



**NEWHALL SCHOOL DISTRICT  
 Regular Meeting of the Governing Board  
 May 26, 2020 (Revised)  
 6:00 P.M. Closed Executive Session  
 7:00 P.M. Regular Public Session**

**MINUTES**

The Regular meeting of the Governing Board was called to order at 6:00 P.M. by Board President Solomon. All Cabinet and Board members attended the meeting via Zoom teleconference to maximize public safety.

Board Members present: Rose, Smith and Solomon

Cabinet Members present: Jamison, Morse, Pelzel and Persaud

There were no public comments on Closed Session items.

Adjourned to Closed Session at 6:00 P.M.

Pursuant to Government Code section 54957: Public Employee – possible employment/discipline/dismissal/release of an employee

Pursuant to Government Code section 54957.6: Labor Negotiations – Negotiator for the District: Dr. Michelle Morse, Assistant Superintendent of Human Resources

Pursuant to Government Code section 54956.9: Potential Litigation – Case #18/19-04

Board Member Talley arrived at 6:14 P.M.

Board Member Walters arrived at 6:26 P.M.

Board members returned to Public Session at 7:17 P.M.

The Board President announced that no action was taken in Closed Session.

Board President Solomon led the Pledge of Allegiance

**PLEDGE**

Approved Agenda

**AGENDA**

M/S/C – (Talley/Smith)

Vote: 4-0

Roll call vote:

Talley – Aye

Rose – Aye

Smith – Aye

Solomon – Aye

Walters was not present for the vote

Approved the amended Minutes of the Regular Meeting of May 12, 2020

**MINUTES**

M/S/C – (Smith/Talley)

Vote: 4-0

Roll call vote:

Rose – Aye

Smith – Aye

Talley – Aye

Solomon – Aye

Walters was not present for the vote.

Approved the amended Minutes of the Special Meeting of May 19, 2020

M/S/C – (Rose/Talley)

Vote: 4-0

Roll call vote:

Rose – Aye

Talley – Aye

Smith – Aye

Solomon – Aye

Walters was not present for the vote.

**ANNOUNCEMENTS AND COMMENTS**

**ANNOUNCEMENTS**

- Board members thanked outgoing Assistant Superintendent of Business Services Deo Persaud for his contributions and commitment to the District. NSD wishes Mr. Persaud continued success!
- Dr. Morse and Board members welcomed newly appointed Assistant Superintendent of Business Services Sheri Staszewski and Assistant Superintendent of Human Resources Amanda Montemayor to the NSD team. Congratulations to both!

Board Member Walters arrived to Open Session at 7:21 P.M.

**PUBLIC COMMENTS**

**PUBLIC COMMENTS**

None.

**CORRESPONDENCE**

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Letter from CDE regarding approval of Form J-13 for emergency school closure dates in November 2019 due to area fires.

Letter from LACOE regarding no-cost extension of time to conduct Census 2020 outreach activities. Coordinator of Special Programs Sarah Johnson continues to organize outreach efforts with District families.

**PUBLIC INTEREST**

**PUBLIC INTEREST**

None.

**CONSENT CALENDAR**

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**Business Services**

Approved purchase orders through #20-01088; B warrants 20094878 - 20098630; all payroll warrants issued through May 25, 2020

**B WARRANTS**

**Human Resources**

Approved amended Personnel Report #19/20-19

**PERSONNEL REPORT**

**Student Support Services**

Approved master contract with California Psychcare, Inc. for behavior intervention services in 2020/2021

**CA PSYCHCARE, INC. CONTRACT**

Approved renewing service agreement with Paradigm Healthcare Services, LLC

**PARADIGM AGREEMENT**

Approved items on the Consent Calendar with amended Personnel Report M/S/C – (Walters/Rose)

Vote: 5-0

Roll call vote:

Rose – Aye

Walters – Aye

Talley – Aye

Smith – Aye

Solomon – Aye

*Information concerning the Consent Items listed above has been forwarded to each Board Member prior to this meeting for their study. Unless a Board Member has a question concerning a particular item and asks it to be withdrawn from the Consent Calendar, the items are approved at one time by the Governing Board. The action by the Board in approving Consent Items is detailed in individual backup documents.*

**STAFF REPORTS**

**Business Services**

SCV Public Safety & Security Services CEO/President Daniel Rodriguez provided the Board an update of the security and safety assessment recently completed for the District. The free assessment included a site-by-site description of the daily activities/violations addressed throughout the assessment. The presentation also included recommendations for the District to consider.

