

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

CONSENT

February 7, 2019

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, February 7, 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 6:30 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, Dawn Rock, Sylvia Petrovich, Christina Price, Terri Totten, Nadine Wilcox, Cami Case, Jerry Puente, Jan Brydle, Ginny Ford, Guadalupe Costello, Manson Lee, Gabriel Cardenas, Alex Gaeta, Krista Dixon, Debbi Lawrence, and Heidi Burton.

APPROVAL OF AGENDA

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

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
<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 6:31 p.m.

CLOSED SESSION

1. Conference with Labor Negotiators (Government Code Section 54957.6)
 - Rosemead Teachers' Association – provide direction regarding negotiations
2. Anticipated Litigation (Government Code Section 54956.9(d)(2) and (e)(2))
 - Significant exposure to Litigation: one matter
3. Personnel Actions (Appointment, Employment, Evaluation, and Discipline/Dismissal/ Release (Government Code Section 54957)
 - Three (3) Matters
4. Personnel Actions (Discipline/Dismissal/Release) (Government Code Section 54957)
 - One (1) Matter
5. Public Employment (Government Code Section 54957)
 - Assistant Superintendent of Educational Services
 - Assistant Superintendent of Administrative Services
 - Coordinator of Assessment, Accountability, and Special Projects
 - Coordinator of Human Resources
 - Elementary Principal

RECESS CLOSED SESSION

President Esquivel recessed closed session at 7:22 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 7:32 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. In closed session, the Board took action to issue notice to release and/or reassign the following employee from their administrative position pursuant to Education Code 44951, effective at the end of the 2018-2019 school year, and directed the Superintendent or designee to send out appropriate legal notices.
 - Employee ID# JB3985925

PLEDGE OF ALLEGIANCE

President Esquivel asked Mr. Alex Gaeta to lead the Pledge of Allegiance.

AWARDS/RECOGNITION PRESENTATIONS:

1. Student of the Month, February 2019:

President Esquivel presented plaques and congratulated the following 6th grade Students of the Month recipients: Valeria Carreon, Encinita; Arturo Torres, Janson; Amanda Perez, Savannah; Caleb Lee, Shuey; and Muscatel Students Sharon Trieu, 7th grade and Ethan Barbosa, 8th grade.

RECESS OPEN SESSION FOR A BRIEF BREAK

President Esquivel recessed open session for a brief break at 7:46 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened to open session at 7:57 p.m.

PUBLIC COMMENTS

1. Jerry Puente, RTA President, topic: positive feedback from teachers and thanked Superintendent Ruvalcaba for his leadership.
2. Jan Brydle, Principal Shuey, topic: invitation to Founder's Day on Thursday, February 21 and Parent Power Hour.
3. Gabriel Cardenas, Principal Janson, topic: staff meeting feedback and invitation to Janson's Founder's Day.
4. Alex Gaeta, President of the Rosemead Educational Foundation, topic: invitation to Casino Night on Saturday, March 2.

SUPERINTENDENT'S REPORT

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

- February 23 met with the Encinita staff for feedback on their next principal
- February 23 met with the Muscatel staff for feedback
- January 30 toured Savannah School
- February 6 met with the Janson staff for feedback
- During all staff meetings he presented two questions: What are the things we do well at the school level or in the district? What are some challenges or things we can do better as a District?
- All staff discussions have been very positive. A private opportunity has been afforded to everyone who is shy, offering for them to either send a private email with their feedback or request a one-on-one meeting with the Superintendent. With this feedback we are accumulating patterns of what we do well and what we can improve.

- Today the administrative team spent the entire day at Shuey School conducting classroom learning walks to calibrate our practices regarding what instruction & learning looks like on the campus. The staff was teaching like any other day and the students were phenomenal. This is an opportunity for us as leaders to learn.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Thurs., February 21, 6:00 p.m., Janson Founder’s Day
 - Tues., February 26, 6:00 p.m., Savannah Founder’s Day
 - Thurs., February 28, 6:00 p.m., Shuey Founder’ Day
- Review of the contents in the night folder:
 - Agenda Amendment 1 and supporting amendment agenda items
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT’S COMMENTS

President Esquivel discussed the following topics:

- The Board took opposition to the El Monte Marijuana expansion by presenting a letter to the El Monte City Council in opposition. The El Monte Council approved the expansion by a 4-1 vote. There was a movement by the community who gathered 5,000 signatures in opposition.
- Attended the Bobby Salcedo building dedication at Mountain View High School. The event was very moving.
- Enjoyed both events at Muscatel and Encinita.

