

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

CONSENT

November 1, 2018

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, November 1, 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 6:31 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: Cristina Hernandez, Michelle Drain, Leah Kilpatrick, Oscar Magana, Monday Regan, Diane Benitez, Sylvia Petrovich, Katherine Monte, Elaine Luong-Huynh, Grace Masuda, Jonnie Matsdorf, Brandi Matsdorf, Lee Wang, Jan Brydle, Jennifer Makata, Jim Makata, Dany Meas, Alicia Tam, Jennifer Romero, Nelson Romero, Sonia Villegas, Blanca Cruz, Carol Wong, Zachery Larson, Luis Martinez, Susan Arreola, Alex Gaeta, Debbi Lawrence, Krista Dixon, Pei Perez, Sheila Larson, Dawn Rock, Gabriel Cardenas, Jerry Puente, Ruth Soto, Cindy Lou Cantu, and Ginny Ford.

PLEDGE OF ALLEGIANCE

President Armenta invited Dr. Armida Carreon 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	Yes
	Mrs. Harmon	Yes	Mr. Quintanilla

PUBLIC COMMENT ON CLOSED SESSION ITEMS

1. Monday Regan, Rosemead PTA Council – requested that the Board of Trustees up for election not use the PTA member names and titles on election materials

RECESS TO CLOSED SESSION

President Armenta began Closed Session at 6:36 p.m.

CLOSED SESSION

1. Public Employment (Government Code Section 54957)
 - Interim Principal, Encinita
 - Assistant Superintendent, Educational Services
 - Coordinator of Instruction, Assessment, Accountability, Grants, and Special Projects

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

RECESS TO CLOSED SESSION

President Armenta recessed closed session at 7:25 p.m.

RECONVENE TO OPEN SESSION

President Armenta reconvened the meeting to open session at 7:31 p.m.

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

President Armenta reported that no action was taken in closed session.

AWARDS/RECOGNITION PRESENTATIONS:

1. Student of the Month, November 2018 – Academic

President Armenta presented plaques and congratulated the following 6th grade Students of the Month recipients: Alicia Tam, Encinita; Alice Sar, Janson; Ashley Ngo, Savannah; Ryan Ngu, Shuey; and Muscatel Students Nicolas Lam, 7th grade and Zach Larson, 8th

2. Recognition of Savannah Heroes and Heroines

Interim Superintendent Fang and President Armenta presented heroic medallions and recognized the following Savannah parents and staff for their heroic efforts in saving a life on October 31, 2018 during the Storybook Parade: Carol Wong, Pei Perez, Jennifer Romero, Nelson Romero, Carmen Gavia, Jennifer Kelley, Blanca Cruz, Sonia Villegas, Nadine Wilcox, and Luis Martinez.

RECESS OPEN SESSION FOR A BRIEF BREAK

President Armenta recessed open session for a brief break at 7:58 p.m.

RECONVENE TO OPEN SESSION

President Armenta reconvened to open session at 8:13 p.m.

PUBLIC COMMENTS

1. Leah Kilpatrick, Rosemead PTA Council Member – requested that the Board of Trustees refrain from using the PTA member names and titles on election materials
2. Jan Brydle, Shuey Principal – invited the Board of Trustees attend the Shuey Leadership Day on November 14, 2018 8:30 a.m. – 1:00 p.m.
3. Cindy Cantu, Savannah Parent – requested for the District to add the California Distinguished School logo and a new marquee in place of the whiteboard that is currently being utilized at the front of the school to communicate with parents and the community

INTERIM SUPERINTENDENT'S REPORT

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

- Wished everyone a Happy November with Thanksgiving around the corner
- Shared that today we gave thanks to our Savannah Heroes who saved a life
- Explained that the District Management Team will be meeting with Mr. Chuck Clemente on Friday to ensure we stay on top of safety and training

