

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

CONSENT

January 16, 2020

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, January 16, 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 6:54 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, Alex Gaeta, Jerry McCanne, Stella Ndahura, Deborah Lawrence, Lara Goldstone, Suwen Su, Dawn Rock, Jerry Puente, Gael Vidal, Daniel Lee, Linda Chang, Scott Levin, Cindy Ly, Alex Kha, Gabriel Cardenas, Jocie Wilson, Jeff Douglas, Wilson Chen, Maegan Zhang, Adam Curiel, Jeremy Feig, Jan Brydle, Ginny Ford, and Julita Mata.

APPROVAL OF AGENDA

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

<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		

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Quintanilla began Closed Session at 6:55 p.m.

CLOSED SESSION

1. Pupil Personnel
 - a. Expulsion for Student No. 19-20.1
2. Conference with Legal Counsel – Anticipated Litigation
 - a. 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 7:40 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 Jerry McCanne to lead the Pledge of Allegiance.

AWARDS/RECOGNITION PRESENTATION(S):

1. Student of the Month, January 2020 - Academic

President Quintanilla presented plaques and congratulated the following 6th grade Students of the Month recipients: Marielle Mata, Encinita; Alex Kha, Janson; Kylie Hin, Savannah; Maegan Zhang, Shuey; and Muscatel Students: Adam Curiel, 7th grade and Gael Vidal, 8th grade.

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. Daniel Lee, CENSUS Partnership Representative, topic: promote the Census, activate community involvement, and the important of the CENSUS in connection to Federal Funding.
2. Wilson Chen, CENSUS Representative, topic: CENSUS job opportunities
3. Jerry Puente, RTA President and Muscatel Teacher, topic: thanked District Administrators for the detailed staffing report, invited everyone to join the Muscatel running team on Sunday for the half-marathon, thanked the District staff for their support, thanked PTA for their support, thanked Muscatel staff for their support, and thanked Principal Wilson for her support. Invited everyone to join the team on Sunday for the Math Field Day where 4th-6th graders will be competing and thanked Dr. Jennifer Fang and Lara Goldstone for their support. Invited everyone to attend the competition on February 22, at Muscatel where students who progress to the next level will compete for Los Angeles County on April 25, in Glendora.
4. Jan Brydle, Principal Shuey, topic: invited everyone to donate to the PTA Savers fundraiser by dropping off at Shuey main office, invited everyone to attend the Parent Power Hour on January 29, 8:30-9:30 a.m., and shared that last year a Claremont filmmaker filmed staff for a movie called "Bullying" which has been distributed through several film festivals and they will be sending a DVD of the movie for previewing.
5. Linda Chang, Principal Encinita, topic: wished everyone a Happy New Year, thanked the Board for attending the holiday program, invited everyone to the PTA Founder's Day on February 5, 6:00-7:00 p.m. with performances by 2nd and 5th graders – the theme is "world is a rainbow."
6. Jocie Wilson, Principal Muscatel, topic: thanked Trustee Esquivel for his visit to Muscatel last week, extended an invitation to the rest of the Board to visit the school, invited everyone to attend the marathon on Sunday, and invited everyone to attend Founder's Day next Wednesday.

SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Welcomed everyone back from the Winter Break and hoped that everyone had a nice break.
- Shared the amazing news that Mildred B. Janson and Emma W. Shuey Schools were recognized as California Distinguished Schools by the California Department of Education. Superintendent Ruvalcaba congratulated the schools on their accomplishment and shared that this is an indicator of the amazing District and schools and the dedication of our staff. Assistant Superintendent Sullins is already ordering the logos and plaques for each school.
- Presented a recognition certificate from the City of Rosemead to Mildred B. Janson for their generous donation to the City toy drive and gave kudos to Principal Cardenas and the Janson community for their generous contribution. He shared that one of the District's guidance principles are that events like this are a great partnership with the city. Mr. Ruvalcaba thanked the Janson community for their generous donation.
- Superintendent Ruvalcaba shared that the California Department of Education as indicated that their annual event "Great Kindness Challenge" will be held January 27-31, 2020 which provides for an opportunity to recognize the power of just being kind. He shared that as a District we want to challenge not only our students and our community, but also our staff. We want to demonstrate how we can model our kindness in our acts with each other, and how we can support our students. The Kindness Challenge will be shared with the Leadership team next week as districtwide challenge.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Wednesday, January 22, 2020, 6:30 p.m. Muscatel Founder's Day
 - Wednesday, February 5, 2020, 6:30 p.m. Encinita Founder's Day
 - Thursday, February 20, 2020, 6:00 p.m. Janson Founder's Day
 - Tuesday, February 25, 2020, 5:45 p.m. Savannah Founder's Day
 - Thursday, February 27, 2020, 6:00 p.m. Shuey Founder's Day
 - Tuesday, March 10, 2020, 6:30 p.m. Rosemead PTA Founder's Day (*time tbd*)
- Review of the contents in the night folder:
 - Agenda Amendment 1
 - Consent Personnel Status Report – Classified *amendment 1*
 - Consent – Meeting, Inservice, Professional Development, Conference and/or Travel Report *amendment 1*
 - Action – VMA Communications, Inc. Contract
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

President Quintanilla shared on the following topics:

- Congratulated Janson and Shuey Schools and thanked them for making our school district look good.
- Shared that he attended all four winter programs and feels that these events are the best part of being on the Board.

BOARD ORAL COMMUNICATIONS

- Trustee Benitez congratulated Janson and Shuey Schools for their outstanding award as a Distinguished School. Welcomed everyone back from break and hopes that everyone enjoyed their holidays with family. Mrs. Benitez shared that she attended all the winter

programs.

- Trustee Esquivel congratulated Shuey and Janson Schools for their award. He gave kudos to Mr. Cardenas and Mrs. Brydle, their teachers, and their staff for their hard work. Mr. Esquivel shared that he enjoyed the Christmas programs and felt it was wonderful to see all the students who performed. He also commented on how great it was to see all the participation of the parents. Trustee Esquivel thanked Mrs. Wilson for hosting his visit on her campus to observe the breakfast program. He shared that he plans to visit each school as his time allows.
- Trustee Armenta expressed that she hopes everyone had a wonderful winter break and welcomed everyone back. She shared that she is looking forward to the weekend Equity seminar with Superintendent Ruvalcaba and Clerk Peña and bringing back information to share with everyone. Ms. Armenta congratulated Janson and Shuey for their recognition and is looking forward to the Founder's Day events.
- Clerk Peña welcomed everyone back and hopes that everyone had a Happy New Year. She congratulated Principal Cardenas and Principal Brydle on their schools' recognition. Mrs. Peña hopes that everyone had a great break and enjoyed some down time during their break. She thanked everyone for their Christmas cards.
- Trustee Armenta wished Clerk Peña and to Mr. Jerry Puente a Happy Birthday.

PUBLIC HEARING(S):

1. Rosemead Teachers' Association (RTA) Initial Contract Proposal to the Rosemead School District for the 2019-2020 Reopener

There were no comments.

2. Rosemead School District Initial Contract Proposal to the Rosemead Teachers' Association (RTA) for the 2019-2020 Reopener

There were no comments.

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated and Classified *amended*
2. Minutes of the December 12, 2019, Board of Trustees' Meeting
3. Purchase Orders as of November – December, 2019 (on file), and Warrants for budgeted expenditures
4. Meeting, Inservice, Professional Development, Conference and/or Travel Report *amended*
5. Donation Report

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

<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		

President Quintanilla excused Administrators in the audience for the evening.

SPECIAL REPORTS AND PRESENTATIONS:

1. Presentation of the 2018-2019 District Audit Report, by Mr. Hadley Hui, Moss, Levy & Hartzheim, Certified Public Accountants

Mr. Hadley Hui presented the 2018-2019 District Audit Report and answered the Board's questions.

