

**Regular Meeting  
09/05/2024 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# 882 1867 3825**  
**Passcode: 205899**

### **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. Jennifer Fang, Interim Superintendent

Dr. Maria Rios, Assistant Superintendent, Administrative Services

Dr. Michael Chavez, Interim Assistant Superintendent, Educational Services

Mr. Alejandro Gaeta, Network Administrator

Mrs. Cynthia Bracamonte, Executive Assistant to the Superintendent

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### **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 6:30 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.

Motion made by: Mrs. Diane Benitez

Motion seconded by: Ms. Nancy Armenta

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

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

A. PUBLIC EMPLOYEE (APPOINTMENT, EMPLOYMENT, REASSIGNMENT, EVALUATION, AND DISCIPLINE/DISMISSAL/RELEASE) - pursuant to Government Code Section 54957

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Government Code Section 54956.9(d)(1), Case No. 23AHCV00985

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Government Code Section 54956.9(d)(1), WCAB No. ADJ14899562

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

D. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - pursuant to Government Code Section 54956.9(d)(2) and (e)(1)

Participants: Dr. Jennifer Fang, Dr. Maria C. Rios, and Mrs. Christine Hsu, Olivarez Madruga Law Organization, LLP, Legal Counsel

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

**X. CLOSED SESSION**

- A. PUBLIC EMPLOYEE (APPOINTMENT, EMPLOYMENT, REASSIGNMENT, EVALUATION, AND DISCIPLINE/DISMISSAL/RELEASE) - pursuant to Government Code Section 54957**

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

- B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Government Code Section 54956.9(d)(1), Case No. 23AHCV00985**

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

- C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - pursuant to Government Code Section 54956.9(d)(1), WCAB No. ADJ14899562**

Participants: Dr. Jennifer Fang and Dr. Maria C. Rios

- D. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - pursuant to Government Code Section 54956.9(d)(2) and (e)(1)**

Participants: Dr. Jennifer Fang, Dr. Maria C. Rios, and Mrs. Christine Hsu, Olivarez Madruga Law Organization, LLP, Legal Counsel:

- One (1) Matter

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

President Quintanilla recessed closed session at 7:32 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 7:37 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 and announced that the Board of Trustees would continue closed session after the completion of the open session agenda.

**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 Councilmember Sandra Armenta to lead the Pledge of Allegiance.

## **XVII. AWARDS/RECOGNITION VIRTUAL PRESENTATION(S):**

President Quintanilla recognized and presented certificates to Councilmember Sandra Armenta and Ray Jan from the Rosemead Chamber of Commerce.

## **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.

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 one submission was received for public comment:

### 1. Cami Case

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

Dr. Fang shared the following:

- Shared that the district had a really great couple of weeks with a welcome back for staff, three successful PD days, and three back-to-school nights at Janson, Shuey, and Encinita. Commenting that the staff did a fabulous job and gave kudos to teachers, aides, custodians, maintenance and operations, and all staff. Expressed that it is exciting to see the great launch.
- Shared that enrollment last week was 2,293 students with an increase of 14 students from the previous week at 2,307, and a projection of 2,239. Staff will continue to work on enrollment and are continuing to contact families. Adding that we will continue to market the district and Dr. Rios will share more marketing materials during the matrix review.
- Shared that the district received the Los Angeles County budget approval letter and that the team will work on a budget plan and work with the unions to look at our budget through a budget advisory committee.
- Expressed that there was a tragic event that happened in Apache High School in Georgia. Today she sent a letter to the community to address the incident. She asked everyone to stay vigilant and continue reviewing our protocols. The team will continue to support our students with their emotional wellness.
- Lastly, she shared that she sent out a caution email about the extreme heat and thanked the City for opening up the community center as a cooling center. The principals will continue to take caution with the extreme heat through Monday.

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

President Quintanilla shared the following:

- Shared that he attended the Back to school night at Janson, Shuey, and Encinita. Expressed that it was a fantastic event with lots of parents in attendance. He attempted to visit each classroom and thoroughly enjoyed the events.
- Thanked Mrs. Case for inviting him to meet the new teachers during the luncheon.

