

GARVEY SCHOOL DISTRICT
Rosemead, California

Minutes of Regular Meeting
July 26, 2018

APPROVED AUG 15 2018

The Garvey Board of Education met in regular session on July 26, 2018, at the Education Center, 2730 N. Del Mar Ave., 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 (arrived 6:49 p.m.), Ms. Keilley Meng, Mr. Vinh Ngo, Mr. John Nunez, Mr. Ronald Trabanino (arrived 6:34 p.m.), and Superintendent Anita Chu.

Also in attendance were Ms. Grace Garner, Mr. Rene Hernandez, Ms. Anna Molinar and Ms. Tiffany Rudek, Ms. Amy Woo, and Ms. Traci Yamasaki.

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

James Baca led the recitation of the Pledge of Allegiance.

On the motion of Vinh Ngo, seconded by John Nunez, and carried by a vote of 3 to 0, the Board approved to remove item 14.A.8. from the Board Agenda.

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

PUBLIC COMMENT PERIOD FOR CLOSED SESSION AGENDA ITEMS:

Mr. Michael Drange, Vice President of Garvey Education Association (GEA) and Grievance Chair, addressed the Board regarding the grievances about the hiring of Teachers on Special Assignment. He commented that while GEA does not want to go into arbitration, they most likely will. Mr. Drange noted the contract language is strong and clear and they are confident to have the arbitration end up in their favor. He stated that GEA has been in opposition to the District's past practices for many years and the District has stopped this past practice in filling the recent EL Interventionist vacancy. Mr Drange commented the Board can settle the grievances today or be exposed to litigation.

MOTION TO GO INTO CLOSED SESSION

On the motion of Vinh Ngo, seconded by John Nunez, and carried by a vote of 4 to 0, the Board adjourned at 6:40 p.m. to closed session and addressed those items posted on the agenda.

Vote: Henry Lo N/A
Keilley Meng Yes
Vinh Ngo Yes
John H. Nunez Yes
Ronald Trabanino Yes

RECONVENE INTO PUBLIC SESSION

The Board reconvened in public at 7:45 p.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

In closed session, the Board considered a complaint filed against two District employees pursuant to Administrative Regulation 1312.1. The Board sustained the determination at a lower level and will notify the complainant and the concerned employees of its decision. The vote was unanimous.

On the motion of Vinh Ngo, seconded by John Nunez, and carried by a vote of 5 to 0, the Board appointed Denise Williams, Assistant Principal of Garvey Intermediate School.

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

On the motion of Ronald Trabanino, seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board appointed Mivelia Dang, Secretary Confidential, Superintendent's Office.

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

The Board took a five-minute recess and reconvened at 7:54pm

COMMUNICATIONS/REPORTS FROM THE BOARD AND SUPERINTENDENT

- **Board and Superintendent**

Anita Chu thanked Amy Woo for her support to Traci Yamasaki in today's meeting and welcomed Tiffany Rudek on her first board meeting. Ms. Chu stated that the principals will be returning from summer break next Tuesday and they have had a very busy summer as they participated in many interviews and various professional development. She expressed her appreciation for the hard work of the facilities team. Grace Garner and Kevin Hobby will host a site tour for board members to showcase some of the facilities projects. The District Office also has a few projects, including the addition of a reception area to welcome visitors, a conference room, and offices for the new Teachers on Special Assignment. The restructuring of space is to create possibilities in support of the District vision.

John Nunez talked about his attendance at a CSBA conference last week. He enjoyed the opportunity to attend different breakout sessions and he noticed that the CSBA leadership is sensitive to the diversity of students. Mr. Nunez shared that minority women spoke at the conference regarding not having enough minority women in the field of science and he would like to promote the interest of middle-school girls in science.

