



**Regular Meeting  
08/22/2024 06:30 PM**

6:30 P.M. - CALL TO ORDER/OPEN/PUBLIC SESSION (ZOOM /  
IN-PERSON)

After the Completion of Open Session - CLOSED SESSION  
7:30 P.M. - OPEN/PUBLIC SESSION (ZOOM / IN-PERSON)

## MEETING MINUTES

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### AGENDA FOR THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE ROSEMEAD SCHOOL DISTRICT

6:30 P.M. - CALL TO ORDER/OPEN/PUBLIC SESSION (ZOOM / IN-PERSON)

After the Completion of Open Session - CLOSED SESSION

7:30 P.M. - OPEN/PUBLIC SESSION (ZOOM / IN-PERSON)

Continuation of Closed Session After the Completion of Open Session Items

This meeting will also be held electronically via Zoom Meetings and in-person capacity.

**PARTICIPATION IN-PERSON:** Adherence to current Los Angeles County Department of Public Health protocols:

Rosemead School District

District Office - Board Room

3907 Rosemead Blvd., Rosemead, CA 91770

Tel: (626) 312-2900 x212 | Email: [board@rosemead.k12.ca.us](mailto:board@rosemead.k12.ca.us)

District Website: [www.rosemead.k12.ca.us](http://www.rosemead.k12.ca.us)

Agenda Website: <https://t.ly/dGRp>

**PARTICIPATION VIA TELECONFERENCE/ELECTRONIC:**

Zoom Call-In# (346) 248-7799

Zoom Meeting ID# 831 2436 6641

Passcode: 782666

### Attendees

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#### Voting Members

Mr. John Quintanilla, President

Mrs. Diane Benitez, Clerk

Mrs. Veronica Pena, Trustee

Ms. Nancy Armenta, Trustee

Mr. Ronald Esquivel, Trustee

**Non-Voting Members**

Dr. Maria Rios, Assistant Superintendent, Administrative Services

Dr. Jennifer Fang, Interim Superintendent

Dr. Michael Chavez, Interim Assistant Superintendent, Educational Services

Mr. Alejandro Gaeta, Network Administrator

Mrs. Cynthia Bracamonte, Executive Assistant to the Superintendent

**I. NOTICES - Public Comments / Speaker's Requests**

**II. NOTICES**

**III. Call to Order by \_\_\_\_\_ at \_\_\_\_\_ p.m.**

President Quintanilla called the meeting to order at 6:31 p.m.

**IV. Members Present \_\_\_\_\_ Members Absent \_\_\_\_\_**

President Quintanilla read the following statement:

The Rosemead School District Board of Trustees will conduct their public meetings in-person along with a virtual Zoom cast. In order to ensure the board's business is heard clearly, we would like to respectfully request for all Zoom attendees to mute their microphones unless you are requested by the Board President to address the Board.

**V. MEETING RECORDED**

This meeting will be audio and video recorded. Trustees have received background information regarding each agenda item prior to the meeting thus ensuring a thorough review of each item.

**VI. APPROVAL OF AGENDA**

That the Agenda, be Approved, as Amended.

Motion made by: Ms. Nancy Armenta

Motion seconded by: Mrs. Veronica Pena

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.

**VII. PUBLIC COMMENT ON CLOSED SESSION ITEMS (3 minutes per person or 20 minutes per topic)**

Pursuant to Board Bylaw No. 9323, we would like to encourage members of the public to present their views to the Board regarding matters listed in the agenda. At regular meetings of the Board, members of the public may address the Board on agenda items, as

well as any other items of concern that fall within the subject matter jurisdiction of the Board of Trustees. If you want to address an agenda item, you have the option of speaking at this time or at the time the item is being discussed by the Board.

Individual speakers shall be allowed three (3) minutes total to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. Please state your name, make your presentation as brief as possible, and understand that the Board will not engage in a debate with visitors, but you may be given an opportunity for further questions and answers when a specific item is presented in the agenda.

Mrs. Bracamonte shared that there were no submissions received for closed session topics.

**VIII. CLOSED SESSION - 6:30 P.M.**

**IX. CLOSED SESSION**

President Quintanilla announced that the Board of Trustees would recess the meeting to closed session to consider the following closed session items:

**A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Government Code Section 54956.9(d)(1) - CASE NO. 21STCV02467**

Participants: Dr. Jennifer Fang, Dr. Maria C. Rios, and Dennis Walsh, Esq., Legal Counsel from Walsh and Associates, APC

**X. RECESS TO CLOSED SESSION at \_\_\_\_\_ p.m.**

President Quintanilla recused himself from Closed Session.

President Quintanilla recessed the meeting to closed session at 6:34 p.m.

**XI. ADJOURNMENT OF CLOSED SESSION at \_\_\_\_\_ p.m.**

President Quintanilla adjourned closed session at 7:08 p.m.

