

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

**CONSENT**

March 19, 2020

The Board of Trustees of the Rosemead School District met in a study session meeting on Thursday, March 19, 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:

Harold Sullins, Jennifer Fang, and Dawn Rock.

**APPROVAL OF AGENDA**

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

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

**PUBLIC COMMENTS**

There were no comments.

**PLEDGE OF ALLEGIANCE**

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

**SUPERINTENDENT'S REPORT**

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Deferred comments until later in the meeting
- Upcoming Events and Save the Dates (*Tentative*) – Trustees, RSVP to Cynthia Bracamonte:
  - 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)
  - Wednesday, April 22, 2020, 5:00 p.m. Muscatel Open House
  - Tuesday, April 28, 2020, 6:00 p.m. LCAP Community Meeting
  - Tuesday, May 19, 2020, 4:30 p.m. Savannah Open House
  - Tuesday, May 26, 2020, 5:30 p.m. Janson Open House
  - Thursday, May 28, 2020, 5:00 p.m. Shuey Open House

## BOARD PRESIDENT'S COMMENTS

There were no comments.

## BOARD ORAL COMMUNICATIONS

There were no comments.

## STUDY SESSION TOPIC(S):

1. Local Control Accountability Plan (LCAP) by Dr. Jennifer Fang, Assistant Superintendent, Educational Services

Dr. Fang provided an update to the Board of Trustees on the status of the Local Control Accountability Plan (LCAP). Superintendent Ruvalcaba shared that the LCAP is a lot of work, Districts must ensure transparency, inclusion of stakeholders, and thanked the Educational Services team including Dr. Fang, Mrs. Goldstone, Mrs. Rock, and Mrs. Su. See presentation attached.

2. Comprehensive Coordinated Early Intervening Services (CCEIS) Plan by Dawn Rock, Director of Special Education and Student Support Services and Dr. Jennifer Fang, Assistant Superintendent, Educational Services

Mrs. Dawn Rock, Director of Special Education and Student Support Services and Dr. Jennifer Fang Assistant Superintendent of Educational Services provided an update to the Board of Trustees on the status of the Comprehensive Coordinated Early Intervening Services (CCEIS) Plan. See presentation attached.

## DISCUSSION ITEM(S):

1. Coronavirus (COVID-19) Updates

Superintendent Ruvalcaba shared additional updates regarding the Coronavirus. He also shared that the information being shared is true as of right now. Mr. Ruvalcaba explained that he will be sending out a letter to parents and the community sharing that the District will be transitioning to a school closure status as included in the Executive Order issued by Governor Newsom this afternoon indicating "Safer at Home." Superintendent Ruvalcaba shared that Superintendents have asked a lot of questions of State and Federal as it pertains to their districts. Today during a conference call with Rosemead City Manager Molleda it was shared that cities that are implementing childcare supervision, they are finding that parents are not showing up as there is a concern about the children intermingling. Superintendent Ruvalcaba shared that in the latest press release from the County of Los Angeles Public Health Department it breaks down the positive results by city and the closest cases to Rosemead are in Monterey Park and Alhambra and included that 87% of the people being tested are coming back negative results which is encouraging. Mr. Ruvalcaba shared that there is emergency legislation which includes guidance for organizations in terms of operations, as related to ADA and funding. The funding for next year will be calculated based on ADA figures from August 2019 – February 2020. He shared that feeder districts are all appealing to the County requesting that it reflect P1 reporting from August 2019 – December 2019, as a result of the first case of COVID-19 being reported in mid-January which resulted in districts already seeing attendance being affected. In mid-January the District was already providing guidance to families for students to stay home if they were sick or had a fever. Superintendent Ruvalcaba further

explained that testing assessments have been suspended and the ELPAC is pending a decision. He shared that Child Development funds are going to be continued with some reporting requirements to guarantee funding. Legislators are working on emergency appropriations to refund districts for the unbudgeted expenses incurred due to COVID-19, therefore, staff has already started collecting a list of all expenses being incurred as a result of the virus. The appropriation may be based on the ADA allotment we have for 2019-20 and the District, as many others, plan to appeal the ADA figures it is based on. The United States Department of Education Office of Civil Rights is on the lookout for any discriminatory practices towards student populations that may be marginalized. Superintendent Ruvalcaba shared that Rosemead is very fortunate that in our district we have little to none of this occurring and when reported it is addressed immediately. District Leadership has provided guidance to all staff that ensure the continuity of instruction and not denying entrance to our school district because of decent. We have also received guidance on the timelines for Special Education services and Uniform Complaint Procedures which are on pause until students return and suspended during school dismissal and school closures.

