



## Meeting Minutes

### Special Meeting

07/28/2021 06:30 PM

6:30 P.M. – CALL TO ORDER/OPEN/PUBLIC  
SESSION (ZOOM)

After the Completion of Public Comments –  
CLOSED SESSION (ZOOM)

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AGENDA FOR THE SPECIAL MEETING OF  
THE BOARD OF TRUSTEES OF THE ROSEMEAD SCHOOL DISTRICT  
WEDNESDAY, JULY 28, 2021

6:30 P.M. – CALL TO ORDER/OPEN/PUBLIC SESSION (ZOOM)

After the Completion of Open Session Items – CLOSED SESSION (ZOOM)

PARTICIPATION VIA TELECONFERENCE/ELECTRONIC

(As per Governor Newsom's Executive Order # N-29-20 signed 3/17/2020)

ZOOM MEETING ID#930 5061 3569 / PASSWORD: 563575

(626) 312-2900 x212



## Attendees

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### Voting Members

Mrs. Diane Benitez, President

Ms. Nancy Armenta, Clerk

Mr. Ronald Esquivel, Trustee

Mrs. Veronica Pena, Trustee

Mr. John Quintanilla, Trustee

### Non-Voting Members

Mr. Alejandro Ruvalcaba, Superintendent

Dr. Jennifer Fang, Assistant Superintendent, Educational Services

Mrs. Cynthia Bracamonte, Executive Assistant to the Superintendent

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## I. Public Comments / Speaker's Requests

## II. NOTICES

The Board of Trustees of the Rosemead School District met in a special study session meeting on Wednesday, July 28, 2021, held as a Teleconference/Electronic Zoom meeting ID# 930 5061 3569 at 6:30 p.m., following the guidance issued via Governor Newsom's Executive Order # N-29-20 and # N-25-20.

## III. Call to Order by \_\_\_\_\_ at \_\_\_\_\_ p.m.

President Benitez called the meeting to order at 6:32 p.m.

**IV. Members Present \_\_\_\_\_ Members Absent \_\_\_\_\_**

All audience members connected electronically via Zoom.

**V. MEETING RECORDED**

President Benitez made the following statement:

*As a result of Governor Newsom's Executive Order for the elimination of public gatherings, the Rosemead School District Board of Trustees must conduct their public meetings virtually. In order to ensure the board's business is heard clearly, we would like to respectfully request for all attendees to mute their microphones unless you are requested by the Board President to address the Board.*

President Benitez 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.*

**VI. APPROVAL OF AGENDA**

That the Agenda, be approved.

Motion made by: Mr. Ronald Esquivel

Motion seconded by: Ms. Nancy Armenta

Voting:

Mrs. Diane Benitez - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

Mrs. Veronica Pena - Yes

Mr. John Quintanilla - Yes

The motion passes by a 5-0 vote.

**VII. PUBLIC COMMENT ON ITEMS (3 minutes per person or 20 minutes per topic)**

Mrs. Bracamonte checked the board@rosemead.k12.ca.us email account for submissions of public comment. There were no public comments submitted.

**VIII. PLEDGE OF ALLEGIANCE by: \_\_\_\_\_**

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

**IX. DISCUSSION ITEM(S)**

**A. Review of Bid - Portable Restroom Building Project at Encinita ES**

Superintendent Ruvalcaba reviewed the location of the room on the campus, project bid timeline, costs associated with the bids, communication with the bidder, and reviewed visuals of the room location and nearby restrooms,

Superintendent Ruvalcaba answered Trustee questions regarding the bid process and project.

Clerk Armenta inquired whether staff will be conducting an internal audit of the documentation for each portable on all campuses.

Superintendent Ruvalcaba shared that staff already completed the internal audit in preparation for the fire alarm project that was DSA approved. Mr. Ruvalcaba expressed that staff will do further research regarding the Encinita portables documentation for exploration and adjustments to the internal process. See presentation attached.

