



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Regular Board Meeting

August 17, 2020

Board of Trustees

Jared Garewal, President

Ben Abatti, Jr., Clerk

Matt Hester, Member

Robin Cartee, Member

Kevin Grizzle, Member

Superintendent

Celso Ruiz

Assistant Superintendent

John Paul Wells



**REGULAR MEETING
of the
BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT**

*Monday, August 17, 2020
CLOSED SESSION 5:00 P.M., OPEN SESSION 6:00 P.M.
Holtville Unified School District, Board Room, 621 East Sixth Street, Holtville, CA. 92250*

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to Trustees after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the Office of the Superintendent located at 621 E. Sixth Street, Holtville, Ca. 92250

Members of the public who require disability accommodation in order to participate in the meeting should contact the Superintendent at (760)356-2974, or in writing, at least 24 hours prior to the meeting. (Government Code section 54954.2).

1. PRELIMINARY

*Call to Order
Flag Salute
Roll Call*

Present Absent

*Jared Garewal, President
Ben Abatti Jr., Clerk
Matt Hester, Member
Robin Cartee, Member
Kevin Grizzle, Member*

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

2. MODIFICATIONS OF THE ORDER OF THE AGENDA, IF ANY.

Motion: _____ Second: _____ Ayes: ____ Nays: ____ Vote: ____

3. STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA.

At this time, members of the public may address the Board only as to items on the closed session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes.

4. CLOSED SESSION

- A) Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release*
- B) Superintendent's Evaluation – Government Code section 54957*

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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6. PUBLIC COMMENT ON ITEMS ON THE OPEN SESSION AGENDA AND ON NON AGENDA ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER

JURISDICTION OF THE BOARD. At this time, members of the public may address the Board only as to items on the open session agenda or items within the subject matter jurisdiction of the Board. Public comment will not be taken during the Board's consideration of an item on the open session agenda. If you wish to address the Board, please stand, give your name and address and proceed to the podium from which you will speak. Individual presentations shall not be for more than three (3) minutes and the total time for this purpose shall not exceed twenty minutes. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The Board may 1) acknowledge receipt of the information, 2) refer to staff for further study, or 3) refer the matter to the next agenda.

7. COMMUNICATIONS FROM THE SCHOOL DISTRICT

Holtville Teachers Association
California School Employees Association
Student Representative
Governing Board
Assistant Superintendent
Superintendent

8. CONSENT AGENDA

All matters on the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. The Superintendent and staff recommend approval of all Consent Agenda items.

A. GENERAL FUNCTION

- 1) Adoption of Minutes: July 20, 2020 & August 4, 2020 Pgs. 2-6
(Supplemental Information)

B. FINANCE AND BUSINESS

- 1) Warrant Orders week beginning 7/23/20 to week ending 8/13/20 Pgs. 8-18
(Supplemental Information)

C. PERSONNEL SERVICES

- 1) Certificated Employment Pg. 20
2) Classified Employment Pg. 21

D. GENERAL BUSINESS

The Board is asked to approve the following items:

- 1) Approve the Consolidated Application & Reporting System (CARS)
2) Memorandum of Understanding Between the Holtville Unified School District & Holtville Teachers Association Regarding Return to Work Fall 2020 Pgs. 23-29
3) Request of Exemption of School Facility Fees from Strahm Farms, Inc. Pg. 30

Motion: _____ Second: _____ Ayes: ____ Nays: ____ Vote: __ - __

BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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9. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

A) COVID-19 – return to School Waiver (Discussion only) (Mr. Wells & Mr. Ruiz)

B) Approve new three year Employment Agreement with the Superintendent for the period of 2020-2023. (Mr. Ruiz)

Motion: _____ Second: _____ Ayes: _____ Nays: _____ Vote: ____ - ____

10. FUTURE BOARD MEETING DATE

Monday, September 21, 2020 is the next Regular Board Meeting

11. ADJOURNMENT

MISSION STATEMENT

The Mission of the Holtville Unified School District is to ensure a standards-based curriculum that promotes excellence in academic, social and emotional growth for every student through the establishment of strong parent/school/community partnerships in a stable and safe learning environment.

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

MINUTES

**Holtville Unified School District
Regular Board Meeting
Minutes – July 20, 2020**

{Page 1 of 4}

The Board of Trustees of the Holtville Unified School District met in a Regular Session on July 20, 2020, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 5:03 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Jared Garewal, President; Ben Abatti Jr., Clerk; Matt Hester, Member; Robin Cartee, Member; Kevin Grizzle, Member; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent.

MEMBERS ABSENT: None

MODIFICATION OF THE AGENDA: None

STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AGENDA. None

CLOSED SESSION

Closed session in accordance with Government Code 54957: Public Employee Discipline/Dismissal/Release

Superintendent's Evaluation – Government Code Section 54957

Conference with Labor Negotiators, Celso Ruiz and John Paul Wells, for the Certificated Management, Classified Confidential, and CSEA Chapter 338 employees - Government Code Section 54957.6

REPORT OF CLOSED SESSION In: 5:05 p.m. Out: 6:24 p.m.
Nothing to report

ORAL COMMUNICATION FROM THE PUBLIC ON NON AGENDA ITEMS AND/OR ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD. None

COMMUNICATION FROM THE SCHOOL DISTRICT

Trustees Cartee, Grizzle, Hester and Abatti thanked the HUSD Administration for their hard work during these trying times.