**XII. REGULAR MEETING - 7:30 P.M.**

**XIII. RECONVENE OPEN SESSION at \_\_\_\_\_ p.m.**

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

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

President Quintanilla announced that the Board of Trustees took no action during closed session.

## **XV. MEETING RECORDED**

This meeting will be audio and video recorded. Trustees have received background information regarding each agenda item prior to the meeting thus ensuring a thorough review of each item.

## **XVI. PLEDGE OF ALLEGIANCE by: \_\_\_\_\_**

President Quintanilla requested for Mrs. Cami Case to lead the Pledge of Allegiance.

## **XVII. AWARDS/RECOGNITION VIRTUAL PRESENTATION(S): None**

## **XVIII. PUBLIC COMMENTS (3 minutes per person or 20 minutes per topic)**

Pursuant to Board Bylaw No. 9323, we would like to encourage members of the public to present their views to the Board regarding matters listed in the agenda. At regular meetings of the Board, members of the public may address the Board on agenda items, as well as any other items of concern that fall within the subject matter jurisdiction of the Board of Trustees. If you want to address an agenda item, you have the option of speaking at this time or at the time the item is being discussed by the Board.

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Mrs. Bracamonte shared that there were no submissions received for open session.

## **XIX. INTERIM SUPERINTENDENT'S REPORT**

Dr. Fang shared the following:

- Welcomed Dr. Michael Chavez, as our part-time Interim Assistant Superintendent of Educational Services
- Shared that all schools had an amazing 1st day of school
- Expressed gratitude to keynote speaker, Muriel Summers, who took the 7-habits and modified them for children. She had dinner on Sunday with our principals and board. She didn't charge the district her speaker fees and Covey covered her travel expenses. The keynote speech was followed by a 7 habits refresher for all staff.
- On Tuesday we had a welcome back and celebrated each of the schools and service awards and thanked Cynthia Bracamonte for keeping track of our service awards. Dr. Fang congratulated Rosann Magdaleno who has served the Rosemead students for 40 years.
- Shared that the team hosted its Leadership Retreat and that this year's theme is Ohana. We want to learn more about our strengths and distributed the strength finder book to each Trustee, asking them to complete the assessment and email it to Cynthia Bracamonte. She added that we will be adding the DISC assessment.

- Shared that she hosted an appreciation pancake breakfast for the district office and celebrated with them at the beginning of the year and looks forward to doing this at each of the school sites.
- Thanked Mr. Gaeta and Dr. Rios for the light they installed at the District Office in the front area underneath the flag pole to ensure that it would stay lit throughout the night.
- Shared that during our PD day, the classified team, HR, and the payroll team did a great job providing an update to the staff as related to the payroll system glitches.
  - Dr. Rios shared that the district went from the HRS system to the new HCM program. She explained that HRS was used for over 30 years and both HR and fiscal worked together to work on the transition of all data from HRS to HCM. LACOE has been very responsive and supportive during the transition, including troubleshooting. We have unique employee profiles, with some that have different positions. Both teams HR and fiscal have worked evenings, Saturdays, and Sundays, to try to work through the issues. We meet with CSEA frequently and will continue to work with them. She reviewed each of the scenarios by employee type 10, 11, and 12 months.
  - Trustee Armenta suggested that we move towards digital timesheets.
  - Dr. Rios shared that the district is in the process of researching a company that will help digitize our timesheets, and that we have to ensure that their system can communicate directly with the new HCM system. She also shared that LACOE offered to have a consultant available to help with ensuring that longevity is set up and processed accordingly and Dr. Rios has approved the assistance. She also shared that fiscal services are being supported with 3 contracts to provide extra assistance. Fiscal is also reaching out to the Vallelindo district for additional support because they have already completed the transition process to HCM. She thanked both the HR and fiscal teams for all their hard work.
  - Clerk Benitez suggested the district reach out to other districts that have digitized timesheets to ask for the systems they are using.
  - President Quintanilla shared that this is a very high priority for the Board.
- Dr. Rios and the Board thanked the HR and fiscal teams for all their hard work on the payroll transition.
- We had an awesome 1st day of school welcoming our students back. The classrooms are great, the facilities are clean, and the students like their playgrounds. Thanked all the schools for their welcome to the students.

## **XX. BOARD PRESIDENT'S COMMENTS**

President Quintanilla shared the following:

- Shared that he Monday's Professional Development Day with keynote speaker Muriel Summers and also the Sunday dinner with the principals and the Board. He shared that it was great to see the Muscatel multipurpose room filled with our staff members.
- Attended the Tuesday welcome back meeting and saw the classified staff present in person with teachers connected via Zoom.
- Welcomed all the new staff during the new teachers' RTA luncheon.
- Welcomed everyone back to Rosemead and hoped everyone had a great summer break.
- Attended the 1st day of school in Savannah and drove around to the other schools. The schools were very clean and gave kudos to the custodians and M&O teams and thanked them for making our schools look good.

