

**Temple City Unified School District  
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 7, 2016**

President Bell called the Annual Organizational Meeting to order at 6:00 p.m. Call to Order

Board Members Present Roll Call

Vinson Bell, President  
Larry Marston, Vice President  
George Goold, Clerk  
Kenneth Knollenberg, Member  
John Pomeroy, Member

Board Members Absent

Jessica Huang, Student Board Member

Administrators Present

Kathy Perini, Superintendent  
Art Cunha, Assistant Superintendent, Personnel Services  
Melissa Kistler, Assistant Superintendent, Educational Services  
Marianne Sarrail, Chief Business Official

Administrators Absent

None

There were no public comments.

Public  
Comments

**Election of Officers**

President Bell entertained motions for President, Vice President, and Clerk Board Officers.

On motion of Member Pomeroy, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Member Marston was elected to serve as President of the Board of Education until the Organizational Meeting in December 2017. President

On motion of Member Marston, seconded by Member Goold, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Member Pomeroy was elected to serve as Vice President of the Board of Education until the Organizational Meeting in December 2017. Vice President

On motion of Member Goold, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Member Bell was elected to serve as Clerk of the Board of Education until the Organizational Meeting in December 2017.

Clerk

On motion of Member Bell, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Kathryn E. Perini was elected to serve as Secretary to the Board of Education until the Organizational Meeting in December 2017.

Secretary

On motion of Member Goold, seconded by Member Pomeroy, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Melissa Kistler was elected to serve as Assistant Secretary to the Board of Education until the Organizational Meeting in December 2017.

Assistant Secretary

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

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board designated the second and fourth Wednesdays of each month for regular meetings of the Board, with the exception of one regular meeting being held in April, July, August, November and December. Regular Board Meetings will begin at 6:15 p.m.; Closed Session at 6:17 p.m.; and Open Session at 7:00 p.m. Meetings will be held in the Boardroom at the District Office at 9700 Las Tunas Drive, Temple City.

Regular Meetings

### **Appointment of Representatives**

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Member Pomeroy was elected to serve as Board Representative to the County Committee on School District Organization.

Rep. to County Committee on School District Organization

On motion of Member Pomeroy, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Member Bell was elected to serve as Board Representative to the Los Angeles County School Trustees Association.

Rep. to LACSTA

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), Kathryn E. Perini and Art Cunha were appointed to serve as Board Representatives in employer/employee relations with authority to delegate representation to a Management Team Member.

Board Reps. Employer/Employee Relations

**Authorization of Signatures**

On motion of Member Marston, seconded by Member Knollenberg, and on a 5-0 roll call vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board adopted Resolution 1617-13, Annual Certification of Signatures Verifying Signatures of Governing Board Members and Authorizing Art Cunha, Melissa Kistler, Kathryn E. Perini, and Marianne Sarraill to sign Warrants, Contracts, Orders for Payment, Notices of Employment, and related documents as approved by the Board of Education.

Authorized Signatures Resolution 1617-13

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board authorized Diana Vasquez, Director of Purchasing, to sign Purchase Orders under the dollar amount of \$1,000.

Authorized Signature for Purchase Orders

**Miscellaneous**

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board designated the following positions as Management, Confidential or Other Unrepresented Positions:

Management, Confidential, or Other Unrepresented Positions

Administrative Assistant	Director, School to Career Enrichment Programs
Administrative Assistant to the Superintendent	Director, Special Education
Assistant Principal	Director, Technology
Assistant Superintendent, Educational Services	Personnel Assistant
Assistant Superintendent, Personnel Services	Personnel Technician
Chief Business Official	Public Information Officer/Webmaster
Coordinator, Curriculum	Principal
Director, Educational Services	Special Education Program Specialist
Director, Facility Services and Maintenance	Superintendent
Director, Fiscal Services	Supervisor, Extended Learning
Director, Food Services	Supervisor, Facility Services and Maintenance
Director, Purchasing	

On motion of Member Knollenberg, seconded by Member Goold, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), 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.

District Rep. to JPA's

On motion of Member Bell, seconded by Member Knollenberg, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board adopted Board Policies through December 2017.

Board Policies

Member Knollenberg volunteered to serve as the Board Representative to the Temple City Schools Foundation.

Rep. to  
Schools  
Foundation

Members Marston and Knollenberg volunteered to serve as Board Representatives to the School District/City of Temple City Standing Committee.

Reps. to  
District/City of  
TC Standing  
Committee

**Adjournment**

On motion of Member Bell, seconded by Member Marston, and on a 5-0 vote (Aye: Bell, Goold, Knollenberg, Marston, Pomeroy), the Board adjourned the Annual Organizational Meeting at 6:20 p.m.

Adjournment

  
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Vinson Bell, Clerk of the Board of Education