# ROSEMEAD SCHOOL DISTRICT BOARD OF TRUSTEES' MEETING MINUTES

# **CONSENT**

June 11, 2020

The Board of Trustees of the Rosemead School District met in a special meeting on Thursday, June 11, 2020, held as a Teleconference/Electronic Zoom meeting ID# 850 3167 1084 at 6:30 p.m., following the guidance issued via Governor Newsom's Executive Order # N-29-20 and # N-25-20.

#### CALL TO ORDER

President Quintanilla called the meeting to order at 6:32 p.m. Trustees present via roll call included: Mr. Ronald Esquivel, Mr. John Quintanilla, Ms. Nancy Armenta, Mrs. Veronica Peña, and Mrs. Diane Benitez.

Superintendent Mr. Alejandro Ruvalcaba was also present. All audience members connected electronically via the zoom meeting.

President Quintanilla made the following statement:

"As a result of the current national health emergency COVID-19 and as per Governor Newsom's Executive Order # N-29-20 signed on March 17, 2020, a local legislative body is authorized to hold public meetings via teleconferencing and to otherwise electronically to all members of the public seeking to observe and to address the local legislative body.

As per the Governor's Executive Order, the Rosemead School District Board of Trustees will conduct this meeting with all participation via Zoom Meeting, which is accessible to the public."

# APPROVAL OF AGENDA

Minutes: That the Agenda, be approved.

Motion m	ade by:	Mr. Esquivel	Seconded by:	Ms. Armenta
Roll Call	Ms. Armenta	Yes	Mrs. Peña	Yes
Votes:	Mr. Esquivel	Yes	Mr. Quintanilla	Yes
	Mrs Renitez	Vec		

#### PUBLIC COMMENT ON ITEMS

Mrs. Bracamonte checked the <u>board@rosemead.k12.ca.us</u> email account for submittals of public comment. There were none.

#### PLEDGE OF ALLEGIANCE

President Quintanilla requested for Dr. Jennifer Fang to lead the Pledge of Allegiance.

# AWARDS/RECOGNITION VIRTUAL PRESENTATION(S):

# 1. Recognition of DAC/DELAC Members:

President Quintanilla recognized the DAC/DELAC Members and thanked them for their service to the District.

Linda Chang, Encinita Kimy Tea, Muscatel Carrie Dam Jocelyn Wilson Revna Gutierrez Christina Arce, Savannah Angel Yeung Alma Bautista Gabriel Cardenas, Janson Jaime Bautista Johnny Chai Nancy Quintanilla Erna Chen Lucero Rivera Tina Chen Ruth Soto Jenny Cheung Isabel Vazquez Connie Phoong Jan Brydle, Shuey Jessica Porras Blanca Dominguez Jinfang Song Brian Lopez Sonia Castro, Muscatel **Dolores Perez Martinez** Ginny Ford Carmen Perez Thu-Anh Nguyen Normalinda Picazo

## 2. Recognition of Retirees:

President Quintanilla and Superintendent Ruvalcaba recognized and thanked them for their service, including: Dr. Salvador Ardon, Psychologist, 29 Years of Service; Mrs. Linda Baum, Shuey Teacher, 18 Years of Service; Mrs. Ginny Ford, Muscatel Assistant Principal, 24.2 Years of Service; and Mr. Rudy Martinez, Janson Teacher, 18.8 Years of Service.

#### SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Congratulated all the students who promoted including: Muscatel 8<sup>th</sup> grade, Preschool, Kindergarten, and 6<sup>th</sup> graders. He shared that the car parades concluded earlier in the afternoon. The Superintendent thanked staff for all their efforts and dedication to the events.
- Congratulated and thanked our retirees and expressed that it is important to recognize them
  for their dedicated years of service. He shared that he applauds anyone who dedicates their
  lives to the betterment of children.
- Thanked the DAC/DELAC parent volunteers for their service to the District. He shared that the District really depends on them for their input for the betterment of all our students. Thanked our parents, teachers, and our principals for the time they dedicate to our students.
- Parent Reopening of School Survey: Superintendent Ruvalcaba reviewed the results of the
  parent survey for the 2020-2021 reopening of schools and provided a brief update on the
  following topics: instructional minutes and days, distance learning, independent study,
  waivers & flexibility, planning for: distance learning, hybrid, and traditional models, task
  force work, and answered questions from the Trustees. See attached presentation.
- Local Control and Accountability Plan (LCAP) Update Assistant Superintendent Fang shared that the LCAP will become a one-year plan instead of a three-year plan, with the required update provided in tonight's agenda for Board action.

