

AGENDA FOR THE REGULAR MEETING OF
THE BOARD OF TRUSTEES OF THE ROSEMEAD SCHOOL DISTRICT
DECEMBER 7, 2017, 6:30 P.M. – CLOSED SESSION
DECEMBER 7, 2017, 7:30 P.M. – OPEN/PUBLIC SESSION
DISTRICT OFFICE – BOARD ROOM
3907 ROSEMEAD BLVD.
ROSEMEAD, CA 91770
(626) 312-2900 x212

NOTICES:

Physical Posting of Board Agenda as per Brown Act Requirements:

This Rosemead School District Board of Trustees agenda is posted in the District Office window, along “Guess Street” near the corner of Rosemead Boulevard and Guess Street, at 3907 Rosemead Blvd., Rosemead, California 91770; which is accessible to members of the public 24 hours a day and 7 days a week. Every Board of Trustees meeting (regular and special) agenda is posted on the District website: www.rosemead.k12.ca.us to access click on “Board” and select “Board calendar & agendas.” The agendas are also posted in its entirety on the California School Board’s Association (CSBA) AgendaOnline system at: <https://agendaonline.net/public/Agency.aspx?PublicAgencyID=23&AgencyTypeID=1>

Public Comments / Speaker’s Request Cards:

Speaker’s Request Cards are available on the table along the back of the Board Room. If you wish to address the Board of Trustees during the meeting, please complete a speaker’s card and hand it to the Secretary to the Board by 6:30 p.m. All requests must clearly include: Speakers name, address, and topic. The Board of Trustees values your comments. Pursuant to the Brown Act, Government Code 54954.2, 54954.3, and Education Code 35145.5, the Board cannot take any action or discuss a topic of concern until such time as the matter may appear as an item on a forthcoming agenda.

Disabilities Accommodations:

In compliance with the Americans with Disabilities Act, if any person with a disability residing in Rosemead, El Monte, San Gabriel, or Temple City and who wishes to attend a public meeting and who requires aids or services in order to participate in the public meeting, can contact the Superintendent’s Office at (626) 312-2900 x212 at least 72-hours before the public meeting, to request any disability-related modification or accommodation, including auxiliary aids or services. (Government Code 54953.2, 54954.1)

Agenda Materials:

Copies of the agenda materials are available in the Rosemead School District Office Reception office, 3907 Rosemead Blvd., Suite 150, Rosemead, CA 91770, and on AgendaOnline (see link above). To request a physical copy of the agenda, please contact the Superintendent’s Office at (626) 312-2900 x212, via fax (626) 312-2906, or email to cbracamonte@rosemead.k12.ca.us. Board members have received background information regarding each agenda item prior to the meeting thus ensuring thorough review of each item. In compliance with Government Code §54957.5(b), documents made available to the Board after the posting of the agenda for a regular meeting that relate to an upcoming public session item will be made available in the District’s Reception office located at the above address.

Meeting Recorded:

This meeting will be audio recorded. Pursuant to Government Code 54953.5, any audio or video recording of an open and public meeting made for whatever purpose by or at the direction of the District shall be subject to inspection pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1), but, may be erased or destroyed 30 days after the recording.

Completion of Closed Session:

The Board of Trustees may reconvene closed session at the completion of open session agenda items, if it is necessary to complete the closed session agenda.

Questions:

Should any person have a question concerning any of the above notices or agenda items, please contact the Superintendent’s Office by telephone at (626) 312-2900 x212 during regular office hours.

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Call to Order _____ at _____ p.m.

Members Present _____ Members Absent _____

PUBLIC COMMENT ON CLOSED SESSION ITEMS (3 minutes per person or 20 minutes per topic)

CLOSED SESSION - 6:30 p.m.

RECESS TO CLOSED SESSION at _____ p.m.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS – Dr. Amy Enomoto-Perez, Dr. Armida Carreon, Dr. John Lovato, Ms. Lee Wang, and Mr. Guy Bryant, Attorney, in person. Employee organizations: Rosemead Teachers' Association and California School Employees' Association – Provide direction regarding negotiations.
2. PERSONNEL ACTIONS – APPOINTMENT, EMPLOYMENT, EVALUATION, AND DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957) – Dr. Amy Enomoto-Perez, Dr. Armida Carreon, Dr. John Lovato, and Mr. Guy Bryant.

