

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

CONSENT

November 7, 2019

The Board of Trustees of the Rosemead School District met in a regular meeting on Thursday, November 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 6:31 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:

Harold Sullins, Jennifer Fang, Dawn Rock, Suwen Su, Vy Diep, Jan Brydle, Susan Arreola, Gabriel Cardenas, Jerry Puente, Sandra Almaraz, Jesus Macias, Jocie Wilson, Debbi Lawrence, Lara Goldstone, Stella Ndahura, Linda Chang, Ginny Ford, and Katherine Monte.

APPROVAL OF AGENDA

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

<u>Motion made by:</u>	Mrs. Benitez	<u>Seconded by:</u>	Ms. Armenta	
<u>Votes:</u>	Ms. Armenta	Yes	Mrs. Peña	Yes
	Mr. Esquivel	Yes	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)
2. Public Employee (Appointment, Employment, Evaluation, and Discipline/Dismissal/Release) (Government Code Section 54957)
3. Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9(d)(2) and (e)(1))
 - a. One (1) case

RECESS CLOSED SESSION

President Esquivel recess closed session at 7:33 p.m.

RECONVENE TO OPEN SESSION

President Esquivel reconvened the meeting to open session at 7:36 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 and will reconvene to closed session after the completion of open session agenda items.

PLEDGE OF ALLEGIANCE

President Esquivel requested for Mrs. Katherine Monte to lead the Pledge of Allegiance.

AWARDS/RECOGNITION PRESENTATIONS:

1. Student of the Month, November 2019

President Esquivel presented plaques and congratulated the following 6th grade Students of the Month recipients: Alondra Macias, Encinita; Ellis Tran, Janson; Vy Diep, Savannah; Carter Mak, Shuey; and Muscatel Students: Valerie Villa, 7th grade and Francisco Napoles, 8th grade.

2. Special Recognition

Trustee Armenta recognized staff members for their act of kindness and assisting those involved in a car accident during morning drop off at Encinita, including:

- Octavio Serrato, Co-Lead Maintenance and Operations
- Sandra Salgado, Office Manager
- Ashley Diaz, LVN
- Elim Truong-Ly, Teacher
- Ricky Perez, Custodian
- Diane Tello, LVN
- Julisa Reyes, Teacher

RECESS FOR A BRIEF BREAK

President Esquivel recessed open session for a brief break at 7:58 p.m.

RECONVENE TO OPEN SESSION

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

PUBLIC COMMENTS

1. Kristine Luna, SGV Mosquito Vector; topic: Educational program, Echo health, classroom programs
2. Jolie Gonzalez and Niccole Ferreyra; Muscatel Students, topic: Attendance of the Conference named "Girls in STEM" and their hands on experience in the different industries
3. Jan Brydle, Shuey Principal; topic: Leadership Day, November 14, 2019 at 8:30 a.m.–1:00 p.m. and invited everyone to the Winter Holiday Program on December 11, 2019, 6:00 p.m.
4. Gabriel Cardenas, Janson Principal; topic: Leader in Me Family night, November 14, 2019, 6:00–8:00 p.m. and apple pie sharing event
5. Jerry Puente, Muscatel Teacher and RTA President; topic: Invited the School Board to dinner on December 3, 2019, thanked the Superintendent for attending the Union luncheon with Superintendents and expressed his appreciation & gratefulness of their open relationship, shared that the Muscatel Running Team composed of close to 30 students completed their first 5 mile run, and recognized Harold Sullins and Jerry

McCanne for their work on updating the Seniority List – appreciates all their hard work.

