

MEETING MINUTES

A. CALL TO ORDER

Board President Smith called the Regular meeting of the Governing Board to order at 6:00 PM.

B. ROLL CALL: Rachelle Haddoak, Donna Robert, Ernesto Smith, Suzan Solomon, Isaiah Talley

Board members Haddoak, Smith, Solomon and Talley were present.

Board member Robert was absent.

Cabinet members Avanesyans, Montemayor, Peattie and Hernandez were present.

C. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

There were no public comments.

D. ADJOURN TO CLOSED SESSION

Adjourned to Closed Session at 6:01 PM.

1. Pursuant to Government Code section 54957.9: Potential Litigation: Case 23/24-03

2. Pursuant to Government Code Section 54957: Public Employee- Possible Employment/Discipline/Dismissal/Release/Complaint of an Employee

3. Pursuant to Government Code Section 54957.6: Labor Negotiations - Negotiator for the District Amanda Montemayor, Assistant Superintendent, Human Resource

E. RECONVENE TO REGULAR SESSION

Board members returned to Regular Session at 7:03 PM.

F. REPORT OUT OF CLOSED SESSION

Board President Smith announced that the Board took no action in Closed Session.

G. PLEDGE OF ALLEGIANCE

Theatre Manager Tom Lund led the Pledge of Allegiance.

H. APPROVAL OF THE AGENDA

Agenda approved.

Motion: Talley / Seconded: Solomon

Vote: 4 – 0

I. APPROVAL OF MINUTES

1. Consideration of Approving the Minutes of the Regular Meeting of July 18, 2023

Minutes approved.

Motion: Solomon / Seconded: Talley

Vote: 4 – 0

J. GOVERNING BOARD AND SUPERINTENDENT'S ANNOUNCEMENTS

- Board members shared how wonderful and engaging the Welcome Back event for all NSD staff turned out. Board member Solomon thanked Dr. Hernandez, Cabinet and Executive Assistant Rosana Valadez for putting together a memorable event;
- Board members shared their excitement for Back to School Night and the first day of school;

- Dr. Hernandez welcomed back all staff members and shared Back to School Night is on Wednesday, August 9th from 5:30 - 7:00 PM and the first day of school is on Thursday, August 10th;
- Dr. Hernandez thanked the Hello Auto Group team for generously donating 150 fully-filled backpacks and water bottles for our students in need;
- Assistant Superintendent of Human Resources Amanda Montemayor introduced newly appointed Pico Canyon Assistant Principal Daniela Barajas.

K. PUBLIC COMMENTS

Board President Smith read a comment submitted by parent Natalie Yanez regarding the after-school ELOP program and failure to communicate changes to returning families participating in programs, and lack of direction from the District on alternative options.

L. CORRESPONDENCE

1. **Call for Nominee to Serve on the 2023-2024 Executive Board for the Los Angeles County School Trustees Association (LACSTA)**

Board members unanimously agreed to have Board member Solomon continue serving as the District's LACSTA representative for the 2023-2024 school year.

Motion: Haddock / Seconded: Talley

Vote: 4 – 0

M. PUBLIC INTEREST

1. **Presentation Regarding 2022/2023 District Marketing Campaign and Consideration of Approving 2023/2024 Campaign**

Jill Mellady, President of Mellady Marketing provided an overview of the District's 2022-23 marketing and advertising campaign. A proposal for the 2023-24 year's campaign was also reviewed.

Board members provided input on the marketing/advertising proposals for the 2023-24 year and agreed the proposal submitted needs much revision. The Board agreed to organize a subcommittee to help work on a new proposal for the year. Board members Solomon and Haddock volunteered to participate.

The business portion of the Mellady contract approved with revisions to the 2023-24 marketing campaign.

Motion: Solomon / Seconded: Talley

Vote: 4 – 0

N. CONSENT CALENDAR

1. **Removal of Items From the Consent Calendar**

No items were removed.

2. **Consideration of Approving Items on the Consent Calendar**

Consent Calendar approved.

