

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

CONSENT

October 4, 2018

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, October 4, 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 6:33 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Mrs. Rhonda Harmon, Ms. Nancy Armenta, and Mrs. Veronica Peña.

Interim Superintendent Fang was also present. Other *District personnel and guests* in attendance were: Jonnie Matsdorf, Brandi Matsdorf, Joshua Stimpson, Reynita Amador, Michelle Drain, Diane Benitez, John Benitez, Grace Masuda, Octavio Serrato, Sharon Giambalvo, Maydala Mallie, Monica Schulz, Dawn Rock, Debbi Lawrence, Krista Dixon, Chris Yu, Jan Brydle, Christina Price, Richard Wong, Armida Carreon, Carlos Gonzalez, Ruth Soto, Alex Gaeta, and Cristina Hernandez.

PLEDGE OF ALLEGIANCE

President Armenta invited Cynthia Bracamonte 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 amended.**

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

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Armenta began Closed Session at 6:35 p.m.

CLOSED SESSION

1. Public Employment (Government Code Section 54957)
 - Interim Principal, Encinita
2. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release (Government Code Section 54957)
3. Anticipated Litigation (Government Code Section 54956.9(d)(2) and (e)(2))
 - Significant exposure to Litigation: two matters.

President Armenta read the following statement:

"The Board will now recess to closed session for consideration of the items on the closed session agenda. With respect to Item 3 on the closed session agenda, related to anticipated litigation:

- the facts and circumstances for the first matter relate to an employee settlement agreement, and*
- the facts and circumstances for the second matter relate to a discrimination claim."*

RECESS CLOSED SESSION

President Armenta recessed closed session at 7:49 p.m.

RECONVENE TO OPEN SESSION

President Armenta reconvened the meeting to open session at 7:49 p.m.

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

President Armenta reported that the Board of Trustees took the following actions in closed session:

- Board approved amendment to settlement agreement by vote of 5-0, for employee no. QC6786357

AWARDS/RECOGNITION PRESENTATIONS:

President Armenta, Interim Superintendent Fang, and Administrators presented plaques of recognition to the recipients.

1. Teacher of the Year

- Sharon Giambalvo, Teacher, Shuey School

2. Classified Employee of the Year

- Claudia Rivera, Senior Clerk Typist, Migrant Education

3. Recognition of Retiree:

- Hilda Ramirez, 34 years of service, Fiscal Services Clerk, Business Services, District Office

RECESS OPEN SESSION FOR A BRIEF BREAK

President Armenta recessed open session for a brief break at 8:00 p.m.

RECONVENE TO OPEN SESSION

President Armenta reconvened to open session at 8:10 p.m.

PUBLIC COMMENTS

1. Ruth Soto, Savannah Principal invited everyone to attend the Storybook Parade on October 31 at 8:30 a.m.
2. Alex Gaeta, President of Educational Foundation invited everyone to attend the Annual Run/Walk and Pancake Breakfast on Sat., October 20 at Shuey

INTERIM SUPERINTENDENT'S REPORT

Interim Superintendent Fang shared that there are many exciting things happening in Rosemead and highlighted some items:

- Thanked everyone for coming out to celebrate and congratulated our Retiree Hilda Ramirez, Classified Employee of the Year Claudia Rivera, and Teacher of the Year Sharon Giambalvo.
- Enjoying my Interim Superintendency and hosting "Java with Jennifer" at each school site
- The STEAM Team named their grant "DREAMS" which stands for Developing Rosemead Engineers, Artists, Mathematicians and Scientists and thanked the DREAMS Team for their dedication to the grant.
- Today during the DELAC/DAC meeting parents were provided with an update regarding the DREAMS STEAM Grant effort and parents shared that they would like to see a STEAM Lab at every school and feel that all students would benefit from a lab at their campus.
- Just received information on the California STEAM Symposium occurring on Sun., October 28 – Mon., October 29 in Long Beach. The STEAM Team is interested in attending with a possibility of 10-11 staff members attending.
- Mon., October 8 is a Professional Development Day and student free day. Principals will send out reminders to families that there will be no school. The following will be the focus: Elementary schools - Leader in Me program, Muscatel – English Learner Development, and Classified – Leader in Me/PBIS.
- The ACSA Academies have started and are held once a month on a Friday evening and all day Saturday. Armida Carreon and I are enjoying the learning and opportunities to collaborate with leaders from other districts.
- The Educational Foundation Run Walk will be held on Sat., October 20 at Shuey please join us.
- Fire Alarm update – The repair company was able to replace the necessary parts. The system has been operating since Saturday. Octavio Serrato spoke with the fire department and they were not able to come out on Sat., but confirmed to Octavio that they have cancelled the 24 hour fire watch requirement. They were supposed to come out to Janson today for an inspection but as of 12:57 p.m. were a no show.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Thurs., Oct. 4, Board of Trustees Regular Meeting
 - Thurs., Oct. 18, Board of Trustees Study Session Meeting
- Review of the contents in the night folder:
 - Agenda Amendment 1
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

