

**Meeting Minutes**

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**A. CALL TO ORDER**

Board President Walters called the Regular meeting of the Governing Board to order at 6:06 PM.

**B. ROLL CALL**

- 1. Donna Rose, Ernesto Smith, Suzan Solomon, Isaiah Talley, Brian Walters**  
All Board Members were present.  
All Cabinet Members were present.

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

There were no public comments.

**D. ADJOURN TO CLOSED SESSION**

Adjourned to Closed Session at 6:07 PM.

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

**E. RECONVENE TO REGULAR SESSION**

Board members returned to Public Session at 7:08 PM.

**F. REPORT OUT OF CLOSED SESSION**

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

**G. PLEDGE OF ALLEGIANCE**

Wiley Canyon Elementary Teacher Lisa Kennedy led the Pledge of Allegiance.

**H. APPROVAL OF THE AGENDA**

Agenda approved.

M/S/C - (Rose/Solomon)

Vote: 5-0

**I. APPROVAL OF MINUTES**

- 1. Consideration of Approving the Minutes of the Regular Meeting of September 28, 2021**  
Minutes approved.  
M/S/C - (Rose/Talley)  
Vote: 5-0
- 2. Consideration of Approving the Minutes of the Special Meeting of October 1, 2021**  
Minutes approved.  
M/S/C - (Solomon/Talley)  
Vote: 4-1

**J. GOVERNING BOARD AND EXECUTIVE CABINET ANNOUNCEMENTS**

- Board members thanked District and Facilities/I.T. staff for the planning and work involved with the new Governing Board Room. It is very exciting to finally meet in person while having the ability to provide greater community involvement;
- The next LACSTA meeting will be held on October 18th via Zoom. Invited speakers will discuss community college issues and legislation related to K-12 education;
- Board Member Solomon is excited to visit the 2nd grade theater program at Meadows Elementary School;
- The District will commence the renewal process of the District's Arts Education Master Plan;
- As a 17-year breast cancer survivor and in honor of breast cancer awareness month, Board Member Rose encouraged women to get early screening. Cases are expected to grow due to COVID-19 restrictions;
- Assistant Superintendent of Human Resources Amanda Montemayor welcomed newly appointed Executive Director of Student Support Services Gina Ramallo to the NSD team;
- In honor of Week of the School Administrator, Superintendent Pelzel thanked the Districts Administrators for all they do. An appreciation breakfast will be held prior to AdCo this Friday at 7:45 AM and Board members are invited to attend.

**K. PUBLIC COMMENTS**

- Valencia Valley Elementary parent Naela Sarras submitted a comment requesting the Board continue to provide a teleconference feature for Board meetings and asked the Board allow for members of the public to participate in meetings even if attending remotely;
- NTA Co-President Melanie Musella read a statement on behalf of Stevenson Ranch teacher Katie Harman regarding concerns with the lack of support and equitable treatment for the students at Stevenson Ranch Elementary due to not have a Learning Support Teacher. Mrs. Harman requested the District prioritize finding a teacher to fill the position for the teacher who is slated to be the LST for their site;
- Wiley Canyon Elementary Office Manager Mayra Cuellar welcomed Principal Dr. Stacy Williamson to her first in-person Board meeting and thanked Dr. Williamson for a job well done as Wiley's new administrator.

**L. CONSENT CALENDAR**

- 1. Removal of Items From the Consent Calendar**  
No items removed.
- 2. Consideration of Approving Items on the Consent Calendar**  
Consent Calendar approved.  
M/S/C- (Smith/Talley)  
Vote: 5 - 0  
Roll call vote:  
Rose – Aye  
Smith – Aye  
Solomon- Aye  
Talley – Aye  
Walters – Aye
- 3. Consent Calendar- Business Services**

- i. **Consideration of Approving Purchase Orders, B Warrants and Payroll Warrants**
  - ii. **Consideration of Approving Gift Report #21/22-5**
4. **Consent Calendar- Human Resources**
- i. **Consideration of Approving Personnel Report #21/22-06**
  - ii. **Consideration of Approving Memorandum of Understanding Between NTA and NSD - NTA Monthly Meetings**

#### **M. STAFF REPORTS**

##### **1. Staff Reports- Curriculum/Instructional Services**

###### **i. Tier 2 and Tier 3 Intervention Update**

Director of Instruction, Assessment, and Accountability Kate Peattie shared a presentation of where the District started with the concept of intervention and provided a recap of the new work achieved to date. Topics included the screening process, some initial outcomes, and the support services offered on campuses in the focus area of foundational reading skills.

