

GARVEY SCHOOL DISTRICT

Rosemead, California

Minutes of Regular Meeting

January 25, 2018

The Garvey Board of Education met in regular session on January 25, 2018, at Rice School (moved from Bitely School), 2150 N. Angelus, Rosemead, California.

CALL TO ORDER

The meeting was called to order at 6:30 p.m., by Board President Keilley Meng.

ROLL CALL

Present at the meeting were Mr. Henry Lo, Ms. Keilley Meng, Mr. Vinh Ngo, Mr. John Nunez, Mr. Ronald Trabanino, and Superintendent Anita Chu.

Also in attendance were Ms. Grace Garner, Mr. Rene Hernandez, Ms. Staci Ma, Ms. Anna Molinar and Ms. Maria De La Cruz

VISITORS PRESENT

Present as visitors were the persons listed on the attached Register of Attendance who signed the register and whose signatures were legible and are hereby made an official part of these minutes.

PLEDGE OF ALLEGIANCE TO THE FLAG

Ronald Trabanino led the recitation of the Pledge of Allegiance.

PUBLIC COMMENT PERIOD FOR CLOSED SESSION AGENDA ITEMS: None

MOTION TO GO INTO CLOSED SESSION

On the motion of Ronald Trabanino, seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board adjourned at 6:31p.m. to closed session and addressed those items posted on the agenda

Vote:	Henry Lo	Yes
	Keilley Meng	Yes
	Vinh Ngo	Yes
	John Nunez	Yes
	Ronald Trabanino	Yes

RECONVENE INTO PUBLIC SESSION

The Board reconvened in public at 7:05 p.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

Keilley Meng reported that the following action was taken during closed session.

On the motion of Ronald Trabanino, seconded by John Nunez, the Board voted to release one permanent classified employee (#0125-03).

Keilley Meng indicated that the Board would reconvene after Action Items.

COMMUNICATION/REPORTS FROM THE BOARD AND SUPERINTENDENT

Anita Chu thanked district and school staff, particularly Bitely staff, for being proactive in keeping students and staff safe while responding to police activity on the Bitely campus. Our staff followed proper protocol and took immediate actions to provide supervision and release students safely to parents till approximately 5:00 p.m. Ms. Chu re-assured everyone that our staff will remain vigilant and prepared for any emergency situations that may put the safety of our students and staff at risk.

Ms. Chu thanked Board members who attended the grand opening ceremony of Marshall Park. After many years of dedicated hard work, it was exciting to see our school property being repurposed for a great cause. Ms. Chu stated that we will continue to build the partnership with the City of San Gabriel in serving our community.

Ms. Chu indicated that former Board Member Bob Bruesch will be honored at the Association of California School Administrators (ACSA) Golden Apple Award Breakfast on February 21, 2018. Board Members were invited to join this celebration.

John Nunez stated that the Alhambra Education Foundation announced the funding of a district-wide band participating in the 2020 Pasadena Rose Parade. Our 7th and 8th grade students will have an opportunity to be part of this event. Fundraising efforts will begin soon.

Henry Lo commented on the grand opening of Marshall Park and the many years that took to approve the project. He hopes the City of San Gabriel will continue to collaborate with our district to enhance the services provided to our community.

Vinh Ngo invited everyone to attend the Garvey Education Foundation Awards dinner on March 7, 2018, 5:30 p.m., at 888 Seafood Restaurant, Rosemead. About 250 people are expected to attend this event.

Keilley Meng wished everyone a happy Lunar New Year.

REPORT FROM UNION REPRESENTATIVES

- **Garvey Education Association (GEA)**

Ken Tang, President of Garvey Education Association, addressed the Board commending the staff, especially Bitely School, for the quick response to ensure that our students are safe. He indicated that everyone responded very professionally, making our students the top priority. Mr. Tang congratulated former Board Member Bob Bruesch for receiving this year's ACSA's Golden Apple Award and for the many decades of service to our community and our students.

Mr. Tang expressed his disappointment that ACSA's has endorsed Marshall Tuck as State Superintendent of Public Instruction stating that Mr. Tuck has been endorsed by the charter school movement and that Mr. Tuck is the California version of the national equivalent, U.S. Secretary of Education, Betsy DeVos. Mr. Tang stated that the California Teachers Association (CTA) is endorsing Assemblyman Tony Thurmond who came from Panama and grew up in public schools. Mr. Thurmond attributes his success to the great work of our teachers and he is not looking to privatize the public schools. Mr. Tang asked that we not let our public schools be "*DeVostated*".