Board President Garewal said he was very appreciative towards the staff during these trying times, and he wanted to ensure that health and safety of the staff and students is a priority.

Mr. Ruiz thanked the staff for their hard work and that they will do their best to meet the needs of students and staff.

Mr. Wells gave a monthly business briefing. The Imperial Treasurer's Office Pooled Investment Reports included an Effective Rate of Return of 1.73% at the Fiscal YTD at the end of April. The Effective Rate of Return for the end of May was 1.71%. There is currently a total cash balance of \$10,542,030. The final HMS Gym bid will be acted on during this meeting, and there is a small portion of the gym being constructed.

**CONSENT AGENDA
GENERAL FUNCTIONS**

Moved by Trustee Grizzle, Seconded by Trustee Hester to approve the following consent agenda items as follows: GENERAL FUNCTION – Adoption of Minutes: June 22, 2020. FINANCE AND BUSINESS – Warrant orders week beginning 6/18/20 to week ending 7/9/20. PERSONNEL SERVICES – Certificated Employment of Stephen Frazier, SPED Teacher (HMS). Classified Employment of Abraham Bobadilla, Temporary Help (Technology); Carolina Espinoza, Custodial Summer Temp (District); Irene Trujillo, Custodial Summer Temp (District); Arturo Boroquez, Custodial Summer Sub (District); Imelda Ledezma, Custodial Summer Sub (District); Maria Avelar, Program Accounts I (District). Extra Duty Assignments for David Avila, Induction District Leader; Nicholas Moreno, Induction Support Provider; Lovette Stiff, Induction Support Provider; Lindsay Cox, Induction Support Provider; Lillian Aguirre, Induction Support Provider; James Anderholt, Induction Support Provider; Aaron Mendoza, Induction Support Provider. Classified Management/Confidential Employment of Betsy Gomez, Accounting Technician (District). GENERAL BUSINESS – MOU between ICOE & HUSD regarding College & Career Readiness Initiative. Contract between San Diego County Superintendent of Schools & HUSD for the Synergy Education Platform. Vista Sands Annual Service agreement between Department of Behavioral Health Services & HUSD. MOU of Imperial County School Food Service Cooperative. Agreement between HUSD & AVID. All approved by unanimous votes, Ayes: 5, Nays: 0. Vote: 5-0.

INFORMATION ITEMS

Mr. Arevalo presented a PowerPoint on the possible reopening of HUSD Schools. The plan is to begin the year with the most effective model and transition once a vaccine/safety is no longer an issue. There are several CDC guidelines that need to be followed. There is much planning in hiring additional staff to screen students and staff, as well hiring staff in Maintenance and Operations for sanitary cleaning and installation of necessary equipment. There is a grading protocol put in place for the HUSD Distance Learning. In conclusion with the current stay at home order from the County it is recommended to open the school year online and allow students on campus slowly after ensuring all safety protocols are in place.

PUBLIC HEARING

Public Hearing Authorizing Temporary Borrowing Between Funds of the School District

ACTION/DISCUSSION ITEMS

Moved by Trustee Abatti, Seconded by Trustee Hester to approve Lauren Hoff to teach health at Holtville High School, Grades 9th – 12th under Ed Code 44258.3 for the 2020/21 schoolyear. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Abatti to approve Yvonne Moreno to teach Band at Holtville High School, Grades 9th – 12th under Ed Code 44258.3 for the 2020/21 schoolyear. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Hester, Seconded by Trustee Cartee to approve Dennise Frazier to provide Speech Therapist Services in grades K-12 for the District on a Variable Term Waiver under Ed Code 44265.3 for the 2020/21 schoolyear. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Abatti, Seconded by Trustee Grizzle to approve David Martinez to teach Dual, grades 6th – 8th at Holtville Middle School under a BCLAD for the 2020/21 schoolyear. Passed by unanimous votes Ayes; 5, Nays: 0. Moved by Trustee Hester, Seconded by Trustee Grizzle to approve Tentative Agreement between Holtville Unified School District and the California School Employees Association and its Holtville Chapter 338 to fully settle all negotiations for the 2019-20 schoolyear and to establish a new three year agreement to remain in effect from July 1, 2020 until June 30, 2022. Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Abatti, Seconded by Trustee Hester the Approval and Implementation of the off-schedule, one-time 5% compensation increase for the Classified Confidential and Management group for the 2019-20 schoolyear as recommended by the Superintendent. Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Cartee the Approval and Implementation of the off-schedule, one-time 5% compensation increase for the Certificated Management group for the 2019-20 schoolyear as recommended by the Superintendent. Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Hester to approve Amendment to the Superintendent's Employment Agreement providing a one-time only 5% salary bonus consistent with the 5% one-time off schedule salary payments approved by the Governing Board for all certificated, classified, classified management confidential, and certificated management District employees for the 2019-2020 school year. Passed by unanimous votes Aye: 5, Nays: 0. Moved by Trustee Abatti, Seconded by Trustee Hester to approve Board Resolution 2019/20-017 Authorizing Temporary Borrowing Between Funds of The School District. Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Cartee, Seconded by Trustee Abatti to approve ESR Construction Bid Proposal for Sitework and Installation of Low Voltage Systems for the Holtville Middle School Gymnasium. Passed by unanimous votes Ayes: 5, Nays: 0. Move by Trustee Grizzle, Seconded by Trustee Hester to approve Board Resolution 2020/21-001 to name the New Gymnasium at Holtville Middle School "Patrick Ward Gymnasium." Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0.