BOARD ORAL COMMUNICATIONS

- Trustee Benitez thanked everyone for their warm welcome. Shared that she attended the California School Boards Association (CSBA) workshops in January with Superintendent Ruvalcaba. Attended the Encinita and Muscatel Founder’s Day events and congratulated Mr. Steve Ford for his honorary award.
- Clerk Quintanilla echoed the Founder’s Day sentiments and added that the students did a fantastic job.
- Trustee Armenta was very pleased to hear about the shared decision making practices of Superintendent Ruvalcaba and feels it is vital to consider staff input. Enjoyed the presentation at Encinita and congratulated Mr. Steve Ford for his honorary award.
- Trustee Peña congratulated Mr. Steve Ford for his dedication to our students and commended him on his leadership. She also complimented Mrs. Taylor on the wonderful job she does with the students and the importance of music for kids.

PUBLIC HEARING: None

CONSENT AGENDA:

General Functions:

1. Minutes of the January 17, 2019, Board of Trustees’ Meeting
2. Purchase Orders as of December, 2018 – January, 2019 (on file), and Warrants for budgeted expenditures
3. Personnel Status Report – Certificated and Classified
4. Educational Field Trip Report
5. Meeting, Inservice, Professional Development, Conference and/or Travel Report
6. Fundraiser Activities, Functions, and Community Service Projects Report
7. Use of Facilities Application: City of Rosemead – Janson, Savannah, and Muscatel

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

Motion made by: Ms. Armenta **Seconded by:** Mrs. Benitez
 Ms. Armenta rescinded her motion and Mrs. Benitez rescinded her second.

Minutes: That the Consent Agenda item #4 – Educational Field Trip and item # Fundraiser Activities, Functions, Conference and/or Travel Report, **be pulled**, due to a conflict.

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

Minutes: That the Consent Agenda item #4 – Educational Field Trip, **be approved**.

Motion made by:	Ms. Armenta	Seconded by:	Mrs. Peña
Votes:	Ms. Armenta Yes	Mrs. Peña	Yes
	Mr. Esquivel Yes	Mr. Quintanilla	Yes
	Mrs. Benitez Abstain		

Minutes: That the Consent Agenda item #6 – Fundraiser Activities, Functions, and Community Services Projects Report, **be approved**.

Motion made by:	Ms. Armenta	Seconded by:	Mrs. Peña
Votes:	Ms. Armenta Yes	Mrs. Peña	Yes
	Mr. Esquivel Yes	Mr. Quintanilla	Yes
	Mrs. Benitez Abstain		

Minutes: That the Remainder of the Consent Agenda excluding item #4 – Educational Field Trip Report and item #6 – Fundraiser Activities, Functions, and Community Service Projects Report, **be approved**.

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

SPECIAL REPORTS AND PRESENTATIONS:

- **Educational Services Update – Dr. Jennifer Fang, Assistant Superintendent of Educational Services**
Assistant Superintendent Dr. Fang shared that the District received the Block Grant funding and completed the Block Grant Plan which will help maximize the STEAM DREAMS project. She shared that the STEAM TEAM will come together to look at the priorities to ensure equity and access for all five schools.

ACTION ITEM:

Employment Contract for Assistant Superintendent of Educational Services with Jennifer Fang, Ph.D., effective January 17, 2019, with compensation in the amount of \$149,608.00 and \$36,722 representing benefits per fiscal year

Minutes: That the Employment Contract for Assistant Superintendent of Educational Services with Jennifer Fang, Ph.D., Effective January 17, 2019, with Compensation in the Amount of \$149,608 and \$36,722 representing Benefits per Fiscal Year, **be approved, as corrected**.

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

Summer Camp Program, 2019

Minutes: That the 2019 Summer Camp Program, **be approved.**

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

Employment Contract for Assistant Superintendent of Administrative Services Mr. Harold Sullins, Effective January 31, 2019, with Compensation in the Amount of \$155,282.00 and \$36,722 representing Benefits per Fiscal Year

Minutes: That the Employment Contract for Assistant Superintendent of Administrative Services Mr. Harold Sullins, Effective January 31, 2019, with Compensation in the Amount of \$155,282.00 and \$36,722 representing Benefits per Fiscal Year, **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		

Facilities Related: Service/Consultant Proposals/Change Order/Bid Awards/Contract Report

Minutes: That the Facilities Related: Service/Consultant Proposals/Change Order/Bid Awards/Contract Report, including:
1. Change Order (Incremental) No. 2 – GDL Best Contractors, Inc.
, **be approved.**