- Upcoming Events and Save the Dates Trustees, RSVP to Cynthia Bracamonte:
  - o Thursday, June 25, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - o Thursday, August 6, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - o Thursday, September 3, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - o Thursday, September 17, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
- Review of the contents in the night folder:
  - o Agenda Amendment 1
  - o Consent Personnel Status Report Classified corrected
  - o Trustee Mail (if any is received after Board packet delivery)

#### **BOARD PRESIDENT'S COMMENTS**

President Quintanilla shared on the following topics:

1. Congratulated the DAC/DELAC parents for their input which is important for the Board. He wished everyone a fantastic and restful summer, recognizing that it will be a very different than we are accustomed to.

#### **BOARD ORAL COMMUNICATIONS**

- 1. Clerk Peña Congratulated all our students who promoted this week. She shared her experience during some of the drive thrus and her participation in the virtual promotions. Thanked everyone who made the drive thrus possible for students. Thanked staff and volunteers for their hard work. Mrs. Peña congratulated the retirees and wished them a great retirement. Thanked them for their collectively 89+ years of service. Wished them a great summer and shared that she appreciates everything they've done to transition to remote learning. Mrs. Peña expressed that staff finished the school year very strong.
- 2. Trustee Armenta Congratulated all the students who promoted and shared the same sentiments of Mrs. Peña. Thanked all the staff for their hard work. Ms. Armenta shared that she is aware that the District is waiting for all the officials on guidance regarding schools. She expressed her gratitude to staff for their commitment, resilience, and rolling with the punches to ensure student learning continued. Trustee Armenta thanked all staff for pulling it together and being a beacon for our students. She sees how staff always gives 110% for coming to their duty. Wished everyone a wonderful summer filled with good rest and self-care.
- 3. Trustee Benitez Thanked all the school staff and volunteers for making the drive thru promotions a great success and for taking pictures during the events. She congratulated all retirees and shared that they will truly be missed. Mrs. Benitez recognized that we will have some trying times ahead of us but is confident that the District will be able to do it.
- 4. Trustee Esquivel Recognized each retiree and their service to the District: Mr. Rudy Martinez is an amazing teacher and he sees that the kids really love him. He was grateful for the help he provided to his two children & grandchild and expressed that he will be missed. Dr. Salvador Ardon is great with the students and a great role model for the students. Ms. Linda Baum has so many good things shared about her by different colleagues and is an amazing teacher. Mrs. Ginny Ford is an amazing Assistant Principal who provides great support to the students with her Psychologist background.

Trustee Esquivel shared that we understand that you want to retire with your husband. He congratulated each retiree and wished them a great retirement. Thanked everyone who had a part in the promotion ceremonies and enjoyed handing out the certificates. Mr. Esquivel recognized that it was a lot of work in such a short amount of time. He gave a big thanks to all the teachers who worked on distance learning and recognized that our staff is amazing. Thanked all the volunteers who assisted with the meal service and shared that it is great to see that we are there for the whole child, and everything they need. Congratulated all the DAC/DELAC parents for their recognition and thanked them for their dedication and service. Lastly, he thanked his fellow board members and for working together to keep the District running.

# **PUBLIC HEARING(S):**

2020-2021 Budget Adoption and Reserve Exceeding the State Required 3% Minimum
 The Board will receive comments from members of the public on the Rosemead School District 2020-2021 Budget Adoption and Reserve Exceeding the State Required 3% Minimum

Mrs. Bracamonte checked the <u>board@rosemead.k12.ca.us</u> email account for submittals of public comment. There were no public comments.