**Holtville Unified School District
Regular Board Meeting
Minutes – July 20, 2020**

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ACTION/DISCUSSION continued

Moved by Trustee Abatti, Seconded by Trustee Grizzle to approve 2020-21 45 Day Budget. Mr. Wells gave a brief update on the details of the 2020-21 signed State Budget, due to the difference between the Governor's May Revise and the signed budget. While the Governor's May Revise proposed several cuts to school district LCFF budgets, the deal struck between Legislature and the Governor shift cuts from the budget to cash deferrals, allowing districts to eliminate the large cut from the books. The cuts from categorical funds have been eliminated and Federal funds from the CARES Act have been added. There is a total difference of \$3,707,737 in total revenue for HUSD and a difference of \$2,365,664 in total expenditures. The projected ending balance for June 30, 2021 is \$5,405,826. Passed by unanimous votes Ayes: 5, Nays: 0.

FUTURE BOARD MEETING DATE

Regular Board Meeting: Monday, August 17, 2020

ADJOURNMENT

The meeting adjourned at 7:33 p.m.

**Ben Abatti Jr., Clerk
Holtville Unified School District
Board of Trustees**

**Holtville Unified School District
Special Board Meeting
Minutes – August 4, 2020**

{Page 1 of 1}

The Board of Trustees of the Holtville Unified School District met in a Special Session on August 4, 2020, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 5:01 p.m. by the Presiding Chairman.

MEMBERS PRESENT: Jared Garewal, President; Ben Abatti Jr., Clerk; Matt Hester, Member; Celso Ruiz, Superintendent; John Paul Wells, Assistant Superintendent.

MEMBER ABSENT: Matt Hester, Member; Robin Cartee, Member

MODIFICATION OF THE AGENDA: Moved by Trustee Hester, Seconded by Trustee Abatti to table Item C in Action/Discussion to the next Regular Board meeting, also remove Item A in Consent Agenda at this time. Passed by unanimous votes, Ayes: 3, Nays: 0.

STATEMENTS FROM THE PUBLIC REGARDING ITEMS ON THE CLOSED SESSION AND NON AGENDA ITEMS. None

CLOSED SESSION:

- A) Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release
- B) Negotiations with Holtville Teachers Association – Pursuant to Government Code Section 3549.1.

REPORT OF CLOSED SESSION: In: 5:05 Out: 6:50 Nothing to report

ORAL COMMUNICATION FROM THE PUBLIC ON NON AGENDA ITEMS AND/OR ITEMS OF INTEREST TO THE PUBLIC THAT ARE WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD. None

ACTION/DISCUSSION ITEMS

Moved by Trustee Abatti, Seconded by Trustee Hester to approve Jennifer Sutter to teach Sgriculture Science, grades 9th – 12th at Holtville High School with an English Language Variable term Waiver for the 2020-21 school year. Passed by unanimous votes, Ayes: 3, Nays: 0.
Moved by Trustee Hester, Seconded by Trustee Abatti to approve 2019-20 Measure G Citizen's Oversight Committee report. Passed by unanimous votes, Ayes: 3, Nays: 0.

ADJOURNMENT The meeting adjourned at 6:55 p.m.

