

San Ysidro School District Governing Board

AMENDED AGENDA

**Tuesday,
March 5, 2024
5:00 p.m.**

WELCOME

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

**Smythe School
Auditorium
1880 Smythe Ave
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

REGULAR MEETING OF THE GOVERNING BOARD
TUESDAY, MARCH 5, 2024
5:00 p.m.

Pursuant to Government Code Sections 54954 and 54954.2 and Education Code Section 35140, the Regular Meeting of the Governing Board will be held on Tuesday, March 5, 2024, to conduct its business meeting at **Smythe School - Auditorium- 1880 Smythe Ave, San Ysidro, CA 92173**. This meeting will be audio recorded.

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 to be held at 5:00 p.m. to 6:00 p.m., and will reconvene into Open Session at 6:00 p.m. Closed Session will be conducted in accordance with applicable sections of California Law.

AMENDED AGENDA

1. CALL TO ORDER Who: _____ Time: _____

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

Mrs. Irene Lopez, Board President
Mrs. Zenaida Rosario, Board Vice-President
Mr. Antonio Martinez, Board Clerk
Mr. Rudy Lopez, Board Member
Mrs. Rosaleah Pallasigue, Board Member

3. AGENDA

Corrections and additions to the agenda.

Approve the agenda for the meeting.

Motion: _____ Second: _____ Vote: _____

4. 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.)

5. GOVERNING BOARD – RECESS to CLOSED SESSION in accordance with section 54954.5 regarding:

5.1 CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION (Legal Counsel)

Pursuant to Government Code Section 54956.9(d)(1)
Name of Case: Student v. San Ysidro School District
OAH Case No. 2023110896

**5.2 GOVERNMENT CODE SECTION 54957.6
CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: District Legal Counsel Joseph Sanchez and Superintendent Gina Potter, Ed.D.

Employee Organizations:

San Ysidro Education Association/CTA
California School Employees Association, Chapter 154

Unrepresented:

Administrators, Classified Management, Confidential/Supervisory

**5.3 GOVERNMENT CODE SECTION 54957
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT**

5.4 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
No. of cases: 5

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.

6. CALL TO ORDER Who: _____ Time: _____

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

Mrs. Irene Lopez, Board President
Mrs. Zenaida Rosario, Board Vice-President
Mr. Antonio Martinez, Board Clerk
Mr. Rudy Lopez, Board Member
Mrs. Rosaleah Pallasigue, Board Member

8. FLAG SALUTE

9. BOARD RECOGNITION/DISTINGUISHED CHAMPIONS (Little/Inzunza)

- 9.1** Smythe Elementary Student and Staff Recognitions - Presented by Smythe School Principal, Dr. Rebecca Bravo
- Students: Alexa Hernandez (6th grade student) and Mia Grimaldo (6th grade student) for outstanding achievement in the area of social emotional skills
 - Staff: Thelma Valenzuela (Administrative Clerk I) for parent engagement; Monica Perez (Instructional Media Resource Aide) for student achievement; Letty Fabian (Health Clerk) for safety, climate and student engagement; Holly Breedlove (Licensed Vocational Nurse) for safety, climate and student engagement and Krisvell Sanchez (Temporary Intervention Support Teacher) for english language proficiency

10. PUBLIC COMMENT/COMMUNICATIONS ON OPEN 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
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.

11. ITEMS FROM THE BOARD & SUPERINTENDENT

12. CONFERENCE SESSION

Reports/Presentations

- 12.1** 2022-23 Annual Financial Audit Report - Presented by Brian Hadley, Certified Public Accountant (CPA), Wilkinson Hadley King & Co., LLP
- 12.2** 2023-2024 Second Interim Financial Report, State Fiscal Update & District Budget Reduction Plan Overview- Presented by Chief Business Official, Marilyn Adrianzen
- 12.3** Presentation of Voter Survey Results - Presented by President of DS&C, Dale Scott

13. GENERAL ADMINISTRATION

13.1 MINUTES (Potter)

Approve the minutes of the Regular Board Meeting of February 13, 2024.

Motion: _____ Second: _____ Vote: _____

13.2 ANNUAL FINANCIAL AUDIT REPORT FOR 2022-2023 (Adrianzen)

Approve the 2022-23 Annual Financial Audit Report.

Motion: _____ Second: _____ Vote: _____

13.3 SOUTH COUNTY SPECIAL EDUCATION LOCAL PLAN AREA (SELPA) COMMUNITY ADVISORY COMMITTEE (CAC) REPRESENTATIVE SELECTION PROCESS AND TIMELINE (Little/Madera)

Information only.