Mr. Ruvalcaba shared an opinion from our law firm indicating that due to Governor Newsom's Executive Order N-29-20 and social distancing orders the Brown Act requirements to provide a public location is no longer required during this national emergency. Districts must provide an electronic/conferencing method for questions whether through a chat, call, or an email with all instructions reflected on each public meeting agenda. Superintendent Ruvalcaba recommended to the Board to move towards a Zoom call in order to model social distancing for our community with all actions taken through roll call vote to ensure clarity and transparency. The Superintendent shared that as a result of Governor Newsom's press conference the District will now move from school dismissal to school closure, with only essential staff being present on rotation schedule. The order goes into effect at midnight tonight. Mr. Ruvalcaba emailed all staff to remain home on Friday to provide Cabinet with the opportunity to identify who the essential staff is and will contact each staff member personally. He also shared that teachers have a laptop and are working remotely already. Mr. Ruvalcaba explained that depending on the employee's responsibilities there are some employees which will still need to come in to complete their work, for example, there are employees who access the County systems (like HRS and PeopleSoft) which only allow you to log into the systems from within the District network for security reasons. To help with the access for these employees the District has requested VPN access from the County for key employees to ensure they can log in from home to continue their work. The Superintendent shared that the District will continue to work with employees on a one-to-one basis and has asked employees over 65 or chronically ill to work remotely, with employees designated as an essential employee being placed on a rotation schedule by teams. He also shared that the Educational Services leadership team will compose a best practices reference sheet for families, employees, and students.

President Quintanilla recessed the meeting to a brief break at 8:17 p.m.

President Quintanilla reconvened the meeting to open session at 8:22 p.m.

The Superintendent ended his updates with sharing that it is recommended that the Governor's Executive Order "Safer at Home" issued earlier in the day be followed. The

District’s recommendation will be to send a message to our community that schools will be in a “school closure” status until Monday, May 4<sup>th</sup> with students returning on Tuesday, May 5<sup>th</sup> to ensure staff have a day to prepare for their return on Tuesday. Superintendent Ruvalcaba shared that as a District we have the responsibility to provide families and parents advanced notice to help ensure that families are prepared to follow the “Safer at Home” orders. Mr. Ruvalcaba shared that with the Board’s action on March 13, they granted the Superintendent the ability to make the decisions in response to the national health emergency. The Superintendent feels that it is important for the Board of Trustees to understand the reasoning behind the school closure through May 4<sup>th</sup> and agree with the decision in the best interest of the students, families, and staff. He shared that if residents don’t follow the Safer at Home order the peak of the positive cases will come between now and at least 2-3 months. Following the Safer at Home order ensures the reduction of spreading the virus. With the transition from school dismissal to school closure, teachers will transition from a review model to delivering instruction to students remotely which will ensure the continuation of high quality education. Superintendent Ruvalcaba shared that staff will be available for families to pick up chromebooks and books, if necessary, and that meals will continue to be served with a team on a rotation schedule. The Superintendent answered questions from each Trustee.

Superintendent Ruvalcaba recommended that the Board move to a teleconferencing/ electronic method for board meetings beginning with the April 2<sup>nd</sup> meeting. Staff will deliver packets as per the normal package and will setup teleconference tests with each Trustee to ensure we troubleshoot any issues and ensure each member is comfortable with the new method of participation.

ACTION ITEM(S):

Personnel Status Report – Certificated and Classified

Minutes: That the Personnel Status Report – Certificated and Classified, be approved, as corrected.

<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		

Service/Consultant Proposals/Bid Awards/Contract Report

Minutes: That the Service/Consultant Proposals/Bid Awards/Contract Report:  
HUMAN RESOURCES:  
1. California State University, Los Angeles, Marriage and Family  
Therapist (MFT) Interns – Districtwide  
, be approved.

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

Facilities Related: Service/Consultant Proposals/Notice of Completion/Bid Awards/Contract Report

Minutes: That the Facilities Related: Service/Consultant Proposals/Notice of Completion/Bid Awards/Contract Report:

1. Notice of Completion – Best Contracting Services, Inc. (Roofing at Shuey and Savannah)  
, 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		

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Quintanilla began Closed Session at 8:46 p.m.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATIONS – pursuant to Government Code Section 54957.6:

- District Negotiators: Mr. Alejandro Ruvalcaba, Mr. Harold Sullins, and Dr. Jennifer Fang
- Employee Organizations: Rosemead Teachers' Association, California School Employees Association and its Rosemead Chapter 9 – Provide direction regarding negotiations

2. PUBLIC EMPLOYEE (APPOINTMENT, EMPLOYMENT, REASSIGNMENT, EVALUATION, AND DISCIPLINE/DISSMISSAL/RELEASE) – pursuant to Government Code Section 54957 – Participants: Mr. Alejandro Ruvalcaba, Mr. Harold Sullins, and Dr. Jennifer Fang

ADJOURNMENT OF CLOSED SESSION

President Quintanilla recessed closed session at 9:20 p.m.

RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 9:21 p.m.

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


President Quintanilla reported that the Board of Trustees took no action.

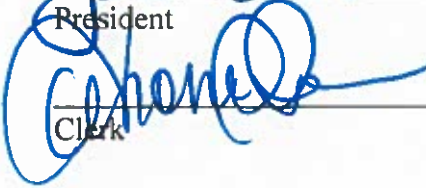
ADJOURNMENT

Minutes: That the March 19, 2020 Board of Trustees meeting, be adjourned at 9:21 p.m.

<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

Signed,

  
\_\_\_\_\_  
President

  
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Clerk