**Ben Abatti Jr., Clerk
Holtville Unified School District
Board of Trustees**

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

WARRANTS

Register 000101 - 07/23/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000101, Dated 07/23/2020					
21102581	253.61	Printed	010		A T & T (000008/1)
21102582	471.95	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21102583	53,135.34	Printed	010		APPLE COMPUTER INC (000037/1)
21102584	123.14	Printed	010		AUTO ZONE (000049/1)
21102585	750.00	Printed	010		BANK OF NEW YORK MELLON TRUST (000056/1)
21102586	750.00	Printed	010		BANK OF NEW YORK MELLON TRUST (000056/1)
21102587	1,681.35	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
21102588	18.00	Printed	130		CDE CASHIERS OFFICE (000095/1)
21102589	48.20	Printed	010		COUNTY MOTOR PARTS (000111/2)
21102590	27.79	Printed	010		D LUPITAS RESTAURANT (000119/1)
21102591	32.00	Printed	010		Department of Justice Accounting Office (000130/1)
21102592	1,870.33	Printed	010		DOCUMENT TRACKING SERVICES (000141/1)
21102593	1,723.18	Printed	010		ENTERPRISE FM TRUST (000767/1)
21102594	1,400.00	Printed	010		ESCAPE TECHNOLOGY LLC (000625/1)
21102595	177.40	Printed	010		FULTON DISTRIBUTING CO (000168/1)
21102596	227.62	Printed	010		GAS COMPANY (000172/1)
21102597	3,148.75	Printed	215		H P Inspections, INC (000863/1)
21102598	31,064.68	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21102599	149.15	Printed	010		IMPERIAL STORES (000225/1)
21102600	72.16	Printed	010		IMPERIAL VALLEY RESOURCE MANAG (000231/1)
21102601	51.38	Printed	010		JOHN DEERE FINANCIAL (000324/1)
21102602	69.03	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21102603	250.00	Printed	010		MIGUEL MATA (000496/1)
21102604	10.70	Printed	010		ONE SOURCE DISTRIBUTORS (000293/1)
21102605	824.38	Printed	010		QUILL CORP (000318/1)
21102606	288.47	Printed	010		R S D (000320/1)
21102607	4,860.12	Printed	010		RABOBANK NA (000322/2)
21102608	1,387.50	Printed	010		ROCHESTER 100 INC (000330/1)
21102609	188.76	Printed	010		SAN DIEGO CO OFFICE OF EDUCATI (000334/1)
21102610	213.91	Printed	010		SCHOOL HEALTH CORPORATION (000344/1)
21102611	1,559.63	Printed	010		SDI INNOVATIONS, INC (000874/1)
21102612	456.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
21102613	123.53	Printed	010		SPARKLETTS WATERS (000370/1)
21102614	125.65	Printed	010		Sprint Communication Company (000816/2)
21102615	306.44	Printed	010		UNFIRST CORPORATION (000727/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 07/23/2020, Filtered by (Source = A, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Register 000101 - 07/23/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000101, Dated 07/23/2020 (continued)

21102616	4,400.00	Printed	010		VANTAGE LEARNING (000418/2)
21102617	12,060.36	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)
21102618	700.00	Printed	010		ZAMORAS BACKFLOW (000444/1)
21102619	2,015.15	Printed	560		ZIONS FIRST NATIONAL BANK Enterprise Loan Operations (000445/3)

127,015.66

Number of Items

39 Totals for Register 000101

Org Summary

Holtville Unified School District

Check #	21102581 through	21102619 Total Count	39	\$127,015.66
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Register 000102 - 07/30/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000102, Dated 07/30/2020					
21103292	1,849.90	Printed	010		A T & T (000008/1)
21103293	246.62	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21103294	11.55	Printed	010		AUTO ZONE (000049/1)
21103295	279.00	Printed	010		Bureau of Education Research (000800/1)
21103296	14,436.00	Printed	010		CALIFORNIA SCHOOL BOARDS ASSO (000775/1)
21103297	8,786.28	Printed	010		CDWG (000097/1)
21103298	490.00	Printed	010		CURRIER and HUDSON (000117/1)
21103299	62.30	Printed	010		D LUPITAS RESTAURANT (000119/1)
21103300	1,886.58	Printed	010		EMPLOYMENT DEVELOPMENT DEPT (000151/1)
21103301	189,715.00	Printed	210		ESR Construction (000864/1)
21103302	1,672.50	Printed	010		Franklin Lee Enterprises, LLC (000890/1)
21103303	2,360.23	Printed	010		FULTON DISTRIBUTING CO (000168/1)
21103304	67.80	Printed	010		GEORGES PIZZA (000177/1)
21103305	11,018.49	Printed	010		GREAT MINDS (000185/2)
21103306	400.96	Printed	010		JONES BROS GLASS (000248/1)
21103307	14,298.70	Printed	010		POSITIVE PROMOTIONS (000311/1)
21103308	1,175.41	Printed	010		QUILL CORP (000318/1)
21103309	337.50	Printed	010		R S D (000320/1)
21103310	1,400.00	Printed	010		RABOBANK NA (000322/2)
21103311	2,437.50	Printed	010		Rural Community Assist Corp (000867/1)
21103312	671.85	Printed	010		SALAZAR, MARTHA (000750/1)
21103313	6,654.07	Printed	010		SOUTHWEST SCHOOL and OFFICE SU (000369/1)
21103314	153.22	Printed	010		UNFIRST CORPORATION (000727/1)
21103315	1,839.79	Printed	130		VICS AIR CONDITIONING and ELE (000423/1)
21103316	240.39	Printed	010		WAXIE SANITARY SUPPLY (000429/1)
21103317	300.00	Printed	010		WRIGHT, GINA (000591/1)

262,791.64

Number of Items

26 Totals for Register 000102

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 07/30/2020, Filtered by (Source = N, Pay To = N, Payment Method = C, Check Number(s) = 21103025..21103802, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Org Summary

