

ADJOURNMENT: President Quintanilla adjourned the regular meeting on December 8, 2016 at 9:47 p.m. in memory of Mrs. Yolanda Armenta.

Signed,



President



Clerk

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

December 8, 2016

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, December 8, 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 6:30 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 6:31 p.m.

CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation: One potential case
2. Conference with Labor Negotiators
3. Personnel Actions – Appointment, Employment, Evaluation, and Discipline/Dismissal/Release
4. Public Employee Performance Evaluation – Superintendent Evaluation

President Esquivel adjourned closed session at 7:15 p.m. and reconvened the meeting to open session at 7:30 p.m. He announced that the Board of Trustees took no action in closed 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

1. Superintendent Enomoto-Perez was also present. Other *District personnel and guests* in attendance who legibly signed the register were: Alex Gaeta, Brianna Vargas, Christina Espinal, Dawn Rock, Debbi Lawrence, Gabriel Cardenas, Ginny Ford, Heidi Burton, Jan Brydle, Jennifer Fang, Jessica Ancona, John Lovato, Krista Dixon, Lee Wang, Maria Garcia, Muhammad Rafia, Nadine Wilcox, Rene Bernabe, Ruth Soto, and Sandy Liao.

AWARDS PRESENTATION

1. Student of the Month, December 2016 – Most Improved
President Esquivel presented plaques and congratulated the following Students of the Month recipients: Brianna Vargas, Encinita; Kazi Zaima, Janson; Kent Phu, Savannah; Waqas Shaikh, Shuey; Wenxuan “Carter” Lin, 7th gr Muscatel; and Peter Kha, 8th gr Muscatel.

AWARDS PRESENTATION (continued)

2. Student of the Month, November 2016 – Academic
President Esquivel presented plaques and congratulated the following Students of the Month recipients: Amethyst Mendez, 7th gr Muscatel and David Diaz, 8th gr Muscatel
3. Savannah Classified Employee of the Year – Ida Diaz
Principal Soto recognized Ida Diaz and presented her with a plaque.
4. Recognition of Outgoing Board President – Ronald Esquivel
Superintendent Enomoto-Perez recognized President Esquivel for his year of leadership and presented him with a plaque.

ACTION ITEM – ORGANIZATIONAL

PRESIDENT OF THE BOARD, 2017

Minutes: That Mr. John Quintanilla, be elected President of the Board of Trustees for the 2017 Calendar Year.

<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		

Past President Esquivel passed the gavel to New President Quintanilla to lead the rest of the meeting.

CLERK OF THE BOARD, 2017

Minutes: That Ms. Nancy Armenta, be elected Clerk of the Board of Trustees for the 2017 Calendar Year.

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

PUBLIC HEARING: None.

SUPERINTENDENT'S REPORT

Superintendent Enomoto-Perez shared the following information:

- Congratulations Mr. President.
- Happy Holidays and please stay healthy as flu season is here now.
- Thanked all Board Members who attended CSBA.
- To our Board Member Nancy Armenta our deepest and sincerest condolences and sympathy to everyone who has lost someone.
- Congratulations to our recent retirees Esther Garcia and all other retirees.
- American Civil Liberties Union (ACLU) of California Public Records Act (PRA) Request – Dawn Rock and Superintendent are working on producing records regarding Sex Education and AIDS Prevention Education, ACLU is doing a comprehensive audit – policy revisions will be brought forth in January, Muscatel has a biological conversation on HIV. The request was submitted to Districts throughout California.
 - Director of Special Education and Student Support Services Dawn Rock shared that SELPA has provided curriculum materials and it is a much more liberal approach to curriculum. They are requiring comprehensive education and there are opt-out waivers for parents. The Assembly Bill (AB) states that the parents will be notified at the beginning of the school year and teachers have selected to notify the parents a couple weeks before starting the unit on the topic. There were about 8 parents who have opted out or questioning the information on the curriculum. The science teachers and Special Education Director will be going to training. The AB was passed earlier this year which includes allowing time for districts to implement.
- Board Election Consolidation information in the manila folder provided to each Board Member.
- Citizens' Bond Oversight Committee / Educational Facilities Financing Corporation (EFFC) meeting next Wed., Dec. 14 at 6:30 p.m.
- Rosemead Teachers' Association (RTA) Negotiations is scheduled for December 14, and thank you for Nadine and Heidi for coming in to meet with me informally.
- The District's Qualified Zone Academy Bond (QZAB) will be paid this December after 12 years of having \$4 million debt.
- Thank you to Mr. Quintanilla for attending the traffic commission meeting last night. Ronald Esquivel was present as an individual/resident. The City made it clear that all traffic issues and questions should be addressed to the City.

