



HOLTVILLE UNIFIED SCHOOL DISTRICT

Governing Board of Trustees

Regular Board Meeting

February 16, 2021

Board of Trustees

Ben Abatti Jr., President

Matt Hester, Jr., Clerk

Robin Cartee, Member

Kevin Grizzle, Member

Jared Garewal, Member

Superintendent

Celso Ruiz

Assistant Superintendent

John Paul Wells



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

Tuesday, February 16, 2021

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

Ben Abatti Jr., President

Matt Hester, Clerk

Robin Cartee, Member

Kevin Grizzle, Member

Jared Garewal, 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*

5. REPORTABLE CLOSED SESSION ACTIONS:

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
REGULAR MEETING – February 16, 2021
AGENDA PAGE 2**

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
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: January 19, 2021 & February 4, 2021* Pgs. 2-5
(Supplemental Information)

B. FINANCE AND BUSINESS

- 1) *Warrant Orders week beginning 1/21/21 to week ending 2/11/21* Pgs. 7-18
(Supplemental Information)

C. PERSONNEL SERVICES

- 1) *Classified Employment* Pg. 20
2) *Coaching Employment* Pg. 21
3) *Classified Resignation* Pg. 22
4) *Extra Duty* Pg. 23
5) *Classified Management/Confidential Employment* Pg. 24

D. GENERAL BUSINESS

The Board is asked to approve the following items:

- 1) *MESA Program Participation Agreement for HHS.* Pgs. 26-27
2) *A donation of \$1,000 from Brawley Masonic Lodge No. 402, to purchase a shade to be used around the picnic table to allow students to work outside at Sam Webb.* Pg. 28
3) *A donation from 1800Shields of 49 face shields, 5 face shields with frames, 90 decal A-Z, and 53 reusable decal animal and leaves.* Pg. 28
4) *2020-21 SARC (School Accountability Report Card) for each school site.* Pg. **
5) *2020-21 SPSA (School Plan for Student Achievement) for each school site.* Pg. **
6) *HUSD 2021-22 SY calendar* Pg. 29

**BOARD OF TRUSTEES
HOLTVILLE UNIFIED SCHOOL DISTRICT
REGULAR MEETING – February 16, 2021
AGENDA PAGE 3**

GENERAL BUSINESS *continued*

- 7) HHS Sports Schedule Pgs. 30-35
- 8) CARS (Consolidated Application and Reporting System) Report Pgs. 36-62
- 9) MOU between IVROPCF & HUSD for the coordination and collaboration of project services through ready for Life Project. Pgs. 63-66
- 10) College and Career Access Pathways A Dual Enrollment Partnership Agreement between HUSD & Imperial Community College District for 2021-23 Pgs. 67-83
- 11) Donation of a drum set for HHS band from the Garcia family. Pg. 84

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

9. ACTION/DISCUSSION ITEMS

The Board is asked to approve the following items:

- A) Approve the 2020-2021 Comprehensive School Safety Plan.**

(Mr. Drye) Pgs. **

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

- B) 2021 COVID-19 School Guidance Checklist & Prevention Program for HUSD.**

(Mr. Ruiz) Pgs. **

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

- C) Approve job description for Senior Enterprise Systems and Network Engineer and associated salary placement on the Classified Management/Confidential Salary Schedule.**

(Mr. Wells) Pgs. 86-90

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

10. FUTURE BOARD MEETING DATE

Monday, March 8, 2021 is the next Regular Board Meeting

11. ADJOURNMENT

**** Available online <https://www.holtville.k12.ca.us>
Board Meetings or Parent Resources**

MISSION STATEMENT

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

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

MINUTES

**Holtville Unified School District
Regular Board Meeting
Minutes – January 19, 2021**

{Page 1 of 2}

The Board of Trustees of the Holtville Unified School District met in a Regular Session on January 19, 2021, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 5:06 p.m. by the Presiding Chairman.

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

MEMBERS ABSENT: Robin Cartee, 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

REPORT OF CLOSED SESSION In: 5:07 p.m. **Out:** 6:16 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

Each board member thanked the administration and staff for all of their hard work during these trying times, and wished everyone a Happy New Year. Mr. Wells gave a monthly business briefing. It showed that there was an effective rate of return of 1.17% for the month ending November 30, 2020, and an effective rate of return for Fiscal YTD of 1.30%. Mr. Ruiz thanked Irma Marquez for her time as CSEA President. At the end of November 2020 there was a cash balance of \$8,319,184 and \$9,285,135 at the end of December 2020. The Series B bond issuance sold on Thursday, December 14, 2020 at an estimated payment at maturity of \$7,342,578, but the actual payment is \$6,599,137.

CONSENT AGENDA

GENERAL FUNCTIONS

Moved by Trustee Grizzle, Seconded by Trustee Hester to approve the following consent agenda items as follows: GENERAL FUNCTION – Adoption of Minutes: December 7, 2020 & December 14, 2020. FINANCE AND BUSINESS – Warrant orders week beginning 12/3/20 to week ending 1/14/21. PERSONNEL SERVICES – Classified Retirement of Becky Davila, Paraprofessional (HMS). Extra Duty Employment of Robert Moedano, Data & Curriculum Review/Technology Support (HHS); Michelle Johnson; Chad Van Acker; Aaron Mendoza; Erika Leon; Gabriel Ponce, Data & Curriculum Review (HHS); Lee Quarcelino, Technology Support (Pine); Anabel Lyerly, Technology Support (Pine). GENERAL BUSINESS – Quarterly Report on Williams Uniform Complaints. Donation from Triple I Press of 83 bales of alfalfa valued at \$996. Donation of tools and equipment from Empire Southwest School to HHS FFA Program. Obsolete equipment from Technology Department. All approved by unanimous votes, Ayes: 4, Nays: 0. Vote: 4-0.

INFORMATION ITEMS

Anthony Martinez gave an update on the technology equipment that was purchased. The equipment included New Content Filter; a new phone system; wireless routers; configuration switches; a new meter at Pine; new inventory system.

ACTION/DISCUSSION ITEMS (discussion only)

CJ Johnston gave an update on High School Athletics. The current tier is at purple which means the sports that can begin are Cross Country, Swim, Girls and Boys Golf, Co-Ed Tennis, and Track & Field. There will be no athletic competitions until the stay at home order is removed. The competitions will only include 2 schools, no tournaments. Athletic practices will follow guidelines including outside only practices and non contact. The coaches must follow protocols by checking temperatures, daily checklist, disinfecting equipment, masks must be worn by coaches, no sharing of water bottles. If a positive test should occur the school needs to follow the current CDPH guidelines and the athlete may not return to practice or competition until cleared by a physician.

FUTURE BOARD MEETING DATE

Regular Board Meeting: Tuesday, February 16, 2021

ADJOURNMENT

The meeting adjourned at 6:56 p.m.

**Matt Hester, Clerk
Holtville Unified School District
Board of Trustees**

**Holtville Unified School District
Special Board Meeting
Minutes – February 4, 2021**

{Page 1 of 2}

The Board of Trustees of the Holtville Unified School District met in a Special Session on February 4, 2021, at the Holtville Unified School District Board Room, 621 East Sixth Street, Holtville, California. The meeting was called to order at 11:07 a.m. by the Presiding Chairman.

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

MEMBER ABSENT: Robin Cartee, Member

MODIFICATION OF THE AGENDA: None

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

CLOSED SESSION: Closed Session in accordance with Government Code section 54957: Public Employee Discipline/Dismissal/Release

REPORT OF CLOSED SESSION: In: 11:08 Out: 12:22 Nothing to report

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

ACTION/DISCUSSION ITEMS

Moved by Trustee Grizzle, Seconded by Trustee Garewal to approve Board Resolution 2020/21-009 Authorizing District Participation in the California School Finance Authority State Aid Intercept Notes (Fiscal Year 2020-21 School and Community College District Deferrals) Through the Issuance and Sale of One or More Series of Fiscal Year 2020-21 Tax and Revenue Anticipation Notes and Requesting the Board of Supervisors of the County to Waive/Decline Such Issuance by the County or to Issue and Sell Said Series of Notes. Passed by roll call votes Abatti: Aye; Hester: Aye; Grizzle: Aye; Garewal: Aye. Passed by unanimous votes, Ayes: 4, Nays: 0. The 2020-21 COVID-19 School Guidance Checklist & Prevention Program for HUSD was discussed only. Mrs. Harrison presented the CPP designed to control exposures to the SARS-CoV-2 virus that may occur in the workplace. The checklist was required for the safe reopening of schools per CDHP. CJ Johnston presented the schedule for sports that are set to begin within the month. The sports included: Cross Country, Swimming, Boys and Girls Golf, Co-Ed Tennis, and Track & Field.

**Holtville Unified School District
Special Board Meeting
Minutes – February 4, 2021**

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FUTURE BOARD MEETING DATE

Tuesday, February 16, 2021

ADJOURNMENT The meeting adjourned at 1:49 p.m.

