

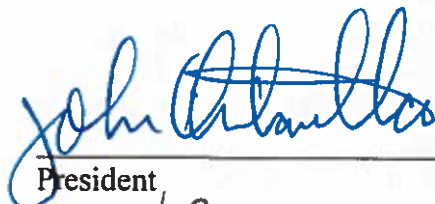
- o Superintendent Enomoto-Perez shared that there is a policy in place addressing the media. She shared that in most media coverage normally includes the interview of individuals on the public sidewalk. Superintendent indicated that there was a request from Muscatel to have a young person interviewed on campus who would participate in the New Year's Parade and the story was more about her personal journey with health issues.
 - Attorney Guy Bryant shared that in other District's a public relations firm is hired to handle this type of request and all emergency related notifications; in this case the PR group would spread the information.
 - o It was the Board's consensus for the Media policy be reviewed and brought to a future meeting.
- o Director Rock shared that some families elect to place their student on informal probation and the officers are there as an added support to the student and family. The informal probation is voluntary and the child & parent agree that they will participate. Assistant Superintendent Lovato explained that the added support is a multi-agency system to assist the student as a prevention method where they are counseled in making better choices and their future. Director Rock will arrange a presentation at a future meeting.
 - Clerk Armenta added that the Los Angeles County is placing DCFS and Social Workers on campuses to help guide students as a preventive method in order to use their specialized skill set and knowledge of how to speak with students.
- o Superintendent Enomoto-Perez thanked Nadine Wilcox and RTA for the outstanding collaboration sessions thus far, with session 1 addressing compensation and kindergarten, and session 2 addressing language, evaluations, among other topics.

Shared that the Superintendent's office received a late request from the Los Angeles County Registrar/Recorder for use of three facilities for the March 7, 2017 election.

 - It was the Board's consensus to move forward with the Use of Facilities request with a ratification to appear in a future agenda for official action.
- o Superintendent Enomoto-Perez shared the proposal for Raptor Technologies in regards to President Quintanilla's request for costs associated with adding security measures. The Superintendent renegotiated the proposal and presented the information.
 - It was the Board's consensus not to move forward with the information.

ADJOURNMENT: President Quintanilla adjourned the regular meeting on January 12, 2017 at 11:15 p.m.

Signed,



President



Clerk

REVISED BOARD BYLAW NO. 9250, REMUNERATION, REIMBURSEMENT
AND OTHER BENEFITS

Minutes: That the Revised Board Bylaw No. 9250, Remuneration, Reimbursement and Other Benefits, **be approved** as presented.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

2017 SUMMER DAY CAMP PROGRAM

Minutes: That the 2017 Summer Day Camp Program, **be approved** as presented.

<u>Motion made by:</u>	Mrs. Harmon	<u>Seconded by:</u>	Ms. Armenta
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

NEW BUSINESS

President John Quintanilla asked each Trustee and the Superintendent to report any new business:

- Member Harmon requested each Board Member receive a restroom key; requested that scratch paper and sticky notes be included in the night folders; shared that the Board room looks great; and shared that we do not have sufficient chairs for the audience.
 - Assistant Superintendent Carreon shared that the District is looking into purchasing new chairs for the dais and the audience as the renovation project continues to progress.
- Member Esquivel requested a study session to train on the AgendaOnline system; requested that the Board find a date to complete the Superintendent's Evaluation and reconfirmed that he will complete the process.
 - President Quintanilla requested that Member Esquivel resend the files to all Board Members.
- Clerk Armenta inquired if the District will be offering the parent institute classes at Savannah this year; suggested that the same or a similar program be offered districtwide allowing the parents to pick where they can attend; and suggested that a similar opportunity be provided to parents with students of special needs.
 - Assistant Superintendent Lovato shared that each school is looking at different options and have funds allocated for that purpose.
 - Superintendent Enomoto-Perez shared that the West San Gabriel Valley Special Education Local Planning Area (WSGV SELPA) has a Community Advisory Committee (CAC) which meets regularly and will request for a presentation at a future meeting.
- President Quintanilla inquired about the access to schools that occurred prior to the winter break; suggested media access to schools for positive things including guidelines for Principals to know what they can and cannot do; and inquired the presence of probation officers on campuses.
 - Superintendent Enomoto-Perez shared that prior to the winter break there was an individual who entered some campuses with false pretense and took photos of the interior of some of the school rooms, considered a security breach as all Rosemead campuses are considered "closed campuses" with one point entry.
 - Assistant Superintendent Carreon shared that most of the photos that the individual posted as part of an online profile were taken during the Back-to-School Night where the campus is open to the public. The security breach has been addressed at all school sites and everyone knows how to handle this type of incident. Once the breach was confirmed, the individual was escorted off campus.

