

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

CONSENT

January 17, 2019

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, January 17, 2019, in the District Office – Board Room at Rosemead School District, 3907 Rosemead Blvd., Rosemead, California at 6:30 p.m.

CALL TO ORDER

President Esquivel called the meeting to order at 6:34 p.m. Trustees present included: Mr. Ronald Esquivel, Mr. John Quintanilla, Ms. Nancy Armenta, Mrs. Veronica Peña, and Mrs. Diane Benitez.

Superintendent Mr. Alejandro Ruvalcaba was also present. Other *District personnel and guests* in attendance were:

John Benitez, Alex Gaeta, Katherine Monte, Sylvia Petrovich, Christina Price, Cristina Hernandez, Brandi Matsdorf, Jonnie Matsdorf, Ginny Ford, Lusanna Lam, Nadine Wilcox, Jerry Puente, Carol Mahoney, Karen Carr, Dawn Rock, Cami Case, Joseph Friend, Evonne Dotson, Jan Brydle, Javier Sanchez, Elis Sanchez, Joanna Umo, Gabriel Cardenas, Veronica Gonzales, Lee Wang, Ruth Soto, Krista Dixon, Debbi Lawrence, and Leah Kilpatrick.

APPROVAL OF AGENDA

Minutes: That the Agenda, be approved, as amended and corrected.

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

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Esquivel began Closed Session at 6:35 p.m.

CLOSED SESSION

1. Conference with Labor Negotiators (Government Code Section 54957.6)
 - Rosemead Teachers' Association – provide direction regarding negotiations
2. Public Employment (Government Code Section 54957)
 - Coordinator of Assessment, Accountability, and Special Projects
 - Assistant Superintendent of Administrative Services
 - Coordinator of Human Resources
 - Director of Fiscal Services
3. Public Employment (Government Code Section 54957)
 - Interim Assistant Superintendent of Educational Services
 - Assistant Superintendent of Educational Services

4. Anticipated Litigation (Government Code Section 54956.9(d)(2) and (e)(1))
 - Significant exposure to Litigation: one matter, unknown plaintiff

RECESS CLOSED SESSION

President Esquivel recessed closed session at 7:29 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 7:38 p.m.

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

President Esquivel reported that the Board of Trustees took the following action in closed session:

1. Appointment of Dr. Jennifer Fang as the Assistant Superintendent of Educational Services, effective January 17, 2019, with a unanimous vote.

PLEDGE OF ALLEGIANCE

President Esquivel asked Mrs. Ginny Ford to lead the Pledge of Allegiance.

AWARDS/RECOGNITION PRESENTATIONS:

1. Student of the Month, January 2019 – Academic

President Esquivel presented plaques and congratulated the following 6th grade Students of the Month recipients: Christine Lin, Encinita; Alan Duong, Janson; Max Ho, Savannah; Jeremy Chang, Shuey; and Muscatel Students Arthit Punlertpathanakon, 7th grade and Joseph Angel Friend, 8th grade.

RECESS OPEN SESSION FOR A BRIEF BREAK

President Esquivel recessed open session for a brief break at 7:57 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened to open session at 8:07 p.m.

PUBLIC COMMENTS

1. Muscatel ASB Student Leaders, topic: invite to the gramMARCH on Saturday, March 9, 2019 at Rosemead Park
2. Gabriel Cardenas, Principal, topic: invitation to the 1st Father and Daughter Dance on Friday, January 18 at the Rosemead Recreation Center. The school will be scheduling a Mother and Son Dance in May.

SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba shared that he has been very busy over the last few weeks and highlighted some items:

- Invited everyone to read his Entry Plan Letter to Staff and is already getting to know the culture of Rosemead
- Shared that he has had the best time getting to know the staff
- Has visited Muscatel twice so far and had the opportunity to visit every classroom

- Has hosted several meetings with Directors and other staff, including meetings with the MERGE group which includes several fellow Superintendents where they are discussing how to give support and articulate common goals to educate all students
- Congratulated Shuey staff as they were named a Leader in Me Academic School with Distinction for the 2nd year – such an amazing award which continues to brand our district
- Shared the Los Angeles County Office of Education (LACOE) correspondence validating the district's positive budget. He feels very fortunate our district has made a commitment to maintain our fiscal stability.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Wed., Jan. 23, 6:30 p.m., Muscatel Founder's Day
 - Wed., Feb. 6, 6:00 p.m., Encinita Founder's Day
 - Thurs., Feb. 21, 6:00 p.m., Janson Founder's Day (tentative)
 - Tues., Feb. 26, 6:00 p.m., Savannah Founder's Day
 - Thurs., Feb. 28, 6:00 p.m., Shuey Founder's Day
- Review of the contents in the night folder:
 - Agenda Amendment 1 and supporting amendment agenda items
 - Correspondence: LACOE Budget letter
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

- President Esquivel congratulated Shuey School on their award and welcomed everyone back from Winter Break.

BOARD ORAL COMMUNICATIONS

- Trustee Peña welcomed everyone back and is excited for the new year.
- Trustee Armenta congratulated Shuey School and asked that everyone keep the LAUSD teachers in your prayers – hoping that they come to a resolution soon.
- Clerk Quintanilla shared that he attended the Savannah and Encinita Winter programs and is very proud of their performances. He congratulated Shuey School and Dr. Fang, with a welcoming message for Superintendent Ruvalcaba.
- Trustee Benitez welcomed everyone back from vacation and congratulated Shuey School and Dr. Fang. She shared that she is looking forward to the new year.

PUBLIC HEARING:

1. Rosemead Teachers' Association (RTA) Initial Proposal to the Rosemead School District, for the 2018-2019 School Year
There were no public comments.

CONSENT AGENDA:

General Functions:

1. Minutes of the December 6, 2018, Board of Trustees' Meeting
2. Minutes of the December 13, 2018, Board of Trustees' Meeting
3. Minutes of the December 17, 2018, Board of Trustees' Meeting
4. Purchase Orders as of November – December, 2018 (on file), and Warrants for budgeted expenditures
5. Personnel Status Report
6. Educational Field Trip Report

- 7. Meeting, Inservice, Professional Development, Conference and/or Travel Report
- 8. Donation Report

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

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

SPECIAL REPORTS AND PRESENTATIONS:

- Update on the District Audit Report by Mr. Hadley Hui, Representative from Moss, Levy & Hartzheim, Certified Public Accountants

ACTION ITEM:

Rosemead School District Initial Proposal to the Rosemead Teachers' Association (RTA), 2018-2019

Minutes: That the Rosemead School District Initial Proposal to the Rosemead Teachers' Association (RTA), 2018-2019, **be approved.**

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

Acceptance of the 2017-2018 District Audit Report

Minutes: That the Acceptance of the 2017-2018 District Audit Report, **be approved.**

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

Service/Consultant Proposals/Bid Awards/Contract Report

Minutes: That the Service / Consultant Proposals / Bid Awards / Contract Report, including:

EDUCATIONAL SERVICES:

- a. Quest Institute for Quality Education of San Jose

SPECIAL EDUCATION & SUPPORT SERVICES:

- a. Los Angeles County Office of Education - PBIS
- , be approved.**

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

2nd Quarter Williams Settlement Report to the County Superintendent, Uniform Complaints report for 2018-2019 for the Period of October – December 2018

Minutes: That the 2nd Quarter Williams Settlement Report to the County Superintendent, Uniform Complaints report for 2018-2019 for the Period of October – December 2018, **be approved.**

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

New Job Description for Coordinator of Assessments, Accountability, and Special Projects

Minutes: That the New Job Description for Coordinator of Assessments, Accountability, and Special Projects, **be approved as corrected**, from 216 work days to 220 work days.

