

Board of Trustees
Meeting Minutes
October 6, 2016

ADJOURNMENT: President Esquivel adjourned the regular meeting on October 6, 2016 at 11:42 p.m.

Signed,



President



Clerk

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

October 6, 2016

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, October 6, 2016, in the Board Room at Rosemead School District – District office, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

President Mr. Ronald Esquivel called the meeting to order at 6:33 p.m. Members present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Mrs. Rhonda Harmon, Ms. Nancy Armenta, and Mr. Randall Cantrell.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

President Esquivel began Closed Session at 6:34 p.m.

CLOSED SESSION

1. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release
2. Conference with Labor Negotiators
3. Pupil Personnel – Expel Student No. 16-17.1

President Esquivel recessed closed session at 7:30 p.m. and reconvened the meeting to open session at 7:37 p.m. He announced that the Board of Trustees took no action in closed session and will continue closed session after the completion of the open session agenda.

PLEDGE OF ALLEGIANCE

President Esquivel invited Mr. Alex Gaeta to lead the Pledge of Allegiance to the Flag of the United States of America.

INTRODUCTION OF DISTRICT PERSONNEL

1. Superintendent Enomoto-Perez was also present. Other *District personnel and guests* in attendance who legibly signed the register were: John Lovato, Lee Wang, Armida Carreon, Rene Bernabe, Alex Gaeta, Debbi Lawrence, Karen Carr, Jan Brydle, Heidi Burton, Sherri Butts, Conner Ryan, Scott Levin, Terri Totten, Heather Shotke, Nadine Wilcox, Lisa Elkins, Jennifer Fang, Ruth Soto, Michelle Drain, Dawn Rock, Ginny Ford, and Gabriel Cardenas.

AWARDS PRESENTATION

1. District Teacher of the Year – Mr. Conner Ryan
Superintendent Dr. Enomoto-Perez recognized District Teacher of the Year Mr. Conner Ryan and presented him with a plaque of recognition. Mr. John Lovato and Mrs. Ruth Soto recognized Mr. Ryan and thanked him for his dedication.

PUBLIC HEARING

1. Rosemead School District Initial Contract Proposal to the Rosemead Teachers' Association (RTA), 2016-2017

There were five (5) comments as follows:

- a. Conner Ryan, Teacher, addressed the following topics: the recent ERP meeting, report cards, late-start staff meetings, and exploring Muscatel's staff meeting methods.
- b. Scott Levin, Teacher, passed his time to Conner Ryan.
- c. Sherrie Butts, Teacher, addressed the following topics: the Rosemead initial contract proposal, staff personal refrigerators, and collaboration time.
- d. Heidi Burton, Teacher, addressed the topic of wavier of meet & negotiation.
- e. Nadine Wilcox, RTA President, addressed the upcoming negotiation sessions.

Superintendent Enomoto-Perez explained that a public hearing is required by law, Government Code § 3547, which requires the District to sunshine the proposals publicly and for public comment. She further clarified that the topics need to be included in the

proposal language in order for conversation to occur during negotiations; however, both parties can agree to add additional language by mutual consent during negotiation sessions.

“Government Code §3547, Meeting and Negotiating in Public Educational Employment; Public Notice

- (a) All initial proposals of exclusive representatives and of public school employers, which relate to matters within the scope of representation, shall be presented at a public meeting of the public school employer and thereafter shall be public records.*
- (b) Meeting and negotiating shall not take place on any proposal until a reasonable time has elapsed after the submission of the proposal to enable the public to become informed and the public has the opportunity to express itself regarding the proposal at a meeting of the public school employer.*
- (c) After the public has had the opportunity to express itself, the public school employer shall, at a meeting which is open to the public, adopt its initial proposal.*
- (d) New subjects of meeting and negotiating arising after the presentation of initial proposals shall be made public within 24 hours. If a vote is taken on such subject by the public school employer, the vote thereon by each member voting shall also be made public within 24 hours.*
- (e) The board may adopt regulations for the purpose of implementing this section, which are consistent with the intent of the section; namely that the public be informed of the issues that are being negotiated upon and have full opportunity to express their views on the issues to the public school employer, and to know of the positions of their elected representatives. (Added by Stats. 1975, Ch. 961.)”*

President Esquivel added that the Government Code is the reason why the Board of Trustees includes public hearings on the agenda in order to afford members of the public an opportunity to give input.

ACTION ITEM (continued)

DISTRICT’S INITIAL CONTRACT PROPOSAL TO THE ROSEMEAD TEACHERS’ ASSOCIATION (RTA), 2016-2017

Minutes: That the District’s Initial Contract Proposal to the Rosemead Teachers’ Association (RTA), **be approved** as presented.

