

San Ysidro School District Governing Board Organizational Meeting

AGENDA

Thursday,
December 19, 2024
5:00 p.m.

WELCOME

Welcome to the meeting of the San Ysidro School District Governing Board. As a courtesy to others, please turn the volume off on your cell phones and turn them on vibrate during the board meeting. Your cooperation is appreciated.

This meeting will be audio recorded. The public may view this meeting by accessing the following link:

<https://www.youtube.com/channel/UCGyF01068pwbhe-B5xnyl-A/videos>.

PLEASE NOTE: To access a resource for a specific Board meeting, click on the following link: <https://www.sysdschools.org/Page/286>. Then, filter by Year, Month, and/or Meeting Type before clicking *Submit*. All resources related to your search criteria will be displayed.

**San Ysidro Middle School
Multicultural Complex
4345 Otay Mesa Road
San Ysidro, CA 92173**

SAN YSIDRO SCHOOL DISTRICT
4350 Otay Mesa Road San Ysidro, CA 92173
Phone Number: (619) 428-4476 Fax Number: (619) 428-1505

ORGANIZATIONAL MEETING OF THE GOVERNING BOARD
THURSDAY, DECEMBER 19, 2024
5:00 p.m.

Pursuant to Government Code Section 54954 and 54954.2 and Education Code Section 35143, the Organizational Meeting of the Governing Board will be held on Thursday, December 19, 2024, at 5:00 p.m. to conduct its business meeting at the **San Ysidro Middle School - Multicultural Complex, 4345 Otay Mesa Road, San Ysidro, CA 92173**. This meeting will be audio recorded. The public may view this meeting by accessing the following link <https://www.youtube.com/channel/UCGyF01068pwbhe-B5xnyl-A/videos>.

Pursuant to Board Bylaw 9323 and Government Code 54953.5, members of the public may record an open Board meeting using an audio or video recorder, camera, cell phone, or other device, provided that the noise or obstruction of view does not disrupt the meeting or members of the audience. If a member of the public or media wishes to stand and record the meeting or set up a tripod, such recording must be done so on the left or right side of the public seating area. The Superintendent or an assigned employee may designate recording locations. If the Board determines that noise or obstruction of view disrupts proceedings, the activities shall be discontinued as determined by the Board.

Any meeting participant who engages in disorderly conduct which disturbs the peace and good order of the meeting, or refuses to comply with the lawful orders of the Board may be ordered removed from the meeting, and may be guilty of a misdemeanor (Cal. Penal Code Sec. 403).

Closed Session will be conducted in accordance with applicable sections of California Law.

AGENDA

1. CALL TO ORDER Who: _____ Time: _____

2. FLAG SALUTE

3. ADMINISTRATION OF OATH OF OFFICE

- Oath of Office Administered to Antonio Martinez by Sweetwater Union High School Board Member, Trustee Area 5, Marti Emerald
- Ceremonial Oath of Office Administered to Kenia Peraza by Superintendent and Secretary to the Governing Board, Dr. Gina Potter

4. EDUCATION CHAMPION AWARD presented to Rudy Lopez, San Ysidro School District Governing Board Member from December 2018 to December 2024

5. ROLL CALL by Gina A. Potter, Ed.D., Superintendent & Secretary to the Board

Mrs. Irene Lopez, Board Member
Mrs. Zenaida Rosario, Board Member
Mr. Antonio Martinez, Board Member
Mrs. Kenia Peraza, Board Member

6. BOARD INTERVIEWS AND APPOINTMENT

Interview Board candidates and appoint a candidate to the Governing Board.

- Martin Arias
- Maritza Chavarin
- Joel Castellon
- Jose Dircio
- Olga Espinoza
- Juan Morales

Motion: _____ Second: _____ Vote: _____

7. ADMINISTRATION OF OATH OF OFFICE TO BOARD APPOINTED CANDIDATE by Superintendent & Secretary to the Governing Board, Gina Potter, Ed.D.