**Matt Hester, Clerk
Holtville Unified School District
Board of Trustees**

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

WARRANTS

Register 000125 - 01/21/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000125, Dated 01/21/2021					
21121941	265.94	Printed	010		A T & T (000008/1)
21121942	52.10	Printed	130		ALSCO AMERICAN LINEN (000024/1)
21121943	160.00	Printed	010		APEX LEARNING (000036/1)
21121944	7,042.71	Printed	010		APPLE COMPUTER INC (000037/1)
21121945	126.32	Printed	010		BlueTarp Financial, Inc (000911/1)
21121946	1,735.65	Printed	130		CDE CASHIERS OFFICE (000095/1)
21121947	145.70	Printed	010		CHIMITS, SAMANTHA (000793/1)
21121948	3,683.98	Printed	010		COMMITTEE FOR CHILDREN (000931/1)
21121949	1,067.50	Printed	010		CURRIER and HUDSON (000117/1)
21121950	137.95	Printed	010		D LUPITAS RESTAURANT (000119/1)
21121951	1,756.00	Printed	010		DEPT OF TOXIC SUBSTANCE CONTRO (000132/1)
21121952	69,710.20	Printed	010		EVO MARKET SOLUTIONS (000919/1)
21121953	165.30	Printed	130		FBC OF HENDERSON LLC (000154/1)
21121954	12.28	Printed	010		FERGUSON ENTERPRISES INC (000156/2)
21121955	2,167.30	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
21121956	19.32	Printed	010		HOLTVILLE UNIFIED SCHOOL DISTR (000202/1)
21121957	843.07	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
21121958	225.00	Printed	010		ICOE (000210/1)
21121959	101.69	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121960	392.76	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121961	344.63	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121962	424.85	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121963	154.80	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121964	74.74	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121965	67.53	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121966	784.99	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121967	486.35	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121968	3,433.09	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121969	3,228.33	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121970	892.75	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121971	2,691.64	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121972	358.01	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121973	1,588.22	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121974	2,460.96	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21121975	526.03	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 01/21/2021, Filtered by (Source = A, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE
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Register 000125 - 01/21/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000125, Dated 01/21/2021 (continued)

21121976	125.76	Printed	010		PHILLIPS, MARIA (000561/1)
21121977	456.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
21121978	8,183.98	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
21121979	2,972.58	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
21121980	643.50	Printed	130		VILLALOBOS, CLAUDIA (000783/1)

119,709.51

Number of Items

40 Totals for Register 000125

Org Summary

Holtville Unified School District

Check #	21121941 through	21121980	Total Count	40	\$119,709.51
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Register 000126 - 01/28/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
Bank Account COUNTY - County, Register 000126, Dated 01/28/2021					
21122951	1,021.13	Printed	010		A T & T (000008/1)
21122952	347.40	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21122953	2,892.94	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
21122954	440.80	Printed	010		ASBURY ENVIRONMENTAL SERVICES (000042/1)
21122955	250.00	Printed	010		BANK OF NEW YORK MELLON TRUST (000056/1)
21122956	3,741.83	Printed	010		C R and R INCORPORATED (000070/1)
21122957	1,174.01	Printed	010		CARDMEMBER SERVICES (000322/2)
21122958	420.00	Printed	010		CEV MULTIMEDIA, LTD (000632/1)
21122959	197.99	Printed	010		FORENSIC DRUG TESTING (000162/1)
21122960	750.00	Printed	010		FUEL EDUCATION/K12 MANAGEMENT (000167/1)
21122961	313.73	Printed	130		FULTON DISTRIBUTING CO (000168/1)
21122962	294.78	Printed	010		GAS COMPANY (000172/1)
21122963	7,464.52	Printed	010		GREAT MINDS (000185/2)
21122964	1,002.46	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
21122965	3,300.38	Printed	010		HOWARD INDUSTRIES (000892/2)
21122966	49,500.00	Printed	010		ICOE (000210/1)
21122967	57.09	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
21122968	57.09	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
21122969	57.09	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
21122970	68.50	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
21122971	34.25	Printed	130		IMPERIAL COUNTY PUBLIC HEALTH (000219/1)
21122972	375.00	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21122973	176.19	Printed	010		IMPERIAL IRRIGATION DISTRICT (000221/1)
21122974	87.54	Printed	010		JIM REITERS LOCKSMITH AND SAFE (000246/1)
21122975	95.94	Printed	130		LUZ CHABOLLA (000495/1)
21122976	30.00	Printed	010		OKADA, ELLEN (000564/1)
21122977	200.00	Printed	010		PRESENCE LEARNING, INC (000937/2)
21122978	1,133.81	Printed	010		R S D (000320/1)
21122979	2,265.08	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
21122980	225.35	Printed	010		Sprint Communication Company (000816/2)
21122981	2,410.23	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
21122982	1,205.45	Printed	010		TEXTBOOK WAREHOUSE (000387/1)
21122983	329.18	Printed	010		UNFIRST CORPORATION (000727/1)
21122984	14.66	Printed	010		UPS (000409/1)
21122985	101.19	Printed	010		Velazquez, Gerardo (000795/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 01/28/2021, Filtered by (Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000126 - 01/28/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000126, Dated 01/28/2021 (continued)

21122986	560.56	Printed	010		Verizon Wireless Services LLC (000422/1)
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82,596.17	Number of Items	36	Totals for Register 000126
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Org Summary

Holtville Unified School District

Check # 21122951 through 21122986 Total Count 36 \$82,596.17

12

ReqPay94a

County Check Register

Register 000127 - 02/04/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000127, Dated 02/04/2021

21123767	331.49	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21123768	16.00	Printed	010		AUTO ZONE (000049/1)
21123769	80.65	Printed	010		BlueTarp Financial, Inc (000911/1)
21123770	37.89	Printed	010		CARLOS VERA (000788/1)
21123771	495.00	Printed	010		City of El Centro (000939/1)
21123772	12.95	Printed	130		COSTCO (000110/1)
21123773	23.23	Printed	010		COUNTY MOTOR PARTS (000111/2)
21123774	729.12	Printed	010		COX,LINDSAY (000522/1)
21123775	283.66	Printed	010		D LUPITAS RESTAURANT (000119/1)
21123776	60.00	Printed	010		David West (000758/1)
21123777	984.00	Printed	010		DAVID WEST INSURANCE (000121/1)
21123778	13.48	Printed	130		DEL SOL MARKET (000125/1)
21123779	1,608.03	Printed	010		EMPLOYMENT DEVELOPMENT DEPT (000151/1)
21123780	85.50	Printed	130		FBC OF HENDERSON LLC (000154/1)
21123781	602.58	Printed	130		FULTON DISTRIBUTING CO (000168/1)
21123782	1,589.96	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
21123783	886.92	Printed	010		JONES BROS GLASS (000248/1)
21123784	4,245.35	Printed	010		JOY DISPLAY, INC (000898/2)
21123785	812.21	Printed	010		JS FLOOR COVERING (000250/1)
21123786	406.54	Printed	010		LANSMAN,AMY (000545/1)
21123787	225.00	Printed	010		MING ETHAN (000278/2)
21123788	454.65	Printed	010		R S D (000320/1)
21123789	226.09	Printed	010		ROMANS WATER (000331/1)
21123790	179.74	Printed	010		SALAZAR, MARTHA (000750/1)
21123791	182.50	Printed	010		SCRIPPS NATIONAL SPELLING BEE (000705/2)
21123792	456.00	Printed	010		SECURITAS SECURITY SERVICES SE (000355/1)
21123793	2,090.34	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
21123794	395.41	Printed	010		SHI SOFTWARE (000358/1)
21123795	200.00	Printed	010		SIEGEL, MARY (000520/1)
21123796	155,929.53	Printed	010		SISC I (000361/1)
21123797	2,105.60	Printed	010		SISC III Life Ins (000474/1)
21123798	203.25	Printed	010		SPARKLETT'S WATERS (000370/1)
21123799	1,880.42	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
21123800	320.00	Printed	010		Tom A Brady and Sons Inc (000394/1)
21123801	2,191.66	Printed	010		Verizon Wireless Services LLC (000422/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 02/04/2021, Filtered by (Source = N, Pay To = N,
Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

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Register 000127 - 02/04/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000127, Dated 02/04/2021 (continued)

21123802	378.25	Printed	130		VILLALOBOS, CLAUDIA (000783/1)
21123803	4,590.81	Printed	010		VISION SERVICE PLAN (000424/1)

185,313.81

Number of Items

37 Totals for Register 000127

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Org Summary

Holtville Unified School District

Check #	21123767	through	21123803	Total Count	37	\$185,313.81
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Register 000128 - 02/11/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000128, Dated 02/11/2021

21124370	145.22	Printed	010		ALSCO AMERICAN LINEN (000024/1)
21124371	325.09	Printed	010		AMAZON CAPITAL SERVICES, INC (000822/1)
21124372	160.00	Printed	010		ASBURY ENVIRONMENTAL SERVICES (000042/1)
21124373	1,500.00	Printed	010		BANK OF NEW YORK MELLON TRUST CORPORATE TRUST, N. CALIFORNIA (00005
21124374	7,103.43	Printed	560		BANK OF NEW YORK MELLON TRUST CORPORATE TRUST, N. CALIFORNIA (00005
21124375	29.07	Printed	010		BlueTarp Financial, Inc (000911/1)
21124376	3,741.83	Printed	010		C R and R INCORPORATED (000070/1)
21124377	3,136.87	Printed	010		CITY OF HOLTVILLE (000102/1)
21124378	66.98	Printed	010		D LUPITAS RESTAURANT (000119/1)
21124379	67.69	Printed	130		DEL SOL MARKET (000125/1)
21124380	4,023.00	Printed	010		ENTERPRISE FM TRUST (000767/1)
21124381	190.60	Printed	130		FBC OF HENDERSON, LLC (000154/1)
21124382	872.53	Printed	130		FULTON DISTRIBUTING CO (000168/1)
21124383	392.00	Printed	010		GREAT MINDS (000185/2)
21124384	796.06	Printed	010		H B PETROLEUM IN C (000189/1)
21124385	2,728.20	Printed	130		HOLLANDIA DAIRY, INC (000608/1)
21124386	492.71	Printed	010		HOME DEPOT DEPT 32-2149095931 (000203/1)
21124387	7,500.00	Printed	010		ICOE (000210/1)
21124388	73.00	Printed	010		JADE SECURITY SYSTEMS (000240/1)
21124389	24.40	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124390	48.60	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124391	84.64	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124392	5.38	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124393	12.67	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124394	62.33	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124395	55.82	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124396	135.01	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124397	13.18	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124398	84.59	Printed	010		KONICA MINOLTA BUSINESS USA (000642/2)
21124399	2,339.92	Printed	010		KONICA MINOLTA PREMIER FINANCE (000642/3)
21124400	537.83	Printed	010		LOPEZ, MARIA C. (000539/1)
21124401	80.81	Printed	010		LORI'S SANITATION, LLC (000710/1)
21124402	104.98	Printed	010		MARTINEZ, ANTHONY (000687/1)
21124403	97.00	Printed	010		MECHANICS BANK HOLTVILLE BRANCH (000321/1)
21124404	959.95	Printed	010		NASCO WEST INC (000283/1)