- Shared that The Gazette contains a lot of information for our staff
- Congratulated the STEAM Team on their great work and shared that some team members attended the STEAM Symposium and are sharing their great ideas
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Mon., Nov. 5, Board of Trustees Special Meeting
 - Wed., Nov. 7, Board of Trustees Special Meeting
 - Thurs., Nov. 8, Board of Trustees Special Meeting
 - Wed., Nov. 14, Shuey Leadership Day
 - Thurs., Nov. 15, Board of Trustees Study Session Meeting
 - Thurs., Dec. 6, Board of Trustees Study Session Meeting
 - Thurs., Dec. 13, Board of Trustees Regular Meeting
 - Tues., Dec. 18, Savannah Winter Program at 8:30 a.m., 9:30 a.m., 6:00 p.m.
 - Tues., Dec. 18, Janson Winter Program at 6:00 p.m.
 - Wed., Dec. 19, Encinita Winter Program at 6:00 p.m.
 - Wed., Dec. 19, Shuey Winter Program at 6:00 p.m.
- Review of the contents in the night folder:
 - Agenda Amendment 1
 - Minutes – 2018 1004 Amendment 1
 - Los Angeles County Committee on School District Organization – Election Results
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT’S COMMENTS

- President Armenta shared that she attended the Educational Foundation Run/Walk over the weekend and thanked all the chefs with about 367 pancakes sold.

BOARD ORAL COMMUNICATIONS

- Trustee Harmon gave a statement. See statement attached.
- Trustee Quintanilla attended the Educational Foundation at Shuey and thanked the school for hosting the event. He thanked President Alex Gaeta for putting the event together. Mr. Quintanilla congratulated everyone at Savannah.
- Clerk Esquivel congratulated all of the heroes and shared that they become a hero because of something they do. He shared that it was very fortunate that there were so many people present who could help and feels that it is great to see a community that cares. Mr. Esquivel wished everyone a Happy Thanksgiving. He shared that he won’t be able to attend the Shuey Leadership Day. He thanked everyone including the PTA Members who came out to help with the Run/Walk Health Fair with over 200 children in attendance.

PUBLIC HEARING: None

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 20, 2018, Board of Trustees' Meeting
2. Minutes of the October 4, 2018, Board of Trustees' Meeting (amended)
3. Minutes of the October 18, 2018, Board of Trustees' Meeting
4. Purchase Orders as of September – October, 2018 (on file), and Warrants for budgeted expenditures
5. Personnel Status Report
6. Meeting, Inservice Professional Development, Conference and/or Travel Report
7. Educational Field Trip Report
8. Fundraiser Activities, Functions, Community Service Projects Report
9. Donation Report
10. Use of Facilities Application: Boy Scouts of America – Cub Scouts, Shuey

Minutes: That the Consent 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	Yes

SPECIAL REPORTS AND PRESENTATIONS:

- Facilities Update – Dr. Armida Carreon, Assistant Superintendent, Business Services

Dr. Carreon provided the following report:

- Updates on Savannah - in August of 2017, we didn't have enough information on the project for the drop off zone, the project would start before school started, we couldn't gain any review of the process, we asked them to include us in future safety plans. Met with Mr. Greg Tsujiuchi, Assistant City Manager, who explained that we could meet again once the new Public Works manager starts. He understood that the issue for the previous project was timing. We really need to have a "shelf-ready" plan - then the plan is ready to go. If the funding comes up, then the plan will be ready to go. There will be some legalities we will be faced with. There are several options we can look at 1) easement 10 feet wide, 2) right of way, or 3) transfer of property. Mr. Tsujiuchi advised that we look at a survey and shared cost, to be approved by City & Board. At that time, we would already have a survey ready to go. He did not guarantee that the funding will be available. Dr. Carreon recently explained to a Savannah parent who called in this week about the drop off zone. We will continue to work with the City to keep them informed that we are interested. It is the understanding that any needs or wants the District may have will need to be communicated by the Superintendent's office to the City.
- Savannah California Distinguished Logo – I have received one quote but still need two more quotes since we have to bring 3 quotes for all projects.
 - Trustee Quintanilla inquired whether the logo can be a painting project instead of a mounted logo similar to Janson's project.
 - Dr. Carreon explained that DSA can be avoided if the District opts to paint the logo and forego the wood mounted metal logo which will weigh over 20 lbs.
- Savannah marquee – Dr. Carreon explained that the previous marquee was removed due to concerns of a safety hazard. The current whiteboard is a temporary solution. She shared that she recently met with Janson Principal Mr. Cardenas to discuss the

marquee for his school. She also shared that she recently communicated with Savannah Principal Mrs. Soto regarding the marquee and the options available to place a stationary marquee for them to be used temporarily. She suggested that the District purchase a stationary marquee and price them out.

