

NEW BUSINESS

President Esquivel asked each Trustee to report any new business:

- Clerk Quintanilla requested an update on Procure America

President Esquivel recessed the meeting to reconvene closed session at 9:38 p.m.

RECESS TO CLOSED SESSION: Closed session began at 9:53 p.m.

Discussion was held regarding the following closed session topics:

- Conference with Legal Counsel – Anticipated Litigation: One potential case
- Personnel – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release
- Conference with Labor Negotiators

ADJOURNMENT OF CLOSED SESSION, RECONVENE OF OPEN SESSION, AND ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION (IF ANY):

President Esquivel adjourned closed session at 10:50 p.m.


President Esquivel reconvened the meeting to open session at 10:51 p.m. and announced that the Board of Trustees took no action in closed session.

ADJOURNMENT: President Esquivel adjourned the regular meeting on January 7, 2016 at 10:52 p.m.

Signed,



President



Clerk

BOARD OF TRUSTEES REVISE BOARD BYLAW NO. 9220, BOARD OF TRUSTEES ELECTION TO REFLECT THE INTENT TO CHANGE TO THE BY-TRUSTEE AREA ELECTION METHODOLOGY

Minutes: That the Board of Trustees Board Bylaw No. 9220, Board of Trustees Elections to Reflect the Intent to Change to the By-Trustee Area Election Methodology, **be** approved as corrected.

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

TENTATIVE TIMELINE FOR THE PROCESS OF TRANSITIONING TO BY-TRUSTEE AREA ELECTIONS

Minutes: That the Tentative Timeline for the Process of Transitioning to By-Trustee Area Elections, **be** approved as presented.

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

DESIGNATION OF A DISTRICT REPRESENTATIVE TO ELECT MEMBERS TO THE LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION FOR 2015-2016

Minutes: That Mr. John Quintanilla, Board Clerk **be** designated as the District's Representative to Elect Members to the Los Angeles County Committee on School District Organization for 2015-2016, approved as presented.

<u>Motion made by:</u>	Mr. Esquivel	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

SECOND QUARTER WILLIAMS SETTLEMENT REPORT TO THE COUNTY SUPERINTENDENT, UNIFORM COMPLAINTS REPORT FOR 2015-2016 FOR THE PERIOD OF OCTOBER – DECEMBER 2015

Minutes: That the 2nd Quarter Williams Settlement Report to the County Superintendent, Uniform Complaints Report for 2015-2016 for the Period of October – December 2015, **be** approved as presented.

<u>Motion made by:</u>	Mr. Cantrell	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

TERMINATION OF INACTIVE CERTIFICATED AND CLASSIFIED SUBSTITUTE EMPLOYEE ASSIGNMENTS WHO HAVE BEEN INACTIVE FOR AT LEAST ONE-YEAR AND HAVE NOT SUBMITTED A LETTER OF RESIGNATION

Minutes: That the Inactive Certificated and Classified Substitute Employee Assignments who have been Inactive for at least One-Year and have not submitted a Letter of Resignation, **be** Terminated as presented.

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

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

January 7, 2016

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, January 7, 2016, in the Multi-Purpose Room at Mildred B. Janson Elementary School, 8628 E. Marshall St., Rosemead, California at 6:30 p.m.

Mr. Ronald Esquivel, Board President, called the meeting to order at 6:32 p.m. The following members were present: Mr. Randall Cantrell, Mr. John Quintanilla, Mr. Ronald Esquivel, Miss Nancy Armenta, and Mrs. Rhonda Harmon.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments on closed session items.

RECESS TO CLOSED SESSION: Closed session began at 6:32 p.m.

Discussion was held regarding the following closed session topics:

- Conference with Legal Counsel – Anticipated Litigation: One potential case
- Personnel – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release
- Conference with Labor Negotiators

(RECESS, ADJOURNMENT) OF CLOSED SESSION, RECONVENE OF OPEN SESSION, AND ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION (IF ANY):

President Esquivel recessed closed session at 7:25 p.m.

President Esquivel reconvened the meeting to open session at 7:26 p.m. He announced that the Board of Trustees took no action in closed session and that closed session would reconvene after the completion of open session.

PLEDGE OF ALLEGIANCE

President Esquivel invited Mr. John Lovato to lead the Pledge of Allegiance to the Flag of the United States of America.