## **XXI. BOARD ORAL COMMUNICATIONS**

Trustee Peña shared the following:

- Thanked Rosemead Council members Sandra Armenta and Sean Dang for their donations to the Girls Empowerment event. Also, thanked Ray Jan from the Rosemead Chamber for her support of the events.
- Shared that she attended the Back-to-school night at Encinita and thanked Mr. Joo and the teachers for setting a productive and positive atmosphere for the new year. She shared that it was nice to see all the parents who attended with their families and all the student siblings. It was a great turnout at Encinita, and she really enjoyed how Principal Joo really pumps up his teachers. Mrs. Peña thanked the Interim Assistant Superintendents Dr. Chavez and Dr. Kang-Smith for their attendance. She thanked Pei Perez and Rosemary for working at the book fair in the library and also Kristy Rowe in the kitchen selling food. She shared that it was a lovely evening, and she looked forward to the next two.

Clerk Benitez shared the following:

- Thanked all the donors for their dedication to the Girls Empowerment event and that all the help from everyone goes a long way.
- Attended the Janson and Encinita Back to school nights and felt that it was so nice to see the parents going from classroom to classroom with all their children. She thanked the PTAs for everything that they do for the children. Sharing their work speaks volumes.
- Lastly, thanked all the staff for everything and is looking forward to the new year.

Trustee Esquivel shared the following:

- Shared that he attended the Encinita, Shuey, and Janson Back to school night events and looks forward to the others.
- Expressed that when we look at issues, we need to look at things another way to try to find a solution. He shared that the team tries hard to work hard to find a solution, and a positive one that is good for the kids.
- Thanked the donors for the Girls Empowerment event, Sandra Armenta, Ray Jan, and Sean Dang for their community support. He added that the district has so much community support for our events. Although we are a small neighborhood district, we continue to increase in enrollment. He expressed that it takes everyone from the top down to put events like this together.
- Lastly, he shared that he'd recently discovered that the PTA is lacking support and memberships. He shared that if you can't show up to help with the events, then simply

donate through a membership, and even consider paying for other students' membership to support the PTA. He expressed his sincerity in trying to get additional support for the PTAs.

Trustee Armenta shared the following:

- Thanked the teachers, administrators, and staff for their unwavering dedication and support. She recognized that everyone knows that you are the foundation that sustains this district.
- Shared that she wasn't able to attend the Janson, Encinita and Shuey Back to school nights but looks forward to Savannah and Muscatel's next week.
- Thanked Cami Case and wanted her to know that she is a breath of fresh air and really appreciates the collaboration and the relationship that they have. She appreciates how Cami brings her unique qualities, her humor, and her vulnerability. The district is very fortunate to have her as RTA President as we can see she leads with love and from your heart. When leading from your heart you can never go wrong. Ms. Armenta thanked Mrs. Case for always including the Board in their grand celebrations.
- Added to Trustee Esquivel's sentiments, she recalled that when students attended Savannah and the PTA had many volunteers and functioned so well. Ms. Armenta recalled that they did so much for our students with classroom decorations, Easter surprises, and the students knew that if PTA was involved they were going to have a blast. She encouraged everyone to please support the PTAs.

President Quintanilla added a big thank you to the donors, Councilmember Sandra Armenta and Ray Jan, for their contributions and shared that without their support we couldn't do what we do without their support. He added that without the PTAs, our district would not be the same. Expressing that he appreciates the PTAs, including our donors, and encouraged parents to please join and support their events, to also encourage others to participate and become a member.

Trustee Armenta shared that the Girls Empowerment event started out so small and has developed to something so much greater. The support we have received from our teachers, from our parents, from the community, and from our local elected officials, is wonderful because they see the importance of having this event. She expressed appreciation for having their support and is looking forward to our 4th annual event.

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

**XXIII. CONSENT AGENDA**

That the Consent Agenda, be Approved, with Amendments to the Personnel Status Report - Certificated and Classified and a Correction to the Use of Facilities Application for the 2024-2025 School Year.

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.

**A. CONSENT - Minutes of the August 22, 2024, Board of Trustees' Meeting**

**B. CONSENT - Personnel Status Report - Certificated and Classified**

As amended.