Selection Grouped by Sort/Group - Sorted by Sort, Check Number, Include Address? No, Checks Dated 02/11/2021, Filtered by (Bank Account(s) IN ('COUNTY'), Source = A, Pay To = N, Payment Method = C, Summary? = N, Sort/Group = 1, Further Sort by = N)

ESCAPE ONLINE

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Register 000128 - 02/11/2021

Bank Account COUNTY - County

Number	Amount	Status	Fund	Cancel Register (Date)	Payee
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Bank Account COUNTY - County, Register 000128, Dated 02/11/2021 (continued)

21124405	21.44	Printed	010		Orange County Department of Ed (000846/1)
21124406	646.46	Printed	010		QUILL CORP (000318/1)
21124407	5.92	Printed	010		QUILL CORP (000318/1)
21124408	786.40	Printed	010		QUILL CORP (000318/1)
21124409	87.92	Printed	010		QUILL CORP (000318/1)
21124410	47.30	Printed	010		QUILL CORP (000318/1)
21124411	18.31	Printed	010		QUILL CORP (000318/1)
21124412	82.96	Printed	010		QUILL CORP (000318/1)
21124413	429.85	Printed	010		QUILL CORP (000318/1)
21124414	7,130.33	Printed	010		RingCentral Inc (000930/1)
21124415	61.51	Printed	010		RUIZ, CELSO (000576/1)
21124416	6,473.42	Printed	130		SHAMROCK FOODS COMPANY (000356/1)
21124417	259.29	Printed	130		SHI SOFTWARE (000358/1)
21124418	2,773.82	Printed	130		SYSCO FOOD SERVICES OF SAN DIE (000384/1)
21124419	321.00	Printed	010		TERMINIX OF IMPERIAL VALLEY (000386/1)
21124420	164.59	Printed	010		UNFIRST CORPORATION (000727/1)
21124421	269.69	Printed	010		US AIR CONDITIONING DISTRIBU (000411/1)
21124422	29.16	Printed	010		Velazquez, Gerardo (000795/1)
21124423	304.10	Printed	010		Verizon Wireless Services LLC (000422/1)
21124424	96,500.00	Printed	010		VICS AIR CONDITIONING and ELE (000423/1)
21124425	849.56	Printed	010		WATER TREATMENT SERVICES (000483/1)
21124426	7,140.00	Printed	010		WILKINSON HADLEY KING and CO L (000436/1)

162,394.42

Number of Items

57 Totals for Register 000128

Org Summary

Holtville Unified School District

Check #	21124370 through	21124426 Total Count	57	\$162,394.42
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HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

PERSONNEL

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED EMPLOYMENT FOR 2020/21
DATE: FEBRUARY 16, 2021

The Board is requested to approve the following Classified Employment:

1.	Abril Castaneda	Paraprofessional	HMS
2.	Juan Bautista	Cafeteria Worker II	District
3.	Sonia Macias	Cafeteria Worker II	District
4.	Jon Ayon	Technology Assistant	Finley

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: COACHES FOR 2020-21 SCHOOL YEAR
DATE: FEBRUARY 16, 2021

The Board is requested to approve the following Sports Coaches:

1. Gerardo Lara	Head Cross Country Coach	HHS
2. Christina Croak	Head Swim Coach	HHS
3. Chad Van Acker	Head Track & Field Coach	HHS
4. Gerardo Lara Jr.	Assistant Track & Field Coach	HHS
5. George McClure	Head Co-Ed Tennis Coach	HHS
6. Mabel Garcia	Assistant Co-Ed Tennis Coach	HHS
7. Karin Chambers	Head Girls Golf Coach	HHS
8. Jon Reschert	Head Boys Golf Coach	HHS
9. Richard McClure	Volunteer Swim Coach	HHS

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED RESIGNATION
DATE: FEBRUARY 16, 2021

The Board is requested to accept the following Classified Resignation:

A)

1. Erika Cuevas Cafeteria Worker District Effective 1/26/21

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: EXTRA DUTY ASSIGNMENTS
DATE: FEBRUARY 16, 2021

The Board is requested to accept the following Extra Duty Assignments:

A)

1. Gabriel Ponce	8th period tutor	HHS
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MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: CELSO RUIZ, SUPERINTENDENT
SUBJECT: CLASSIFIED MANAGEMENT/CONFIDENTIAL EMPLOYMENT
DATE: FEBRUARY 16, 2021

The Board is requested to approve the following Classified Management/Confidential Assignment:

1. Anthony Martinez Senior Enterprise Systems/Network Engineer Effective March 1, 2021

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

GENERAL BUSINESS

IMPERIAL VALLEY

PROGRAM PARTICIPATION AGREEMENT
2020-2021

Imperial Valley MESA	School:	Holtville High School
900 N. 6 th St, Rm #8	Address:	755 Olive Ave
El Centro, CA 92243	City/Zip:	Holtville, CA 92250
PH: (760) 335-5159	PH:	(760) 356-2926
EMAIL: jramos@ecesd.org	School District:	Holtville Unified School District
Program Director: Jeanette Espino	Superintendent:	Celso Ruiz
	Principal:	A. Arevalo
	MESA Advisor:	Marisela Valenzuela

Allocation of Resources for MESA - My School will:

- 1) Assign a Mathematics, Science, English, or Computer Science teacher to be a MESA Advisor. Appoint additional MESA Advisors (1 for every 30 students) as necessary.
- 2) Appoint a counselor to act as a liaison to work with the MESA Counseling Coordinator.
- 3) Provide appropriate school site funds (Prop 98, Title 1, GATE, SIP, SB-813, etc.), to cover the following costs required to maintain the MESA Program:

\$2,000.00 Advisor Stipend
 \$500.00 Hands on math/ science/ engineering materials

\$2,500.00 total support for fiscal year; 8/2020 to 6/2021.

Imperial Valley MSP Program will:

- 1) Provide coordination in conjunction with MESA advisor for all MESA activities in the Imperial Valley.
- 2) Develop and/or coordinate MESA academic and enrichment components that include Academic Excellence Workshops, Test preparation workshops, MESA Day Competitions, field trips and speakers, and extracurricular Intensives such as Saturday and summer programs.
- 3) Provide MESA Advisors with necessary instructional materials and additional supplies for students to complete "hands-on" math and science projects.
- 4) Offer MESA Advisor several Professional Development Opportunities related to STEM and Higher Education.
- 5) Make transportation, and all other arrangements, for MESA Field Trips, Competitions and other MESA related events.

IMPERIAL VALLEY

PROGRAM PARTICIPATION AGREEMENT
2020-2021
Student Data Access

My school will provide access to student data necessary to select, monitor, and guide MESA participants including the students' California Statewide Student Identification number (CASSID) and academic transcripts.

Describe any additional school site support you are willing to provide:

Superintendent Approval: _____
Signature Date

Imperial Valley MESA Approval: _____
Signature Date

MEMORANDUM

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

DATE: FEBRUARY 16, 2021

The Board is asked to accept the following generous donation:

- | | | | |
|----|-------------------------------|----------------------------|------------------------------|
| 1. | Brawley Masonic Lodge No. 402 | Sam Webb | \$1000 for the purchase of a |
| | shade | | |
| 2. | 1800shields | Sam Webb & Freedom Academy | face shields & decals |

HOLTVILLE UNIFIED SCHOOL DISTRICT CALENDAR* 2021-22

August 17-20, 2021	Teacher Contract Days
August 23, 2021	FIRST DAY OF SCHOOL (MINIMUM DAY)
September 6, 2021	Labor Day Observed - Holiday
September 17, 2021	Deficiency Notices
October 15, 2021	End of 1st Quarter
October 25-29, 2021	Parent Conf. Week/Report Cards
November 11, 2021	Veteran's Day Observed - Holiday
November 12, 2021	Deficiency Notices
November 19, 2021	Minimum Day
November 22-26, 2021	Thanksgiving Break
December 17, 2021	End of Quarter/Minimum Day
December 25, 2021	Christmas Day Observed - Holiday
Dec 20 - Jan 3, 2022	Winter Break
January 1, 2022	New Year's Day Observed - Holiday
January 17, 2022	MLK B-Day Observed - Holiday
February 7, 2022	Lincoln's B-Day Observed - Holiday
February 11, 2022	Deficiency Notices
February 14, 2022	President's Day Observed - Holiday
February 25, 2022	Fair Day - Local Holiday (Tentative)
March 18, 2022	End of 3rd Quarter
March 23, 2022	12:30 pm Release Day (Students Only)
April 14, 2022	Minimum Day
April 15, 2022	Good Friday Observed - Holiday
April 17, 2022	Easter Observed - Holiday
April 18-22, 2022	Spring Break
May 6, 2022	Deficiency Notices
May 30, 2022	Memorial Day Observed - Holiday
June 8, 2022	End of 4th Quarter
June 9, 2022	LAST DAY OF SCHOOL (MINIMUM DAY)
June 10, 2022	Teacher Check-Out/Last Contract Day

	Early Release Day
	First and Last School Days (Min. Days)
	Staff Development/Non-School Day
	End of Quarters
	Holidays No School
	Minimum Day 12:00 pm Release
	DRAFT - 2/2/2021

WHERE TRADITION MEETS VISION

August 2021	September 2021	October 2021
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 7 C= 11	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 21 C= 21	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 21 C= 21
November 2021	December 2021	January 2022
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 16 C= 16	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 13 C= 13	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 19 C= 19
February 2022	March 2022	April 2022
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 S= 17 C= 17	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 23 C= 23	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 15 C= 15
May 2022	June 2022	July 2022
S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= 21 C= 21	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 S= 7 C= 8	S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 S= School Days, C= Contract Days
June 7 - Pine Promotion	June 8 - HMS Promotion	June 9 - HHS Graduation
180	185	

*Please note: this calendar applies to students and Certificated staff only. Classified Staff should consult with their immediate supervisors regarding their workdays.

