



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Regular Board Meeting

June 22, 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, June 22, 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) Negotiations with the CSEA Chapter 338 – Pursuant to Government Code Section 3549.1

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
REGULAR MEETING – June 22, 2020
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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: May 18, 2020 & June 5, 2020* Pgs. 2-5
(Supplemental Information)

B. FINANCE AND BUSINESS

- 1) *Warrant Orders week beginning 5/28/20 to week ending 6/11/20* Pgs. 7-14
(Supplemental Information)

C. PERSONNEL SERVICES

- 1) *Certificated Retirement* Pg. 16
2) *Certificated Resignation* Pg. 17
3) *Migrant Summer School Employment* Pg. 18
4) *Intervention Summer School Employment* Pg. 19
5) *Classified Employment* Pg. 20
6) *Certificated Employment* Pg. 21

BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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D. GENERAL BUSINESS

The Board is asked to approve the following items:

- 1) *Agricultural Career Technical Education Incentive Grant 2020-21* Pg. 23-26
- 2) *MOU between the ICOE & HUSD for the participation in the AmeriCorps Borderlands Program for the 2020-2021 funding year.* Pgs. 27-32
- 3) *Obsolete items in the Technology Department* Pgs. 33
- 4) *Quarterly Report on Williams Uniform Complaints – June 2020* Pg. 34
- 5) *Donation of four 2004 Polaris Quads to HHS from the Sherriff's Dept.* Pgs. 35
- 6) *Donation of 12 bleachers from CFIV* Pg. 35
- 7) *MOU between HUSD and the School Librarian regarding Service for 2020-2021 School Year* Pgs. 36-38
- 8) *Board Meeting Calendar for 2020-21 SY* Pg. 39
- 9) *MOU between IVROP & HUSD for the delivery of core Career Technical Education supportive services.* Pgs. 40-46

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

9. INFORMATION ITEMS

Mr. Arevalo will present the results to the parent/employee survey regarding the return to school/work.

10. PUBLIC HEARING

- A) Public Hearing on the 2019- 20 Estimated Actuals/ 2020-21 July 1st Budget Report*
Pg. 48

11. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

- A) Board Resolution 2019/20-015 Designation of Applicant's Agent for Non-State Agencies*
Mr. Wells) Pgs. 50

Motion: _____ *Second:* _____
Roll Call Vote: Garewal: _____ *Abatti:* _____ *Hester:* _____ *Cartee:* _____ *Grizzle:* _____
Ayes: _____ *Nays:* _____ *Vote:* ____ - ____

- B) Board Resolution 2019/20-016 Allowing the Class of 2024 to Maintain Funds Within the Associated Student Body Until June 30, 2021.* (Mr. Wells) Pgs. 51-52

Motion: _____ *Second:* _____
Roll Call Vote: Garewal: _____ *Abatti:* _____ *Hester:* _____ *Cartee:* _____ *Grizzle:* _____
Ayes: _____ *Nays:* _____ *Vote:* ____ - ____

- C) Board Resolution 2019/20-017 Authorizing Temporary Borrowing Between Funds of The School District* (Mr. Wells) Pgs. 53

Motion: _____ *Second:* _____
Roll Call Vote: Garewal: _____ *Abatti:* _____ *Hester:* _____ *Cartee:* _____ *Grizzle:* _____
Ayes: _____ *Nays:* _____ *Vote:* ____ - ____

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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ACTION/DISCUSSION continued

- D) Board Resolution 2019/20-018 Regarding Delegation of Authority to Pay and Sign Proper Legal Bills, Billings, Invoices, and Orders Under Specific Limitations**

(Mr. Wells) Pgs. 54-56

Motion: _____ Second: _____
Roll Call Vote: Garewal: _____ Abatti: _____ Hester: _____ Cartee: _____ Grizzle: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- E) Board Resolution 2019/20-019 Regarding the 2020-21 Education Protection Account**

(Mr. Wells) Pgs. 57-60

Motion: _____ Second: _____
Roll Call Vote: Garewal: _____ Abatti: _____ Hester: _____ Cartee: _____ Grizzle: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- F) Board Resolution 2019/20-020 Ordering an Election, Requesting County Elections to Conduct the Election, Requesting Consolidation of the Election, and Specifications of the Election Order**

(Mr. Ruiz) Pgs. 61-63

Motion: _____ Second: _____
Roll Call Vote: Garewal: _____ Abatti: _____ Hester: _____ Cartee: _____ Grizzle: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- G) Board Resolution 2019/20-021 Approving a Grant Agreement with the U.S. Department of Agriculture Rural Development Under the Community Facilities Loan and Grant Program for FY 2019-2020**

(Mr. Wells) Pg. 64

Motion: _____ Second: _____
Roll Call Vote: Garewal: _____ Abatti: _____ Hester: _____ Cartee: _____ Grizzle: _____
Ayes: _____ Nays: _____ Vote: ____ - ____

- H) Covid -19 Operation Written Report**

(Mr. Avila) ****

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

- I) Approval of the 2019-20 Estimated Actuals /2020-21 July 1st Budget Report**

(Mr. Wells) ****

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

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
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12. FUTURE BOARD MEETING DATE

Monday, July 20, 2020 is the next Regular Board Meeting

13. ADJOURNMENT

****** Available online <https://www.holtville.k12.ca.us>
Departments-Business-Reports**

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
Special Board Meeting
Minutes – June 5, 2020**

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The Board of Trustees of the Holtville Unified School District met in a Special Session on May 7, 2020, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 10:10 a.m. by the Presiding Chairman.

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

MEMBER ABSENT: Matt Hester, Member

MODIFICATION OF THE AGENDA: None

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

CLOSED SESSION:

- A) Negotiations with Holtville Teachers Association – Pursuant to Government Code Section 3549.1.
- B) Negotiations with CSEA Chapter 338 – Pursuant to Government Code Section 3549.1

REPORT OF CLOSED SESSION: In: 10:12 Out: 11:11 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

PUBLIC HEARING

Public hearing regarding the 2019-20 and 2020-21 Tentative Agreement between the Holtville Unified School District and Holtville Teachers Association

ACTION/DISCUSSION ITEMS

Moved by Trustee Abatti, Seconded by Trustee Grizzle to approve the 2019-20 and 2020-21 Tentative Agreement between Holtville Unified School District and Holtville Teachers Association. There shall be a one-time, this year only, five percent (5.00 %) off-schedule bonus payment calculated based on the 2018-19 salary schedule. Passed by unanimous votes, Ayes: 4, Nays: 0.

ADJOURNMENT The meeting adjourned at 11:11 a.m.

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

**Holtville Unified School District
Regular Board Meeting
Minutes – May 18, 2020**

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The Board of Trustees of the Holtville Unified School District met in a Regular Session on May 18, 2020, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 5:00 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: Ricardo Mendez, Student Board Member

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

Negotiations with the Holtville Teachers Association – Pursuant to Government Code Section 3549.1

REPORT OF CLOSED SESSION In: 5:05 p.m. **Out:** 6:08 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

Trustee Grizzle thanked the staff for their hard work.

Trustee Cartee thanked the staff for their hard work.

Trustee Hester thanked the staff for their hard work.

Trustee Abatti thanked the staff as well.

Board President Garewal said he was very appreciative towards the staff.

Mr. Wells gave an update on the monthly business briefing. Overall the District's current financial health is still going well. There is a total reserve level of 26%. There is a total cash balance of \$11,067,682.

Mr. Ruiz thanked the staff for their hard work and to stay safe.

**CONSENT AGENDA
GENERAL FUNCTIONS**

Moved by Trustee Hester, Seconded by Trustee Grizzle to approve the following consent agenda items as follows: GENERAL FUNCTION – Adoption of Minutes: March 9, 2020 & April 20, 2020. FINANCE AND BUSINESS – Warrant orders week beginning 4/23/20 to week ending 5/14/20. PERSONNEL SERVICES – Classified Resignation/Retirement of Vivian Gonzalez, Paraprofessional (Pine); Edith Miranda, Cafeteria Worker II (District); Rachel Saiza, ASES Tutor (Finley). Classifies Maternity Leave of Marla Ponce, Attendance Clerk (HMS). Certificated Employment of Carson Cronkright, Ag. Teacher (HHS). Migrant Summer School Employment of Sandra Duran, Marci Mange, Annabel Lysterly, Nayeli Garcia, Aileen Zevada, Fernando Acosta, Nancy Perez, Kathryn Knapp, Lee Austin Quarcelino, Maria Lopez & Patricia Harrison. Coaching Resignation of Chad Van Acker, Tennis Coach (HHS). GENERAL BUSINESS – MOU between ICOE & HUSD regarding the Payroll Clerk Services. All approved by unanimous votes, Ayes: 5, Nays: 0. Vote: 5-0.

INFORMATION ITEMS

Mr. Ruiz issued a statement on behalf of Juan Ramirez, Partnership Specialist with the U.S. Census Bureau. He announced that the decennial census deadline has been extended until October 31, 2020. 65% of Holtville residents have responded. The goal is to have 100% so that Holtville can receive their fair share of the \$675 billion dollars in federal grants and funds.

Mr. Drye reported on the end of the year DELAC. He said that teachers are doing an excellent job and helping EL students which equals good scores.

Mr. Ruiz reported that the promotions and graduation will follow the guidelines issued by the County Health Dept. Each school site will start out with a parade that will end in front of the school site. Administrators and staff must be 6 feet apart and masked. Sergeant Patterson and Chief Silva will be present for the events and are aware of the guidelines.

