



# HUENEME ELEMENTARY SCHOOL DISTRICT

*"Inspiring and empowering every student to thrive every day."*

205 N. Ventura Road, Port Hueneme, CA 93041-3065 • www.hueneme.org • 805-488-3588

DR. CHRISTINE WALKER  
Superintendent

HELEN COSGROVE  
Associate Superintendent

DR. CARLOS DOMINGUEZ  
Deputy Superintendent

DAVID RAGSDALE  
Associate Superintendent

## COLLABORATIVE LEADERSHIP TEAM MEETING AGENDA

Monday, October 25, 2021 at 4:00 p.m.  
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. Any person who wants to address the CLT may do so under section 2, Public Comments, below. 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.

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.

### 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 September 13, 2021

It is recommended that the Collaborative Leadership Team approve the minutes of the regular meeting of September 13, 2021.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

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#### BOARD OF TRUSTEES

Siugen Constanza, President ▪ Bexy I. Gomez, Clerk ▪ Darlene Bruno ▪ Scott Swenson ▪ Charles Weis, Ph.D.

**COLLABORATIVE LEADERSHIP TEAM**  
**AGENDA OUTLINE**

5. Discussion on In-Person or Virtual Meetings
6. Update on Expanded Transitional Kindergarten
7. Early Release Day
8. Future Agenda Items
9. Adjourn

# **HUENEME ELEMENTARY SCHOOL DISTRICT**

205 North Ventura Road, Port Hueneme, CA 93041

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

**Monday, September 13, 2021, 4:00 P.M.**

A regular meeting of the Hueneme Elementary School District Collaborative Leadership Team ("CLT") was held on **Monday, September 13, 2021**, in the Hueneme Elementary School District Office Boardroom. The agenda was posted and made available to the public on September 9<sup>th</sup>.

### ***ATTENDANCE***

#### **Team Members Present:**

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

#### **Staff Absent:**

Tabitha Hottendorf, CSEA 2<sup>nd</sup> Vice-President

#### **Other Staff Present:**

Cynthia Rojas, Executive Assistant

### ***CALL TO ORDER – Item 1***

Dr. Walker called the meeting to order at 4:08 P.M.

### ***PUBLIC COMMENTS – Item 2***

There were no public comments.

### ***ADOPTION OF THE REGULAR AGENDA – Item 3***

Motion 001: Ms. Ramirez motioned to adopt the agenda as submitted. Dr. Dominguez seconded and the motion passed upon a vote of 7 ayes and zero nays, with 1 absence (Hottendorf).

### ***APPROVAL OF MINUTES OF THE REGULAR MEETING OF JUNE 14, 2021 – Item 4***

Motion 002: Ms. Bruno motioned to adopt the minutes of the regular meeting of June 14, 2021. Ms. Constanza seconded and the motion passed upon a vote of 7 ayes and zero nays, with 1 absence (Hottendorf).

### ***SHINE FEEDBACK – Item 5***

Members of the CLT offered positive feedback about the SHINE back to school meeting that took place in August. Ms. Perez stated that employees liked the coffee vendor and thought the catered food was great. Ms. Ramirez enjoyed the outdoor setting and remarked that this should be the new venue for future meetings. Mr. Gomez also stated that the event didn't feel crowded and the setting provided a better opportunity for everyone to mingle.

### ***STAFFING UPDATE– Item 6***

Dr. Dominguez reported that it is currently difficult to hire for available positions in the district, as there are not enough applicants. He stated that the district will continue to post job openings and find ways to attract new employees. Dr. Walker also shared that the district is increasing the sub-pay rate in hopes that it will help with the staffing shortage.

### ***COVID-19 SAFETY PROTOCOLS – Item 7***

Dr. Walker informed the CLT that principals want to continue with temperature screenings at the school sites. She reported that the district is working to streamline contract tracing procedures, and that COVID testing will be up and running soon at Blackstock and Haycox for all students and staff.

### ***LCAP AND EXPANDED LEARNING OPPORTUNITIES GRANT (ELOG) – Item 8***

Dr. Walker stated that the LCAP committee will be meeting later this month to receive input on ESSER III dollars. Also, she talked about ELOG and shared that schools have been asked to come up with their own ELOG plans, as funds need to be spent by August 2022.

### ***FUTURE AGENDA ITEMS – Item 9***

There were no future agenda items suggested.

### ***ADJOURN– Item 10***

Dr. Walker adjourned the Collaborative Leadership Team meeting at 5:02 P.M.

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