

**ADJOURNMENT:**

**Minutes:** That the meeting on July 6, 2017, **be adjourned** on Friday, July 7, 2017 at 12:19 a.m.

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

Signed,

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Clerk

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

July 6, 2017

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

President Mr. John Quintanilla called the meeting to order at 6:30 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Mrs. Rhonda Harmon, and Ms. Nancy Armenta.

**PLEDGE OF ALLEGIANCE**

President Quintanilla invited Mr. Jerry Puente, Rosemead Teachers' Association (RTA) President 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: Jerry Puente, and Dr. Ronald Leon.

**AWARDS PRESENTATION:**

There were none.

**PUBLIC HEARING:**

There were none.

**SUPERINTENDENT'S REPORT**

Superintendent Enomoto-Perez addressed the following topics:

- Welcomed the Board and the two speakers this evening. She thanked the Board for being present for these two important tasks.
- Review of the contents in the night folder:
  - Agenda July 6, 2017
  - Franklin Covey, recertification of Janson as a Lighthouse School
  - Registrar-Recorder/County Clerk Important Election Information regarding the change of election years and extension of existing terms
  - Trustee Mail (if any is received after Board packet delivery)

**BOARD PRESIDENT'S COMMENTS**

There were none.

**BOARD ORAL COMMUNICATIONS**

President Quintanilla invited each Trustee to provide their communications:

- Trustee Esquivel thanked the City of Rosemead for their 4<sup>th</sup> of July celebration and reminded the Board about the upcoming National Lights Out program that will take place in August.

## APPROVAL OF AGENDA

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

Motion made by: Mr. Esquivel

Seconded by: Mrs. Harmon

Votes: Ms. Armenta Yes

Mrs. Harmon Yes

Mr. Esquivel Yes

Mr. Quintanilla Yes

## SPECIAL REPORTS AND PRESENTATIONS:

There were none.

## STUDY SESSION #1 – DISCUSSION: @ 6:30 p.m.

Board Governance Handbook led by Dr. Ronald Leon, Consultant/Retired California State Polytechnic University, Pomona Professor and Superintendent

Dr. Leon was present and facilitated a discussion with the Board regarding the Rosemead School District Board of Trustees Handbook draft #9. He thanked Dr. Enomoto-Perez and Mrs. Cynthia Bracamonte for their assistance with the handbook. Dr. Leon will work with Cynthia to complete the final version.

Dr. Leon reviewed the changes on page 6 and the new language regarding Closed Session and Confidentiality. Dr. Leon asked the Board to consider how the handbook would be used in the future with new board members. It was suggested that the handbook could be used for new Board members and also for individuals interested in acquiring more knowledge about the responsibilities and activities of the Board Members. The Board understands that this handbook is a public document and can be shared openly.

Board members and also for individuals interested in acquiring more knowledge about the responsibilities and activities of the Board Members can review the handbook for the Trustees roles, responsibilities, and commitments. The Board understands that this handbook is a public document and can be shared openly.

Trustee Armenta asked about closed session protocols and note taking. She inquired if more information is needed here in the handbook and in reference to this protocol. Trustee Esquivel commented that the protocols regarding this matter are outlined in the Brown Act. Discussion occurred among members regarding the process of taking notes in closed session and how this or other documents could be subpoenaed. The consensus of the Board was that there be a notation added for members to check the Brown Act for more technical information in this section of the handbook.

Dr. Leon indicated that the new changes are in red and have been reviewed by legal counsel. These changes are noted in red throughout the document. Dr. Leon also elaborated on the reasons on the changes.

For example, the notion of a “friendly amendment” was reviewed so that if a motion is made, but not seconded, then the “friendly amendment” can be made to see if the motion would receive a second.

The topic regarding "Conflict of Interest" is included with the intent that each Board Member could have the opportunity to speak to the Superintendent and Legal Counsel should a question arise.

A question regarding "Community and Public Input" was raised as a question by Trustee Esquivel. Dr. Leon responded that the district's legal counsel has "weighed in" on this matter and that the paragraph has been reviewed by the district's legal counsel. When asked if public comments should come at the beginning of the meeting or during the meeting, legally technically both areas could be areas of public comment or input can be given at the beginning of the meeting or public comments can take place in each section of the agenda or later in the meeting. Legal counsel has advised that the culture and practice of each district uniquely drives this protocol and decision.