8. PUBLIC COMMENT/COMMUNICATIONS ON BOARD ORGANIZATION

The Board of Trustees has established protocols that will allow the Board to conduct the business of the District while also achieving the type of open communication that we all want in our community. The Board values the input of parents, students, employees and other members of the public. Our goal is to allow the free exchange of views among Board members and its staff and between members of the public and the Board while maintaining a respectful and orderly atmosphere. It is the Board’s policy to encourage all interested individuals to contribute constructive ideas and perspectives during the meetings, while respecting the right of others to express their ideas and perspectives. The Board welcomes disagreement, but it is important that disagreement be expressed in a meaningful and respectful manner. Speakers should not make personal attacks on other individuals. To promote these goals, we ask that everyone be courteous, patient and respectful while others are speaking. Each speaker should feel free to express his or her viewpoint freely, but in a courteous and respectful way, speaking concisely and within the allotted time limits. Members of the public will not speak unless first recognized by the Board President/Chairperson and will speak only from the podium, not directly from the audience at any time.

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address **all of their items**. **Approach the lectern and give your name.**

The public has the opportunity to address the Board on any item appearing on the agenda or not on the agenda. Persons wishing to address the Board are asked to fill out a **Public Comment Form** located at the sign-in area, and submit the completed form to the administrative assistant prior to the start of the meeting.

Those who have a group concern are encouraged to select a spokesperson to address the Board. A copy of the full agenda is available for view at the Superintendent’s Office located at 4350 Otay Mesa Road, San Ysidro, California. Also, at the district website: www.sysdschools.org.

It is respectfully suggested that the Governing Board temporarily relinquish the chairmanship of the meeting to the Superintendent until the Board elects its President.

9. ANNUAL BOARD ORGANIZATION

A. Election of Board President

Motion: _____ Second: _____ Vote: _____

B. Election of Board Vice President

Motion: _____ Second: _____ Vote: _____

C. Election of Board Clerk

Motion: _____ Second: _____ Vote: _____

D. Appointment of Board Secretary

Motion: _____ Second: _____ Vote: _____

10. RECOGNITION OF FORMER BOARD PRESIDENT: Irene Lopez

11. AGENDA

- Corrections and additions to the agenda.
- Approve the agenda for the meeting.

Motion: _____ Second: _____ Vote: _____

12. BOARD RECOGNITION/DISTINGUISHED CHAMPIONS (Bojorquez/Inzunza)

12.1 San Ysidro Middle School Student and Staff Recognitions - Presented by San Ysidro Middle School Principal, Mairén Ruiz

- **1st Round of Reclassified Students for 2024-2025**
 - 7th grade: Samir Herrera Alcalá, Ximena Magallon, Adrian Martinez Cordova, Loveliie Ramirez, Melinda Real
 - 8th grade: Christian Corrales Rincon, Alondra Hernandez, Sebastien Medina and Brandy Padilla
- **Staff Promoting Positive School Culture**
 - Elizabeth Gomez (Positive School Climate Promoter/Publicity), Anais Beas (Positive School Climate Promoter/Publicity), Michelle Patterson (ASB), David Alvarado (PBIS), Emily MacIntyre (PBIS) and Maria Gomez (Positive School Culture Ambassador)

12.2 California School Boards Association (CSBA) Golden Bell Winner in the area of Curriculum and Instruction – Literacy/English Language Arts - Presented by Superintendent Dr. Gina Potter

- **Co-Authors:** Russell Little (Retired Assistant Superintendent of Educational Leadership and Pupil Services), Maria C. Rodriguez (Coordinator of Federal and State Programs and Language Acquisition) and Cristina Inzunza (Communications Specialist)
- **Data Aggregation Team:** Zenaida Rosario (Board Member), Manuel Bojorquez (Assistant Superintendent of Educational Leadership and Pupil Services), Luis Ramos (Director of Educational Services) and Jacob Rodriguez (Data Support Specialist)
- **Resource Teachers:** Adriana Aguilar, Liana Davis, Sandra Guzman, Carolina Hernandez and Cynthia Mosqueda
- **School Principals:** Laura English (La Mirada Elementary), Erika Meza (Ocean View Hills Elementary), Dr. Rebecca Bravo (Smythe Elementary), Matthew Bandy (Sunset Elementary), Mairén Ruiz (San Ysidro Middle School), Irene Herrera-Cevallos (Vista Del Mar Middle School) and Myrna Cerda (Willow Elementary)
- **Validation Team:** Irene Lopez (Board Member) and Rudy Lopez (Former Board Member)

13. PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS

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14. ITEMS FROM THE BOARD & SUPERINTENDENT

15. CONFERENCE SESSION

Reports/Presentations

15.1 2024-2025 First Interim Financial Report - Presented by Chief Business Official, Marilyn Adrianzen

16. GENERAL ADMINISTRATION

16.1 MINUTES (Potter)

Approve the minutes of the Regular Board Meeting of November 14, 2024, and the Special Board Meeting of November 25, 2024.

Motion: _____ Second: _____ Vote: _____

16.2 DATE, TIME AND PLACE OF GOVERNING BOARD MEETINGS (Potter)

Approve the regular Governing Board meetings from January through December 2025 at 5:00 p.m., at the District Office and at each school at least once a year.

Motion: _____ Second: _____ Vote: _____

16.3 RESOLUTION NO. 24/25-0021 ANNUAL & FIVE-YEAR REPORTABLE FEES REPORT (Adrianzen)

Approve Resolution No. 24/25-0021 for the 2023-24 Annual & Five Year Reportable Fees Report in compliance with Government Code Sections 66006 and 66001.13.5. *A California Financial Services KeyAnalytics representative will be available to answer questions.*

Motion: _____ Second: _____ Vote: _____

16.4 RESOLUTION NO. 24/25-0023 TO IDENTIFY THE AMOUNT OF BUDGET REDUCTIONS NEEDED IN 2025-26 (Adrianzen)

Approve Resolution No.24/25-0023 to identify the amount of budget reductions needed in 2025-26.

Motion: _____ Second: _____ Vote: _____

16.5 FIRST INTERIM FINANCIAL REPORT 2024-2025 (Adrianzen)

Approve the 2024-2025 First Interim Financial Report.

Motion: _____ Second: _____ Vote: _____

16.6 RESOLUTION NO. 24/25-0022 APPROVING “NO COMPETITIVE ADVANTAGE FINDING” AND AUTHORIZING AWARD OF THE CONTRACT FOR THE DISTRICT-WIDE HVAC FILTER REPLACEMENT PROJECT (Iniguez)

Consider and Approve Resolution No. 24/25-0022 approving “No Competitive Advantage Finding” and authorizing award of the Contract to ABM Building Services, LLC for the District-Wide HVAC Filter Replacement Project in the amount of \$187,196.08 from the Maintenance Fund.

Motion: _____ Second: _____ Vote: _____

16.7 MEMORANDUM OF UNDERSTANDING BETWEEN SAN YSIDRO SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REGARDING THE 2025 CSEA PARAEDUCATOR CONFERENCE (Burciaga)

Approve the Memorandum of Understanding between San Ysidro School District and the California School Employees Association regarding the 2025 CSEA Paraeducator Conference.

Motion: _____ Second: _____ Vote: _____

17. CONSENT CALENDAR

All items appearing are adopted by one single motion. There will be no discussion of these items prior to consideration of the motion, unless a member of the Board or the Superintendent requests that any such item be removed from the Consent Calendar and voted on separately.

Motion: _____ Second: _____ Vote: _____

17A. PERSONNEL – CLASSIFIED

EMPLOYMENT (Burciaga)

Approve/Ratify the employment for the following as recommended by staff:

17A.1 Custodian

- a. Jonathan Bastida, Smythe

17A.2 Instructional Aide Special Education

- a. Germania Velez Bravo, Willow

17A.3 Substitute Campus Aide

- a. Denise Del Moral, All Sites
- b. Eunice Reynaga, All Sites
- c. Jose Ruiz, All Sites

17A.4 Substitute Custodian

- a. Ana Karen Fernandez, All Sites
- b. Mayra Sanchez, All Sites
- c. Elisa Velazquez Gonzalez, All Sites

17A.5 Substitute Gardener

- a. Julian Redes, MOTF

17A.6 Substitute Instructional Aide

- a. Karen Morgan Valle, All Sites
- b. Eunice Reynaga, All Sites

17A.7 Substitute Maintenance Person

- a. Antonio Ortega, MOTF

LEAVE OF ABSENCE (Burciaga)

