



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

**REGULAR MEETING OF THE GOVERNING BOARD  
May 11, 2010**

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

**MINUTES**

Closed Session – 6:00 p.m.  
Regular Session – 6:30 p.m.

Full agenda available in the District Office 8:00 - 4:00

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

**REGULAR MEETING OF THE GOVERNING BOARD MINUTES**

**May 11, 2010**

CLOSED SESSION: 6:00 PM

PLACE: LIBRARY

REGULAR SESSION: 6:30 PM

PLACE: LIBRARY

**I. PRELIMINARY**

Called to order by the presiding officer at \_\_\_\_\_ 6:05 \_\_\_\_\_ p.m.

Roll Call - Members

Lola Skelton, President

Zach Mercier Vice President/Clerk

John Sharp, Member

Mary Wall, Member

Melanie Dohn, Member

Roll Call – District Office

Diane Parkins, Superintendent/Principal

Ruby Thompson, Director of Business and Operations

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

Recommendation is made to approve the agenda of Tuesday, May 11, 2010, and permit the reading of the title only of proposed agenda items in lieu of reciting the entire text.

Motion by John Sharp Seconded by Mary Wall Yes 5 No 0

**III. CLOSED SESSION**

Adjourn to closed session at \_\_\_\_\_ 6:06 \_\_\_\_\_ p.m. to discuss personnel, employer/employee relations, and pupil relations, and pupil personnel (Gov. Code 54967, 54957.6; Ed. Code 35146):

1. PERSONNEL (Govt. Code 54957)
  1. Rubric for Superintendent Evaluation
2. EMPLOYER/EMPLOYEE RELATIONS (Govt. Code 54957.6)
  1. Negotiations
3. LEGAL ISSUES
  1. Student Transportation of America (STA) request

Motion by Mary Wall Seconded by Lola Skelton Yes 5 No 0

## RECONVENE, REPORT OF ACTION TAKEN IN CLOSED SESSION

Reconvene to regular session at \_\_\_\_\_6:36\_\_\_\_\_ p.m.

Motion by Melanie Dohn Seconded by Mary Wall Yes 5 No 0

### 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.

VI. PUBLIC COMMENTS FROM THE AUDIENCE--None

VII. CORRESPONDENCE--None

### VIII. BOARD MEMBER'S COMMENTS AND/OR REPORTS

- Melanie Dohn reported that she was unable to attend the AV School Boards Executive Meeting because of a conflict with our last special board meeting. She believes there is a AVSB dinner at the end of this month hosted by the high school district.

### IX. PRESENTATIONS/REPORTS

- Golden Apple Presentation—Wendy Williams—the Golden Apple and flowers were presented to Mrs. Williams by Board President, Mrs. Skelton and Superintendent, Mrs. Parkins. Mrs. Parkins read what was submitted to the newspaper on Mrs. Williams's volunteer work here at Hughes Elizabeth Lakes School.
- Washington DC Trip—Mr. Martinez, Mrs. Smith and three students (Sarah Hambro, Alec Franco, Cassie Cook). The students presented pictures and tweets from the Twitter account that was used for communication for parents and staff at the school. They also discussed what their experience was and what their most enjoyable part of the trip was for them. The teachers also shared about the trip and complimented the students for very positive behavior during the entire trip.

X. SCHOOL SITE COUNCIL--None

## XI. DIRECTOR OF BUSINESS AND OPERATIONS REPORT

- E Rate- CSM is check with Verison on the ERATE discounts we should be receiving.
- Letters of Reasonable Assurance will go out by the 15<sup>th</sup> of this month. Individuals that do not have reasonable assurance will be eligible for Unemployment benefits.
- Attendance-The staff is promoting the attendance incentives and we have gotten an overwhelming response from the students. The free popcorn donated by PTA has been a huge success.
- Material Decrease-we will be using the average May attendance to replace September and October days when we had a material decrease in attendance due to the flu. There have been changes to the J-13A and we will be conferring with Richard Adams at LACOE to apply for differences that would change P-1 and P-2 attendance.

