

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

**CONSENT**

August 6, 2020

The Board of Trustees of the Rosemead School District met in a special meeting on Thursday, August 6, 2020, held as a Teleconference/Electronic Zoom meeting ID#859 6149 9103 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 6:31 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 Zoom.

President Quintanilla 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 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.**

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

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

Mrs. Bracamonte checked the [board@rosemead.k12.ca.us](mailto: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 6:35 p.m.

### CLOSED SESSION

1. Public Employee Performance Evaluation and Contract – pursuant to Government Code Section 54957
  - Superintendent
2. Conference with Labor Negotiators – pursuant to Government Code Section 54957.6:
  - California School Employees Association and its Rosemead Chapter 9, Management, Confidential, and Unrepresented
3. Public Employee (Appointment, Employment, Reassignment, Evaluation, and Discipline/Dismissal/Release)

### RECESS CLOSED SESSION

President Quintanilla recessed closed session at 7:30 p.m.

### RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 7:35 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 continue closed session after the completion of open session items.

### PLEDGE OF ALLEGIANCE

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

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

1. Recognition of Donors:
  - Asian American Economic Development Enterprises, Inc. – David Tang
  - Cal Poultry – Ben Phu
  - Camp Transformation – San Gabriel/El Monte – Jimmy and Nasim Wang
  - Chinese American Federation
  - Cindy Wu, El Monte City Board Member
  - City of Rosemead – Mayor, Councilmembers, and City Manager
  - Kiwanis Club of Rosemead – Frank Quintanilla
  - Open Bible Church – Frank Contreras
  - Rosemead Chamber of Commerce – Ray Jan
  - Roye Xu Foundation

### PUBLIC COMMENT

Mrs. Bracamonte checked the [board@rosemead.k12.ca.us](mailto:board@rosemead.k12.ca.us) email account for submittals of public comment. The following public comments were received:

- Jan Brydle, Shuey Principal:  
Good evening Board President Quintanilla, Board of Trustees and Superintendent Ruvalcaba,

First of all, I would like to thank Trustee Esquivel and Superintendent Ruvalcaba who helped us present the Tom Kakazu Scholarship awards last week. Three Shuey alumni

who are graduates of Rosemead High School wrote winning essays. The first place winner, Kelly Zhen was awarded a MacBook Air laptop and will be attending UC Berkeley. The second place winner, Kenneth Nguyen was awarded a \$200 Target gift card and will be attending US San Diego, and the third place winner, Jeny Moreno was awarded a \$100 Target gift card and will be attending US Riverside. Shuey would also like to recognize Tom Kakazu's widow, Maria, who tirelessly helps us fundraise for this scholarship.

This year, the Shuey PTA's theme is "It's Magic!". Celebrating the magic of technology, Shuey's first virtual Back to School Night will be held on August 18th at 5:00 pm and again at 6:00 pm. Each teacher will host a Zoom meeting and present their expectations for our exciting distance learning program. I will be sending you a list with all of the teachers' Zoom links, and so feel free to pop into a Zoom meeting. Thank you for always supporting our school and have a great evening.

- Gabriel Cardenas, Janson Principal:  
Good evening President Quintanilla, the board of trustees and Superintendent Ruvalcaba, On behalf of the Janson staff, we would like to invite you to our first-ever virtual Back to School night. Although it will be somewhat different than years past, such as no taco man or snow cones, we would love to have you stop by and visit as many classroom presentations as possible.

Date: Tuesday, August 18, 2020

Time: Presentation #1 at 6:30, Presentation #2 at 7:00

More detailed information such as zoom links and staff names will be provided soon. Thank you.

- Ruth Soto, Savannah Principal:  
Good evening President Quintanilla, Board of Trustees and Superintendent Ruvalcaba. Savannah School invites you to our Virtual Back to School Night.

This year is definitely different. We know it's easier visiting classrooms in person, but we hope you can virtually visit our classrooms this year on August 18th. Each classroom will have two presentations: 6:00 pm & 6:30 pm.

We will send you each teachers zoom links a few days before the event.

Thank you for your support!

### SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Introduced two new Leadership Members: Ms. Hoori Chalian the new Coordinator of Special Education and Student Support Services. Ms. Chalian thanked the Rosemead Family for the warm welcome and expressed thanks for everyone's helpful nature. Thanked District Leadership Cabinet Members for being so helpful and being ready to provide information. Thanked all the support staff for all their assistance and support. She is excited to get to know those who she hasn't met yet. Mr. Fredric Noriega the new Assistant Principal at Muscatel. Mr. Noriega thanked everyone for the opportunity to be

here in Rosemead and shared that he is excited to get to work. He recognized that the District is starting the year in a different way and shared that he values everything in the San Gabriel Valley which is a big part of his roots.

- Superintendent Ruvalcaba shared that he provides regular updates on the Distance Learning Plan with the Board through his weekly updates and gave kudos to the Educational Services team and the teachers who have served on the Task Force Committee and subcommittees. He briefly summarized the Learning Plan and shared that it is currently being negotiated. Mr. Ruvalcaba shared that the negotiations process is almost completed and gave kudos to RTA for their collaboration and working partnership.
- Assistant Superintendent Fang shared the Learning Continuity and Attendance Plan and briefly summarized the plan. She expressed thanks to all the folks which were recruited from different stakeholder groups. Dr. Fang shared that the plan is similar to the Local Control and Accountability Plan (LCAP) where stakeholder input is very important. She shared that the plan includes areas which need to be addressed including equity which is a huge component. Assistant Superintendent Fang shared that the District wants to make sure that the continuity of learning is in both the distance learning, hybrid, and the in-person plans, and that we really make sure that we continue the things that worked really well during dismissal and implement methods which boost the learning. As part of the plan, the District wants to ensure that every student has a Chromebook to use and the Technology Team has been distributing Chromebooks and hotspots to ensure connectivity. Along with the plan, the District also is working to build the capacity of our teachers, whom did a great job during our crisis mode during dismissal, and we are working towards utilizing our teachers' strengths to help other teachers learn additional technology systems.
- Shared that the District received a donation from Tzu Chi of face masks through Mr. Jerry McCanne.
- Congratulated and recognized Dan Montoya on his announcement to retire after 28 years of service to the District.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
  - Thursday, September 3, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - Thursday, September 17, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
  - Thursday, October 1, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - Thursday, October 15, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
  - Thursday, November 5, 2020, 6:30 p.m. Board of Trustees Regular Meeting
  - Thursday, November 19, 2020, 6:30 p.m. Board of Trustees Study Session Meeting
  - Thursday, December 10, 2020, 6:30 p.m. Board of Trustees Regular Meeting
- Review of the contents in the night folder:
  - Consent – Personnel Status Report – Certificated *Amendment 1*
  - Consent – Personnel Status Report – Classified *Amendment 1*
  - Action – IMS Refrigeration, Inc. (*corrected*)
  - Trustee Mail (if any is received after Board packet delivery)

### BOARD PRESIDENT'S COMMENTS

President Quintanilla shared on the following topics:

1. Gave kudos to Dan Montoya and his wife on his retirement and shared that he will be missed. He also shared that he hears a lot of great things about Mr. Montoya from the students.

## BOARD ORAL COMMUNICATIONS

1. Clerk Peña – Thanked all the donors for all the PPE donations and shared that she appreciates their generosity on behalf of the students. She shared that she appreciates how the community has come together for our families. Mrs. Peña thanked all staff for working so hard to prepare for the new school year. She welcomed both Hoori and Fredric and looks forward to meeting them in person and to all the great things they will be doing.
2. Trustee Armenta – Congratulated Mr. Dan Montoya on his retirement and wished him the best as he embarks on his new chapter. Ms. Armenta thanked him for all the great things he has done throughout the years. Trustee Armenta shared that she is looking forward to the first day back to school and has so much faith and confidence that this academic year will be a successful one. She expressed that the District is so blessed that the community is always there to work in concert with us. Ms. Armenta shared that it the community has blessed the District with all their generous donations. She hopes that staff had an opportunity to rest over the summer. She looks forward to the new school year and thanked staff for their dedication.
3. Trustee Benitez – Echoed Trustee Armenta and Clerk Peña’s sentiments and thanked everyone for their contributions. She is looking forward to a new school year.
4. Trustee Esquivel – Thanked Mr. Dan Montoya for all he’s done for the District and students. He wished him the very best in his next chapter. Mr. Esquivel welcomed Hoori and Fredric to the District, shared that they are valuable additions to the District, and expressed that the Board is here to support them. He shared that the District will provide them with the tools they need to be successful, which in turn will make our students successful. Trustee Esquivel expressed appreciation for being a part of the presentations of the Kakazu awards where everyone practiced social distancing. He thanked all the staff who have done their part to ensure we can open up schools at the right time. Mr. Esquivel shared that the District has excellent staff who handles whatever has been thrown at us. He commended the Maintenance & Operation team who has the schools looking amazing. He commended the teachers for coming in to assist with all the prep work and the community for all the donations. He shared how amazing the great community Rosemead is by working together with the City and all the partnerships. Mr. Esquivel thanked everyone for their dedication and shared for everyone to enjoy the few weeks we have off before school starts again.
5. Clerk Peña – Also expressed that she really appreciates everyone’s hard work. She commended how amazing the Cabinet team is and that she sees how hard they are working for our students. She thanked everyone for everything they do.
6. Trustee Armenta – Shared everyone’s sentiments.