**ROSEMEAD SCHOOL DISTRICT
BOARD OF TRUSTEES' MEETING MINUTES**

January 12, 2017

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, January 12, 2017, in the Board Room at Rosemead School District – District office, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

President Mr. John Quintanilla called the meeting to order at 6:29 p.m. Members present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Mrs. Rhonda Harmon, Ms. Nancy Armenta, and Mr. Randall Cantrell.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

President Quintanilla began Closed Session at 6:30 p.m.

CLOSED SESSION

1. Conference with Labor Negotiators
2. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release
3. Public Employee Performance Evaluation – Superintendent Evaluation

President Quintanilla adjourned closed session at 7:10 p.m. and reconvened the meeting to open session at 7:25 p.m. He announced that the Board of Trustees took no action in closed session.

PLEDGE OF ALLEGIANCE

President Quintanilla invited Mr. John Lovato to lead the Pledge of Allegiance to the Flag of the United States of America.

INTRODUCTION OF DISTRICT PERSONNEL

1. Superintendent Enomoto-Perez was also present. Other *District personnel and guests* in attendance who legibly signed the register were: Alex Gaeta, Carol Mahoney, Dawn Rock, Debbi Lawrence, Evonne Dotson, Gabriel Cardenas, Ginny Ford, Jan Brydle, Jennifer Fang, Jessica Ancona, John Lovato, Kathleen Beltran, Karen Carr, Ken Sar, Krista Dixon, Sonia Gaeta, Kathy Gardoza, Lee Wang, Lusanna Lam, Nadine Wilcox, Rene Bernabe, Heather Shotke, Ruth Soto, and Zhiyong Wu.

AWARDS PRESENTATION

1. **Student of the Month, January 2017 – Academic**
President Quintanilla presented plaques and congratulated the following Students of the Month recipients: Ariana Nanez, Encinita; Wendy Sar, Janson; Samantha Huang, Savannah; Steven Truong, Shuey; Michael Macchia, 7th gr Muscatel; and Yvonne Tong, 8th gr Muscatel.
2. **Student of the Month, December 2016 – Most Improved**
President Quintanilla presented plaques and congratulated the following Student of the Month recipient for December: Kazi Zaima, Janson.
3. **Shuey School Classified Employee of the Year – Elizabeth Magdaleno**
President Quintanilla and Principal Brydle recognized Elizabeth Magdaleno and will present her with the plaque.
4. **Shuey School Teacher of the Year – Stephanie Johnson**
President Quintanilla and Principal Brydle recognized Stephanie Johnson and will present her with the plaque.
5. **Recognition of Susana Holguin, Encinita Crossing Guard**
President Quintanilla recognized the heroic act of Mrs. Holguin and asked Principal Fang to recount her heroic acts.

AWARDS PRESENTATION (continued)

6. Recognition of Retiree – Mary Nava

President Quintanilla and Child Development Administrative Intern Mrs. Deborah Lawrence recognized Mrs. Mary Nava for her dedicated service.

PUBLIC HEARING: None.