Holtville Unified School District

Check #	21103292	through	21103317	Total Count	26	\$262,791.64
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Register 000103 - 08/06/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000103, Dated 08/06/2020					
21104022	1,070.00	Printed	010		ACCREDITING COMMISSION (000014/1)
21104023	160.41	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21104024	68.44	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
21104025	19,116.15	Printed	010		APPLE COMPUTER INC (000037/1)
21104026	221.65	Printed	010		BENCHMARK EDUCATION COMPANY (000500/1)
21104027	5,541.98	Printed	010		Blink Charging (000903/1)
21104028	1,806.51	Printed	010		CALIFORNIA SCHOOLS VEBA (000083/1)
21104029	96.61	Printed	010		COUNTY MOTOR PARTS (000111/2)
21104030	60.00	Printed	010		David West (000758/1)
21104031	978.00	Printed	010		DAVID WEST INSURANCE (000121/1)
21104032	3,560.00	Printed	010		EDGENUITY INC (000144/2)
21104033	49.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
21104034	1,800.00	Printed	215		JESSE D HARTLINE (000244/1)
21104035	2,328.67	Printed	010		JOHNSON CONTROLS FIRE (000484/1)
21104036	70.36	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21104037	16.13	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21104038	13.77	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21104039	2,339.92	Printed	010		KONICA MINOLTA PREMIER FINANCE (000642/3)
21104040	550.55	Printed	010		MEDICAL EYE SERVICES (000276/1)
21104041	756.81	Printed	010		MIGUEL MATA (000496/1)
21104042	49.99	Printed	010		PITNEY BOWES PURCHASE POWER (000308/1)
21104043	8,250.80	Printed	010		QUILL CORP (000318/1)
21104044	705.80	Printed	010		R S D (000320/1)
21104045	5,000.00	Printed	010		SALVADOR, ROMERO (000881/1)
21104046	124.50	Printed	010		SAN JOAQUIN COUNTY OF ED (000776/1)
21104047	8,815.12	Printed	010		SAVVAS Learning Company LLC (000896/2)
21104048	22.96	Printed	010		SCHOOL HEALTH CORPORATION (000344/1)
21104049	1,623.42	Printed	010		SCHOOL OUTFITTERS (000347/1)
21104050	159,081.39	Printed	010		SISC I (000361/1)
21104051	1,951.50	Printed	010		SISC III Life Ins (000474/1)
21104052	806.95	Printed	010		SUCCESS BY DESIGN, INC (000769/1)
21104053	263.67	Printed	010		THYSSENKRUPP ELEVATOR CORP (000706/1)
21104054	320.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
21104055	971.13	Printed	010		US AIR CONDITIONING DISTRIBU (000411/1)
21104056	4,622.04	Printed	010		VISION SERVICE PLAN (000424/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 08/06/2020, Filtered by (Source = A, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Register 000103 - 08/06/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000103, Dated 08/06/2020 (continued)

21104057	12,009.51	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)
21104058	1,321.94	Printed	010		WARDS BIOLOGY (000426/1)
21104059	611.97	Printed	010		WAXIE SANITARY SUPPLY (000429/1)

247,157.65

Number of Items

38 Totals for Register 000103

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 08/06/2020, Filtered by (Source = A, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Org Summary

Holtville Unified School District

Check #	21104022 through	21104059 Total Count	38	\$247,157.65
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Register 000104 - 08/13/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000104, Dated 08/13/2020					
21104567	1,070.00	Printed	010		ACCREDITING COMMISSION (000014/1)
21104568	1,920.00	Printed	010		ALL VALLEY FENCE and SUPPLY (000020/1)
21104569	235.43	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21104570	3,679.27	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
21104571	3,263.73	Printed	010		APPLE COMPUTER INC (000037/1)
21104572	15.02	Printed	010		AUTO ZONE (000049/1)
21104573	1,341.98	Printed	010		Baja Desert Tire Co (000052/1)
21104574	3,741.83	Printed	010		C R and R INCORPORATED (000070/1)
21104575	8,826.47	Printed	010		CITY OF HOLTVILLE (000102/1)
21104576	98.04	Printed	010		COUNTY MOTOR PARTS (000111/2)
21104577	118.53	Printed	010		D LUPITAS RESTAURANT (000119/1)
21104578	98.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
21104579	226.83	Printed	130		FULTON DISTRIBUTING CO (000168/1)
21104580	724.40	Printed	010		GIGA KOM (000179/1)
21104581	713.88	Printed	010		H B PETROLEUM IN C (000189/1)
21104582	316.50	Printed	010		HARRISON, PATRICA (000523/1)
21104583	633.53	Printed	010		IMPERIAL PRINTERS (000222/1)
21104584	218.46	Printed	010		IMPERIAL TRUCK CENTER (000620/2)
21104585	83.09	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21104586	378.92	Printed	010		QUILL CORP (000318/1)
21104587	15,707.35	Printed	010		RABOBANK NA (000322/2)
21104588	74.84	Printed	010		ROMANS WATER (000331/1)
21104589	262.49	Printed	010		SCHOOL HEALTH CORPORATION (000344/1)
21104590	456.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
21104591	15,238.26	Printed	010		SHI SOFTWARE (000358/1)
21104592	200.59	Printed	010		SOUTHWEST SCHOOL and OFFICE SU (000369/1)
21104593	10.00	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
21104594	321.00	Printed	010		TERMINIX OF IMPERIAL VALLEY (000386/1)
21104595	893.05	Printed	010		THE SHERWIN- WILLIAMS CO (000357/3)
21104596	313.16	Printed	010		UNFIRST CORPORATION (000727/1)
21104597	11.41	Printed	010		UPS (000409/1)
21104598	3,767.70	Printed	010		Verizon Wireless Services LLC (000422/1)
21104599	472.52	Printed	130		VICS AIR CONDITIONING and ELE (000423/1)
21104600	818.42	Printed	010		WATER TREATMENT SERVICES (000483/1)
21104601	1,208.45	Printed	010		WEST 80 ELECTRIC (000431/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 08/13/2020, Filtered by: (Source = N, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Register 000104 - 08/13/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000104, Dated 08/13/2020 (continued)

