

**GARVEY SCHOOL DISTRICT**  
Rosemead, California

Minutes of Regular Meeting  
September 6, 2018

**APPROVED SEP 27 2018**

The Garvey Board of Education met in regular session on September 6, 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 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, Dr. Tiffany Rudek, Ms. Anna Molinar, Ms. Traci Yamasaki and Ms. Mivelia Dang.

**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**

Ms. Olivia Sandoval 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 4 to 0, the Board adjourned at 6:32 p.m. to closed session and addressed those items posted on the agenda.

Vote:	Henry Lo	Not present for the vote
	Keilley Meng	Yes
	Vinh Ngo	Yes
	John Nunez	Yes
	Ronald Trabanino	Yes

**RECONVENE INTO PUBLIC SESSION**

The Board reconvened in public at 7:07 p.m.

**REPORT OF ACTION TAKEN IN CLOSED SESSION**

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

**COMMUNICATIONS/REPORTS FROM THE BOARD AND SUPERINTENDENT**

- **Board and Superintendent**

Ms. Anita Chu thanked the board members and staff for their hard work during the first two busy weeks of school. Five Back to School Nights were held, all of which were well attended with many happy faces and activities. She stated she is looking forward to an amazing year.

Ms. Chu indicated that for nearly 15 years, the District had been experiencing declining enrollment. However, based on the most recent data, our enrollment number looks more positive than the projection and is similar to last year. Parents from outside District area and private schools are inquiring about Garvey's signature programs and she is hopeful we will enroll more children in the coming months.

Ms. Chu thanked the hard-working staff who completed a series of training and have begun implementation of new curricular programs. TOSAs have already started their new role and have been well-received based on principals' feedback.

Mr. Vinh Ngo stated that he was impressed by the Back to School Night at Duff Language Magnet Academy, as there were a lot of parents who came with their children and the two teachers did an outstanding presentation. Mr. Ngo also commented that he attended the Dodgers' union night on Friday, in which he saw about many union members. He had a great time getting to know Garvey staff.

Mr. Nunez indicated that he was happy to see so many parents at Monterey Vista's and Duff's Back to School Night events. Parents were already asking if their child could start the application process for the next school year. He also attended the Sanchez's Back to School Night. He noted that the new office is not yet open. He is curious about the drop-off lanes in front of the school and not sure how that will work. He was encouraged by all the parents who were very enthusiastic and the well-attended event.

## **REPORT FROM UNION REPRESENTATIVES**

- **Garvey Education Association (GEA)**

Mr. Michael Kenny, President of Garvey Education Association, addressed the Board about membership issues. He stated that membership has steadily risen and he continues to work to sign people up. So far, there are no drop requests. Mr. Kenny stated that one major concern brought up at the GEA's executive board meeting was that information was shared with the Freedom Foundation whose interests are to privatize public school education. The Freedom Foundation has been soliciting people (via mail or email) to drop CTA membership and sign up for alternative legal representation. He encouraged District staff to block such solicitations.

Ms. Chu clarified that in July the District Office received a public records request from the Freedom Foundation asking for the staff list. The District replied with an existing staff list (first and last name, without email addresses). However, she indicated that it is very easy for anyone to identify the email address of our staff since the District, just as other school districts, uses the same pattern for email address. She noted that other school districts also received requests from the Freedom Foundation. Mr. Kenney reported that of today, only 250 of 350,000 teachers statewide have dropped out, which is still a good percentage.

- **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**

The monthly Head Start report from Dr. Sandra Gonzalez, Director of Child Development Program, will be presented to the board at the next board meeting on September 27.

**HEARING OF PERSONS IN THE AUDIENCE:** None

**CONSENT AGENDA**

On the motion of Ronald Trabanino, seconded by John Nunez, and carried by a vote of 4 to 0, the Board approved the Consent Agenda as indicated below.

Vote:	Henry Lo	Not present for the vote
	Keilley Meng	Yes
	Vinh Ngo	Yes
	John H. Nunez	Yes
	Ronald Trabanino	Yes

**A. Board/Superintendent**

1. Approval of Minutes  
Regular Meeting – August 15, 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. Memorandum of Understanding Ratification – Woodcraft Rangers (After School Program)  
It is recommended that the Board of Education ratify the Memorandum of Understanding between the Garvey School District and Woodcraft Rangers to provide an estimated total increase of 251 student slots for the after school program at all District schools in the 2018-19 school year. Total cost of \$220,000; to be paid from the Local Control Funding Formula (LCFF) Supplemental and Concentration Funds.  
Approved.
4. Contract – Advanced Technology Group (E-Rate Application Services)  
It is recommended that the Board of Education approve the contract with Advanced Technology Group to perform the E-rate application services. The total contract cost of \$8,900.00 for the 2019-2020 application year will be paid from General Fund.  
Approved.
5. Head Start/State Preschool Budget Adjustment & Request for Advance Approvals (BAR/RAA) – Increase of Dosage Slots & Funding  
It is recommended that the Board of Education approve the Head Start/State Preschool Budget Adjustment & Request for Advance Approvals (BAR/RAA) to increase funding in the amount of \$60,120.00 for the over-funding of dosage (extended-day) slots for the 2018-2019 program year.  
Approved.