**C. CONSENT - Purchase Orders of July, 2024 - August, 2024 (on file), and Warrants for Budgeted Expenditures**

**D. CONSENT - Service/Consultant Proposals/ Bid Awards/ Memorandum of Understanding/Contract Report**

**1. CONSENT - EDUCATIONAL SERVICES - 24th Street Theatre Company (Elementary Schools) [RENEWAL]**

**2. CONSENT - EDUCATIONAL SERVICES - Aimee Art Productions (Elementary Schools) [RENEWAL]**

**3. CONSENT - EDUCATIONAL SERVICES - Andrew Grueschow (Elementary Schools) [RENEWAL]**

**4. CONSENT - EDUCATIONAL SERVICES - Pictures with Class by Barksdale (Muscatel Middle School) [RENEWAL]**

**5. CONSENT - EDUCATIONAL SERVICES - Scholastic, Inc. (Districtwide) [NEW]**

**6. CONSENT - FISCAL SERVICES - Cindy Huang, Consultant [RENEWAL]**

**7. CONSENT - FISCAL SERVICES - Kin Wong, Consultant [RENEWAL]**

**E. CONSENT - Obsolete Technology - Muscatel Middle School**

**F. CONSENT - Use of Facilities Application: 2024-2025 Rosemead Parent Teacher Association (PTA) Council, Parent Teacher Association (PTAs), and Parent Teacher Student Association (PTSA) all sites**

As corrected.

**G. CONSENT - Review Updated Policies - 2nd Reading (from 8/22/24)**

**XXIV. SPECIAL REPORTS AND PRESENTATION(S)**

**A. Presentation of the Unaudited Actuals Financial Report, by Dr. Maria C. Rios, Assistant Superintendent, Administrative Services**

Assistant Superintendent Dr. Rios presented the Unaudited Actuals Financial Report and answered questions. The presentation is attached.



**B. Facilities Updates, by Dr. Maria C. Rios, Assistant Superintendent, Administrative Services**

Assistant Superintendent Dr. Rios provided a Facilities update and answered questions. The presentation is attached.

It was the Board's consensus to move forward with starting the Janson relocatable project right after school is out on June 11, 2025, with an estimated completion in November 2025, acknowledging that the project timeline may be extended between 1–2 months for any unknown discoveries once the project is started. The Board requested staff to send a letter to the community about the disruption for 6–8 months for the construction project to be completed.

It was the Board's request for staff to arrange a presentation by Fieldman Rolapp & Associates, Mr. Adam Bauer and Jason Chung as related to bond funds and the current market status.

**XXV. ACTION ITEM(S)**

**A. ACTION - Confirmation of Next Scheduled Study Session Board Meeting for the Month of October, 2024, as October 17, 2024**

That the Board of Trustees Confirm the next Study Session Board Meeting currently Scheduled for October 17, 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 - 2023-2024 Unaudited Actuals Financial Report**

That the 2023-2024 Unaudited Actuals Financial Report, be Approved.

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.

**C. ACTION - Beginning Fund Balance Revisions BA501-BA513, 2024-2025 Fiscal Year**

That the Beginning Fund Balance Revisions BA501-BA513, for the 2024-2025 Fiscal Year, be Approved.

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.

**D. ACTION - Budget Revisions BA514-BA523, 2024-2025 Fiscal Year**

That the Budget Revisions BA514-BA523, for the 2024-2025 Fiscal Year, 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.

**E. ACTION - Use of Developer Fees Collected, 2023-2024 Fiscal Year**

That the Use of Developer Fees Collected for the 2023-2024 Fiscal Year, be Approved.

Motion made by: Mr. Ronald Esquivel

Motion seconded by: Ms. Nancy Armenta

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.

**F. ACTION - Resolution No. 24-25/02, GANN Limit Adoption for the 2024-2025 Fiscal Year**

That Resolution No. 24-25/02, GANN Limit Adoption for the 2024-2025 Fiscal Year, be Approved.

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.

**G. ACTION - Use of Education Protection Account (EPA), 2023-2024 Fiscal Year**

That the Use of Education Protection Account (EPA) for the 2023-2024 Fiscal Year, be Approved.

Motion made by: Mrs. Diane Benitez

Motion seconded by: Ms. Nancy Armenta

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:

- Mariposa program - Dr. Chavez shared that the team is working with Mariposa to build the partnership and build the mentorship program at Muscatel. Although their experience is working with 16-24 year olds, they are willing to partner with Muscatel to build the program and provide the support. The team will be meeting with Mariposa next week. It will be progress as we build the new program with them to ensure it meets our needs.