PUBLIC HEARING(S): None

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated and Classified *Amended*
2. Purchase Orders as of June – July 2020 (on file), and Warrants for budgeted expenditures
3. Minutes of the June 11, 2020 Board of Trustees Meeting
4. Minutes of the June 25, 2020 Board of Trustees Meeting
5. Minutes of the July 9, 2020 Board of Trustees Meeting
6. Minutes of the July 14, 2020 Board of Trustees Meeting
7. Obsolete Equipment – Encinita Elementary School
8. Obsolete Equipment – Mildred B. Janson Elementary School
9. Obsolete Equipment – Muscatel Middle School
10. Obsolete Equipment – Savannah Elementary School
11. Obsolete Equipment – Emma W. Shuey Elementary School
12. Donation Report

Minutes: That the Consent Agenda, be approved, as amended – Personnel Status Report - Certificated and Classified.

<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		

SPECIAL REPORTS AND PRESENTATION(S): None

ACTION ITEM:

Third Amendment Employment Contract - Ruvalcaba

Minutes: That the Third Amendment to the Employment Contract as the Superintendent with Mr. Alejandro Ruvalcaba, 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		

2020-2021 45-Day Budget Revision

Minutes: That the 2020-2021 45-Day Budget Revision, be approved.

<u>Motion made by:</u>	Mr. Esquivel	<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		

Service/Consultant Proposals/Bid Awards/Contract Report

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

**ADMINISTRATIVE SERVICES:**

1. City of Rosemead – Crossing Guards (Districtwide)
2. CSM Consulting, Inc. – E-Rate (Districtwide)
3. NAC, Inc. dba NAC Architecture – Design and Construction (Districtwide)
4. School Employers Association of California – SEAC

**BOARD OF TRUSTEES:**

5. Los Angeles County School Trustees Association – LACSTA

**CHILD DEVELOPMENT & PRESCHOOL:**

6. Early ED Consulting (Districtwide)
7. Every Child California – Membership

**EDUCATIONAL SERVICES:**

8. Cal West Visuals, Inc. – Smart Learning (Shuey)
9. ESGI, LLC, License (Shuey)
10. Illuminate Education – previously School City (Districtwide)
11. Mystery Science – License (Shuey)
12. Scientific Learning – Fast ForWord License (Shuey)
13. Screencastify, LLC – License (Districtwide)
14. Vantage Learning – My Access (Shuey)
15. Zoom Video Communications, Inc. (Districtwide)

**NUTRITION & WELLNESS:**

16. IMS Refrigeration, Inc. (Districtwide) *Corrected*
17. San Gabriel Valley Food Services Cooperative Purchasing Group – SGVPCO (Districtwide)
18. Southern California Pizza Group, LLC dba Pizza Hut (Districtwide)
19. Stix Holdings, LLC – Pick Up Stix (Districtwide)

**SPECIAL EDUCATION & STUDENT SUPPORT SERVICES:**

20. Collaborative Learning Solutions (Districtwide)
21. Los Angeles County Office of Education – Positive Behavior Interventions and Supports – PBIS (Districtwide)
22. Los Angeles County Office of Education – Tobacco-Use Prevention Education – TUPE (Districtwide)

**SUPERINTENDENT’S OFFICE:**

23. Rosemead Chamber – Advertising and Membership

**, be approved, as corrected for item 16: IMS Refrigeration, Inc.**

<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		

Updated Policy: Second Reading Consideration of Approval: Board Policy No. 0470, COVID-19 Mitigation Plan