Henry Lo mentioned last week he attended the Rosemead Chamber installation of the Board. He thanked the board members for their attendance in the 4th of July festivities and he shared about his attendance in the San Gabriel parade. Ronald Trabanino commented the 4th of July parade was enjoyable. Vinh Ngo spoke about the two truckloads of students from Garvey and Temple Intermediate Schools taking part in the parade. Keilley Meng shared her excitement of being on the truck with the students in the Rosemead 4th of July parade.

REPORT FROM UNION REPRESENTATIVES

- **Garvey Education Association (GEA)**

Michael Drange, GEA Vice President commented on the 4th of July parade and appreciated the support of the Board and the opportunities students had in participating in the event. He stated that he hopes to receive favorable news regarding the grievance. He would like to work with the District on addressing the grievance and does not want to take it to arbitration.

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

REPORTS FROM DISTRICT REPRESENTATIVES

- **Garvey Council PTA:** None

- **SELPA Community Advisory Committee (CAC):** None

REPORT FROM HEAD START REPRESENTATIVE

Ms. Perez, Head Start/State Preschool Program parent representative, gave a report on the Non-Federal Match (NFM) and stated that the program was able to meet and exceed the NFM requirement for the 2017-2018 program year and collected a total of 33% NFM. Ms. Perez also shared they are no longer on intensive monitoring. The program provides health, mental health, disability, and family services which will promote healthy development of children to transition into Kindergarten.

Anita Chu stated that exceeding the NFM is not an easy task. This is an amazing accomplishment and was definitely due to the partnership of parent volunteers who devote time and effort to support the program.

HEARING OF PERSONS IN THE AUDIENCE

Xinzhan Lu addressed the Board regarding a request for a temporary extension of the use of the facilities at Duff School. Mr. Lu indicated that UNNEF has been using the Duff school facilities for over ten years providing after school programs to students from Garvey School District. He was informed by the District that the use agreement will end in August 2018 due to the repurposing and reopening of Duff School but he would like to request an extension since he has not yet found an appropriate space for his program.

Keilley Meng thanked Mr. Lu for his comments and stated the Superintendent will get back to him on this issue.

CONSENT AGENDA

On the motion of John Nunez, seconded by Vinh Ngo, 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 H. Nunez Yes
Ronald Trabanino Yes

A. Board/Superintendent

1. Approval of Minutes
Regular Meeting – June 27, 2018 Approved.
Special Meeting – July 18, 2018 Approved.
2. Conference/Convention Attendance
It is recommended that the Board of Education approve requests for conference and convention attendance as presented. Approved.
3. Contract Amendment – Superintendent
It is recommended that the Board of Education approve the amendment to the contract for Superintendent to reflect the revised salary amended based on the salary percentage increase afforded to other management employees. Approved.
4. Contract Amendment – Chief Business Officer
It is recommended that the Board of Education approve the amendment to the contract for Chief Business Officer to reflect the revised salary amended based on the salary percentage increase afforded to other management employees. Approved.
5. Contract Amendment – Assistant Superintendent, Human Resources
It is recommended that the Board of Education approve the amendment to the contract for Assistant Superintendent, Human Resources to reflect the revised salary amended based on the salary percentage increase afforded to other management employees. Approved.
6. Certification of Signatures
It is recommended that the Board of Education approve the Certification of Signatures as presented. Approved.
7. Memorandum of Understanding – Los Angeles County Bilingual Teacher Consortium (2018-2020)
It is recommended that the Board of Education approve the Memorandum of Understanding with the Los Angeles County Bilingual Teacher Consortium for 2018 2020 to provide free professional development and administrative support for the District’s Dual Language *Plus* program. Approved.
8. ~~Local Control and Accountability Plan (LCAP) Federal Addendum~~
~~It is recommended that the Board of Education approve the Local Control and Accountability Plan (LCAP) Federal Addendum to meet the Federal Local Educational Agency (LEA) Plan requirements, as a condition to receive federal program funds.~~
9. Head Start Subrecipient Agreement (2018-2019)- Los Angeles County Office of Education (LACOE)
It is recommended that the Board of Education approve the Head Start 2018-2019 Subrecipient Agreement with the Los Angeles County Office of Education for Delegation of Operation of Head Start Program. Approved.
10. Head Start/State Preschool Program Policy and Procedure – Recordkeeping & Reporting System

It is recommended that the Board of Education approve the Head Start State Preschool Program Policy and Procedure on Record-keeping and Reporting System, in accordance with LACOE requirements. Approved.