Holtville Cross Country 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	1-Feb	1st Practice	HHS	4:00 PM
Saturday	20-Feb	Palo Verde	Sunbeam Lake	11:00 AM
Saturday	27-Feb	Imperial	Sunbeam Lake	11:00 AM
Tuesday	2-Mar	Southwest	Sunbeam Lake	4:30 PM
Saturday	6-Mar	Brawley	Sunbeam Lake	8:00 AM
Tuesday	9-Mar	Calexico	Sunbeam Lake	4:30 PM
Saturday	13-Mar	Central	Sunbeam Lake	9:30 AM
Tuesday	16-Mar	BYE		
Saturday	20-Mar	IVL Finals - TBD	Sunbeam Lake	TBD
Saturday	27-Mar	CIF Finals - TBD		

Specific details regarding the 2021 IVL Cross Country Schedule:

1. All dual meets will be conducted on a staggered time schedule
2. All dual meets will be held at Sunbeam Lake Park with the exception of March 2nd Central @ Palo Verde & March 9th Brawley @ Palo Verde
3. Refer to the schedule for the start times of each dual meet
4. Teams will arrive at the site of the meet 30 minutes prior to the start of their dual
5. For meets held at Sunbeam - as teams arrive they will proceed from the parking lot to a warm-up area that is away from the race that is in progress
6. At the completion of their race the two teams will go to the parking lot and depart the area immediately
7. There will be two races only at each dual meet – Varsity boys & Varsity girls
8. Each team will be limited to 20 runners total, maximum of 10 boys and 10 girls
9. No spectators will be allowed at any 2021 IVL cross country meet
10. All Health & Safety Modifications established by the CIFSDS office will be strictly enforced by all participants in the 2021 IVL cross country schedule

Holtville Swim 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	1-Feb	1st Practice	EC Aquatic Center	2:45 PM
Thursday	4-Mar	Imperial	EC Aquatic Center	3:00 PM
Tuesday	9-Mar	Central	EC Aquatic Center	3:00 PM
Thursday	18-Mar	Brawley	Brawley	4:00 PM
Thursday	25-Mar	Calipat	Calipat	4:00 PM
Tuesday	30-Mar	Southwest	EC Aquatic Center	3:00 PM
Wednesday	31-Mar	Calexico	Calexico	4:00 PM
Thursday	15-Apr	Palo Verde	Palo Verde	4:00 PM
Saturday	17-Apr	IVL Finals	TBD	TBD
Wednesday	21-Apr	CIF Finals	TBD	TBD

Holtville Girls Golf 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	8-Feb	1st Practice	BWCC	2:00 PM
Tuesday	9-Mar	Brawley	Del Rio	12:00 PM
Tuesday	9-Mar	Central	Del Rio	3:00 PM
Thursday	11-Mar	Palo Verde	BWCC	12:00 PM
Thursday	11-Mar	Southwest	BWCC	3:00 PM
Tuesday	16-Mar	Imperial	Del Rio	TBD
Thursday	18-Mar	Brawley	BWCC	12:00 PM
Thursday	18-Mar	Central	BWCC	3:00 PM
Tuesday	23-Mar	Palo Verde	Blythe	12:00 PM
Tuesday	23-Mar	Southwest	Blythe	3:00 PM
Thursday	25-Mar	Imperial	Del Rio	TBD
Tuesday	30-Mar	IVL Finals	TBD	TBD
Tuesday	25-May	CIF Play-in	TBD	TBD

Holtville Boys Golf 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	15-Feb	1st Practice	BWCC	3:00 PM
Wednesday	17-Mar	Palo Verde	Blythe	TBD
Wednesday	28-Apr	Palo Verde	Blythe	TBD
Thursday	4-May	Brawley	Del Rio	12:00 PM
Thursday	4-May	Central	Del Rio	3:00 PM
Tuesday	6-May	Palo Verde	BWCC	12:00 PM
Thursday	6-May	Southwest	BWCC	3:00 PM
Thursday	11-May	Imperial	Del Rio	TBD
Tuesday	13-May	Brawley	BWCC	12:00 PM
Tuesday	13-May	Central	BWCC	3:00 PM
Thursday	18-May	Palo Verde	Blythe	12:00 PM
Tuesday	18-May	Southwest	Blythe	3:00 PM
Tuesday	20-May	Imperial	BWCC	TBD
Friday	5-21	IVL Finals	TBD	TBD
Tuesday	6-1	CIF Play-in	TBD	TBD

Holtville Girls Tennis 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	15-Feb	1st Practice	HHS	3:00 PM
Monday	29-Mar	Brawley	Away	3:00 PM
Wednesday	31-Mar	Calexico	Away	3:00 PM
Monday	12-Apr	Southwest	Away	3:00 PM
Wednesday	14-Apr	Central	Away	3:00 PM
Monday	19-Apr	Vincent Memorial	Home	3:00 PM
Wednesday	21-Apr	Brawley	Away	3:00 PM
Monday	26-Apr	Calexico	Away	3:00 PM
Wednesday	28-Apr	Southwest	Away	3:00 PM
Monday	3-May	Brawley	Away	3:00 PM
Wednesday	5-May	Vincent Memorial	Home	3:00 PM
Tuesday	18-May	IVL Prelims	TBD	TBD

Holtville Track & Field 2020-21

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Monday	15-Feb	1st Practice	HHS	3:00 PM
Wednesday	31-Mar	Imperial	Away	3:00 PM
Wednesday	14-Apr	Palo Verde	Away	3:00 PM
Thursday	22-Apr	Brawley	Away	3:00 PM
Thursday	29-Apr	Southwest	Away	3:00 PM
Thursday	6-May	Calexico	Away	3:00 PM
Thursday	13-May	Central	Away	3:00 PM
Thursday	20-May	BYE		
Tuesday	25-May	IVL Prelims	TBD	TBD
Thursday	27-May	IVL Finals	TBD	TBD
Saturday	5-Jun	CIF Prelims	TBD	TBD
Saturday	12-Jun	CIF Finals	TBD	TBD
Saturday	6-19	CIF Masters	TBD	TBD
Saturday	6-26	CIF State	TBD	TBD

CARS Report

Consolidated Application and Reporting System
02/28/2021

Holtville Unified School District

February 28th, 2021 CARS Report

Date of Governing Board Approval: February 16

Governing Board Signiiture: _____

Governing Board Rep. Name: _____

Governing Board Representative Title: _____

Date of Governing Boards Representation Signing: _____



HUSD Representative Signature: *Mitchell W. [Signature]*
HUSD Representattie Title: Director of Special Projects

2/11/2021

CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Holtville Unified (13 63149 0000000)

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Current Submissions and Deadlines

Data collection forms that are listed below are open, available for editing, have upcoming deadlines, and/or are overdue to be certified. Data collection forms that have been certified, have had their deadlines pass, are open and available for editing can be found under the Data Entry Forms tab. All data collection forms, whether open or closed, certified or unsubmitted, can be viewed as uneditable reports under the Reports tab.

17 Data Collection(s) found.

Fiscal Year 2018-19	Deadline	Status
Title I, Part A LEA Closeout Report	February 28, 2021	None
Title III English Learner YTD Expenditure Report, 27 Months	February 28, 2021	Draft Drye1, 2/11/2021 1:48 PM

Fiscal Year 2019-20	Deadline	Status
Title I, Part A LEA Carryover	February 28, 2021	Draft Drye1, 2/11/2021 1:49 PM
Title III English Learner YTD Expenditure Report, 18 Months	February 28, 2021	Draft Drye1, 2/11/2021 1:49 PM

Fiscal Year 2020-21	Deadline	Status
Federal Transferability	February 28, 2021	Draft Drye1, 2/11/2021 1:50 PM
Title I, Part A Nonprofit Private School Low Income Count	February 28, 2021	Draft Drye1, 2/11/2021 1:50 PM
Title I, Part A School Student Counts	February 28, 2021	Draft Drye1, 2/11/2021 1:54 PM

Title I, Part A LEA Allocation and Reservations	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 1:55 PM
Title I, Part A School Allocations	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:01 PM
Title I, Part A Notification of Authorization of Schoolwide Program	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:03 PM
Title II, Part A / Title III Nonprofit Private School Participation	February 28, 2021	None
Title II, Part A LEA Allocations	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 12:16 PM
Title III English Learner LEA Allocations and Reservations	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:05 PM
Title III English Learner YTD Expenditure Report, 6 Months	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:05 PM
Title IV, Part A Nonprofit Private School Participation	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:06 PM
Title IV, Part A LEA Allocations	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 2:06 PM
Consolidation of Administrative Funds	February 28, 2021	<i>Draft</i> Drye1, 2/11/2021 12:27 PM

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

Web Policy



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Holtville Unified (13 63149 0000000)

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2018-19 Title I, Part A LEA Closeout Report

Report fiscal year (FY) expenditures to determine 2018-19 Title I, Part A unspent funds.