Also, Dr. Leon advised the Board, that in this section of Public Comment, input or a complaint about an employee or staff member cannot be addressed by the Board as a part of public comments (in open session). Legally, this practice cannot be permitted by the Board, in order to protect the due process of employees.

Also, Dr. Leon indicated that New Board members need to be clear that the meeting is not to banter or debate with speakers. On pages 14-15, Dr. Leon covered the information changes. Discussion followed.

Dr. Leon covered the new items on pages of the handbook - 16-19. He elaborated on topic areas covered in 10-15.

Trustee Armenta shared that California School Boards Association (CSBA) suggests that Board Members evaluate themselves annually. Dr. Leon said that this could happen as part of the annual review of the Board Handbook. In turn the handbook, can reviewed annually. Ms. Armenta shared that she has a self-survey form from CSBA and the Masters' of Governance program.

RE: Topic #15 - Evaluation of the Board of Trustees. Dr. Leon addressed the expectations and protocols for school site visits spokesperson and Board Evaluation. There was discussion by the entire Board on an annual self-evaluation. It was the consensus of the Board that this would be a good process. Reasons for the annual review to occur include: 1) accountable, 2) align and reset, 3) a retreat for self-evaluation and 4) positive affirmations.

Trustee Armenta brought up the idea of an annual retreat. She suggested that this could be a safe and supportive environment for Board members to build teams with one another and to tell others what we appreciate from one another. This could result in very positive growth.

Dr. Leon ended with the Study Session with 2 questions:

- 1) How do you inform and mentor new Board members the Handbook and bring new Board members along?
  - a. Give them the book

- b. Possibilities: Board president and the Superintendent, Study Session of the Whole Board, Study Session with Legal Counsel present. A special session on the Brown Act.
- c. The Board President reaches out to the new member and attendance at CSBA and Master's in Governance program.
- d. Ethical training, CSBA trainings

2) How does the Board stay on course and correct?

- a. Annual review and self-evaluation
- b. Focus on the task at hand
- c. Periodic review of Board by the Board (maybe more than annually) – i.e.: new superintendents will ask a Board quarterly to course correct and a periodic review. These reviews can be only 15-30 minutes. The reviews do not have to be a big study session.

There was discussion which followed on this topic.

- a. What happens when there is a problem with a fellow Board member? Discussion followed and Mr. Esquivel suggested talking directly to the person. Go to the person.
- b. Ms. Armenta shared that having strong Conflict Resolution skills is important and using “I” messages are important than “you” messages if there is a conflict and to follow a chain of command.

Dr. Enomoto-Perez thanked Dr. Leon for his work with the Superintendent, Board, and Legal Counsel. Dr. Leon will make the necessary changes and return to the Board to do one final workshop for the handbook. Thereafter, there can be an action to adopt the Handbook as part of the Board Bylaws.

Dr. Enomoto-Perez shared Stephen Covey's book on the 8th Habit. This book of Leadership was shared with the Board for their summer reading. Study Session #1 ended at 8:15 pm.

*The below items were heard out of agenda order.*

#### PUBLIC COMMENTS

There was one (1) as follows:

- 1. Mrs. Carol Mahoney, ASES Coordinator, invited the Board to their end of summer camp celebration at Savannah School. She arrived to the Board Room at 7:30 p.m. She apologized that her field trip today was on the agenda tonight. There was a misunderstanding and she will make sure that no future errors occur.

#### RECESS FOR A BRIEF BREAK

President Quintanilla recessed the meeting for a brief break at 8:16 p.m.

#### RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 8:26 p.m.

STUDY SESSION #2 – DISCUSSION: @ 8:00 p.m.

Board Workshop: Student Equity and Transgender Issues – led by Attorney Mr. Stephen McLoughlin, Atkinson, Andelson, Loya, Ruud & Romo

Attorney Stephen McLoughlin, Atkinson, Andelson, Loya, Ruud and Romo addressed the Board on Student Equity and Transgender Issues.