- Vehicle wrap - Dr. Rios demonstrated the vehicle wrap mockups. Each Trustee expressed their feedback regarding the mockups. The Board gave direction to move forward with quotes from several vendors for a bigger logo and/or Rosemead School District text.
- Classroom management - Mr. Gaeta shared that last school year the team looked into classroom management systems and narrowed it down to GoGuardian and Securely. After a demo, 16 teachers piloted the two systems and completed a survey to provide feedback. The majority of the teachers leaned towards GoGuardian. Pricing equated to approximately \$15-16 per user, totaling to a cost of \$36,000-38,000 per year for all students and approximately \$19,000-20,000 for 4th-8th grade students. The system has a one-time setup cost of \$500-1,000, with discounts for a multi-year contract. He shared that the system will tie into the student account and will be active on district Chromebooks, including a 24/7 filter.
  - Dr. Fang shared that the cost would be split using ELOP and General Fund.
  - Mr. Gaeta shared that the guest accounts on Chromebooks have been disabled.
    - After Board discussion, staff was directed to proceed with the contract for GoGuardian.

Trustee Peña shared the following:

- Requested an update on the Raptor system - Mr. Gaeta shared that the system was installed at the end of the school year. He shared that a refresher was provided to the Office Managers during their morning meeting where procedures and protocols were revisited. During the meeting it was clarified that the site administrator would be responsible for handling any alerts resulting from identification scans.
- Requested an update on the technology MacBook updates for staff - Mr. Gaeta shared that the team is deploying MacBooks to 4th-8th grade teachers and are approaching the replacements in a staggered manner with TK-3rd grade replacements scheduled for next school year.

President Quintanilla inquired whether teacher aides have MacBooks:

- Mr. Gaeta shared that they do not have MacBooks. However, every campus has Chromebooks available for staff access, and they normally use them during professional development. Also, there is one computer available for staff to use in each front office.

Trustee Armenta shared the following:

- Requested for the Board to acknowledge and recognize the maintenance and operations team for all their work on our campuses. She requested a formal recognition of the team at a future meeting.
  - It was the Board's consensus to move forward with the recognition.

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

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

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

President Quintanilla recessed the meeting to closed session at 9:35 p.m.

**XXX. CLOSED SESSION**

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

President Quintanilla adjournment closed session at 11:07 p.m.

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

President Quintanilla reconvened the meeting to open session at 11:15 p.m.

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

President Quintanilla announced that the Board of Trustees took the following action in closed session:

To approve/ratify the final settlement agreement and General Release dated August 9, 2024, in Case No. 23AHCV00985, in the amount of \$15,000.00, by the following vote:

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.

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

President Quintanilla adjourned the September 5, 2024, Board of Trustees meeting at 11:17 p.m., be Approved, in memory of the victims of the school shooting in Georgia and in memory of the family members lost by one of our Shuey teachers.

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.

**XXXV. NEXT MEETING DATES**



John Quintanilla, President



Diane Benitez, Clerk

# Rosemead School District

## 2023-2024 Unaudited Actuals Report Presentation September 5, 2024

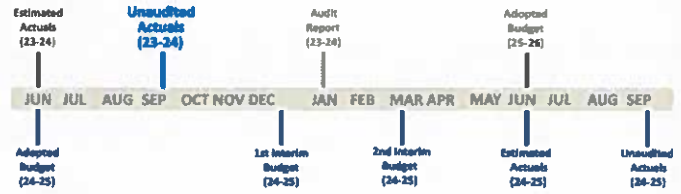
Marie C. Rios, Ed.D.  
Assistant Superintendent, Administrative Services



### 2023-2024 Unaudited Actuals Report

#### What are the "Unaudited Actuals"?

- Fiscal Year-end financial statements prepared using the State Account Code Structure (SACS) for all district operated funds
- Report of activities within the funds, identifying unspent or reserves that are carried forward into future years
- Used as a basis for Certified Annual Financial Statement (Audit Report)
- Tool to compare the Estimated Actuals as presented during the 2024-2025 budget adoption process



