

## MEETING MINUTES

---

### A. CALL TO ORDER

Board President Solomon called the Regular meeting of the Governing Board to order at 7:00PM.

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

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

Board member Talley was absent.

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

### C. PLEDGE OF ALLEGIANCE

Oak Hills Elementary School Office Assistant II Suhaila Embleton led the Pledge of Allegiance.

### D. APPROVAL OF THE AGENDA

Agenda approved.

Motion: Robert / Seconded: Haddoak

Vote: 4 – 0

### E. APPROVAL OF MINUTES

#### 1. Consideration of Approving the Minutes of the Regular Meeting of December 5, 2023

Minutes approved.

Motion: Haddoak / Seconded: Robert

Vote: 4 – 0

### F. GOVERNING BOARD AND SUPERINTENDENT'S ANNOUNCEMENTS

- Superintendent Hernandez and the Governing Board wish all staff and families a wonderful holiday season!

### G. PUBLIC COMMENTS

There were no public comments.

### H. CORRESPONDENCE

There was no correspondence.

### I. PUBLIC INTEREST

#### 1. Recognition of Classified Employee of the Month

Congratulations to Oak Hills Elementary School's Office Assistant II Suhaila Embleton, who was nominated by her peers as the Newhall School District's Classified Employee of the Month.

### J. 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: Haddoak / Seconded: Smith

Vote: 4 – 0

Roll call vote:

Haddoak - Aye

Robert - Aye

Smith - Aye

Solomon - Aye

3. **Consent Calendar- Business Services**
  - i. **Consideration of Approving Purchase Orders, B Warrants and Payroll Warrants**
  - ii. **Consideration of Approving Gift Report #23/24-8**
4. **Consent Calendar- Human Resources**
  - i. **Consideration of Approving Personnel Report #23/24-10**

#### **K. STAFF REPORTS**

1. **Staff Reports- Student Support Services**
  - i. **Consideration of Approving Student Support Services Administration Attendance to 2024 Alternative Dispute Prevention and Resolution Annual Conference**

The conference is provided by the State's SELPA administrators. The event takes place in Riverside, CA on March 14-15, 2024. District administrators will learn how to resolve conflicts and disputes pertaining to special education.

Board members requested staff report back on their experience.

Item approved.

Motion: Robert / Seconded: Haddoak

Vote: 4 – 0

2. **Staff Reports- Curriculum/Instructional Services**
  - i. **Overview of the California Dashboard**

The California Dashboard data for the 2022-2023 school year will be released to the public on December 15, 2023. It provides educators and the community with information on district and school progress based on specific metrics.

Director of Instruction, Assessment, & Accountability Chad Rose presented an overview of the Dashboard's metrics and how they are reported to the public.

3. **Staff Reports- Business Services**
  - i. **Consideration of Approving Personal Services Contract with Lewis Events for History Assemblies at Newhall Elementary School**

Newhall Elementary Principal Jackeline Tapia shared that Lewis Events will be providing the following assemblies at Newhall Elementary School:

    1. Gold Rush Show and Activities on Monday, April 22, 2024 for 4th Grade Students
    2. Colonial Show and Activities on Thursday, April 25, 2024 for 5th Grade Students

Item approved.  
Motion: Robert / Seconded: Haddoak  
Vote: 4 – 0
  - ii. **Consideration of Approving the GASB 75 Actuarial Valuation Report as of June 30, 2023**

Under the provisions of GASB 75, the District is required to make an actuarial valuation of its retiree health benefit program. This valuation must be made every year.

Item approved.  
Motion: Smith / Seconded: Haddoak  
Vote: 4 – 0

- iii. **Consideration of Approving Business Services Board Policies- First Reading**  
Board Policy 3312 approved with option 2 and requested edit, and waived additional readings.

Motion: Robert / Seconded: Haddoak

Vote: 4 – 0

Board Policy 3460 approved and waived additional readings.

Motion: Smith / Seconded: Haddoak

Vote: 4 – 0

Administrative Regulation 7140 approved and waived additional readings.

Motion: Haddoak / Seconded: Robert

Vote: 4 – 0

#### 4. **Staff Reports- Human Resources**

- i. **Consideration of Approving Salary Schedule for Non-Represented Hourly Positions**  
All salary schedules are Board approved after a raise has been negotiated and determined, including salary schedules of non-represented hourly positions.

Item approved.

Motion: Haddoak / Seconded: Robert

Vote: 4 – 0

- ii. **Consideration of Approving Memorandum of Understanding Between the Newhall School District (NSD) and Newhall Educational Support Professionals (NESP) Regarding Calendar - Leap Year 2024**  
With the leap year in 2024, there is an additional day of the year impacting 12-month employees. This Memorandum of Understanding between the District and Newhall Educational Support Professionals (NESP) is only specific to 12-month employees. This does not affect the student calendar.

Item approved.

Motion: Smith / Seconded: Haddoak

Vote: 4 – 0

- iii. **Consideration of Approving Side Letter of Agreement with the Newhall Educational Support Professionals (NESP) Regarding Outdated Classified Position**  
A restructure of Instructional Assistant positions was agreed upon and Board approved. One position, Special Circumstances Instructional Assistant III (SCIA III), no longer needs to be listed in the Collective Bargaining Agreement or Salary Schedule. This position will be stricken from both documents and removed from the list of current classified positions.

Item approved.

Motion: Smith / Seconded: Haddoak

Vote: 4 – 0

- iv. **Consideration of Approving New Classified Job Descriptions and Salary Schedules Due to Restructuring of Instructional Assistant Positions**  
Through the 2023-2024 negotiations, existing classified positions of employees supporting students and staff have been restructured in order to increase positions to full-time, offer partial benefits, and create more flexibility.

Item approved.  
Motion: Robert / Seconded: Haddoak  
Vote: 4 – 0

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

None.

**M. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

There were no public comments.

**N. ADJOURN TO CLOSED SESSION**

Adjourned to Closed Session at 7:36 PM.

Board member Talley arrived at 8:03 PM

1. Pursuant to Government Code section 54957.9: Potential Litigation: Case 23/24-03
2. Pursuant to Government Code section 54957.9: Potential Litigation: Case 23-24-09
3. Pursuant to Government Code Section 54957: Public Employee- Possible Employment/Discipline/Dismissal/Release/Complaint of an Employee
4. Pursuant to Government Code Section 54957.6: Labor Negotiations - Negotiator for the District Amanda Montemayor, Assistant Superintendent, Human Resources

**O. RECONVENE TO PUBLIC SESSION**

Board members returned to Regular Session at 8:23 PM.

**P. REPORT OUT OF CLOSED SESSION**

Board President Solomon announced that in Closed Session the Board took action with a vote of 4 – 0 to approve a settlement for case 23/24-09 for a total of \$1,468.99.

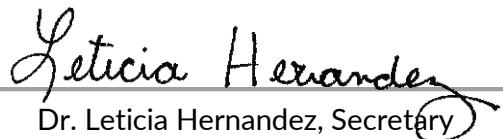
**Q. ADJOURNMENT**

Board President Solomon adjourned the meeting at 8:24 PM.

The next Regular Board Meeting is scheduled for January 9, 2024. Closed Session begins at 6:00 PM. Open Session begins at 7:00 PM.



Ernesto Smith, Governing Board Clerk



Dr. Leticia Hernandez, Secretary