Ms. Peattie shared she is very proud of work that's been done since start of school in August to support students and is looking forward to staff attending a future meeting to share additional student outcomes.

In response to Board member questions, Ms. Peattie shared that teachers are excited to see student growth early on in the year as a result of the universal screeners. All students in grades K - 6th were tested. Initial testing has provided teachers with the data required to flag students and target individual needs. There is a Spanish version of the test that is utilized for the DLI program and newcomers. Screeners will be administered 3 times per year.

Data outcomes will be articulated to parents via a report that can be shared during parent/teacher conferences.

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

###### **i. Consideration of Approving Revised Salary Schedule, Job Description and Job Title Change to Director of Technology Services**

Assistant Superintendent of Human Resources Amanda Montemayor provided background on the District's process and conclusion to move forward with updating the technology position's job description, title and salary schedule.

In response to Board member questions, Ms. Montemayor explained that meetings will be held with staff members affected prior to the changes taking effect. It is the District's goal that the new position collaborate with site administrators for a smooth transition.

Board members share their appreciation of the work that went into determining the changes proposed and recognize the importance of technological needs for a school district.

Superintendent Pelzel expressed his appreciation of the District for embracing these technological needs and continuing to grow and align with the work being done.

Item approved with amendments to job description.

M/S/C- (Smith/Talley)

Vote: 5 – 0

**ii. Consideration of Approving Revised Salary Schedule and Revised Job Description for Director of Facilities and Maintenance**

Assistant Superintendent of Human Resources Amanda Montemayor provided background on the District's process and conclusion to move forward with updating the position's job description and salary schedule.

In response to a Board member question regarding the transition for staff involved, Ms. Montemayor shared that meetings will be held prior to the changes taking effect. It is the District's goal that the proposed, updated position collaborate with site administrators for a smooth transition. Staff believes supervisor changes will not have a tremendous impact on the day-to-day employee job functions.

Item approved.

M/S/C- (Rose/Solomon)

Vote: 5 – 0

**iii. Consideration of Approving Classified Management Salary Schedules due to Compliance with Minimum Wages**

Item approved.

M/S/C- (Talley/Rose)

Vote: 5 – 0

**3. Staff Reports-Administrative Services**

**i. Consideration of Approving Board Member Solomon and Board Member Rose to attend the National School Board Associations Conference April 2-4, 2022 in San Diego, CA**

Board members are eager for the opportunity to learn how other districts operate and look forward to feedback after the conference.

Item approved.

M/S/C- (Talley/Smith)

Vote: 5 – 0

**ii. Consideration of Approving the Williams Quarterly Summary Report**

Item approved.

M/S/C- (Solomon/Rose)

Vote: 5 – 0

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

- Agenda discussion on Public Comments and how to address as a District

**O. ADJOURN TO CONTINUATION OF CLOSED SESSION**

Board members resumed Closed Session at 8:17 PM to discuss previously stated closed session items.

**P. RETURN TO PUBLIC SESSION**

Board Members returned to Public Session at 8:40 P.M.

**Q. REPORT OUT OF SECOND CLOSED SESSION**

Board President Walters announced that the Board took no further in Closed Session.

**R. ADJOURNMENT**

Board President Walters adjourned the meeting at 8:40 PM.

The next Regular Board Meeting is scheduled for October 26, 2021. Closed Session begins at 6:00 PM. Open Session begins at 7:00 PM.



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Board Clerk



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Secretary