<u>Motion made by:</u>	Mrs. Harmon	<u>Seconded by:</u>	Mr. Cantrell
<u>Votes:</u>	Ms. Armenta No	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	No
	Mr. Esquivel Yes		

PUBLIC HEARING (continued)

2. Statement of Assurance for Fiscal Year 2016-2017, Instructional Materials, Grades K-8, as per Education Code Section 60119

There were no comments.

ACTION ITEM (continued)

RESOLUTION NO. 16-17/03, STATEMENT OF ASSURANCE FOR FISCAL YEAR 2016-2017, INSTRUCTIONAL MATERIALS, GRADES K-8, AS PER EDUCATION CODE SECTION 60119

Minutes: That Resolution No. 16-17/03, Statement of Assurance for Fiscal Year 2016-2017, Instructional Materials, Grades K-8, As per Education Code Section 60119, be adopted as presented.

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

SUPERINTENDENT'S REPORT

Superintendent Enomoto-Perez shared the following information:

- Shared that she met with the Rosemead City Manager Mr. Bill Manis, Ms. Armida Carreon, and Ms. Heather Shotke regarding the possibility of Rosemead Park hosting the upcoming gramMARCH, it is tentatively scheduled for Sat., March 4, 2017
- Mrs. Karen Carr and Mrs. Debbi Lawrence presented their research on the Footsteps to Brilliance Program/Application Grant (\$5MM Service) for literacy development for children ages 0-5 in Preschool – 3rd grade. They explained their findings and shared their recommendation.
 - The Board of Trustees thanked them for their thorough research.
- Review of the contents in the night folder:
 - Agenda October 6, 2016
 - Conference Report
 - Rosemead School District Brochure
 - Invitation: 2017 Presidential Inauguration packet
 - Invitation: 2016 Winter Celebration Luncheon
 - Rosemead Report, September 2016 Issue
 - Mid Valley News, September 28, 2016, v.54, n.38
 - Board Member Mail (if any is received after Board packet delivery)

PUBLIC COMMENTS

This public comment was taken out of agenda in order to accommodate the parents and students.

1. Principal Mr. Gabriel Cardenas, Mrs. Michelle Drain, and Janson students thanked the Board of Trustees for approving their field trip to the Los Angeles County Fair. Mrs. Drain shared the process that was taken to coordinate the entire school field trip and shared her personal experience. The following Janson Student Leaders shared their field trip experience: Jonah Aguirre, 1st grader; Mark Macchia, 2nd grader; Madeleine Tran, 3rd grader; Alexis DiPrima, 4th grader; Makayla Galindo, 5th grader; and Alejandra Lopez, 6th grader.

President Esquivel thanked the Janson staff, City of Rosemead staff, and the parents for assistance during the school field trip. Members Armenta and Harmon also thanked everyone for the great experience. Clerk Quintanilla thanked Superintendent Enomoto-Perez for passing along all the information to the Board related to the field trip.

Mr. Cardenas also thanked the parents for being great chaperones and assisting the children during the field trip. He also thanked Assistant Superintendent Lovato for approving the use of Janson's Local Control Funding Formula funding for the field trip.

BOARD PRESIDENT'S COMMENTS

President Esquivel shared the following topics:

- Shared that he attended the National Association of Latino Elected Officials (NALEO) Conference in Washington at no cost to the District where they covered various topics regarding education including the State report card.

- Shared that he traveled to China at no cost to the District where he learned a lot about their educational system. He shared his personal experience during the trip. Mr. Esquivel shared that the schools in China have over 40 students in each class, teachers teach 11 subjects, the school day starts at 8:00 a.m. and ends at 5:00 p.m., there are over 2,000 students in each school with multi-level buildings, and students “public” – free education ends at 9th grade. He added that one of the subjects each teacher teaches is English.

BOARD & SUPERINTENDENT ORAL COMMUNICATIONS

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

- Member Armenta shared that she attended her California School Board’s Association (CSBA) Masters in Governance (MIG) Course 1 which included the review of the District’s Local Control Accountability Plan (LCAP) and received great feedback from everyone in her cohort with requests to have an electronic copy shared with them. Ms. Armenta thanked staff and stated that they see the dedication that all staff puts into everything they do.
- Member Harmon gave kudos to President Esquivel for taking personal time off and traveling in the interest of education. She also thanked him for sharing the knowledge he acquired during the trips.
- Clerk Quintanilla shared that he attended all the Back-to-School Nights and felt everyone did an excellent job. He also mentioned that he attended the September 17, Constitution event where Superintendent Dr. Enomoto-Perez was presented an award of recognition for her service to public education. He shared that the Board is proud of her.