6. Membership Renewal – Rosemead Chamber of Commerce  
It is recommended that the Board of Education approve the renewal of the District’s membership with the Rosemead Chamber of Commerce for February 1, 2018 through January 31, 2019, in the amount of \$215.00; to be paid from General Funds.  
Approved.
  7. Membership Renewal – Rosemead Kiwanis Club  
It is recommended that the Board of Education approve the renewal of the District’s membership with the Rosemead Kiwanis Club for April 1, 2018 through March 31, 2019, in the amount of \$785.00; to be paid from General Funds.  
Approved.
- B. Human Resources**
1. Personnel Assignment Order 18-19-03  
It is recommended that the Board of Education approve the Personnel Assignment Report No. 18 19-03 as presented.  
Approved.
- C. Learning Support Services**
1. Agreement – Thinking Map, Inc. (Online Licenses)  
It is recommended that the Board of Education approve the agreement with Thinking Maps, Inc. for thirty-five Thinking Maps online Learning Community Individual Licenses for the 2018-2019 school year. The total amount of \$5,215.00 to be paid from Title I Program Funds.  
Approved.
  2. Contract Ratification – Curriculum Associates, Inc. (i-Ready Site Licenses & Professional Development)  
It is recommended that the Board of Education ratify the contract with Curriculum Associates, Inc to provide ten school site licenses and professional development for the i-Ready program, from July 1, 2018 through June 30, 2019, for a total cost of \$220,887.50; to be paid from Title I Program Funds.  
Approved.
- D. Student Support Services**
1. Contract Amendment – Alvin Hradecky – AKA Enterprise, LLC dba Impact Canine Solutions (Canine Contraband Inspection Services)  
It is recommended that the Board of Education amend the 2018-19 contract with Alvin Hradecky – AKA Enterprise, LLC dba Impact Canine Solutions to increase the contract cost by \$1,800.00, for canine contraband inspections at Garvey and Temple Intermediate Schools. Total amended contract cost is not to exceed \$3,600.00; to be paid from Unrestricted – Security Fund.  
Approved.
  2. Contract – Beach Cities Learning Center (Non-Public School Placement)  
It is recommended that the Board of Education approve the 2018-19 contract with the Beach Cities Learning Center for students who require a Non-Public School placement. Total contract cost is not to exceed \$38,872.00; to be paid from Special Education Funds.  
Approved.
  3. Contract – STAR of CA Behavioral and Psychological Services dba E.R.A. Ed. – Evidence Based Resources Applied in Education (Non-Public Agency Services)  
It is recommended that the Board of Education ratify the 2018-19 contract with STAR of CA Behavioral and Psychological Services dba E.R.A. Ed. – Evidence Based Resources Applied in Education for students who may require Behavior Intervention Direct Instruction services and

Behavior Intervention Supervision services as written in the students' Individualized Education Programs. Total contract cost is not to exceed \$136,265.50; to be paid from Special Education Funds.

Approved.

4. Settlement Agreement and General Release – Office of Administrative Hearings (OAH) Case No. 2018050032

It is recommended that the Board of Education approve the settlement agreement and general release for OAH Case No. 2018050032.

Approved.

5. Contract – Ann Simun (Psychoeducational Independent Educational Evaluation)

It is recommended that the Board of Education approve the 2018-19 contract with Ann Simun to complete a Psychoeducational Independent Educational Evaluation (IEE) per settlement agreement as written in the student's Individualized Education Program. Total contract cost is not to exceed \$6,100.00; to be paid from Special Education Funds.

Approved.

6. Contract – Susanne Smith Roley/Center Pointe for Children (Occupational Therapy Independent Educational Evaluation)

It is recommended that the Board of Education approve the 2018-19 contract with Susanne Smith Roley/Center Pointe for Children to complete an Occupational Therapy Independent Educational Evaluation (IEE) per settlement agreement as written in the student's Individualized Education Program. Total contract cost is not to exceed \$1,800.00; to be paid from Special Education Funds.

Approved.

