

ADJOURNMENT:

Minutes: That the May 17, 2018 Board of Trustees meeting, be adjourned at 11:00 p.m.

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

Signed,

  
\_\_\_\_\_  
President  
\_\_\_\_\_  
Clerk

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

**CONSENT**

May 17, 2018

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, May 17, 2018, in the District Office – Board Room at Rosemead School District, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

**CALL TO ORDER**

President Armenta called the meeting to order at 6:36 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Mrs. Rhonda Harmon, Ms. Nancy Armenta, and Mrs. Veronica Peña.

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

There were none.

**RECESS TO CLOSED SESSION**

President Armenta began Closed Session at 6:36 p.m. and added Ms. Christine Hsu, Attorney to the first section of closed session.

**CLOSED SESSION**

1. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release (Government Code Section 54957)
2. Conference with Labor Negotiators

**RECESS OF CLOSED SESSION**

President Armenta recessed closed session at 7:34 p.m.

**RECONVENE TO OPEN SESSION**

President Armenta reconvened the meeting to open session at 7:42 p.m.

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

President Armenta reported that no action was taken in closed session and that closed session will be continued after the completion of the open session agenda.

**PLEDGE OF ALLEGIANCE**

President Armenta invited Dr. John Lovato to lead the Pledge of Allegiance to the Flag of the United States of America.

**APPROVAL OF AGENDA**

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

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

## INTRODUCTION OF DISTRICT PERSONNEL

1. Superintendent Enomoto-Perez was also present. Other *District personnel and guests* in attendance who legibly signed the register were:

Lee Wang, Armida Carreon, John Lovato, Karen Carr, Jan Brydle, Hilda Sanchez, Guadalupe Cabello, Sylvia Rubio, Esther Corona, Susan Arreola, Jerry Puente, Nadine Wilcox, Dawn Rock, Ruth Soto, Ginny Ford, Gabriel Cardenas, Deborah Lawrence, Jessica Ancona, Roger Ng, Alex Gaeta, and Jennifer Fang.

## AWARDS/RECOGNITION PRESENTATION:

1. Student of the Month, May 2018 – Academic  
President Armenta presented plaques and congratulated the following 6<sup>th</sup> grade Students of the Month recipients: Yong Yao Huang, Encinita; Cindy Corona, Janson; Carina Tran, Savannah; Hailey Velez, Shuey and Muscatel: Neftaly Torres, 7<sup>th</sup> grade and Hilda Sanchez, 8<sup>th</sup> grade.

## RECESS OPEN SESSION FOR A BRIEF BREAK

President Armenta recessed open session for a brief break at 7:56 p.m.

## RECONVENE FROM BREAK TO OPEN SESSION

President Armenta reconvened open session at 8:26 p.m.

## PUBLIC COMMENTS:

1. Mrs. Jan Brydle, Shuey Principal invited the Board of Trustees to Shuey's Open House. She shared that in order to be "green," a paper invitation will not be distributed and an email invitation will be sent to the Board of Trustees.
2. Mrs. Ruth Soto, Savannah Principal reminded the Trustees about the Savannah upcoming Leadership Day. She also shared that Savannah is honored to be a California Distinguished School. Principal Soto invited the Board to attend the Leadership Day on May 25, 2018. Principal Soto also invited the Trustees to Savannah's Open House and described the schedule for the day. Mrs. Soto described the Leader in Me invitation by Franklin Covey to participate in a socio-emotional survey through the University of Michigan and in return the parents of a completed survey will receive a \$25 gift card and the students a \$15 gift card.
3. Mrs. Nadine Wilcox, District Nurse thanked everyone in the Rosemead School District for its support on the passing of her husband. She shared that she appreciates everyone's support. She also addressed an area of concern regarding the many field trips and student medical needs. She wants to make sure that students will receive the proper medications and teacher communications. She asks that all staff be cognizant of the health needs of students and the need of the nurse to be a part of the planning process.
4. Dr. Jennifer Fang, Encinita Principal invited the Board of Trustees to Encinita's First Art Showcase on Wednesday, May 23<sup>rd</sup>. The program will be a joint effort of Meet the Masters and the Music Center. An art showcase will be from 5:00-6:00 p.m. and individuals can purchase artwork for sale.
5. Mr. Gabriel Cardenas, Janson Principal invited the Board of Trustees to Janson's Open House. He shared the Open House schedule on May 31, 2018 and festivities with the Board. He also discussed the Student Lighthouse Meeting at the Doubletree Hotel in Rosemead which provided the students an opportunity to meet with all the managers and department heads. He thanked the Board of Trustees for their continued support.

## PUBLIC HEARING:

- California School Employees' Association (CSEA) and its Chapter #9, Initial Contract Proposal to the Rosemead School District, 2017-2018

There were no comments.