ACTION/DISCUSSION ITEMS

Moved by Trustee Hester, Seconded by Trustee Abatti to accept the Vic's Air Conditioning proposal #5270 in response to an RFP request to upgrade the service panel for the upgrade, connection and installation of the new AV Charger to service the new Lion Electric bus. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Cartee to accept the proposal from IID to provide a 400 amp connection from telephone pole to the south side of the HUSD maintenance building to support the electric bus charging program. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Hester, Seconded by Trustee Abatti to accept the proposal from Vic's as presented, for the removal and replacement of drinking fountains as described by HUSD's RFP dated May 1, 2020. Passed by unanimous votes Ayes: 5, Nays: 0. Moved by Trustee Grizzle, Seconded by Trustee Cartee to approve Board Resolution 2019/20-013 allowing the Class of 2020 to Maintain Funds Within the Associated Student Body Until June 30, 2021. 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 to approve Board Resolution 2019/20-014 Authorizing the

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

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ACTION/DISCUSSION continued

Borrowing of Funds for Fiscal year 2020-2021 and the Issuance and Sale of One or More Series of 2020-2021 Tax and Revenue Anticipation Notes Therefor and Participation in the California School Cash Reserve Program and Requesting the Board of Supervisors of the County to Issue and Sell Said Series of Notes. Passed by roll call votes Garewal: Aye; Abatti: Aye; Hester: Aye; Cartee: Aye; Grizzle: Aye. Passed by unanimous votes Ayes: 5, Nays: 0. Approved by Trustee Grizzle, Seconded by Trustee Abatti to reject the Tentative Agreement between Holtville Unified School District and Holtville Teachers Association. Based on the financial issues as well as the economic uncertainties, the Governing Board would like to go back to negotiate on an agreement that benefits all. President Garewal stated that it was a difficult decision.

FUTURE BOARD MEETING DATE

Regular Board Meeting: Monday, June 22, 2020

ADJOURNMENT

The meeting adjourned at 6:58 p.m.

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

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

WARRANTS

Register 000095 - 06/11/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000095, Dated 06/11/2020					
20098053	289.33	Printed	010		ALSCO AMERICAN LINEN (000024/1)
20098054	1,500.00	Printed	010		ALTA VISION, INC (000761/1)
20098055	367.20	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
20098056	3,741.83	Printed	010		C R and R INCORPORATED (000070/1)
20098057	1,681.35	Printed	010		CALIFORNIA SCHOOLS VEBB (000083/1)
20098058	4,000.00	Printed	010		CARLOS PADILLA (000660/1)
20098059	35.00	Printed	010		CASBO (000088/2)
20098060	6,973.80	Printed	010		CDWG (000097/1)
20098061	3,127.72	Printed	010		CITY OF HOLTVILLE (000102/1)
20098062	11.40	Printed	010		COUNTY MOTOR PARTS (000111/2)
20098063	108.00	Printed	130		CULLIGAN WATER CONDITIONING (000115/1)
20098064	2,397.50	Printed	010		CURRIER and HUDSON (000117/1)
20098065	36.00	Printed	010		David West (000758/1)
20098066	990.00	Printed	010		DAVID WEST INSURANCE (000121/1)
20098067	924.91	Printed	010		DELL MARKETING LP (000126/1)
20098068	2,064.74	Printed	010		ENTERPRISE FM TRUST (000767/1)
20098069	179,312.50	Printed	210		ESR Construction (000864/1)
20098070	89.00	Printed	010		FORENSIC DRUG TESTING (000162/1)
20098071	1,503.84	Printed	010		FULTON DISTRIBUTING CO (000168/1)
20098072	196.02	Printed	010		H B PETROLEUM IN C (000189/1)
20098073	206.61	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
20098074	3,075.00	Printed	010		HOLTVILLE UNIFIED FOOD SERVICE (000201/1)
20098075	3,674.45	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
20098076	372.00	Printed	010		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
20098077	264.60	Printed	010		IMPERIAL STORES (000225/1)
20098078	279.70	Printed	010		IMPERIAL VALLEY PAINT CENTER (000229/1)
20098079	285.65	Printed	010		IMPERIAL VALLEY PRESS (000230/1)
20098080	199.55	Printed	010		JOHN DEERE FINANCIAL (000324/1)
20098081	120.00	Printed	010		LANSMAN,AMY (000545/1)
20098082	48.00	Printed	010		MANGE,MARCI (000553/1)
20098083	466.30	Printed	010		MEDICAL EYE SERVICES (000276/1)
20098084	2,177.10	Printed	010		PRACTI CAL INC (000312/1)
20098085	102.31	Printed	010		QUILL CORP (000318/1)
20098086	1,138.46	Printed	010		R S D (000320/1)
20098087	69.24	Printed	010		ROMANS WATER (000331/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 06/11/2020, Filtered by (Source = A, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000095 - 06/11/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000095, Dated 06/11/2020 (continued)

20098088	300.00	Printed	010		SCHOOL PATHWAYS LLC (000348/1)
20098089	220.00	Printed	010		SCHOOL SERVICES OF CALIFORNIA (000349/2)
20098090	456.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
20098091	2,169.60	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
20098092	3,400.51	Printed	010		SHI SOFTWARE (000358/1)
20098093	150,539.02	Printed	010		SISC I (000361/1)
20098094	7,151.44	Printed	010		SISC III (000473/1)
20098095	1,563.97	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
20098096	321.00	Printed	010		TERMINIX OF IMPERIAL VALLEY (000386/1)
20098097	2,581.75	Printed	010		Tommys Screen Printing (000395/1)
20098098	153.22	Printed	010		UNFIRST CORPORATION (000727/1)
20098099	63.49	Printed	010		Velazquez, Gerardo (000795/1)
20098100	253.00	Printed	130		VILLALOBOS, CLAUDIA (000783/1)
20098101	4,590.81	Printed	010		VISION SERVICE PLAN (000424/1)
20098102	12,060.36	Printed	010		VOL. EMPLOYEES' BENEFITS ASSOC (000480/1)
20098103	818.42	Printed	010		WATER TREATMENT SERVICES (000483/1)

408,471.70

Number of Items

51 Totals for Register 000095

Org Summary

Holtville Unified School District

Check #	20098053 through	20098103	Total Count	51	\$408,471.70
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Register 000094 - 06/04/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000094, Dated 06/04/2020					
20097290	149.84	Printed	010		A T & T (000008/1)
20097291	362.62	Printed	010		ALICYN MONITA (000498/1)
20097292	213.76	Printed	010		ALSCO AMERICAN LINEN (000024/1)
20097293	7,200.00	Printed	010		ALTA VISION, INC (000761/1)
20097294	102.24	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
20097295	219.89	Printed	010		AUTO ZONE (000049/1)
20097296	646.95	Printed	130		CDE CASHIERS OFFICE (000095/1)
20097297	735.49	Printed	010		COUNTY MOTOR PARTS (000111/2)
20097298	650.10	Printed	010		DAVID and SONS TRUCK REPAIR IN (000120/1)
20097299	924.91	Printed	010		DELL MARKETING LP (000126/1)
20097300	208.60	Printed	130		FBC OF HENDERSON LLC (000154/1)
20097301	15.00	Printed	010		FEDERAL EXPRESS CORP (000155/1)
20097302	50.04	Printed	010		FULTON DISTRIBUTING CO (000168/1)
20097303	107.28	Printed	010		GEORGES PIZZA (000177/1)
20097304	187.68	Printed	010		GOODSELL, MICHAEL (000526/1)
20097305	654.04	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
20097306	16,500.00	Printed	010		IMAGINE LEARNING (000213/2)
20097307	86.57	Printed	010		IMPERIAL TRUCK CENTER (000620/2)
20097308	119.63	Printed	010		INTERSTATE BATTERY SYSTEMS OF (000236/1)
20097309	170.00	Printed	010		JADE SECURITY SYSTEMS (000240/1)
20097310	141.63	Printed	010		JIM REITERS LOCKSMITH AND SAFE (000246/1)
20097311	12.72	Printed	010		JONES SCHOOL SUPPLY CO INC (000249/1)
20097312	26.02	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097313	9.24	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097314	65.36	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097315	28.76	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097316	20.95	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097317	39.40	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097318	73.21	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097319	43.55	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097320	86.40	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097321	141.89	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097322	2.39	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097323	2,339.92	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
20097324	1,864.00	Printed	215		LANDMARK CONSULTANTS, INC (000717/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 06/04/2020, Filtered by (Source = N, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000094 - 06/04/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000094, Dated 06/04/2020 (continued)

20097325	729.61	Printed	010		PEREZ-MORENO, LUPE (000563/1)
20097326	168.59	Printed	010		PITNEY BOWES GLOBAL FINANCIAL (000307/2)
20097327	6,600.79	Printed	010		QUILL CORP (000318/1)
20097328	120.00	Printed	010		RABOBANK NA (000322/2)
20097329	160.70	Printed	010		ROMANS WATER (000331/1)
20097330	699.77	Printed	010		SCHOOL HEALTH CORPORATION (000344/1)
20097331	861.37	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
20097332	533.48	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
20097333	320.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
20097334	508.75	Printed	010		U S POSTMASTER (000621/1)
20097335	153.22	Printed	010		UNFIRST CORPORATION (000727/1)
20097336	680.32	Printed	010		US AWARDS (000412/1)
20097337	43.25	Printed	010		Velazquez, Gerardo (000795/1)
20097338	1,929.54	Printed	010		Verizon Wireless Services LLC (000422/1)
20097339	329.50	Printed	130		VILLALOBOS, CLAUDIA (000783/1)

48,038.97

Number of Items

50 Totals for Register 000094

Org Summary

Holtville Unified School District

Check #	20097290 through	20097339	Total Count	50	\$48,038.97
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Register 000093 - 05/28/2020

