

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

December 10, 2015

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, December 10, 2015, in the Multi-Purpose Room at Muscatel Middle School, 4201 Ivar Ave., Rosemead, California at 7:15 p.m.

Mr. Ronald Esquivel, Board President, called the meeting to order at 7:21 p.m. The following members were present: Mr. Randall Cantrell, Mr. John Quintanilla, Mr. Ronald Esquivel, and Mrs. Rhonda Harmon.

PLEDGE OF ALLEGIANCE

President Esquivel invited City of Rosemead Mayor Pro Tem Miss Sandra Armenta 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:

Deborah Lawrence, Lee Wang, Robin Esquivel, Dawn Rock, Nadine Wilcox, Helen Quach, Gabriel Cardenas, Karen Carr, Jill Elliott, Heather Shotke, Sharon Giambalvo, Sebastian Ferreyra, Jan Brydle, John Lovato, Kathleen Beltran, Fran Mills, Heidi Burton, Mary Senzaki, Deborah Fleming, Lisa Elkins, Ginny Ford, Anne Agnant, Annemarie Phillips, Natalia Carrasco, Luli Sanchez, Carlos Perez, Alex Gaeta, Kelly Schreiner, Lisanne Kern, Jazmin Cruz, Angela Kohn, Diana Richardson, Terri Totten, Jerry Puente, Jennifer Fang, Jackie McDonald, Danelle Kisich, Julie Diep, Kathy Harrington, Kelly Wong, Veronica Pena, Candice Camacho, Leah Kawamoto, and others who signed the sign in sheet.

AWARDS & RECOGNITION PRESENTATION

Student of the Month, December 2015 – Most Improved
President Esquivel presented plaques and congratulated the following Students of the Month recipients: Nam Phong Ong, Encinita; Iris Mendez, Janson; Helen Quach, Savannah; Nathan Chan, Shuey; Isabelle Perez, Muscatel 7th gr; and Sebastian Ferreyra, Muscatel 8th gr.

INSTALLATION OF BOARDS MEMBER/OATH OF OFFICE BY SUPERINTENDENT DR. AMY ENOMOTO-PEREZ

Superintendent Enomoto-Perez administered the Oath of Office to recently elected Board Member Miss Nancy Armenta, and returning Board Members Mr. Randall Cantrell and Mr. Ronald Esquivel.

AWARDS & RECOGNITION PRESENTATION (continued)

Recognition of Outgoing Board President
Board Clerk Harmon thanked Board President Esquivel for his leadership during the 2015 calendar year and presented him with a plaque.

President Esquivel recessed the meeting for a refreshment break and photos at 8:00 p.m.

President Esquivel reconvened the meeting to open session at 8:18 p.m.

ACTION ITEMS – ORGANIZATIONAL

ELECTION OF 2016 PRESIDENT OF THE BOARD OF TRUSTEES

Minutes: That Mr. Ronald Esquivel be elected President of the Board of Trustees for the 2016 Calendar Year.

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

ELECTION OF 2016 CLERK OF THE BOARD OF TRUSTEES

Minutes: That Mr. John Quintanilla be elected Clerk of the Board of Trustees for the 2016 Calendar Year.

<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

PUBLIC HEARINGS

There were none.

PUBLIC COMMENTS:

There were thirteen (13) as follows:

1. Muscatel Principal Ms. Jessica Ancona welcomed all to the Muscatel campus and to the rededication of the Fitness room. She welcomed all to visit again to view the rigorous program.
2. Assistant Superintendent Miss Armida Carreon, Assistant Superintendent Mr. John Lovato, and Sr. Director of Fiscal Services Mrs. Lee Wang welcomed everyone and provided an update to the Board of Trustees on the status of RTA negotiations. They also advised the Board that the next RTA negotiation session is scheduled for Monday, December 14. The team also wanted to follow up and clarify that a voluntary professional development day will be discussed on December 14, as a follow up to a communication sent out by a site administrator.
3. Administrative Intern Debbi Lawrence invited the Board to the preschool program taking place in December.
4. RTA Representative Mrs. Anne Agnant addressed the Board regarding the teachers' workday and classroom/school programs that are being implemented this year (e.g. Positive Behavior Intervention Supports (PBIS) and the Franklin Covey, Leader in Me (LIM)). She addressed the 3-5 days of training that are a part of the program and data collection. There are visitors from many areas to the Shuey campus. All these programs are very good for students but they take a lot of time. Mrs. Agnant also discussed the English Language Development Assessment (ELDA) progress report card that is currently being implemented. She addressed how the new ELDA will require additional teacher time. Lastly, she shared that she has received feedback from teachers that their salaries have been going down due to the rise of health care costs. She requested that children remain the focus of the district and the teachers who are on the front line and closest to the students.
5. Teacher Ms. Lisa Elkins thanked the Board and District for the extra week to complete their report cards. Ms. Elkins provided feedback regarding the new report card system indicating that there are 84 boxes she has to check with over 2,000 boxes. She received and discussed with the Board the 2nd grade Language report card that she completes. Many report card grades result in "n/a".
6. Teacher Ms. Kathleen Beltran addressed the Board by explaining that she is frustrated regarding negotiations. She would like to start with the best and final offer. The negotiations process is difficult and lengthy. She feels speedy pay increase should not be difficult to achieve. Every year of difficult negotiations makes teachers feel unimportant.

7. Teacher Mrs. Fran Mills addressed the Board. She feels unappreciated and received a message that the teachers don't work enough.
8. Teacher Mrs. Heidi Burton addressed the Board by reporting that there have been 2 negotiation meetings. The discussions have included extra pay for extra duties. She also stated that RTA does not believe extra pay for additional work is a raise. She says she has been told that there is not enough money for a large raise. She believes everyone needs to be treated equally by receiving a raise.
9. Teacher Mr. Jerry Puente addressed the Board and discussed concerns regarding his students. He addressed the lack of substitutes. He also discussed a situation that he encountered the 1st year of his service in Rosemead. Mr. Puente explained that as a middle school teacher he has a preparation period and he uses this period to do a variety of duties and to prepare for his math classes. When he substitutes in a class, he receives \$13.78 pay (for his conference period). His intervention class went to another class when a sub was not present. He further explained that he did not receive a sub and the principal subbed his classroom. He asked that the sub issue not be allowed to continue another year.
10. Teacher Ms. Diana Richardson addressed the Board. She introduced herself and explained that many teachers do not normally come to the Board because they are happy. Ms. Richardson is not happy with the negotiations process that has taken place this year.
11. Teacher Kathy Harrington addressed the Board regarding a list of additional duties since the common core, including:
 - a. Added intervention classes
 - b. Additional grading duties
 - c. Additional creation of duties
 - d. Nightly school work duties (extra time with no additional pay)
 - e. Rigorous curriculum takes more grading time
 - f. Extra meetings
 - g. PBIS
 - h. Some teachers tutor at lunchtime or after school
 - i. Middle school student conferences and many teachers have to counsel students

She added that there is a need for a full time counselor, displayed a list of duties, commented that staff is unable to hide or be unprepared, requested that there be a review of raises and compensation for management without a match for teachers, and requested equitable treatment as other employees.

Teacher Ms. Danielle Kisich addressed the Board and recalled that she was at the same board meeting last year when she shared that the extra work does not reflect in a pay raise.

Teacher Mrs. Kathy Harrington addressed the Board and hopes that Monday's negotiation session will be a win-win.

President Esquivel stated that he understands about working more in his own workplace. He also stated that it is illegal to negotiate in public; therefore, he cannot discuss negotiation details. However, he knows he values all the teachers and knows how hard teachers work and they are appreciated. Mr. Esquivel asked the teachers to join him on a visit to legislators. He appreciated the input and will keep this in mind for his decision making.

SUPERINTENDENT'S REPORT

- Boardmanship and Goals for Long-Term Planning by Dr. Ron Leon, Retired Superintendent and Consultant
Superintendent Enomoto-Perez introduced Dr. Leon and explained the work ahead of the Board and Administration during the 2016 calendar year.

