

San Pasqual Union School District

The Little School in the Valley

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BOARD OF EDUCATION REGULAR MEETING

Tuesday, March 11, 2025, at San Pasqual Union School

4:30 p.m. Regular Session

At 4:30 p.m., an open session will allow for public comment on Closed Session agenda items, followed immediately by a closed session.

I. CALL TO ORDER/OPEN SESSION

Kami Goe, President	_____	Laurisa Murray, Trustee	_____
Christy Gourley, Vice President	_____	Amelia Redmond, Trustee	_____
John Merz, Trustee	_____	Mark Burroughs, Supt /Secretary	_____
		Jenny Grassy, Recording Secretary	_____

A. PUBLIC COMMENT regarding Closed Session items

B. ADJOURNMENT to Closed Session

II. CLOSED SESSION

C. PERSONNEL – appointments, transfers, resignations, and/or reassignments
(GC §54957, 54954, 54957.6)

D. EVALUATION OF SUPERINTENDENT/PRINCIPAL PERFORMANCE
(GC§54957, 54954)

III. RECONVENE OPEN SESSION

E. WELCOME TO GUESTS AND PLEDGE OF ALLEGIANCE

F. REPORT OF ACTION TAKEN IN CLOSED SESSION

G. HEARING OF THE PUBLIC: Persons wishing to speak to an item on the agenda or another topic within the Board's jurisdiction.

H. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the 2/11/2025 regular meeting. Any changes to the full agenda, minutes, or consent agenda must be made now.

Supporting Documentation: [Minutes 2-22-25](#)

Action _____
Motion By _____ *Seconded by* _____ *Vote* _____
Vote: Goe _____ *Gourley* _____ *Merz* _____ *Murray* _____ *Redmond* _____

I. SAN PASQUAL UNION SCHOOL DISTRICT ELEMENTARY TEACHERS' ASSOCIATION (SPETA) REPORT

Jolene Mallory, SPETA President

J. EMPLOYEE RECOGNITION - Honoring our 2025 San Pasqual Union School District Teacher of the Year (Kristy Clark) and the 2025 San Pasqual Union School District Classified Employee of the Year (Jenny Grassy).

K. CURRICULUM REPORT - History/Social Studies Program

Tim Harmon, Middle School History Teacher

L. BOARD GOALS UPDATE - Goal #4, Create and Maintain Purposeful Family and Community Partnerships that Enhance Student Outcomes and Opportunities.

Mark Burroughs, Superintendent/Principal

M. ASSISTANT PRINCIPAL REPORT

Nicole Zdunich, Assistant Principal

N. SUPERINTENDENT REPORT

Mark Burroughs, Superintendent/Principal

IV. ACTION/DISCUSSION ITEMS

O. SECOND INTERIM BUDGET REPORT: Director of Finance Kristin DiNofia will report to the Board on the district budget. This second interim report requires Board approval. This budget report meets all criteria as measured by the San Diego County Office of Education.

Supporting Documentation: [Second Interim](#)

Action _____
Motion By _____ *Seconded by* _____ *Vote* _____
Vote: Goe _____ *Gourley* _____ *Merz* _____ *Murray* _____ *Redmond* _____

- P. DECLARATION OF NEED (DON): Annual form submitted to the California Commission on Teacher Credentialing (CCTC) by county offices of education, public school districts, state-wide agencies or non-public schools or agencies. This form contains the employing agency's estimated number of Emergency Permits that may be requested during the school year.

Supporting Documentation: [2025-2026 DON](#)

Action _____

Motion By _____ *Seconded by* _____ *Vote* _____

Vote: Goe _____ *Gourley* _____ *Merz* _____ *Murray* _____ *Redmond* _____

- Q. APPROVAL OF 2025 TRANSPORTATION PLAN, pursuant to the requirements in Education Code Section 39800.1

Mark Burroughs, Superintendent

Supporting Documentation: [2025 SPUSD Transportation Plan Draft](#)

Action _____

Motion By _____ *Seconded by* _____ *Vote* _____

Vote: Goe _____ *Gourley* _____ *Merz* _____ *Murray* _____ *Redmond* _____

V. CONSENT AGENDA

- R. PERSONNEL - REASSIGNMENT

Jenny Grassy, Executive Assistant & Student Data Systems Coordinator (Confidential)
(effective January 1, 2025)

Fatima Martinez, 1:1 Instructional Assistant-Visual Impairment - Temp
(effective March 7, 2025)

- S. PERSONNEL: NEW HIRES:

- a. Paloma Cervantes, Instructional Aide-Temp (effective March 3, 2025)

- T. PERSONNEL - RESIGNATIONS

Carol Schiefer, Teacher (Effective June 11, 2025)

Vince Timpe, Teacher (Effective June 11, 2025)

Meghan Travers, School Social Worker (Effective June 11, 2025)

- U. APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH ELIZABETH HOSPICE to provide grief counseling, crisis support, and professional training/resources at no cost to the District.

Supporting Documentation: [Elizabeth Hospice SPUSD MOU 2025-2028.pdf](#)

V. APPROVAL OF SAN PASQUAL UNION SCHOOL LIBRARY PURCHASES.

Supporting Documentation: [March 2025 Library Purchases/Donations](#)

W. FINANCIAL REPORTS: Collection advice, revolving cash, purchase orders, donations, credit card expenditures, commercial warrants, and Williams Report.

Supporting documentation: [March 2025 Financials](#)

Action _____

Motion By _____ Seconded by _____ Vote _____

Vote: Goe _____ Gourley _____ Merz _____ Murray _____ Redmond _____

VI. BOARD COMMENTS

X. Comments by Trustees

VII. RETURN TO CLOSED SESSION (if needed)

VIII. RECONVENE OPEN SESSION (if needed)

Y. REPORT OF ACTION TAKEN IN CLOSED SESSION (if needed)

IX. ADJOURNMENT

NEXT MEETING: April 8, 2025, at 4:30 pm

Looking Ahead:

3/11 - SP Foundation Meeting

3/14 - Variety Show

3/20 - Trimester 2 Awards Assemblies

3/24-4/4 - PTO Step It Up fundraiser

3/31 - DELAC Meeting

4/1 - SSC Meeting

4/2 - TK Roundup

Separate attachments are available by request at the District office. San Pasqual Union provides appropriate disability accommodations. Any person who requires disability-related accommodations or modifications, including auxiliary aids and services, to participate in the Board meeting should contact the Superintendent or designee in writing.