

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

**CONSENT**

March 5, 2020

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, March 5, 2020, in the District Office – Board Room at Rosemead School District, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

**CALL TO ORDER**

President Quintanilla called the meeting to order at 6:30 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Ms. Nancy Armenta, Mrs. Veronica Peña, and Mrs. Diane Benitez.

Superintendent Mr. Alejandro Ruvalcaba was also present. Other *District personnel and guests* in attendance were:

Jerry McCanne, Xiao Jiang, Jason Jiang, Ally Feng, Marisol Frausto, Alvaro Frausto, Ananna Frausto, Summer Agnes, Tiffany Nguyen, Jayden Nguyen, Aurora Marino, Celsa Avalos, Laird Anderson, Donna Anderson, Teresita de Guzman, Joshua Fierro, Rhys Anderson, Ruth Soto, Gabriel Cardenas, Ginny Ford, Christine Price, Evonne Dotson, Debbie Lawrence, Jan Brydle, Stella Ndahura, Susan Arreola, Linda Chang, Suwen Su, Jocie Wilson, Lara Goldstone, Jerry Puente, and Alex Gaeta.

**APPROVAL OF AGENDA**

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

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

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

There were none.

*President Quintanilla announced that both Mr. Harold Sullins and Dr. Jennifer Fang will not be present for Closed Session.*

**RECESS TO CLOSED SESSION**

President Quintanilla began Closed Session at 6:30 p.m.

**CLOSED SESSION**

1. Conference with Labor Negotiators – pursuant to Government Code Section 54957.6
  - a. Employee Organizations: Rosemead Teachers' Association, California School Employees Association and its Rosemead Chapter 9
2. Public Employee (Appointment, Employment, Reassignment, Evaluation, and Discipline/Dismissal/Release) – pursuant to Government Code Section 54957

3. Conference with Legal Counsel – Existing Litigation – pursuant to Government Code Section 54956.9(d)(1)
  - a. Case OAH: 2020020605
4. Public Employee Performance Evaluation – pursuant to Government Code Section 54957
  - a. Superintendent

#### RECESS CLOSED SESSION

President Quintanilla recessed closed session at 7:32 p.m.

#### RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 7:36 p.m.

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

President Quintanilla reported that the Board of Trustees took no action in closed session and will reconvene to closed session after the completion of open session agenda items.

#### PLEDGE OF ALLEGIANCE

President Quintanilla requested for Mr. Alejandro Gaeta to lead the Pledge of Allegiance.

#### AWARDS/RECOGNITION PRESENTATION(S):

1. Student of the Month, March 2020 - Academic  
President Quintanilla presented plaques and congratulated the following 6<sup>th</sup> grade Students of the Month recipients: Christina Nguyen, Encinita; Ally Feng, Janson; Jason Jiang, Savannah; Rhys Anderson, Shuey; and Muscatel Students: Arianna Frausto, 7<sup>th</sup> grade and Aurora Merino, 8<sup>th</sup> grade.
2. Muscatel Students for the Creation of the Rosemead Rack Logo  
President Quintanilla recognized the following Muscatel Students: Kyan Guowen Chau, Giao Thuc La, Jayden Nguyen, Skye Nanquil Rincon, Kevin Tran, Mingjun Chen, Riley Ve Le, Alex De Jesus Ortega, Aaditi Sherma, Tingxuan Zhong, Vivian C. Diep, Vince Danh Luu, Jimmy Tran Pham, Jessica Rose Shull, and Teacher Summer Agnes.

#### RECESS FOR A BRIEF BREAK

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

#### RECONVENE TO OPEN SESSION

President Quintanilla reconvened to open session at 8:06 p.m.

#### PUBLIC COMMENTS

1. Jocie Wilson, Muscatel Principal; topic: invitation to attend the College nights Tuesdays in March. Inviting everyone to attend gramMARCH on Saturday, March 22 and shared that there will be additional invitations to attend Muscatel's events in April & May.

## SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Shared that on March 4, the two committees for the facilities master plan and the educational committee met during the day. He shared that Joe Dixon from Dixon Schoolhouse met with both committees to gather input from a variety of stakeholders on what the districts needs are for the future. Mr. Ruvalcaba shared that both committees are critical to move forward with a facilities master plan. The work of these two committees will discover the needs for the district to ensure the district is ready for the needs of the students to prepare them for the future. Both committees affords the District an opportunity to receive input from different stakeholders.
- Congratulated the Math Field Day participants three weeks ago and shared the amazing feeling when the students were accepting their awards. Superintendent Ruvalcaba thanked Mr. Puente for his vision and leadership and Mrs. Goldstone for coordinating behind the scenes on behalf of the District.
- Shared that a group of students and staff presented during the iReady conference in Pasadena. Superintendent Ruvalcaba expressed how fabulous the students were in presenting on how they monitor their progress and how they use the iReady system to self-monitor their own progress. He gave kudos to Principal Cardenas and the students.
- Attended the Founder's Day celebrations at both Savannah and Shuey and feels that the student performances are becoming so creative. He gave kudos to the students and staff.
- Shared that he attended Leadership Day at Encinita and participated in the parent workshops where he and Trustees learned how to program a robot. He felt this was such a neat experience having students teaching the adults.
- Shared that on April 2<sup>nd</sup> he will participate in a State Schools Partner Districts where Superintendents will focus on their partnerships with our community and educational partners to present the information to our community. The topics that will be covered will include funding, 21<sup>st</sup> century learning, safety, health, and will be an opportunity to share with our community how the collaboration amongst all feeder districts occurs regularly.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
  - Saturday, March 7, 2020, 6:30 p.m. Educational Foundation Casino Night
  - Tuesday, March 10, 2020, 6:30 p.m. Rosemead PTA Founder's Day, Savannah
  - Thursday, March 12, 2020, 4:45-5:45 p.m., LCAP Meeting, Janson
  - Thursday, March 12, 2020, 6:00 p.m. Janson Founder's Day
  - Thursday, March 19, 2020, 6:30 p.m. Board of Trustees Study Session, DO boardroom
  - Tuesday, March 24, 2020, 6:00 p.m. LCAP Community Meeting, DO boardroom
  - Thursday, March 26, 2020, 8:30 a.m.-12:30 p.m., Janson Leadership Day
  - Thursday, April 2, 2020, 6:30 p.m. Board of Trustees Regular Meeting, DO boardroom
  - Thursday, April 9, 2020, 8:30-11:00 a.m. Muscatel Leadership Day
  - Friday, April 10, 2020, 9:00 a.m. Spring Festival, Shuey
  - Monday, April 13-Friday, April 18, 2020, Spring Break (Schools closed)
  - Tuesday, April 28, 2020, 6:00 p.m. LCAP Community Meeting
- Review of the contents in the night folder:
  - Agenda Amendment 2
  - Action – Dataworks Corrected
  - Action – Contract with Windtree Education
  - Action – E-Rate Attachment A
  - Trustee Mail (if any is received after Board packet delivery)

## BOARD PRESIDENT'S COMMENTS

President Quintanilla shared on the following topics:

- Attended both Founder's Day celebrations at Shuey and Savannah. Shared that he always enjoys the performances and the students make him proud. Gave kudos to everyone that was involved.
- Shared that earlier this week, he and the Superintendent met with the City Manager and Mayor to discuss strategies on how to better communicate with each other.
- Participated in two site visits, one to Shuey where students were the tour guides. He shared that Ms. Magdaleno hosted the 7Habits assembly and gave her kudos. President Quintanilla shared that his second visit was to Janson where Principal Cardenas gave him a tour.
- Attended the Math Field Day where he was one of the proctors. He felt that the kids were so amazing, seeing them work collaboratively trying to solve problems. Lastly he gave kudos to both Mr. Puente and Mrs. Goldstone and everyone that was involved.
- Gave kudos to the District staff for the digital directories and information displayed.
- Shared that he attended the community meeting Wednesday evening and felt that it was good to see both the staff and community giving their input.

