM  
RECONVENE REGULAR SESSION: 6:30 PM

PLACE: Room 8  
PLACE: Room 8  
PLACE: Room 8

**I. PRELIMINARY**

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

Roll Call - Members

- \_\_\_ Lola Skelton, President
- \_\_\_ Nicoleta Trifa, Vice President
- \_\_\_ Wise Nadjib, Clerk
- \_\_\_ Melanie Dohn, Member
- \_\_\_ Hugo Estrada, Member

Roll Call – District Office

- \_\_\_ Lori Slaven, Superintendent/Principal
- \_\_\_ Cecilia J. Cummings, Business Manager

**II. MOTION TO WAIVE FURTHER READINGS AND APPROVE AGENDA**

Recommendation is made to approve the agenda of Tuesday, September 10, 2019, and permit the reading of the title only of proposed Agenda items in lieu of reciting the entire text.

Motion By _____	Second By _____
Lola Skelton Yes _____	No _____ Abstain _____
Nicoleta Trifa Yes _____	No _____ Abstain _____
Wise Nadjib Yes _____	No _____ Abstain _____
Melanie Dohn Yes _____	No _____ Abstain _____
Hugo Estrada Yes _____	No _____ Abstain _____
Yes _____	No _____ Abstain _____

**PUBLIC COMMENTS**

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

**III. CLOSED SESSION**

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

1. PERSONNEL (Gov't Code § 54957.)

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

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

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

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

Report of Action Taken:

**IV. WELCOME**

- Pledge of Allegiance to the Flag

**V. ADDRESSING THE BOARD**

In order to address the Board during the Public Comment portion of the meeting, please stand and 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 and the Board may limit the number of minutes per topic. Board action may not legally be taken on any item not specifically listed on the Agenda. Testimony is not protected from damage claims for libel. Public charges or allegations may result in legal action being brought by those individuals.

- PRESENTATIONS/REPORTS
- LAKES TEACHERS ASSOCIATION
- CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION/THE PINES CHAPTER #365
- PUBLIC COMMENTS FROM THE AUDIENCE
- BUSINESS REPORT
- BOARD MEMBERS' COMMENTS AND/OR REPORTS
- SUPERINTENDENT'S REPORT
  - a. SAVE FOUNDATION –Dream Dinner – November 7, 6:00-9:00.
  - b. CAASPP – Testing Results
  - c. Enrollment Update

**XIII INDIVIDUAL AGENDA ACTION ITEMS**  
**BUSINESS**

**XIII.1 Unaudited Actuals 2018-19**

It is recommended that the Board of Trustees approve the Unaudited Actuals for the 2018-19 school year as presented.

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

**XIII.2 Board Resolution #19-20-4 Adoption of Gann Limit**

It is recommended that the Board of Trustees approve Resolution #19-20-4, Adoption of Gann Limit, for the 2019-20 school year

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

**XIII.3 Funds Transfer to Capital Facilities Fund**

It is recommended that the Board of Trustees approve the transfer of no more than \$100,000 from the General Fund (01.0) to the Capital Facilities Fund (25.0) for the 2018-2019 year end closing.

Motion By \_\_\_\_\_ Second By \_\_\_\_\_  
Lola Skelton Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Nicoleta Trifa Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Wise Nadjib Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Melanie Dohn Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Hugo Estrada Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

**XIII.4 Funds Transfer to the Special Reserve Capital Outlay Fund**

It is recommended that the Board of Trustees approve the transfer of no more than \$100,000 from the General Fund (01.0) to the Special Reserve Capital Outlay Fund (40.0) for the 2018-2019 year end closing.

Motion By \_\_\_\_\_ Second By \_\_\_\_\_  
Lola Skelton Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Nicoleta Trifa Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Wise Nadjib Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Melanie Dohn Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Hugo Estrada Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

**XIII.5 Contract with Effectual Educational Consulting Services**

It is recommended that the Board of Trustees approve a Contract with Effectual Educational Consulting Services to provide School Psychological Services.

Motion By \_\_\_\_\_ Second By \_\_\_\_\_  
Lola Skelton Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Nicoleta Trifa Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Wise Nadjib Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Melanie Dohn Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Hugo Estrada Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

**XIII.6 Contract with Independent Contractor for Counseling Services**

It is recommended that the Board of Trustees approve a Contract with Julie Maple Academic Counseling and Social Skills Development Services.

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

**XIII.7 Declare Items Surplus or Obsolete**

It is recommended that the Board of Trustees approval the discard, e-waste, sell or auction of surplus or damage items.

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

**BOARD BUSINESS**

**XIII.8 Board Member Absence Resolution**

It is recommended that the Board approve the participation of all Board members and the Superintendent at the CSBA conference.

Motion By _____		Second By _____	
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

**XIII.9 HELUS Farm**

Discussion only.

**XIII.10 Board Profession Development Debrief MIG Sessions 1, Session 2**

Discussion only.

**XIII.11 Superintendent Goals for 2018-2019 School Year**

Information only.

**PERSONNEL**

**XIII.12 Personnel Report**

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

Motion By _____		Second By _____		
Lola Skelton	Yes _____	No _____	Abstain _____	
Nicoleta Trifa	Yes _____	No _____	Abstain _____	
Wise Nadjib	Yes _____	No _____	Abstain _____	
Melanie Dohn	Yes _____	No _____	Abstain _____	
Hugo Estrada	Yes _____	No _____	Abstain _____	
	Yes _____	No _____	Abstain _____	

**EDUCATION**

**XIII.13 Public Hearing to Receive Comments from the Public on Sufficiency of Instructional Materials**

A Public Hearing will be held per Education Code Section 60119 to hear comments from parents, staff, and community members regarding the sufficiency of textbooks and instructional materials in the District.

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

**XIII.14 Sufficient Instructional Materials Resolution #19-20-3**

It is recommended that the Board of Trustees approve Resolution #19-20-3 regarding sufficiency of instructional materials, including laboratory equipment for science, and textbooks.

Motion By _____		Second By _____		
Lola Skelton	Yes _____	No _____	Abstain _____	
Nicoleta Trifa	Yes _____	No _____	Abstain _____	
Wise Nadjib	Yes _____	No _____	Abstain _____	
Melanie Dohn	Yes _____	No _____	Abstain _____	
Hugo Estrada	Yes _____	No _____	Abstain _____	
	Yes _____	No _____	Abstain _____	

**XIV. CONSENT AGENDA ITEMS**

- a) Minutes of Regular Board Meeting, August 13, 2019
- b) Warrant Register #2-19-20
- c) Purchase Order Log – August 2019
- d) Trial Balance by Fund – August 2019
- e) Lancaster Inter-district Attendance Agreement 2019-2024
- f) Facility Use Requests

Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____

**PLANNING**

A Regular Board Meeting is scheduled for October 8, 2019, closed session 5:30 Open session at 6:30 PM, Board Room.

AVSBA 9<sup>th</sup> Annual Community Education Summit, September 24, 2019

BOARD DIRECTIVES:

**RETURN TO CLOSED SESSION**

Return to closed session at \_\_\_\_\_ p.m.

Motion By \_\_\_\_\_ Second By \_\_\_\_\_

Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____

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

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



Motion By _____	Second By _____		
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____

Report of Action Taken:

**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 By _____		
Lola Skelton	Yes _____	No _____	Abstain _____
Nicoleta Trifa	Yes _____	No _____	Abstain _____
Wise Nadjib	Yes _____	No _____	Abstain _____
Melanie Dohn	Yes _____	No _____	Abstain _____
Hugo Estrada	Yes _____	No _____	Abstain _____
	Yes _____	No _____	Abstain _____