



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

HUGHES-ELIZABETH LAKES UNION ELEMENTARY SCHOOL DISTRICT

SPECIAL MEETING OF THE GOVERNING BOARD

July 31, 2023

AGENDA

REGULAR SESSION: 7:00 - 8:00 PM

CLOSED SESSION 7:40PM

RECONVENE TO OPEN SESSION: 8:00PM

PLACE: In-Person, HELUS Library, Virtual

BOARD MEETING DOCUMENTS - CLICK TO ACCESS LINK

Open Session Information

Join Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84734941782?pwd=b1BCbGFnVnhnSHJyK29NeEt4V0dxZz09>

Meeting ID: 847 3494 1782

Passcode: 707856

One tap mobile

+16694449171,,84734941782#,,,707856# US

+16699006833,,84734941782#,,,707856# US (San Jose)

TITLE 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32527] (Title 1 enacted by Stats. 1976, Ch. 1010.)

DIVISION 1 GENERAL EDUCATION CODE PROVISIONS [1. - 32527] (Division 1 enacted by Stats. 1976, Ch. 1010.)

PART 11. LIBRARIES [18010 - 20092] (Part 11 enacted by Stats. 1976, Ch. 1010.)

CHAPTER 8. Library Districts [19400 - 19532] (Chapter 8 enacted by Stats. 1976, Ch. 1010.)

ARTICLE 2. Trustees [19420 - 19432] (Article 2 enacted by Stats. 1976, Ch. 1010.)
19429.

Special meetings may be called at any time, as follows:

(a) A **special meeting** of a three-member **board** of library trustees may be called by two trustees, by written notices served upon each member at least 12 hours before the time specified for the **meeting**.

(b) A **special meeting** of a five-member **board** of library trustees may be called by three trustees, by written notices served upon each member at least 12 hours before the time specified for the **meeting**. (Amended by Stats. 1982, Ch. 354, Sec. 4.)

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>) **Unless otherwise scheduled as a Special Board meeting which requires 12 hours notice.**

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 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
SPECIAL MEETING OF THE GOVERNING BOARD
AGENDA
July 31, 2023**

REGULAR SESSION: 7:00 PM

CLOSED SESSION: 8:00PM

RECONVENE TO OPEN SESSION: 8:15PM

PLACE: In-Person, HELUS Library,
Virtual

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 Monday, July 31, 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>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

III. BOARD BUSINESS

III.i Expanded Learning Program

III.i.i Discussion of costs by outside vendors

III.i.ii Discussion of program and costs with in-house HELUS ELOP program

- a. Program
- b. Budget
- c. Staffing

III.i.iii Approval of desired ELOP program

It is recommended that the Board approve _____ as the ELOP provider/services for the 2023-24 school year.

Motion by				Second By			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

III.i.iv [Approval of revised ELOP Plan](#)

It is recommended that the Board approve the updated ELOP plan for services beginning the 2023-24 school year.

Motion by				Second By			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

IV. Consultants for Board Goals and Superintendent Evaluation

IV.i Discussion of potential consultant vendors' programs and fees

IV.ii Selection of Consultants

It is recommended that the Board approve _____ to serve as consultants for the purpose of facilitating the creation of Board Goals, Superintendent Goals, and Superintendent Evaluation.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

V. BUSINESS

Vi Contract with P.W. Stephens Environmental, Inc. for Asbestos Removal and Disposal

It is recommended that the Board approve the contract with P.W. Stephens Environmental, Inc. for Asbestos Removal and Disposal.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

VI. HUMAN RESOURCES

VI.i Job Description - Lead Instructional Aide

It is recommended that the Board approve the job description for Lead Instructional Aide position.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

VI.ii Job Description - Supervision/Activity Aide

It is recommended that the Board approve the job description for the Supervision/Activity Aide position.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

VII. PUBLIC COMMENTS

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

VIII. CLOSED SESSION

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

- 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.

Motion to return to Open Session.

<i>Motion by</i>				<i>Second By</i>			
	<i>Jim Wall</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						

VIII. RECONVENE, REPORT OF ACTION TAKEN IN CLOSED SESSION

Reconvene to regular session at _____ p.m.

Report of Action Taken:

VIV. 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>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Lola Skelton</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Stephanie Lewis</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Vacant</i>	<i>Yes</i>	<input type="checkbox"/>	<i>No</i>	<input type="checkbox"/>	<i>Abstain</i>	<input type="checkbox"/>
	<i>Totals</i>						