

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

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

1. In the matter of OAH Case No. 2019060570, Approval of Settlement Agreement in the Amount of \$4,000.00, by the following vote:


<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

ADJOURNMENT:

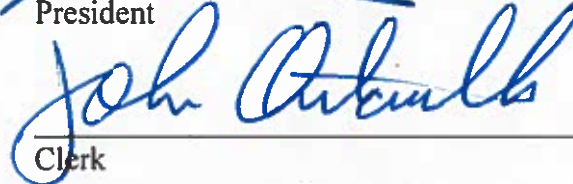
Minutes: That the August 14, 2019 Board of Trustees meeting, **be adjourned** at 10:05 p.m.

<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

Signed,



President



Clerk

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

CONSENT

August 14, 2019

The Board of Trustees of the Rosemead School District met in a special meeting on Wednesday, August 14, 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, Mrs. Veronica Peña, Mrs. Diane Benitez, and Ms. Nancy Armenta.

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

Harold Sullins, Jennifer Fang, Jerry McCanne, Stella Ndahura.

APPROVAL OF AGENDA

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

Motion made by:

<u>Votes:</u>	Ms. Armenta	Yes
	Mr. Esquivel	Yes
	Mrs. Benitez	Yes

Seconded by:

Mrs. Peña	Yes
Mr. Quintanilla	Yes

PUBLIC COMMENTS

There were none.

PLEDGE OF ALLEGIANCE

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

SUPERINTENDENT'S REPORT

- a. Introduced the new Principal at Muscatel Middle School Mrs. Jocelyn "Jocie" Wilson
- b. Shared that Cabinet hosted the first 2-day Administrative Leadership Retreat which was a great opportunity to reset for the new school year. He shared that last year was a large transition year with several administrators having joined the team for only a couple months. Superintendent Ruvalcaba explained that the District is now positioned in a great place and that administrators had an opportunity to share their "Why" and the District's "Why" as a team.
- c. In preparation for the new school year, Harold Sullins, the Superintendent and both Maintenance & Operations Leads Anthony Flores and Octavio Serrato visited every school site to evaluate the needs for each site. The team also asked each Principal for their list of needs vs. wants for their site.
- d. Highlighted the list of upcoming events on the agenda.
- e. Invited everyone to join staff during the Welcome Back Breakfast on Monday, August 19, 2019 at 7:30 a.m. at Muscatel Middle School where special individuals will be recognized and welcomed the opportunity to reset everyone's thinking, reflection on what our purpose is, and why this is a calling for us.

- f. Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
- o Thurs., August 15, 2019 – New Teachers Orientation
 - o Thurs., August 15, 2019 – Janson Meet & Greet, 8:00 a.m. – 3:00 p.m.
 - o Fri., August 16, 2019 – New Teachers Orientation
 - o Fri., August 16, 2019 – Shuey Welcome Back Fair, 8:00 a.m. – 2:00 p.m.
 - o Mon., August 19, 2019 – Preservice Day for Teachers / All Staff Welcome Back
 - o Mon., August 19, 2019 – Savannah Meet & Greet, 1:00 p.m. – 5:00 p.m.
 - o Tues., August 20, 2019 – Professional Development Day
 - o Wed., August 21, 2019 – 1st Day of School / Minimum Day TK-8th grade Students
 - o Thurs., August 29, 2019 – Janson Back-to-School Night, 5:30 pm Meet & Greet, 6:30 pm Intro, 7:00 pm Class visits
 - o Mon., September 2, 2019 – Labor Day Holiday – School/District closed
 - o Thurs., September 5, 2019 – Board of Trustees Regular Meeting
 - o Thurs., September 19, 2019 – Board of Trustees Study Session Meeting

BOARD PRESIDENT'S COMMENTS

President Esquivel shared on the following topics:

- Welcomed back everyone.
- Thanked Mr. Sullins for the school tours and expressed that every school looks great. He shared that he witnessed the mopping of classrooms and M&O working on a lot of projects to prep our schools.
- Shared that it was nice to see the summer camp program and acknowledged that the camp has a lot of educational activities throughout the summer.

BOARD ORAL COMMUNICATIONS

- Trustee Peña welcomed back everyone and hopes everyone enjoyed their summer with some rest. She is looking forward to a great school year and to continue to build our staff & students.
- Trustee Armenta welcomed back everyone and hopes they had a wonderful summer. She is looking for a great & promising school year and all the great developments.
- Clerk Quintanilla echoed everyone's sentiments and that everyone had a great summer. Wishes a great year to all staff and kids.
- Trustee Benitez welcomed back everyone and is looking forward to a great new year.