SUPERINTENDENT'S REPORT

Superintendent Ruvalcaba provided a brief highlight on the following topics:

- Introduced Monica Tovar the Administrative Assistant for Administrative Services who is currently cross training as a backup during board meetings and to build capacity
- Thanked Assistant Superintendent Fang for facilitating the LCAP community forum on October 27, as the District looks to develop the next 3 years LCAP
- Shared that Principals participated in the 1st session of MTSS training and has observed that the training is currently being translated into practice at the sites – as we help the District move towards teaching the whole child.
- Thanked Jerry Puente for the invitation to the President/Superintendent luncheon. CTA labor representative, Phyllis Peters facilitated a presentation on restorative justice practices. This methodology will help students acknowledge, and help staff learn how to address behavior and practices.
- Thanked Principal Jocie Wilson and Assistant Principal Ginny Ford for the school walk where administrators walked classrooms at Muscatel on October 29, and felt it was an awesome walkthrough. He shared that it is the best part of his day – spending time at school sites. It was great to see the amazing work and how students and teachers spend their day.
- As we look to the future, two Trustees who attended a LACSTA meeting and there was a presentation by Michael Fine, Chief Executive Officer of FCMAT. He shared a presentation on the budget. The presentation shared how to function and how to be more in alignment to be more fiscally sound and conservative to ensure the money is going to where it needs to go. He feels that it is incumbent that we continue to look at what we purchase, how we align our resources, and be judicious. We will continue to keep a focus on our budget. Thanked Clerk Quintanilla and Trustee Armenta for the invitation.
- Upcoming Events and Save the Dates – Trustees, RSVP to Cynthia Bracamonte:
 - Thursday, November 14, 2019 – Board of Trustees Study Session Meeting
 - Thursday, December 5, 2019 – Board of Trustees Study Session Meeting
 - Thursday, December 12, 2019 – Board of Trustees Regular Meeting
- Review of the contents in the night folder:
 - Amendment 1 – Personnel Status Report Certificated
 - Amendment 1 – Personnel Status Report Classified
 - Amendment 1 – Contract – Absolute International Security
 - Trustee Mail (if any is received after Board packet delivery)

BOARD PRESIDENT'S COMMENTS

President Esquivel shared on the following topics:

- Wished everyone a Happy Thanksgiving and shared that everyone should spend time with their families.
- Shared that he had a great time during the ASES Carnival and it was great to see all the students enjoy the carnival. Although it was the hottest day in October he felt that the students did good walking to Muscatel. Gave kudos to PTA members who were present. The students had a great time. Thanked Harold Sullins and Alex Gaeta for their support and help with cooking the hotdogs during the event.
- Thanked everyone for coming out to the Run/Walk Fair, everyone who helped, and staff who ran with the students. It was nice to see everyone that came out to support the

Educational Foundation. Expressed that all the students had a great time during this important community outreach event. Thanked everyone who helped with the event.

BOARD ORAL COMMUNICATIONS

- Trustee Peña wished everyone a blessed Thanksgiving and shared for everyone to spend time with family and friends.
- Trustee Armenta attended the Run/Walk Fair which had a great turn out. She shared that it was great to see the local officials that were present including Senator Rubio and Assemblymen Chau. Gave kudos to the team of volunteers who did a wonderful job, thanked President Esquivel for always being the cook and really appreciated the photo that was shared. Trustee Armenta acknowledged Stella Ndahura for thinking out of the box and providing a variety of foods for our students and bringing nutritious options for the students with different palates. She shared that Stella is stepping up the menu offerings and looking at all these varieties to offer to students. Wished everyone a Happy Thanksgiving and asked everyone to take care of themselves and families.
- Clerk Quintanilla echoed the sentiments of other trustees and thanked Stella Ndahura for helping with the Run/Walk and ASES Carnival and acknowledged that he sees the other parts she has brought to the District by thinking outside the box and bringing a variety menu to the students. He thanked her for all she does. Wished everyone a Happy Thanksgiving with family.
- Trustee Benitez shared that the ASES Carnival was a lot of fun and she enjoyed seeing the students excited and found it interesting how they spent their carnival money. She wished everyone a very Happy Thanksgiving and blessed day.