- School site visit at Janson and received a warm welcome. The visit included a tour of the school where she spoke with teachers and staff. She had lunch with PTA and was impressed by the students' presentation and her visit to some classrooms. She is thankful for the extraordinary staff in class. She expressed that she can see the passion for teaching and shared that the recent \$1,000 purchase of books approval only filled about 3 rows of a bookshelf leaving many books needing to be updated. She was amazed to see that the school had a 1960 book. She hopes that the school can get donations or a sponsorship to help update the books. She thanked Janson staff, students and PTA.

- Attended the Muscatel open house and was recruited by the PTA to become a member. The PTA encouraged parents to get involved and complimented their efforts with recruiting, tacos sales for families and complimented the DC Trip presentation.
- Expressed a heartfelt thank you to the STEAM Team for taking on the task of preparing the grant. She shared that in July several Board members attended a California School Boards Association (CSBA) STEAM Institute with Interim Superintendent Fang and recognizes that those in attendance know that this is the way of the future.

BOARD ORAL COMMUNICATIONS

- Trustee Harmon congratulated the honorees and loves when we can honor the accomplishments and dedication of everyone. She gave her personal best and personal congratulations to Retiree Hilda Ramirez and shared a personal story.
- Clerk Esquivel congratulated Sharon Giambalvo and shared that she served in a similar manner to his mother – above sharing their first name. Congratulated Claudia Rivera as Classified Employee of the Year. Congratulated Hilda Ramirez and shared that she is a community member and has been deeply involved in the District. Teacher of the Year Luncheon was great and well organized. I want to apologize to Shuey Principal Jan Brydle for missing the PBIS Kickoff due to the conflict of the Luncheon. He expressed enjoyment at the Back-to-School Nights and spoke to many parents. He is truly excited about the STEAM program.
- Trustee Quintanilla congratulated and thanked Interim Superintendent Fang on the Weekly Gazette and found them very informative. Congratulated the STEAM Team on their great work on the grant. Attended the Muscatel Back-to-School Night and great to see so many parents talking with the Teachers. Congratulated the honorees and sad to see Hilda Ramirez retire but good for her.

PUBLIC HEARING:

- a. Statement of Assurance for Fiscal Year 2018-2019, Instructional Materials, Grades K-8, as per Education Code Section 60119

There were no comments.

ACTION ITEM:

Resolution No. 18-19/02, Statement of Assurance for Fiscal Year 2018-2019 Instructional Materials, Grades K-8, as per Education Code Section 60119

Minutes: That Resolution No. 18-19/02, Statement of Assurance for Fiscal year 2018-2019 Instructional Materials, Grades K-8, as per Education Code Section 60119, **be adopted.**

<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		

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 September 6, 2018, Board of Trustees' Regular Meeting *(corrected)*
2. Purchase Orders as of August – September, 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. Fundraiser Activities, Functions, Community Service Projects Report

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

<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	

SPECIAL REPORTS AND PRESENTATIONS:

- Facilities Update – Dr. Armida Carreon, Assistant Superintendent, Business Services
Mrs. Maria Elena Romero, Facilities Consultant and Dr. Armida Carreon, Assistant Superintendent, Business Services provided the following update:
 - Fire alarm at Janson school received a surprise visit from the Fire Chief who was accompanied by trainees. Mrs. Romero shared that the fire alarm system had been operating and we have been in the process of designing and getting approval for a new fire alarm system. The system has been having issues which have been repaired. The Fire Chief stated to Mr. Octavio Serrato that the District needed to have a 24-hour fire watch the system is fully functional. A repairman repaired the system this weekend after the parts were manufactured back east. Mr. Serrato explained to the Fire Chief that the new fire alarm system plans are in the process of receiving DSA. He also shared that the system is outdated and the parts were not available anywhere. The system was fully functional but the Fire Chief didn't like that the panel read "Trouble". Fire watch at Janson has been covered by Octavio, Erin and Ron.
 - Mrs. Romero explained the pros and cons of installing a proprietary versus a nonproprietary system and how the decision is up to the district. She shared that the team is currently bidding 2 schools Janson & Savannah together for the new fire alarm system.
 - Mrs. Romero answered Board questions and shared that she doesn't recommend to a District to go to bid prior to receiving DSA approval because it is illegal and both the District and Board Members could be personally liable.
 - 99% completed with the roofing project and are working on the punch lists.
 - Mrs. Romero shared that the team will start the fire alarms as quickly as possible.