**SCV PUBLIC SAFETY**

Mr. Rodriguez shared that security measures recently implemented by the District have helped deter unlawful activity throughout sites.

NESP Co-President Mayra Cuellar addressed the Board with concerns of approving proposed services and shared her personal perspective on how her objections relate to current staffing and recent layoffs.

Board members clarified that the presentation serves as an assessment of services that may be considered in the future. Feedback was shared that consistency across sites would be important in moving forward with any considerations.

**Administrative Services**

Approved Resolution #19/20-37 declaring June 1 – 5, 2020 as “Student Appreciation Week.” Board members gave a shout-out to students for their efforts to keep up with Distance Learning thus far. Every student will have made a contribution to what Distance Learning could look like in the future of the NSD.

**RESOLUTION  
#19/20-37 “STUDENT  
APPRECIATION  
WEEK”**

M/S/C – (Walters/Talley)

Vote: 5-0

Roll call vote:

Talley – Aye

Walters – Aye

Smith – Aye

Rose – Aye

Solomon – Aye

**Business Services (continued)**

COVID-19

Director of Business and Fiscal Services Kevin Vensko provided an overview of the operations, expenditures and revenues to date related to COVID-19. The total known revenues at this time total \$860,256. The presentation included details on major Facilities and I.T. activities throughout sites, personnel and supply costs, pending/received funds by state and federal agencies, and expectations for closing the current year and preparing for the new year.

**BUSINESS SERVICES  
UPDATES**

Discussions were held about the necessity to integrate costs and processes with the health and safety accommodations school districts will be required to adhere to. Board members also recommended staff take advantage of any upcoming cost-saving piggyback contracts that may benefit the District.

Plan B/May Revise

Assistant Superintendent of Business Services Deo Persaud updated the Board on budgetary changes since May 19<sup>th</sup>. The District continues to expect a projected deficit moving into the 2020/2021 fiscal year, however reduction in costs due to staffing turnover/attrition further reduced the projected deficit. The 2020/2021 adopted budget to be presented in June will reflect further budgetary direction from LACOE.

In an effort to address Plan B questions posed by the public regarding employment cuts, Board members shared the difficulties and considerations taken to avoid significant and substantial reductions.

Given the District’s dire need to meet needs and demands, the decision not to backfill positions, like the Director of Human Resources position, moving into the 2020/2021 fiscal year is not taken lightly.

At the recommendation of Superintendent Pelzel, Board members agreed to extend the Architect RFP’s timeline and bring the RFP back in August for a third review. This will allow newly appointed Assistant Superintendent of Business Services to become informed of all the details related to the RFP.

**2<sup>ND</sup> READING  
ARCHITECT RFP**

Approved Resolution #19/20-35 for participation in the Property Tax Delinquency Program. Participation in the program shifts the burden of property tax delinquencies to California Statewide Delinquent Tax Finance Authority, A Joint Powers Authority. There is no cost for the District to participate.

**RESOLUTION  
#19/20-35: PROPERTY  
TAX DELINQUENCY  
PROGRAM**

M/S/C – (Walters/Talley)

Vote: 5-0  
Roll call vote:  
Talley – Aye  
Smith – Aye  
Walters – Aye  
Rose – Aye  
Solomon – Aye

In an effort to conform to new health and safety work standards, Assistant Superintendent of Business Services Deo Persaud shared with the Board proposed changes to District Office building layouts. Current layouts on the 2<sup>nd</sup> floor do not allow for proper social distancing and safe working conditions. Reconfigurations would provide all District staff safe and enclosed office space.

**DISTRICT OFFICE  
ROOM 103  
RENOVATION**

The first action would relocate the Student Support Services (“SSS”) Department to the Computer Lab in Room 103. Room 103 has the necessary space to accommodate individual offices comfortably for all SSS staff. It can also house all student support services filing cabinets for the department. Furniture and equipment currently housed in Room 103’s lab would be repurposed for school site use.

The second action would relocate the District receptionist work station to the first floor. This move would aid the District’s safety measures by increasing security and controlling 2<sup>nd</sup> floor access from visitors.

Board members discussed the 3 options presented to complete the remodel and the impact it may have on Facilities projects and staff.

NTA Co-Presidents Melanie Musella and Hillary Hall, and Valencia Valley Teacher Sharon Benner addressed timing and costs concerns to complete renovations.

Board members addressed public concerns and shared that use of COVID-19 funds to renovate the District Office is one of many steps that will be taken throughout the District to address new safety and health guidelines.