- Emergency Procedures by Mr. Chuck Clemente, POMS and Associates/MERGE Risk Manager and Mr. Dan Alvarez, Crime Prevention Through Environmental Design (CPTED), a Division of Alvarez & Associates-CPTED, Inc.
Superintendent Enomoto-Perez introduced the speakers and our Joint Powers Authority (JPA) of MERGE (Mountain View, El Monte, Rosemead, Garvey, El Monte Union).

Mr. Clemente provided handouts which included information on lockout and lockdown procedures, as well as an Emergency checklist: 1) Run/leave, 2) Secure your area and hide (if you can't leave), and 3) incapacitate the shooter or fight. Reacting quickly needs to be the reaction of those in peril. In closing, Mr. Clemente discussed working with parents and educating them as to why an immediate response to the school can be a problem if the traffic makes it inaccessible to safety personnel to access the campus.

Mr. Alvarez shared that new site assessments are necessary as the last review was in 2013. The site admin will be contacted to set this up. Report will be provided to the site administrator, district administrator, and school board.

Superintendent Enomoto-Perez requested that Mr. Alvarez address single point of entry and controlling access is the new norm of schools, as it is no longer just recommended but rather required. Some schools only lock their doors.

President Esquivel stated that more training is needed which requires more time.

- Resolution on Public Education Facilities Bond Act of 2016
Superintendent Enomoto-Perez explained that this resolution was no longer necessary since the Governor made new proposals.
- Reviewed the contents of the night folder:
 - Agenda December 10, 2015
 - Confidential Memo/Opinion: Administration of Oath of Office or Affirmation/Certification
 - 2016 Board of Trustees Compensation Donation Election Form
 - 12/10/15 Contract Correction – page 4
 - Memo – 12/10/15 Board Agenda – Contract Questions/Information
 - 1st Interim Report Update
 - 2015 Winter Holiday Program Schedule
 - Invitation: 2015 Winter Celebration Luncheon, Dec. 15 at 11:30 a.m.
 - Invitation: Muscatel Middle School Promotion Information Sheet
 - 2015 November Election Official Canvass Certificate and Official Statement of Votes Cast
 - California School Boards Association (CSBA) - Sample School District Governance Calendar
 - Board Member Mail
- Congratulated Miss Armenta on her Election to the Board of Trustees and to be a new Member of the Board

BOARD PRESIDENT'S COMMENTS:

President Esquivel shared on the following topics:

- Shared a flyer for the upcoming Educational Foundation Casino Night Fundraiser
- Congratulated Muscatel Middle School on their new Fitness Room and Nutrition program
- Shared that the California School Boards Association (CSBA) Annual Education Conference was an excellent professional development opportunity.
- Thanked Miss Armenta for her attendance
- Commented on the Leader In Me program and global visitors at Emma W. Shuey Elementary School on Leadership Day. He thanked Shuey and the District on their work.

- Shared that he attended the California Teachers Association (CTA) meeting this week and thanked Rosemead Teachers Association (RTA) President Nadine Wilcox for her invitation.
- Requested additional Active Shooter drills on campuses
- Wished everyone a Merry Christmas and a Happy New Year

ORAL COMMUNICATIONS:

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

- Member Cantrell wished everyone a Happy Holiday and New Year
- Member Armenta wished everyone Happy Holidays
- Member Harmon wished everyone Happy Holidays
- Clerk Quintanilla wished everyone Happy Holidays

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 Mr. Cantrell Yes Mr. Esquivel Yes	Mrs. Harmon Yes Mr. Quintanilla Yes	Yes Yes

ACTION ITEMS – ORGANIZATIONAL (continued)

DESIGNATION OF SECRETARY AND AUTHORIZED AGENT

Minutes: That the Superintendent Dr. Amy Enomoto-Perez be designated as Secretary, Authorized Representative and Agent for the Board of Trustees as presented.

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

ADOPTION OF SCHEDULE FOR REGULAR BOARD MEETING DATES, FOR 2016 CALENDAR YEAR

Minutes: That the regularly scheduled Board meetings be held on the 1st 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/public session beginning at 7:15 p.m. (unless otherwise noted) for the 2016 calendar year, as presented.