Deny the leave of absence without pay for the following as recommended by staff:

17A.8 Campus Security

- a. Samantha Arellano, La Mirada

17B. PERSONNEL – CERTIFICATED

EMPLOYMENT (Burciaga)

Approve/Ratify the employment for the following as recommended by staff:

17B.1 Temporary Head Start Preschool Permit Teacher

- a. Victoria Boone, Child Development Center

RESIGNATIONS (Burciaga)

Approve the resignation for the following as recommended by staff:

17B.2 Classroom Teacher K-6

- a. Maria Kaai, Sunset

17C. CURRICULUM & INSTRUCTION

17C.1 GIMKIT PRO SCHOOL LICENSE SUBSCRIPTION FOR VISTA DEL MAR

(Bojorquez/Herrera-Cevallos)

Approve the renewal of the GimKit Pro license subscription for Vista Del Mar Middle School at the total cost of \$1,000.00 from the Title I Fund.

17C.2 EXTENDED SCHOOL YEAR 2025 WAIVER (Bojorquez/Madera)

Approve the Waiver for Extended School Year 2025 to reduce the number of instructional days provided to special education students.

17C.3 INTERNATIONAL DATA EVALUATION CENTER (IDEC) LICENSE SUBSCRIPTION

(Bojorquez/Ramos)

Approve the purchase of the International Data Evaluation Center License Subscription to support teachers participating in the Reading Recovery Program at the cost of \$1,750.00 to be reimbursed by Project CLEAR.

17C.4 PROFESSIONAL DEVELOPMENTS (Bojorquez)

Approve/Ratify the attendance and participation of District staff to the different professional developments as attached.

17D. BUSINESS

17D.1 PURCHASING REPORT (Adrianzen)

Approve/Ratify the purchase orders incurred by the District during the month of November 2024.

17D.2 EXPENDITURE REPORT (Adrianzen)

Approve/Ratify the expenditures incurred by the District during the month of November 2024.

- 17D.3 ACCEPTANCE OF DONATIONS** (Adrianzen)
Accept donations with a total value of \$13,350.00 to help support and enrich our educational programs.
- 17D.4 APPROVE/RATIFY AGREEMENTS WITHIN DELEGATION OF AUTHORITY LIMITS** (Adrianzen)
Approve/Ratify the agreements on the attached list with cost implications within the authorized delegation of authority limits of up to \$15,000 for public project contracts and up to \$30,000 for all other contracts from the various funding sources or at no cost to the district.
- 17D.5 AGREEMENT WITH AMERICAN FIDELITY** (Adrianzen)
Approve/Ratify the agreement with American Fidelity to provide the Section 125 Flexible Benefit Plan.
- 17D.6 DISPOSAL OF OBSOLETE FURNITURE FROM THE CHILD DEVELOPMENT CENTER**
(Bojorquez/Pretzer)
Approve the disposal of obsolete furniture from the Child Development Center via donation or in a local public dump as per California Education Code Sec. 17546 (c).
- 17D.7 AGREEMENT WITH SCHLOYER EDUCATIONAL AUDIOLOGY ASSOCIATES** (Bojorquez/Madera)
Approve/Ratify the agreement with Schloyer Educational Audiology Associates for school year 2024-2025 at a rate up to \$250.00 per hour from the Special Education Fund.
- 17D.8 AMENDMENT NO. 2 TO THE CUPCCAA AGREEMENT WITH KONE, INC.** (Iniguez)
Approve/Ratify Amendment No. 2 to the CUPCCAA agreement with Kone, Inc. to provide elevator repair services at Willow School for an additional \$7,946.12 from the Routine Restricted Maintenance Account.
- 17D.9 AMENDMENT NO. 1 TO THE VITAL INSPECTION SERVICES, INC. AGREEMENT FOR OCEAN VIEW HILLS ELEMENTARY SCHOOL RELOCATABLE & CLASSROOM PROJECTS** (Iniguez)
Approve Amendment No. 1 with Vital Inspection Services, Inc. to provide additional DSA Project Inspector Services for the “Two (2) Relocatables and Classroom Remodel Projects” at Ocean View Hills Elementary School in the amount of \$3,960.00 from Developer Fee funds.
- 17D.10 AMENDMENT NO. 1 TO THE VITAL INSPECTION SERVICES, INC. AGREEMENT - WILLOW SECURITY FENCING PROJECT** (Iniguez)
Approve Amendment No. 1 with Vital Inspection Services, Inc. to provide DSA Project Inspector Services for the “Security Fencing Project” at Willow Elementary School in the amount of \$44,880.00 from the General Obligation Bond Measure U funds.
- 17D.11 NOTICE OF COMPLETION FOR THE ARTIFICIAL TURF REPLACEMENT PROJECT AT SUNSET ELEMENTARY SCHOOL** (Iniguez)
Approve the Notice of Completion for Wall 2 Wall Commercial Floor Coverings (dba W2W Sport) for the Artificial Turf Replacement Project at Sunset Elementary School.
- 17D.12 RFP NO. B2024-05 AND CUPCCAA AGREEMENT WITH PRESTIGE WINDOW SOLUTIONS**
(Iniguez)
Award RFP No. B2024-05 to and approve the CUPCCAA construction contract with Prestige Window Solutions to furnish & install privacy/security window film for Ocean View Hills and Sunset Elementary Schools Safety and Security Projects in the amount of \$83,505.00 from the General Obligation Bond Measure T funds.