21104602	2,380.00	Printed	010		WILKINSON HADLEY KING and CO L (000436/1)
21104603	440.00	Printed	010		ZAMORAS BACKFLOW (000444/1)

70,279.15	Number of Items	37	Totals for Register 000104
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Org Summary

Holtville Unified School District

Check #	21104567 through	21104603	Total Count	37	\$70,279.15
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HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED EMPLOYMENT
DATE: AUGUST 17, 2020

The Board is requested to approve the following Certificated Employment for the 2020/21 SY:

1. Cory Cruz	First Grade Teacher	Finley
2. Julio Gallegos	Counselor	HMS
3. Cecilia Rodriguez	Dual Teacher	HMS

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED EMPLOYMENT
DATE: AUGUST 17, 2020

The Board is requested to accept the following Classified Employment:

1) Maritza Salcedo	Paraprofessional	District
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HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

GENERAL BUSINESS

MEMORANDUM OF UNDERSTANDING
BETWEEN THE HOLTVILLE UNIFIED SCHOOL DISTRICT
AND THE HOLTVILLE TEACHERS ASSOCIATION
REGARDING RETURN TO WORK FALL 2020

This Memorandum of Understanding (hereinafter "MOU") is entered into by and between the Holtville Unified School District (hereinafter "District") and the Holtville Teachers Association (hereinafter "HTA") regarding return to work in Fall 2020 and the coronavirus (COVID-19) public health emergency.

The District and HTA recognize the importance of continuing to serve students and delivering high quality instruction through distance learning during school closures. The District and HTA recognize that schools are critical to daily life; that teachers are considered essential workers during the public health emergency; and that continued and regular interaction between teachers and students is necessary to support student well-being and learning.

The District and HTA agree as follows:

Term of the MOU

- A. This MOU shall remain in effect until the District is authorized to resume in-person instruction either partially or fully.

Instruction/Distance Learning

- A. The parties are committed to providing in-person instruction for the 2020-2021 school year, provided the District is authorized to reopen. The parties recognize that the District is required to provide a distance learning option, and that it will do so consistent with all of the requirements set forth in Education Code sections 43500-43504. The Superintendent will consult with HTA on both in-person and distance learning and will provide opportunities for unit members to give feedback on the effectiveness and challenges of learning platforms throughout the public health emergency.
- B. The District will begin the 2020-2021 school year in a distance learning format until schools are authorized to reopen. Under this model, students will engage in classes exclusively online through a combination of live instruction (synchronous) and independent work (asynchronous). Unit members shall utilize Google Classroom or other digital platforms for distance learning that are approved by the site supervisor.
- C. To ensure that teachers are provided the most professional working environment and the support and resources necessary to provide the highest level of quality instruction during this period of distance learning, unit members may elect to report to work at their designated school site at 7:45 a.m. (Consistent with HTA contract) If unit members leave the worksite before the end of the regular workday set as forth in the HTA contract, unit members will continue their work remotely and fulfill contractual work hours, ensure ongoing communication with students and families, encourage student engagement, and remain in regular communication with the administration. Unit members that report onsite will be assigned a classroom and the appropriate technology to provide distance learning

and support students during distance learning. Unit members electing to work onsite may be required to work remotely due to a classroom or school closure as a result of COVID-19. During any such closure, the unit member shall work remotely to provide distance learning consistent with his/her contractual work hours.

- D. Unit members have the option to work remotely during this period of distance learning. Unit members that work remotely will be provided software, electronic devices, support with connectivity to the internet and training to support distance learning and support students during distance learning. To avoid disruptions and missed instructional time and ensure the highest level of quality instruction during this period of distance learning, unit members that work remotely are required to ensure their electronic devices are functioning appropriately, including connectivity to the internet, during the contract day.

In consultation with site administrators, the Superintendent may require individual unit members to work onsite if distance learning is impacted negatively by the unit member working remotely, and efforts by administration to work with and correct the negative impact are unsuccessful. Unit members working remotely are required to fulfill contractual work hours as set forth in the HTA contract, ensure ongoing communication with students and families, encourage student engagement, remain in regular communication with the administration, and fulfill the duties described in item H below. Failure to do so shall be deemed by the District to negatively impact distance learning.