13.4 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES AND ADMINISTRATIVE REGULATIONS - 0000 SERIES (Little)

Approve the First Reading and Adoption of Revised Board Policies and Administrative Regulations - 0000 series: Board Policy 0410 - Nondiscrimination in District Programs and Activities, Board Policy/Administrative Regulation 0460 - Local Control and Accountability Plan, and Board Policy 0500 - Accountability.

Motion: _____ Second: _____ Vote: _____

13.5 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES, ADMINISTRATIVE REGULATIONS AND EXHIBITS - 1000 SERIES (Little/Bojorquez)

Approve the First Reading and Adoption of Revised Board Policies, Administrative Regulations and Exhibits - 1000 series: Administrative Regulation 1220 - Citizen Advisory Committees, Board Policy/Administration Regulation/Exhibit(1) 1312.2 - Complaints Concerning Instructional Materials, Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures, Administrative Regulation/Exhibit(1)/Exhibit (2) 1312.4 - Williams Uniform Complaint Procedures and Board Policy 1431 - Waivers.

Motion: _____ Second: _____ Vote: _____

13.6 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES AND ADMINISTRATIVE REGULATIONS - 3000 SERIES (Adrianzen)

Approve the First Reading and Adoption of Revised Board Policies and Administrative Regulations - 3000 series: Board Policy/Administrative Regulation 3400 - Management of District Assets/Accounts.

Motion: _____ Second: _____ Vote: _____

13.7 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES AND ADMINISTRATIVE REGULATIONS - 5000 SERIES (Little)

Approve the First Reading and Adoption of Revised Board Policies and Administrative Regulations - 5000 series: Board Policy 5145.3 - Nondiscrimination/Harassment, Board Policy 5116.2 - Involuntary Student Transfers, Board Policy/Administrative Regulation 5131.2 - Bullying, Administrative Regulation 5141.21 - Administering Medication and Monitoring Health Conditions and Board Policy/Administrative Regulation 5148.3 - Preschool/ Early Childhood Education.

Motion: _____ Second: _____ Vote: _____

13.8 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES, ADMINISTRATIVE REGULATIONS AND EXHIBITS - 6000 SERIES (Little)

Approve the First Reading and Adoption of Revised Board Policies, Administrative Regulations and Exhibits - 6000 series: Board Policy/Administrative 6143 - Courses of Study, Board Policy/Administrative Regulation/Exhibit(1) 6161.1 - Selection and Evaluation of Instructional Materials, Board Policy 6161.11- Supplementary Instructional Materials, Board Policy 6163.1 - Library Media Centers, Board Policy/Administrative Regulation 6142.8 - Comprehensive Health Education, Board Policy 6170.1 - Transitional Kindergarten and Administrative Regulation 6173.3 - Education for Juvenile Court School Students.

Motion: _____ Second: _____ Vote: _____

13.9 FIRST READING AND ADOPTION OF REVISED BOARD BYLAWS AND EXHIBITS - 9000 series (Potter)

Approve the First Reading and Adoption of Revised Board Bylaws and Exhibits - 9000 series: Board Bylaw 9321/Exhibit(1)/Exhibit(2) - Closed Session.

Motion: _____ Second: _____ Vote: _____

13.10 2024-2025 STUDENT CALENDAR (Bojorquez)

Approve the 2024-2025 Student Calendar.

Motion: _____ Second: _____ Vote: _____

13.11 2024-2025 STAFF WORK CALENDARS (Bojorquez)

Approve the 2024-2025 Staff Work Calendars:

- 2024-2025 Certificated Cabinet Work Calendar
- 2024-2025 Certificated Directors/Coordinators Work Calendar
- 2024-2025 Classified Employee 10 Month (209 days) Work Calendar
- 2024-2025 Classified Employee 10 Month (213 days) Work Calendar
- 2024-2025 Classified Employee 11 Month Work Calendar
- 2024-2025 Classified Employee 12 Month Work Calendar
- 2024-2025 Classified Management & Confidential Work Calendar
- 2024-2025 Principal/Assistant Principal Work Calendar
- 2024-2025 Teacher & School Nurse Work Calendar
- 2024-2025 Counselors Work Calendar
- 2024-2025 Psychologists Work Calendar
- 2024-2025 Social Workers/Language, Speech & Hearing Specialists Work Calendar

Motion: _____ Second: _____ Vote: _____

13.12 RESOLUTION NO. 23/24-0026 – TEMPORARY CERTIFICATED EMPLOYEE RELEASE (Bojorquez)

Adopt Resolution No. 23/24-0026 authorizing the District to notice individual, temporary certificated employees of the district’s intent to release at the close of the 2023-2024 school year.