PUBLIC HEARING: None

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated and Classified
2. Purchase Orders as of June – July, 2019 (on file), and Warrants for budgeted expenditures
3. Meeting, Inservice, Professional Development, Conference and/or Travel Report
4. Fundraiser Activities Report
5. Donation Report

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

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

SPECIAL REPORTS AND PRESENTATIONS:

1. Presentations by Facilities Consultant Firms

Assistant Superintendent Harold Sullins introduced each facilities consultant firm who provided a brief presentation and answered questions:

- Massetti Consulting, LLC
- DIXON SmartSchoolHouse, LLC
- Eric Hall & Associates

2. Presentation by Fieldman, Rolapp & Associates, Inc., District Financial Advisor

Assistant Superintendent Sullins introduced Mr. Jason Chung, Vice President of Fieldman, Rolapp & Associates, Inc. who summarized the bond refunding process and answered questions. See presentation attached.

ACTION ITEM:

Resolution No. 19-20/01, Issuance and Sale of 2019 General Obligation Refunding Bonds, Series A and Series B to Refund Certain Outstanding General Obligation Bonds and Refunding Bonds and Approving Related Documents and Actions

Minutes: That the Resolution No. 19-20/01, Issuance and Sale of 2019 General Obligation Refunding Bonds, Series A and Series B to Refund Certain Outstanding General Obligation Bonds and Refunding Bonds and Approving Related Documents and Actions, **be approved.**

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

Community Advisory Committee (CAC) – West San Gabriel Valley (WSGV) Special Education Local Plan Area (SELPA) Representative

Minutes: That the Board of Trustees Appoint Mr. Jonathan Smith as the Community Advisory Committee (CAC) – West San Gabriel Valley (WSGV) Special Education Local Plan Area (SELPA) Representative, **be approved.**

Superintendent Ruvalcaba clarified that we have 2 representatives allotted and last year we approved one representative.

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

Policy Update Final Reading

Minutes: That the Updated Policies – Final Reading, including:

1. Board Policy No. 5148.3, Preschool/Early Childhood Education
2. Administrative Regulation No. 5148.3, Preschool/Early Childhood Education

, 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		

President Esquivel recessed the meeting for a brief break at 7:37 p.m.

President Esquivel reconvened the meeting to open session at 7:46 pm.

Service/Consultant Proposals/Bid Awards/Contract Report

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

ADMINISTRATIVE SERVICES:

1. File Keepers

BOARD OF TRUSTEES:

2. Los Angeles County School Trustees Association (LACSTA)

EDUCATIONAL SERVICES:

3. The Boys and Girls Club of West San Gabriel Valley (Janson)
4. Imagine Learning, Inc.

FISCAL SERVICES:

5. Los Angeles County Office of Education (LACOE) – JET Mail Services
6. Los Angeles County Office of Education (LACOE) – PC Product Service

NUTRITION SERVICES:

7. Southern California Pizza Group LLC, d/b/a Pizza Hut

SPECIAL EDUCATION AND STUDENT SUPPORT SERVICES:

8. Alida Barnes Speech & Language Services
9. Crisis Prevention Institute, Inc.
10. Elise Seymour Morrissey (*revised rates*)
11. Los Angeles County Office of Education (LACOE) – County Community School
12. San Joaquin County Office of Education
13. Total Education Solutions (*revised rates*)

SUPERINTENDENT'S OFFICE:

14. Rosemead Chamber of Commerce (Marketing)

, 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		

DISCUSSION ITEMS:

1. Review of Draft New Job Description for Receptionist/Tech Support

Assistant Superintendent Sullins shared that this is a classified position. He further shared that the draft job description was shared with CSEA during their meet & confer where they provided input. He shared that staff has met with CSEA on 2 occasions with recommendations on language & salary placement. Mr. Sullins shared that CSEA approved at the local level and are awaiting regional "610" level approval. He shared that the 1st draft is pending CSEA regional acceptance. During the discussion it was suggested that some of the bullet points be reviewed, merged, or reworded including the following key words: receives, routes telephone calls, fields...

Superintendent Ruvalcaba suggested that a 2nd draft be prepared and sent back to CSEA for review.

2. Review of Board of Trustees CSBA Self-Evaluation Tool Results and Discussion of Board Goals

Superintendent Ruvalcaba shared that the Board participated in the CSBA Self-Evaluation Tool and reviewed the results. He shared that he feels that the Board is doing a great job overall and that there are some areas we need to work on. Mr. Ruvalcaba suggested that the Board consider calling a special meeting for this topic, possibly on a Saturday.

During the discussion, it was the Board's consensus to call a special meeting and for staff to bring forth proposals from Dr. Ronald Leon, Mr. Joel Shapiro, and Dr. Carl Cohn.

3. Discuss September 19, 2019 Study Session Topic Possibilities

The Board discussed this item during the previous section.