Michael Drange expressed his concern for the retirement option that is being presented tonight. He indicated that the option has not been bargained with GEA and that union negotiations have not started. Mr. Drange asked the Board discuss this matter with GEA before going forward with an early retirement proposal.

Mr. Tang expressed his condolences on the loss of family members (Mr. Tang's father, the wife of Board Member John Nunez, and the father of Principal Hing Chow and Teacher H. L. Chow). Mr. Tang asked everyone to keep in our thoughts one of the teachers from Monterey Vista who is battling with late stage cancer.

Mr. Tang encouraged everyone to treat each other with respect and kindness. He cited one of the books his students are reading, *Wonder* (by Palacio), “*When given the choice between being right or being kind, choose kind.*”

- **California School Employees Association (CSEA):** None

REPORTS FROM DISTRICT REPRESENTATIVES

- **Garvey Council PTA (GCPTA):**
Ken Tang, on behalf of GCPTA President Martha Ruvalcaba, invited everyone to the Founders Day dinner on Wednesday, February 21, 2017. The cost is \$15 per person and it will be held at the Rosemead Community Center. Schools are being asked to choose the honorary awards nominees.
- **SELPA Community Advisory Committee (CAC):** None

REPORT FROM HEAD START REPRESENTATIVE

Anita Chu, on behalf of Dr. Sandra Gonzalez, Director of Child Development Program, gave an update on the Head Start and State Preschool programs. The four new portable classrooms for the dosage program at Williams were licensed during the winter break and children had already moved into these classrooms after the break. Keesha Woods, Director of Head Start from the Los Angeles County Office of Education (LACOE) visited these classrooms about two weeks ago and was pleased with the results. Ms. Chu stated that staff is currently in the process of obtaining additional funding to enhance the parking lot at Williams School. Ms. Chu reported that LACOE has completed review of the Human Resources system and five out of the six areas of non-compliance previously identified have been resolved. One area of non-compliance will remain open in order to monitor for sustainability of all corrections.

HEARING OF PERSONS IN THE AUDIENCE: None

CONSENT AGENDA

On the motion of John Nunez, seconded by Ronald Trabanino, and carried by a vote of 5 to 0, the Board approved the Consent Agenda as indicated below.

Vote:	Henry Lo	Yes
	Keilley Meng	Yes
	Vinh Ngo	Yes
	John Nunez	Yes
	Ronald Trabanino	Yes

A. **Board/Superintendent**

1. Approval of Minutes
Regular Meeting – December 7, 2017
2. Conference/Convention Attendance (Revised)
It is recommended that the Board of Education approve requests for conference and convention attendance as presented.
3. Williams Quarterly Report on Uniform Complaints
It is recommended that the Board of Education receive the District’s Williams Quarterly report on Uniform Complaints for the quarter ending December 31, 2017, to be submitted to the Los Angeles County Office of Education.
4. Agreement – Isom Advisers (Annual Debt Transparency Report)

It is recommended that the Board of Education approve an agreement with Isom Advisers, a Division of Urban Futures, Inc. to submit the Annual Debt Transparency Report required by SB 1029. Annual fee of \$500.00 until all bond proceeds are spent and annual fee of \$250.00 thereafter will be paid from Bond Funds.

5. Head Start/State Preschool Budget Adjustment & Request for Advance Approvals (BAR/RAA) – Schedule I/K Revisions (2017-2018)
It is recommended that the Board of Education approve the Head Start/State Preschool Budget Adjustment & Request for Advance Approvals (BAR/RAA) for Schedule I/K revisions for Program Year 2017-2018
6. Budget Adjustment & Request for Advance Approvals (BAR/RAA) – Increase in Reimbursement Rate for State Preschool Program
It is recommended that the Board of Education approve the Budget Adjustment & Request for Advance Approvals (BAR/RAA) to accept an increase in the reimbursement rate of State Preschool slots to \$3,150.00 per year per child for Program Year 2017-2018.
7. Budget Adjustment & Request for Advance Approvals (BAR/RAA) – Head Start Carryover Funds (Williams Extended-Day Project)
It is recommended that the Board of Education approve the Budget Adjustment & Request for Advance Approvals (BAR/RAA) to accept the carryover of Head Start Funds for the completion of four extended-day classrooms at Williams School in an amount of \$185,767.00.
8. Memorandum of Understanding (MOU) – Garvey School District Head Start/State Preschool Program and Garvey School District Food Services
It is recommended that the Board of Education approve the MOU between Garvey School District Head Start/State Preschool and Garvey School District Food Services to provide breakfast, lunch and snack for children enrolled in the Head Start/State Preschool Program.
9. Contract – Jennifer Montgomery (Head Start/State Preschool Program Professional Development)
It is recommended that the Board of Education approve the contract with Jennifer Montgomery to provide a half-day training to Head Start/State Preschool teaching staff on March 16, 2018, at a total cost of \$450.00 to be paid from Head Start/State Preschool Training and Technical Assistance (T/TA) Funds.