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

Employment Contract for Interim Assistant Superintendent of Educational Services with Jennifer Fang, Ph.D., effective January 4, 2019 (includes a 10-day transition period from Interim Superintendent to new position), with Compensation in the Amount of \$147,587 representing Salary with a Daily Rate of \$647.31 (228 days) and \$36,722 representing Benefits per Fiscal Year

Minutes: That the Employment Contract for Interim Assistant Superintendent of Educational Services with Jennifer Fang, Ph.D., effective January 4, 2019 (includes a 10-day transition period from Interim Superintendent to new position), with Compensation in the Amount of \$147,587 representing Salary with a Daily Rate of \$647.31 (228 days) and \$36,722 representing Benefits per Fiscal Year, **be approved.**

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

Confirm Next Scheduled Study Session for the Month of February, 2019, as February 21, 2019 at 6:30 p.m.

Minutes: That the Board of Trustees Confirm Next Scheduled Study Session for the Month of February, 2019, as February 21, 2019 at 6:30 p.m., **be approved.**

<u>Motion made by:</u>	Mrs. Peña	<u>Seconded by:</u>	Ms. Armenta
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Both Mrs. Peña and Ms. Armenta rescinded their motion and seconded respectively.

Minutes: That the Board of Trustees Confirm Next Scheduled Study Session for the Month of February, 2019, as February 21, 2019 at 6:30 p.m., **not be approved.** Resulting in the cancellation of the February 21, 2019 Study Session.

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

DISCUSSION ITEMS:

1. Discuss and provide Direction regarding Purchase Order No. B5100 to NAC Architects for the design work of marquees for each school site in the amount of \$17,662 each site for a total of \$88,310

Superintendent Ruvalcaba briefed the Board of Trustees on his research findings and after Board discussion it was the Board's direction to pay the design work which has already been completed with a total cost and expenditure details brought forth on the February 7, 2019 Board agenda. The Board requested additional pieces of information which will come to the Board on the next agenda.

2. Review of Updated Policy Batch for January, 2019 – 1st Reading, including:
 - a. Board Policy No. 5148.3, Preschool/Early Childhood Education
 - b. Administrative Regulation No. 5148.3, Preschool/Early Childhood Education

The Board of Trustees received draft proposed policy updates for a first reading. Trustee Armenta requested our Legal Counsel Christine Hsu review the drafted policies.

NEW BUSINESS

- Clerk Quintanilla inquired whether the District is diving into marketing. Superintendent Ruvalcaba shared that the topic is a part of Cabinet discussions, however due to the limited staff conversations will continue. Mr. Quintanilla shared information on a vendor called "Enrollment" as a resource.
- Trustee Armenta wished everyone a good night and expressed that the meetings are going faster.
- President Esquivel requested a presentation on agenda preparation including timelines for the agenda, the protocols that are followed, where the district publishes, how the agendas are pieced together, department responsibilities, etc. He wished everyone a good rest of the year.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

President Esquivel read the following statement:

The Board will now recess to closed session for consideration of the items on the closed session agenda. With respect to Item 5 – Anticipated Litigation on the closed session agenda:

- *The facts and circumstances for the 5th matter relate to a discrimination claim*

RECESS TO CLOSED SESSION

President Esquivel recessed Open Session to Closed Session at 9:14 p.m.

RECONVENE TO CLOSED SESSION

President Esquivel began Closed Session at 9:24 p.m. with the addition of Dr. Jennifer Fang to all items listed.

CLOSED SESSION

- 5. Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2) and (e)(2)
 - Significant exposure to Litigation: one matter
- 6. Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2) and (e)(3)
 - Significant exposure to Litigation: one matter
- 7. Personnel Actions (Appointment, Employment, Evaluation, and Discipline/Dismissal/Release) pursuant to Government Code Section 54957

ADJOURNMENT OF CLOSED SESSION

President Esquivel adjourned closed session at 10:03 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 10:06 p.m.

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


President Esquivel reported that the Board of Trustees took no action in closed session.

ADJOURNMENT:


Minutes: That the January 17, 2019 Board of Trustees meeting, **be adjourned** at 10:06 p.m.

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

Signed,



 President



 Clerk