- Educational Services Updates – Dr. Laurie Baccus, Interim Assistant Superintendent, Educational Services

Interim Superintendent Fang provided the following update:

- Board President Armenta will be contacted for a signature in order to submit the DREAMS STEAM Grant
- In case the grant is not funded, the Team and parents would like to see a STEAM lab at each campus and the team is willing to help.
- Shared that the CAASSP results were just released a couple days ago and a brief and presentation provided to the Board
- Shared that Monday will be a Professional Development Day and a survey has been provided to teachers for feedback on the NGSS component.
- The Administrative team is visiting all schools where the principal chooses a focus area. The first one was at Janson and was a fun day spending it seeing kids in action and talking with the students meanwhile observing methods being used. The next visit we are going to a Whittier (Technology Academy), we will be visiting the remaining the rest of the schools in Rosemead.
- Next time I will be reporting on the scores.

ACTION ITEM:

Confirmation of Board Meetings

Minutes: That the Board of Trustees Confirm the following Scheduled Study Sessions and Special Meetings:

- Thursday, October 18, 2018, Study Session
- Monday, October 29, 2018, Special Meeting
- Monday, November 5, 2018, Special Meeting
- Wednesday, November 7, 2018, Special Meeting
- Thursday, November 8, 2018, Special Meeting (if needed)
- Thursday, November 15, 2018, Study Session
- Thursday, December 6, 2018, Study Session

, be approved.

<u>Motion made by:</u>	Mr. Esquivel	<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:

SUPERINTENDENT'S OFFICE:

- City of Rosemead/Sheriff's STAR Program – All Schools

CHILD DEVELOPMENT, AFTER SCHOOL, & PRESCHOOL PROGRAMS:

- Nutrition Services for A.S.A.R.T. and State Preschool Program

EDUCATIONAL SERVICES:

- c. San Gabriel Unified School District – Induction Program
- d. Youth Science Center – Janson
- e. Building Block Entertainment – Janson

HUMAN RESOURCES:

- f. Frontline Education – Absence & Substitute Management Service

NUTRITION SERVICES:

- g. County of Los Angeles Public Health – Food Safety Inspection

, **be approved.**

Trustee Quintanilla requested for a method to be created to bring the STAR Program to Muscatel Middle School

<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		

1st Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2018-2019 for the Period of July – September, 2018

Minutes: That the 1st Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2018-2019 for the Period of July – September, 2018, **be approved.**

<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		

Updated October Policy Batch

Minutes: That the Updated October Policy Batch, including:

- a. Board Policy No. 5030, Student Wellness
- b. Administrative Regulation No. 5030, Student Wellness

, **be approved.**

<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		

Revised Contract for Pawar Transportation for Use by the Special Education Department

Minutes: That the Revised Contract for Pawar Transportation for Use by the Special Education Department, **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		

Contract with Lakeshore for Professional Development for the California State Preschool Program (CSPP) on October 8, 2018

Minutes: That the Contract with Lakeshore for Professional Development for the California State Preschool Program (CSPP) on October 8, 2018, **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		

Contract with Flint for Grant Writing Services to Complete the Title IV, Part A of the Elementary and Secondary Education Act, as Amended by Every Student Succeeds Act (ESSA) – Grant Application for the Student Support and Academic Enrichment (SSAE) Program

Minutes: That the Contract with Flint for Grant Writing Services to Complete the Title IV, Part A of the Elementary and Secondary Education Act, as Amended by Every Student Succeeds Act (ESSA) – Grant Application for the Student Support and Academic Enrichment (SSAE) Program, **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		

Contract Amendment for Compliance Advantage, LLC, for Educational Services District-wide for Federal Program Monitoring (FPM) and Support for Savannah Elementary School

Minutes: That the Contract Amendment for Compliance Advantage, LLC, for Educational Services District-wide for Federal Program Monitoring (FPM) and Support for Savannah Elementary School, **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		

Use of Facilities Application, Los Angeles County Registrar-Recorder/County Clerk for Use of Encinita Multi-Purpose Room on Election Day November 6, 2018 and November 5, 2018 for Setup

Minutes: That the Use of Facilities Application, Los Angeles County Registrar-Recorder/County Clerk for Use of Encinita Multi-Purpose Room on Election Day November 6, 2018, **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		

Resolution No. 18-19/03, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Replacement of the Mildred B. Janson Elementary School Fire Alarm System

Minutes: That the Resolution No. 18-19/03, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Replacement of the Mildred B. Janson Elementary School Fire Alarm System, **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		

NEW BUSINESS

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

- President Armenta requested an update on the Savannah drop off update next month

ADJOURNMENT:

Minutes: That the October 4, 2018 Board of Trustees meeting, **be adjourned** at 9:44 p.m.

<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		

Signed,



President



Clerk