Note: Due to the COVID-19 Federal Funding Flexibility Waiver, approved on April 21, 2020, the period of availability of funds in Section 421(b) of the General Education Provisions Act extends the period of availability of FY 2018-19 funds until September 30, 2021.

There are no reported carryover funds. The LEA has already expended all Title I, Part A funds.

Rina DeRose, Title I Policy, Program, and Support Office | RDeros@cde.ca.gov | 916-323-0472
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

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CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Holtville Unified (13 63149 0000000)

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2018-19 Title III English Learner YTD Expenditure Report, 27 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

Required fields are denoted with an asterisk ().*

Data saved successfully as a draft.

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation: \$73,385

Transferred-in amount: \$0

2018-19 Total allocation: \$73,385

Object Code - Activity

* 1000-1999 Certificated personnel salaries:	\$30,254
* 2000-2999 Classified personnel salaries:	\$21,484
* 3000-3999 Employee benefits:	\$14,879
* 4000-4999 Books and supplies:	\$4,139
* 5000-5999 Services and other operating expenditures:	\$2,629

* Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount): \$0

* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs): \$0

Total year-to-date expenditures: \$73,385

2018-19 Unspent funds: \$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.

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Geoffrey Ndirangu, Language Policy and Leadership Office | GNdirang@cde.ca.gov | 916-323-5831
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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2019-20 Title I, Part A LEA Carryover

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Carryover Calculation

2019-20 Title I, Part A LEA allocation: \$782,681

Transferred-in amount: \$0

2019-20 Title I, Part A LEA available allocation: \$782,681

* Expenditures and obligations through September 30, 2020: \$782,681

Carryover as of September 30, 2020: \$0

Carryover percent as of September 30, 2020: 0.00%

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2019-20 Title III English Learner YTD Expenditure Report, 18 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

Required fields are denoted with an asterisk (*).

Data saved successfully as a draft.

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students. Refer to the Program Information link above for required and authorized EL student program activities. Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation:	\$76,411	
Transferred-in amount:	\$0	
2019-20 Total allocation:	\$76,411	<input type="button" value="Recalculate"/>

Object Code - Activity

* 1000-1999 Certificated personnel salaries:	\$36,605
* 2000-2999 Classified personnel salaries:	\$13,970
* 3000-3999 Employee benefits:	\$13,025
* 4000-4999 Books and supplies:	\$9,758
* 5000-5999 Services and other operating expenditures:	\$992
* Direct administrative costs (amount cannot exceed 2% of the student program	\$0

allocation plus transferred-in amount):

* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs):

\$2,061

Total year-to-date expenditures:

\$76,411

2019-20 Unspent funds:

\$0

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2020-21 Federal Transferability

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

Required fields are denoted with an asterisk ().*

Data saved successfully as a draft.

Title II, Part A Transfers

2020-21 Title II, Part A allocation:	\$87,241
Transferred to Title I, Part A:	\$0
Transferred to Title I, Part C:	\$0
Transferred to Title I, Part D:	\$0
Transferred to Title III English Learner:	\$0
Transferred to Title III Immigrant:	\$0
Transferred to Title IV, Part A:	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant:	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant:	\$0
Total amount of Title II, Part A funds transferred out:	\$0 <input type="button" value="Recalculate"/>

2020-21 Title II, Part A allocation after transfers out:

\$87,241 **Title IV, Part A Transfers**

2020-21 Title IV, Part A allocation:

\$58,658

Transferred to Title I, Part A:

\$0

Transferred to Title I, Part C:

\$0

Transferred to Title I, Part D:

\$0

Transferred to Title II, Part A:

\$0

Transferred to Title III English Learner:

\$0

Transferred to Title III Immigrant:

\$0

Transferred to Title V, Part B Subpart 1
Small, Rural School Achievement Grant:

\$0

Transferred to Title V, Part B Subpart 2
Rural and Low-Income Grant:

\$0

Total amount of Title IV, Part A funds
transferred out:\$0 2020-21 Title IV, Part A allocation after
transfers out:\$58,658

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2020–21 Title I, Part A Nonprofit Private School Low Income Count

The local educational agency (LEA) shall provide, on an equitable basis, special educational services or other benefits to nonprofit private school eligible children.

Required fields are denoted with an asterisk (*).

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The LEA must offer to provide equitable services that address the needs of eligible students attending nonprofit private school and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the California Department of Education takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

School Name	School Code	Enrollment	* Participating	Low Income Student Count	School Added
Calexico Mission School	6967863	178	☒ No ☐ Yes		Y
Faith Academy	7037740	56	☒ No ☐ Yes		Y
St. Marys School	6967764	151	☒ No ☐ Yes		Y

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2020–21 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

Required fields are denoted with an asterisk (*).

- * School ranking options:
 Select the highest to lowest school ranking method
☒ Within the LEA
☐ Within each grade span group
- * Select a low income measure: FRPM ☒

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	* Student Enrollment	* Eligible Low Income Students Ages 5-17
Emmett S. Finley Elementary	6008510	K	5	1	542	431
Freedom Academy of Imperial Valley	0125922	K	12	3	17	7
Holtville High	1335306	9	12	3	528	399
Holtville Middle	6008528	6	8	2	283	221
Pine Elementary	6008536	K	8	1	190	107
Sam Webb Continuation	1337138	9	12			

				3	13	10
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2020–21 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

Required fields are denoted with an asterisk (*).

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Severity	Description
Warning	Federal Transferability must be certified before this submission.

2020–21 Title I, Part A LEA allocation (+): \$740,204

Transferred-in amount (+): \$0

Nonprofit private school equitable services
proportional share amount (-): \$0

2020–21 Title I, Part A LEA available
allocation: \$740,204

Required Reservations

Parent and family engagement: \$7,402
(If the allocation is greater than \$500,000,
then parent and family engagement equals
1% of the allocation minus the nonprofit
private school equitable services
proportional share amount.)

* School parent and family engagement: \$6,662

LEA parent and family engagement: \$740

* Local neglected institutions: ☒ No ☐ Yes
Does the LEA have local institutions for neglected children?

Local neglected institutions reservation: \$0

* Local delinquent institutions: ☒ No ☐ Yes
Does the LEA have local institutions for delinquent children?

Local delinquent institutions reservation: \$0

* Direct or indirect services to homeless children, regardless of their school of attendance: \$3,000

Authorized Reservations

Public school Choice transportation: \$0

Other authorized activities: \$0

2020–21 Approved indirect cost rate: 6.25%

Indirect cost reservation: \$43,541

Administrative reservation: \$67,490

Reservation Summary

Total LEA required and authorized reservations: \$114,771

School parent and family engagement reservation: \$6,662

Amount available for Title I, Part A school allocations: \$618,771

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2020–21 Title I, Part A School Allocations

This data collection is used to report the amount of funds to be allocated to eligible schools.

Required fields are denoted with an asterisk ().*

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Severity	Description
Warning	The sum of all school level carryover dollars cannot exceed the September 30 carryover amount or the allowable carryover amount, whichever is less.
Warning	2019-20 Title I, Part A LEA Carryover must be certified before this submission.

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure: FRPM

Ranking Schools Highest to Lowest: Within the LEA

LEA-wide low income %: 74.70%

Available Title I, Part A school allocations: \$478,617

Available parent and family engagement reservation: \$6,662

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Emmett S. Finley Elementary	6008510	1	542	431	79.52%	Y	Y	1	\$409.78	\$176,615.18	\$11,516	\$2,458	\$190,589.18	

Holtville Middle	6008528	2	283	221	78.09%	Y	Y	2	\$409.78	\$90,561.38	\$5,905	\$1,261	\$97,727.38	
Sam Webb Continuation	1337138	3	13	10	76.92%	Y	Y	3	\$409.78	\$4,097.80	\$266	\$57	\$4,420.80	
Holtville High	1335306	3	528	399	75.57%	Y	Y	4	\$409.77	\$163,498.23	\$10,661	\$2,276	\$176,435.23	
Pine Elementary	6008536	1	190	107	56.32%	N	N	5	\$409.76	\$43,844.32	\$2,859	\$610	\$47,313.32	a
Freedom Academy of Imperial Valley	0125922	3	17	7	41.18%	N	N	6	\$0.00	\$0.00			\$0.00	

Unallocated school amount:

\$0.09

Unallocated parent and family engagement amount:

\$0

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This form provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

Required fields are denoted with an asterisk (*).

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School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Emmett S. Finley Elementary	6008510	☒	58%	11/17/2005		
Freedom Academy of Imperial Valley	0125922	☐				
Holtville High	1335306	☒	61%	11/17/2005		
Holtville Middle	6008528	☒	67%	11/17/2005		
Pine Elementary	6008536	☒	49%	01/19/2006		
Sam Webb Continuation	1337138	☐				

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2020-21 Title II, Part A / Title III Nonprofit Private School Participation

The local educational agency (LEA) must offer to provide equitable services that address the needs of nonprofit private school students, teachers and other educational personnel under the programs listed below.

Note: Participation is based on the number of eligible students enrolled in the grade levels in a nonprofit private school located in areas served by the LEA.

No nonprofit private schools are showing as eligible for participation. Either the Nonprofit Private School Consultation form was not completed, or was completed, but conditions necessary for nonprofit private schools to display in this form were not met.

Geeta Rezvani , Title II / Standards Implementation Support Office | GRezvani@cde.ca.gov | 916-323-5595
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2020-21 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

Required fields are denoted with an asterisk (*).