Approved renovations to relocate SSS Department and District receptionist to the first floor, not to exceed \$54k from the \$860,256 in COVID relief funds.

M/S/C – (Rose/Walters)

Vote: 5-0  
Roll call vote:  
Walters – Aye  
Rose – Aye  
Smith – Aye  
Talley – Aye  
Solomon – Aye

Board members requested the Business Department report back on project final costs and progress.

**Human Resources**

Approved 2020/2021 Classified Holidays’ Calendar

M/S/C – (Walters/Talley)

Vote: 5-0  
Roll call vote:  
Talley – Aye

**2020/2021 CLASSIFIED  
HOLIDAYS CALENDAR**

Rose – Aye  
Walters – Aye  
Smith – Aye  
Solomon – Aye

Approved contract for the newly appointed Assistant Superintendent of Business Services  
M/S/C – (Rose/Smith)

**ASSISTANT SUP’T.,  
BUSINESS SERVICES  
CONTRACT**

Vote: 5-0  
Roll call:  
Rose – Aye  
Talley – Aye  
Walters – Aye  
Smith – Aye  
Solomon – Aye

Approved contract for the newly appointed Assistant Superintendent of Human Resources  
M/S/C – (Walters/Talley)

**ASSISTANT SUP’T.,  
HUMAN RESOURCES  
CONTRACT**

Vote: 5-0  
Roll call:  
Walters – Aye  
Rose – Aye  
Talley – Aye  
Smith – Aye  
Solomon – Aye

Approved third and final reading of AR 4218: Dismissal/Suspension/Causes for  
Disciplinary Action  
M/S/C – (Walters/Rose)

**AR 4218: DISMISSAL/  
SUSPENSION/CAUSES  
FOR DISCIPLINARY  
ACTION**

Vote: 5-0  
Roll call vote:  
Talley – Aye  
Rose – Aye  
Smit – Aye  
Walters – Aye  
Solomon - Aye

Approved Resolution #19/20-36: Classified Layoffs with following corrections to agenda  
write-up:

**RESOLUTION  
#19/20-36: CLASSIFIED  
LAYOFFS**

- Remove the word “English” from “Curriculum Specialists-English Language Arts/Math positions”
- Add the following sentence: “Employees experiencing a layoff or a reduction in hours may, according to seniority in that classification, have reassignment rights or can be placed on the 39-month rehire list.”
- Change the effective date from June 30, 2020 to July 26, 2020

M/S/C – (Walters/Smith)  
Vote: 5-0  
Roll call vote:  
Walters – Aye  
Talley – Aye  
Rose – Aye  
Smith – Aye  
Solomon – Aye

**Administrative Services (continued)**

Approved amended SELPA Plan to reflect William S. Hart Union School District as a new administrative unit for SCV. Board members requested corrections to include “Hart” in the agenda title and write-up, and reflect as “William S. Hart Union School District”

**AMENDED SELPA  
PLAN**

M/S/C – (Walters/Rose)

Vote: 5-0

Roll call vote:

Talley – Aye

Walters – Aye

Rose – Aye

Smith – Aye

Solomon – Aye

**SECOND CLOSED SESSION**

The Board resumed Closed Session at 10:06 P.M. to complete previously stated Closed Session items.

**PUBLIC SESSION**

Board members returned to Public Session at 10:45 P.M.

**ADJOURNMENT**

**ADJOURNMENT**

Mrs. Solomon reported that no action was taken in second closed and adjourned the meeting at 10:46 P.M.

**AGENDA ITEMS FOR UPCOMING MEETINGS OF THE GOVERNING BOARD**

Site Single Plans for Student Achievement  
School Start Planning Task Force Update

The next Regular Meeting is scheduled for June 9, 2020. Closed Session will begin at 6:00 P.M. and Public Session will begin at 7:00 P.M. The meeting will be held at the Newhall School District Office, 25375 Orchard Village Road, Suite #200, Valencia, California.

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Secretary to the Board

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Clerk of the Board

NOTE: Individuals who require special accommodations (such as American sign language interpreter, accessible seating, documentation in accessible formats, etc.) should contact the District Office at (661) 291-4163 at least two business days prior to the meeting date.

Individuals who wish to inspect agenda materials that have been distributed to the Board less than 72 hours before a meeting can do so by contacting the Superintendent’s Office at the Newhall School District

Administrative Office located at 25375 Orchard Village Road, Suite 200, Valencia, California or by calling (661) 291-4163.