Motion: Haddock / Seconded: Talley

Vote: 4 – 0

Roll call vote:

Haddock - Aye

Smith - Aye

Solomon - Aye

Talley - Aye

3. **Consent Calendar- Business Services**

- i. **Consideration of Approving Purchase Orders, B Warrants and Payroll Warrants**

ii. **Consideration of Approving District Recurring Contracts**

4. **Consent Calendar- Human Resources**

i. **Consideration of Approving Personnel Report #23/24-02**

O. **STAFF REPORTS**

1. **Staff Reports - Student Support Services**

i. **Consideration of Approving 2023-2024 Master Contract with Milestone Therapy Group, A Professional Speech-Language Pathology Corporation**

Executive Director of Student Support Services shared that the Department is in need of additional support for Speech-Language Pathology services.

Item approved.

Motion: Solomon / Seconded: Haddoak

Vote: 4 – 0

2. **Staff Reports-Administrative Services**

i. **Discussion on Water Bottles Provided for Student Lunches**

Superintendent Hernandez shared that students are currently provided with water bottles with their lunch, along with juice or milk. The annual cost for water bottles at all ten sites is approximately \$55K per year. Given the cost, the Board was asked to consider continuing to supply water bottles during lunches. Sites also have hydration stations where students can refill their personal water bottles.

Board members discussed options for lowering costs for providing water to students at lunch time. The Board gave direction to staff to seek data on usage, and research other options for providing water. The Board came to consensus to continue providing water to students at lunch.

ii. **State of the District Planning Conversation**

Board members and Superintendent Dr. Hernandez discussed event formats from previous years and agreed on a tentative date of Wednesday, October 25, 2023 from 6:00 - 7:30 PM at Wiley Canyon Elementary School. Possible topics to be presented by both Executive Cabinet and Board members may include:

- Students musical performance
- Parent Engagement
- Safety
- Invite a guest speaker

The item will be brought back for final discussion and approval

iii. **Consideration of Approving Administrative Services Board Policies - First Reading**

Board Policy 0420.41 approved waived additional readings.

Motion: Talley / Seconded: Solomon

Vote: 4 - 0

Exhibit 0420.41 approved and waived additional readings.

Motion: Haddoak / Seconded: Solomon

Vote: 4 – 0

Board Bylaw 9322 approved with amendments and waived additional readings.

Motion: Solomon / Seconded: Talley

Vote: 4 – 0

- iv. **Consideration of Approving a Master Memorandum of Agreement (MOA) with Los Angeles County for use of Placerita Canyon State Park for School Field Trips**
Superintendent Hernandez shared that the Placerita Nature Center offers school tours for elementary school students in grades 1 through 6. The County Parks Department now requires that school districts enter into a Memorandum of Agreement (MOA) before school groups can book field trips.

Item approved.

Motion: Solomon / Seconded: Haddoak

Vote: 4 – 0

3. Staff Reports- Curriculum/Instructional Services

- i. **Consideration of Approving Newhall School District Personal Device Guidelines**
Assistant Superintendent of Instructional Services Kate Peattie shared that the divide guidelines outline the expectations regarding students' personal devices during the school day, if they are brought to school.

Item approved.

Motion: Talley / Seconded: Haddoak

Vote: 4 – 0

- ii. **Consideration of Approving Additional Services with Document Tracking Services: Vault**

Assistant Superintendent of Instructional Services Kate Peattie shared that DTS Vault is an additional service offered that collects and tracks compliance documents tied to state and federal mandates. This system would ensure that all sites are submitting evidence of compliance and storing the documents so that they are readily available during an audit or compliance review.

Item approved.

Motion: Haddoak / Seconded: Solomon

Vote: 4 – 0

- iii. **Consideration of Approving the CL Consulting Proposal for the Newhall Preschool**

Assistant Superintendent of Instructional Services Kate Peattie shared that a crucial part of the Quality Rating and Improvement System (QRIS) is based on two assessments: Classroom Assessment Scoring System (CLASS) and the Early Childhood Environment Rating Scale (ECER). Hiring an outside source to conduct these assessments will give our program much needed information to improve our programs before we are formally assessed.

Item approved.

