



DR. CHRISTINE WALKER
Superintendent

HELEN COSGROVE
Assistant Superintendent

DR. CARLOS DOMINGUEZ
Deputy Superintendent

DAVID RAGSDALE
Assistant Superintendent

COLLABORATIVE LEADERSHIP TEAM MEETING AGENDA

Monday, February 22, 2021 at 4:00 p.m.
Virtual Teleconference via Live Video at the
Hueneme Elementary School District Office Boardroom
205 N. Ventura Road
Port Hueneme, CA 93041

We welcome visitors to public meetings of the Collaborative Leadership Team (CLT) and encourage suggestions and comments.

In Accordance with Governor Newsom's Executive Orders N-29-20 in regards to the COVID-19 Virus, members of the public will continue to have the right to observe the public meeting via live video at the Hueneme Elementary School District Office Boardroom. To observe the meeting, please contact crojas@hueneme.org at least one hour prior to the start of the meeting to register.

Pursuant to Education Code 35145.5, the CLT cannot enter into formal discussion or make a decision on any matter not on the agenda. However, they may refer a topic to a later meeting or ask the Superintendent or staff to follow up.

Pursuant to Government Code 54954.1, any person with a disability who needs reasonable accommodations to participate may request assistance in advance of the meeting. Contact the Superintendent's secretary at the District Office, 205 North Ventura Road, Port Hueneme, California 93041 / Telephone: 805-488-3588, Ext. 9100.

Public comments are welcome, and can be submitted in writing prior to the start of the meeting at crojas@hueneme.org. All public comments received via the designated email address will be provided to the CLT at the time of public comment or at the time of consideration of an agenda item as requested by the speaker. A summary of written public comments received will be given by the Superintendent either during the public comment, or just prior to discussing the item. The written public comment will also be made part of the minutes of the meeting. No public comment will be read in its entirety during the meeting. Written public comments will be accepted until 3:00 p.m. on February 22, 2021.

Public comment may also be provided in person. Members of the public wishing to address the Board via live video may visit the Hueneme Elementary District Office Boardroom. Members of the public will be screened – including a temperature reading, required to wear a face mask, and remain socially distant while waiting to provide in person public comment.

COLLABORATIVE LEADERSHIP TEAM
AGENDA OUTLINE

1. Call to Order

2. Public Comments

Persons wishing to make comments to the Collaborative Leadership Team on any item of interest may do so at this time.

3. Adoption of the Regular Agenda

It is recommended that the Collaborative Leadership Team adopt the agenda, as submitted, or consider any request from an individual CLT member to revise the proposed agenda before adoption.

Motion: _____ Second: _____ Vote: _____

4. Approval of Minutes of the Regular Meeting of February 24, 2020

It is recommended that the Collaborative Leadership Team approve the minutes of the regular meeting of February 24, 2020.

Motion: _____ Second: _____ Vote: _____

5. Approval of Minutes of the Regular Meeting of March 9, 2020

It is recommended that the Collaborative Leadership Team approve the minutes of the regular meeting of March 9, 2020.

Motion: _____ Second: _____ Vote: _____

6. Approval of Minutes of the Regular Meeting of January 25, 2021

It is recommended that the Collaborative Leadership Team approve the minutes of the regular meeting of January 25, 2021.

Motion: _____ Second: _____ Vote: _____

7. Staff Recognition and Morale Boosters

8. Staff Appreciation Week

9. COVID-19 School Guidance Checklist

10. Focus on Equity

11. Local Control Accountability Plan (LCAP)

12. Future Agenda Items

13. Adjourn

HUENEME ELEMENTARY SCHOOL DISTRICT
205 North Ventura Road, Port Hueneme, CA 93041

**MINUTES OF A REGULAR MEETING OF THE
COLLABORATIVE LEADERSHIP TEAM**

Monday, February 24, 2020, 4:00 P.M.

A regular meeting of the Hueneme Elementary School District Collaborative Leadership Team (“CLT”) was held on **Monday, February 24, 2020**, in the Hueneme Elementary School District Office Boardroom. The agenda was posted and made available to the public on February 20th.