After discussion, it was the Board's unanimous consensus to move forward with the Superintendent's recommendation as follows:

1. Reject all bids for the modular restroom project
2. Cancel the lease agreement for the modular restroom
3. Use room 30 for our upper grade severe needs students
4. The restrooms in room 27 will be shared by all severe needs students
5. Restrooms in the Multi-Purpose room will also be available for student use
6. Research and determine the feasibility of adding restrooms to room 26 during the school year or wait until summer of 2022

**X. ACTION ITEM(S)**

**A. Consideration to Reject all Bids Received for: Portable Restroom Building Project at Encinita ES**

That the Rejection by the Board of Trustees of All Bids Received for the Portable Restroom Building Project at Encinita ES, be approved.

Motion made by: Mrs. Veronica Pena

Motion seconded by: Mr. John Quintanilla

Voting:

Mrs. Diane Benitez - Yes  
Ms. Nancy Armenta - Yes  
Mr. Ronald Esquivel - Yes  
Mrs. Veronica Pena - Yes  
Mr. John Quintanilla - Yes

The motion passed with a 5-0 vote.

**XI. PUBLIC COMMENTS ON CLOSED SESSION ITEMS (3 minutes per person or 20 minutes per topic)**

Mrs. Bracamonte checked the board@rosemead.k12.ca.us email account for submissions of public comment. There were none submitted.

**XII. RECESS TO CLOSED SESSION at \_\_\_\_ p.m.**

President Benitez recessed open session to closed session at 7:23 p.m.

**XIII. CLOSED SESSION**

**A. PUBLIC EMPLOYEE (APPOINTMENT, EMPLOYMENT, REASSIGNMENT, EVALUATION, AND DISCIPLINE/DISMISSAL/RELEASE) - pursuant to Government Code Section 54957 - Participant: Mr. Alejandro Ruvalcaba**

**XIV. ADJOURNMENT OF CLOSED SESSION at \_\_\_\_ p.m.**

President Benitez adjourned closed session at 7:47 p.m.

**XV. RECONVENE TO OPEN SESSION at \_\_\_\_\_ p.m.**

President Benitez reconvened the meeting to open session at 7:50 p.m.

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

President Benitez reported that the Board of Trustees took no action in closed session.

**XVII. ADJOURNMENT The meeting (be) adjourned at \_\_\_\_\_ p.m.**

That the July 28, 2021, Board of Trustees meeting, be adjourned at 7:50 p.m.

Motion made by: Mrs. Veronica Pena

Motion seconded by: Ms. Nancy Armenta

Voting:

Mrs. Diane Benitez - Yes

Ms. Nancy Armenta - Yes

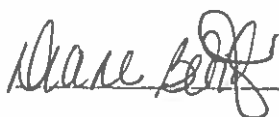
Mr. Ronald Esquivel - Yes

Mrs. Veronica Pena - Yes

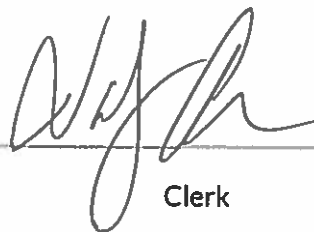
Mr. John Quintanilla - Yes

The motion passes by a 5-0 vote.

**XVIII. NEXT MEETING DATES**



President



Clerk



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## Facilities Update - Encinitas July 28, 2021



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## Project Timeline

- May 25 - Board provide the following direction:
  - Proceed with the upgrade of portable 26 to include 2 restrooms through the bid process
  - Add a modular restroom in the interim while the project was completed
- May 25 - June 30 - Inspection and evaluation of the area, research and preparation for the projects
- June 23 and June 30 - Legal Advertisements for the modular restroom placement
- July 1 - Job walk and plans for the modular restroom conducted and released
  - Five construction companies were in attendance
- July 6 - July 8 - Request for information window for the project
- July 16 - Project bids were open at a public meeting
  - One bid was received from HGM & Co in the amount of \$235,000
  - A revised bid in the amount of \$198,000 was received July 23



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## Recommendation

- Reject all bids for the modular restroom project
- Cancel the lease agreement for the modular restroom
- Use room 30 for our upper grade severe needs students
- The restrooms in room 27 will be shared by all severe needs students
- Restrooms in the MPR will also be available for student use
- Research and determine the feasibility of adding restrooms to room 26 during the school year or wait until summer of 2022



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Questions?