

**Temple City Unified School District  
Special Annual Organizational Meeting of the Board of Education  
District Office Boardroom  
9700 Las Tunas Drive, Temple City, California**

**Approved Minutes of the Annual Organizational Meeting of December 12, 2020**

Member Georgino called the Annual Organizational Meeting to order at 9:00 a.m. Call to Order

Board Members Present Roll Call

Donna Georgino, President  
Mike Lin, Vice President  
Melissa Espinoza, Board Clerk - Newly Elected Board Member  
Kenneth Knollenberg, Outgoing Board Member  
Matt W. Smith, Re-elected Board Member  
Mary Sneed, Newly Elected Board Member  
Nicole Le - Student Board Member

ROLL CALL: Lin, Espinoza, Knollenberg, Smith, Sneed, Georgino, Le

Administrators Present

Kimberly Fricker, Superintendent  
Marianne Sarraill, Chief Business Official

Administrators Absent

Hannah Geddy, Executive Director Student Services and Technology

Announcement: Today's meeting is being digitally recorded.

Recording of  
Meeting

Pledge of Allegiance led by Member Knollenberg

Flag Salute

**Ceremonial Swearing in of Board Members - Administering the Oath of Office:**

Oath of Office  
Administered

Dr. Kimberly Fricker, Superintendent administered the oath of office and the swearing-in of:

Matt W. Smith, Re-elected Board Member  
Melissa Espinoza, Newly Elected Board Member  
Mary Sneed, Newly Elected Board Member

**Board Member Recognition** – Dr. Fricker thanked Member Georgino for her service as Board President of the Board of Education and for being a great leader and guidance over the past year.

Special  
Recognition

Dr. Fricker thanked Member Knollenberg for his service and dedication for the past nine years to the Temple City Unified School District and community.

**Board Member Comments**

Board Member  
Comments

Member Lin

- Thanked Ken Knollenberg for his years of service
- Welcomed Mary Sneed to the team
- Congratulated Matt Smith and Melissa Espinoza on being re-elected
- Thanked Donna Georgino for doing a fabulous job as Board President this past year.

Member Espinoza

- Thanked Ken Knollenberg for his many years of service
- Welcomed Mary Sneed to the Board
- Thanked Donna Georgino for her leadership this past year, has learned so much from all the Board Members.

Member Smith

- Thanked Donna Georgino for serving as President this past year and for all the leadership through the pandemic.
- Thanked Ken Knollenberg for his nine years of service to the Board, his time and commitment to the school district is appreciated.
- Welcomed Mary Sneed to the Board.

Mary Sneed

- Thanked Donna Georgino for service as Board President.
- Thanked Ken Knollenberg for his service to our students and the district.
- Thanked our frontline people, our teachers that have taken instruction online, our administrators who keep things running smoothly, our classified staff who provide support, our custodial staff who sanitize our schools, our kitchen staff that continue to provide lunches to our students, our parents that support their students with distance learning and our PTA and booster groups that are still creating activities for families.
- Attended CSBA New Board Member Orientation
- Joined LACSTA meeting on Ethnic studies.
- Attended CSBA Annual Education Conference sessions on Budget, Covid-19, Hybrid Learning and the underlying theme was Equity. Glad our district is addressing this issue.
- Looking forward to more training next month, working with such a strong Board and supporting the students and families of our district.

Nicole Le

- Thanked Donna Georgino and the Board for all the help and support.

Donna Georgino

- Attended four session at the CSBA Annual Education Conference last week. Marketing to Increase Enrollment- showed ways we may be able to offer virtual tours on website of our schools, CTE- drawn to that to look for ways to support Science Olympiad and make it institutionalized. Virtual Meetings-will share ideas with new Board President, Engage, Inform, Communicate and Transform-similar to first session but had a plan to work with students, staff and community. May be helpful with our communication plan.
- Congratulated newly elected Board members, Matt Smith, Melissa Espinoza and Mary Sneed look forward to working together.
- Thanked Ken Knollenberg for his years of service, we appreciate everything he has done for the District and wished him well.

There were no public comments.

Public Comments

**Discussion/  
Action Items**

**Election of Officers**

***Superintendent Dr. Fricker entertained nominations for President***

**Nomination and Election of President**

Item 9 President

On motion of Member Espinoza seconded by Member Lin, and on a 5-0-0 ROLL CALL

vote Member Smith elected to serve as President of the Board of Education until the Organizational Meeting in December 2021.

Aye: Lin, Sneed, Espinoza, Smith, Georgino  
Nay: None  
Abstain: None  
Absent: None

*Member Espinoza nominated Member Smith*

**President Smith entertained nominations for Vice President and Board Clerk**

**Nomination and Election of Vice President**

Item 10 Vice  
President

On motion of Member Lin seconded by Member Georgino, and on a 5-0-0 ROLL CALL vote Member Espinoza elected to serve as Vice President of the Board of Education until the Organizational Meeting in December 2021.