## BOARD ORAL COMMUNICATIONS

- Trustee Esquivel enjoyed being a proctor during the Math Field Day, great felt it was great to see the students work together and collaborate. He shared that the kids were excited when they won. Congratulated the staff who put it together and shared that Shuey will be representing us in the Challenge at the next level. Shared that he enjoyed both the Savannah and Shuey LCAP meetings and found it interesting to see the parent responses from the different schools and how it was evident that they all want what's best for their students. Congratulated Janson and Shuey for their California Distinguished School awards. Thanked Mrs. Brydle for allowing him to see the lunch program at Shuey, provided him with an overview of the program, and interviewed the students. The students provided him with a tour of the school. Mr. Esquivel shared that he will be back to Muscatel for a tour. Shared that he attended the facilities meeting yesterday and hopes to see more parents participating in the future. Staff shared that there will be additional meetings scheduled for parents.
- Trustee Armenta echoed everyone's comments and shared that she attended both the Shuey and Savannah Founder's Day celebrations and was impressed with the students and their costumes were elaborate. She felt that Shuey students sang their hearts out and you see their excitement. Ms. Armenta attended the Math Field Day thanked the staff for going above and beyond their responsibilities in the classroom and for tapping students to share their extra talents. Shared that she won't be able to make it to Casino Night due to a familial commitment and is looking forward to gramMARCH.
- Clerk Peña echoed Ms. Armenta's sentiments regarding our teachers. She shared that when she visits the schools the environment is so welcoming in the front offices and thanked staff for being so supportive of our schools. Mrs. Peña shared that all the schools say it feels like family and that everyone works like a team. Thanked Principal Brydle for the song about the states. Thanked staff for her experience during the Encinita Leadership Day and shared how she enjoyed it. Thanked Principal Cardenas for the food provided during your Janson's events. Expressed that she is looking forward to the gramMARCH which is a great event to recruit additional students. Thanked Mr. Puente for Math Field Day.

PUBLIC HEARING(S): None.

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated and Classified
2. Purchase Orders as of January – February, 2020 (on file), and Warrants for budgeted expenditures
3. Use of Facilities Application: Rosemead Pony (Amended)

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

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

SPECIAL REPORTS AND PRESENTATIONS:

1. Business Services Update – Mr. Harold Sullins, Assistant Superintendent of Administrative Services

Mrs. Su provided an overview of the Second Interim Report. See presentation attached.

ACTION ITEM:

Second Interim Report, 2019-2020 School Year

Minutes: That the Second Interim Report, 2019-2020 School Year, **be approved**.

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

Resolution No. 19-20/6, Ordering and Providing the Specifications of an Election to Fill Two (2) Terms on the Board of Trustees for the November 3, 2020 Election

Minutes: That Resolution No. 19-20/6, Ordering and Providing the Specifications of an Election to Fill Two (2) Terms on the Board of Trustees for the November 3, 2020 Election, **be approved**.

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

Resolution No. 19-20/7, Board of Trustees' Candidate Statement Policy for the November 3, 2020 Election

Minutes: That Resolution No. 19-20/7, Board of Trustees' Candidate Statement Policy for the November 3, 2020 Election, **be approved.**

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

Confirm Next Scheduled Board of Trustees Study Session Meeting – March, 2020

Minutes: That the Board of Trustees Confirm the Next Scheduled Study Session for the Month of March, 2020, **be Confirmed**, for March 19, 2020, topics: Local Control Accountability Plan (LCAP) and Comprehensive Coordinated Early Intervening Services (CCEIS) Plan, with the study session topics starting at 6:30 p.m. and closed session at the end of the agenda.

<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. Benitez Yes		

2020 CSBA Delegate Assembly Election

Minutes: That a vote, **be Cast**, for One Candidate listed on the 2020 Ballot or for a Write-In Candidate from Subregion 23-B, as a Representative to the California School Boards Association (CSBA) Delegate Assembly, to serve and fill one vacancy for a Two-Year Term beginning April 1, 2020 – March 31, 2022, as presented (due March 16). **Vote Cast for: Nancy Armenta.**

<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. Benitez Yes		

Service/Consultant Proposals/Bid Awards/Contract Report

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

- ADMINISTRATIVE SERVICES:
  - 1. Cindy Huang (Fiscal Services)
  - 2. Swing Education (Districtwide)
- EDUCATIONAL SERVICES:
  - 3. Dataworks (Shuey)
  - 4. Discovery Cube (Janson)
  - 5. Document Tracking Services (Districtwide)
  - 6. Erik Negroe (Muscatel/Districtwide)
  - 7. McGraw-Hill (Janson/Savannah)
- SUPERINTENDENT'S OFFICE:
  - 8. American Association of School Administrators (AASA)
  - 9. California Association of Latino Superintendents & Administrators (CALSA)

, be approved, as corrected item# 3.