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000093, Dated 05/28/2020					
20096494	192.97	Printed	010		ALSCO AMERICAN LINEN (000024/1)
20096495	10.50	Printed	010		AUTO ZONE (000049/1)
20096496	12.00	Printed	010		Baja Desert Tire Co (000052/1)
20096497	929.38	Printed	010		BSN SPORTS (000067/1)
20096498	204.00	Printed	010		COLLEGE BOARD (000107/1)
20096499	12.97	Printed	130		DEL SOL MARKET (000125/1)
20096500	465.59	Printed	010		GUITAR CENTER STORES INC (000647/1)
20096501	316.70	Printed	010		H B PETROLEUM IN C (000189/1)
20096502	386.96	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
20096503	2,155.00	Printed	010		JOHNSON CONTROLS FIRE (000484/1)
20096504	894.32	Printed	010		LA BRUCHERIE IRRIGATION SUPPLY (000260/1)
20096505	150.00	Printed	010		LUZ CHABOLLA (000495/1)
20096506	91.85	Printed	010		MCALPINE, LEIGH (000556/1)
20096507	116.00	Printed	010		MIGUEL MATA (000496/1)
20096508	2,400.00	Printed	010		Pyro Spectaculars, Inc (000887/1)
20096509	5,931.40	Printed	010		QUILL CORP (000318/1)
20096510	3,435.60	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
20096511	703.26	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
20096512	141.05	Printed	010		SPARKLETTS WATERS (000370/1)
20096513	1,212.82	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
20096514	153.22	Printed	010		UNFIRST CORPORATION (000727/1)
20096515	150.00	Printed	130		VENEGAS, GILBERT (000712/1)
20096516	685.00	Printed	130		VILLALOBOS, CLAUDIA (000783/1)

20,750.59

Number of Items

23 Totals for Register 000093

Org Summary

Holtville Unified School District

Check #	20096494 through	20096516 Total Count	23	\$20,750.59
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HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED RESIGNATIONS FOR THE PURPOSE OF RETIREMENT
DATE: JUNE 22, 2020

The Board is requested to accept the following Certificated Resignations for the purpose of retirement effective June 22, 2020:

1. Ellen Underwood	Teacher	Finley
2. Maria Elena Vega	Teacher	Finley

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED RESIGNATION
DATE: JUNE 22, 2020

The Board is requested to accept the following Certificated Resignation:

- A)
1. Tatiana LeDoux Speech & Language Therapist District

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: MIGRANT SUMMER SCHOOL EMPLOYMENT
DATE: JUNE 22, 2020

The Board is requested to accept the following Migrant Summer School Employment for the 2019/20 school year:

- | | |
|-------------------|----------------------|
| 1. Ariana Benitez | Attendance Secretary |
| 2. Keith Smith | High School Teacher |
| 3. David Avila | High School Teacher |
| 4. Larissa Hansen | Instructional Aide |
| 5. Eileen Verdugo | Instructional Aide |
| 6. Betsy Gomez | Instructional Aide |
| 7. Karla Larios | Instructional Aide |

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: INTERVENTION SUMMER SCHOOL EMPLOYMENT
DATE: JUNE 22, 2020

The Board is requested to accept the following Intervention Summer School Employment for the 2019/20 school year:

1. Michele Foss	CBK Paraprofessional
2. Noemi Gallegos	Kinder Paraprofessional
3. Lesley Arias	1 st grade Paraprofessional
4. Jackelyn Ortega	2 nd Grade Paraprofessional
5. Esperanza Salazar	4 th grade Paraprofessional
6. Veronica Estrada	5 th grade Paraprofessional
7. Blanca Mendez	Finley & HMS Attendance Clerk
8. Lupe Moreno-Perez	Finley Principal
9. Lillian Aguirre	Sp Ed Teacher
10. Eulalia Hayden	CBK Teacher
11. Nicole Tumbaga	Kinder Teacher
12. Linda Serrano	1 st grade Teacher
13. Annette Villapudua Carranza	2 nd grade Teacher
14. Ashley Rodriguez	3 rd grade Teacher
15. Crystal Arias	4 th grade Teacher
16. Lagina Young	5 th grade Teacher
17. JoAnn Rojas	6 th grade Teacher
18. Diana Reyes	7 th grade Teacher
19. Veronica Estrada	8 th grade Teacher
20. Eric Velazquez	HMS Principal
21. Karla Larios	HHS Tech
22. Tony Ramos	HHS SDC Teacher
23. Yurii Camacho	HHS Teacher
24. Bonnie Sorenson	HHS Teacher
25. James Anderholt	HHS Teacher
26. Denise Cuevas	HHS Attendance Clerk
27. Anthony Arevalo	HHS Principal

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED SUMMER EMPLOYMENT
DATE: JUNE 22, 2020

The Board is requested to accept the following Classified Summer Employment:

- | | |
|-------------------------|-----------------------------|
| 1) Jessica Rodriguez | Cafeteria Worker II Sub |
| 2) Blanca Meza | Cafeteria Worker II Sub |
| 3) Juan Bautista | Cafeteria Worker II |
| 4) Erika Cuevas | Cafeteria Worker II |
| 5) Maria Lourdes Avelar | Cafeteria Worker II |
| 6) Alexander Martinez | Cafeteria Worker II |
| 7) Claudia Gutierrez | Cafeteria Worker II |
| 8) Hugo Oropeza Moreno | Maintenance Temporary Staff |

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CERTIFICATED EMPLOYMENT
DATE: JUNE 22, 2020

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

1. Liliana Veliz	Math Teacher	HHS
2. Carissa English	6 th grade Teacher	HMS
3. Jesus Quesada	PE Teacher	HMS
4. Rebecca Martinez	3 rd grade Teacher	Finley
5. Jose Villapudua	6 th grade Teacher	HMS
6. Chelsea Garcia	2 nd grade Teacher	Finley

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

GENERAL BUSINESS

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

AWARD ESTIMATOR

DATES OF PROJECT DURATION: JULY 1, 2020 TO JUNE 30, 2021

Applicant Information (please fill in the underlined fields)

Number of Different Agriculture Teachers at Site (Please attach a separate list of Agriculture teachers' names):	<u>3</u>
Total Number of Students from the prior fiscal year R-2 Report:	<u>180</u>
Number of teachers meeting Criterion 10 (Class size - See instructions):	<u>3</u>
Number of teachers meeting Criterion 11a (Year round employment - See instructions):	<u>3</u>
Number of teachers meeting Criterion 11b (Project supervision period - See instructions):	<u>1</u>
Do you meet all criteria on the attached Quality Criterion 12 Form (Y/N)?	<u>Y</u>

Award Calculations

Part 1: Based on your number of agriculture teachers at the site: (Please attach a separate list of Agriculture teachers' names):	<u>\$ 5,000.00</u>
Part 2: Based on \$8.00 per member listed on the R-2 Report:	<u>\$ 1,440.00</u>
Part 3a: Based on number of teachers meeting Criterion 10:	<u>\$ 6,000.00</u>
Part 3b: Based on number of teachers meeting Criterion 11a:	<u>\$ 6,000.00</u>
Part 3c: Based on number of teachers meeting Criterion 11b:	<u>\$ 2,000.00</u>
Part 4: Based on meeting all criteria on the Quality Criterion 12 Form:	<u>\$ 7,500.00</u>
Total Estimated Award:	<u>\$ 27,940.00</u>

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education
(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Eligibility Determination Sheet

IN ORDER TO APPLY FOR FUNDING, YOU MUST MEET **ALL** THE QUALITY CRITERIA LISTED BELOW.

Please check each Quality Criteria you meet:

- ☒ 1. Curriculum and Instruction
- ☒ 2. Leadership and Citizenship Development
- ☒ 3. Practical Application of Occupational Skills
- ☒ 4. Qualified and Competent Personnel
- ☒ 5. Facilities, Equipment, and Materials
- ☒ 6. Community, Business, and Industry Involvement
- ☒ 7. Career Guidance
- ☒ 8. Program Promotion
- ☒ 9. Program Accountability and Planning

IF YOU CHECKED **ALL** THE REQUIRED QUALITY CRITERIA, PLEASE
CONTINUE TO THE NEXT PAGE OF YOUR APPLICATION.

If you **do not** meet one or more of the criteria listed above, you may submit a Variance Request Form for each unmet criterion.

A variance is a proposed plan to bring your program into compliance with all the quality criteria listed above, prior to the following year's application.

All variances must be approved with this application in order to be eligible for funding. Non-compliance with the terms of the approved variance will result in a loss of funds.

Will you be including a formal Variance Request Form for each unmet criterion?

☐ Yes ☒ No

IF YOU ARE REQUESTING ONE OR MORE VARIANCES, PLEASE COMPLETE A
VARIANCE REQUEST FORM FOR EACH AND CONTINUE TO THE NEXT PAGE OF
YOUR APPLICATION.

IF YOU DO NOT MEET **ALL** REQUIRED QUALITY CRITERIA LISTED ABOVE,
AND YOU ARE **NOT** SUBMITTING A VARIANCE REQUEST FORM

STOP

YOU ARE NOT ELIGIBLE TO APPLY FOR FUNDING THROUGH THE AGRICULTURAL
CAREER TECHNICAL EDUCATION INCENTIVE GRANT.

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

Budget Sheet

Incentive grant awards must be matched for each Account Number below (4000, 5000, and 6000). Account Number 4000 requires only the subtotal be matched, but Account Numbers 5000 and 6000 must be matched by line item. A waiver of matching must be approved for any instances where matching funds do not meet or exceed Incentive Grant funds.