## XII. SUPERINTENDENT'S REPORT

- Enrollment Report—We have enrolled two students from last month. Our count is 337 presently from K through 8<sup>th</sup>. We have handed out 31 Kindergarten packets so far but have only received two back. Parents still have about a month before we asked them to turn them in to the office.
- Race to the Top—California is again applying for the Federal funding. The Superintendent should have more information emailed by may 14. The MOU has to be signed by the Board the week of May 24<sup>th</sup> in order to participate. The Superintendent will keep the Board updated as information is available. She shared that the other Antelope Valley districts that applied for it last time will not be applying this round because they are involved in writing School Improvement Grants for their Program Improvement Schools.
- SAVE Foundation—This foundation that is a collaborative between Palmdale, Keppel, Westside and now HELUS has partnerships with businesses that may help our district in fund raising. The Superintendent is a permanent member of the Board and will be attending the first meeting next week.
- Parent Reading Guides—These guides were obtained free from Ready by 9 and have been sent out to parents in grades preschool through third grade to help parents understand how to help their children read.
- Dependant Charter—the Superintendent has received an email from the Superintendent in Northern California who presented at the SSDA conference on dependent charters and they are willing to get us the information we need to explore this further.
- Distinguished School—We are very proud that our school has become a Distinguished School and we will need to have a school wide celebration to celebrate this honor with our staff, students and parents. We attend the ceremony on June 4, 2010 in Anaheim.
- Special Board Meeting—A special board meeting will need to be scheduled at the end of the Board Meeting tonight for a variety of business items that need to be completed before our next scheduled board meeting on June 22.

XIII. INDIVIDUAL AGENDA ACTION ITEMS

**BOARD BUSINESS**

**XIII.1 Independent Study BP 6158 and AR 6158**

It is recommended that the Board of Trustees approve the first reading of BP6158 and AR6158.

Motion by John Sharp Seconded by Mary Wall Yes 5 No 0

**XIII.2 Approve Resolution #-8-08-09, California Day of the Teacher**

It is recommended that the Board approve Resolution #8-08-09 in recognition of the California Day of the Teacher, Wednesday, May 13, 2009

Motion by Johns Sharp Seconded by Mary Wall Yes 5 No 0

**XIII.3 Approve Resolution #-09-08-09, Classified School Employee Appreciation Week**

It is recommended that the Board approve Resolution #9-08-09 in recognition of Classified School Employee Appreciation Week, May 18-22, 2009.

Motion by Melanie Dohn Seconded by John Sharp Yes 5 No 0

**EDUCATION**

**XIII.4 Technology Plan**

It is recommended that the Board of Trustees approve the HELUS Technology Plan that has been approved by the state for use in focusing technology in the district.

Motion by Mary Wall Seconded by John Sharp Yes 5 No 0

**XIII.5 English Learner Plan**

It is recommended that the Board of Trustees approve the HELUS English Learner Plan for keeping in state and federal compliance with students who need to learn English as their second language.

Motion by Mary Wall Seconded by John Sharp Yes 5 No 0

## **BUSINESS**

### **XIII.6 Tax & revenue Anticipation Note Resolution 14-09-10**

It is recommended that the Board of Trustees approve resolution 14-09-10 giving their permission to apply for a TRANs in order to survive the ongoing cash deferrals being imposed by the State in order to remedy their cash flow problem.

Motion by John Sharp Seconded by Mary Wall Yes 5 No 0

## XIV. CONSENT AGENDA ITEMS

### CONSENT AGENDA

- a) Minutes of Regular Board Meeting, April 13, 2010
- b) Minutes of Special Board Meeting, April 17, 2010
- c) Purchase Order Report #11-09-10
- d) Warrant Register #11-09-10
- e) Conference/Workshop #11-09-10
- f) 3<sup>rd</sup> Quarterly Report on Williams Uniform Complaints

Motion by John Sharp Seconded by Mary Wall Yes 5 No 0

## PLANNING

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

### Board Comments

#### Discussion for Board Meetings

June 8<sup>th</sup>—changed to June 22 last month

July 13<sup>th</sup>—will this meeting be held? Discussion was to determine at the end of June whether this Board meeting will be needed to conduct District Business.

June 1<sup>st</sup> at 3:00 a parent/community/board study session meeting will be scheduled for budget information to the community and parents.

There will be a special Board Meeting on May 25<sup>th</sup> at 6:00 for District Business.

An independent study/home school meeting needs to be scheduled for parents to consider utilizing our school for home school independent study.

A community member on our Safety Committee wanted to be sure our school was registered for the Great American Shakeout. The Superintendent reported that we are registered and it is on the master calendar for the 2010-2011 school year.

Board Directives

The next Regular Board Meeting is scheduled for **June 22, 2010**, with closed session at 6:00 in the School Library and the regular session at 6:30 in the School Library.

PUBLIC ADJOURNMENT

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.

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

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

Close and adjourn the meeting at 7:46 p.m.

Motion by Zachary Mercier Seconded by Melanie Dohn Yes 5 No 0

\_\_\_\_\_  
Zachary Mercier, Clerk

\_\_\_\_\_  
Date