### 2023-2024 Unaudited Actuals Report

### 2023-2024 Unaudited Actuals Report

	2023-24 Estimated Actuals			2023-24 Unaudited Actuals		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>Revenue</b>						
LCPF	\$ 31,764,301	\$ -	\$ 31,764,301	\$31,777,032.63	\$ -	\$ 31,777,033
Federal	\$ -	\$ 6,324,861	\$ 6,324,861	\$ -	\$ 5,739,207	\$ 5,739,207
Other State	\$ 648,720	\$ 2,771,511	\$ 3,420,231	\$ 892,209	\$ 8,018,302	\$ 8,910,511
Other Local	\$ 247,485	\$ 1,849,200	\$ 2,096,685	\$ 1,275,865	\$ 2,634,106	\$ 3,909,971
<b>Total Revenues</b>	\$ 33,336,510	\$ 10,953,572	\$ 44,290,082	\$ 33,945,107	\$ 16,391,615	\$ 50,336,722
<b>Expenditure</b>						
Certified	\$ 14,989,810	\$ 4,591,191	\$ 19,581,001	\$ 14,932,917	\$ 4,606,690	\$ 19,539,607
Classified	\$ 3,342,460	\$ 1,000,490	\$ 4,342,950	\$ 3,140,911	\$ 1,042,960	\$ 4,183,871
Employee Benefits	\$ 6,434,817	\$ 4,436,579	\$ 10,871,396	\$ 6,079,735	\$ 4,473,878	\$ 10,553,613
Books/Supplies	\$ 626,302	\$ 2,430,513	\$ 3,056,815	\$ 448,209	\$ 1,752,473	\$ 2,200,682
Services and Operations	\$ 2,993,860	\$ 6,816,645	\$ 9,810,505	\$ 2,928,379	\$ 5,900,974	\$ 8,829,354
Capital Outlay	\$ -	\$ 1,020,093	\$ 1,020,093	\$ 22,634	\$ 964,996	\$ 987,630
Other Outgo	\$ -	\$ 736,409	\$ 736,409	\$ -	\$ 722,541	\$ 722,541
Direct Support/Indirect	\$ 803,019	\$ 415,435	\$ 1,218,454	\$ 654,268	\$ 420,361	\$ 1,074,629
<b>Total Expenditures</b>	\$ 27,153,257	\$ 23,453,168	\$ 50,606,425	\$ 26,398,517	\$ 21,883,890	\$ 48,282,407
<b>Excess/Deficiency</b>	\$ 6,183,253	\$ 7,490,404	\$ 13,673,657	\$ 7,546,590	\$ 4,507,725	\$ 12,054,315
<b>Other Financing Sources/Uses</b>						
Transfers Out/Other Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions	\$ 7,668,290	\$ 7,668,290	\$ 15,336,580	\$ 6,950,871	\$ 6,950,871	\$ 13,901,742
<b>Total Other Sources/Uses</b>	\$ 7,668,290	\$ 7,668,290	\$ 15,336,580	\$ 6,950,871	\$ 6,950,871	\$ 13,901,742
<b>Net Incr/Decr to Fund Balance</b>	\$ 1,484,643	\$ 863,544	\$ 2,348,187	\$ 595,719	\$ 1,458,591	\$ 2,054,310
<b>Beginning Balance</b>	\$ 10,428,072	\$ 11,439,047	\$ 21,867,119	\$ 10,428,072	\$ 11,439,047	\$ 21,867,119
<b>Ending Balance</b>	\$ 11,912,715	\$ 12,302,591	\$ 24,215,306	\$ 11,023,791	\$ 12,897,638	\$ 23,921,429

Timing is everything

The numbers shown in the financial reports represent a snapshot in time -- June 30, 2024 --

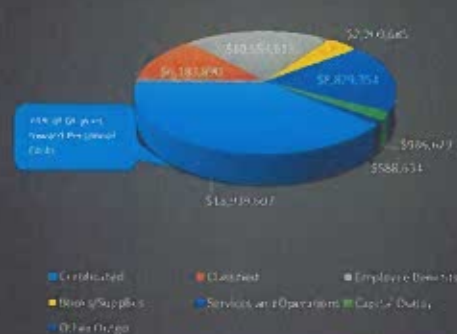


With the size, scope, and number of variables at play in the budget, it is a given that if the year-end close were to occur 3 weeks earlier or 3 weeks later, many of these numbers would be significantly different, both upward and downward.