7. Contract – Haynes Family of Programs/S.T.A.R. Academy (Non-Public Agency Services)

It is recommended that the Board of Education approve the 2018-19 contract with Haynes Family of Programs/S.T.A.R. Academy to provide Supplemental Academic Support, Language/Speech Services and Occupational Therapy Services per settlement agreement as written in the student's Individualized Education Program. Total contract cost is not to exceed \$11,450.00; to be paid from Special Education Funds.

Approved.

**E. Business Services**

1. Purchase Order Report 18-19-03

It is recommended that the Board of Education approve Purchase Order Report No. 18-19-03 as presented.

Approved.

2. 2017-2018 Unaudited Actuals

It is recommended that the Board of Education accept the 2017-2018 Unaudited Actuals Financial Report as of June 30, 2018.

Approved.

3. Mandated Block Grant Program Participation

It is recommended that the Board of Education approve the District's participation in the 2018-19 Mandated Block Grant Program, in a projected amount of \$140,501.00.

Approved.

4. Change Order #1 – Bid No. 09:1718 – GDL Best Contractors, Inc. (Water Piping 21 Replacement – Emerson School)

It is recommended that the Board of Education amend contract with GDL Best Contractors, Inc. to

increase the contract by \$18,300.00 due to additional changes for Bid No. 09:1718 – Phase II – Water Piping Replacement at Emerson School. Total cost of \$212,600.00 will be paid from Bond Funds.

Approved.

5. Contract Ratification – Sky Blue Environmental, Inc. (Asbestos Abatement –Hillcrest School)  
It is recommended that the Board of Education ratify the contract with Sky Blue Environmental Inc. for asbestos abatement in Building C, Rooms 19 and 20, at Hillcrest School. Total cost of \$11,100.00 to be paid from Bond Funds.  
Approved.

Mr. John Nunez commented on Item 14.E.5. regarding the contract ratification for asbestos abatement at Hillcrest School. He stated that the District received the bids on July 30, 2018 and the Board should not receive such late ratifications.

6. Award of Contract – Gene Bonas Painting (Interior Painting – Rice School)  
It is recommended that the Board of Education approve contract with Gene Bonas Painting for interior painting at Rice School. Total cost of \$159,988.00 to be paid from Bond Funds.  
Approved.
7. Award of Contract – HJ Mechanical Contractor (New HVAC – Temple Intermediate)  
It is recommended that the Board of Education approve contract with HJ Mechanical to install HVAC units in the main building at Temple Intermediate School. Total cost of \$86,721.00 to be paid from Bond Funds.  
Approved.
8. Award of Contract – K&J Air Conditioning, Inc. (New HVAC – Duff Academy)  
It is recommended that the Board of Education approve the contract with K&J Air Conditioning, Inc. for installation of new HVAC system at Duff Language Magnet Academy. Total cost of \$173,750.00 to be paid from Bond Funds.  
Approved.
9. Award of Contract – GDL Best Contractor, Inc. (Makerspace Construction –Dewey School)  
It is recommended that the Board of Education approve the contract with GDL Best Contractors, Inc. for construction of a Makerspace at Dewey School. Total cost of \$77,980.00 to be paid from Bond Funds.  
Approved.
10. Notice of Completion – Universal Asphalt Co., Inc. (Asphalt Parking Lot –Williams School)  
It is recommended that the Board of Education accept the completion of new asphalt parking lot addition at Williams School at a cost of \$75,630.00 payable from Bond Funds.  
Approved.
11. Notice of Completion – Letner Roofing Co. (New Roofs and Roof Maintenance– Bitely, Rice, and Williams Schools)  
It is recommended that the Board of Education accept the completion of Bid No. 01:1819 – New Roofs and Roof Maintenance at Bitely, Rice, and Williams Schools at a cost of \$554,881.00 payable from Bond Funds.  
Approved.
12. Notice of Completion – Rite-Way Roof Co. (New Roofs and Roof Maintenance – Temple Intermediate)  
It is recommended that the Board of Education accept the completion of Bid No. 01:1819 – New

Roofs and Roof Maintenance at Temple Intermediate School at a cost of \$156,017.00 payable from Bond Funds.  
Approved.

13. Notice of Completion – Thompson Roof (New Roofs and Roof Maintenance –District Office and Duff Academy)

It is recommended that the Board of Education accept the completion of Bid No. 01:1819 – New Roofs and Roof Maintenance at District Office and Duff Academy at a cost of \$139,532.00 payable from Bond Funds.  
Approved.

14. Notice of Completion – Marathon HVAC Service, Inc. (HVAC Replacement –Williams School)

It is recommended that the Board of Education accept the completion of Bid No. 03:1819 – Replacement HVAC Systems at Williams School at a cost of \$221,150.00 payable from Bond Funds.  
Approved.