B. Human Resources

1. Personnel Assignment Order 17-18-08 (Revised)
It is recommended that the Board of Education approve the Personnel Assignment Report 17-18-08 as presented.
2. Job Description Revision – Director I, Auxiliary Services
It is recommended that the Board of Education approve the revised Job Description for Director I, Auxiliary Services.
3. Salary Increase on Unrepresented Salary Schedule
It is recommended that the Board of Education approve the Salary Increase on the Unrepresented Salary Schedule.

C. Learning Support Services

1. Parent Involvement Academy
It is recommended that the Board of Education approve the attendance of fifty parents and staff members at the Parent Involvement Academy on March 16, 2018. Total cost not to exceed \$5,500.00, to be paid from Title I Funds.

2. Contract Ratification – California Weekly Explorer, Inc. (Hillcrest School)
It is recommended that the Board of Education ratify the contract with California Weekly Explorer, Inc. to provide two presentations for sixth grade students on January 12, 2018, at a cost of \$750.00; to be paid from Parent Teacher Association (PTA) Funds.
3. Contract – EdAchieve LLC (Professional Development on English Learners)
It is recommended that the Board of Education approve the contract with EdAchieve LLC to provide two days of professional development on promoting academic and language proficiency of English Learners from February through June 2018. Total cost, not to exceed \$3,000.00, to be paid from Educator Effectiveness Grant Funds.
4. Contract – Thinking Maps, Inc. (Professional Development)
It is recommended that the Board of Education approve the contract with Thinking Maps, Inc. to provide two days of training on Thinking Maps and Write from the Beginning and Beyond from February through June 2018. Total cost of \$4,050.00; to be paid from Educator Effectiveness Grant Funds.
5. Contract – Houghton Mifflin Harcourt (Math Professional Development)
It is recommended that the Board of Education approve the contract with Houghton Mifflin Harcourt to provide a one-day professional development on mathematics instruction for grades 7-8 math teachers on February 12, 2018. Total cost, not to exceed \$3,850.00, to be paid from Educator Effectiveness Grant Funds.
6. Contract Ratification – Houghton Mifflin Harcourt (English 3D Professional Development)
It is recommended that the Board of Education approve the contract with Houghton Mifflin Harcourt to provide two days of professional development to support the implementation of *English 3D*. Total cost, not to exceed \$5,900.00, to be paid from Educator Effectiveness Grant Funds.

D. Student Support Services: None

E. Business Services

1. Purchase Order Report 17-18-08
It is recommended that the Board of Education approve Purchase Order Report 17-18-08 as presented.
2. Appropriation Transfers
It is recommended that the Board of Education approve the Appropriation Transfers as presented.
3. Contract Ratification – JR Universal Construction, Inc. (District Office Renovation)
It is recommended that the Board of Education ratify the contract with JR Universal Construction, Inc. for renovations at the District Office. Total cost of \$ 174,070.90 to be paid from Bond Funds.
4. Contract Ratification – PFMG Solar (Solar Energy Interconnection Applications)
It is recommended that the Board of Education ratify the contract with PFMG Solar to submit solar interconnection applications (electricity usage) for all District schools. Total cost of \$1,300.00 to be paid from Bond Funds.
5. Contract Amendment – SmartWatt Energy, Inc. (Solar Energy Systems – Garvey Intermediate School)
It is recommended that the Board of Education ratify the amended contract with SmartWatt Energy, Inc. to increase the contract by \$9,889.00 to provide an Energy Conservation Measures Assessment and submit a Southern California Edison Interconnection Application for Garvey Intermediate School. Total amended cost of \$14,889.00 to be paid from Bond Funds