- Shared that he was happy to see all the families at the schools.
- Lastly, he gave kudos to the Fiscal and HR team for all their work. Hopefully it will smooth out soon.

## **XXI. BOARD ORAL COMMUNICATIONS**

Trustee Peña shared the following:

- Welcomed Dr. Michael Chavez and Dr. Chelsea Kang-Smith to Rosemead.
- Attended the new teacher RTA lunch and thanked Cami Case for inviting the Board to meet them.
- Thanked Dr. Rios and the Fiscal/HR teams for addressing the challenges of the new system.
- Thanked Muriel Summers for the conversation and the dinner. Thanked her for being the keynote speaker for our classified and certificated teams.
- Thanked all the families and staff, students, and faculty for returning and wished them a great 2024-2025 school year. She shared that it was really nice to see them.
- Lastly, wished everyone a blessed year.

Clerk Benitez shared the following:

- Welcomed back all the staff and hopes everyone had a restful summer. She is looking forward to the new year.
- Welcomed Michael Chavez to the district.
- Attended the dinner for Muriel Summers and shared that it was a joy to see her and she's known her a long time. She hopes to see the video soon.

Trustee Esquivel shared the following:

- Welcomed Dr. Chavez to the district and hopes he finds it rewarding.
- Welcomed everyone back to school after the summertime.
- Attended the new teachers' luncheon and classified and certificated staff. Thanked Cami Case for the invitation and expressed that it was great to welcome all the new teachers.
- Shared that it was great to see Muriel Summers again and enjoyed the Sunday dinner with her and the principals. He shared that he went to North Carolina when the district started with the 7 habits. He expressed that she has so much energy and has all the love for the district. Muriel shared that Rosemead was her other home.
- Expressed that we have board members from other districts who come to visit the district, and are amazed at our great students. He shared that we have great students and staff.
- Lastly, he thanked the fiscal and HR teams and shared with the team to keep plugging through the new payroll system glitches. He shared that during any transition there is a lot of work with a lot of paper. Once you get through the transition, it will be beneficial.
- Lastly, he shared that the Board is here to support the teams.

Trustee Armenta shared the following:

- Expressed a heartfelt welcome back to all our staff, and hopes everyone enjoyed their summer break.

- Shared that she attended the new teacher's RTA luncheon and thanked our new teachers for choosing our district. She expressed that it was very nice to see so much enthusiasm on their behalf and thanked Cami Case for always inviting the Board. The Board appreciates the open invitation and for always keeping them in mind.
- Welcomed Dr. Chavez to Rosemead and shared that it was very nice to meet him.
- Thanked our maintenance and operations and custodial teams and shared that if it wasn't for the things they do, it wouldn't go as smoothly as it does. You are out there in the midst of the heat preparing our campuses for the return of students and staff, and we appreciate everything you do. We cannot thank you enough for all that you do. Your work is always noted and much appreciated.
- Lastly, she shared that she was pleased to see that the City of Rosemead sent out a letter to remind our community members of the opening of schools and to please use common sense and be very careful when driving in the community. She added that she was very pleased to see that the city is spreading the word to be mindful and careful and upholding the rules and regulations the district is implementing. All these efforts are to ensure that the students arrive safely at school.

**XXII. PUBLIC HEARING(S): None**

**XXIII. CONSENT AGENDA**

That the Consent Agenda, be Approved, as Corrected.

Motion made by: Ms. Nancy Armenta

Motion seconded by: Mrs. Diane Benitez

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.

- A. CONSENT - Minutes of the August 1, 2024, Board of Trustees' Meeting**
- B. CONSENT - Personnel Status Report - Certificated and Classified**
- C. CONSENT - Service/Consultant Proposals/ Bid Awards/ Memorandum of Understanding/Contract Report**
  - 1. CONSENT - ADMINISTRATIVE SERVICES - Authorization For Use of Approved California Multiple Award Schedules (CMAS) State of California General Services Administration Contract 4-22-11-1011 – USA SHADE AND FABRIC STRUCTURES**
  - 2. CONSENT - BOARD OF TRUSTEES - Association of California School Administrators (ACSA) Educational Institution Service [RENEWAL]**
  - 3. CONSENT - SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES - Foothill Family (Mental Health) (Districtwide) [AMENDMENT]**

**4. CONSENT - SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES  
- West San Gabriel Valley Special Education Local Plan Area (WSGV  
SELPA) - Teacher Residency Program (Districtwide) [2nd AMENDMENT]**

**D. CONSENT - Use of Facilities Application: American Youth Soccer Organization  
(AYSO) (Encinita Elementary School)**

Approved as Corrected.