PUBLIC HEARING: None

CONSENT AGENDA:

General Functions:

1. Personnel Status Report – Certificated and Classified amended
2. Minutes of the September 21, 2019, Board of Trustees’ Meeting
3. Minutes of the October 3, 2019, Board of Trustees’ Meeting
4. Minutes of the October 17, 2019, Board of Trustees’ Meeting
5. Purchase Orders as of September – October, 2019 (on file), and Warrants for budgeted expenditures
6. Use of Facilities Application: Rosemead Pony Baseball, Encinita

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

<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

SPECIAL REPORTS AND PRESENTATIONS:

- Report on the Nutrition Program, by Mrs. Stella Ndahura, Director, Nutrition & Wellness

Director of Nutrition & Wellness Mrs. Stella Ndahura shared a summary update of the Nutrition Services Program. She provided an overview of the program and highlighted farmer’s market which was held at all school sites during the National School Lunch Week October 13-19, 2019. She also touched on the topic of a new Senate Bill 265 that will affect the Free and Reduced Meals. Mrs. Ndahura reviewed the eligibility guidelines for free and reduced applications, Fund Balance, Operating Income, and Net Operating Income. She introduced Mrs. Carmen Canales, Food Services Manager from Savannah who shared her experience during the Halloween themed days with recipes and preparation of the environment during the themed days. See presentation attached.

ACTION ITEM:

Superintendent Ruvalcaba shared that the District is pleased to bring forward the finalized Tentative Agreement with California School Employees’ Association, and its Rosemead Chapter 9. He also shared that this summer CSEA has been working with 2 temporary labor reps which has extremely delayed this process. He added that CSEA is now working with a new labor rep and is ready to move forward.

Tentative Agreement, California School Employees’ Association (CSEA) and its Chapter 9, and the Rosemead School District, regarding 2018-2019 Salary and Benefits (includes Unrepresented Employees); Article 3 Organizational Security; and Article 11.3 Bereavement

Minutes: That the Tentative Agreement, California School Employees’ Association (CSEA) and its Chapter 9, and the Rosemead School District, regarding 2018-2019 Salary and Benefits (includes Unrepresented Employees); Article 3 Organizational Security; and Article 11.3 Bereavement, **be approved.**

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

President Esquivel excused all administrators in the audience who were not presenting.

Confirm Next Scheduled Board Meeting

Minutes: That the Board of Trustees November 14, 2019 Board Meeting as a Study Session, **be rescheduled** to November 21, 2019 be focused on the topics of Facilities Projects and MTSS Presentation and the December 5, 2019 Board Meeting as a Study Session, **be cancelled.**

<u>Motion made by:</u>	Ms. Armenta	<u>Seconded by:</u>	Mrs. Benitez
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Ms. Armenta rescinded her motion and Mrs. Benitez rescinded her second.

Confirm Next Scheduled Board Meeting

Minutes: That the Board of Trustees November 14, 2019 and December 5, 2019 Board Meetings as a Study Sessions, **be cancelled.**

<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		

Service/Consultant Proposals/Bid Awards/Contract Report

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

ADMINISTRATIVE SERVICES:

1. Absolute International Security (Districtwide) amended
2. John Oskoui Consulting Services (Districtwide)

EDUCATIONAL SERVICES:

3. Operation Hope, Inc. (Janson)

NUTRITION & WELLNESS:

4. Food Safety Systems (Districtwide)

SPECIAL EDUCATION & STUDENT SUPPORT SERVICES:

5. Los Angeles County Department of Children and Family Services (DCFS), for Transportation for Foster Youth (Districtwide)
6. Therapeutic Learning Consultants, Inc. (Districtwide)
7. WestEd (Districtwide)

, be approved as amended.

<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		

AMENDMENT TO EMPLOYMENT CONTRACT AGREEMENT FOR ASSISTANT SUPERINTENDENT OF EDUCATIONAL SERVICES, DR. JENNIFER FANG

President Esquivel read the following statement:

Based on the District's other certificated administrators receiving a 3% one-time off-schedule payment (effective July 1, 2018) and an on-going 1.92% on-schedule salary increase for the 2018-2019 school year (effective July 1, 2019), the recommended contract amendment for the Assistant Superintendent of Educational Services will be for a revised base salary of \$152,480.47.00 (from \$149,608.00) based on a 224-day work year, and a one-time payment in the amount of \$5,442.90. The new contract term will be extended by one (1) year through June 30, 2022 (from June 30, 2021).