Minutes: That the Updated Policy: Second Reading Consideration of Approval:  
1. Board Policy No. 0470, COVID-19 Mitigation Plan  
, **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		

Facilities Related: Service/Consultant Proposals/Bid Awards/Contract/Memorandum of Understanding/Report

Minutes: That the Facilities Related: Service/Consultant Proposals/Bid Awards/Contract/Memorandum of Understanding/Report, including:  
1. Bid Award – Muscatel Asphalt Project  
2. Notice of Completion – Chapman Coast Roof Company, Inc.  
, **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. 20-21/01, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Relocatable Classroom Repair at Savannah Elementary School

Minutes: That the Resolution No. 20-21/01, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Relocatable Classroom Repair at Savannah Elementary School, **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		

Consolidated Application Reporting System (CARS) 2020-2021 Spring Data Collection for Funding Categorical Aid Programs – Part A of Title I, II, III, and IV Federal ESSA Funds

Minutes: That the Consolidated Application Reporting System (CARS) 2020-2021 Spring Data Collection for Funding Categorical Aid Programs – Part A of Title I, II, III, and IV Federal ESSA Funds, **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		



## NEW BUSINESS

### Exhibit 1 Matrix for New Business Topics and Follow Up

- Superintendent Ruvalcaba provided the following updates and answered questions:
  - Presentation on agenda preparation – The presentation has been placed on hold due to COVID-19. Mr. Esquivel prefers the presentation be held in person.
  - Security cameras – The District will continue to negotiate the Memorandum of Understanding with CSEA and hopes to bring something forward to the Board shortly.
  - Mini Libraries – The project is on hold due to COVID, as this is a personal project for some of the students in our community. They are unable to complete this because of the current pandemic.
  - DELAC/DAC Recognition – This request has been completed.
  - Contracts Report – The business office is working on closing the books and will present a comparison shortly.
  - PPE Donor Recognition – This request has been completed today.
  - Addition of Contract dates on Cover pages – This was put into practice with the June 25<sup>th</sup> Board agenda.
  - Reopening School Plan – The Superintendent shared information during today's Board meeting and is hoping to bring two Memorandums of Understanding shortly.
  - Opening of Shuey Preschool – The reopening of the Preschool is currently on hold.
  - Report on DLI Program Costs – This will be shared via a weekly update.
  
- Superintendent Ruvalcaba shared that the District is working on developing and finalizing the Memorandums of Understanding with the California School Employees Association and its Rosemead Chapter 9 and the Rosemead Teachers Association as it relates to the Hybrid and Reopening Plans. He further shared that the Reopening Plan is the plan which requires Board approval and the District hopes that negotiations are finalized on Monday. Mr. Ruvalcaba requested for the Board to hold a special meeting next week, either Tuesday or Wednesday to finalize the Distance Learning Plan and shared that the plan needs Board approval because it outlines the instructional day. Superintendent Ruvalcaba shared that the approval of the plan is urgent as we need to bring teachers back on the 14<sup>th</sup> to provide Professional Development which will help kick off Distance Learning for the start of the new school year.
  
- Mr. Ruvalcaba shared that the Facilities Master Plan was provided to the Board as an information piece for their review. Superintendent Ruvalcaba informed the Board that staff would like to include this item in the September 17 Study Session with the focus topics, as follows: 1. Enrollment and Staffing, and 2. Facilities Master Plan.

It was the Board's consensus to move forward with two study session topics: 1. Enrollment and Staffing, and 2. Facilities Master Plan.

- President Quintanilla requested information on the MERGE and ASCIP Credits including how they are earned and used, etc.
  - Superintendent Ruvalcaba shared that this information will be included in a Friday update.
  - It was the Board's Consensus to include this information in a weekly update.

- President Quintanilla gave kudos to the Task Force Committee and the Tech Team for going above and beyond for our students.
- President Quintanilla shared the City's Panda Fundraiser scheduled for tomorrow starting at 10:30 a.m. through 10:00 p.m. at Panda Express by Walmart

ADJOURNMENT

Minutes: That the August 6, 2020 Board of Trustees meeting, **be adjourned** at 9:03 p.m.

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

Signed,

  
 \_\_\_\_\_  
 President

  
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 Clerk