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

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

Minutes: That the Facilities Related: Service/Consultant Proposals/Bid Awards/Change Orders/Contract Report, including:

1. Change Order #1 – DC Integrate for the HVAC Replacement Project (Districtwide)
2. Change Order #2 – DC Integrate for the HVAC Replacement Project (Districtwide)

, 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. Benitez Yes		

3<sup>rd</sup> Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2019-2020 for the Period of January – March 2020

Minutes: That the 3<sup>rd</sup> Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2019-2020 for the Period of January – March 2020, be approved.

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

E-Rate Year 23 Proposals

Minutes: That the E-Rate Year 23 Proposals, be approved.

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

DISCUSSION ITEM:

1. Coronavirus Updates

Superintendent Ruvalcaba shared that the Board of Trustees received an informational packet with the latest information from the local agencies, state, and federal agencies. This is an opportunity for the Board of Trustees to ask any questions. The information we have provided is already outdated with approximately 10-15 updates provided on a daily basis. He shared that there is a lot of media coverage and there are a lot of people who are exhibiting symptoms which are coming back with a negative test which means they have

other conditions and not the Coronavirus. Superintendent Ruvalcaba shared that as a District, we have been trying to clarify any misperceptions, continue reinforcing good health practices, staying informed, maintaining a balance between being careful and not being discriminatory. District Leadership is working with our sites to ensure we are not sending students home and continuing to follow proper attendance/enrollment procedures. Making sure we are addressing any student teasing, ensuring students feel comfortable wearing masks as a sense of safety. District Leadership is also starting conversations with Principals and staff to prepare in case of a possible school closure, whether it's coming down the line for us or years from now, including topics about devices, reteaching/review curriculum, distance learning, online access, all from home. District Leadership is also gathering information on whether the staff continues to get paid, implications of STRS and PERS, attendance, waivers, continued funding, etc. Superintendent Ruvalcaba shared that staff would continue to get paid and the District would ask the State for emergency funds – similar to the fires which occurred last year. Trustees asked questions including, attendance of students with compromised health, student policies regarding health assessments, procedures when a student has a fever, requirement of doctor's notes, and what is the District doing for the staff who encounters ill students and procedures.

**NEW BUSINESS**

**Exhibit 1 – Matrix for New Business Topics and Follow Up**

- Superintendent Ruvalcaba shared that the matrix has been updated to reflect all completed requests and meeting updates.
  - Shared that staff will start checking off some of the items that have been completed.
  - Presentation on Agenda preparation - The presentation will be agendaized on the April agenda to go over timelines, what goes into preparing an agenda, and how important it is that everyone understands what goes into each agenda.
  - Digital TVs – shared that we will continue to learn the new system to add more information, student information, event information, videos, etc.
  - Mental Health Support – staff is reporting that we will start onboarding interns next year with Mr. Jerry McCanne currently working with California State University, Los Angeles on a Memorandum of Understanding to start the program.
  - Study Session on Brown Act, Conflict of Interest, and Ethics has been completed.
  - Other items are pending additional information.
- Trustee Armenta shared that she is glad that the Board had the training on the 29<sup>th</sup> and that the Law firm did an excellent job.

**ACTION ITEM(S):**

**Contract with Windtree Education for the District's Gifted and Talented Education (GATE) Program**

**Minutes:** That the Contract with Windtree Education for the District's Gifted and Talented Education (GATE) Program, **be approved.**

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




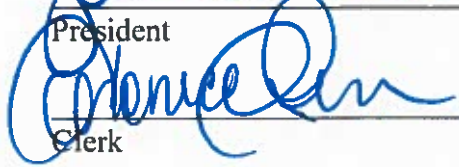
ADJOURNMENT:

Minutes: That the March 5, 2020 Board of Trustees meeting, **be adjourned** at 9:10 p.m.

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

Signed,

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Clerk