Motion: Talley / Seconded: Haddoak

Vote: 4 – 0

- iv. **Consideration of Approving Revisions to User Guide, Rental Fees, and User Agreement for the Newhall Family Theatre for the Performing Arts**

Assistant Superintendent of Instructional Services Kate Peattie and Theatre Manager Tom Lund shared that it has been five years since the User Guide, applicable fees, and the User Agreement for the Theatre have been reviewed by the Governing Board. To help offset the increases and make the theatre affordable to outside organizations, the District is proposing lowering the facilities fees.

Item approved.

Motion: Solomon / Seconded: Talley

Vote: 4 – 0

- v. **Consideration of Approving Agreements for Expanded Learning Opportunity Program (ELOP) Services by Santa Clarita Valley Boys & Girls Club at Meadows, Valencia Valley, Stevenson Ranch, Pico Canyon and Oak Hills Elementary Schools**
Assistant Superintendent of Instructional Services Kate Peattie shared that the Expanded Learning Opportunities Program (ELO-P) provides funding for afterschool and summer school enrichment programs for transitional kindergarten through sixth grade for students who are English learners, socioeconomically disadvantaged, or foster youth. The District currently has ELOP services at 5 of its schools and will expand its partnership with the Santa Clarita Boys and Girls Club to provide the program for qualifying students at its remaining campuses.

Item approved.

Motion: Solomon / Seconded: Haddoak

Vote: 4 – 0

4. **Staff Reports- Business Services**

- i. **Consideration of Approving Architect of Record Agreement with Flewelling & Moody, Inc. 2023-2026**

Assistant Superintendent of Business Services Arik Avanesyans shared that architectural services are necessary throughout the year for various ongoing maintenance and capital replacement projects. This professional service agreement will authorize the District's administration to engage Flewelling & Moody, Inc on project scope requests, which would be presented to the Board on an individual project basis.

Item approved.

Motion: Talley / Seconded: Haddoak

Vote: 4– 0

- ii. **Consideration of Approving Instructional Minutes Certification and Bell Schedules for 2023-2024**

Assistant Superintendent of Business Services Arik Avanesyans shared that annually, school districts must calculate instructional minutes based on bell schedules and academic calendars.

Item approved.

Motion: Haddoak / Seconded: Solomon

Vote: 4– 0

- iii. **Consideration of Approving the Purchase and Installation of a New Uninterruptible Power Supply (UPS) and Generator**

Assistant Superintendent of Business Services Arik Avanesyans shared that the current Uninterruptible Power Supply (UPS) and generator at Facilities are non-operational and in need of replacement. Facilities has engaged an outside company to try to repair it with no luck and it was recommended to replace. This project impacts District operations and instruction.

Approved CDW-G for the UPS contract and H&S Electric Inc. for the generator contract.

Motion: Solomon / Seconded: Talley

Vote: 4– 0

5. Staff Reports- Human Resources

i. Consideration of Approving Revised Certificated Job Description and Salary Schedule - Program Specialist

Assistant Superintendent of Human Resources Amanda Montemayor shared that the job description for Program Specialist has various edits that reflect duty changes as well as more support for the Special Education program. Also, there is an increase of five additional days to 211 duty days. Since it requires an administrative credential (as well as a teaching credential), the position is being moved to the "Certificated Administrative" salary schedule.

Item approved.

Motion: Talley / Seconded: Haddoak

Vote: 4– 0

P. AGENDA ITEMS FOR UPCOMING MEETINGS OF THE GOVERNING BOARD

- State of the District continued discussion

Q. ADJOURN TO CONTINUATION OF CLOSED SESSION

There was no continuation of closed session.

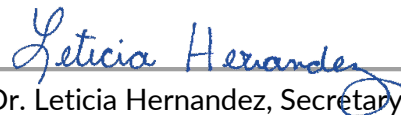
R. ADJOURNMENT

Board President Smith adjourned the meeting at 9:12 PM.

The next Regular Board Meeting is scheduled for August 22, 2023. Closed Session begins at 6:00 PM. Open Session begins at 7:00 PM.



Isaiah Talley, Governing Board Clerk



Dr. Leticia Hernandez, Secretary