Amount left to Allocate:

\$ 0.00

4000: Books & Supplies

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Materials and Supplies	\$ 11,000.00	\$ 11,000.00
Subtotal	N/A	\$ 11,000.00	\$ 11,000.00

5000 Services and Operating Expenses, including services of consultants, staff travel, conferences, rentals, leases, repairs, and bus transportation

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.	Fuel and travel expenses	\$ 2,000.00	\$ 2,000.00
2.	Conferences	\$ 14,940.00	\$ 14,940.00
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
Subtotal	N/A	\$ 16,940.00	\$ 16,940.00

6000 Capital Outlay, including sites, buildings, improvement of buildings, and equipment

Items	Description of Items of Funds Being Used	Incentive Grant Funds	Matching Funds
1.			
2.			
3.			
4.			
5.			
Subtotal	N/A	\$ 0.00	\$ 0.00

Total Allocated Funds:

\$ 27,940.00

\$ 27,940.00

AGRICULTURAL CAREER TECHNICAL EDUCATION INCENTIVE GRANT 2020–21 APPLICATION FOR FUNDING

California Department of Education

(Due Date: To be received in Regional Supervisor's Office by June 30, 2020)

QUALITY CRITERION 12 FORM

Agricultural programs meeting all of the required Quality Criteria (Criteria 1 – 9) may qualify for an additional \$7,500 by also meeting Criterion 12.

Please check each qualifying condition you meet below.

This form, along with the appropriate verification, must be submitted with the Agricultural Career Technical Education Incentive Grant Application by the application deadline.

Number of Students on Previous Year's R-2 Report: 160

12A: Leadership and Citizenship Development

☐ 25 Number of activities on the approved FFA Activity list in which the local chapter participated (Must participate in at least 80 percent of the activities)

12B: Practical Application of Occupational Skills

☐ 20 Number of students who received the State FFA Degree (Must be at least 5 percent of the R2 number)

12C: Qualified and Professional Activities

☐ 3 Number of teachers who attended a minimum of five professional in-service activities (Must attach approved In-service Activities Verification Page)

12D: Community, Business, and Industry Involvement

☐ 3 Number of meetings held by the local Agriculture Advisory Committee (Must be at least three, with minutes attached)

Name of Agriculture Advisory Committee Chair: Rudy Schaffner

Phone Number of Agriculture Advisory Committee Chair: (760) 427-6627

12E: Retention

☐ 37 Number of students from the 2016 freshman cohort who completed 3 or 4 years of Agriculture Education courses. Must be at least 30% of the 2016 freshman cohort

12F: Graduate Follow-Up

☐ 34 Number of program completers graduating last year

☐ 30 Number of those who graduated who are employed in agriculture, in the military, or continuing their education (must be at least 75 percent of the program completers). Attach graduate follow-up report.

Memorandum of Understanding For the AmeriCorps Borderlands Program

This Memorandum of Understanding establishes an Agreement between the Imperial County Office of Education (ICOE) and Holtville Unified School District (District) for the District's participation in the AmeriCorps Borderlands Program for the 2020-2021 funding year. The ICOE's Student Well-Being and Family Resources Department will be the point of contact for ICOE obligations under this MOU.

The AmeriCorps Borderlands Program is administered through ICOE and is funded through California Volunteers (CV). AmeriCorps is administered by California Volunteers and sponsored by the Corporation for National and Community Service (CNCS). AmeriCorps Borderlands Program members provide academic tutoring to teacher assigned students; recruit volunteers in the community to participate in community service projects; provide mentoring to children of prisoners; and are trained to become a part of Imperial County's Community Emergency Response Team.

The terms of this Agreement are as follows:

1. District's Obligations:

- a. Participate in the AmeriCorps Borderlands Program for the 2020-2021 funding year.
- b. Contribute a cash match of \$12,165 per full-time (1700-hour) AmeriCorps Member to the ICOE. The cash match will be used toward the living allowances, member trainings, and member healthcare cost under an Affordable Care Act (ACA) compliant plan for full-time (1700-hour) AmeriCorps Members. Cash match shall be payable quarterly and payment due thirty days after date of invoice.
- c. The District agrees to place two (2) full-time AmeriCorps Members for the total cash match sum of \$24,330.
- d. Contribute an in-kind match in the form of supervisory staff, training, workspace, materials, and use of equipment. Assigned site supervisors will participate in partnership meetings with the AmeriCorps Program Coordinator, and will understand Prohibited Activities for AmeriCorps Members as per CNCS AmeriCorps Grant Provisions. (See Exhibit 2).
- e. Provide assurance to the AmeriCorps Borderlands Program that all credentialed teachers and administrators at school sites where AmeriCorps Members are placed have cleared the required fingerprint-based criminal history checks prior to the AmeriCorps Member's service in the District: Department of Justice (DOJ) State Check, Federal Bureau of Investigation (FBI) National

Check, and National Sex Offender Registry Check. Such clearances are processed through the California Commission on Teacher Credentialing (CTC) and ICOE Credentials Office. As a new CaliforniaVolunteers mandate, the use of Truescreen and Fieldprint for fingerprint checks will be required for site principals where members are placed; the AmeriCorps Borderlands Program will cover this cost

- f. Place AmeriCorps Members at each school site, who will serve the community as outlined in the 2019-2022 AmeriCorps Borderlands Program's California Performance Measurement Worksheets. (See Exhibit 1).
- g. Assign a site supervisor to supervise and work closely with the Members. In the spirit of "getting things done" (the AmeriCorps motto), site supervisors will work closely with AmeriCorps Members to assist Members in meeting the Borderlands AmeriCorps Program's goals and objectives.
- h. Send all site supervisors (classroom teachers where AmeriCorps Members are placed) to ICOE when requested to attend an annual AmeriCorps Orientation Training on AmeriCorps, the Borderlands AmeriCorps Program, and the roles and responsibilities of Borderlands Members, as a requirement for ICOE as an AmeriCorps grant recipient.
- i. Participate with Borderlands program staff in a Borderlands Program Internal Evaluation as requested, as a requirement for ICOE as an AmeriCorps grant recipient.

2. ICOE's Obligations:

- a. Aggressively recruit and interview applicants to place appropriate Members at each site.
- b. Process fingerprinting and background checks for all potential Members in compliance with the California *Education Code* (See Educ. Code §§ 45125, 45125.01, 45125.1), and Corporation for National and Community Service (CNCS) and CaliforniaVolunteers (CV) requirements. ICOE will only place Members with the District who are cleared for placement under the Education Code and Department of Justice standards. CaliforniaVolunteers will require the use of Truescreen and Fieldprint for fingerprint checks.
- c. Provide weekly supervision and regular site visits to AmeriCorps Members.
- d. Process all Members' living allowances and reimbursement claims.
- e. Plan and coordinate all appropriate community service projects for AmeriCorps Members, which are in addition to the Members' placements at the District.

- f. Make a good faith effort to provide replacement Member(s) or make arrangements for service for vacancies created by Members leaving for compelling personal reasons, terminating or released for cause, or voluntarily resigning from the AmeriCorps program.
- g. Invoice District for cash match on a quarterly basis. Three quarterly invoices to be sent during ICOE's Fiscal Year (FY) 2020-21 and the fourth quarter invoice will be sent within ICOE's FY 2021-22 first quarter.

3. **Effective Date and Term of Agreement.** This Agreement shall commence on the later of the date the Agreement is signed by all parties or July 1, 2020 and shall remain in full force and effect until December 31, 2021.

4. **Termination:**

- a. Either Party may terminate this Agreement for any reason or no reason upon a ninety (90) day written notice to the other Party. The Parties may mutually agree to waive this notice requirement and terminate the Agreement immediately.
- b. In the event that the District fails to perform on a material term of this Agreement, ICOE has the right to terminate the Agreement upon seven days written notice and all other rights and remedies available to it at law and equity.
- c. In the event that ICOE fails to perform on a material term of this Agreement, then District shall have the right to terminate the Agreement upon seven days written notice.

5. **Indemnification:**

- a. The District agrees to indemnify, defend, and hold harmless ICOE, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on ICOE arising out of the District's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of ICOE, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless ICOE under this Agreement, the District shall reimburse ICOE for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The District shall seek ICOE approval of any settlement that could adversely affect the ICOE, its officers, agents or employees.
- b. ICOE agrees to indemnify, defend, and hold harmless the District, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on the District arising out of ICOE's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of District, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless the District under this Agreement, ICOE shall reimburse the District for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. ICOE shall seek the District's approval of any settlement that could adversely affect the District, its officers, agents or employees.

6. **Arbitration.** Any controversy or claim arising out of or relating to this Agreement shall first be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association (“AAA”) in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator’s award may be entered in any court having jurisdiction thereof.
 - a. The Parties shall select one arbitrator pursuant to the AAA’s Commercial Arbitration Rules.
 - b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator’s findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
 - c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party’s actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term “costs and fees” includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney’s fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (c) and (d) of this paragraph.
7. **Governing Law and Venue.** The laws of the State of California shall govern this Agreement. Proper venue for any dispute regarding this Agreement shall lie in Imperial County, California.
8. **Entire Agreement.** This Agreement represents the entire Agreement between ICOE and District and supersedes any and all prior negotiations, representations, understandings or agreements, either written or oral.
9. **Interpretation.** This Agreement shall be interpreted to give effect to its fair meaning and shall be construed as though both parties prepared it.
10. **Assignment.** Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this Agreement. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.
11. **Compliance with Laws.** The Parties shall, at their own cost and expense, comply with all local, state, and federal ordinances, regulations, and statutes now in force and which may hereafter be enacted that affect this Agreement.

12. **No Waiver of Default.** No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.
13. **Successors and Assigns.** All representations, covenants, and warranties set forth by, on behalf of, or for the benefit of either Party herein shall be binding upon and inure to the benefit of such Party and its successors and assigns.
14. **Amendment.** This Agreement may only be altered, amended, or modified by written instrument executed by both Parties. The Parties agree to waive any right to claim, contest, or assert that this Agreement was modified, canceled, superseded, or altered by oral agreement, course of conduct, waiver, or estoppel.
15. **Severability.** If any one or more of the provisions of this Agreement is held to be invalid, illegal, or unenforceable, then such provision or provisions shall be severed from the Agreement, and the remaining provisions of the Agreement shall continue in full force and effect and shall not be affected, impaired, or invalidated in any way.
16. **Execution of Counterparts.** If this Agreement is executed in counterparts, each counterpart shall be deemed an original, and all such counterparts or as many of them as the Parties preserve undestroyed shall together constitute one and the same Agreement.
17. **Authority.** The Parties warrant and represent that they have the authority to enter into this Agreement in the names, titles, and capacities stated herein and on behalf of the entities, persons, or firms named herein and that all legal requirements to enter into this Agreement have been fulfilled.
18. **Notice.** Any notice given under this Agreement shall be in writing to the parties' representatives and shall be deemed delivered three (3) days after the deposit in the United States mail, certified or registered, postage prepaid, and addressed to the parties.