NEW BUSINESS

Exhibit 1

Matrix for New Business Topics and Follow Up

Superintendent Ruvalcaba shared the following updates:

- Progress on the reception area – invited everyone to see the open area that staff is preparing for the future reception area
- Kiwanis Club – shared that staff will have a report on 9/5, after speaking with leadership
- Mental health support providers – shared that Dawn Rock recommendation was from the universities which included flying the positions in January and February to get the best candidates. Mrs. Rock explained that students start looking in January – February and suggested that the District fly the positions in EdJoin. She explained that the quality of the candidates will depend on the contract details and how far they are in school. Superintendent Ruvalcaba shared that the candidates would go through the same formal process as employees and the District would be able to select which ones will best fit our community and needs. Mrs. Rock also shared that the District is also looking into psychologists and counselors. Superintendent Ruvalcaba shared that it is the District's intentions and goals to place one intern at each school if the District is able to recruit enough and that they will also be mindful of how many are placed since they will all require

supervision. Staff confirmed that Dr. Ardon can provide the clinical supervision since he has his MFT. Mr. Quintanilla requested information on the grant that was provided to LAUSD by Department of Public Health.

- Superintendent Ruvalcaba provided the Board with a memo which was drafted from the discussion with Alex Olvera at Los Angeles County Registrar-Recorder/County Clerk's office on the topic of the possibilities of the Rosemead Board Elections being consolidated with the City of Rosemead Elections beginning March 2020. The memo also contained data regarding the 100 school districts in LA County with only 4 districts currently on the March cycle. An implication of consolidating the elections would result in 3 members whose terms currently end in 2022 would lose 7-8 months of their existing term. The District requested an estimate from RRCC which will be received in a couple weeks.
- The mini libraries application through the City of Rosemead has been presented to Educational Services to request one for each school site including one for the district office.
- ELAC/DAC recognition will be worked on by Educational Services to also include staff member.
- The Board requested for an Organizational Chart to be posted on the District website. The chart has been posted. Superintendent Ruvalcaba shared that Cabinet is working on a "functional responsibility chart" which will include employee names, phone #, and email.
- Superintendent Ruvalcaba reported that at the Board's request for research, the current legal firm Olivarez Madruga Lemieux O'Neill, LLP does not provide bond management legal counsel.
- Superintendent Ruvalcaba shared that the reception area will include photos of the Board, Cabinet, and Principals.
- Trustee Peña requested for photos of the Board and Cabinet Members be displayed in each school reception area.
- Superintendent Ruvalcaba confirmed that the photos will be placed at each school site and that we will also post the remainder of the photos on our website.
- Clerk Quintanilla recognized Superintendent Ruvalcaba for making time to meet with him prior to the Board meeting to answer any questions.
- Trustee Armenta shared that she is proud of our Superintendent, Principals, and Cabinet Members and that this is a wonderful district. She sees the enthusiasm and cohesiveness of our team. Thanked everyone for their hard work and for preparing for the new school year.
- Trustee Peña agreed with Ms. Armenta.
- President Esquivel shared that everyone does a great job.
- President Esquivel asked the Board if they wanted to look into the policy on Attorneys to review. He would like to have it agendized for the Board to review since we didn't follow the policy. He explained that the policy is designed to keep the cost down for the District and specifies that Trustees can contact the attorney directly only if the Board gives them direction to do so.
- Trustee Peña requested for the policy to be added to the September 5th agenda and requested to also include the changes that were made in 2009 and 2011, samples of other districts, and the sample policy from CSBA.
 - It was the Board's consensus to add the policy to the September 5th Board agenda.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

Board President's statement:

The Board will now recess to closed session for consideration of the items on the closed session agenda. With respect to Item 3 - Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2) and (e)(2) on the closed session agenda:

- *the facts and circumstances for the 1st matter relate to a complaint against an employee*
- *the facts and circumstances for the 2nd matter relate to an employees' compensation*

RECESS OPEN SESSION TO CLOSED SESSION

President Esquivel recessed Open Session to Closed Session at 8:36 p.m.

CONVENE TO CLOSED SESSION

President Esquivel reconvened Closed Session at 8:40 p.m.

CLOSED SESSION

1. Conference with Labor Negotiators (Government Code 54957.6)
2. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(d)(1))
 - Settlement Agreement and Release for Student v. Rosemead School District, OAH Case No. 2019060570
3. Conference with Legal Counsel (Government Code Section 54956(d)(2) and (e)(2))
 - Three (3) cases
4. Public Employee (Appointment, Employment, Evaluation, And Discipline/Dismissal/Release) (Government Code Section 54957)
5. Public Employee Performance Evaluation (Government Code Sections 54957)
 - Superintendent
6. Public Employee Contract (Government Code Sections 54957.6)
 - Superintendent
 - Assistant Superintendent, Administrative Services
 - Assistant Superintendent, Educational Services

ADJOURNMENT OF CLOSED SESSION

President Esquivel adjournment of closed session at 10:03 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 10:03 p.m.