#### CONSENT AGENDA:

#### General Functions:

- 1. Personnel Status Report Certificated and Classified
- 2. Use of Facilities Application: 2020-2021 Educational Foundation (all sites)
- 3. Use of Facilities Application: 2020-2021 Rosemead Parent Teacher Association (PTA) Council, Parent Teacher Association (PTAs), and Parent Teacher Student Association (PTSA) (all sites)

Minutes: That the Consent Agenda, be approved.

Motion ma	ade by:	Ms. Armenta	Seconded by:	Mr. Esquivel
Roll Call	Ms. Armenta	Yes	Mrs. Peña	Yes
Votes:	Mr. Esquivel	Yes	Mr. Quintanilla	Yes
	Mrs. Benitez	Yes	-	

## STUDY SESSION TOPIC(S):

1. <u>2020-2021 Proposed Budget by Harold Sullins, Assistant Superintendent of Administrative Services</u>

Assistant Superintendent Sullins provided an update on the 2020-2021 Proposed Budget and answered questions from Trustees. See presentation attached.

# **ACTION ITEM:**

Tentative Agreement with Rosemead Teachers' Association (RTA) and the Rosemead School District, Regarding Compensation; Health and Welfare Benefits Cap; Professional Development Days; Pre-Service Day; Calendar for 2020-2021 School Year, Extra Assignments and Stipends; and Evaluations

Minutes:

That the Tentative Agreement with Rosemead Teachers' Association (RTA) and the Rosemead School District, Regarding Compensation; Health and Welfare Benefits Cap; Professional Development Days; Pre-Service Day; Calendar for 2020-2021 School Year, Extra Assignments and Stipends; and Evaluations, be approved.

Motion made by:Mr. EsquivelSeconded by:Ms. ArmentaRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYes

Mrs. Benitez Yes

2020-2021 Professional Academic Calendar and Holiday Schedule for Administration and Classified Employees

Minutes: That the 2020-2021 Professional Academic Calendar and Holiday Schedule for Administration and Classified Employees, be approved.

Motion made by: Mrs. Peña Seconded by: Mrs. Benitez

Roll Call Ms. Armenta Yes Mrs. Peña Yes Votes: Mr. Esquivel Yes Mr. Quintanilla Yes

Mrs. Benitez Yes

Service/Consultant Proposals/Bid Awards/Contract Report

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

## FISCAL SERVICES:

- 1. Los Angeles County Office of Education PC Product Services
- 2. Los Angeles County Office of Education PeopleSoft

#### **HUMAN RESOURCES:**

3. Frontline Technologies Group, LLC, dba Frontline Education (Districtwide)

#### **NUTRITION & WELLNESS:**

- 4. California Linen Services (Districtwide)
- 5. Food Safety Systems (Districtwide)

#### , be approved.

Motion ma	ade by:	Ms. Armenta	Seconded by:	Mr. Esquivel
Roll Call	Ms. Armenta	Yes	Mrs. Peña	Yes
Votes:	Mr. Esquivel	Yes	Mr. Quintanilla	Yes
	Mrs. Benitez	Yes	-	

# <u>Designation of Representative for the Los Angeles County School Trustees Association</u> (LACSTA) for the 2020-2021 School Year

Minutes: That the Board of Trustees Designate <u>John Quintanilla</u>, as their Los Angeles County School Trustees Association (LACSTA) Board Representative for the 2020-2021 School Year, **be approved**.

Motion made by:Ms. ArmentaSeconded by:Mrs. PeñaRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYesMrs. BenitezYes

# <u>Williams Settlement – Uniform Complaint Procedure (UCP) Quarterly Report for 2019-2020 to the County Superintendent</u>, 4<sup>th</sup> Quarter/March 2020 – June 2020

Minutes: That the Williams Settlement – Uniform Complaint Procedure (UCP) Quarterly Report for 2019-2020 to the County Superintendent, 4<sup>th</sup> Quarter/March 2020 – June 2020, **be approved**.