ATTENDANCE

Team Members Present:

1. Dr. Christine Walker, Superintendent
2. Dr. Carlos Dominguez, Deputy Superintendent
3. Darlene Bruno, Board Member
4. Siugen Constanza, Board Member
5. Alice Ramirez, HEA President
6. Vince Gomez, HEA Member
7. Paul Robinson, CSEA President
8. Laura Porras, CSEA Member

Other Staff Present:

Cynthia Rojas, Executive Assistant

CALL TO ORDER – Item 1

Dr. Walker called the meeting to order at 4:01 P.M.

PUBLIC COMMENTS – Item 2

There were no public comments.

ADOPTION OF THE REGULAR AGENDA – Item 3

Motion 008: Mr. Robinson motioned to adopt the agenda. Mr. Gomez seconded and the motion passed upon a unanimous vote of 8 ayes and zero nays.

APPROVAL OF MINUTES OF THE REGULAR MEETING OF January 27, 2020 – Item 4

Motion 009: Ms. Bruno motioned to approve the minutes of the regular meeting of January 27, 2020. Ms. Constanza seconded and the motion passed upon a unanimous vote of 8 ayes and zero nays.

TRAININGS/EVENTS – Item 5

Dr. Walker shared that CalTurn has no spring conferences scheduled. She did share that the LMI Summer Institute is scheduled for June 23-24 in San Diego.

DISTRICTWIDE SCHOOL LEADERSHIP TEAM MEETING – Item 6

Dr. Walker shared that for the last two years, the districtwide school leadership teams have met in August with special invited speakers. At this year’s meeting, the district will focus on trauma-informed practices. Ms. Cosgrove and Mr. Castellano are working on this and have not yet selected a speaker.

SHINE – Item 7

The CLT discussed SHINE. They shared that it is a great motivator that many people look forward to each year. Also, the CLT stated that they will tone it down a bit this year and possibly move the day it is held.

FUTURE AGENDA ITEMS – Item 8

No future agenda items were suggested.

ADJOURNMENT – Item 9

Dr. Walker adjourned the Collaborative Leadership Team meeting at 4:47 P.M.

P
R
O
P
O
S
E
D

HUENEME ELEMENTARY SCHOOL DISTRICT
205 North Ventura Road, Port Hueneme, CA 93041

**MINUTES OF A REGULAR MEETING OF THE
COLLABORATIVE LEADERSHIP TEAM**

Monday, March 9, 2020, 4:00 P.M.

A regular meeting of the Hueneme Elementary School District Collaborative Leadership Team (“CLT”) was held on **Monday, March 9, 2020**, in the Hueneme Elementary School District Office Boardroom. The agenda was posted and made available to the public on March 5th.

ATTENDANCE

Team Members Present:

1. Dr. Christine Walker, Superintendent
2. Dr. Carlos Dominguez, Deputy Superintendent
3. Darlene Bruno, Board Member
4. Siugen Constanza, Board Member
5. Alice Ramirez, HEA President
6. Vince Gomez, HEA Member
7. Paul Robinson, CSEA President

Other Staff Present:

Cynthia Rojas, Executive Assistant

Member(s) Absent:

Laura Porras, CSEA Member

CALL TO ORDER – Item 1

Dr. Walker called the meeting to order at 4:05 P.M.

PUBLIC COMMENTS – Item 2

There were no public comments.

ADOPTION OF THE REGULAR AGENDA – Item 3

Motion 010: Mr. Robinson motioned to adopt the agenda. Ms. Bruno seconded and the motion passed upon a vote of 7 ayes and zero nays, with 1 absence (Porras).

***UPDATE ON DISTRICTWIDE SCHOOL COLLABORATIVE LEADERSHIP TEAMS
- Item 4***

The CLT discussed the collaborative leadership teams throughout the district, as well as the upcoming meeting in August.

LABOR MANAGEMENT INITIATIVE (LMI) TRAINING IN JUNE - Item 5

Dr. Walker provided a handout with information on the LMI Summer Institute in San Diego. The pre-conference is scheduled for June 22, and the conference will be held June 23-24.