2020-21 Title II, Part A allocation:	\$87,241
Transferred-in amount:	<input type="text" value="\$0"/>
Total funds transferred out of Title II, Part A:	\$0
Allocation after transfers:	\$87,241
Repayment of funds:	\$0
2020-21 Total allocation:	\$87,241
Administrative and indirect costs:	\$5,132
Equitable services for nonprofit private schools:	\$0
2020-21 Title II, Part A adjusted allocation:	\$82,109 <input type="button" value="Recalculate"/>

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2020-21 Title III English Learner LEA Allocations and Reservations

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

Required fields are denoted with an asterisk (*).

Total Allocation

2020-21 Title III EL student program allocation:	\$79,737	
Transferred-in amount:	\$0	
Repayment of funds:	\$0	
2020-21 Total allocation:	\$79,737	<input type="button" value="Recalculate"/>

Allocation Reservations

* Professional development activities:	\$2,500
* Program and other authorized activities:	\$5,000
* English proficiency and academic achievement:	\$70,000
* Parent, family, and community engagement:	\$674
* Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount):	\$0
* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant	\$1,563

that is not reserved for direct administrative costs):

Total allocation reservations:

\$79,737

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2020-21 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

Required fields are denoted with an asterisk (*).

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Severity	Description
Warning	Federal Transferability must be certified before this submission.

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation: \$79,737

Transferred-in amount: \$0

2020-21 Total allocation: \$79,737 [Recalculate](#)

Object Code - Activity

* 1000-1999 Certificated personnel salaries:	\$10,332
* 2000-2999 Classified personnel salaries:	\$7,285
* 3000-3999 Employee benefits:	\$6,092
* 4000-4999 Books and supplies:	\$619

* 5000-5999 Services and other operating expenditures:	\$1,980
* Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount):	\$0
* Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs):	\$0
Total year-to-date expenditures:	\$26,308 <input type="button" value="Recalculate"/>
2020-21 Unspent funds:	\$53,429

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2020-21 Title IV, Part A Nonprofit Private School Participation

The local educational agency (LEA) must offer to provide equitable services that address the needs of nonprofit private school students, teachers and other educational personnel for the Title IV, Part A program.

Required fields are denoted with an asterisk (*).

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On an annual basis, the LEA must consult with all nonprofit private schools within its boundaries, as to whether the private school students and teachers will participate in the Title IV, Part A Student Support Program. Consultation with appropriate nonprofit private school officials must be done during the design and development of programs and before decisions are made that affect the opportunities of students and teachers to participate. LEAs may not require documentation that poses an administrative barrier that is inconsistent to their responsibility to ensure equitable participation of private school students and teachers.

Note: Participation is based on the number of eligible students enrolled in the grade levels in a nonprofit private school located in areas served by the LEA.

School Name	School Code	Enrollment	Title IV, Part A Participation	School Added
Calexico Mission School	6967863	178	☐	Y
Faith Academy	7037740	56	☐	Y
St. Marys School	6967764	151	☐	Y

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2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

Required fields are denoted with an asterisk (*).

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Severity	Description
Warning	Federal Transferability must be certified before this submission.
Warning	Title IV, Part A Nonprofit Private School Participation must be certified before this submission.

2020-21 Title IV, Part A LEA allocation:	\$58,658
Transferred-in amount:	\$0
Total funds transferred out of Title IV, Part A:	\$0
2020-21 Title IV, Part A LEA available allocation:	\$58,658
Indirect cost reservation:	\$3,450
Administrative reservation:	\$0
Equitable services for nonprofit private schools:	\$0
2020-21 Title IV, Part A LEA adjusted allocation:	\$55,208 Recalculate

Last Saved: Mitchell Dye (Dye1), 2/11/2021 2:06 PM, Draft

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) establishes a partnership between Imperial Valley Regional Occupational Program Community Foundation (IVROPCF) and Holtville Unified School District (HUSD) for the coordination and collaboration of project services through the Ready for Life Project.

Project Summary/ Background –This MOU will cover the project period of 2020-2025 (five-year MOU), contingent upon annual Federal grant funding approval. This MOU brings together HUSD and the IVROPCF as collaborative partners. IVROPCF is the recipient of grant funds through the U.S. Department of Health and Human Services “Ready for Life” grant competition. IVROPCF has contracted Imperial Valley ROP to administer this grant on behalf of IVROPCF. The necessity for the MOU comes as the result of needing to explicitly detail the way Ready for Life services will be coordinated on an annual basis, as outlined in this agreement between HUSD and IVROPCF.

The project will serve 360 high-school students (9th-12th grade). Eligible students (ages 14-17) include current or former foster system involved, justice involved, runaways, homeless, low income, migrant, at risk for dropping out of school, expecting, or parenting teens, and students attending traditional Title 1 schools and alternative high schools.

The terms of this agreement are as follows:

1. Funding

There are no funding terms under this cooperative MOU. IVROPCF-Ready for Life and HUSD agree to provide the items outlined in this agreement at no cost to each of the agreeing party.

2. Effective Date – Services will be effective on September 30, 2020, upon signing of this agreement, for a five-year period for school years 2020-21, 2021-22, 2022-23, 2023-24, and 2024-25.

3. Termination – This MOU may be terminated by a written request by August 30th for termination of services effective September 30th of the upcoming project year.

a. **Federal Funding Contingency/Condition:** IVROPCF receives Federal funding to implement the Ready for Life Grant therefore, this MOU will be subject to IMMEDIATE termination if Federal funding is not approved during any of the latter years of this agreement (example years 2-5 of the grant).

4. Addendums – Addendums to this document may be added as separate and supplemental, customizable services specific to needs. Addendums will constitute a separate signed document that details services and costs beyond those listed in this MOU. The *addendum* will reference this existing MOU. As an example, the project and district may discover the need the use of district workspace or classroom space to implement project services. The district and project may negotiate costs for this space in an addendum.

As part of IVROPCF's effort to provide program services and grant support to students, and the DISTRICT, IVROPCF has identified to provide the services listed below.

IVROPCF agrees to provide the following:

- IVROPCF Ready for Life will conduct all program services as an after-school program.
- The project may carry out some brief, reasonable services during the school day that will not impact student instruction (brief follow-up with students, specific student reminders of program services and appointments, and in-class presentations as directed, guided, and approved by school site administration).
- Life Coaching that supports project enrolled students in meeting their education, career pathway, and life goals.
- Project services will be hosted via Ready for Life Centers located throughout the county, and via a mobile Ready for Life Lab, as well as conduct reasonable and brief student contact and follow-up services with students on high school campus(es).
- All project enrolled students will receive 15 hours of primary curriculum workshops, which combine life skills and healthy relationship curriculum; resiliency development, coping with childhood trauma, toxic stress, and anxiety; and budgeting and financial literacy.
- Additional workshops include life skills through "Developmental Assets" that all students need to become successful, productive, and thriving youth and young adults; and parenting workshop for expecting or parenting teens.
- Career advancement services to include career readiness (application, resumes, interview, and professional skill development); work-based learning (job shadowing, employer presentations, industry tours, and employer-based mentoring).
- Some students may qualify for a 160-hour paid work experience.
- IVROPCF-Ready for Life will refer eligible students to specific community services outside of the project that would best benefit the youth, being Department of Social Services, and Behavioral Health.
- Keep HUSD informed and collaborate with district and school site administration about current, new, and emerging opportunities for youth.
- The Ready for Life Program Coordinator, and Program Manager, will collaborate with school site administration or school site lead on a quarterly basis or as needed, in the coordination and planning of resources that will help to strengthen the targeted youth's relationship skills, help support with socioemotional development to promote successful transitions to young adulthood, as well as build professionalism through career advancement services/ activities.
- IVROPCF Ready4Life project will participate in a targeted evaluation process with a nationally recognized evaluator and plan to share the evaluation results with HUSD.
- IVROPCF and IVROP will follow CDC, guidelines along with all state and local public health orders, along with district and school site protocols, with the intent to keep everyone safe during the COVID-19 pandemic.

In partnering with the District, HUSD agrees to the following:

- Coordinate a referral process in which school site administration, counselors, and teachers can refer eligible youth to the Ready for Life Project.

- Allow the Ready for Life Project to provide outreach services to include brief reminders for example, notifying eligible youth about workshops or paperwork they must submit, etc., and/or brief promotion/presentations to student groups regarding the Ready for Life Project.
- Allow access to work with eligible students to provide project services after school, which consist of workshops, case management/ Life Coaching services and follow up services for eligible students.
- If needed, and agreed upon by both parties, enter good faith negotiations on the project's use of district workspace or classroom space, and outline specific costs and terms of use in a separate supplemental addendum.
- HUSD will designate a school site lead to meet quarterly or as needed, with the Program Coordinator or Program Manager. Ready for Life 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 Ready for Life services and ensuring school sites maximizes student access to Ready for Life support and services. Meetings may include reviewing the MOU, and status updates from IVROPCF in meeting MOU. Specific program updates from the Ready for Life may be requested during meetings but will be provided via email on a quarterly basis, unless requested otherwise.
- HUSD will plan to follow CDC, guidelines along with all state and local public health orders with the intent to keep everyone safe during the COVID-19 pandemic.

The Parties 'Representatives shall be:

**Imperial Valley Regional
Occupational Program
Community Foundation**

Edwin P. Obergfell
Secretary
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@husd.net

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

For IVROPCF

For HUSD

By: _____

By: _____

Edwin P. Obergfell
IVROPCF Secretary

Celso Ruiz
Holtville Unified School District
Superintendent

Date: _____

Date: _____

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
HOLTVILLE UNIFIED SCHOOL DISTRICT
2021-2023**

This College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Imperial Community College District (“COLLEGE”) and Holtville Unified School District (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the Imperial Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in Imperial County and within the regional service area of the COLLEGE, unless otherwise specified and agreed; and

WHEREAS, the COLLEGE and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.”