Motion made by:Ms. ArmentaSeconded by:Mrs. BenitezRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYesMrs. BenitezYes

# Resolution No. 19-20/16, Declaration of Need for Fully Qualified Educators

Minutes: That Resolution No. 19-20/16, Declaration of Need for Fully Qualified Educators, be approved.

Motion made by:Mr. EsquivelSeconded by:Ms. ArmentaRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYesMrs. BenitezYes

# <u>Resolution No. 19-20/17, Certification of Signatures for District Business Documents on Behalf</u> of the Board of Trustees

Minutes: That Resolution No. 19-20/17, Certification of Signatures for District Business Documents on Behalf of the Board of Trustees, **be approved**.

Motion made by:Ms. ArmentaSeconded by:Mrs. BenitezRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYesMrs. BenitezYes

# Job Description for Coordinator of Special Education and Student Support Services

Minutes: That the New Job Description for Coordinator of Special Education and Student Support Services, **be approved**.

Motion made by:Mr. EsquivelSeconded by:Mrs. BenitezRoll CallMs. ArmentaYesMrs. PeñaYesVotes:Mr. EsquivelYesMr. QuintanillaYesMrs. BenitezYes

# Revised Job Description for Assistant Principal, Middle School

Minutes: That the Revised Job Description for Assistant Principal, Middle School, be approved.

Motion made by: Ms. Armenta Seconded by: Mrs. Benitez

Roll Call Ms. Armenta Yes Mrs. Peña Yes
Votes: Mr. Esquivel Yes Mr. Quintanilla Yes

Mrs. Benitez Yes

#### **NEW BUSINESS**

- 1. Trustee Armenta requested for contract renewal cover pages to include information on whether they have been with the District more than 5 years.
  - a. It was the Board's unanimous consensus to move forward with the request.
  - b. The Superintendent indicated that it would be easier to include this information for all contract renewals, rather than only those with 5 or more years. He also cautioned that the next Board packet is already in the process and staff will add as many dates as possible.
- 2. President Quintanilla requested the status of the back to school plan, task force updates, and the levels of PPE?
  - a. Superintendent Ruvalcaba shared that the District is awaiting the guidance from the State for the reopening plan. He also shared that the District will be receiving a 60-day supply of PPE including masks, sanitizing liquid, touch free thermometers, and face shields. He explained that the levels of PPE at each school site is checked when the school safety plans which were presented recently. The safety plan lists are the starting point for levels of PPE at each site and where there is a need. The site inventory levels of PPE is checked twice a year during the preparation of the safety plans and during the annual great shakeout.
- 3. Superintendent Ruvalcaba shared that the CSBA conference registrations and hotel reservations for all Trustees and the Superintendent to ensure we receive the early bird pricing. He shared that given the current budget situation and pandemic, he does not plan to attend the conference in person and will opt for attending virtually. He provided the cost analysis to the Board for discussion and for each member to indicate their preference to attend in person or virtually. Mr. Ruvalcaba shared that there are four options: 1. Attend in person and stay overnight at a hotel, 2. Attend every day by commuting each day, 3. Attend virtually, or 4. Cancel all reservations and no one attends. After Board discussion, it was requested for a discussion item to be added to the June 25, 2020 Board agenda.

# PUBLIC COMMENT ON CLOSED SESSION ITEMS

Mrs. Bracamonte checked the <u>board@rosemead.k12.ca.us</u> email account for submittals of public comment. There were none.

#### RECESS TO CLOSED SESSION

President Quintanilla began Closed Session at 8:28 p.m.

#### **CLOSED SESSION**

- 1. Public Employee (Appointment, Employment, Reassignment, Evaluation, and Discipline/Dismissal/Release) pursuant to Government Code Section 54957
- 2. Conference with Legal Counsel Existing Litigation pursuant to Government Code Section 54956.9(a):
  - Approval/ratification of the Settlement Agreement and Release for Student v. Rosemead School District, OAH Case No. 2020020605
- 3. Conference with Labor Negotiators pursuant to Government Code Section 54957.6:
  - Rosemead Teachers' Association, California School Employees Association and its Rosemead Chapter 9, Management, Confidential, and Unrepresented
- 4. Public Employee Performance Evaluation pursuant to Government Code Section 54957:
  - Superintendent

# ADJOURNMENT OF CLOSED SESSION

President Quintanilla recessed closed session at 10:02 p.m.