Motion: _____ Second: _____ Vote: _____

13.13 RESOLUTION NO. 23/24-0027 – LAYOFF OF CLASSIFIED STAFF (Bojorquez)

Approve Resolution No. 23/24-0027 authorizing the District to reduce and/or eliminate the following particular kinds of services of the District at the close of the 2023-2024 school year for fiscal and budgetary reasons.

Motion: _____ Second: _____ Vote: _____

13.14 RESOLUTION NO. 23/24-0028– LAYOFF OF CERTIFICATED STAFF (Bojorquez)

Adopt Resolution No. 23/24-0028 authorizing the District to reduce and/or discontinue the following particular kinds of services of the District at the close of the 2023-2024 school year.

Motion: _____ Second: _____ Vote: _____

13.15 RESOLUTION NO. 23/24-0029- DAY/WEEK OF THE TEACHER (Bojorquez)

Adopt Resolution No. 23/24-0029 declaring the observance of Wednesday, May 7, 2024, as the San Ysidro “Day of the Teacher” and the week of May 6-12, 2024, as “Week of the Teacher.”

Motion: _____ Second: _____ Vote: _____

13.16 RESOLUTION NO. 23/24-0030- CLASSIFIED/CONFIDENTIAL SCHOOL EMPLOYEE WEEK (Bojorquez)

Adopt Resolution No. 23/24-0030 recognizing the week of May 19-25, 2024, as “Classified and Confidential School Employee Week.”

Motion: _____ Second: _____ Vote: _____

13.17 SECOND INTERIM FINANCIAL REPORT FOR 2023-24 FISCAL YEAR (Adrianzen)

Approve the 2023-24 Second Interim Financial Report.

Motion: _____ Second: _____ Vote: _____

13.18 AB1200 AND COLLECTIVE BARGAINING TENTATIVE AGREEMENT WITH THE SAN YSIDRO EDUCATION ASSOCIATION (Adrianzen/Bojorquez/Iniguez)

Approve/Ratify the submittal of AB1200 to the San Diego County Office of Education in reference to Article 18 – Compensation and Fringe Benefits to provide a certificated salary schedule and health & welfare benefits increase and approval of the Collective Bargaining Tentative Agreement with San Ysidro Education Association (SYEA) subject to ratification by SYEA.

Motion: _____ Second: _____ Vote: _____

13.19 AB1200 AND MEMORANDUM OF UNDERSTANDING WITH THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS SAN YSIDRO CHAPTER NO. 154 (Adrianzen/Bojorquez/Iniguez)

Approve/Ratify the submittal of AB1200 to the San Diego County Office of Education and approval of the Memorandum of Understanding with the California School Employees Association (CSEA) and its San Ysidro Chapter No. 154 related to Reclassification of Positions.

Motion: _____ Second: _____ Vote: _____

14. 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: _____

14A. PERSONNEL – CLASSIFIED

EMPLOYMENT (Bojorquez)

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

14A.1 Instructional Aide

- a. Claudia Sotelo, Child Development Center

14A.2 Substitute Campus Aide

- a. Jerry Bell, All Sites
- 14A.3** Substitute Campus Security
 - a. Jerry Bell, All Sites
- 14A.4** Substitute Clerk
 - a. Yria Hernandez, All Sites
- 14A.5** Substitute Custodians
 - a. Aaron Ceja, All Sites
 - b. Stevan Perez, All Sites

14B. PERSONNEL – CERTIFICATED

EMPLOYMENT (Bojorquez)

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

- 14B.1** Substitute Preschool Permit Teachers
 - a. Ernestina Lopez, Child Development Center
- 14B.2** Substitute Teachers
 - a. Andrew Arocho, All Sites
 - b. Karla Diaz-Parga, All Sites
 - c. Cassandra Escudero, All Sites
 - d. Cynthia Novobilsky, All Sites
 - e. Maribel Salcido, All Sites
 - f. Alejandro Zamarripa, All Sites

RESIGNATION (Bojorquez)

Approve to the resignation for the following as recommended by staff:

- 14B.3** Classroom Teacher K-6
 - a. Chelsea Houldin, Willow
- 14B.4** Resource Specialist
 - a. Arantza Borunda Sarabia, Smythe
- 14B.5** Special Day Class Teachers
 - a. Eva Gonzalez, Willow
 - b. Elia Ramirez, Child Development Center

14C. CURRICULUM & INSTRUCTION

14C.1 LICENSE SUBSCRIPTION WITH EDUCATIONAL EPIPHANY FOR THE EPIPHANY VIDEO LIBRARY ACCESS (Little/Herrera-Cevallos)

Approve the purchase of the Epiphany Video Library Access license subscription from the Educational Epiphany for Vista Del Mar Middle School at the total cost of \$999.00 from the Title I fund.