11. Head Start/State Preschool Program Policy and Procedure – Cost Allocation Plan
It is recommended that the Board of Education approve the Head Start State Preschool Program Policy and Procedure on the Cost Allocation Plan, in accordance with LACOE requirements. Approved.
12. Head Start/State Preschool Program Non-Federal Match Manual
It is recommended that the Board of Education approve the Head Start State Preschool Program Non-Federal Match Manual in accordance with LACOE requirements. Approved.
13. Agreement – DirectEd Educational Services (Head Start/State Preschool Program Temporary Staff)
It is recommended that the Board of Education approve the agreement with DirectEd Educational Services to provide temporary staff for the Head Start/State Preschool Program, effective August 1, 2018 through June 30, 2019, at a total cost not to exceed \$30,000, to be paid from Head Start/State Preschool Funds. Approved.
14. Agreement – Anet Piridzhanyan, Registered Dietician (Head Start/State Preschool Program Nutrition Services)
It is recommended that the Board of Education approve the agreement with Anet Piridshanyan, Registered Dietician, to provide nutrition services to the Head Start/State Preschool Program, effective August 1, 2018 through June 30, 2019. A maximum of 247 hours will be provided at \$56.65 per hour, not to exceed a total of \$14,000.00, to be paid from Head Start/State Preschool Program Fund. Approved.
15. Agreement – Cynthia Alforo, Registered Nurse (Head Start/State Preschool Program Health Services)
It is recommended that the Board of Education approve the agreement with Cynthia Alforo, Registered Nurse, to provide health services to the Head Start/State Preschool Program, effective August 1, 2018 through June 30, 2019. A maximum of 133 hours per year will be provided at \$75.00 per hour, not to exceed a total of \$10,000.00, to be paid from Head Start/State Preschool Program Funds. Approved.
16. Agreement – Foothill Family (Head Start/State Preschool Program Mental Health Services)
It is recommended that the Board of Education approve the agreement with Foothill Family, to provide mental health services to the Head Start/State Preschool Program, effective August 1, 2018 through June 30, 2019. A maximum of 323 hours per year will be provided at \$99.00 per hour, not to exceed a total of \$32,000.00, to be paid from Head Start/State Preschool Program Fund. Approved.
17. Contract – Wendy Sun, Psy.D. (Head Start/State Preschool Program Professional Development)
It is recommended that the Board of Education approve the contract with Wendy Sun, Psy.D. to provide a half-day training to the Head Start/State Preschool teaching staff in August 2018, at a total cost of \$1,600.00, to be paid from Head Start/State Preschool Program Training and Technical Assistance (T/TA) Funds. Approved.

18. Contract – Workplace Literacy Associates (Head Start/State Preschool Program Professional Development)

It is recommended that the Board of Education approve the contract with Workplace Literacy Associates to provide a half-day training to the Head Start/State Preschool staff in August 2018, at a total cost of \$2,600.00, to be paid from Head Start/State Preschool Program Training and Technical Assistance (T/TA) Funds. Approved.

B. Human Resources

1. Personnel Assignment Order 18-19-01

It is recommended that the Board of Education approve the Personnel Assignment Report No. 18-19-01 as presented. Approved.

2. Service Agreement 2018-2019 School Year

It is recommended that the Board of Education approve the 2018-2019 EDJOIN Service Agreement with the San Joaquin County Office of Education, at a total cost of \$700.50, to be paid from General Funds. Approved.

