

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

CONSENT

May 7, 2020

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, May 7, 2020, held as a Teleconference/Electronic Zoom meeting ID# 974 2114 1516 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 6:30 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 made by: Mrs. Benitez **Seconded by:** Mr. Esquivel
Mrs. Benitez rescinded her motion and Mr. Esquivel rescinded his second.

Minutes: That the Agenda, **be approved**, with Action item #1: Migrant Education MOU pulled for a future meeting, at the request of the Superintendent, to ensure transparency with the action item added to the 5/21/2020 Board agenda to include all attachments recently received from Migrant Education.

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

PUBLIC COMMENT ON CLOSED SESSION ITEMS

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

RECESS TO CLOSED SESSION

President Quintanilla began Closed Session at 6:38 p.m.

CLOSED SESSION

1. 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
2. Public Employee (Appointment, Employment, Reassignment, Evaluation, and Discipline/Dismissal/Release – pursuant to Government Code Section 54957
3. Public Employment – pursuant to Government Code Section 54957
 - Assistant Principal, Middle School
 - Coordinator, Special Education and Student Support Services
4. Conference with Legal Counsel – Anticipated Litigation – pursuant to Government Code Sections 54956.9(d)(2) and (e)(2)
 - One (1) Case

RECESS CLOSED SESSION

President Quintanilla recessed closed session at 7:33 p.m.

RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 7:41 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.

PLEDGE OF ALLEGIANCE

President Quintanilla requested for Mr. Harold Sullins to lead the Pledge of Allegiance.

AWARDS/RECOGNITION VIRTUAL PRESENTATION(S):

1. Student of the Month, April 2020 – Most Improved
President Quintanilla congratulated the following 6th grade Students of the Month recipients: Joshua Rodriguez, Encinita; Samauel Curiel, Janson; Nelson Romero, Savannah; Sky Treetas, Shuey; and Bijou Hsu, 7th grade Muscate; Sharon Bao Trieu, 8th gr Muscatel
2. Student of the Month, May 2020 – Academic
President Quintanilla congratulated the following 6th grade Students of the Month recipients: Kameron Lattinville, Encinita; Jodie Ha, Janson; Tina Phan, Savannah; Denise Han, Shuey; and Steven Pham, 7th gr Muscatel; Emily Ruiz, 8th gr Muscatel

PUBLIC COMMENTS

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

SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Congratulated the Student of the Month recipients and shared that the recognition presentation will be posted on the website shortly.
- Shared that the District will be celebrating staff starting with Teacher appreciation on Tuesday
- Shared that on the agenda is a resolution for Board adoption to approve next week as staff appreciation which will be followed by daily inspirational messages to staff
- Expressed gratitude to the staff members who responded to the all call to join the Task Force.
- Shared that the District never thought that they would be doing distance learning for the remainder of the school year. This is our new normal.
- Provided an update on Summer School and ESY by sharing that the Governor and county partners have started to relax some mandate orders but that it doesn't include schools at this time. He shared that Superintendents were told not to count on offering a normal summer school program.
- Thanked Jennifer Fang and Lara Goldstone who are working with staff teams to put together a distance learning program for summer school. He also shared that not all districts are providing a summer school program for their students and are only offering a summer school program for their ESY populations. He added that a summer school program offered through distance learning will provide some support for students who are enrolled.
- Mr. Ruvalcaba shared that staff is starting to prepare for the reopening in the fall and has heard from most partners that school will look very differently.
- He shared that the district is developing a Task Force with the involvement of all stakeholders groups to develop all the details on how school will look when we return. The plan will cover schedules, PPE levels, and requirements to follow, to help us transition slowly to go back to what we are accustomed to. The plan will include the information from the guidance documents from Department of Health and County Office. He shared that what our district does may look different from what other districts follow. Lastly, he expressed that the district will seek input from all stakeholders including parents.
- Upcoming Events and Save the *Tentative* Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Thursday, May 21, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
 - Thursday, June 11, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
 - Thursday, June 25, 2020, 6:30 p.m. Board of Trustees Regular Meeting
 - Thursday, August 6, 2020, 6:30 p.m. Board of Trustees Regular Meeting
- Review of the contents in the night folder:
 - Personnel Status Report – Certificated Revised
 - Personnel Status Report – Classified Corrected
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

President Quintanilla shared on the following topics:

- Thanked the staff and volunteers who are working the meal distribution for breakfast, lunch, and supper. Gave kudos to everyone who is involved.
- Thanked teachers on his and the Board's behalf. Expressed that the Board appreciates every person who is a part of the Rosemead School District, including the teachers, the staff, and volunteers. He thanked them for everything they do.