## **RECONVENE TO OPEN SESSION**

President Quintanilla reconvened the meeting to open session at 10:02 p.m.

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

President Quintanilla reported that the Board of Trustees took the following action 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 v. Rosemead School District, OAH Case No. 2020020605 pursuant to which the District has agreed to fund and provide educational services to the student and compensation towards attorney fees. The student's Parents have released claims against the District, in exchange for educational services as specified in the Agreement. The roll call vote was as follows:

Motion ma	ide by:	Ms. Armenta	Seconded by:	Mr. Esquivel
Roll Call	Ms. Armenta	Yes	Mrs. Peña	Yes
Votes:	Mr. Esquivel	Yes	Mr. Quintanilla	Yes
	Mrs. Benitez	Yes		

# **ADJOURNMENT**

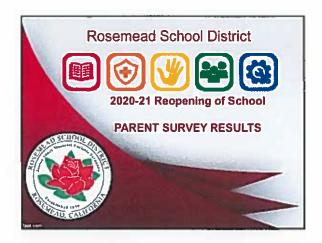
Minutes: That the June 11, 2020 Board of Trustees meeting, be adjourned at 10:04 p.m.

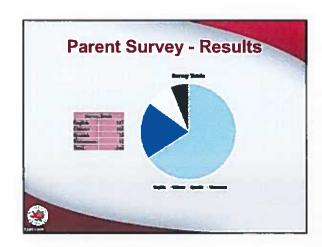
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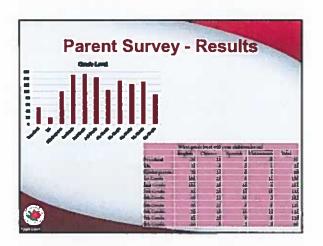
Motion ma	ade by:	Mrs. Benitez	Seconded by:	Mrs. Peña
Roll Call	Ms. Armenta	Yes	Mrs. Peña	Yes
Votes:	Mr. Esquivel	Yes	Mr. Quintanilla	Yes
	Mrs Renitez	Vec	-	

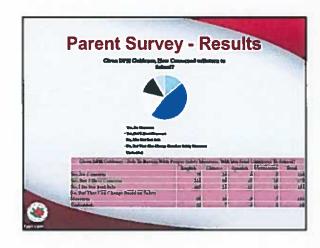
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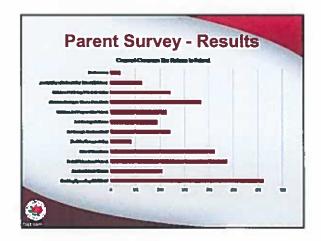
Minutes – June 11, 2020