C. Learning Support Services

1. Master Services Agreement Renewal – IO Education (Online Student Assessments)

It is recommended that the Board of Education approve the renewal of the Master Services Agreement with IO Education LLC for the online student assessments solutions for 2018-2019. Total amount of \$28,747.55 will be paid from General Fund. Approved.

2. Agreement – AVID Center (2018-2019)

It is recommended that the Board of Education approve the agreement with the AVID Center to provide support and professional development for the implementation of AVID Secondary at the intermediate schools and AVID Elementary at the elementary schools for the 2018-2019 school year. The total cost, not to exceed \$27,773.00, will be paid from Title I Program Funds. Approved.

3. Contract – Aeries (Professional Development)

It is recommended that the Board of Education approve the contract with Aeries to provide two half-day training sessions on the use of Gradebook in August 2018. The estimated total cost of \$2,000.00 will be paid from Title II Program Funds. Approved.

D. Student Support Services

1. Settlement Agreement and General Release – OAH Case No. 2018020364/2018060039

It is recommended that the Board of Education approve the settlement agreement for OAH Case No. 2018020364/2018060039. Approved.

E. Business Services

1. Purchase Order Report 18-19-01

It is recommended that the Board of Education approve Purchase Order Report No. 18-19-01 as presented. Approved.

2. Appropriation Transfers

It is recommended that the Board of Education approve the Appropriation Transfers as presented. Approved.

3. Resolution No. 18-19-01 – Withdrawal and Termination of MERGE JPA Membership)
It is recommended that the Board of Education adopt Resolution No. 18-19-01 to withdraw and terminate membership in the MERGE Joint Powers Authority (JPA) effective June 30, 2019. Approved.
4. Joint Use Agreement Renewal – Los Angeles Community College District/East Los Angeles College (Williams School)
It is recommended that the Board of Education approve the renewal of the Joint Use Agreement with Los Angeles Community College District for the shared use of twelve classrooms at Williams School in support of the East Los Angeles College's adult education program. The agreement is effective July 1, 2018 through June 30, 2019, for a total monthly lease fee of \$11,520.00. Approved.
5. Contract – Los Angeles County Office of Education (PeopleSoft Financial Management System)
It is recommended that the Board of Education approve the contract with Los Angeles County Office of Education (LACOE) for use of the PeopleSoft Financial Management System for the 2018-19 fiscal year. The cost of the contract is \$29,277.34; to be paid from General Fund. Approved.
6. Contract – Zum Services, Inc. (Student Transportation Services)
It is recommended that the Board of Education approve the contract with Zum Services, Inc. for student transportation services for the 2018-19 school year. Total cost of \$6,375.00 per student to be paid from General Fund. Approved.
7. Contract – JR Universal Constructions, Inc. (“Maker Space” Construction – Hillcrest School)
It is recommended that the Board of Education approve the contract with JR Universal Construction, Inc. for construction of a “Maker Space” at Hillcrest School. Total cost of \$117,112.55 to be paid from Bond Funds. Approved.
8. Contract Ratification – New Horizons Contracting, Inc. (Asbestos Abatement – Monterey Vista School)
It is recommended that the Board of Education ratify the contract with New Horizons Contracting, Inc. for asbestos abatement in the office storage rooms in the Main Building at Monterey Vista School. Total cost of \$ 6,345.00 to be paid from Bond Funds. Approved.
9. Contract Ratification – Universal Asphalt Co., Inc. (Parking Lot Addition – Williams School)
It is recommended that the Board of Education ratify the contract with Universal Asphalt Co., Inc. for installation of new asphalt parking lot addition at Williams School. Total cost of \$ 75,630.00.00 to be paid from Bond Funds. Approved.
10. Food Services Bid/RFP Contract Awards (2018-2019)
It is recommended that the Board of Education approve the Food Services Bid/RFP (Request for Proposal) Contract Awards (listed) for 2018-2019 and authorize budget transfers, purchase orders, and release of warrants in support of these contracts. Total cost not to exceed \$2 million; to be paid from the Food Services Fund. Approved.