- E. All unit members, including those that work remotely, will maintain an appropriate setting, use of materials and clothing to provide a professional learning environment for students.
- F. The regular workday set forth in the HTA Agreement will not change during the period of distance learning whether unit members report onsite or work remotely.
- G. Prior to the start of the 2020-2021 school year, unit members shall notify their site supervisor of their proposed schedule to work onsite or their intention to work remotely. Unit members shall notify their site supervisor if they plan to change their onsite work schedule, switch from working onsite to working remotely, or switch from working remotely to working onsite. In case of emergencies, unit members will attempt to notify their supervisor if they change their onsite work schedule, switch from working onsite to working remotely, or switch from working remotely to working onsite.
- H. The District will provide a distance learning option during the 2020-2021 school year in a manner consistent with the requirements set forth in SB 98 and will determine the kinds and levels of services to be provided and the methods and means of providing them. The Superintendent will seek input from the HTA on distance learning and will provide opportunities for unit members to give feedback on the effectiveness and challenges of distance learning platforms. Distance learning requirements will include, but are not limited to:
1. Daily interaction, instruction and check-ins between teachers and students for the purpose of instruction, progress monitoring, and maintaining school connectedness through the use of a computer and communications technology.

2. To assist in normalizing student routines, and to provide a schedule when administrators will be able to perform virtual, informal observations, distance learning will follow the schedule for each grade level assigned by each site administrator. Site administrators will consult with teachers to augment and adjust these schedules to better meet the academic needs of students. Site administrators will have final approval on all instructional schedules.
 3. Synchronous distance learning (students and teachers are online at the same time and interacting in real time to include instruction and guided practice) in an amount of time to be determined by the District in accordance with state law and in consultation with HTA. Teachers will provide administration with access codes to these live sessions, as well as record these sessions for those students who may not have access at the specified time. Should the teacher deem a live session to be inappropriate for later viewing, they shall consult with the Principal to either edit the recorded session or substitute the session with another recorded instructional video. Site administrators will have final approval in this matter. Proper training for unit members on use of videos will be provided.
 4. Asynchronous distance learning (to include independent student practice) in an amount of time to be determined by the District in accordance with state law and in consultation with HTA.
 5. Teachers will complete a weekly log (either a CDE or District provided log) that monitors live daily attendance, instruction, interaction with students, completion of assignments and personal connections. Site administrators will consult with teachers to augment and adjust these logs to streamline record-keeping and enhance data collection. However, any proposed changes to the log forms shall be in line with state requirements and must be approved by the Superintendent.
 6. Teachers will provide high quality instruction aligned to grade level standards.
 7. The District and teachers will continue to provide accommodations necessary and monitor for all Special Education students/students with 504's to ensure they follow Individual Education Plans and 504 Plans during distance learning.
 8. The District and teachers will designate and integrate instruction for English Learners and provide support to access curriculum, assessments, and reclassification.
 9. The District and teachers will provide academic and other supports to assist students with extra needs.
- I. The District recognizes that there are unique challenges to unit members providing distance learning. The District will work with unit members to address scheduling issues based upon challenges resulting from the COVID-19 public health emergency.

- J. Unit members will continue to be provided sufficient time for lesson planning in an amount not less than when District schools were not closed. The District and HTA agree that it is in the best interests of efficiency and high-quality instruction for unit members to collaborate during distance learning to the extent practicable. The District will assist unit members with coordinating such collaboration and will provide opportunities for unit members to share distance learning resources.
- K. The District will provide training to unit members to deliver online/interactive learning. As needed and appropriate, the District will work with any unit member who requires additional support and/or training to engage in effective distance learning.
- L. The District will provide unit members with appropriate software and training for distance learning and will work with unit members as necessary to ensure that they have the requisite technology devices and/or access to support students during distance learning.
- M. The District will use its best efforts to protect the privacy of unit members while delivering distance learning. The District will issue Online Distance Learning/Technology Parent User Agreements to protect the privacy of unit members during distance learning, including the prohibition of the unauthorized use of listening or recording devices consistent with Education Code section 51512. In addition to continuing to enforce the rules for student conduct set forth in Board Policy, the District will issue written rules for student conduct during distance learning.
- N. Unit members are expected to regularly check their email during the workday and respond to emails within a reasonable amount of time taking into consideration the subject matter of the communication.
- O. The District and school sites will hold meetings in a manner that do not diminish teacher preparation time. The District will attempt to provide unit members with 24 hours' notice for any work meetings so that unit members can make necessary arrangements to be available for such meetings. The District will limit in-person meetings with unit members to no more than 10 people in an appropriate facility and will expect attendees to comply with social distancing guidelines and wear masks. The District will conduct meetings with unit members virtually when more than 10 people will be in attendance, when social distancing is not possible, or when practicable. While the District will make efforts to hold most meetings via video conferencing, from time-to-time, unit members will be required to report to the site for in person meetings for duties such as, but not limited to, the signing of required documents and retrieval of materials. In addition, nothing in this MOU shall preclude unit members to voluntarily meet in person with other staff, so long as they follow safety protocols listed above.
- P. Unit members are prohibited from engaging in for-profit activities, including private tutoring, during their regular workday.