PUBLIC COMMENTS (continued):

There were a total of six (6) comments as follows:

2. Ms. Heather Shotke, Muscatel Teacher shared that gramMARCH is planned for Saturday, March 4th with the City of Rosemead agreeing to host the festival at Rosemead Park. She shared that the students are ecstatic and starting to plan the event.
3. Mrs. Jan Brydle, Shuey Principal invited everyone to attend the Positive Behavior Interventions and Supports (PBIS) kick-off on October 7, 2016 at 8:15 a.m.
4. Mr. Alex Gaeta, President of the Educational Foundation for the Rosemead School District invited everyone to attend the 10th Annual Run/Walk on Saturday, October 22, at Encinita and shared that there will be a pancake breakfast. He also shared that if anyone cannot attend, they always have the option to sponsor a student to participate. Mr. Gaeta also shared that the Educational Foundation is always looking for volunteers and additional members.
5. Mrs. Nadine Wilcox, Rosemead Teachers’ Association (RTA) President shared that the September 1, 2016 Minutes necessary correction to read “Prop 55”
6. Mrs. Debbi Lawrence, Administrative Intern – Child Development shared that she applied and was awarded \$92,000 in grants which will allow for an additional 22 student class to open at Janson with an additional \$15,000 to help refurbish it. She reported that staff was able to input all Preschool students into the student database PowerSchool. Mrs. Lawrence added that State licensing is now requiring the LiveScan fingerprinting and immunizations for all staff including all volunteers.

President Esquivel recessed the meeting for a brief break at 8:56 p.m.

President Esquivel reconvened the meeting to open session at 9:04 p.m.

APPROVAL OF AGENDA

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

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

CONSENT AGENDA

Minutes: That Consent Item: 4 – Personnel Status Report, **be pulled** from the Consent Agenda for a separate vote, as presented.

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

Minutes: That Consent Item: 4 – Personnel Status Report, **be approved** as presented.

Attorney Mr. Bryant made the following statement on behalf of Clerk Quintanilla: Clerk Quintanilla wants to clarify for the record that he wants to notify the public, that there is a distant relative listed among item 4 (personnel status report) that is being recommended for employment. He just wants to let members of the public know that there isn't a conflict under our Board policy and for the purposes of making sure there is no appearance of propriety, he will probably vote to abstain but we will wait until the vote occurs. Mr. Quintanilla confirmed the above statement to be true.

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell No	Mr. Quintanilla	Abstain
	Mr. Esquivel Yes		

Minutes: That the Consent Agenda with the exclusion of Item: 4 – Personnel Status Report, **be approved** as corrected.

Corrections:

-Minutes: September 1, 2016, Prop 55

-Educational Field Trip: Migrant Education revised location LACMA

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

General Functions:

1. Minutes of the September 1, 2016, Board of Trustees' Regular Meeting
2. Meeting, Inservice, Professional Development, Conference and/or Travel Report
3. Purchase Orders as of August-September, 2016 (on file), and Warrants for budgeted expenditures
4. Personnel Status Report
5. Educational Field Trip Report

SPECIAL REPORTS AND PRESENTATIONS

- Educational Services Update – Mr. John Lovato, Assistant Superintendent, Educational Services

Mr. Lovato shared a draft of three versions of the future elementary report cards which resulted from teacher input during the professional development day. He explained that the teachers will be sharing the new report card format with parents during the upcoming parent conferences and that it is the District goal to meet with 100% of the parents during parent conferences – a yearly goal that is met.

Mr. Lovato invited the Board to attend the October 19, DELAC/DAC meeting at 9:00 a.m. hosted by Encinita and explained that the meeting will be dedicated to the revision of the LCAP and review of data. Mr. Lovato further shared that there was an incident on Tuesday where parents were unaware of the whereabouts of their student afterschool. He explained the protocol when these emergencies arise which include the following: contact the teacher, the other parent or guardian, contact friend's families, contact everyone on their emergency card to ensure no one has picked up the child and mis-communication has occurred, and once those phone calls have been made the Sheriffs are contacted to report the missing child. He reassured that the phone calls take very little time, as in most cases they have found that the child has gone home with another family member or a friend's family; and did not communicate with their parent prior to doing so. The Board asked clarifying questions and Mr. Lovato responded accordingly.

- Facilities Update – Mrs. Maria-Elena Romero, Facilities Consultant

Mrs. Romero provided the following facilities update:

- Shuey Multi-Purpose Room is progressing and moving along with a finish date ahead of schedule. There is a possibility of change orders being included in the December agenda.
- Department of State Architecture (DSA) is still reviewing the portables at Shuey and in order to expedite the process the District has agreed to install sprinklers in the portable building. However, DSA will not review the plans until the fire department has signed off after the submittal of data from the water company. This project may go out to bid sometime in January if DSA approval is received.
- Encinita Special Education classrooms are completely done.

Superintendent Enomoto-Perez added that there is a Special Board meeting study session on Thursday, October 20 where Dr. Jim Maclay, Associate Principal, Altura Associates will present on Proposition 39.