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, and the COLLEGE;

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for two years beginning on June 1, 2021 and ending on June 30, 2023, and requires renewal every two years by June 1, unless otherwise terminated in accordance with Section 18 of this Agreement.
- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college

Note: Reference AB 288 (Education Code § 76004)

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District for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall also establish protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses.

- 13 The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner.
- 14 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership.

2. DEFINITIONS

- 21 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of the COLLEGE and applicable law.
- 22 Consistent with AB 288, this CCAP Agreement may include “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.”
- 23 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or

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preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.”

- 32 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable laws and policies.
- 33 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable laws and policies.
- 34 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 35 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil 's CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001.
- 36 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness.
- 37 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288. Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award students with both a high school diploma and an associate degree or certificate or a credential.

4 COLLEGE APPLICATION PROCEDURE

Note: Reference AB 288 (Education Code § 76004)

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- 41 The COLLEGE will be responsible for processing student applications.
- 42 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 43 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE. The SCHOOL DISTRICT and COLLEGE understand and agree that successful COLLEGE admission and registration requires that each participating student has completed the COLLEGE enrollment application process.
- 44 Participating students enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by California Education Code Sections 49011, 76060.5, 76140, 76223, 76300, 76350, and 79121.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. The governing board of a community college district participating in a CCAP partnership agreement established pursuant to this article shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 52 Participating students must meet all COLLEGE prerequisite requirements as established and stated in the college catalog before enrolling in a course offered as part of this CCAP Agreement.
- 53 Grades earned by students enrolled in courses offered as part of this CCAP Agreement will be posted on the official COLLEGE transcript.
- 54 Students enrolled in courses offered as part of this CCAP Agreement will be directed to the official catalog of the COLLEGE for information regarding applicable policies and procedures.
- 55 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement will be eligible for student support services, which shall be available to them at the COLLEGE or through the SCHOOL DISTRICT. COLLEGE shall ensure that student support services, including counseling and guidance, and assistance with assessment and placement are available to participating students at the COLLEGE. SCHOOL DISTRICT shall ensure that support services, including counseling and guidance, and assistance with assessment and placement are available to students

Note: Reference AB 288 (Education Code § 76004)

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at the SCHOOL DISTRICT.

- 56 Students who withdraw from courses offered as part of this CCAP Agreement will not receive COLLEGE credit. Students must comply with, and submit appropriate information/paperwork, by all published deadlines. Transcripts will be annotated according to COLLEGE policy.
- 57 A course dropped within the COLLEGE drop “without a W” deadline will not appear on the SCHOOL DISTRICT or the COLLEGE transcript.

6 CCAP AGREEMENT COURSES

- 61 A COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP Agreement.
- 62 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation.
- 63 The COLLEGE is responsible for all courses and educational programs offered as part of CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 64 The scope, nature, time, location, and listing of courses offered by a COLLEGE shall be determined by COLLEGE with the approval of the Governing Board and will be recorded in the Appendix to this Agreement.
- 65 Courses offered as part of a CCAP Agreement either at the COLLEGE or SCHOOL DISTRICT shall be jointly reviewed and approved.
- 66 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with academic standards.
- 67 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes

Note: Reference AB 288 (Education Code § 76004)

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established by the COLLEGE academic department.

- 68 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to the COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between the COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the COLLEGE regulations, policies, procedures, prerequisites, and standards, shall prevail.
- 69 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.10 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with COLLEGE guidelines, policies, pertinent statutes, and regulations.

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060.
- 72 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education.
- 73 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates.
- 74 The COLLEGE shall determine the number of instructors, the ratio of instructors to students, and the subject areas of instruction.

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.

Note: Reference AB 288 (Education Code § 76004)

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- 82 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 83 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 84 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 91 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT.
- 92 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE.
- 93 The COLLEGE will provide SCHOOL DISTRICT personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this CCAP Agreement, including conducting appropriate student assessments, outreach/recruitment activities and compliance with COLLEGE procedures and academic standards.
- 94 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information:
- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws.
 - The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants.
 - The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants.

Note: Reference AB 288 (Education Code § 76004)

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- The total number of full-time equivalent students generated by CCAP partnership community college district participants.

10. APPORTIONMENT

- 101 The COLLEGE shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 102 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002.

11. CERTIFICATIONS

- 111 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 112 The COLLEGE certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 113 The SCHOOL DISTRICT agrees and acknowledges that the COLLEGE will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 114 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended.
- 115 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus.
- 116 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus.

Note: Reference AB 288 (Education Code § 76004)

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11.7 The COLLEGE certifies that:

- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE.
- A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement.
- The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE.

11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit.

12. PROGRAM IMPROVEMENT

12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

13.2 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. REIMBURSEMENT

14.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

15. FACILITIES

Note: Reference AB 288 (Education Code § 76004)

- 151 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to the COLLEGE.
- 152 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 153 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

16. INDEMNIFICATION

- 161 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 162 The COLLEGE agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of the COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

17. NON-DISCRIMINATION

- 17.1 Neither the SCHOOL DISTRICT nor the COLLEGE shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

18. TERMINATION

Note: Reference AB 288 (Education Code § 76004)

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- 18.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 19 below.

19. NOTICES

- 19.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

IMPERIAL VALLEY COLLEGE
VICTOR TORRES,
ASSOCIATE DEAN OF WORKFORCE DEV. AND
NON-TRADITIONAL INSTRUCTION
380 EAST ATEN ROAD, IMPERIAL, CA. 92251
ATTENTION: VICTOR TORRES

HOLTVILLE UNIFIED SCHOOL DISTRICT
CELSO RUIZ,
SUPERINTENDENT
621 E. SIXTH STREET, HOLTVILLE, CA 92250
ATTENTION: CELSO RUIZ

20. INTEGRATION

- 20.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

21. MODIFICATION AND AMENDMENT

- 21.1 Modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be made in writing and signed by the Parties.

22. GOVERNING LAWS

- 22.1 This agreement shall be interpreted according to the laws of the State of California.

23. SEVERABILITY

- 23.1 This CCAP Agreement shall be considered severable, such that if any provision or

part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

24. COUNTERPARTS

- 24.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on Jan 29, 2021
DATE

By: _____

Celso Ruiz
SCHOOL DISTRICT SUPERINTENDENT

By:  _____
Martha Garcia (Jan 29, 2021 17:18 PST)

Dr. Martha Garcia
COLLEGE SUPERINTENDENT/PRESIDENT

APPENDIX
COLLEGE AND CAREER ACCESS PATHWAYS
(CCAP) A DUAL ENROLLMENT PARTNERSHIP
AGREEMENT

WHEREAS, the College and Career Access Pathways Partnership Agreement (CCAP Agreement) is between Imperial Community College District (“COLLEGE”) and Holtville Unified School District (SCHOOL DISTRICT.”) and

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college;

NOW THEREFORE, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. CCAP AGREEMENT

- a. COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement.
- b. COLLEGE shall file this CCAP Agreement with the office of the Chancellor of the California community colleges prior to the start of the partnership.
- c. COLLEGE and SCHOOL DISTRICT shall review and establish new or amended CCAP Agreements annually or on or before April 2019 and follow the protocols set forth in (a) and (b) of this section.
- d. The COLLEGE and SCHOOL DISTRICT point of contact:

LOCATION	NAME	TELEPHONE	EMAIL
College:	Victor Torres	760-355-6311	victor.torres@imperial.edu
School District:	Celso Ruiz	760-312-5819	celso@husd.net

2. STUDENT SELECTION

- a. SCHOOL DISTRICT shall select students consistent with the intent of AB 288 to include: high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.”
- b. COLLEGE and SCHOOL DISTRICT shall certify that participating students will have a signed parental consent form on file with the COLLEGE.
- c. COLLEGE and SCHOOL DISTRICT shall certify that participating students may enroll in up to a maximum of 15 unit load per term, the units may not constitute more than four courses per term, the units are part of an academic (educational) program identified as part of this CCAP Agreement and the units are part of an academic (educational) program designed to award students both a high school diploma and an associate degree or a certificate or credential.

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

CCAP AGREEMENT PROGRAM YEAR 2021-23 - COLLEGE has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor. The employer of record is the Imperial Community College District.

4.

PROGRAM YEAR: 2021-2023 COLLEGE: Imperial Valley College

SCHOOL DISTRICT: Holtville Unified School District HIGH SCHOOL: Holtville High School

TOTAL NUMBER OF STUDENTS TO BE SERVED: Up to 250 TOTAL PROJECTED FTES: 25

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	LOCATION
1. Intro to Music Lit & Listening	MUS 102	Summer 2021	TBD	TBD	TBD	TBD
2. Principles of Astronomy	ASTR 100	Summer 2021	TBD	TBD	TBD	TBD
3. Earth & Space Science	GEOL 110	Fall 2021	TBD	TBD	TBD	TBD
4. U.S. History: Reconstruction to Present	HIST 121	Spring 2022	TBD	TBD	TBD	TBD
5. College Success Skills	COUNS 120	Summer 2022	TBD	TBD	TBD	TBD
6. Oral Communications	COMM 100	Fall 2022	TBD	TBD	TBD	TBD
7. Intro to Psychology	PSY 101	Spring 2023	TBD	TBD	TBD	TBD

5. **Required:** Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered:

Students are being prepared to be college-ready by taking IVC General Education requirements. Students are being prepared to be career-ready by taking IVC Career Education courses.