6. Contract Ratification – SKC Company (Portable Classrooms Renovation – Emerson School)
It is recommended that the Board of Education ratify the contract with SKC Company for renovation of thirteen (13) portable classrooms at Emerson School. Total cost not to exceed \$165,000.00 to be paid from Bond Funds.
7. Contract – Higginson Architects, Inc. (Architectural Services for Parking Upgrade)
It is recommended that the Board of Education approve the contract with Higginson Architects, Inc. to provide architectural and engineering services for parking and asphalt upgrades to increase staff parking and improve safety at Bitely, Emerson, Monterey Vista, Sanchez and Temple Intermediate schools. Total cost of \$99,950.00 to be paid from Bond Funds.
8. Contract – K & J Air Conditioning, Inc. (HVAC)
It is recommended that the Board of Education approve the contract with K & J Air Conditioning, Inc. for change-out of eleven Heating, Ventilation and Air Conditioning (HVAC) wall units at Bitely, Dewey, Emerson, Monterey Vista, and Willard schools. Total cost of \$ 44,500.00 to be paid from Bond Funds.
9. Change Order #1 and #2 – ACT Inc. - Asbestos Abatement (District Office)
It is recommended that the Board of Education amend contract with ACT, Inc. to increase the contract by \$3,000.00 for Change Order #1 and \$8,775.00 for Change Order #2 due to additional asbestos abatement at the District office. Total cost of \$65,290.00 to be paid from Bond Funds.
10. IRS Mileage Rate Increase
It is recommended that the Board of Education ratify approval of the IRS Mileage Rate Increase to 54.5¢ per mile for business miles driven, effective January 1, 2018.
11. Notice of Completion – Best Contracting Services, Inc. (Roof maintenance – Dewey School)
It is recommended that the Board of Education accept the completion of Roof Maintenance at Dewey School, at a cost of \$ 114,430.00 payable from Bond Funds.
12. Notice of Completion – GDL Best Contractors, Inc. (Interior Paint – Dewey School)
It is recommended that the Board of Education accept the completion of Interior Painting at Dewey School, at a cost of \$ 91,720.00 payable from Bond Funds.
13. Notice of Completion – Harik Construction, Inc. (HVAC – Rice School)
It is recommended that the Board of Education accept the completion of a new HVAC System at Rice School at a cost of \$ 1,147,000.00 payable from Bond Funds.
14. Notice of Completion – Wheeler Construction (Playground Resurfacing – Various Sites)
It is recommended that the Board of Education accept the completion of Playground Resurfacing at various sites at a cost of \$ 228,920.00 payable from Bond Funds.
15. Notice of Completion – Southwest Mechanical, Inc. (HVAC – Various Sites)
It is recommended that the Board of Education accept the completion of installation of twenty-two HVAC wall units at Bitely, Dewey, Emerson, Hillcrest, Monterey Vista, Rice, Willard and Williams Schools as well as the Child Development Office at a cost of \$185,389.00 payable from Bond Funds.

REPORTS AND INFORMATION ITEMS

- A. Presentation on Supplementary Retirement Plan by PARS (Public Agency Retirement Services)

Dennis Yu, Executive Vice President of Public Agency Retirement Services (PARS), made a presentation on a Supplementary Retirement Plan by PARS. Anita Chu indicated that the District is interested in exploring the PARS retirement plan. She stated that the District will seek to proceed after obtaining input from GEA.

Mr. Yu explained the potential benefits of an early retirement incentive for eligible employees, including savings that can be generated for the District and reducing the need for layoffs. Mr. Yu stated that PARS serves about 300 school districts throughout California, including the Los Angeles Unified School District. He described the process and timeline to go forward with an early retirement plan. Mr. Yu stated there will be an enrollment period and if employees wish to take advantage of the offer, they will be asked to sign an irrevocable letter of resignation. Subsequently, PARS will complete a fiscal analysis, based on the number of employees choosing to participate in the program. If it is deemed that there is not enough interest from employees to generate savings to the District, the letters of resignation will become void.