INTRODUCTION OF DISTRICT PERSONNEL

Superintendent Enomoto-Perez was also present. Other *District personnel and guests* in attendance who legibly signed the register are listed below:

John Lovato, Armida Carreon, Karen Carr, Lusanna Lam, Scott Levin, Evonne Dotson, Terri Totten, Nadine Wilcox, Dawn Rock, Ginny Ford, Michael Fogerty, Lee Darling, Jessica Ancona, Debbi Lawrence, Jennifer Fang, Ruth Soto, Fran Mills, Conner Ryan, Lee Wang, Hadley Hui, Alex Gaeta, Gabriel Cardenas, and others who signed the sign in sheet.

AWARDS & RECOGNITION PRESENTATION

Student of the Month, January 2016 – Academic

President Esquivel presented plaques and congratulated the following Students of the Month recipients: Cindy Tan, Encinita; Jasmine Duong, Janson; Matthew Cotto, Savannah; Nghi Vinh, Shuey; Melody Torres, Muscatel 7th gr; and Giselle Garcia, Muscatel 8th gr.

President Esquivel recessed the meeting for a refreshment break and photos at 7:45 p.m.

President Esquivel reconvened the meeting to open session at 7:53 p.m.

PUBLIC HEARINGS

There were none.

SPECIAL REPORT AND PRESENTATION

Audit Report, 2014-2015

President Esquivel introduced District Auditor Mr. Hadley Hoi, from Moss, Levy & Hartzheim, Certified Public Accountants. Mr. Hoi reviewed the 2014-2015 District Audit Report and discussed their opinion re: the district's financial statements referred to

in the Audit Report for 2014-2015. He also addressed the district's financial practices are fairly presented and in accordance with accounting principles generally accepted in the United States of America.

SUPERINTENDENT'S REPORT

Superintendent Enomoto-Perez shared the following information:

- *Transportation Services through Hemet Unified School District*
Superintendent Enomoto-Perez introduced Mr. Michael Fogerty and Mr. Lee Darling who reviewed the services provided by Hemet Unified School District which included servicing 12 districts within the West San Gabriel Valley Special Education Local Plan Area (WSGV SELPA): 1) reducing costs, 2) increasing levels of service, 3) transportation types, 4) pricing per trip, 5) child check in and out procedures, 6) training support for bus drivers, 7) required seatbelt laws, and 8) future plans regarding a digital emergency communication system to be developed which will convert all communications from analog to fully digital and allow direct radio communication (county wide / district wide / school wide) to the buses, school districts and offices in conjunction with the district's MERGE Joint Powers Authority group.
- *Modernization of Kitchen, Staff Rooms, and Support Areas of Encinita: Change Order*
Superintendent Enomoto-Perez invited Assistant Superintendent of Business Services Miss Carreon to provide an update on Encinita's construction projects which included:
 - The delay in delivery and therefore the delay of the full completion of the Encinita Multipurpose Room (MPR) project as related to and required by Department of State Architects (DSA).
 - Roofing needs are also being addressed
 - Requesting provisional access of the floor area of the MPR (not including the stage which requires the handicap lift) prior to full release by the Department of the State Architect (DSA) approval
 - Assistant Superintendent Carreon also added the following non-construction updates to her report:
 - The Special Day Class Preschool teacher vacancy has been filled at Encinita. This personnel item will appear on the February agenda for ratification (due to the late hire and early publishing of the January agenda as a result of winter break).
 - Shared that the Classified Professional Development session on Tuesday, January 5, 2016 was well attended by approximately 200 employees and covered the following safety topics: active shooter, aggressive behavior, blood borne pathogens, mandated reporter, Leader in Me program, and Positive Behavioral Intervention and Supports (PBIS).
- *Review December 10, 2015 Board meeting Personnel Status Report and Action item to be included in the January 7, 2016 Agenda for Board action*
Superintendent Enomoto-Perez also indicated that the December 10, 2015 Personnel Status Report did not have action taken on it after closed session therefore, the item: Termination of Inactive Certificated and Classified Substitute Employee Assignments who have been Inactive for at least One-Year and have not submitted a Letter of Resignation appears on the January, 2016 agenda for action reappears on the January 7th agenda for approval.
- *Reviewed the contents of the night folder:*
 - Agenda January 7, 2016
 - Corrected Action item: Revised Board Bylaw No. 9220
 - Correspondence: LACOE analysis results of 2015-16 First Interim Report
 - BB&K 2016 Ralph M. Brown Act (Open Meeting Laws) 2016 update
 - Classified Professional Development (PD) Jan. 5, 2016 handout
 - Correspondence: County of Los Angeles Department of Parks & Recreation – Puente Hills Landfill Park Master Plan Meeting (Jan. 27)
 - Board Member Mail