- Congratulations to Mr. Quintanilla.
- Congratulations to Ms. Armenta.
- Happy Holidays to everyone.
- Thank you to Nadine Wilcox for all you do.
- Review of the contents in the night folder:
 - Agenda December 8, 2016 Amendment 1
 - Bd Mtg: Revised Personnel Status Report
 - Bd Mtg: Action Item: Minimum Wage Increase, effective January 1, 2017
 - Bd Mtg: Action Item: Application for Use of School Facilities: American Red Cross, Savannah
 - 2016 School Winter Programs Schedule (Janson, Savannah, Encinita, Shuey)
 - 2016-2017 Major School Event Schedule, revised 11/30/16
 - Invite: Savannah's Winter Program, December 20, 2016, 5:45 p.m.
 - 2016-17 DAC/DELAC/LCAP Meeting Schedule
 - K-8 English Language Development Assessment booklet
 - Board Member Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

President Quintanilla shared the following topics:

- Happy Holidays
- Thank you to everyone that is present.

BOARD ORAL COMMUNICATIONS

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

- Member Cantrell wished everyone a safe holiday.
- Clerk Armenta thanked Member Esquivel for his support as Past President and for supporting her through her first year. She shared that she received a scholarship which allowed her to attend the Bootcamp for Board Members in November through NALEO in Washington DC where attendees workshops on a variety of topics. She wished everyone a Merry Christmas and a Happy New Year and good health.
- Member Esquivel congratulated both President Quintanilla and Clerk Armenta on their new positions. Expressed appreciation for the District Office courtyard furniture and the carpet in the Board room. Member Esquivel shared that he will be attending the NALEO workshop on Emergency Preparedness featuring speakers from FEMA and other agencies. Invited everyone to attend the Casino Night in March and encouraged everyone to buy their tickets early. He enjoyed the CSBA conference in San Francisco. Thanked Nadine Wilcox for her invitation to attend the CTA dinner and appreciates the partnership to continue working together. Expressed his condolences to Clerk Armenta and Nadine Wilcox. Wished everyone a Merry Christmas.
- Member Harmon thanked Past President Esquivel for his year of leadership and appreciated his devotion to the District and friendship. Congratulated President Quintanilla and Clerk Armenta for filling the roles for the 2017 year. Thanked everyone for their hard work and really appreciates their contributions.

PUBLIC COMMENTS:

There were a total of four (4) comments as follows:

1. Jan Brydle, Shuey Principal invited everyone to attend the 3rd grade class for a morning of caroling on Thursday, December 22 at 8:30 a.m. at Shuey and at 9:30 a.m. at the California Mission Inn.
2. Debbi Lawrence, Administrative Intern for Child Development shared that the new class is opened up and running. Invited everyone to attend the preschool winter programs. Wished everyone happy holidays.
3. Jennifer Fang, Encinita Principal provided an invitation
4. Alex Gaeta, President RSD Educational Foundation shared to save the date for Casino Night in March, will be sending flyers out and recommended everyone take advantage of the early bird rates by February 1st. He also shared that the mini-grant applications will be sent out next week.

APPROVAL OF AGENDA

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

Amendments:

- Consent Agenda: Personnel Status Report
- Special Reports and Presentations: Educational Service Update to include Local Control Accountability Plan (LCAP) Stakeholder input meeting schedule
- Action Item: Minimum Wage Increase in the Hourly Rate of Pay
- Action Item: Application for Use of Facilities: American Red Cross

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

ACTION ITEM – ORGANIZATIONAL (continued)

DESIGNATION OF SECRETARY AND AUTHORIZED AGENT

Minutes: That the Superintendent, **be designated** as Secretary, Authorized Representative and Agent for the Board of Trustees, as presented.

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

REGULAR AND STUDY SESSION BOARD MEETING SCHEDULE, DATES FOR THE 2017 CALENDAR YEAR, EFFECTIVE JANUARY 2017

Minutes: That regularly scheduled Board meetings, **be scheduled** for the 1st Thursday and Study Sessions scheduled for the 3rd Thursday of each month, with closed session beginning at 6:30 p.m. to be continued after the completion of the open session agenda, if necessary and open session beginning at 7:15 p.m. (unless otherwise noted on the published agenda) for the 2017 calendar year, effective January 2017.