17D.13 AMENDED AND RESTATED PROPOSAL WITH SOUTH BAY FENCE (Iniguez)

Approve the amended and restated proposal with South Bay Fence for the installation of fences and gates behind the two (2) new relocatable buildings in the new amount of \$23,780.00 from the Developer Fees Fund for the Ocean View Hills School Project.

17D.14 AGREEMENT WITH TERRAVERDE ENERGY (Iniguez)

Approve the multi-year agreement with TerraVerde Energy to provide Solar Management Services District-Wide during 2025-2028 in the amount of \$216,127.00 from the General Obligation Bond Measure T funds.

18. PUBLIC COMMENT/COMMUNICATIONS ON CLOSED SESSION ITEMS

The Board of Trustees has established protocols that will allow the Board to conduct the business of the District while also achieving the type of open communication that we all want in our community. The Board values the input of parents, students, employees and other members of the public. Our goal is to allow the free exchange of views among Board members and its staff and between members of the public and the Board while maintaining a respectful and orderly atmosphere. It is the Board's policy to encourage all interested individuals to contribute constructive ideas and perspectives during the meetings, while respecting the right of others to express their ideas and perspectives. The Board welcomes disagreement, but it is important that disagreement be expressed in a meaningful and respectful manner. Speakers should not make personal attacks on other individuals. To promote these goals, we ask that everyone be courteous, patient and respectful while others are speaking. Each speaker should feel free to express his or her viewpoint freely, but in a courteous and respectful way, speaking concisely and within the allotted time limits. Members of the public will not speak unless first recognized by the Board President/Chairperson and will speak only from the podium, not directly from the audience at any time.

Please submit public comment forms prior to start of meeting at 5:00 p.m. Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address **Closed Session Items Only**. (Closed Session Items may be continued to the end of meeting if necessary.)

19. GOVERNING BOARD – RECESS to CLOSED SESSION in accordance with section 54954.5 regarding:**19.1 GOVERNMENT CODE SECTION 54957.6****CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: District Legal Counsel Joseph Sanchez and Director of Human Resources Efrain Burciaga

Employee Organizations:

San Ysidro Education Association/CTA

California School Employees Association, Chapter 154

Unrepresented:

Administrators, Certificated Management, Classified Management & Confidential

19.2 GOVERNMENT CODE SECTION 54957

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT

19.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:

No. of cases: 20

RECONVENE into OPEN SESSION to take action on items discussed in closed session, or to make disclosures of action taken in closed session, if any, as required by Government Code section 54957.7 and section 54957.1.

20. ADJOURNMENT

Time:

Respectfully Submitted,

Gina A. Potter, Ed.D., Superintendent

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Superintendent's Office at (619) 428-4476, extension 3022. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure Accessibility to the Board meeting.