- Mrs. Romero shared that Dr. Maclay from Altura Associates has a Ph.D. in Engineering has worked with the District and she recommends that the District work with him on all upcoming projects as related to energy efficiency. She explained that if the Board decides to explore solar panels that there is a new version of solar panels that are being installed as part of shade structures and Dr. Maclay would be the one to design the project and present all data calculations.

Assistant Superintendent Carreon added that the carpet for the Board room project is on order and the next steps will include the existing carpet removal and trenching for the electrical work in order to move forward. She explained that the trenching phase will take a couple weeks and that the furniture has been ordered with an estimated delivery of 8 weeks.

ACTION ITEM (continued)

SERVICE / CONSULTANT PROPOSALS / BID AWARDS / CONTRACT REPORT

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

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

1ST QUARTER WILLIAMS SETTLEMENT QUARTERLY REPORT TO THE COUNTY SUPERINTENDENT, UNIFORM COMPLAINT REPORT FOR 2016-2017 FOR THE PERIOD OF JULY – SEPTEMBER 2016

Minutes: That the 1st Quarter Williams Settlement Quarterly Report to the County Superintendent, Uniform Complaint Report for 2016-2017 for the Period of July – September 2016, **be approved** as presented.

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

COMMUNITY ADVISORY COMMITTEE REPRESENTATIVE (CAC) – SPECIAL EDUCATION LOCAL PLAN AREA (SELPA)

Minutes: That the Community Advisory Committee Representative (CAC) – Special Education Local Plan Area (SELPA), **be approved** as presented.

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

PERMISSION FOR MUSCATEL STAFF MEMBERS TO CHAPERONE STUDENTS DURING THE 2017 MUSCATEL WASHINGTON D.C. UNITED STATES PRESIDENTIAL INAUGURATION TRIP

Minutes: That permission be granted for Muscatel Staff Members to Chaperone Students during the 2017 Muscatel Washington D.C. United States Presidential Inauguration Trip, **be approved** as presented.

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

MUSCATEL MIDDLE SCHOOL STUDENT WORK STUDY (SWS) SATURDAY, AFTER SCHOOL DETENTION, AND AFTER SCHOOL ASSIGNMENT PROGRAM

Minutes: That the Muscatel Middle School Student Work Study (SWS) Saturday, After School Detention, and After School Assignment Program, **be approved** as presented.

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

MUSCATEL MIDDLE SCHOOL PROMOTION/RETENTION TUTORING – BEFORE & AFTER SCHOOL ASSIGNMENT PROGRAM

Minutes: That the Muscatel Middle School Promotion/Retention Tutoring – Before & After School Assignment Program, **be approved** as presented.

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

NEW BUSINESS

President Esquivel asked each Trustee and the Superintendent to report any new business:

- Clerk Quintanilla requested information on the following topics: whether our District has zero tolerance for sex offenders on school grounds Superintendent Enomoto-Perez responded to his questions; if the District has open POs with different plumbers; the lights at Savannah and Janson are on at night; and whether teachers in grades 6th and 7th grade are collaborating:
 - Superintendent Enomoto-Perez responded to his questions and explained that the District follows the legal requirements under Meghan’s Law.
 - Facilities Consultant Romero also explained that all contractors have the right, per Meghan’s Law compliance to have all workers fingerprinted, the work area fenced in to create separation from students, or to provide supervision at all times. She explained that most contractors prefer to fence in the work area with a separate entrance to ensure the restricted access.
 - Assistant Superintendent Carreon responded regarding Clerk Quintanilla’s question regarding plumbers and explained that two different companies are used to address needs as necessary. In regards to the lights on at Savannah – she explained that it is assumed that the vendors with night deliveries leave the lights on and sensors are being explored as a possible remedy to the situation.

President Esquivel requested that Board Members refer all staff members back to their administrators, rather than bringing concerns to individual Board Members – then Board Members reporting during a Board meeting and the concern being redirected to an Administrator. He explained that following the above protocol will ensure concerns are addressed in a timelier manner.

RECESS OPEN SESSION TO RECONVENE CLOSED SESSION

President Esquivel recessed the meeting to continue closed session at 10:25 p.m.

CLOSED SESSION (continued)

ADJOURNMENT OF CLOSED SESSION

President Esquivel adjourned closed session at 11:39 p.m.

RECONVENE TO OPEN SESSION AND ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION (if any)

President Esquivel reconvened to open session at 11:39 p.m. and announced that no action taken in closed session.

ACTION ITEM (continued)

EXPULSION OF STUDENT NO. 16-17.1

Minutes: That the Recommendation of the Panel to Suspend the Expulsion of Student No. 16-17.1, **be approved** as presented.

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Harmon
<u>Votes:</u>	Ms. Armenta Yes	Mrs. Harmon	Yes
	Mr. Cantrell Yes	Mr. Quintanilla	No
	Mr. Esquivel Yes		