Special Education

- A. The District's Director of Special Education shall continue to support special education teachers with addressing issues that arise related to the servicing of special education

students during the school closure. The District shall continue to collaborate with special education teachers and will provide opportunities for special education teachers to give feedback on the effectiveness and challenges of distance learning platforms.

Safety

- A. The District will provide training to unit members regarding public health measures, hygiene, and sanitation to help prevent the spread of COVID-19. The District will remain up to date regarding the CDC's Considerations for Schools and will follow the CDC's Guidance for Cleaning and Disinfecting. The District will monitor and follow the Imperial County Public Health Department orders and Cal OSHA recommendations and will order and supply required Personal Protective Equipment.
- B. Hand washing stations and hand sanitizer will be available throughout schools and other work sites.
- C. The District will maintain high standards of cleanliness and sanitation by safely using disinfectants, using personal protective equipment and updating ventilation. The District will disinfect surfaces between uses, such as desks and tables, chairs, keyboards, phones, headsets, copy machines, etc. The District will daily disinfect high-touch surfaces, such as door handles, drinking fountains, faucets, restroom surfaces, instructional materials, etc.
- D. All unit members and other staff must use face coverings while onsite in accordance with the direction of the California Department of Public Health. This includes wearing masks on site at all times with the exception that unit members may remove their masks while conducting distance learning in their assigned classrooms when no one else is present.
- E. The District will require that unit members and all other staff onsite comply with social distancing guidelines.
- F. Unit members will minimize congregating in teacher lounges, breakrooms, school offices and other areas onsite.
- G. The District will conduct screenings and implement other procedures for daily symptom monitoring for unit members and other staff onsite.
- H. When a unit member or other staff member tests positive for COVID-19 and has exposed others at the site, the District will implement the following steps:
 - 1. In consultation with the local public health department, determine whether site closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level as determined by the local public health department.
 - 2. Close the classroom, office or other area where the individual was based to conduct cleaning and to disinfecting.

3. Additional areas visited by the individual may also need to be temporarily closed for cleaning and disinfecting.
4. Without providing personally identifiable information, the District will inform the HTA as soon as practicable should it learn a District employee or other staff member is confirmed or presumptively positive for COVID-19 and was present at a District school or facility during the applicable incubation period. Such notice shall identify which District school or facility may have been exposed.

Leaves

- A. Any unit member on an approved leave of absence, prior to and continuing through the closure of schools, will continue as originally approved.
- B. Unit members who are unable to work due to reasons concerning COVID-19 may apply to the District for FFCRA and/or other applicable leaves. If the unit member exhausts all leave balances available, the District shall follow normal procedures regarding adjustments to compensation.
- C. In case of a unit member absence, normal procedure regarding substitutes will apply.

Miscellaneous

- A. Upon the District determining, in accordance with public health authorities' orders and guidance, that schools are safe to open, the District shall provide at least 72 hours' notice to all unit members to prepare for a physical return to work in the classroom. When this occurs, the option to work remotely will no longer be available to unit members unless the health authority issues limitations on those who may report to the worksite. Those who do not physically report to the school site, and do not have an applicable condition set forth by the health authority, shall be required to use applicable leaves as per state law and the HTA-HUSD Agreement. The first workday when unit members physically report to work following the reopening of schools shall be a non-student day for the District and unit members to prepare for students to return to in-person instruction. Should the Superintendent, in consultation with District administration, teachers, and other staff, determine that more time and preparation is needed to open school back to in-person instruction, the number of staff preparation days may be extended. However, unit members will be expected to work on site during this preparation period.
- B. All components of the current Collective Bargaining Agreement between the District and HTA not addressed by the terms of this MOU shall remain in full effect.
- C. This MOU does not waive HTA rights to bargain in matters covered by the EERA

Revised: 8/7/2020 4:00 PM

This MOU is not effective until ratified by the Governing Board of the District.

For HTA:



Date 8/10/2020

For The District:



Date August 10, 2020

Ratified by the Governing Board on _____

Strahm Farms, Inc.
2605 Holt Road
Holtville, CA 92250
(760) 356-5253 Office (760) 356-3582 Fax

August 12, 2020

Holtville Unified School District
621 E. 6th Street
Holtville, CA 92250


Attn: Ann Heraz

RE: Strahm Farms, Inc Storage Building

Dear Miss Heraz,

Our firm is requesting an exemption to the requirements of the School Fees for our proposed Metal Storage Building. This storage building to be built at our facility located at 2605 Holt Road in Holtville. It will be used to store farm equipment and farming supplies. We have an existing shop building on site that is separate from the proposed storage building. This storage building does not require us to hire additional employees and will have no bathrooms.

Best Regards,


Loren Strahm,
President

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

ACTION/DISCUSSION