RECESS/ADJOURN CLOSED SESSION at _____ p.m.

RECONVENE TO OPEN SESSION at _____ p.m.

REGULAR MEETING - 7:30 p.m.

ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION (if any) at _____ p.m.

MEETING RECORDED This meeting will be audio recorded.

Board members have received background information regarding each agenda item prior to the meeting thus ensuring thorough review of each item.

PLEDGE OF ALLEGIANCE by: _____

APPROVAL OF AGENDA

The agenda (be, not be) approved as (presented, amended, corrected).

Moved by _____ Seconded by _____

Vote _____

AWARDS/RECOGNITION PRESENTATION:

1. Student of the Month, December 2017 – Most Improved
Gary Zhou, Encinita Angelina Perea, Janson Taylor Tran, Savannah
Patrick Luu, Shuey Eric Howyn, 7th gr Muscatel Madison Tran, 8th gr Muscatel
2. Recognition of Outgoing Board President – Mr. John Quintanilla

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

- Mrs. Veronica Peña

RECESS OPEN SESSION FOR A BRIEF CEREMONY at _____ p.m.

RECONVENE FROM BREAK TO OPEN SESSION at _____ p.m.

PUBLIC COMMENTS *(3 minutes per person or 20 minutes per topic)*

Pursuant to Board Bylaw No. 9323, we would like to encourage members of the audience to present their views to the Board regarding matters listed in the agenda. At regular meetings of the Board, members of the public may address the Board on agenda items, as well as any other items of concern that fall within the subject matter jurisdiction of the Board of Trustees. If you want to address an agenda item, you have the option of speaking at this time, or at the time the item is being discussed by the Board. Individual speakers shall be allowed three (3) minutes total to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes.

Please state your name, make your presentation as brief as possible and understand that the Board will not engage in a debate with visitors, but you may be given an opportunity for further questions and answers when a specific item is presented in the agenda.

INTRODUCTION OF DISTRICT PERSONNEL

ACTION ITEM – ORGANIZATIONAL:

President of the Board of Trustees, 2018	That _____ (be, not be) elected as President of the Board of Trustees for the 2018 Calendar Year.	P. 1
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Moved by _____ Seconded by _____

Vote _____

Clerk of the Board of Trustees, 2018	That _____ (be, not be) elected as Clerk of the Board of Trustees for the 2018 Calendar Year.	P. 2
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Moved by _____ Seconded by _____

Vote _____

Designate Secretary and Authorized Agent	That the Superintendent (be, not be) designated as Secretary, Authorized Representative and Agent for the Board of Trustees.	P. 3
	Moved by _____ Seconded by _____	
	Vote _____	
2018 Board Meeting Schedule, effective January 2018	That scheduled Board meetings (be, not be) scheduled for the <u>1st Thursday – Regular meetings</u> , with closed session at 6:30 p.m. to be continued after the completion of the open session agenda, if necessary and open/public session at 7:30 p.m. AND the <u>3rd Thursday – Study Session meetings</u> , (unless otherwise noted on the published agenda) for the 2018 Calendar Year, effective January 2018.	P. 4
	Moved by _____ Seconded by _____	
	Vote _____	
2018 Review of Annual Compensation of Individual Trustees	That the Board of Trustees hereby specify that each member of the Board (shall, shall not) receive a five percent (5%) increase (\$17.73 increase per month) or total of \$372.32 per month as compensation for services rendered, except that if the member does not attend all ‘scheduled’ meetings of the Board during the month, he/she shall receive a pro-rated amount of the number of scheduled meetings attended during the 2018 calendar year, effective January 1, 2018.	P. 5
	Moved by _____ Seconded by _____	
	Vote _____	
2018 Compensation Donation to the Educational Foundation	That the Board of Trustees hereby specify that each member of the Board (may, may not) have an optional donation to the Educational Foundation to the Rosemead School District, deducted from their monthly compensation, effective January 1, 2018.	P. 6
	Moved by _____ Seconded by _____	
	Vote _____	
Authorized Signatures for the 2018 Calendar Year	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, not 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 for the 2018 Calendar Year.	P. 7
	Moved by _____ Seconded by _____	
	Vote _____	