ACTION ITEM:

Expulsion of Student No. 19-20.1

Minutes: That the Expulsion of Student No. 19-20.1, **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		

Rosemead Teachers' Association (RTA) Initial Contract Proposal to the Rosemead School District for the 2019-2020 Reopener

Minutes: That the Rosemead Teachers' Association (RTA) Initial Contract Proposal to the Rosemead School District for the 2019-2020 Reopener, **be accepted.**

<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		

Rosemead School Districts' Initial Contract Proposal to the Rosemead Teachers' Association (RTA) for the 2019-2020 Reopener

Minutes: That the Rosemead School Districts' Initial Contract Proposal to the Rosemead Teachers' Association (RTA) for the 2019-2020 Reopener, **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		

Tentative Agreement for Holiday Pay, Between California School Employees' Association (CSEA), and its Rosemead Chapter #9 and the Rosemead School District

Minutes: That the Tentative Agreement for Holiday Pay, Between the California School Employees' Association (CSEA) and its Rosemead Chapter #9, and the Rosemead School District, **be approved.**

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

District Audit Report, 2018-19

Minutes: That the Acceptance of the 2018-19 District Audit Report , **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		

Resolution No. 19-20/5, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Roofing Replacement for Relocatable Classrooms at Mildred B. Janson Elementary School

Minutes: That Resolution No. 19-20/5, An Emergency Resolution of the Board of Trustees of the Rosemead School District for Roofing Replacement for Relocatable Classrooms at Mildred B. Janson Elementary School, **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		

Service/Consultant Proposals/Bid Awards/Contract Report

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

ADMINISTRATIVE SERVICES:

1. Republic Services, Inc. (Districtwide)

EDUCATIONAL SERVICES:

2. PowerSchool – Enrollment Express Service (Districtwide)
3. Vantage Learning – My Access (Muscatel)

, **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		

Uniform Complaint Report, 2nd Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2019-2020 for the Period of October – December, 2019

Minutes: That the 2nd Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaints Report for 2019-2020 for the Period of October – December, 2019, **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		

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

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

1. Notice of Completion: GDL Best Contractors, Inc. for the Modernization at Shuey Elementary School
, 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		

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.
 - Marketing program – in tonight’s agenda we have a contract included for approval as it relates to the marketing for the Dual Immersion Program for Encinita
 - Presentation on Agenda Preparation – this has been requested from two Trustees and it is recommended that as part of the presentation by Cynthia Bracamonte. She will give an overview of the online agenda system which will be moving from CSBA AgendaOnline to GAMUT Meetings. This presentation will provide transparency on where to locate Board agendas.
 - Trustees were polled on whether they prefer paper board packets or online board packets.
 - Two Trustees prefer paper, two prefer online, and one prefers both methods. The Board requested a sample of the new GAMUT Meetings Board packet and a demonstration of the new system.
 - Reception Area – Superintendent Ruvalcaba shared that the reception area is ready with photos already hung. The reception area is already in use and that everyone is happy with the support. The new Receptionist/Tech Support Ms. Sylvia Petrovitch started on Monday.
 - Digital Boards Status – the vendor will be coming out next week to meet with staff.
 - Security Camera Status – this item is pending negotiations with the California School Employees Association. The Superintendent Ruvalcaba and Assistant Superintendent Sullins will walk the sites for scope of work and will reach out to schedule a negotiations session with CSEA. Network Administrator Gaeta recently became aware of a new system which provides professional access and is an easy installation reducing facilities complications. Mr. Gaeta has requested a proposal for the new system. The team is looking to install the new system during the school year after hours or this coming summer.
 - Study Session on Brown Act and Conflict of Interest – staff has reached out to our legal firm which will provide the training. We have requested scheduling early

March on a Saturday, 8:00 a.m. to 12:00 p.m. Superintendent Ruvalcaba requested a couple dates from the Board.