REPORTS AND INFORMATION ITEMS

15. Reports and Information Items

- A. Presentation by District Legal Counsel, James Baca, of Atkinson, Andelson, Loya, Ruud & Romo, on the Ralph M. Brown Act (open meeting laws), and Board study session.

Mr. James Baca, District legal counsel from Atkinson, Andelson, Loya, Ruud & Romo, gave an informative presentation on the Ralph M. Brown Act (open meeting laws). Mr. Baca discussed with examples the top ten most common Brown Act violations and how to avoid them. The most common Brown Act violations include: Engaging in unlawful serial meetings; talking about performance problems when not considering specific discipline and not identifying the title of the employee involved; failure to permit public inspection of Board meeting minutes provided to Board after agenda is distributed; not announcing closed session agenda items in open session and taking public comment on them prior to going into closed session; and adding items to the regular meeting agenda less than 72 hours without making the required findings.

Henry Lo reminded the Board and staff to use “bcc” in email correspondence to avoid serial meeting violation.

Ronald Trabanino inquired about the right of board members speaking to staff members to seek information. Mr. Baca indicated that board members do not have the authority as an individual; the Board as a group has the authority to ask for information. The best practice is for individual board members request the information through the Superintendent.

16. Action Items

- A. Contract Approval – Assistant Superintendent, Learning Support Services

It is recommended that the Board of Education approve the contract for Assistant Superintendent, Learning Support Services as presented.

On the motion of John Nunez, seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board approve the contract for Assistant Superintendent, Learning Support Services as presented.

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

- B. Declaration of Need

It is recommended that the Board of Education adopt the Declaration of Need for Fully Qualified Educators.

On the motion of John Nunez, seconded by Ronald Trabanino, and carried by a vote of 5 to 0, the Board adopt the Declaration of Need for Fully Qualified Educators.

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

- C. Provisional Internship Permit

It is recommended that the Board of Education approve the request to submit an application for a Provisional Internship Permit.

On the motion of John Nunez, seconded by Henry Lo, and carried by a vote of 5 to 0, the Board approve the request to submit an application for a Provisional Internship Permit.

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

In response to a question from John Nunez, Anna Molina stated that the District has only one teacher who is not fully credentialed.

- D. Los Angeles County School Trustees Association (LACSTA) Board Representative
It is recommended that the Board of Education select a member as their voting representative for the Los Angeles County School Trustees Association (LACSTA) for 2018-2019.

On the motion of Henry Lo, seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board appointed John Nunez as their voting representative for the Los Angeles County School Trustees Association (LACSTA) for 2018-2019.

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

OTHER ITEMS OF INTEREST TO THE BOARD

John Nunez inquired about the policy on banner and signs hanging up on fences. He mentioned that there is another banner from outside agency at Rice School. Ms. Chu indicated that Cabinet is currently reviewing a draft developed by Grace Garner and will share the draft regulations with the Board for review and input.

Henry Lo requested to receive an update on the Police substation at Marshall.

PUBLIC AGENDA ITEMS: None

NEXT MEETING

On the motion of Ronald Trabanino, seconded by Vinh Ngo, and carried by a vote of 5 to 0, the Board approved the revision to the Board Meeting schedule by changing the August 16th meeting to August 15, 2018.

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
August 15, 2018 (moved from August 16, 2018)	
September 6, 2018	
September 27, 2018	
October 18, 2018	
November 8, 2018	


December 6, 2018	Board Reorganization Meeting
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ADJOURNMENT

There being no additional items, the meeting was adjourned at 9:13 p.m.



Keilley Meng, President



Anita Chu, Secretary

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

Xinzhan Lu
Michael Drange
Dr. Robert Boyd
Betty Tran
Denise Williams
James Baca