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

COMPENSATION AND ATTENDANCE AT BOARD MEETINGS (FOR BOARD MEMBERS)

Minutes: That a Board of Trustee, **be paid** in any calendar year (not to exceed) for the first two (2) Board meetings from which he/she is absent due to illness; and if a member is absent while performing designated duties of the School Board/District.

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

2017 REVIEW OF ANNUAL COMPENSATION OF INDIVIDUAL BOARD MEMBERS/TRUSTEES

Minutes: That the Board of Trustees hereby specify that each member of the Board, shall receive a five percent (5%) increase (\$16.89) or \$354.59 per month as compensation for services rendered, except that if the member does not attend all regular meetings of the Board during the month, he/she shall receive a pro-rated amount for the number of regular meetings attended during the 2017 calendar year, effective January 1, 2017.

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

2017 COMPENSATION DONATION TO THE EDUCATIONAL FOUNDATION TO THE ROSEMEAD SCHOOL DISTRICT, EFFECTIVE JANUARY 1, 2017

Minutes: That the Board of Trustees hereby specify that each member of the Board, may have an optional donation to the Educational Foundation to the Rosemead School District, deducted from their monthly compensation, effective January 1, 2017.

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

AUTHORIZED SIGNATURES, 2017 CALENDAR YEAR

Minutes: That the Superintendent, Assistant Superintendent of Business Services, Assistant Superintendent of Educational Services, Senior Director of Fiscal Services, Director of Nutrition Services and Wellness, and Director of Special Education and Student Support Services, be authorized to sign purchase orders, B Warrants, notice of employment, contracts, and service reports with one signature required subsequent to proper action by the Board.

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

2017 DISTRICT'S COUNTY COMMITTEE VOTING REPRESENTATIVE (CCVR) TO LOS ANGELES COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Minutes: That Ronald Esquivel, be designated as the District's County Committee Voting Representative (CCVR) to Elect Members to the Los Angeles County Committee on School District Organization for 2017.

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

CONSENT AGENDA

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

- Consent Agenda: Personnel Status Report

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

General Functions:

1. Minutes of the November 3, 2016, Board of Trustees' Regular Meeting
2. Purchase Orders as of October – November, 2016 (on file), and Warrants for budgeted expenditures
3. Personnel Status Report
4. Donation Report
5. Educational Field Trip
6. Application for Use of Facilities: AYSO Region 40

SPECIAL REPORTS AND PRESENTATIONS

1. Nutrition Services, Wellness Committee, and Meal Program Update – Mrs. Krista Dixon, Director of Nutrition Services and Wellness

Director Dixon shared the following:

- Wellness Committee – we hosted a blind taste test at Muscatel and received input on the wellness video draft. The students expressed that they would like to see more of Muscatel in the video. Staff is hoping to have it ready for next Board meeting. The students provided their feedback that they enjoyed the pizza we brought in Dominoes and Pizza Hut samples. Pizza Hut won the taste test based on the feedback received. The pizza from both companies is compliant with all requirements and is not the normal recipe sold to the general public.
- New Meal Program updates – We started a breakfast on the patio program at Muscatel and haven't seen an increase but will keep trying new things. We also started the ACES program for a 'super' program with larger snacks such as: wraps, salads, etc. through the Child and Care program. We will soon have a technical assistance visit to ensure we are running the program correctly. Happy Holidays.

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

Mrs. Romero provided the following facilities update:

- Shuey Multi-Purpose Room – is almost done, scheduled for completion on December 26 and we are waiting on the arrival of some controllers for the air conditioning units. Nutrition Services will be back in the kitchen by January. We have some change orders coming to the Board possibly in January with the Notice of Completion of January/February.
- Roofing at Savannah and small projects are progressing.
- Board Room all the electrical is ready and pending the arrival and installation of the furniture once it arrives. The wall will also be finished in the next couple weeks.
- Shuey – we are advertising for the 4 portables for Shuey with Department of State Architecture (DSA)s approval hopefully on Monday. We will have a job walk on December 16 and opening bids on January 6. We will bring the recommendation to the Board in February. This is the 1st phase we need in January. All classrooms will need rotations in order for the project to progress.
- Fire Alarms – It is time to redo the fire alarms to the new requirements. It will have a voice announcement instructing everyone what to do. To start bidding in January.
- Shuey will start construction, 12 relocatables will be replaced in the summer.
- Congratulations to the District as QZABs will be paid off in December, because we were selected 0% loan for 12 years.
- Happy Holidays and See you next year.