14C.2 SUBSCRIPTION RENEWAL WITH BRAINPOP FOR THE BRAINPOP AND BRAINPOP ELL PROGRAMS (Little/Bravo)

Approve/Ratify the subscription renewal from BrainPOP for the BrainPOP and BrainPOP ELL programs for Smythe Elementary at the total cost of \$8,802.00 from the Title I Fund.

14C.3 31ST ANNUAL ADELANTE MUJER CONFERENCE (Little)

Approve the participation of students in grades fifth through eighth and their parents at the 31st Annual Adelante Mujer Conference scheduled for April 20, 2024, at the cost of \$3,500.00 from the General fund.

14D.4 RENEWAL OF GOGUARDIAN LICENSES FROM CDW-G FOR SAFER ONLINE STUDENT ACCESS (Little)

Approve/Ratify the renewal of the GoGuardian licenses from CDW-G as a tool to facilitate safer access to online educational materials at a total cost of \$35,090.00 from the Title I fund.

14C.5 PROFESSIONAL DEVELOPMENT (Little)

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

14D. BUSINESS**14D.1 PURCHASING REPORT (Adrianzen)**

Approve/Ratify the purchase orders incurred by the District during the period February 1, 2024 through February 29, 2024. This includes all agreements along with those with cost implications that fall 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.

14D.2 EXPENDITURE REPORT (Adrianzen)

Approve/Ratify the expenditures incurred by the District during the period of February 1, 2024 through February 29, 2024. This includes all agreements along with those with cost implications that fall 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.

14D.3 APPROVE/RATIFY AGREEMENTS WITHIN DELEGATION OF AUTHORITY LIMITS (Adrianzen)

Approve/Ratify the agreements on the attached list with cost implications that fall 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.

14D.4 ACCEPTANCE OF DONATIONS (Adrianzen)

Accept donations and grants valued at \$1,500.00 to help support and enrich our educational programs.

14D.5 MASTER AGREEMENT WITH TERRAVERDE ENERGY, LLC (Iniguez)

Approve a 3-year master agreement with TerraVerde Energy, LLC. an approved firm through RFQ No. 2307 to provide professional consulting services for capital improvement and maintenance projects. Authorize staff to finalize agreements with each firm based on the form of contract provided with any minor modifications having legal oversight. Authorize Superintendent or Chief Business Official to execute Work Authorizations for tasks followed by Board ratification and approval.

14D.6 CHANGE ORDER TO THE B.R. BUILDING RESOURCES AGREEMENT (Iniguez)

Approve/Ratify Change Order No. PCCO-1 to the B.R. Building Resources Agreement to install an electrical subpanel at the San Ysidro Middle School's P.E. Coaches' Office in an amount of \$1,863.24 to be paid from the COPs Refunding Account.

14D.7 AMENDMENT NO. 1 TO B.R. BUILDING RESOURCES AGREEMENT - TASK ORDER NO. 3 (Iniguez)
Approve/Ratify Amendment No. 1 to the B.R. Building Resources Agreement - Task Order No. 3, extending the term of Task Order No. 3 to July 15, 2024 to complete and submit reports to the California Energy Commission for the CalSHAPE Program related to HVAC units.

14D.8 AGREEMENT WITH SAN DIEGO COUNTY TAXPAYERS ASSOCIATION (Adrianzen)
Approve the agreement with the San Diego County Taxpayers Association to conduct the Annual Performance Audit of the General Obligation Bonds for Measures T and U for calendar year 2023 at a cost of \$27,500.00 from the General Obligation Bonds funds.

14D.9 AGREEMENT WITH SIGNA DIGITAL SOLUTIONS FOR COPIERS AND PRINTERS – EXHIBIT E
(Adrianzen)
Approve/Ratify Exhibit E of the Professional Services Agreement with Signa Digital Solutions for the copiers and printers. The estimated cost of Exhibit E is to be determined and paid from the General fund.

14D.10 AGREEMENT WITH SOUTHWESTERN COMMUNITY COLLEGE (Bojorquez)
Approve/Ratify the agreement and amendment with Southwestern Community College for the Service Learning Program.

14D.11 MEMORANDUM OF UNDERSTANDING WITH OUR LADY OF MT. CARMEL SCHOOL FOR TITLE III FUNDING AND SERVICES (Little)
Approve the Memorandum of Understanding with Our Lady of Mount Carmel School for Title III funds and services for the 2023-2024 school year at a cost not to exceed \$30,906.00.

14D.12 AGREEMENT WITH WILKINSON HADLEY KING & COMPANY LLP (Adrianzen)
Approve the 3-year agreement with Wilkinson Hadley King & Co. LLP for bond auditing services at an estimated annual cost of \$11,500.00 from the Measure T and U funds.

15. 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.