Mr. Yu stated that the proposed benefit for employees is 85 percent of the final pay, initially paid for by the District, as an annuity fund. The distributions will be made out to employees over a period of time, depending on the employee's choice from the 14 plan options offered. Mr. Yu talked about the eligibility requirements for classified and certificated employees. The cost of the program is calculated based on assumptions that positions will be eliminated or back-filled at a lower cost to the District. Mr. Yu stated that the plan factors in the health care costs for retirees. Hypothetically, after today's study session and union negotiations, the Board can make a decision to offer a contingent plan on February 8, 2018, and establish a 45-day enrollment period with employees who will be counseled individually or as a group. If the Board approves the plan after the review of the data analysis in April, the employee letters of resignation will take effect on June 8th and benefit payments will begin on August 1, 2018.

B. Presentation on 2016-17 Audit Report by Moss, Levy & Hartzheim LLP

Hadley Hui, Moss, Levy & Hartzheim LLP, made a presentation on the 2016-17 Audit Report. Mr. Hu stated that the audit findings show an unmodified opinion with no material weakness found according to generally accepted accounting principles (U.S. GAAP). Mr. Hui stated that the audit report includes a review of internal control and compliance areas for Federal and State programs. There were no findings in all reviewed areas for 2016-2017 and all the corrective action plans to address the 2015-2016 findings were implemented. Mr. Yu indicated that this audit report also includes a few recommendations to further strengthen the District's internal controls and operating efficiency.

Anita Chu thanked Mr. Hui for the long-term partnership with the District and expressed appreciation for his guidance for our staff. Ms. Chu assured that the recommendations on the report will be implemented.

ACTION ITEMS

A. Public Hearing – Garvey Education Association Interest-Based Initial Bargaining Proposal

A public hearing opened at 7:50 p.m., and closed at 7:51 p.m., regarding the Garvey Education Association Interest-Based Initial Bargaining Proposal to Garvey School District for 2017-2018. There were no requests to speak.

B. Garvey Education Association Interest-Based Initial Bargaining Proposal

On the motion of ~~John Nunez~~ **Henry Lo** seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board approved Garvey Education Associations Interest-Based Initial Bargaining Proposal to Garvey School District for 2017-18.

Vote:	Henry Lo	Yes
	Keilley Meng	Yes
	Vinh Ngo	Yes
	John Nunez	Yes
	Ronald Trabanino	Yes

- C. Public Hearing – Garvey School District Interest-Based Initial Bargaining Proposal
A public hearing opened at 7:51 p.m., and closed at 7:52 p.m., regarding the Garvey School District Interest-Based Initial Bargaining Proposal to Garvey Education Association for 2017-2018. There were no requests to speak.
- D. Garvey School District Interest-Based Initial Bargaining Proposal
On the motion of Henry Lo, seconded by Ronald Trabanino, and carried by a vote of 5 to 0, the Board approved the Garvey School District Interest-Based Initial Bargaining Proposal to Garvey Education Association for 2017-2018.
- Vote: Henry Lo Yes
Keilley Meng Yes
Vinh Ngo Yes
John Nunez Yes
Ronald Trabanino Yes

OTHER ITEMS OF INTEREST TO THE BOARD

Keilley Meng encouraged everyone to attend the various school events in the month of February 2018.

MOTION TO GO INTO CLOSED SESSION

On the motion of Henry Lo, seconded by John Nunez, and carried, by a vote of 5 to 0, the Board adjourned into closed session at 7:52 p.m., and addressed those items posted on the agenda.

RECONVENE INTO PUBLIC SESSION

The Board reconvened into public session at 8:46 p.m.

REPORT OF ACTION TAKEN

Keilley Meng reported there was no action taken during closed session.

NEXT MEETING

The following are future Board meetings and agenda topics. Closed session will begin at 6:30 p.m., and Public session to begin at 7:00 p.m.

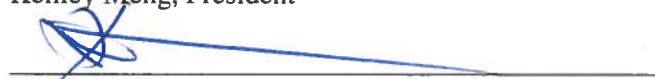
Meeting Date	Agenda Topic
February 8, 2018	
March 8, 2018	
March 22, 2018	

ADJOURNMENT

There being no additional items, the meeting was adjourned at 8:46 p.m.



Keilley Meng, President



Anita Chu, Secretary

**REGISTER OF ATTENDANCE AT GARVEY SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING**

Maricela Barba
Roberto Barboza
Lisa Chew
Diane Drange
Michael Drange
Eugenia H. Gainor
Stephanie Garcia
Steve Lopez
Romelia V. Morales
Alice Nishimoto
Micki Rios
Julie Sena
Ken Tang
Mary Jo Watkins
Carol Wong