Minutes: That the Amendment to the Agreement for Employment of the Assistant Superintendent of Educational Services with Jennifer Fang, Ph.D., **be approved.**

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

AMENDMENT TO EMPLOYMENT CONTRACT AGREEMENT FOR ASSISTANT SUPERINTENDENT OF ADMINISTRATIVE SERVICES, MR. HAROLD SULLINS

President Esquivel read the following statement:

Based on the District's other classified administrators receiving a 3% one-time off-schedule payment (effective July 1, 2018) and an on-going 1.92% on-schedule salary increase for the 2018-2019 school year (effective July 1, 2019), the recommended contract amendment for the Assistant Superintendent of Administrative Services will be for a revised base salary of \$158,263.41 (from \$155,282.00) based on a 260-day work year, and a one-time payment in the amount of \$1,711.63, pro-rated from the date of his hire (February 18, 2019). The new contract term will be extended by one (1) year through June 30, 2022 (from June 30, 2021).

Minutes: That the Amendment for Employment of the Assistant Superintendent of Administrative Services with Harold Sullins, **be approved.**

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

AMENDMENT TO EMPLOYMENT CONTRACT AGREEMENT FOR SUPERINTENDENT, MR. ALEJANDRO RUVALCABA

President Esquivel read the following statement:

Based on the District's other certificated administrators receiving a 3% one-time off-schedule payment (effective July 1, 2018) and an on-going 1.92% on-schedule salary increase for the 2018-2019 school year (effective July 1, 2019), the recommended contract amendment for the Superintendent will be for a revised base salary of \$198,744.00 (from \$195,000.00) based on a 246-day work year, and a one-time payment in the amount of \$3,102.63, pro-rated from the date of his hire (December 17, 2018). The new contract term will be extended by one (1) year through June 30, 2022 (from June 30, 2021).

Minutes: That the Amendment to the Agreement for Employment of the Superintendent with Alejandro Ruvalcaba, **be approved.**

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

NEW BUSINESS

Exhibit 1 – Matrix for New Business Topics and Follow Up

- All topics have been updated based on the reports provided to the Board.
- Parent workshop held on October 21, 2019 with 10 parents in attendance. Superintendent Ruvalcaba thanked Dawn Rock for hosting the workshop in alignment with the Board and LCAP goals.
 - Trustee Armenta shared that this topic has been something that the Board has been very passionate about and parents have expressed their interest in the parenting classes. It is important that we acknowledge their requests for support and provide services they really need.
 - Clerk Quintanilla was thankful for the parent workshop and has heard from many parents on this.
- Clerk Quintanilla shared that in speaking with Superintendent he would like to see how the Board feels about reviewing the contracts that we are shopping around for, including the services we are not renewing.
 - Trustee Armenta added that a list or report showing a comparison to the contracts the previous year including a cost savings.
 - Superintendent Ruvalcaba shared that the Board will receive a report based on the work that has already begun to track the contracts for this year; however, a more detailed report will be prepared towards the end of the year with a comparison to the previous year.
 - After Board discussion, there was Board consensus for staff to prepare a report.
- Clerk Quintanilla requested student surveys be conducted for the Nutrition program and acknowledged that the surveys are already occurring.
- Trustee Peña shared that the City hosts community area meetings throughout the community and requested if a Trustee can attend or if the City can move the meeting dates to ensure there are no conflicts with school board meetings.
 - Councilmember Ly was in attendance and will communicate the request to City staff.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were none.

RECESS TO CLOSED SESSION

President Esquivel began Closed Session at 9:38 p.m.

CLOSED SESSION

Continuation of Closed Session after the completion of the Open Session agenda items.

ADJOURNMENT OF CLOSED SESSION

President Esquivel recess closed session at 10:11 p.m.

RECONVENE TO OPEN SESSION

President Esquivel adjourned the meeting to open session at 10:11 p.m.

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


President Esquivel announced that the Board took no action in closed session.

ADJOURNMENT:


Minutes: That the November 7, 2019 Board of Trustees meeting, be adjourned at 10:11 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