## ACTION ITEM:

### California School Employees' Association (CSEA) and its Chapter #9, Initial Contract Proposal to the Rosemead School District, 2017-2018

Minutes: That the California School Employees Association (CSEA) and its Chapter #9, Initial Contract Proposal to the Rosemead School District, 2017-2018, **be approved.**

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

### Salary Settlement for Certificated Management, Classified Management, and Confidential Employees for the 2017-2018 School Year

Minutes: That the Salary Settlement for Certificated Management, Classified Management, and Confidential Employees for the 2017-2018 School Year, **be approved.**

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

## SUPERINTENDENT'S REPORT

Superintendent Enomoto-Perez addressed the following topics:

- Update on Request for Board Website Biographies  
Superintendent Enomoto-Perez apologized for any misinterpretation on the Request for Website Biographies and to strike the words "with no Board consensus". She asked that any biographies be submitted. She said that there is one additional upcoming event, which will be scheduled for June 22, 2018, facilities tour by the Oversight Committee of Muscatel and Shuey Schools. The committee will begin the tour at Muscatel Middle School.
- Superintendent Enomoto-Perez shared with the Board of Trustees that their previous approval for the Janson Lighthouse Team field trip to the Double-Tree Hotel on May 17, 2018, required use of a new transportation company due to the overbooking of the Hemet Unified School District buses; therefore, there will be a retroactive contract with the new transportation company on the June 7, 2018 Board agenda.
- Superintendent Enomoto-Perez thanked Trustees Quintanilla and President Armenta for taking time from their busy schedule to attend the California Distinguished School Awards.

- Dr. Enomoto-Perez shared that on May 10<sup>th</sup> she met with Panda Cares and Mr. Gabriel Cardenas who shared that Mrs. Peggy Cherrng is committed to our school district and our five schools. Panda has supported 500 schools, \$400 million dollars in support. They promised they will always continue to support our schools. Their request from the school district is to ask how they can assist with more. They have helpful projects, beautification projects, etc. Janson can accommodate 15 employees to help at the schools. The staff will with Dr. Carreon for future projects. Dr. Enomoto-Perez shared that the trip was great and the students asked so many great questions. She shared that there were a total of nine managers who shared how they became so successful in their jobs. Superintendent Enomoto-Perez also shared that she briefly attended the Chamber meeting which was also held at the Doubletree and she shared some developers flyers.
- Upcoming Events – Trustees, RSVP to Cynthia Bracamonte:
  - Tues., May 22, 4:30 p.m. Savannah Open House
  - Wed., May 23, 4:30 p.m. Encinita Open House
  - Thurs., May 24, 6:00 p.m. Shuey Open House
  - Thurs., May 31, 5:30 p.m. Janson Open House
  - Tues., Jun. 5, 6:00 p.m. Janson's Annual Talent Show
  - Fri., Jun. 15, 4:00 p.m. Muscatel Promotion Ceremony
  - Fri., Jun. 26, 8:30 a.m. Citizens' Bond Oversight Committee Meeting Site Tour Muscatel and Shuey
- Review of the contents in the night folder:
  - Agenda
  - Amendment – Action Item: Contract for Elsie Morrissey
  - Amendment – Action Item: Board Bylaw 9321.1
  - Trustee Mail (if any is received after Board packet delivery)

#### BOARD PRESIDENT'S COMMENTS

- President Armenta commented on her appreciation of attendance at the California Distinguished Schools. She shared that it was her honor to be present and that it was an awesome experience. Ms. Armenta also commented on her tour of Shuey School and was taken back at the reception she received. She said that the students were wonderful and felt that everything was well organized. The students greeted her, sang the 7-habits song, among many other treats. She can't say enough about her experience and feels that our Principals and Teachers are so stellar. She feels that the staff is dedicated to the emotional and educational support of our students with the strength model. Ms. Armenta shared that one of the students shared that Mrs. Brydle really listens to what the students have to say.

#### BOARD ORAL COMMUNICATIONS

- Clerk Esquivel apologizes that he is unable to attend the school open houses due to family obligations. He congratulated the Savannah School staff and students and thanked Mrs. Wilcox for her dedication. He thanked her for her hard work and recognizes that working with staff to ensure student health is her passion. Mr. Esquivel shared that he was able to join the delegation from Korea which visited Shuey School and shared that everyone did a great job.
- Trustee Quintanilla said he was very happy to attend the Savannah School Distinguished School ceremony.
- Trustee Peña congratulated Muscatel Principal Ancona and shared that she enjoyed the Leadership Day and the Poet Slam. She shared that she appreciates what Ms. Ancona

does and it was a great day.