SUPERINTENDENT'S REPORT

Superintendent Enomoto-Perez shared the following information:

- Resolution and Recognition of Safe Harbor District and Schools – shared that the resolution was received by the California Department of Education, State Superintendent of Public Instruction Tom Torlakson encouraging Districts in California to declare themselves to be “safe havens”.
- Shared that the District received a letter from the Los Angeles County Office of Education (LACOE) certifying the District’s financial status as a positive certification.
- Next Study Session is scheduled for Thursday, January 19, 2017 with the focus topics of: 1. Election Cycles by Attorney Warren Kinsler and 2. Enrollment and Marketing program updates by Dr. Donald Brann.
- Network Administrator Mr. Alex Gaeta updated the Board on the progress of the Board room renovation project with the installation of the new dais and further work to be completed. Assistant Superintendent of Business Services Ms. Armida Carreon added that there are few minor tweaks which will occur over the next couple weeks.
- Review of the contents in the night folder:
 - Agenda January 12, 2017
 - Registrar Recorder Request: Use of Facilities Savannah/Muscatel/Encinita, Election on 3/7/17
 - Raptor Technologies Information
 - 2017 Board of Trustees Meeting Schedule
 - Board Member Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

President Quintanilla shared the following topics:

- Shared that he attended Savannah & Encinita Christmas programs and gave kudos to everyone who participated.

BOARD ORAL COMMUNICATIONS

President Quintanilla invited each Member to provide their communications:

- Member Harmon wished everyone a Happy New Year.
- Member Esquivel hoped everyone had a Merry Christmas and a Happy New Year; shared that he attended the Savannah Christmas program and was impressed to see the little kids performing such a great show; and shared that it is great to see the new dais and the room looking great. Mr. Esquivel shared that he attended the Emergency Preparedness seminar where they covered the type of events that can occur and provided four little books as a reference. He shared that Rosemead is a unique town which has a lot of heroes, he is proud to be a part of Rosemead because of the great people that are the village to raise great kids.
- Clerk Armenta wished everyone a very prosperous Happy New Year with lots of love and health.
- Member Cantrell wished everyone a Happy New Year and thanked everyone for the great job.

PUBLIC COMMENTS:

There were a total of five (5) comments as follows:

1. Heather Shotke, Muscatel Teacher and gramMarch Advisor wished everyone a Happy New Year and invited everyone to attend the next gramMarch Festival on Sat., March 4 from 12:00-4:00 p.m. at Rosemead Park and will return in February to provide another

- update on the program and planning status. She also shared that they had a successful parent meeting with 40 parents in attendance and everyone is very excited about the trip.
2. Kathleen Beltran, Muscatel Teacher shared that Muscatel has a total of 50 students registered to travel to Washington D.C. departing on Wed., January 18 and returning on Mon., January 23, 2017 for the Presidential Inauguration.
 3. Deborah Lawrence, Child Development Administrative Intern invited everyone to attend the Retirement party for Mary Nava on Sat., January 21st and shared that this year's Golden Apple Award is Mr. Dean Wharton with presentation on Wed., February 22 at 7:30 – 9:00 a.m. in Arcadia (provided a flyer).
 4. Alex Gaeta, Educational Foundation President invited everyone to attend Casino Night on Sat., March 4 at 6:30 p.m. at Almansor Park, asked everyone to hold the date for the Golf Tournament on Tues., June 20 at 1:00 p.m. with dinner at 6:30 p.m., and shared that the Mini Grants Application process will open on Fri., January 13.
 5. Jessica Ancona, Muscatel Principal invited everyone to attend the Muscatel Founder's Day event on Wed., January 25 at 6:30 p.m.

APPROVAL OF AGENDA

Minutes: That the Agenda, **be approved** as amended.

Amendments:

- Consent Agenda: Educational Field Trip

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

SPECIAL REPORTS AND PRESENTATIONS

1. 2015-2016 District Audit Report by a Representative from Moss, Levy & Hartzheim, Certified Public Accountants

President Quintanilla introduced District Auditor Mr. Hadley Hui, from Moss, Levy, & Hartzheim, Certified Public Accountants. Mr. Hui reviewed the 2015-2016 District Audit Report and discussed their opinion regarding the district's financial statements referred to in the Audit Report for 2015-2016. The district received the highest or best opinion that can be received from an independent auditor. The audit found all financial statements were presented fairly and accurate in accordance with accounting principles generally accepted in the United States of America. The auditor thanked the district office staff for their cooperation with records their request and recognized that prior audit finding recommendations were implemented in a long term manner.