6. MANDATED ANNUAL STATE REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure accurate and timely reporting of the total number of full-time equivalent students generated by CCAP partnership community college district participants.
- b. COLLEGE and SCHOOL DISTRICT shall report the annual total number of unduplicated high school student headcount by school site enrolled in each CCAP Agreement are aggregated by gender and ethnicity and reconciled on or before July 1, 2019 and shall be reported annually in compliance with all applicable state and federal privacy laws. The COLLEGE shall annually report the student data to the office of the Chancellor of the California Community Colleges.
- c. COLLEGE and SCHOOL DISTRICT shall report the annual total number of community college courses by category and type and by school site enrolled in by this CCAP Agreement.
- d. COLLEGE and SCHOOL DISTRICT shall report the annual total number of the unduplicated high school student headcount and the percentage of successful course completions, by course category and type and by school site.
- e. COLLEGE and SCHOOL DISTRICT shall report the annual total number of full-time equivalent students generated by this CCAP Agreement.
- f. COLLEGE and SCHOOL DISTRICT shall ensure that the point of contact for each site establish protocols for the collection and dissemination of participating student data each semester within 30 days of the end of the term.

7. CCAP AGREEMENT DATA MATCH AND REPORTING

- a. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- b. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges.

8. PRIVACY OF STUDENT RECORDS

- a. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence.

Note: Reference AB 288 (Education Code § 76004)

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- b. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- c. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
- d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from re-disclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

9. FACILITIES USE

- a. COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section
- b. 15, Facilities, of this CCAP Agreement.

MEMORANDUM

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

DATE: FEBRUARY 16, 2021

The Board is asked to accept the following generous donation:

1. Charlie & Kim Garcia HHS Band PDP Drum set

HOLTVILLE UNIFIED SCHOOL DISTRICT
School Board Meeting Agenda

ACTION/DISCUSSION

HOLTVILLE UNIFIED SCHOOL DISTRICT
SENIOR ENTERPRISE SYSTEMS AND NETWORK ENGINEER
(Classified Management)

BASIC FUNCTION:

Under the general direction of the Assistant Superintendent and/or Director of Technology, the Senior Enterprise Systems and Network Engineer provides oversight and management of the technology department, technology projects and the daily operation, maintenance and upkeep of the Data Center, District Enterprise Systems (cloud and on-premise), Network Infrastructure; implementing security procedures, and managing back-up routines and disaster recovery plans; acting as project and department manager to develop and implement project plans for enhancing current technology as well as utilizing new technology; developing, scheduling, and conducting maintenance and support programs for enterprise systems; and supporting and enforcing standards and policies for District technology systems and applications.

DISTINGUISHING CHARACTERISTICS:

The Senior Enterprise Systems and Network Engineer performs complex work independently or serves as a project leader for specialized projects and as a Lead Enterprise System Specialist for continuous end user and functional leads support. Assigned projects require advanced-level skills in specialized technology systems.

ESSENTIAL FUNCTIONS:

Be responsible for the planning and implementation of enterprise systems, network infrastructure and lead in the operation, maintenance and support for all phases of system lifecycles. Install, configure, and maintain server and network hardware and related systems. Configure server operating systems, standard server applications, switches (layer 2 and layer 3) and routers to current district standards. Install additional applications as needed. Perform database system installation, upgrades and security updates. Provision server resources for database location. Establish and maintain database access security. Coordinate vendor installations, repairs, and maintenance of district enterprise systems.

Monitor and maintain health of district enterprise systems and network. Troubleshoot server and application issues and perform repairs as needed. Troubleshoot networking issues and perform repairs as needed. Use available tools to monitor and analyze current systems status and determine appropriate action. Monitor and maintain health of databases as well as tuning database software to ensure optimal performance. Troubleshoot performance and data integrity issues. Establish standards and procedures for system, database and network deployment, upgrades, and maintenance.

Establish standards, plan, design, and implement enterprise, local storage and network infrastructure. Administer and monitor installed storage systems and backup infrastructure. Perform necessary storage infrastructure maintenance and data migration as required. Perform everyday tasks relating to server data backups and archival processes and requests for data restores. Develop and implement disaster recovery plan for major district enterprise systems.

Analyze, design, test, and evaluate network systems, such as local area networks (LAN), wide area networks (WAN), Internet, intranet, and other data communications systems. Perform network modeling, analysis, and planning. Research and recommend network and data communications hardware and software and work with telecommunications specialists who deal with the interfacing of computer and communications equipment

Provide project leadership, administration and support of applications including, but not limited to, communication, server and desktop virtualization, and district enterprise applications. Administer and maintain access level support and permissions for end users. Assist with wired and wireless networking issues, to include switch management and infrastructure support. Provide user support and customer service. Follow standard Help Desk operating procedures, document resolutions for future reference. Coordinate and schedule training on server related systems. Write training documentation to be used on current standard server related technologies used within the district. Prepare training facility and materials and conduct scheduled and ad hoc server related training to users. Create and maintain documentation including procedures, policies, and reference materials.

Supervise and evaluate the performance of assigned personnel; interview and select employees and recommend transfers, reassignment, termination, and disciplinary actions; coordinate subordinate work assignments and review work to assure compliance with established standards, requirements and procedures.

Perform related duties as assigned.

DEMONSTRATED KNOWLEDGE AND ABILITIES:

Knowledge of:

- Various server operating systems and their installation, maintenance, and management.
- Server hardware and software architecture.
- HTML/CSS, Javascript, Python, Apache, Postgresql, Bash and Powershell.
- Virtualization models and Storage Area Network (SAN) implementation and management.
- Administer web services; web sites for schools, departments, or special projects; maintenance Internet filter; troubleshoot Internet/network problems.
- Networking technologies and systems.
- IP routing (OSPF, eigrp), subnetting and VLANs
- Cisco and HPE/Aruba networking.
- Advanced monitoring and management techniques.
- Computer hardware systems, peripheral equipment, software applications and languages utilized by the District.
- Materials, methods and tools used in the installation, operation and repair of computer systems and applications.
- Technical aspects of computer training and support.
- Basic record-keeping and report preparation techniques.
- Oral and written communication skills.

- Interpersonal skills using tact, patience and courtesy.
- Modern office practices, procedures and equipment.
- Proper lifting techniques.

Ability to:

- Act as primary point of contact for all Enterprise System activities, scheduling or task assignment.
- Act as the final point of resolution for Enterprise tickets.
- Function as the lead Enterprise Systems Specialist on projects and be responsible for workflow.
- Develop and maintain Hotline schedules and procedures for the Help Desk function.
- Serve as a technical resource to District personnel.
- Install, maintain and manage local area network (LAN) equipment, servers and workstations.
- Install, troubleshoot and perform repairs on equipment as appropriate.
- Assist personnel with setting up and maintaining server applications.
- Provide training to personnel in operating enterprise systems and related applications.
- Learn District organization, operations, policies and objectives.
- Learn policies and objectives of assigned program and activities.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Maintain records and prepare reports.
- Understand and follow oral and written instructions.
- Meet schedules and timelines.
- Maintain current knowledge of technological advances in the field.
- Maintain consistent, punctual and regular attendance.
- Move hands and fingers to operate a computer keyboard.
- Hear and speak to exchange information.
- See to view computer monitor and read a variety of materials.
- Sit for extended periods of time.
- Bend at the waist, kneel and crouch to perform repairs.
- Use proper lifting methods.

EDUCATION AND EXPERIENCE REQUIRED:

Bachelor's degree from four-year college or university in a related field; and/or 3-5 years related experience working in a contemporary enterprise environment, with proven project lead responsibilities and/or training; or equivalent combination of education and experience.

LICENSES AND OTHER REQUIREMENTS:

Valid driver's license.

WORKING CONDITIONS:

Incumbents regularly sit for long periods of time, walk short distances on a regular basis, occasionally travel to other offices or locations to attend meetings or pick up and/or deliver

materials, use hands and fingers to operate an electronic keyboard or other office machines, speak clearly and distinctly with others; see to read fine print and operate computer; hear and understand voices over telephone and in person; lift, carry, and/or move objects weighing up to 40 pounds.

Effective: 7/1/2018
 Approved: 8/30/2018
 Increase: 5.00%

HOLTVILLE UNIFIED SCHOOL DISTRICT
 2018-19 CLASSIFIED MANAGEMENT/CONFIDENTIAL SALARY SCHEDULE

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	STEP I	STEP II	STEP III	STEP IV	STEP V	STEP VI	STEP VII
	1	2	3	4	5	6	7
Assistant Superintendent	116,978	118,845	122,581	130,729	134,840		
Food Service Director	44,325	47,816	51,289	53,986	56,827	59,823	62,967
Payroll Clerk	53,986	56,827	59,823	62,967	66,283	69,768	73,465
Accounting/HR Supervisor	53,986	56,827	59,823	62,967	66,283	69,768	73,465
Accounting Technician	37,178	38,479	39,827	41,220	42,664	44,158	45,702
Accounting Technician (w/BA)	49,461	51,192	52,984	54,838	56,758	58,744	60,800
Student Information Specialist	37,178	38,479	39,827	41,220	42,664	44,158	45,702
Student Info Specialist (w/BA)	49,461	51,192	52,984	54,838	56,758	58,744	60,800
Student Attendance Officer	37,178	38,479	39,827	41,220	42,664	44,158	45,702
Student Attendance Officer (w/BA)	49,461	51,192	52,984	54,838	56,758	58,744	60,800
Administrative Assistant	58,393	61,118	63,981	66,986	70,142	73,454	76,981
Transportation Director	56,862	59,706	62,689	65,825	69,117	72,573	76,203
Maintenance Supervisor	56,862	59,706	62,689	65,825	69,117	72,573	76,203
Chief Business Official	93,695	98,380	103,300	108,217	113,630		
Technology Coordinator	53,986	56,827	59,823	62,967	66,283	69,768	73,465
Food Service Chef	44,390	46,724	49,183	51,770	54,498	57,364	60,380
Technology Support Technician	44,390	46,724	49,183	51,770	54,498	57,364	60,380
Senior Enterprise Systems and Network Engineer	77,331	81,408	85,686	90,199	94,941		