CORONAVIRUS UPDATE - Item 6

Dr. Walker shared correspondence from the California Department of Public Health regarding school guidance on COVID-19. She also shared information from the Ventura County Office of Education regarding school actions steps for the pandemic outbreak.

SHINE - Item 7

The CLT briefly discussed SHINE.

FUTURE AGENDA ITEMS - Item 8

No future agenda items were suggested.

ADJOURNMENT - Item 9

Dr. Walker adjourned the Collaborative Leadership Team meeting at 4:55 P.M.

P
R
O
P
O
S
E
D

HUENEME ELEMENTARY SCHOOL DISTRICT
205 North Ventura Road, Port Hueneme, CA 93041

**MINUTES OF A REGULAR MEETING OF THE
COLLABORATIVE LEADERSHIP TEAM**

Monday, January 25, 2021, 4:00 P.M.

A regular meeting of the Hueneme Elementary School District Collaborative Leadership Team (“CLT”) was held on **Monday, January 25, 2021**, in the Hueneme Elementary School District Office Boardroom. The agenda was posted and made available to the public on January 22nd.

ATTENDANCE

Team Members Present:

1. Dr. Christine Walker, Superintendent
2. Dr. Carlos Dominguez, Deputy Superintendent
3. Darlene Bruno, Board Member
4. Siugen Constanza, Board Member
5. Alice Ramirez, HEA President
6. Vince Gomez, HEA Vice-President
7. Cinthya Perez, CSEA President (arrived at 4:10 P.M.)
8. Tabitha Hottendorf, CSEA 2nd Vice-President

Other Staff Present:

Cynthia Rojas, Executive Assistant

CALL TO ORDER – Item 1

Dr. Walker called the meeting to order at 4:05 P.M.

PUBLIC COMMENTS – Item 2

There were no public comments.

ADOPTION OF THE REGULAR AGENDA – Item 3

Motion 001: Ms. Constanza motioned to adopt the agenda as submitted. Ms. Hottendorf seconded and the motion passed upon a vote of 7 ayes and zero nays, with one absences (Perez).

SUPERINTENDENT REPORT – Item 4

Dr. Walker stated that she wanted to meet with the collaborative team and bring everyone back together. She acknowledged that it has been a difficult year but was thankful for everyone’s support and teamwork. Dr. Walker shared information from the state regarding COVID-19 and discussed the reopening guidelines.

P
R
O
P
O
S
E
D

HUENEME EDUCATION ASSOCIATION REPORT – Item 5

Ms. Alice Ramirez, HEA President, reported on HEA’s participation in the Ventura County Coalition of Educators and the survey that they conducted. Mr. Vince Gomez, HEA Vice-President, talked about the vaccine.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REPORT – Item 6

Ms. Cinthya Perez, CSEA President, stated that the vaccine is one of the major priorities for staff.

BOARD MEMBER REPORT – Item 7

Ms. Darlene Bruno, Board Member, shared information on a training that she attended, along with Ms. Constanza, regarding social media and the Brown Act.

CLT FOCUS FOR 2020/2021 – Item 8

Dr. Walker proposed the issue of equity as an area of focus for the collaborative team this coming year. The group discussed the matter and decided to move forward. Dr. Walker shared information about an equity summit that CDE is hosting and indicated that she would forward the registration details to everyone.

LCAP PROCESS UPDATE – Item 9

Dr. Walker stated that the LCAP was not required last year due to COVID. However, a Learning Continuity Plan was presented with a budget overview for parents. This year the LCAP is back on track. She shared the LCAP meeting dates with the CLT and asked for HEA and CSEA to each provide the names of three members who would be part of the stakeholder committee.

FUTURE AGENDA ITEMS – Item 10

The CLT indicated that they would like to continue their conversation on equity. Also, they would like to discuss SHINE. Additionally, they would like to figure out a way to recognize employee longevity, either over one month or at the end of the year.

ADJOURNMENT– Item 11

Dr. Walker adjourned the Collaborative Leadership Team meeting at 4:53 P.M.

P
R
O
P
O
S
E
D