The Parties' representatives shall be:

ICOE:

Miriam Belopolsky
Director, Student Well-Being
& Family Resources

1398 Sperber Road
El Centro, CA 92243
Phone: (760) 312-6498
Email: mbell@icoe.org

District:

Celso Ruiz
Superintendent

621 East 6th Street
Holtville, CA 92250
Phone: (760) 356-2974
Email: celso@husd.net

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date hereof.

For the Imperial County Office of Education

By: _____

Amanda Brooke
Deputy Superintendent

Date: _____

For Holtville Unified School District

By: _____

Celso Ruiz
Superintendent

Date: _____

Attachments:

Exhibit 1: 2019-2022 AmeriCorps Borderlands Program's California Performance
Measurement Worksheets.

Exhibit 2: AmeriCorps Prohibited Activities.

[Remainder of page intentionally left blank]

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: OBSOLETE ITEMS
DATE: JUNE 22, 2020

The Technology Department is requesting permission from the Governing Board to dispose of items considered to be obsolete, junk, or have no value, and to be discarded:

1. Monitors
2. Laptops
3. Desktops
4. UPS
5. Cellphones
6. Non-functional TV
7. Access Point
8. Video Interface
9. Digital Assistant

Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on *Williams* Uniform Complaints
[Education Code § 35186(d)]

District: Holtville Unified School District

Person completing this form: Ann Heraz

Title: Admin Assistant

Quarterly Report Submission Date: *(check one)*

☐ October 2019

Quarter Ending Sept. 30, 2019

☐ January 2020

Quarter Ending Dec. 31, 2019

☐ April 2020

Quarter Ending Mar. 31, 2020

☒ July 2020

Quarter Ending June 30, 2020

Date for information to be reported publicly at governing board meeting: June 22, 2020

Please check the box that applies:

☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Facilities Conditions	0		
Teacher Vacancy or Misassignment	0		
TOTALS	0		

Celso Ruiz

Print Name of District Superintendent

Signature of District Superintendent

Date

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: DONATIONS

DATE: JUNE 22, 2020

The Board is asked to accept the following generous donation:

- | | | |
|--|-------------------------|------|
| 1. Imperial County Sherriff's Department | Four 2004 Polaris Quads | HHS |
| 2. CrossFit of Imperial Valley | 12 bleachers | HUSD |

Memorandum of Understanding

Between the Holtville School District and the School Librarian Regarding Services for the 2020-2021 School Year

This Memorandum of Understanding establishes an Agreement between the Holtville Union School District (District) and Sarah Garcia (Librarian) and for the Librarian to provide services during the 2020-21 school year based on a transitory need by the District. The District's Superintendent will be the point of contact for the District's obligation under this MOU.

The terms of this Agreement are as follows:

1. Librarian Obligations:

- a. Provide 1-2 visits of service per month.
- b. Plan and conduct a course of instruction for classified personnel assigned to the library. Staff development may include:
 - Instructing pupils in the choice and use of library materials.
 - Planning and coordinating school library programs with the instructional programs of the school district.
 - Selecting materials for school and district libraries.
 - Reviewing all library purchases and approving before sending to purchasing departments.
 - Coordinating or supervising library programs at the school site or district level.
 - Planning and conducting a course of instruction for those pupils who assist in libraries.
 - Supervising classified personnel assigned to school library duties.
 - Developing procedures for management of the school library site and district libraries.

2. District's Obligations:

a. Compensation:

- i. The District shall compensate the Librarian in the amount of **\$350 per month + mileage** for the 2019-20 School Year.

The mileage reimbursement will be calculated to include the expense of a round trip from the Librarian's home to the District location at the current I.R.S. established rate.

Holtville School District (roundtrip)	46 miles	@\$.575/mile	\$26.45
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- ii. The District shall compensate the Librarian \$100 per participant in professional development to classified personnel.
 - iii. A second and third professional development to classified personnel at no extra expense to the district other than release time for personnel. (Additional trainings optional)
- b. The District shall cooperate and collaborate with the Librarian to assure that she can effectively perform the duties required by this MOU.
- c. The District shall notify the Librarian no later than January 1, 2021 if any changes in library services are anticipated beyond the terms of this agreement.

3. Effective Date and Term of Agreement

This Agreement shall commence on the later of the date the Agreement is signed by all parties and shall remain in full force and effect until June 30, 2021

4. Insurance: Consultants are not eligible for health insurance or other fringe benefits.

5. Independent Contractor

- a. The Librarian, in the performance of this Agreement, shall be and act as an independent contractor. The Librarian understands and agrees that she shall not be considered an officer, employee or agent of the District, and is not entitled to benefits of any kind or nature normally provided to employees of the District and/or to which the District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. The Librarian shall assume full responsibility for payment of federal, state, and local taxes, including unemployment insurance, social security, and income taxes for its employees.
- b. Except as otherwise set out in this Agreement, the Librarian shall determine the means and methods for carrying out the work to achieve the result required by District. The Librarian shall determine the hours during which the services shall be performed and the sequence of tasks, subject to the reasonable business needs of the District.
- c. Nothing in this Agreement shall prohibit the Librarian from taking on other jobs or performing services for other entities, so long as she can perform the work necessary to carry out this Agreement.

6. Termination:

- a. In the event that the Librarian fails to perform on a material term of this Agreement, the District has the right to terminate the Agreement upon seven days written notice and all other rights and remedies available to it at law and equity.
- b. In the event that the District fails to perform on the material term of this Agreement, the Librarian shall have the right to terminate the Agreement upon seven days written notice.

The Parties' representatives shall be:

Librarian:

Sarah Garcia
1210 Drew Road
El Centro, CA 93343

Phone: 760-562-7281

Email: skgarcia2004@yahoo.com

Holtville Union School District

Celso Ruiz, Superintendent
621 East Sixth Street
Holtville, CA 92250

Phone: 760-356-2974

Email: celso@holtville.k12.ca.us

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date hereof.

For the Librarian:

By: *Sarah Garcia*

Sarah Garcia

School Librarian

Date: June 2, 2020

For Holtville School District:

By: _____

Celso Ruiz, Superintendent

Holtville School District

Date: _____



621 E. Sixth Street, Holtville, Ca. 92250
(760) 356-2974 (760) 356-4936 fax
www.holtville.k12.ca.us

**Holtville Unified School District
Regular Board Meeting Schedule for 2020/21
621 E. Sixth Street (Board Room)
Holtville, Ca. 92250
Closed Session 5:00 p.m.
Open Session 6:00 p.m.**

Monday, July 20, 2020

Monday, August 17, 2020

Monday, September 21, 2020

Monday, October 19, 2020

Monday, November 16, 2020

- **Monday, December 7, 2020**

Tuesday, January 19, 2021

Tuesday, February 16, 2021

- **Monday, March 8, 2021**

Monday, April 19, 2021

Monday, May 17, 2021

Monday, June 14, 2021

- **Monday, June 21, 2021**
- **Thursday, June 24, 2021 (Special Board Meeting, If Needed)**

- **Denotes change from normal third Monday of the month for budget submission purposes.**

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) establishes a partnership between the Imperial Valley Regional Occupational Program (IVROP) and the Holtville Unified School District (DISTRICT) for the delivery of core Career Technical Education (CTE) supportive services effective July 1, 2020.

Background – This new MOA will cover the 2020-2021 academic school year (one-year MOA). The necessity for the MOA comes as the result of the prior MOA that will expire at the end of June 2020. The previous 2017-2020 and subsequent prior MOAs were developed as a result of the change to the funding formula for school districts in California, as established by the Local Control Funding Formula (LCFF). The LCFF and the changes to the funding of CTE necessitate the development of an MOA for the purposes of explicitly detailing services and annually updating the partners that entered into an agreement with IVROP. **This new MOA is a one-year term, with a termination clause spelled out due to the fiscal uncertainties as a result of COVID-19.**

IVROP agrees to provide the following:

IVROP will provide the DISTRICT with core support CTE services as listed in the *Scope of Services* section of this MOA. IVROP will ensure that its proposed services to the district are aligned with, and incorporate existing and emerging federal, state, and local CTE legislation, and accountability measures by reviewing these various resources and documents and informing the school and district administration of any changes or provisions that may impact CTE. IVROP will also support DISTRICT efforts to develop, enhance, and sustain educational programs that promote the essential elements of high-quality college and career pathways (CTE). These elements/services include: continuous improvement and accountability efforts across all levels of CTE programs; provision and support of teacher professional development; support of sequenced student career readiness activities at each grade level, guidance, and exploration, and facilitation of transportable skills; employer and industry connections, and labor market and workforce data; and promotion, outreach, and communication of CTE programs.

As part of IVROP's effort to provide additional support to students, families, and the DISTRICT, IVROP has identified additional ***Value Added Services*** that will be provided at no extra charge to the DISTRICT. These specific services are listed in the *Value Added Services section* of this MOA.

The DISTRICT agrees to provide the following:

The DISTRICT will designate a site principal(s) to meet monthly or quarterly, as needed, with the IVROP Education Coordinator or IVROP Program Manager. IVROP will coordinate a meeting schedule for the year. The scheduled meetings will provide all parties the opportunity to collaborate and contribute to the discussion and provide agenda topics with a focus on (but not limited to) prioritize IVROP services, develop work plans, develop department goals, continuous improvement efforts, and ensuring school sites maximize IVROP's support and services. Meetings may include reviewing the MOA, and status updates from IVROP in meeting MOA or work plans. Specific program updates from IVROP may be requested during meetings but will be provided via email on a monthly basis, unless requested otherwise.