He stated that the district's Board policy is very good and a solid one. He shared that he has worked closely with the Superintendent and has now presented this similar workshop 3 times previously to different audiences of the Rosemead School District staff. He explained that his slides tonight will cover the state (California) and federal law regarding the topic. He also explained that how the Board and staff will need to be in "active" compliance.

The bottom line is that if the Board of Trustees and the District want to be in legal compliance in California and in Federal law (rather than advocating or taking a position on transgender rights) the professional in-services of employees needs to happen along with parental notification; Mr. McLoughlin stated that there are 8 main categories to keep in mind and if addressed properly would keep the district legally protected. These 8 areas include: 1) Address the Transitional Period, 2) Harassment/Bullying, 3) Access to Facilities, 4) Athletic Participation, 5) Privacy Concerns, 6) Non transgender student concerns, 7) Education Records and 8) Training.

Mr. McLoughlin addressed the questions of the Board regarding the laws, our students, parents and how to apply the laws to our schools, staff and our families. The Board thanked Attorney McLoughlin for his presentation and his responses to their questions.

ACTION ITEM:

Service / Consultant Proposals / Contract Report

Minutes: Trustee Armenta requested that the Contract Proposal for Integral Prudence Solutions, LLC. be pulled for a separate vote. Trustee Quintanilla requested the same. It was the Board's consensus to pull the contract proposal and for an independent vote.

That the Contract Proposal for Integral Prudence Solutions, LLC, **be pulled** for a separate vote.

Minutes: That the Service / Consultant Proposals / Contract Report, **be approved**, with the exclusion of Contract Proposal for Integral Prudence Solutions, LLC.

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

Minutes: That the Contract Proposal for Integral Prudence Solutions, LLC, **be approved.**

Motion failed.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta No	Mrs. Harmon	Yes
	Mr. Esquivel Yes	Mr. Quintanilla	No

Nomination of Member to the Los Angeles County Committee on School District Organization

Minutes: That Trustee John Quintanilla, **be nominated** as a Member to the Los Angeles County Committee on School District Organization, as approved.

Trustee Esquivel indicated that he would no longer be available for the position (which the Board voted upon last month) due to personal time constraints. He thanked the Board for considering another candidate.

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

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Quintanilla recessed the meeting to closed session at 10:36 p.m.

CLOSED SESSION

1. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release – (GC§54957)
2. Conference with Legal Counsel – Anticipated Litigation – (GC§54956.9(d))
  - a. Approval/ratification of the May 18, 2017 Settlement Agreement and General Release, DN and Rosemead School District

ADJOURNMENT OF CLOSED SESSION:

President Quintanilla adjourned closed session on Friday, July 7, 2017 at 12:02 a.m.

RECONVENE TO OPEN SESSION:

President Quintanilla reconvened open session on Friday, July 7, 2017 at 12:03 a.m.

ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION (if any)

President Quintanilla announced that the Board of Trustees took the following action in closed session:

Minutes: In closed session, the Board of Trustees took action to approve/ratify a Final Settlement Agreement and General Release between Parents and the District for Student DN v. Rosemead School District, pursuant to which the District has agreed to fund and provide educational services to the student and the student's parents have agreed to released claims against the District, in exchange for educational services as specified in the Agreement.

Roll Call Vote:

<u>Votes:</u>	Ms. Armenta	Yes	Mrs. Harmon	Yes
	Mr. Esquivel	Yes	Mr. Quintanilla	Yes

CONSENT AGENDA

*President Quintanilla announced that all matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board, the Superintendent, or the public request specific items to be discussed and/or removed from the Consent Agenda.*

General Functions:

1. Personnel Status Report
2. Fundraiser Activities, Functions, and Community Service Projects
3. Educational Field Trip

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

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

*The below item was heard out of agenda order.*

NEW BUSINESS

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

- Ms. Armenta stated that she wants the field trip matter resolved and clarified for all so that no other individuals need to apologize for not getting a field trip in on time. The consensus of the Board is that while they do promote submission of documents on time; that there also needs to be flexibility applied for reasonable purposes if deadlines are missed.
- Mr. Esquivel asked if the Board would entertain a revisit of Consultant Contract 1 B and that this item be brought back to the Board for consideration. The Board agreed via consensus that the exact role of the consultant could be reviewed in September. The Board would like more information on the parenting role vs. student contact.