2018 District's County Committee Voting Representative (CCVR) to Los Angeles County Committee on School District Organization

That _____ (be, not be) designated as the District's County Committee Voting Representative (CCVR) to Elect Members to the Los Angeles County Committee on School District Organization for 2018. P. 8

Moved by _____ Seconded by _____

Vote _____

SUPERINTENDENT'S REPORT

1. There are several facilities project actions on the agenda. The Board will have a special report on these items under the Facilities Presentation by Dr. Carreon and Ms. Romero.
2. Upcoming Events – Trustees, RSVP to Cynthia Bracamonte:
 - o Tues., Dec. 12, Shuey Winter Program, 6:00 p.m. (*Revised date*)
 - o Wed., Dec. 13, Janson Winter Program, 6:00 p.m.
 - o Tues., Dec. 19, Savannah Winter Program, 8:30 a.m., 9:30 a.m., and 6:00 p.m.
 - o Wed., Dec. 20, Encinita Winter Program, 6:00 p.m.

BOARD PRESIDENT'S COMMENTS

BOARD ORAL COMMUNICATIONS

PUBLIC HEARING: None

CONSENT AGENDA

All matters listed under the Consent Agenda are considered by the Board to be routine and will be enacted by the Board in one motion in the form listed below. There will be no discussion on these items prior to the time the Board votes on the motion unless members of the Board or the Superintendent request specific items to be discussed and/or removed from the Consent Agenda.

General Functions:

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| 1. | Minutes of the June 19, 2017, Board of Trustees' Special Meeting | P. 9 |
| 2. | Minutes of the October 19, 2017, Board of Trustees' Study Session Meeting | P. 10 |
| 3. | Minutes of the November 2, 2017, Board of Trustees' Regular Meeting | P. 11 |
| 4. | Purchase Orders as of October - December, 2017 (on file), and Warrants for budgeted expenditures | P. 12 |
| 5. | Personnel Status Report | P. 13 |
| 6. | Meeting, Inservice, Professional Development, Conference and/or Travel Report | P. 14 |
| 7. | Educational Field Trip | P. 15 |
| 8. | Fundraiser Activities, Functions, and Community Service Projects | P. 16 |
| 9. | Donation Report | P. 17 |
| 10. | Application for Use of Facilities: Girl Scouts of Greater Los Angeles – Janson | P. 18 |

The Consent Agenda (be, not be) approved as (presented, amended, corrected).

Moved by _____ Seconded by _____

Vote _____

SPECIAL REPORTS AND PRESENTATIONS:

1. Facilities Update – Mrs. Maria-Elena Romero, Facilities Consultant and Dr. Armida Carreon, Assistant Superintendent, Business Services

ACTION ITEMS:

Facilities Related: Service / Consultant Proposals / Change Orders / Bid Awards / Contract Report	That the Facilities Related: Service / Consultant Proposals / Change Orders / Bid Awards / Contract Report, (be, not be) approved, including: a. Change Order # 1 – HGM & Company, Inc., b. Change Order # 1 – Westside Electric, c. Change Order # 1 – United Construction & Landscape, Inc., and d. Change Order # 1 – HGM & Company, Inc. Moved by _____ Seconded by _____ Vote _____	P. 19a P. 19b P. 19c P. 19d
Notice of Completion: Silver Creek Industries, Inc., Project No. 1	That the Notice of Completion: Silver Creek Industries, Inc., for Acquisition of Portable Buildings for the Classroom Restroom and Child Care Relocatables at Shuey Project, (be, not be) approved. Moved by _____ Seconded by _____ Vote _____	P. 20
Notice of Completion: Silver Creek Industries, Inc., Project No. 2	That the Notice of Completion: Silver Creek Industries, Inc., for the Acquisition of 13 Portable Buildings for the Shuey Phase 2 New Relocatable Classrooms and Restroom Building Project, (be, not be) approved. Moved by _____ Seconded by _____ Vote _____	P. 21
Notice of Completion: HGM & Company, Inc., Project No. 1	That the Notice of Completion: HGM & Company, Inc., Classroom Restroom and Child Care Relocatables for Shuey Project, (be, not be) approved. Moved by _____ Seconded by _____ Vote _____	P. 22
Notice of Completion: HGM & Company, Inc., Project No. 2	That the Notice of Completion: HGM & Company, Inc., Roofing for Encinita, Muscatel, Savannah, and M&O Sites and Freezer/Cooler Combo Unit at M&O Site Project, (be, not be) approved. Moved by _____ Seconded by _____ Vote _____	P. 23