15. Disposal of Obsolete Surplus Property

It is recommended that the Board of Education approve the disposal of Obsolete Surplus Property as per the attached list.  
Approved.

## 15. REPORTS AND INFORMATION ITEMS

### A. Progress Report on the District Safety Plan

Ms. Anita Chu provided an overview of the District Safety Plan. She stated that safety concerns at schools have changed drastically over the past two decades. In the past, safety concerns stemmed from natural disasters and outside intruders. In the recent years more and more safety concerns come from within the school—students with challenging behaviors.

Ms. Chu stated that an action plan with specific next steps and actions were shared with the Board six months ago. Since then, staff have been working relentlessly to examine and improve the existing structures/protocols, personnel, tools, and facilities, with the goal to ensure safety for all.

Ms. Chu indicated that today's presentation is designed as a report on up-to-date progress since safety improvement is an ongoing process. The presentation focuses on the safety concerns presented by school staff at the Board meeting in February and it covers four areas: Personnel Support, Professional Development, Protocol, and Facility & Tools.

In the area of Personnel Support, Ms. Chu highlighted the number of new positions and extended hours added in the last few years to contribute to a safe and caring environment. These positions include: counselors, behavior intervention assistants, nurse, health assistants, campus supervisors, and noon duty aides. In addition, the District is developing partnerships with law enforcement, resulting in an increase in police officer on campus and the restoration of the STAR program. Mr. Rene Hernandez, Director of Student Support Services, stated that school administration needs to utilize its staff to provide monitoring and supervision in strategic locations during times of high-demand.

In the area of Professional Development, Mr. Hernandez shared the training sessions in summer that covered a wide range of topics, including: Crisis Prevention Institute, behavior intervention strategies, Positive Behavior Interventions and Support (PBIS), suicide prevention, intervention, and postvention, building relationship and trust with students, meeting social emotional needs of students, trauma informed care, and crisis intensity scale protocol. A total of 500 participants attended the summer training series. The District will continue to offer professional development with scenario study, particularly focusing on high-need sites and high-need staff.

In the area of Protocols, Mr. Hernandez discussed the Comprehensive School Safety Plan (CSSP) annual update process, the Catapult System (a web-based online emergency communication system), the student and discipline data system (e.g., AERIES and SWIS), placement of at-risk students, Opportunity Academy, random canine searches, the Student Success Team (SST) referral process, the Crisis Team Deployment process, and the suspension and expulsion process. The District will continue the discussion with school staff through school visits to refine protocols, provide training for staff, students and parents in handling crisis, and expand partnership with the County and law enforcement teams.

In the area of Facility and Tools, Mr. Kevin Hobby, Director of Facilities, discussed the expanded use of safety cameras and camera monitors, the closed campus and door entry system, emergency radios, walkie-talkies, and a “Lockdown Button” pilot. Other options to consider are: window magnetic covers, door jammers, lockdown buttons, more IP phone with special emergency line, and panic buttons that are tied to alarm company and law enforcement.

Mr. John Nunez asked if the security locks are functioning well. Mr. Hobby stated that the District does not have a locksmith currently and the use of “magnetic cards/locks” for the common areas and classrooms allows the District to do automatic lockdown to enhance safety. Mr. Vinh Ngo recommended that the Safety Progress Report be presented to Garvey Intermediate School staff. Ms. Anita Chu replied that the District is planning to invite the County consultant to conduct a safety training for high-need schools, including Garvey Intermediate and will incorporate highlights of today’s report in the training. Additionally, Mr. Hernandez will conduct school visits and he will discuss the contents of the report. Mr. Ngo also suggested to bring the Progress Report to the Garvey Education Association (GEA) to highlight the proactive efforts and plans by the District, and to get everyone involved in the process. Mr. Michael Kenny, GEA President, responded that he will bring it to the next executive meeting.

**ACTION ITEMS - None**

**OTHER ITEMS OF INTEREST TO THE BOARD**

Mr. John Nunez suggested that our schools put on the electronic marquee a message that asks the community to call a number if anyone sees anything strange so as to get the community involved and help keep schools safe.

**PUBLIC AGENDA ITEMS: None**

**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
September 27, 2018	
October 18, 2018	
November 8, 2018	
December 6, 2018	Board Reorganization Meeting

**ADJOURNMENT**

There being no additional items, the meeting was adjourned at 8:34 p.m.





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Keilley Meng, President



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Anita Chu, Secretary

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

Kevin Hobby  
Michael Kenny  
Mario Montano