Aye: Georgino, Lin, Sneed, Smith, Espinoza  
Nay: None  
Abstain: None  
Absent: None

*Member Lin nominated Member Espinoza*

**Nomination and Election of Clerk**

Item 11 Clerk

On motion of Member Lin seconded by Member Smith, and on a 5-0-0 ROLL CALL vote Member Sneed elected to serve as Clerk of the Board of Education until the Organizational Meeting in December 2021.

Aye: Espinoza, Georgino, Lin, Smith, Sneed  
Nay: None  
Abstain: None  
Absent: None

*Member Lin nominated Member Sneed*

On motion of Member Sneed seconded by Member Espinoza, and on a 5-0-0 ROLL CALL vote Kimberly Fricker Superintendent elected to serve as Secretary to the Board of Education until the Organizational Meeting in December 2021.

Item 12 Secretary

Aye: Espinoza, Smith, Georgino, Sneed, Lin  
Nay: None  
Abstain: None  
Absent: None

On motion of Member Espinoza seconded by Member Georgino, and on a 5-0-0 ROLL CALL vote Hannah Geddy elected to serve as Assistant Secretary to the Board of Education until the Organizational Meeting in December 2021.

Item 13 Assistant  
Secretary

Aye: Georgino, Sneed, Lin, Espinoza, Smith  
Nay: None  
Abstain: None  
Absent: None

**Date, Time and Location of Regular Meetings**

On motion of Member Georgino seconded by Member Espinoza, and on a 5-0-0 ROLL CALL vote the Board Designate the second and fourth Wednesdays of each month at 6:00 p.m. for Regular Board Meetings; Closed Session will begin at 6:02 p.m.; Open Session, 7:00 p.m. Meetings will be held (normally) in the Boardroom at 9700 Las Tunas Drive, Temple City.

Note: Generally, only one regular meeting held in January, April, July, August, November, and December.

Item 14 Regular Meetings

Aye: Espinoza, Georgino, Lin, Smith, Sneed

Nay: None

Abstain: None

Absent: None

**Appointment of Representatives by Board President**

On motion of Member Espinoza seconded by Member Georgino, and on a 5-0-0 ROLL CALL vote **Member Lin** elected to serve as Board Representative to the County Committee on School District Organization.

Item 15 Rep. to County Committee on School District Organization

Aye: Lin, Sneed, Georgino, Espinoza, Smith

Nay: None

Abstain: None

Absent: None

On motion of Member Sneed seconded by Member Georgino, and on a 5-0-0 ROLL CALL vote **Member Espinoza** appointed to serve as the Board Representative to the Los Angeles County School Trustees Association.

Item 16 Representative to the Los Angeles County School Trustees Association

Aye: Sneed, Georgino, Smith, Lin, Espinoza

Nay: None

Abstain: None

Absent: None

Member Espinoza seconded by Member Lin, and on a 5-0-0 ROLL CALL vote **Member Georgino** appointed to serve as Board Representative to Temple City Committee on Aging through December 31, 2021.

Item 17 Representative to Temple City Committee on Aging

Aye: Espinoza, Smith, Georgino, Sneed, Lin

Nay: None

Abstain: None

Absent: None

On motion of Member Georgino seconded by Member Sneed, and on a 5-0-0 ROLL CALL vote, **Kimberly Fricker and Hannah Geddy** appointed to serve as Board Representatives in employer/ employee relations with authority to delegate representation to a Management Team Member.

Item 18 Board Reps. Employer/ Employee Relations

Aye: Espinoza, Georgino, Lin, Smith, Sneed

Nay: None

Abstain: None

Absent: None

On motion of Member Georgino seconded by Member Smith, and on a 5-0-0 ROLL CALL vote **Member Sneed** appointed to serve as the Board Representative to the Temple City Schools Foundation.

Item 19 Rep. to  
Schools  
Foundation

Aye: Lin, Sneed, Espinoza, Georgino, Smith

Nay: None

Abstain: None

Absent: None

On motion of Member Lin seconded by Member Espinoza, and on a 5-0-0 ROLL CALL vote **Members Smith and Georgino** appointed to serve as the Board Representative to the School District/City of Temple City Standing Committee.

Item 20 Reps. to  
District/City of TC  
Standing  
Committee

Aye: Espinoza, Smith, Georgino, Sneed, Lin

Nay: None

Abstain: None

Absent: None

### **Authorization of Signatures**

On motion of Member Lin, seconded by Member Sneed, and on a 5-0-0 roll call vote, the Board Adopted Resolution 2021-12, Annual Certification of Signatures Verifies Signatures of Governing Board Members and Authorizes Kimberly Fricker, Marianne Sarraill and Hannah Geddy to sign Warrants, Contracts, Orders for Payment, Notices of Employment, and related documents as approved by the Board of Education.

Item 21 Adopted  
Resolution 2021-  
12 Annual  
Certification of  
Signatures

Aye: Georgino, Espinoza, Sneed, Lin, Smith

Nay: None

Abstain: None

Absent: None

On motion of Member Espinoza, seconded by Member Georgino, and on a 5-0-0 roll call vote, the Board authorized Diana Vasquez, Director of Purchasing, to sign Purchase Orders under the dollar amount of \$1,000.