All CTE services are detailed under *Scope of Services*.

The terms of this agreement are as follows:

1. Funding

The Local Control Funding Formula provides for ongoing grade 9-12 augmentation to address the extra costs inherent in continuing CTE programs and services. For each partner DISTRICT, the site specific costs for core CTE services each school year will be calculated as 21% of the 9-12 Grade Span Augmentation (GSA) and pupil count.

Payment for services will be made monthly at the end of each month through Transfer of Funds based on State apportionment levels and schedules.

The cost of the first school year of this MOA is calculated and estimated as follows:

9-12 Pupil Enrollment (estimated using 2019/20 Advanced Apportionment)	536.44
9-12 GSA funding (estimated using 2019/20 Advanced Apportionment)	\$235.00
Percentage	21%
Estimated annual cost school year 2020/21	\$26,473

2. **Effective Date** – Services will be effective on July 1, 2020, upon signing of this agreement, for a one-year period for the 2020-2021 school year.
3. **Termination (COVID-19) Clause** – This MOA may be terminated by a written request by either party, with 60 days advance notice, as a result of the fiscal uncertainties created by COVID-19.
4. **Addendums** – Addendums to this document may be added as separate and supplemental, customizable services specific to the DISTRICT’s needs. Addendums will constitute a separate signed document that details services and costs beyond those listed in this MOA. The *addendum* will reference this existing MOA.
5. **Scope of Services**
IVROP will provide the following services:

A) Continuous improvement and accountability efforts across all levels of CTE programs

The CTE Coordinator and/or Program Manager will:

- 1) Support DISTRICT in the implementation and monitoring of selected priority activities within the federal, state, and local frameworks of Career Technical Education and/or activities listed within the MOA or other critical needs as determined by the DISTRICT via needs assessments and data analysis.

The District will work with IVROP on the development of an “Work Plan,” with stated focus areas, that prioritizes needs and in turn, services for the year. The Work Plan will set specific outcomes and measures, benchmarks, and timelines, along with

listing individuals responsible for completing tasks, within allowable funding. The Work Plan will be monitored and evaluated during meetings with school and district leadership throughout the course of the academic year and throughout the MOA term. Effectiveness will be reported via narrative reports or presentations to the DISTRICT Superintendent, school site administrators, and Board.

The federal, state, and local frameworks of Career Technical Education includes but is not limited to Carl D. Perkins funds, the Essential Elements of High-Quality College and Career Pathways, part of the eight (8) State Priorities (LCAP), College and Career Readiness Indicators, Common Core, accreditation process/outcomes, and grant funding opportunities that emerge for CTE (CTE Facility Grant funding, or any other CTE related funding opportunities that emerge).

- 2) Meet with site principal or designated school or district representative once a month or quarterly as needed. The scheduled meetings will allow all parties will have the opportunity to collaborate and contribute to the discussion and provide agenda topics aligned to Work Plan items. Discussions may include, but are not limited to, the following actionable items:
 - a) Work with school sites and teachers to obtain feedback and input to develop needs assessments, work plans, department goals, and priorities for services
 - b) Support continuous improvement efforts to enhance, develop, or expand CTE pathways and developing work plans to support these efforts
 - c) Student support and leadership development: Career Technical Student Organizations (CTSOs), equity and non-traditional CTE offerings, support of special populations, and other emerging student issues
 - d) Student career exploration/assessment and planning
 - e) Reviewing the MOA to ensure the school sites are maximizing the services and support offered by IVROP
 - f) Reporting IVROP progress in meeting deliverables or measures outlined in the MOA and Work Plan
 - g) Ensure CTE courses and pathways are aligned to industry/workforce needs
 - h) Ensure CTE courses and pathways lead to industry recognized credentials or certifications
 - i) Available funding, collaborations or other CTE related school community focused growth opportunities; and providing local, state, and federal workforce data to inform the practices of current CTE programs, and establish the need for CTE programs
 - j) Program updates will be provided on a monthly basis in the following (but not limited to): Career Specialists activities and student service activities, work-based learning results, placements, instructor support, credentialing, and any other current or emerging issues that may impact district CTE pathways and programs.
- 3) Meet with site Principal and/or the designated representative at the end of each school year to submit proposed work plans for IVROP assistance with staff development/curriculum development efforts for the upcoming year. Plans will

include reasonable discussion of dates/times for IVROP staff to be utilized and plans ready to begin next administrator/teacher work year.

B) Support and consultation of curriculum, instruction, and pathway development

Support CTE instructors in sustaining high-quality CTE curriculum and instruction (align to State/Federal accountability measures) through the following, but not limited to; aligning career pathways, work-based learning and CTSOs (or student leadership) support, maintain industry partnerships (employer connections, advisory meetings, and other stakeholder support), along with addressing any other critical issues and emerging accountability measures that may impact the CTE programs. IVROP will accomplish this by attending trainings, conferences, and workshops related to these items that may impact CTE and inform the DISTRICT via district/school meetings of any changes and develop a plan of action to address any of these requirements. Specific activities include, but are not limited to:

- 1) Provide one teacher trainings or workshop per year (with training topics guided by meetings)
- 2) Meetings with school and district leadership
- 3) Assist with the application process for the UC “A-G” course designation, articulation agreements, and dual enrollment in collaboration with community colleges
- 4) Direct student, teacher, and classroom support with the integration of student leadership or CTSOs in CTE curriculum. This includes, but is not limited to, in-class and after school support from the Career Specialist in supporting the teacher in all aspects and activities related to student leadership and CTSO, such as in the planning and attendance of activities, preparing students for competitions, and attending and assisting teachers to plan related field trips.
- 5) Organize regional and/or school site skill development events in select industry sector/pathways, and Ag. Summit
- 6) Issue IVROP certificate of competency attainment to CTE students.

Support of CTE pathway development and alignment to postsecondary and industry opportunities:

- 1) Assist teachers with the University of California “A-G” course designation application submission process. Assist teachers with gathering and editing all course materials, along with helping teachers to research or find existing A-G approved courses for additional support. Help teachers to prepare and submit their materials, follow up with the resubmission process if the course is not approved, and follow up with the University of California and the district to ensure course material is accurate and has been received.

C) Support of student career readiness, guidance, and exploration

IVROP will provide one (1) Career Specialist (CS), four (1) day per week, to the DISTRICT, Career Specialist(s) will provide services at the high school sites:

- 1) Administer and coordinate an interest assessment to all 9th grade students and utilize a tracking system to report the results to school counselors.
- 2) Provide career awareness follow-up for CTE students in 10th-11th grades.
- 3) Assist with recruitment, outreach, communication and community relations of CTE courses (parent nights, etc.).
- 4) Provide employment preparation workshop sessions to all CTE or requested classes on employability/job search such as job application, resumes, interviews, etc.
- 5) Provide career awareness at school site events, parent nights, back-to-school nights, open house, site councils, Western Association of Schools and Colleges (WASC) accreditation site meetings, parent events, etc.
- 6) Coordinate student work-based learning experiences with employers, maintain records and results, and conduct necessary follow-up and monitoring of placements.
- 7) Organize/coordinate speakers or assist with career related events for CTE classrooms, career fairs/days, industry site tours, and skills events.
- 8) Assist with CTE related college scholarship applications and essays.
- 9) Organize and implement the IVROP/CTE Showcase and Awards Ceremony and the Outstanding Student recognition process.
- 10) Process off-campus & public/private transportation permission forms and prepare IVROP/CTE Identification Cards.
- 11) Coordinate student worksite learning experiences with employers (work-based learning), focusing on 11th and 12th grade, and any specific pathways or capstone classes as recommended by CTE teachers and school administration. Facilitate agreements and necessary follow-up/monitoring of employer worksite relationships for students of related CTE courses including student liability and work-related injury insurance coverage for off-campus work-based learning experiences:
 - a) Internships
 - b) Worksite experiences
 - c) Job shadowing
 - d) Industry site tours
 - e) Mentoring
 - f) Classroom presentations

Support student leadership development (CTSOs):

- 1) Support state approved CTSOs at the comprehensive high school site.
- 2) Career Specialists will support instructors with in-class and afterschool CTSO and student leadership activities.
- 3) Provide local student leadership summit for CTSOs
- 4) Provide Local Youth Ag. Summit for FFA

D) Employer and industry connections, and labor market and workforce data

- Serve as liaison with targeted business/industry on behalf of DISTRICT career technical education needs: advisory support, work-site placement, etc.

- Coordinate and assist with CTE Advisory Committee (CTEAC), and annual employer advisory meetings, and other employer forums; disseminate information/results and document notes and recommendations.
- Serve as a liaison between the DISTRICT and federal, state and local workforce development and employment agencies such as the Employment Development Department, Workforce Development Board/Office, America's Job Center, and the Department of Labor.
- Keep the DISTRICT informed on labor and workforce data, trends, funding, and legislation concerning the Workforce Innovation and Opportunities Act, and any implications for CTE and in-school (and out-of-school) populations.

E) Promotion, outreach, and communication of CTE programs

- 1) Ensure ongoing communication between IVROP Superintendent and the District Superintendent.
- 2) Report CTE activities at IVROP Board Meetings.
- 3) Organize annual IVROP/CTE Showcase and Recognition ceremony for CTE outstanding students and promote CTE pathways and services.
- 4) Organize regional skill development events in select industry sector/pathways.
- 5) Develop student leadership opportunities that promote campus based CTE activities.
- 6) Support regular and social media communications that promote district CTE efforts and activities.
- 7) Promote district CTE activities, efforts, and events on the IVROP website.