#### CONSENT AGENDA:

*President Armenta 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 or the Superintendent, request specific items to be discussed and/or removed from the Consent Agenda.*

#### General Functions:

1. Minutes of the April 19, 2018, Board of Trustees' Regular Meeting
2. Purchase Orders as of March – April, 2018 (on file), and Warrants for budgeted expenditures
3. Personnel Status Report
4. Meeting, Inservice, Professional Development, Conference and/or Travel Report
5. Educational Field Trip Report
6. Donation Report
7. Fundraiser Activities, Functions, Community Service Projects Report

Minutes: That the Consent Agenda item Personnel Status Report – Shared Teaching Assignments for 2018-2019, **be tabled**.

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

Minutes: That the Consent Agenda in its entirety, **be approved**, as corrected.

*It was requested that Trustees submit corrections to minutes ahead of time.*

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

#### SPECIAL REPORTS AND PRESENTATIONS:

- Educational Services Updates – Dr. John Lovato, Assistant Superintendent, Educational Services

Assistant Superintendent Lovato will be distributing the LCAP next week and will include an Executive Summary as requested. He reminded everyone that the June 7 agenda will contain the Public Hearing for the LCAP with final approval on the June 21 agenda. He will be meeting with additional universities tomorrow and next week. He is working on a MSW job description and is gathering samples to share with Dr. Carreon and Ms. Armenta. He also shared that the MSW will supervise the interns from the schools in order to provide additional counseling support to students. President Armenta added an LSW is needed in order to receive university credit. Dr. Lovato indicated that a

licensed social worker job description is needed in order to supervise these counseling services. Dr. Lovato also encouraged everyone to share the District Facebook page with family and friends and ask them to 'like' the page to help promote the district.

- Facilities Update – Dr. Armida Carreon, Assistant Superintendent, Business Services and Mrs. Maria-Elena Romero, Facilities Consultant

Assistant Superintendent Carreon shared updates regarding a marquee for this building. The City of Rosemead ordinances would apply to this building and therefore the City would only allow for a stationary message on a base. The City has indicated that school marquees would not be approved on this property.

Dr. Carreon also updated the Board of Trustees on the Safety Meeting follow up and requests. She indicated that the school maps have been delivered to Mrs. Mandy Wong at the Safety Center and that the Facilities Committee is looking at painting numerals on buildings as requested.

President Armenta asked about the drop off zone at Savannah. On August 14, 2017, the City of Rosemead shared the first notice of a drop off zone. Mr. Fajardo has not been responsive to the email and phone call invitations to attend a Board of Trustees meeting therefore Dr. Carreon suggests that a written letter be sent to the City with a formal request.

An attorney at BB&K has spoken with our facilities consultant and provided the following options that can be considered by the Board of Trustees:

1. Give permission to do the project
2. Develop an easement agreement
3. Transfer the ownership of the land to the City

In conclusion, Dr. Carreon says the traffic will be closer to the school. She suggested the following steps:

1. Write a formal letter requesting a meeting with the City Engineer to update the plan
2. Objective: To explore the options

President Armenta asked Principal Soto as to her opinion regarding the proposed drop off zone. Mrs. Soto explained that there are several times when there are "bumps into pedestrians or cars". Principal Soto says that there is a problem with traffic and congestions. Savannah parents who do not always drop off their children safely and on the proper side of the street. Principal Soto would like to discuss the project more as the Rio Hondo traffic is very busy.

Mr. Victor Ruiz, Savannah resident was invited to the podium to discuss the Savannah project. He explained that as a civil engineer for Los Angeles, the Board of Trustees should give the rights to the land to the City of Rosemead as then the City is liable for any accidents or such occurrences. He said he would be willing to help out with the grant and to get it. He said that there would be no speeding and danger to our students. He

would like to let the process go through.

After discussion, it was the Board's consensus to send out a letter to the City of Rosemead Engineer.

Dr. Carreon also discussed the Janson School project of Building H. The four classrooms will need to be modernized and this would take the 4 classrooms to 3 classrooms.

After discussion, it was Board's consensus to continue with the two Kindergarten classrooms in building H and move forward.

Fire alarms systems are designed for updates at Janson School which has the oldest alarm system. The District Office fire alarm project is at 95% complete.

Roofing projects will be taking place at Muscatel, Shuey and Janson this summer. Janson school will be closed for the summer.

Heating and air-conditioning projects will take place as a result of Proposition 39 funding of approximately \$500,000. Staff will select several from each school site and will continue to work on this project.