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

BOARD OF TRUSTEES ATTENDANCE AT BOARD MEETINGS

Minutes: That a Board of Trustee be paid in any calendar year for the first two (2) regular 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. In such pre-approved Board designations, the member will be paid if the member was present in the meeting, as presented.

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

2016 ANNUAL COMPENSATION REVIEW FOR THE BOARD OF TRUSTEES

Minutes: That the Board of Trustees hereby specify that each member of the Board shall not receive a five (5%) percent increase (\$16.08) or \$337.70 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 2016 calendar year, 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 Mr. Quintanilla	Yes Yes

2016 COMPENSATION DONATION FROM THE BOARD OF TRUSTEES

Minutes: That the Board of Trustees hereby specify that each member of the Board may have an optional donation deducted from their monthly compensation, as presented.

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

AUTHORIZED SIGNATURES

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, 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 Mr. Quintanilla	Yes Yes

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

Minutes: This action item died due to lack of a motion.

NOMINATION OF A BOARD MEMBER SERVING WITHIN THE LOS ANGELES COUNTY AS CALIFORNIA SCHOOL BOARDS ASSOCIATION DELEGATE FOR SUBREGION 23-B

Minutes: This action item died due to lack of a motion.

CONSENT AGENDA

Minutes: That the Consent Agenda be approved as presented.

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

1. Minutes of the November 5, 2015, Board of Trustees' Regular Meeting
2. Purchase Orders as of October - November, 2015 (on file), and Warrants for budgeted expenditures
3. Donation Report
4. Educational Field Trip Report
5. Application for Use of School Facilities: AYSO Region 40

6. Obsolete Textbooks
7. Fundraisers Activities, Functions, & Community Service Projects

SPECIAL REPORTS AND PRESENTATIONS: There were none.

ACTION ITEMS

SERVICE AND CONSULTANT PROPOSALS/CONTRACTS/BID AWARDS

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

<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. 15-16/06. IN SUPPORT OF CIVIC LEARNING: COLLEGE, CAREER, AND CIVIC LIFE

Minutes: That Resolution No. 15-16/06, In Support of Civic Learning: College, Career, and Civic Life 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	

FIRST INTERIM REPORT, 2015-2016

Minutes: That the First Interim Report of the 2015-2016 School Year be approved as presented.

<u>Motion made by:</u>	Mr. Cantrell	<u>Seconded by:</u>	Mr. Quintanilla
<u>Votes:</u>	Miss Armenta Yes Mr. Cantrell Yes Mr. Esquivel Yes	Mrs. Harmon Yes Mr. Quintanilla 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'S ASSISTANT (PRESCHOOL), AND SUBSTITUTE NOON SUPERVISION AIDE

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's Assistant (Preschool), and Substitute Noon Supervision Aide be approved as presented.

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

NEW BUSINESS

President Esquivel asked each Trustee to report any new business:

- Member Armenta thanked the public for their support and looks forward to working with everyone

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments on closed session items.

President Esquivel recessed the meeting to reconvene closed session at 10:30 p.m.

RECESS TO CLOSED SESSION: Closed session began at 10:35 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:

President Esquivel adjourned closed session at 1:00 a.m.

President Esquivel reconvened the meeting to open session at 1:05 a.m. He announced that the Board of Trustees took no action in closed session and that closed session would reconvene after open session.

ACTION ITEMS (continued)

PERSONNEL STATUS REPORT

Minutes: The Personnel Status Report will be brought back to the January, 2016 Board meeting for approval.

TERMINATION OF INACTIVE CERTIFICATED AND CLASSIFIED SUBSTITUTE EMPLOYEE ASSIGNMENTS

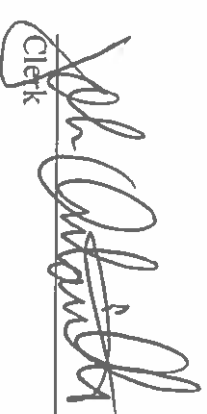
Minutes: The Termination of Inactive Certificated and Classified Substitute Employee Assignments will be brought back to the January, 2016 Board meeting for approval.

ADJOURNMENT: President Esquivel adjourned the regular meeting on December 10, 2015 at 1:05 a.m.

Signed,



President



Clerk