BOARD ORAL COMMUNICATIONS

- Clerk Peña thanked all the Rosemead School District staff for their dedication and support to the families and students. She shared that it is a difficult time for them to adapt to something new and how she appreciates them "showing up" for our students. She expressed that she appreciates what everyone does on a daily basis for our students.
- Trustee Armenta echoed other trustees' sentiments and believes that the Rosemead School District staff are resilient. She expressed a heartfelt thanks to the teachers and volunteers who are ensuring that our students are continuing their education and feed. She shared that there are families with parents who were laid off and due to financial constraints there is now a food insecurity. She thanked our principals that are putting together the packets for those who don't have technology. Ms. Armenta recognized Principal Cardenas for the video that included his staff giving inspiration and felt that it was a beautiful emotional video. Expressed that all of this is what makes her so product of all our staff and what our Principals do. She is immensely thankful for each staff member.
- Trustee Benitez thanked all the teachers for all their hard work and congratulated the students for their recognition. She gave kudos for the sign that was posted at Janson. She shared sentiments of other trustees' and thanked everyone.
- Trustee Esquivel echoed everyone's sentiments and praised the great distance learning program and the curriculum that was taught by teachers. Gave big kudos to everyone on staff. Wished Ginny Ford and Salvador Ardon best wishes on their retirement and expressed that they both will be missed. Thanked Cal Poultry and Ray Jan who donated PPE items to the district for the Nutrition Services staff. Thanked Tonya from Republic Services who came out to help and would like to continue volunteering. Thanked Alex Gaeta for getting everyone up and running and ensuring that the zoom meetings are running.

PUBLIC HEARING(S):

1. 2020-2021 Spending Plan for the Education Protection Account (EPA) Funds

There were no comments.

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated (*amended*) and Classified (*corrected*)
2. Purchase Orders as of March – April 2020 (on file), and Warrants for budgeted expenditures
3. Minutes of the April 2, 2020 Board of Trustees Meeting
4. Use of Facilities Application: Consult 4 Kids/LACOE Expanded Learning Program (2020-21 School Year)

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

Motion made by: Mr. Esquivel Seconded by: Ms. Armenta
Mr. Esquivel rescinded his motion and Ms. Armenta rescinded her second.

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

SPECIAL REPORTS AND PRESENTATION(S): None

ACTION ITEM(S):

Confirm June Study Session

Minutes: That the Confirmation of the Next Scheduled Study Session – June 11, 2020, topics: Local Control Accountability Plan (LCAP) Draft and Proposed 2020-2021 Budget, **be approved.**

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

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

NUTRITION SERVICES:

2. San Gabriel Valley Food Services Cooperative Purchasing Group (San Gabriel Co-Op)

SPECIAL EDUCATION & STUDENT SUPPORT SERVICES:

3. Therapy Travelers, LLC

, be approved, excluding EDUCATIONAL SERVICES:

1. Migrant Education – El Monte City Consortium 2020-2021 Memorandum of Understanding.

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

Resolution No. 19-20/9, Employee Appreciation Week

Minutes: That the Resolution No. 19-20/9, Employee Appreciation Week, **be approved.**

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

Appropriation Transfers at Year-End

Minutes: That the Appropriation Transfers at Year-End, **be approved.**

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

Resolution No. 19-20/10, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers for the 2020-2021 Fiscal Year

Minutes: That the Resolution No. 19-20/10, Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments, and Transfers for the 2020-2021 Fiscal Year, **be approved.**

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

Resolution No. 19-20/11, Spending Plan for the Education Protection Account (EPA) Funds, 2020-2021 Fiscal Year

Minutes: That the Resolution No. 19-20/11, Spending Plan for the Education Protection Account (EPA) Funds, 2020-2021 Fiscal Year, **be approved.**

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

Resolution No. 19-20/12, Temporary Cash Borrowing Between Funds for 2020-2021 Fiscal Year