- December agenda will contain change orders for Shuey modernization and Janson, Notice of Completion for roofing project, open bids for Janson/Savannah/Building labeling projects yesterday. The building labeling project will include all buildings in order to help identify the buildings during an emergency which will assist law enforcement. This recommendation came from the Chief of Police.
 - She mentioned safety and shared that staff has spent a lot of time on shooter on campus training, and first aid training, because we never know how we are going to react when found in this type of situation. She was thankful to see that employees knew exactly what to do during the emergency which occurred at one of the schools. Tomorrow there will be several meetings with Chuck Clemente to continue the safety training.
- Educational Services Update – Dr. Laurie Baccus, Interim Assistant Superintendent, Educational Services
 - Dr. Baccus shared that she has enjoyed her time with the District and will be wrapping up her time in Rosemead at the end of the year. Dr. Baccus provided a brief update on Educational Services. See attached presentation.
 - Early Development Instrument (EDI) Mapping Results Update – Mrs. Deborah Lawrence, Coordinator, Preschool/Child Development
 - Mrs. Lawrence provided an update on the EDI mapping results. See attached presentation.

ACTION ITEM:

Employment Contract Amendment for Interim Elementary Principal for Encinita Elementary School with Dr. Lis Ramos Hanacek, Ph.D. and Contract Extension

Minutes: That the Employment Contract Amendment for Interim Elementary Principal for Encinita Elementary School with Dr. Lis Ramos Hanacek, Ph.D. and Contract Extension, **be approved.**

President Armenta read the following summary before action was taken:
“Compensation in the amount of \$601.98/day, not to exceed \$45,022.00, the STRS limitation for 2018-19.”

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

Employment Contract for Interim Elementary Principal for Encinita Elementary School with Mrs. Kathleen La Piana

Minutes: That the Employment Contract for Interim Elementary Principal for Encinita Elementary School with Mrs. Kathleen La Piana, **be approved.**

President Armenta read the following summary before action was taken:
“Compensation in the amount of \$601.98/day, not to exceed \$45,022.00, the STRS limitation for 2018-19.”

<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		

Service / Consultant Proposals / Bid Awards / Contract Report

Minutes: That the Service / Consultant Proposals / Bid Awards / Contract Report, including:

EDUCATIONAL SERVICES:

- a. Los Angeles County Office of Education – TEAL Grant
- b. Los Angeles County Office of Education – Outdoor Science Camp, Savannah

NUTRITION SERVICES:

- c. Nutrition Concepts

, 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		

Vehicle Damage Reimbursement Request from Lidia Romero

Minutes: That the Vehicle Damage Reimbursement Request from Lidia Romero, 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		

Updated Policies for November 2018

Minutes: That the Updated Policies for November 2018, including:

- a. Board Policy No. 3311, Bids
- b. Administrative Regulation No. 3311, Bids
- c. Board Bylaw No. 9110, Terms of Office

, 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 for Total Education Solutions for Services as Requested by Special Education

Minutes: That the Contract for Total Education Solutions for Services as Requested by Special Education, **be approved.**

Motion made by: Mr. Quintanilla

Seconded by: Mr. Esquivel

Votes: Ms. Armenta Yes

Mrs. Peña Yes

Mr. Esquivel Yes

Mr. Quintanilla Yes

Mrs. Harmon Yes

Contract for Hillside Education Center for Services as Requested by Special Education

Minutes: That the Contract for Hillside Education Center for Services as Requested by Special Education, **be approved.**

Motion made by: Mrs. Harmon

Seconded by: Mr. Esquivel

Votes: Ms. Armenta Yes

Mrs. Peña Yes

Mr. Esquivel Yes

Mr. Quintanilla Yes

Mrs. Harmon Yes

NEW BUSINESS

There was none.

ADJOURNMENT:

Minutes: That the November 1, 2018 Board of Trustees meeting, **be adjourned** at 9:32 p.m.

Motion made by: Mr. Esquivel

Seconded by: Mrs. Peña

Votes: Ms. Armenta Yes

Mrs. Peña Yes

Mr. Esquivel Yes

Mr. Quintanilla Yes

Mrs. Harmon Yes

Signed,

President

Clerk