**E. CONSENT - Obsolete Textbooks (Educational Services)**

**F. CONSENT - Review Updated Policies - 2nd Reading (from 8/1/24)**

**XXIV. SPECIAL REPORTS AND PRESENTATION(S): None**

**XXV. ACTION ITEM(S)**

**A. ACTION - Confirmation of Next Scheduled Study Session Board Meeting for the  
Month of September, 2024, as September 19, 2024**

That the Board of Trustees Confirm the next Study Session Board Meeting  
currently Scheduled for September 19, 2024, be Approved.

Motion made by: Ms. Nancy Armenta

Motion seconded by: Mrs. Veronica Pena

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.

**B. ACTION - Los Angeles County Arts and Culture Advancement Grant  
(Elementary Schools)**

That the Los Angeles County Arts and Culture Advancement Grant, be Approved.

Motion made by: Mr. Ronald Esquivel

Motion seconded by: Mrs. Veronica Pena

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.



**C. ACTION - Nomination of \_\_\_\_\_, as a California School Boards Association (CSBA) Director-at-Large, Hispanic and Asian/Pacific for a Two-Year Term, Due October 4, 2024**

The item died due to lack of a motion.

**D. ACTION - Nomination of \_\_\_\_\_, as a Member to the Los Angeles County Committee on School District Organization**

That the Nomination of President John Quintanilla, as a Member to the Los Angeles County Committee on School District Organization, be Approved.

Motion made by: Mrs. Diane Benitez

Motion seconded by: Mrs. Veronica Pena

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.

**XXVI. DISCUSSION ITEM(S)**

**A. DISCUSSION - Review Updated Policies - 1st Reading**

Interim Superintendent Fang presented the updated policies for a first reading.

**XXVII. NEW BUSINESS**

**A. NEW BUSINESS - Exhibit 1 - Matrix for New Business Topics and Follow Up**

Interim Superintendent Fang shared the following updates to the Matrix:

- Conference report update - shared that we are finished closing the books and can move forward with preparing the report.
- Mariposa services - Dr. Chavez and Dr. Kang-Smith will work with Ms. Chalian to work on the plan to support the middle school.
- Dr. Fang shared that all other items are future items that are being worked on.

President Quintanilla shared the following:

- Inquired whether we can slate one of the reserved parking spaces for principals.
  - It was the Board's consensus to ensure there is one parking slot designated for principals and one for the nurse.

Trustee Armenta shared the following:

- Inquired for staff to research digital timesheets and thanked the team for their tireless work and due diligence.

- It was the Board's consensus to move forward with researching the system.
- Requested for this week's update to please include how many students were enrolled and attended each week per school.

Clerk Benitez inquired whether the district could utilize PowerSchool to process employee timesheets.

- Dr. Fang shared that PowerSchool is the data system for students.

**XXVIII. PUBLIC COMMENTS ON CLOSED SESSION ITEMS (3 minutes per person or 20 minutes per topic)**

The Board of Trustees adjourned and completed the closed session agenda at 7:08 p.m. Items XXVIII. Public Comments on Closed Session Items through XXXII. Announcement of Any Action Taken in Closed Session were not required.

**XXIX. RECESS TO CLOSED SESSION at \_\_\_\_ p.m.**

**XXX. CLOSED SESSION**

**XXXI. ADJOURNMENT OF CLOSED SESSION at \_\_\_\_\_ p.m.**

**XXXII. RECONVENE TO OPEN SESSION at \_\_\_\_\_ p.m.**

**XXXIII. ADJOURNMENT** The meeting (be) adjourned at \_\_\_\_\_ p.m.

President Quintanilla adjourned the August 22, 2024, Board of Trustees meeting at 8:59 p.m., be Approved, in the loving memory of Mr. Clark, husband of Mayor Pro Tem Margaret Clark; Adele Page previous employee; Mary Ellen Spencer, previous employee; Daniel Spadaro, Rosemead community member; and Nicole Camante, district parent. We express our sincere condolences with very heavy hearts.

Motion made by: Ms. Nancy Armenta

Motion seconded by: Mr. Ronald Esquivel

Voting:

Mr. John Quintanilla - Yes

Mrs. Diane Benitez - Yes

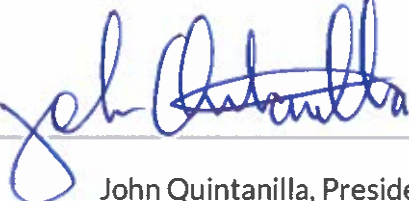
Mrs. Veronica Pena - Yes

Ms. Nancy Armenta - Yes

Mr. Ronald Esquivel - Yes

The motion passed by a 5-0 vote.

**XXXIV. NEXT MEETING DATES**



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John Quintanilla, President



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Diane Benitez, Clerk