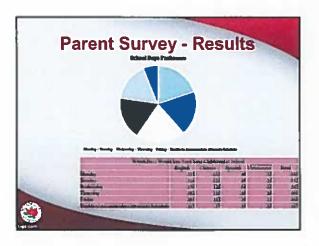


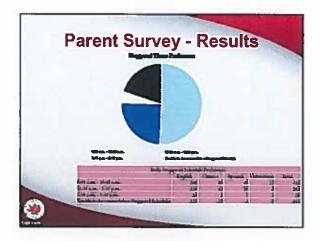


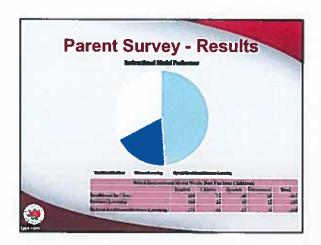


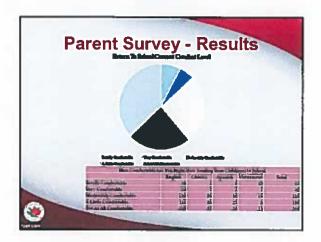


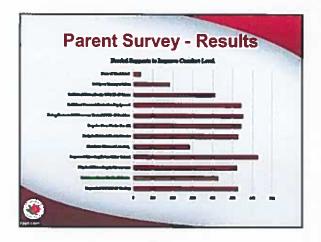










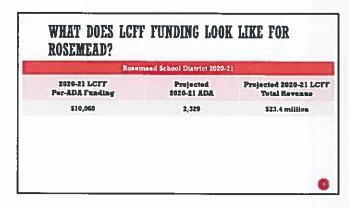


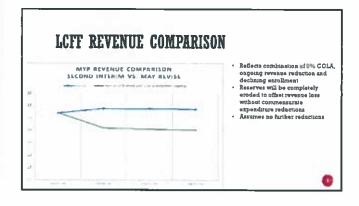




"There is nothing more certain and unchanging than uncertainty and change." – John F. Kennedy







# 2020-21 BUDGET ASSUMPTIONS Enrellment 2,355 Prior Year ADA: 2,329 COLA: 0% LCTF Funding: 1,92% Base Grant Reduction Unduplicated Pupil Percentage: 85.52% Lottery Revenue —Unrestricted: \$153 per ADA —Restricted: \$154 per ADA Class Size Reduction: Grades TK-3 - 24:1

## 2020-21 COMBINED GENERAL FUND BUDGET

2020-21	Unrestricted	Restricted	Total
Projected Beginning Belance	\$7,071,756	\$963,111	\$8,054,867
Total Revenues	\$24,757,462	\$5,885,180	\$30,642,642
Total Expenditures	\$22,416,955	\$11,284,991	\$33,701,946
Total Contributions and Transfers Out	(\$5,220,623)	\$5,220,623	\$0
Change in Fund Balance	(\$2,880,116)	(\$129,188)	(\$3,059,304)
Projected Ending Fund Salance	\$4,191,640	\$803,923	\$4,995,563

# **USE OF MULTI-YEAR PROJECTIONS**

Multi-year projections are required by AB 1200/AB 2756 Recognize that they are projections, not forecasts

- Projections are expected to change as various factors change they are not predictions
- -Projections are the mathematical result of today's decisions based on a given set of assumptions
- -Porecasts are predictions of the future there is a higher implied reliability factor than for projections

Projections will change any time the underlying factors change — therefore plan to adjust as conditions change



# ASSUMPTIONS FOR MULTI-YEAR PROJECTIONS

2022-2023	
0% COLA	
7.92% Ongoing Reduction	
Enrollment: 2,294	
Average Delty Attendence: 2,295	
85.52% of enrollment eligible for LCFF targeted funds	
3% Routine Repair Maintenance Contribution	
Lottery Unrestricted = \$154 per ADA Plestricted = \$23 per ADA	
Class Size Reduction Grades TK-3 = 24:1	

# UNRESTRICTED MULTI YEAR PROJECTIONS

	2021-22	2022-23
Projected Beginning Balance	\$4,191,640	\$1,065,461
Total Revenues	\$23,837,127	\$23,741,303
Total Expenditures	182,000,552	\$18,314,553
Total Contributions and Transfers Out	(\$4,953,925)	(\$5,420,689)
Change in Fund Balance	(\$3,126,179)	\$6,061
Projected Ending Fund Balance	\$1,065,461	\$1,071,522

- Reflects nearly a \$4 million adjustment for bedget reductions in 2022-23
  Will require Board action to identify reductions by interior in December 2020
  Ending Fund Belance in both years is slightly above the 3% Minimum Reserve for Economic Uncertainty
- above the 3% Minimum Reserve for Economic Uncertainty Additional cuts may occur during August Budget Revision and future budget proposals, requiring givater reductions

# **NEXT STEPS**

State

Budget committee hearings Vote on budget by legislature Governor signs budget August Budget Revision

# **NEXT STEPS**

RSD

Incorporate updated assumptions as new information received

Board of Trustees Adoption of the Budget Submit Adopted Budget to LACOE for review and

45-day revision if material changes to adopted budget Establish Budget Committee

Identify Budget Reductions by First Interim

Budget Stabilization Plan approved by Board of Trustees