- It was the Board's consensus to proceed with: 1st choice: Saturday, February 29 or 2nd choice: February 8.
- Data for SB 265 – Director Ndahura compiled the data chart for our district and neighboring districts. The District will forward this information to Senator Rubio's office including a cover sheet.
- Superintendent Ruvalcaba provided an update to the Board regarding the STAR program at Muscatel and shared that following the Board's direction he confirmed to the Assistant City Manager that the District agrees to pay \$5,000 for the Elementary program and that we would proceed with covering the entire cost of the program at Muscatel. Since the Board's direction, the City had a turnover in their Assistant City Manager and the Muscatel program did not move forward. He shared that Assistant Superintendent and Cynthia Bracamonte have reached out to the new City Manager Ben Kim to discuss how they can move forward with the STAR program at Muscatel for the remainder of the school year.
- Trustee Armenta would like staff to explore having a Districtwide Family Night for the viewing of the movie "Bullying" at the District office with interactive sessions, to bring awareness regarding Bullying and how parents can protect their children. She suggested that the District provide popcorn during the viewing of the movie – if it is logistically possible.
 - President Quintanilla requested that the District Administration screen the movie first before sharing it with families.
 - Assistant Superintendent Dr. Fang offered to give a personal screening for Cabinet or the Board and the opportunity to ask questions.
- Trustee Esquivel requested for the students who are running the half marathon be invited to a Board meeting for the presentation of certificates for both the students and staff.
 - It was the Board's consensus to move forward with recognition of the students and staff.
- Trustee Esquivel also suggested that the Board consider the cancellation or rescheduling of the April 16 Study Session due to it occurring during the Spring Break.
 - It was the Board's consensus to cancel the meeting.
 - Superintendent Ruvalcaba suggested that the cancellation be taken as a formal action on the next agenda.
- Trustee Esquivel suggested that the District contact the City for copies of the parent survival guide for the new reception area.
- President Quintanilla suggested that the Superintendent host a "State of the District" at the beginning of the year.
 - It was the Board's consensus for the Superintendent to schedule the State of the District with all logistics at his discretion.
- President Quintanilla shared the CSBA Legislative Day in Sacramento occurring on Tuesday, March 17 in Sacramento and asked if any Board members would like to attend.
 - It was the Board's consensus for more information to be shared with them.
- President Quintanilla suggested that the Board consider holding the Muscatel promotion in the Rosemead High School auditorium.
 - Superintendent Ruvalcaba shared that the auditorium was offered to Principal Wilson. If the RHS auditorium is considered as a result tickets may need to be limited and he has seen all middle school promotions occur in an auditorium.

- It was the Board's consensus for more information to be provided including seating capacity, number of tickets provided to Muscatel students, and costs associated.
- Superintendent Ruvalcaba shared that during his agenda review with trustees, a trustee requested that staff add more detail on every personnel status report for additional assignments and that the salary schedules be included in each agenda packet.

ACTION ITEM(S):

Contract with VMA Communications, Inc.

Minutes: That the Contract with VMA Communications, Inc., 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 9:38 p.m.

CLOSED SESSION

Continuation of Closed Session Agenda

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

ADJOURNMENT OF CLOSED SESSION

President Quintanilla adjourned closed session at 10:06 p.m.

RECONVENE TO OPEN SESSION

President Quintanilla reconvened the meeting to open session at 10:06 p.m.

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

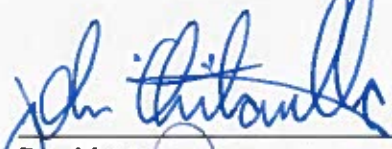
President Quintanilla reported that the Board of Trustees took no action in closed session.

ADJOURNMENT:

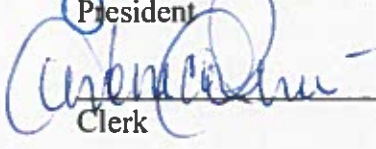
Minutes: That the January 16, 2020 Board of Trustees meeting, **be adjourned** at 10:07 p.m.

<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



Clerk