ACTION ITEM

DISTRICT AUDIT REPORT FOR 2015-2016

Minutes: That the District Audit Report for 2015-2016, **be approved** as presented.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Ms. Armenta
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

CONSENT AGENDA

Minutes: That the Consent Agenda, **be approved** as amended.

Amendments:

- Educational Field Trip: Shuey, Queen Mary new date May 19, 2017

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

General Functions:

1. Minutes of the December 8, 2016, Board of Trustees' Regular Meeting
2. Purchase Orders as of November – December, 2016 (on file), and Warrants for budgeted expenditures
3. Meeting, Inservice, Professional Development, Conference and/or Travel Report
4. Personnel Status Report
5. Donation Report
6. Educational Field Trip *revised*
7. Fundraiser Activities, Functions, and Community Service Projects

SPECIAL REPORTS AND PRESENTATIONS (continued)

1. Nutrition Services and Wellness Update – Mrs. Krista Dixon, Director of Nutrition Services and Wellness

Director Dixon thanked Mr. Rene Bernabe for all his hard work on the wellness video and shared the wellness video.

- Shared that the Supper Meal Service program was started early December at Muscatel with collaboration between Muscatel staff, Deborah Lawrence, and Carol Mahoney for the afterschool program. The Supper program provides a larger size snack for students participating in the afterschool program. Today the California Department of Education program auditor evaluated the supper program and complimented the way it is structured.
- Announced that the District received an equipment grant for \$100,000 to replace the walk-in freezer and refrigerator in the warehouse and a new stove for Encinita. We are in the process of figuring out the logistics and working with facilities for next steps.
 - Member Cantrell inquired and asked that the District received and verify media releases/parent permission for all students who will be featured in the wellness video prior to publishing or distribution.
 - Superintendent Enomoto-Perez and Assistant Superintendent Lovato shared that verification of media releases is a current practice and part of the process. The media release information will be found in the PowerSchool student information system.

2. Facilities Update – Mrs. Maria-Elena Romero, Facilities Consultant

Mrs. Romero provided the following facilities update:

- Wished everyone a Happy New Year.
- Shuey Project:
 - Currently going through the final punch list for the Multi-Purpose Room. The kitchen looks great and includes the a new hood for the fire suppression system – the contractor is working on the punch list items to ensure it works correctly with a Notice of Completion coming to the Board in February.
- Shuey & Savannah Roof and Muscatel Freezer project: A Notice of Completion and final Change Order will come to the February agenda.
- Board Room – Facilities has supported both Mr. Alex Gaeta and Ms. Armida Carreon throughout the project with regards to the electrical.
- Shuey project – the District went out for bid for the 1st set of portables, open bids on January 6th and will bring you a recommendation to Award Bid in the near future.
- Shuey Relocatables project: we are working on the phase 2 timeline to include installation of the relocatables during the summer.
- New Fire Alarm Systems – we received Department of State Architects approval for the new fire alarm systems and will be going to bids with awards during the April meeting.
- Janson project – beginning design work on the four classes which are located at the corner of Bartlett and Marshall which were not included in the previous renovation project.

Assistant Superintendent Carreon shared that with the large amount of rain we have been receiving, several leaks at several schools have been reported and the District has been addressing them as they are reported. Consultant Romero shared that the contractor is responsible for roof/leak repairs for the 1st year and then the manufacturer is responsible

for the remainder of the warranty which is normally 20 years. In regards to tree concerns, if there are trees with disease or in danger of falling the District has had them trimmed or removed. However, if there are circumstances with a “protected” tree, the District will need to handle this differently.