### 2023-2024 Unaudited Actuals Report

### 2023-2024 Unaudited Actuals Report

#### Combined General Fund Expenditures



	2023-24 Estimated Actuals			2023-24 Unaudited Actuals		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>Revenue</b>						
LCPF	\$ 31,764,301	\$ -	\$ 31,764,301	\$31,777,032.63	\$ -	\$ 31,777,033
Federal	\$ -	\$ 6,324,861	\$ 6,324,861	\$ -	\$ 5,739,207	\$ 5,739,207
Other State	\$ 648,720	\$ 2,771,511	\$ 3,420,231	\$ 892,209	\$ 8,018,302	\$ 8,910,511
Other Local	\$ 247,485	\$ 1,849,200	\$ 2,096,685	\$ 1,275,865	\$ 2,634,106	\$ 3,909,971
<b>Total</b>	\$ 33,336,510	\$ 10,953,572	\$ 44,290,082	\$ 33,945,107	\$ 16,391,615	\$ 50,336,722

#### 2023-24 Unaudited Actuals Expenditure Variances

##### Changes since Estimated Actuals:

- Unspent allocations for COVID Relief funds \$344,036
- Unspent allocations for other Federal funds \$173,157
- Unspent allocations for LCAF and other State funds \$322,279
- Unspent allocations for Federal & State Special Ed programs \$251,265
- Unused contracts and open purchases for Restricted Routine Maintenance \$152,944
- Unspent state and local grants for extra assignments, instructional supplies, services and other sources \$1,079,329

Net: \$2,323,010

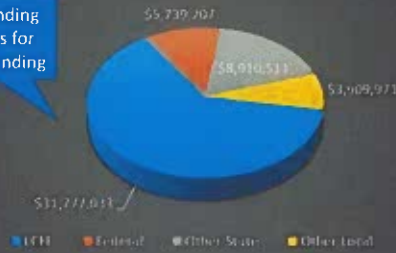
<b>Net Incr/Decr to Fund Balance</b>	\$ 1,484,643	\$ 863,544	\$ 2,348,187	\$ 595,719	\$ 1,458,591	\$ 2,054,310
<b>Beginning Balance</b>	\$ 10,428,072	\$ 11,439,047	\$ 21,867,119	\$ 10,428,072	\$ 11,439,047	\$ 21,867,119
<b>Audit Adjustments/Restatements</b>	\$ 48,381	\$ (1,043)	\$ 47,338	\$ 48,381	\$ (1,043)	\$ 47,338
<b>Ending Balance</b>	\$ 11,912,715	\$ 12,302,591	\$ 24,215,306	\$ 11,023,791	\$ 12,897,638	\$ 23,921,429





### Combined General Fund Revenues

State Funding Accounts for 81% of Funding



Revenue	2023-24 Estimated Actuals			2023-24 Unaudited Actuals		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
LCFF	\$ 31,784,301	-	\$ 31,784,301	\$31,777,033.63	-	\$ 31,777,033
Federal	-	\$ 8,324,883	\$ 8,324,883	-	\$ 8,324,883	\$ 8,324,883
Other State	\$ 645,728	\$ 7,779,551	\$ 8,425,279	\$ 645,728	\$ 7,779,551	\$ 8,425,279
Other Local	\$ 927,081	\$ 3,049,200	\$ 3,976,281	\$ 927,081	\$ 2,634,106	\$ 3,561,187

### 2023-24 Unaudited Actuals Revenue Variances

Changes since Estimated Actuals:

- LCFF revenue changes \$12,931
- ESSER III and Other Federal revenues defer to new year (\$517,192)
- Expanded Learning Opportunity Program additional cash receipts \$670,484
- Lottery funds additional revenue \$155,727
- Local revenues received in current year \$28,450