PUBLIC COMMENTS:

There was one (1) comment as follows:

- Nadine Wilcox, RTA President stated that she hoped everyone had a great vacation and that she is bringing forth teacher concerns for the past month or longer, which includes:
 - Teachers had discussed the lack of teacher input for the: 1) Professional Development voluntary day, 2) the shortness of planning and communication for this option, 3) appreciation that teachers were offered a per diem rate, 4) expressed a desire for better planning and roll out of the voluntary day, 5) was concerned about the funding source for the day 6) requested better use of and monitoring of the ELDA, 6) understands the model and utilization of the tool for EL students requires more input into grade reports, 7) stated that RTA was happy a teacher that a highly qualified teacher was hired for Encinita Special Day Class Preschool and 8) that they look forward to making positive progress towards their other concerns

BOARD PRESIDENT'S COMMENTS:

President Esquivel shared on the following topics:

- Thanked Assistant Superintendent Carreon and Co-Lead Multi-skilled Maintenance and Operations Mr. Octavio Serrato for their quick handling of the recent LAPD/Sheriff's request to provide temporary shelter during an agency emergency near Savannah. He said it was great to see how the City and the District worked so closely together to help with the local agency emergency and providing the community a safe place to be temporarily sheltered.
- He thanked Superintendent Enomoto-Perez who shared a photo of the number of employees who attended the Classified Professional Development session on Tues., January 5 during the Active Shooter session. He thanked all of the classified employees who were in attendance.
- He stated that he is glad that the District/Superintendent puts the students, schools and community safety first but also keeps the Board of Trustees informed of such emergency events as they transpire.
- Thanked Principal Soto and the Savannah school community for allowing the City to use the school MPR for the emergency.
- Shared that he recently attended the California Teachers Association (CTA) meeting which was a very positive experience.
- Shared that he attended several enjoyable school holiday programs.
- Shared that both Mrs. Mandy Wong and Mayor Pro Tem Sandra Armenta of the City of Rosemead, spent the night at the Rosemead Community Center during the emergency and added that Mrs. Wong remained at Savannah the entire time of the incident.

ORAL COMMUNICATIONS:

President Esquivel invited each Member and the Superintendent to provide their communications:

- Member Quintanilla thanked the District for their assistance to the City during the local agency emergency. He gave kudos to staff and the quality and timeliness of communication to the board. Mr. Quintanilla added that he attended the Savannah holiday program and that he is always impressed with the students and their performance.

APPROVAL OF AGENDA

Minutes: That the Agenda **be** approved as corrected.

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Miss Armenta
<u>Votes:</u>	Miss Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	Yes
	Mr. Esquivel Yes		

ACTION ITEMS

DISTRICT AUDIT REPORT FOR 2014-2015

Minutes: That the District Audit Report for 2014-2015, **be** accepted as presented.

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

CONSENT AGENDA

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

<u>Motion made by:</u>	Mr. Quintanilla	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

1. Minutes of the December 10, 2015, Board of Trustees' Regular Meeting
2. Conference Attendance Requests to attend conferences/workshops/meetings
3. Purchase Orders as of November – December, 2015 (on file), and Warrants for budgeted expenditures
4. Personnel Status Report
5. Personnel Status Report – December 10, 2015
6. Educational Field Trip Report
7. Donation Report

ACTION ITEMS (continued)

SERVICE AND CONSULTANT PROPOSALS/CONTRACTS/BID AWARDS

Minutes: That the Service and Consultant Proposals/Contracts/Bid Awards, **be** approved as presented.

<u>Motion made by:</u>	Mrs. Harmon	<u>Seconded by:</u>	Mr. Quintanilla
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

RESOLUTION NO. 15-16/07, INITIATING PROCESS OF ESTABLISHING TRUSTEE AREAS AND ELECTIONS BY-TRUSTEE AREAS

Minutes: That Resolution No. 15-16/07, Initiating Process of Establishing Trustee Areas and Elections By-Trustee Areas, **be** adopted as corrected.

<u>Motion made by:</u>	Mrs. Harmon	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes

RESOLUTION NO. 15-16/08, SPECIFYING CRITERIA TO GUIDE THE ESTABLISHMENT OF TRUSTEE AREAS

Minutes: That Resolution No. 15-16/08, Specifying Criteria to Guide the Establishment of Trustee Areas, **be** adopted as presented.

<u>Motion made by:</u>	Mrs. Harmon	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes		Mrs. Harmon Yes Mr. Quintanilla Yes