6) Added Value Services (at no cost to DISTRICT)

- A) Encourage parent participation in CTEAC, and employer advisory meetings, serve as speakers, etc.
- B) Pursue ongoing funding opportunities and continue to provide supplemental grant funded family development and stabilization services where available targeting eligible students and/or families in variety of areas such as student achievement and parental involvement (i.e., workshops for parenting, relationships, marriage, financial literacy, economic workshops, counseling, support group, parent engagement, parent education, and life skills).
- C) Provide information on IVROPCF scholarship opportunities for individual students and CTE student leadership groups/associations.
- D) Report DISTRICT relevant data and anecdotal information that is captured annually.
- E) Presentation to DISTRICT administration and board once per year.
- F) Annual IVROP meeting of JPA Superintendents.
- G) Provide for an annual CTE Collaborative Forum.
- H) New CTE teacher orientation.
- I) Coordinate the integration of IVROP Project Rise/Developmental Assets related services within relevant CTE activities as funding and programming permits.

The Parties' Representatives shall be:

The Parties' Representatives shall be:

**Imperial Valley Regional
Occupational Program**

Edwin P. Obergfell
Superintendent
687 State Street
El Centro CA, 92243
Phone: (760) 482-2600
Email: eobergfell@ivrop.org

**Holtville Unified
School District**

Celso Ruiz
Superintendent
621 E. Sixth Street
Holtville, CA 92250
Phone: (760) 356-2974
Email: celso@holtville.k12.ca.us

In Witness Whereof, the parties have executed this agreement as of the date hereof.

For IVROP

By: _____

Edwin P. Obergfell
IVROP Superintendent

Date: _____

For DISTRICT

By: _____

Celso Ruiz
Superintendent

Date: _____

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PUBLIC HEARING

Holtville Unified School District

PUBLIC HEARING ANNOUNCEMENT

The community and general public are invited to attend a public hearing regarding the Holtville Unified School District's 2019/20 Budget Report.

The meeting will take place on Monday, June 22, 2020 at the Holtville Unified School District Board, located on 621 E. Sixth Street, Holtville, Ca. 92250. The meeting will begin at 6:00 p.m.

Ann Heraz, HUSD Administrative Assistant

Posted on June 15, 2020
HUSD Administration Office
Holtville Middle School
Holtville High School

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

ACTION/DISCUSSION

**DESIGNATION OF APPLICANT'S AGENT
RESOLUTION No. 2019/20-015 FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Governing Board OF THE Holtville Unified School District
(Governing Body) (Name of Applicant)

THAT John Paul Wells, HUSD Assistant Superintendent, OR
(Title of Authorized Agent)

Diana E. Perez, HUSD Accounting/HR Supervisor, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Holtville Unified School District, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Holtville Unified School District, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- ☐ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
☒ This is a disaster specific resolution and is effective for only disaster number(s) DR-4482

Passed and approved this _____ day of _____, 20____

Jared Garewal, President

(Name and Title of Governing Body Representative)

Ben Abatti Jr., Clerk

(Name and Title of Governing Body Representative)

Matt Hester, Member

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Celso Ruiz, duly appointed and Superintendent of
(Name) (Title)

Holtville Unified School District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Governing Board of the Holtville Unified School District
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20____.

(Signature)

Superintendent
(Title)

**BEFORE THE GOVERNING BOARD OF THE
HOLTVILLE UNIFIED SCHOOL DISTRICT**

Resolution Allowing the Class of 2024 to)
 Maintain Funds Within the Associated) RESOLUTION NO. **2019/20-016**
 Student Body Until June 30, 2021)

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in the State of California as a result of the threat of COVID-19; and

WHEREAS, the Holtville Unified School District, for the safety and wellbeing of its staff and students, initiated school closures on March 17, 2020 in order to address COVID-19; and

WHEREAS, such school closures were initiated based on guidance and recommendations by the California Department of Education, the California Health and Human Services Agency and Imperial County Public Health Department; and

WHEREAS, based on a letter from the State Superintendent of Public Instruction (Release #20-16 dated March 31, 2020) that states in part that due to current safety concerns and needs of ongoing social distancing, students will not be able to return to school campuses before the end of the school year; and

WHEREAS, the Holtville Unified School District, in addressing safety concerns and complying with ongoing social distancing, has closed all schools through the end of the 2019-20 school year; and

WHEREAS, due to the closure of schools, various Associated Student Body (ASB) funds on account were not able to be expended or disbursed as intended and now may be subject to limitations in accordance with ASB Bylaws, Fiscal Crisis and Management Assistance Team (FCMAT) ASB Accounting Manual guidelines and State Audit requirements; and

WHEREAS, the Class of 2024 raised funds during the 2019-20 School Year for various student activities, events and school functions that were for the benefit of students of said Class but are now are subject to end-of-year limitations and carry-over restrictions; and

WHEREAS, it is the desire of the Board of Trustees of the Holtville Unified School District to allow the Class of 2024 to carry-over funds on account within the ASB until June 30, 2021 so that the students of this Class may have the opportunity to benefit from these funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Holtville Unified School District is taking action to allow the Class of 2024 to carry-over funds until June 30, 2021 and any funds remaining after the end date will be deposited in the ASB General Account; and

BE IT FURTHER RESOLVED, that funds on account for the Class of 2024 will not be subject to end-of-year limitations or restrictions and such funds will continue to be on deposit in the Class of 2024 account with the ASB; and

BE IT FURTHER RESOLVED, that in order for the funds to be released, the current Class Officers must provide a request for the use of these funds to the current principal/ASB Advisor in accordance with ASB Bylaws; and

BE IT FURTHER RESOLVED, that the Class of 2024 funds will continue to be subject to ASB Bylaws, Board Policy 3452 – Student Activity Funds, and under the oversight of the current school principal and ASB Advisor; and

BE IT FURTHER RESOLVED, that funds on the account for the Class of 2024 may only be used for students who attended Holtville Middle School during the 2019-2020 school year and who remain in the Holtville Unified School District through the 2020-2021 school year; and

BE IT FURTHER RESOLVED, that the exception to existing policy applies exclusively to the current school year and is not intended to establish precedent;

THE FOREGOING RESOLUTION WAS ADOPTED upon motion of Trustee _____, seconded by Trustee _____, at a regular meeting held the 15th day of June, 2020, by the following vote:

AYES:

NOES:

ABSENT:

Secretary/Clerk of the District Board

HOLTVILLE UNIFIED SCHOOL DISTRICT
RESOLUTION NO. #2019/20-017

**RESOLUTION TO AUTHORIZE TEMPORARY BORROWING BETWEEN FUNDS
OF THE SCHOOL DISTRICT**

ON MOTION of Member _____, seconded by Member _____, the following resolution is hereby adopted:

WHEREAS, the Imperial County Treasurer does not have authority to honor warrants drawn on school district funds with insufficient cash balances in the absence of an approved borrowing arrangement with the district; and

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, actual interfund transfers shall be accounted for as temporary loans between funds and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year;

NOW THEREFORE, BE IT RESOLVED that:

1. The Governing Board of the Holtville Unified School District hereby authorizes, for fiscal year **2020-21**, temporary transfers between the following funds and authorizes the Imperial County Treasurer to honor warrants drawn on those funds, regardless of their cash balances, provided the aggregate cash balance of all those funds is positive:

- | | | |
|-----------------------------|--------------------------------|--------------------------|
| - General Fund# 010 | - Building Fund# 210 | - Debt Service Fund# 560 |
| - Adult Education Fund# 110 | - COP Fund# 215 | |
| - Cafeteria Fund# 130 | - Capital Facilities Fund# 250 | |

2. The Governing Board of the Holtville Unified School District hereby authorizes the Superintendent or his designee to approve any actual interfund transfers processed between the above-mentioned funds and requires that any actual transfer of funds pursuant to this resolution be ratified by the Board as soon as practicable.

PASSED AND ADOPTED by the Governing Board on June 22, 2020, by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA
COUNTY OF IMPERIAL

I, Celso Ruiz, Clerk/Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this June 22, 2020.

Clerk/Secretary of the Governing Board

HOLTVILLE UNIFIED SCHOOL DISTRICT

RESOLUTION NO.# 2019/20-018

**DELEGATION OF AUTHORITY TO PAY AND SIGN PROPER LEGAL
BILLS, BILLINGS, INVOICES, AND ORDERS UNDER SPECIFIC
LIMITATIONS**

WHEREAS, The Governing Board is authorized in Education Code section 35161 to delegate any of its statutory powers or duties to the Superintendent of the District or any other management employee of the District

WHEREAS. The Governing Board has adopted Board Policy No. 3300 in accordance with Education Code section 35161 which authorizes the Governing Board to delegate any of its statutory powers or duties to the Superintendent of the District or any other management employee of the District.

WHEREAS. Education Code section 42632 authorizes the Governing Board to authorize the Superintendent of the District and/or any other management employee of the District to sign "orders" drawn on the funds of the District.

WHEREAS. The Governing Board now desires to specifically delegate to the Superintendent of the District and/or also the Chief Business Official of the District the authority to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent approval by the Governing Board: and also now desires to specifically authorize the Superintendent and/or the Chief Business Official to sign the necessary orders so that proper and legal payment may be made in response to such bills, billings, invoices and orders to the District.

NOW, THEREFORE, BE IT RESOLVED THAT

The Governing Board hereby specifically delegates to the Superintendent of the District and the Chief Business Official of the District the authority to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent

approval by the Governing Board under the limitations of this Resolution.