Net: \$350,400

Total Other Sources/Uses	\$ (7,889,388)	\$ 7,889,388	\$ -	\$ (8,950,871)	\$ 6,950,871	\$ -
Net Incr/Decr to Fund Balance	\$ (1,484,643)	\$ 805,544	\$ (679,100)	\$ 589,719	\$ 1,458,591	\$ 2,054,310
Beginning Balance	\$ 10,428,072	\$ 11,489,047	\$ 21,917,119	\$ 10,428,072	\$ 11,489,047	\$ 21,917,119
Audit Adjustments/Reversal Items	\$ 48,381	\$ (51,943)	\$ (3,562)	\$ 48,381	\$ (51,943)	\$ (3,562)
Ending Balance	\$ 8,991,808	\$ 12,755,548	\$ 21,743,516	\$ 11,071,172	\$ 12,846,595	\$ 23,918,767



### Analysis of the Ending Fund Balance

- The Fund Balance is NOT the equivalent of the District's Checking Account
- It is NOT all cash that can be used for any purpose

#### Five Components of Fund Balance

- 1) Restricted
- 2) Non Spendable
- 3) Assigned
- 4) Reserve for Economic Uncertainties
- 5) Unassigned



### Unaudited Actuals Combined General Fund Balance

Restricted	\$12,846,594.68
Non-Spendable	\$164,268.25
Assignments	
GATE Funds	\$6,513.50
Supplemental and Concentration Grants	\$1,939,504.05
Textbook Adoption	\$824,175.00
Negotiated Settlement from 2023-24	\$340,745.00
Declining Enrollment, Deficit Spending and Other Budget Contingencies	\$6,348,493.00
Reserve for Economic Uncertainties	\$1,448,473.56
Unassigned	\$0.00
<b>Total</b>	<b>\$23,918,767.04</b>



### Next Steps

September 15, 2024

- 2023-2024 Unaudited Actuals

December 15, 2024

- 2024-2025 First Interim Report

January 30, 2025

- 2024-2025 Audited Financial Report

Deadlines: Education Code (42127 and 42130)

Thank you!

Questions?





# ROSEMEAD SCHOOL DISTRICT

## FACILITIES MASTER PLAN- UPDATE

September 5, 2024

Presented by Maria C. Rios, Ed.D.  
Assistant Superintendent, Administrative Services

### DISTRICT MARQUEE

**Update:**

- Completed May 2024



**Total cost:**  
\$128,950.00



### Savannah Playgrounds

**Update:**

- Completed August 2024



Site	Project	Estimated Cost
Savannah	3 new playgrounds	
	Equipment	\$ 568,512
	Installation	\$ 682,000
	Eric Hall (consultant)	\$ 75,000
	NAC (architect)	\$ 96,000
	Associated Soils	\$ 17,000
	DSA	\$ 54,560
	Sandy Pringle (inspector)	\$ 22,230
	California Geological Survey Dept	\$ 4,800
	<b>Estimated Total Cost</b>	<b>\$ 1,468,102</b>

### Shuey Playgrounds

**Update:**

- Completed August 2024



Site	Project	Estimated Cost
Shuey	3 new playgrounds	
	Equipment	\$ 659,215
	Installation	\$ 682,000
	Eric Hall (consultant)	\$ 75,000
	NAC (architect)	\$ 87,000
	Associated Soils	\$ 17,000
	DSA	\$ 54,560
	Sandy Pringle (inspector)	\$ -
	California Geological Survey Dept	\$ 4,800
	<b>Estimated Total Cost</b>	<b>\$ 1,559,575</b>

### SCHOOL MARQUEES

**Update:**

- In-progress
- Purchase marquees before December (CMAS expires)
- DSA approval of installation
- No need to do bids for installation due to CMAS

Site	Project	Estimated Cost
All schools	New Electronic Marquees	
	Equipment	\$ 1,000,000
	Installation	\$ -
	Eric Hall (consultant)	\$ 75,000
	NAC (architect)	\$ 92,200
	Associated Soils	\$ -
	DSA	\$ -
	Sandy Pringle (inspector)	\$ 25,000
	California Geological Survey Dept	\$ -
	<b>Estimated Total Cost</b>	<b>\$ 1,192,200</b>



### NEW PK PLAYGROUND - JANSON

**Project Completion: 2025**

Site	Project	Estimated Cost
Janson	One new PK playground	
	Equipment	\$ 152,072
	Installation	\$ 275,000
	Eric Hall (consultant)	\$ 75,000
	NAC (architect)	\$ -
	Associated Soils	\$ -
	DSA	\$ 16,000
	Sandy Pringle (inspector)	\$ -
	California Geological Survey Dept	\$ 4,800
	<b>Estimated Total Cost</b>	<b>\$ 522,872</b>