Minutes: That the Resolution No. 19-20/12, Temporary Cash Borrowing Between Funds for 2020-2021 Fiscal Year, **be approved.**

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

Resolution No. 19-20/13, Temporary Transfers from the Los Angeles County Treasury, 2020-2021 Fiscal Year

Minutes: That the Resolution No. 19-20/13, Temporary Transfers from the Los Angeles County Treasury, 2020-2021 Fiscal Year, **be approved.**

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

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

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

1. Bid Award – Alfaro Communications Construction, Inc.
2. Bid Award – Color New

, **be approved.**

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

DISCUSSION ITEM:

1. Review of Updated Policy – 1st Reading, including:
 - Board Policy No. 5121, Grades/Evaluation of Student Achievement
 - Administrative Regulation No. 5121, Grades/Evaluation of Student Achievement

The Superintendent shared that no one was prepared for distance learning and our policies were in need of revisions and updates to ensure our practices for distance learning were reflected. He further shared that the updates are aligned with what other feeder districts are doing in accordance with the high school practices. The final reading will be brought to the next meeting.

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. He also thanked the Board for not adding additional homework during this time as all energy is being redirected to assist with distance learning. He shared that the website contains an amazing quantity of content created by our teachers and commended their dedication to our students. He added that the website also contains best practices for teachers and resources and best practices to support both parents and students at home. The Superintendent gave kudos to all teachers, educational services staff, and administrators for their input and preparation of resources. Mr. Ruvalcaba shared that teachers are keeping track of their students who are engaging in learning for compulsory education. Each site developed their own tracking method that is unique to their site to ensure students who aren't "checking-in" are reached out to more often by teachers, principals, or support staff.

He gave kudos to our technology team who have checked out over 1,000 chromebooks and hotspots to families. The Superintendent shared that it is not a requirement of the state to reach out to students who don't check in, but instead we are doing this as a responsibility to our students.

- Provided an update on the End of the Year Activities including promoting ceremonies and gave a specific example that a neighboring district planned to have a drive-by promotion ceremony, with the student name called, etc. and everyone parked in their car. He shared that at an early stage, the Department of Public Health made it clear that they will not support this situation, as no one can account for students who want to hug each other. He shared that the District will not support a gathering of this type without the support of the Department of Public Health.
- Announced that the Rosemead Teachers' Association will be hosting a Zoom celebration of all retirees on June 4th, tentatively at 2:00 p.m. and they want to celebrate all our retirees including our management retirees. Once the meeting is finalized all details will be shared.
- Trustee Esquivel shared that he will be out during the August 6 meeting and inquired regarding a teleconference.
- President Quintanilla shared that he discussed with the Superintendent the possibility of the Board doing a staff appreciation video for staff.
 - It was the Board's consensus to move forward with their video message to staff.
 - Superintendent Ruvalcaba requested for each Trustee to send their video to Mrs. Bracamonte by next Friday, no longer than 1 minute each.
- Clerk Peña wished a Happy Mother's Day to all our moms, to our teachers, staff, and administrators to enjoy a restful day.
- The Board wished all mothers a Happy Mother's Day.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

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

RECESS TO CLOSED SESSION

President Quintanilla began Closed Session at 8:41 p.m.

CLOSED SESSION

ADJOURNMENT OF CLOSED SESSION

President Quintanilla recessed closed session at 9:06 p.m.

RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 9:12 p.m.

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

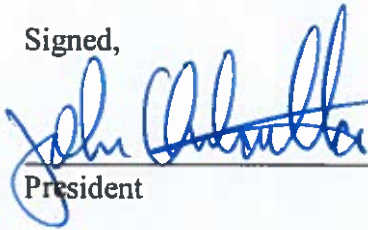
President Quintanilla reported that the Board of Trustees took no action in closed session.

ADJOURNMENT

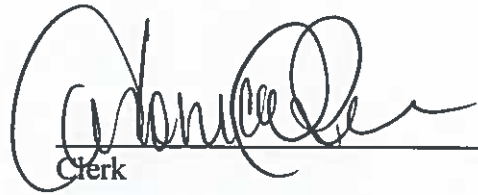
Minutes: That the May 7, 2020 Board of Trustees meeting, **be adjourned** at 9:13 p.m. in honor of Trustee Armenta's birthday.

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

Signed,



President



Clerk