ACTION ITEM: (continued)

Construction Related: Service / Consultant Proposals / Bid Awards / Change Orders / Contract Report

Minutes: That the Construction Related: Service / Consultant Proposals / Bid Awards / Change Orders / Contract Report, including:  
a. Award Bid – Danny Letner, Inc. dba Letner Roofing, Co.  
**, be approved.**

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

Service / Consultant Proposals / Bid Awards / Contract Report

Minutes: That the Service / Consultant Proposals / Bid Awards / Contract Report, including:  
a. BMX Freestyle Team, LLC – Janson (new),  
b. Music Center – Janson (new),  
c. Direct-Ed Educational Services – Special ed (new), and  
d. Ellie Morrissey – Special ed (new) *amended*  
**, be approved, as amended.**

*Mrs. Peña inquired regarding the retroactive approval of the BMX contract for Janson. Mrs. Bracamonte explained that this contract was originally scheduled for the May meeting that was cancelled due to the Distinguished Schools Awards Ceremony.*



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

Contract for Security Guard Services

Minutes: That the Contract for Security Guard Services, **be approved**, with Power Security Group, to be used on an as-needed-basis with a Term of May 18, 2018 through June 30, 2019.

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

Confirm Next Scheduled Board of Trustees Meeting for the Month of June, 2018

Minutes: That the Board of Trustees Confirm the Next Scheduled Board Meetings for the Month of June, 2018, **be approved**, as June 7, 2018 Study Session and June 21, 2018 Regular Meeting

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

Resolution No. 17-18/14, Transfer of Funds from General Fund (Fund 01.0) to Child Development Fund (Fund 12.0) for 2017-2018

Minutes: That Resolution No. 17-18/14, Transfer of Funds from General Fund (Fund 01.0) to Child Development Fund (Fund 12.0) for 2017-2018, **be approved**.

*Trustee Quintanilla inquired about the transfer of funds and its impact upon LCAP. Ms. Wang, Sr. Director of Fiscal Services address Trustee Quintanilla's questions. Dr. Lovato indicated that the funds were designated. Trustee Harmon said that the monies are now being transferred and were already allocated. Ms. Wang indicated that the transfer is being requested tonight so that she will have the ability to close the District's books if the need exists. Trustee Pena asked about the use of the funds. Mrs. Lawrence, Child Development Administrator also explained that the monies are for preschool purposes and for the timing of revenues and closing of books.*

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

Resolution No. 17-18/15, Authorization for Temporary Borrowing Between Funds for Fiscal Year 2018-2019

Minutes: That Resolution No. 17-18/15, Authorization for Temporary Borrowing Between Funds for Fiscal Year 2018-2019, **be approved.**

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

Appropriation Transfers at Year-End, 2017-2018

Minutes: That the Appropriation Transfers at Year-End, 2017-2018, **be approved.**

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

Migrant Education Rosemead Consortium, 2018-2019 Service Agreement, Budget, and Memorandum of Understanding (MOU)

Minutes: That the Migrant Education Rosemead Consortium, 2018-2019 Service Agreement, Budget, and Memorandum of Understanding (MOU), **be approved.**

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

Child Development, Agency Annual Report

Minutes: That the Agency Annual Report for Child Development, **be approved.**

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

Revised Policy Batch for May, 2018

Minutes: That the Revised Policy Batch for the Month of May, 2018, including:  
a. Board Bylaw No. 9321.1, Closed Session Actions and Reports  
, **be approved**, as amended.

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

## NEW BUSINESS

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

- Trustee Quintanilla requested information the possibility of a summer swimming programs as in El Monte City; he inquired about a report from the Washington DC students and their trip; requested clarification on permits – whether parents that work in the district can bring their children as students; requested a status on the photos the Board took; and requested that Dr. Carreon about the substitute pay per day and substitute shortages.
  - Dr. Lovato shared that employment in the area is a reason why Districts have to release students to attend a school in the area of their employment.
  - Dr. Enomoto-Perez shared that she had previously spoken with Mrs. Monday Regan about the City co-sponsoring free swimming for Rosemead students. The City offered a discounted rate of \$20 which is offered to summer camp attendees.
  - Dr. Enomoto-Perez shared that the students who attended Washington DC will provide a report on the next agenda.
  - Dr. Carreon shared with the Board that the sub rate was adjusted for Muscatel substitutes and that the District currently has eight loyal substitutes that are being used on a daily basis.

## PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

## RECESS OPEN SESSION

President Armenta recessed Open Session at 9:50 p.m.

## RECONVENE CLOSED SESSION

President Armenta reconvene Closed Session at 9:57 p.m.

## CLOSED SESSION

3. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release (Government Code Section 54957)
4. Public Employee Performance Evaluation and Contract (Government Code Section 54957) and Government Code Section 54957.6)
  - Superintendent Evaluation and Contract

## ADJOURNMENT OF CLOSED SESSION

President Armenta adjourned closed session at 11:00 p.m.

## RECONVENE TO OPEN SESSION

President Armenta reconvened the meeting to open session at 11:00 p.m.

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

President Armenta reported that no action was taken in closed session and that closed session will be continued after the completion of the open session agenda.