# NEW RELOCATABLES (RELOS) - JANSON

- Update:**
- Three new relos (36'x40')
  - Will include restrooms

**Project Completion: 2025**

Item	Description	Estimated Cost
3 New Relos		
Equipment		\$ 679,924
Installation		\$ 1,275,000
New Water District Hydrant Water Connection		\$ 194,940
New Fire Hydrant extension		\$ 80,000
Linc Hall (consultant)		\$ 75,000
NAC (architect) * includes PK playground		\$ 99,500
Associated Soils * includes PK playground		\$ 54,990
DSA		\$ 96,000
Sandy Pringle (inspector) * includes PK playground		\$ 15,228
California Geological Survey Dept		\$ 4,800
<b>Estimated Total Cost</b>		<b>\$ 2,595,382</b>



# JANSON RELOS AND PRESCHOOL PLAYGROUND

## Considerations

- Obtained all DSA approvals to do the work
- Can't separate the projects (relax/Presk playground)
- Project bid in January/February
- Water District installation of fire services to our property - can be done during the year
- Installation of Fire hydrant and new parking lot drive lane needs to be

## Timeline Options

- Project will take approximately 6 months
- Option #1 Start project right after school is out: June 11, 2025 and estimated completion in November 2025
- Option #2 Start project before school is out: April 2025 and estimated completion in August 2025

## Impact

- Parking lot driveway is the main arrival and dismissal area- need to relocate
- Pre-kind Classroom is currently occupied- need to relocate to a "Certified" classroom to be compliant
- Community members would be impacted by the construction traffic, noise, etc.

# PROJECTS- BUDGET ESTIMATES

## Considerations

- Estimated costs- might have unforeseen costs
- Timeline is just a suggestion based on team feedback
- Monitor budget closely to stay fiscally solvent

Year	Project	Estimated Cost
<b>Summer 2024</b>		
Site	3 new playgrounds	\$ 1,460,192
Shade	3 new play grounds	\$ 499,573
<b>Total</b>		<b>\$ 1,959,765</b>
<b>School Year 2024-2025</b>		
Site	New Electronic Management Installation	\$ 1,192,200
<b>Total</b>		<b>\$ 1,192,200</b>
<b>Summer 2025</b>		
Site	New Shade Structure	\$ 901,121
<b>Total</b>		<b>\$ 901,121</b>
<b>2025</b>		
Site	3 Relos	\$ 1,595,182
Shade	One new PK playground	\$ 522,872
<b>Total</b>		<b>\$ 2,118,054</b>
<b>Summer 2026</b>		
Site	New Shade Structure	\$ 730,245
Shade	New Shade Structure	\$ 134,800
Site	2 new relos	\$ 1,551,800
<b>Total</b>		<b>\$ 2,616,845</b>

# CURRENT ESTIMATED FUNDS

YTD - DESCRIPTION	Budget	2024-25	2025-26	Rolling Fund	Fund
Rolling Fund 2024-25	\$4,611,976	\$20,000	\$1,973,112	\$2,605,068	Program expenses
Rolling Fund 2025-26			7,115	0	Rolling fund reserve
<b>Grand Total</b>	<b>\$4,611,976</b>	<b>\$20,000</b>	<b>\$1,980,227</b>	<b>\$2,605,068</b>	

YTD - DESCRIPTION	Budget	2024-25	2025-26	Rolling Fund	Fund
Rolling Fund 2024-25	\$4,611,976	\$20,000	\$1,973,112	\$2,605,068	Program expenses
Rolling Fund 2025-26			7,115	0	Rolling fund reserve
<b>Grand Total</b>	<b>\$4,611,976</b>	<b>\$20,000</b>	<b>\$1,980,227</b>	<b>\$2,605,068</b>	

YTD - DESCRIPTION	Appropriation	YTD - Budget	YTD - Actual
Rolling Fund 2024-25	\$4,611,976	\$4,611,976	\$4,611,976
Rolling Fund 2025-26			
<b>Grand Total</b>	<b>\$4,611,976</b>	<b>\$4,611,976</b>	<b>\$4,611,976</b>

QUESTIONS?



THANK YOU!