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

Service/Consultant Proposals/Bid Awards/Contract Report

Minutes: That the Service / Consultant Proposals / Bid Awards / Contract Report, including:
EDUCATIONAL SERVICES:
1. University of Southern California (USC) – TESOL Intern
2. Document Tracking Services
HUMAN RESOURCES:
3. State of California, Department of General Services (DGS) / Office of Administrative Hearings (OAH) – Administrative Law Judge (ALJ)
SPECIAL EDUCATION & STUDENT SUPPORT SERVICES:
4. Villa Esperanza Services School
5. California Department of Public Health (CDPH) Smiley Survey - Janson
, **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		

Consolidated Application Reporting System (CARS) 2018-19 Winter Data Collection

Minutes: That the Consolidated Application Reporting System (CARS) 2018-19 Winter Data Collection, **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		

Resolution No. 18-19/05, Transfer of Funds from Capital Facility Fund (Fund 25.0) to Debt Service Fund (Fund 56.0), 2018-2019

Minutes: That Resolution No. 18-19/05, Transfer of Funds from Capital Facility Fund (Fund 25.0) to Debt Service Fund (Fund 56.0), 2018-2019, **be adopted.**

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

Resolution No. 18-19/06, Transfer of Funds from General Fund (Fund 01.0) to Cafeteria Fund (Fund 13.0), 2018-2019

Minutes: That Resolution No. 18-19/06, Transfer of Funds from General Fund (Fund 01.0) to Cafeteria Fund (Fund 13.0), 2018-2019, **be adopted.**

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

Appointment of Rhonda Harmon as a Member of the Citizens' Bond Oversight Committee for a Two-Year Term

Minutes: That the Appointment of Rhonda Harmon as a Member of the Citizens' Bond Oversight Committee for a Two-Year Term, **be approved.**

Motion fails.

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

Confirm Next Scheduled Board of Trustees Study Session Meeting as March 21, 2019 at 6:30 p.m., with the Focus Topic of Facilities

Minutes: That the Board of Trustees Confirm the Next Scheduled Study Session for the Month of March, 2109, as March 21, 2019 at 6:30 p.m. on the Focus Topic of Facilities, **be approved.**

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

New Job Description for Assistant Superintendent of Administrative Services

Minutes: That the New Job Description for Assistant Superintendent of Administrative Services, **be approved.**

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

New Job Description for the Coordinator of Human Resources

Minutes: That the New Job Description for the Coordinator of Human Resources, **be approved.**

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

New Job Description for the Director of Fiscal Services

Minutes: That the New Job Description for the Director of Fiscal Services, **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		

Payment for Completed Design Work on Marquees to NAC Architects as Related to Purchase Order No. B5100

Minutes: That the Approval of Payment (as Related to Purchase Order No. B5100) to NAC Architects for the Design Work of Marquees for Each School Site and the District Office in the Amount of \$13,640.50, **be approved.**

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

Low Performing Students Block Grant Plan for 2018-19

Minutes: That the Low Performing Students Block Grant Plan for 2018-19, **be approved, as corrected.**

<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 BUSINESS

- Trustee Armenta shared that she would like to see the Board and Superintendent profile pictures displayed in the reception area.
- Clerk Quintanilla inquired where the reception area has been moved to. Superintendent Ruvalcaba shared that the reception area will be moved around once staff locations have been determined. Mr. Quintanilla also requested an update on the previous discussions regarding the digital boards to replace the hallway directories which would also include announcements.

- Trustee Armenta proposed that the meeting be adjourned in memory and honor of Angelina Calderon Pineda.
- Clerk Quintanilla requested an update on security cameras and inquired regarding the invitation to the Chamber of Commerce Dinner and the policy.
- President Esquivel shared that he drove by Janson and saw the sprinklers on when it was raining.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Esquivel recessed Open Session to Closed Session at 8:53 p.m.

RECONVENE TO CLOSED SESSION

President Esquivel began Closed Session at 9:04 p.m. with the addition of Dr. Jennifer Fang to all items listed.

CLOSED SESSION

6. Pupil Personnel pursuant to Education Code Section 48918
 - Consideration of Recommendation to Reinstate Expelled Student No. 18-19.1

ADJOURNMENT OF CLOSED SESSION

President Esquivel adjourned closed session at 9:33 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 9:38 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.

ACTION ITEM:

Reinstatement of Expelled Student No. 18-19.1

Minutes: That the Reinstatement of Expelled Student No. 18-19.1, **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

ADJOURNMENT:

Minutes: That the February 7, 2019 Board of Trustees meeting, **be adjourned** at 9:39 p.m. in memory and honor of Ms. Angelina Calderon Pineda.

<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

Signed,



 President


 Clerk