BE IT FURTHER RESOLVED THAT

The Superintendent and/or the Chief Business Official, within their discretion, are hereby authorized to pay proper and legal bills, billings, invoices, and orders submitted to the District without prior or subsequent approval by the Governing Board under the limitations of this Resolution which shall include all of the following:

- I. Each and every payment of any bill, billing, invoice or order authorized and signed shall be consistent with the current adopted Budget in the District. This means that each and every payment shall be consistent with the amounts budgeted in any major classification of the current adopted Budget in the District.
2. The Superintendent and Chief Business Official shall exercise great care and diligence with regard to each and every payment of any bill, billing, invoice or order, and shall adhere to established, careful business practices.
3. Each and every payment and signing of each and every proper and legal bill, billing, invoice and order shall be consistent with all Board Policies in the District and all actions by the Governing Board.
4. Each and every monthly payment, or possible alternate payment schedule of more than a month, under this Resolution shall have an absolute maximum amount of 200,000 dollars. Multiple payments shall not be utilized to exceed this absolute maximum amount with regard to any regular or monthly bill, billing, invoice or order. Payments for the following purposes will be exempt of the maximum amount limitation: Medical, Dental, Vision, Long-Term Disability & Life Insurance, Voluntary Deduction Insurances, Worker's Compensation, Certificate of Participation payments, Liability Insurance, Lease Purchases Contracts and Payroll Taxes, Food Service, Utilities, Revolving Credit Card, Relocatable Leasing, and other payments on Board-authorized contracts/agreements (i.e. Construction Payments, Equipment Purchases).

5. No payment shall be made under any contract or agreement unless such contract or agreement was authorized and entered into lawfully and consistent with established Board Policies and practices in the District.
6. The Superintendent and/or Chief Business Official shall report to the Governing Board at its next regular meeting as an information item each and every payment and signing under this Resolution.
7. This Resolution shall not be in effect during any time when the District is operating without an approved Budget, or during any time when the County Superintendent has stay and rescind authority over actions by the District.

BE IT FURTHER RESOLVED THAT

The Superintendent and/or the Chief Business Official also are authorized to sign the necessary orders so that proper and legal payment may be made in response to such bills, billings, invoices and orders to the District:

PASSED AND ADOPTED this 22nd day of June, 2020

HOLTVILLE UNIFIED SCHOOL DISTRICT

Board President

HOLTVILLE UNIFIED SCHOOL DISTRICT
RESOLUTION NO. #2019/20-019

REGARDING THE 2020-21 EDUCATION PROTECTION ACCOUNT

WHEREAS, the voters approved temporary sales and income tax increases with Proposition 30 on November 6, 2012; and voters approved Proposition 55 on November 8, 2016 which allowed the sales tax increase to expire in 2016 while extending the increased income tax rates through 2030.

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012; and Proposition 55 amended Article XIII, Section 36 of the California Constitution effective November 8, 2016 and commencing on January 1, 2018.

WHEREAS, the provisions of Article XIII, Section 36(e) create in the State General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f) of the California Constitution;

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of **June 22, 2020**;

2. In compliance with Article XIII, Section 36(e), of the California Constitution, the governing board of the Holtville Unified School District has determined to spend the monies received from the Education Protection Act as attached.

DATED: _____, 2020

Board Member

Board Member

Board Member

Board Member

Board Member

Model OB21-01 2020-21 July 1 Budget

Fiscal Year 2020/21

Fund 010 General Fund

Revenue	Description	Amount	Percentage of Sources
8000	Revenue Limit (Summary)	1,919,194.00	100.00%
Total Revenue		1,919,194.00	100.00%

Expenditure	Description	Amount	Percentage of Sources
1000 Certificated Salaries			
1100	Certificated Teachers' Salarie	1,434,064.32	74.72%
Total 1000		1,434,064.32	74.72%

3000 Employee Benefits			
3100		263,342.99	13.72%
3300		20,164.77	1.05%
3400		161,978.63	8.44%
3500		695.34	.04%
3600		26,534.67	1.38%
3700		12,413.28	.65%
Total 3000		485,129.68	25.28%
Total Expenditure		1,919,194.00	100.00%

Starting Balance	.00
+ Revenues	1,919,194.00
- Expenditures	1,919,194.00
- Budgeted Reserves & Fund Bal	.00
= Unappropriated Balance	.00

Starting Balance	.00
+ Total Revenues	1,919,194.00
= Total Sources	1,919,194.00

Expenditure	Description	Amount	Percentage of Sources
1000	Certificated Salaries	1,434,064.32	74.72%
2000			%
3000	Employee Benefits	485,129.68	25.28%
4000			%
5000			%
6000			%
7000			%
- Total Expenditures		1,919,194.00	100.00%
- Total Budgeted Reserves and Fund Balance		.00	.00%
= Unappropriated Balance		.00	.00%

Resolution No. 2019/20-020

**RESOLUTION ORDERING AN ELECTION,
REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION,
REQUESTING CONSOLIDATION OF THE ELECTION, AND
SPECIFICATIONS OF THE ELECTION ORDER**

Holtville Unified School District

WHEREAS, pursuant to Education Code Section 5322, whenever a school district election is ordered, the governing board of the district or the board or officer authorized to make such designation shall, concurrently with or after the order of an election, but not less than 123 days prior to the date set for the election in the case of an election for governing board members, or at least 88 days prior to the date of the election in case of an election on a measure, including a bond measure, by resolution delivered to the county superintendent of schools and the officer conducting the election specify the date of the election and the purpose of the election;

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election;

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city county, or other political subdivision are called to held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the Clerk of the Board of Supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, pursuant to Education Code Section 5342 and Elections Code Section 10400, such election for school districts may be either completely or partially consolidated;

WHEREAS, various district, county, and statewide and other political subdivision elections have been or may be called to be held on November 3, 2020;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT the Governing Board/Board of Trustees of the Holtville Unified School District hereby orders an election to be called and consolidated with any and all elections also called to be held on November 3, 2020 insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the School District requests to the Board of Supervisors of the County of Imperial to order such consolidation under Elections Code Section 10400; and

BE IT FURTHER RESOLVED AND ORDERED that said school board hereby requests the Board of Supervisors to permit the Imperial County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED that pursuant to Elections code Section 5322, the authority for the specifications of the election order, the governing body of the Holtville Unified School District hereby orders an election to be held with the following specifications:

The election shall be held on Tuesday, November 3, 2020

Check the following that apply:

BE IT FURTHER RESOLVED AND ORDERED that the Imperial County Elections Department conduct the election for the following Offices on the November 3, 2020 ballot.

SEATS OPEN	OFFICE	TERM	DIST/DIV
Two (2)	School Board Member	4 years	Holtville Unified

No election will be held if there are an insufficient number of nominees.

The qualifications of a nominee of an elective officer of the school district are as follows (i.e. a registered voter in the district, trustee area, etc.)

The Candidate's Statement of Qualifications shall be limited to () **200 words** or () **400 words** and will be paid for by the () **district** or () **candidate**.

Date of last map change: _____

A current map showing the boundaries within the County of the school district and the divisions of the school district, if any, is attached.

BE IT FURTHER RESOLVED AND ORDERED that the Imperial County Elections Department shall conduct the election following MEASURE(S) to be voted on at the November 3, 2020 election:

(insert 75-word ballot question here or attach, if more than one)

BE IT FURTHER RESOLVED AND ORDERED THAT Imperial County Elections Department is requested to: (Check one of the following)

- ☐ Print the attached measure text exactly as filed or indicated on the document in the Voter's Information Pamphlet section of the Sample Ballot for the November 3, 2020 election. Cost of printing and distribution of the measure text will be paid for by the city/district.
- ☐ Not to print the measure text in the Voter's Information Pamphlet of the Sample Ballot but send a copy to voters upon request at the cost of said city/district.

BE IT FURTHER RESOLVED AND ORDERED that the Imperial County Elections Department is ordered that in the event of a tie vote, the candidate will be selected by Ed. Code 5016(b):

- ☐ Run-off election
- ☐ By lot

PASSED AND ADOPTED by the Holtville Unified School District, County of Imperial, State of California, this 22nd day of June 2020, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABENT:

CHAIRPERSON OF SAID SCHOOL DISTRICT BOARD

Attested: _____
Secretary

RESOLUTION OF THE GOVERNING BODY OF THE HOLTVILLE UNIFIED SCHOOL DISTRICT

A RESOLUTION APPROVING A GRANT AGREEMENT WITH THE U.S. DEPARTMENT OF AGRICULTURE-RURAL DEVELOPMENT UNDER THE COMMUNITY FACILITIES LOAN AND GRANT PROGRAM FOR FY 2019-2020

RESOLUTION NO. 2019/20-021

Be It Resolved by the Board of Trustees of the **Holtville Unified School District** as follows:

SECTION 1

The **Holtville Unified School District** has been awarded funding from the U.S. Department of Agriculture-Rural Development in the amount of **\$49,456** for the **2020 District Wide Routers & Security Cameras Project**, **\$31,324** for the **2020 High School Computer Equipment Purchase Project**, **\$49,411** for the **2020 Pine School Computer Devices Project**, and **\$27,355** for the **2020 Sam Webb & Freedom Academy Computers Purchase Project**, for a total of **\$157,546**.

SECTION 2

The Board of Trustees has reviewed and hereby approves entering into the grant agreement with the U.S. Department of Agriculture-Rural Development (USDA-Rural Development) under the Community Facilities Loan and Grant Program for a grant in the amount of **\$157,546**.

SECTION 3

The Board of Trustees has authorized the commitment of **\$128,902** of District funds as matching funds for the project.

SECTION 4

The Board of Trustees of the **Holtville Unified School District** hereby authorizes and directs the **Superintendent**, or designee (s) to execute, in the name of the **Holtville Unified School District**, grant agreements, any amendments thereto, and any and all other documents necessary or required by USDA-Rural Development to participate in the loan and grant program.

Passed and Adopted by the Board of Directors on this 22nd day of June, 2020, by the following vote:

AYES: _____ NAYES: _____ ABSTAINED: _____ EXCUSED OR ABSENT: _____

Jared Garewal, HUSD Board President

ATTEST: _____
Celso Ruiz, Superintendent