3. Educational Services Update – Mr. John Lovato, Assistant Superintendent, Educational Services and Mrs. Dawn Rock, Director of Special Education and Student Support Services

- Revisions to Board Policy and Administrative Regulation Nos. 6142.1, Sexual Health and HIV/AIDS Prevention Instruction
 - Revisions to Administrative Regulation No. 6143, Courses of Study
- Mr. Lovato and Mrs. Rock presented a summary of the revised policies as related to the ACLU public records request.
- Assistant Superintendent Lovato provided a copy of the ACLU public records request response to the inquiry regarding curriculum and distributed a copy. Director Rock addressed the revisions contained in the policies on the agenda which are in line with new requirements and the records request.
 - Clerk Armenta shared that with technology we are seeing a lot of sex trafficking of younger children and there is now a Task Force working on this.
 - Assistant Superintendent Lovato reviewed the new Local Control Accountability Plan (LCAP) template. He explained that the LCAP is a 3 year plan with annual revisions and the Rosemead LCAP includes seven goals which need to be explained in detail in the plan. He shared that there is a District Advisory Committee (DAC) meeting on Tuesday; the final draft of the LCAP will come to the Board on May 4 with a final draft of the budget & LCAP on June 1.
 - Assistant Superintendent Lovato updated the Board with regards to the Language Arts adoption and explained that the pilot committee will need to recommend one program. The committee is piloting Wonders and Benchmark Education or National Geographic. Once the 14 member teacher committee completes the 8-10 week piloting, they will provide their committee recommendation. The recommendation will be brought forward for Board approval at a later date.
 - Coordinator Mrs. Carol Mahoney shared that the District is looking to offer a summer STEAM Camp program geared for students who meet or exceed state standards. The program would consist of two weeks for two hours each class where parents can register their students to attend more than one class a day. We are requesting permission to proceed.

It was the Board’s consensus to proceed with planning and preparation of the new summer STEAM Camp program with additional information to come to the Board after the program is finalized.

ACTION ITEM (continued)

REVISED BOARD POLICY AND ADMINISTRATIVE REGULATION NOS. 6142.1, SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION

Minutes: That the Revised Board Policy And Administrative Regulation Nos. 6142.1, Sexual Health and HIV/AIDS Prevention Instruction, **be approved** as presented.

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Ms. Armenta	Mrs. Harmon	Yes
	Mr. Cantrell	Mr. Quintanilla	Yes
	Mr. Esquivel		

REVISED ADMINISTRATIVE REGULATION NO. 6143, COURSES OF STUDY

Minutes: That the Revised Administrative Regulation No. 6143, Courses of Study, be approved as presented.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

RESOLUTION NO. 16-17/05, RECOGNITION OF A SAFE HAVEN SCHOOL DISTRICT

Minutes: Clerk Armenta moved for approval. The motion died due to lack of a second.

SERVICE / CONSULTANT PROPOSALS / BID AWARDS / CONTRACT REPORT

Minutes: That the Service/Consultant Proposals/Bid Awards/Contract Report, be approved as presented.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

2ND QUARTER WILLIAMS SETTLEMENT REPORT TO THE COUNTY SUPERINTENDENT, UNIFORM COMPLAINTS REPORT FOR 2016-2017 FOR THE PERIOD OF OCTOBER – DECEMBER 2016

Minutes: That the 2nd Quarter Williams Settlement Report to the County Superintendent, Uniform Complaints Report for 2016-2017 for the Period of October – December 2016, be approved as presented.

<u>Motion made by:</u>	Mr. Cantrell	<u>Seconded by:</u>	Mr. Esquivel
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

ANNUAL SCOLIOSIS SCREENING FOR 7TH GRADE GIRLS AND 8TH GRADE BOYS AS MANDATED IN THE STATE OF CALIFORNIA

Minutes: That the Annual Scoliosis Screening for 7th grade Girls and 8th grade Boys as Mandated in the State of California, be approved as presented.

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mr. Esquivel
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

2017 MUSCATEL WASHINGTON D.C. TRIP – ADDITIONAL CHAPERONE PERMISSION REQUEST

Minutes: That permission, be granted for Muscatel Staff Member Mrs. Katherine Monte to Chaperone Students during the 2017 Muscatel Washington D.C. United States Presidential Inauguration Trip.

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		