Item 22  
Authorized  
Signature for  
Purchase Orders

Aye: Lin, Georgino, Espinoza, Smith, Sneed

Nay: None

Abstain: None

Absent: None

### **Miscellaneous**

On motion of Member Lin, seconded by Member Espinoza, and on a 5-0 vote, the Board designated the following positions as Management, Confidential or Other Unrepresented Positions:

Item 23  
Management,  
Confidential, or  
Other  
Unrepresented  
Positions

Aye: Espinoza, Smith, Georgino, Sneed, Lin

Nay: None

Abstain: None

Absent: None

Alternative School Principal  
Assistant Superintendent Instruction -  
Vacant

Executive Director of Curriculum and  
Instruction  
Executive Director of Special

Associate Superintendent Personnel -  
Vacant  
Chief Business Official  
Coordinator of Health Services  
Coordinator of Student Data and  
Technology  
Coordinator of Personnel Services  
Director of Enterprise and Risk  
Management  
Director of Facility Services and  
Maintenance  
Director of Fiscal Services  
Director of Food Services  
Director of Purchasing  
Director of Technology Services  
Elementary Assistant Principal  
Executive Assistant I  
Executive Assistant II  
Executive Assistant III

Education  
Executive Director of Student Support  
Services and Technology  
High School Assistant Principal  
High School Principal  
Intermediate Assistant Principal  
Intermediate Principal  
Program Manager - Child Care  
Program Specialist – Special Education  
Personnel Technician I  
Personnel Technician II  
Superintendent  
Supervisor-Custodial Services  
Supervisor - Facilities Services and  
Maintenance  
Supervisor - Grounds  
Webmaster/Public Information Officer  
–Vacant

On motion of Member Georgino seconded by Member Sneed, and on a 5-0 vote, the Board appointed Marianne Sarraill as District Representative and Maria Cabrera as Alternate to the West San Gabriel Valley Benefits Joint Powers Authority, West San Gabriel Valley Workers' Compensation Joint Powers Authority, and West San Gabriel Valley Liability and Property Joint Powers Authority.

Item 24 District  
Rep.  
to JPA's

Aye: Lin, Georgino, Espinoza, Smith, Sneed  
Nay: None  
Abstain: None  
Absent: None

On motion of Member Espinoza, seconded by Member Lin, and on a 5-0 vote the Board adopted Current Board Policies through December 2021.

Item 25 Board  
Policies

Aye: Georgino, Sneed, Espinoza, Smith, Lin  
Nay: None  
Abstain: None  
Absent: None

On motion of Member Lin, seconded by Member Sneed and on a 5-0-0 ROLL CALL vote, the Board Approved the following Consent Agenda as follows:

**Consent Agenda**  
Items 26-27  
Approved  
Consent  
Agenda

- Certificated Personnel Order 2021-10
- Classified Personnel Order 2021-10

Aye: Espinoza, Smith, Georgino, Sneed, Lin  
Nay: None  
Abstain: None  
Absent: None

Member Sneed had a question.

There were no public comments.

Public Comments  
on Closed Session  
Agenda Items

Disclosure of Item(s) to be Discussed in Closed Session  
(Board action in Closed Session must be taken by roll call vote.)

Disclosure of  
Item(s) to be  
Discussed in  
Closed Session

- Personnel Matters (Government Code 54957)  
Public Employee Appointment, Discipline, Dismissal, Release

On motion of Member Lin seconded by Member Georgino on a 5-0-0 ROLL CALL vote, the Board adjourned to Closed Session at 9:44 a.m.

Adjourned to  
Closed Session

Aye: Georgino, Sneed, Lin, Smith, Espinoza  
Nay: None  
Abstain: None  
Absent: None

On motion of Member Lin seconded by Member Sneed on a 5-0-0 ROLL CALL vote, the Board reconvened to Open Session at 10:38 a.m.

Reconvened to  
Open Session

Aye: Smith, Espinoza, Sneed, Lin, Georgino  
Nay: None  
Abstain: None  
Absent: None

There were no actions taken in Closed Session

Action Taken in  
Closed Session

Ken Knollenberg submitted a public comment to welcome Mary Sneed to the Board, thanked everyone for the support, and thanked the community.

Additional Public  
Comments

### Adjournment

On motion of Member Espinoza seconded by Member Georgino and on a 5-0-0 ROLL CALL vote, the meeting adjourned at 10:40 a.m.  
Member Smith announced that the next meeting of the Board of Education is on January 27, 2021.

Adjournment

Aye: Lin, Georgino, Espinoza, Smith, Sneed  
Nay: None  
Abstain: None  
Absent: None

  
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Mary Sneed, Clerk of the Board of Education

### Future Board of Education Meetings

Future Board  
Meetings

January 27, 2021  
February 10 and 24, 2021  
March 10 and 24, 2021

April 28, 2021  
May 12 and 26, 2021  
June 9 and 23, 2021