Notice of Completion: Westside Electric	That the Notice of Completion: Westside Electric for the “New Automatic Fire Alarm at Entire Site at Shuey Elementary School” Project, (be, not be) approved.	P. 24
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Moved by _____ Seconded by _____

Vote _____

Minimum Wage Increase, effective January 1, 2018	That the Minimum Wage Increase in Hourly Rate of Pay for the Positions of Substitute Cafeteria Helper, Substitute Child Care Provider, Substitute Clerk Typist, Substitute Instructor (Preschool), Substitute Instructor’s Assistant (Preschool), Substitute Instructional Aide, Substitute Instructional Aide-Special Education, Substitute Multi-Media Specialist, and Substitute Noon Supervision Aide, (be, not be) approved, Effective January 1, 2018.	P. 25
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Moved by _____ Seconded by _____

Vote _____

Revised Job Description for Administrative Secretary	That the Revised Job Description for Administrative Secretary, (be, not be) approved.	P. 26
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Moved by _____ Seconded by _____

Vote _____

First Interim Report, 2017-2018	That the First Interim Report, 2017-2018, (be, not be) approved.	P. 27
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Moved by _____ Seconded by _____

Vote _____

SPECIAL REPORTS AND PRESENTATIONS:

2. Educational Services Update – Dr. John Lovato, Assistant Superintendent, Educational Services

ACTION ITEMS: (continued)

Early Development Instrument (EDI) – Kindergarten Readiness Assessment (KRA) Program	That the Early Development Instrument (EDI) – Kindergarten Readiness Assessment (KRA) Program, (be, not be) approved.	P. 28
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Moved by _____ Seconded by _____

Vote _____

Service /	That the Service / Consultant Proposals / Bid Awards / Contract Report,	
Consultant	(be, not be) approved, including:	
Proposals /	a. City of Rosemead, Crossing Guards Amendment,	P. 29a
Bid Awards /	b. CASBO Membership Renewal,	P. 29b
Contract Report	c. Franklin Covey, Muscatel Amendment, and	P. 29c
	d. CAL-SCHLS SoCal Office, WESTED.	P. 29d

Moved by _____ Seconded by _____

Vote _____

Nominate a Board Member as a California School Boards Association (CSBA) Delegate Assembly	That the Nomination for _____, a Board Member of a Los Angeles County Board, an active California School Boards Association (CSBA) Member District within the region, as a CSBA Delegate Assembly Member, for Subregion 23-B, to serve from April 1, 2017 – March 31, 2019, (be, not be) cast and a Complete Nomination Packet be submitted for receipt by CSBA by the deadline on Sunday, January 7, 2018.	P. 30
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Moved by _____ Seconded by _____

Vote _____

NEW BUSINESS

RECESS OPEN SESSION TO RECONVENE CLOSED SESSION (if needed) at _____ p.m./a.m.

The Board of Trustees will reconvene to closed session at this time and will announce any action taken in closed session (if any.)

CLOSED SESSION (continued)

ADJOURNMENT OF CLOSED SESSION at _____ p.m./a.m.

RECONVENE TO OPEN SESSION AND ANNOUNCEMENT OF ANY ACTION TAKEN IN CLOSED SESSION (if any) at _____ p.m.

ADJOURNMENT

The meeting (be) adjourned at _____ p.m./a.m.

Moved by _____ Seconded by _____

Vote _____

This concludes the meeting and the audio recording.

Copies of the agenda materials are available in the Rosemead School District Office at the Reception desk, 3907 Rosemead Blvd., Suite, 150, Rosemead, CA 91770.