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

- Local Control Accountability Plan (LCAP) Stakeholder input meeting schedule
Assistant Superintendent Lovato shared the LCAP timeline for the 2017-2018 plan annual update and explained that the process started since October 19, 2016. He reviewed the entire timeline. Mr. Lovato shared that beginning in January the Principals will give a presentation of the Accountability Review update. The presentation will be kept between 20-30 minutes per school and will follow the same template.

It was the Board's consensus to receive the school plan presentations ahead of time in order to review and be prepared with any questions.

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

FIRST INTERIM REPORT, 2016-2017

Minutes: That the First Interim Report, 2016-2017, be approved as presented.

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

BOARD OF TRUSTEES STRATEGIC PLANNING PRIORITIES

Minutes: That the Board of Trustees Strategic Planning Priorities, be approved as presented.

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

MINIMUM WAGE INCREASE IN THE HOURLY RATE OF PAY FOR THE POSITIONS OF SUBSTITUTE CAFETERIA HELPER, SUBSTITUTE CHILD CARE PROVIDER, SUBSTITUTE CLERK TYPIST, SUBSTITUTE INSTRUCTOR (PRESCHOOL), SUBSTITUTE INSTRUCTOR'S ASSISTANT (PRESCHOOL), SUBSTITUTE INSTRUCTIONAL AIDE, SUBSTITUTE INSTRUCTIONAL AIDE-SPECIAL EDUCATION, SUBSTITUTE MULTI-MEDIA SPECIALIST, AND SUBSTITUTE NOON SUPERVISION AIDE, EFFECTIVE JANUARY 1, 2017

Minutes: That the Minimum wage Increase in the Hourly Rate of Pay for the Positions of Substitute Cafeteria Helper, Substitute Child Care Provider, Substitute Clerk Typist, Substitute Instructor (Preschool), Substitute Instructor's Assistant (Preschool), Substitute Instructional Aide, Substitute Instructional Aide-Special Education, Substitute Multi-Media Specialist, and Substitute Noon Supervision Aide, effective January 1, 2017, be approved, as presented.

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

APPLICATION FOR USE OF FACILITIES: AMERICAN RED CROSS

Minutes: That the Application for Use of Facilities: American Red Cross, be approved as presented.

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

NEW BUSINESS

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

- Clerk Nancy Armenta thanked everyone for everyone for reaching out during my mom's services and thanked the Board for rearranging their schedule to return early from the CSBA conference to be present. Thank you so much and it's truly appreciated.
- Member Ronald Esquivel shared that times are changing and suggested that the District revisit security cameras. He suggested that the District look into a travel agent services that can handle all our travels as there is no added cost.
 - Superintendent Enomoto-Perez shared that El Monte City has cameras and suggested a site visit to see the setup.

It was the Board's consensus that staff explore the options regarding security cameras and a travel agent and bring back information.

- Superintendent Enomoto-Perez indicated that Mrs. Bracamonte will be out of District on family due to the death of a family member.
- President John Quintanilla inquired about Savannah and asked for more information on how long the lights stay on in the Multi-Purpose Room at Savannah. Are the lights on a timer? What is the length of time for the timer to turn the lights off? He requested a quarterly report from Dr. Brann on marketing and enrollment project. He thanked the staff for the Friday letter and said it felt as if the information was very inclusive and thorough. He requested that the Weekly event schedule be sent on Fridays instead of Mondays. Mrs. Bracamonte responded that she sends regular event announcements to the Board and that the information is received by our office on Mondays which work best as the principals' post their information bulletins late Fridays, over the weekend or by Monday mornings. President Quintanilla also wished Superintendent Enomoto-Perez a Happy Belated Birthday. He thanked everyone for their support. He wished everyone a happy holiday.
 - Clerk Nancy Armenta shared that she has seen that the Savannah lights have been turned off when she's passed late at night.
- Member Randall Cantrell noted that the Supreme Court judge will make the decision regarding the California Voting Rights Act and how it affects votes by trustee areas
- Member Rhonda Harmon requested assistance with the iPad and accessing Google Drive.
- Superintendent Enomoto-Perez suggested that the District order Chrome books for the Board to facilitate the Google document transmissions and she shared that it would assist with the access to important documents shared by staff and illustrate how these are being used in the classroom for instruction.
- Member Ronald Esquivel asked that the meeting be adjourned in memory of Mrs. Yolanda Armenta.