

# San Ysidro School District Governing Board

## **AGENDA**

Thursday

August 27, 2015

Closed Session: 4:30 p.m.-6:00 p.m.

Open Session: 6:00 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.

Education Center  
4350 Otay Mesa Road  
San Ysidro

# GENERAL ADMINISTRATION

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

**SPECIAL MEETING OF THE GOVERNING BOARD**  
**THURSDAY, APRIL 9, 2015**  
**5:30 p.m.**

Pursuant to Government Code Section 54956 and Education Code Section 35144, the Special Meeting of the Governing Board was held on Thursday, April 9, 2015 at 5:30 p.m. to conduct its business meeting at the **Education Center, 4350 Otay Mesa Road, San Ysidro, CA 92173.**

**MINUTES**

1. **CALL TO ORDER**           Who: President Martinez       Time: 5:32 p.m.
  
2. **ROLL CALL** by Mr. Edward Velasquez- Interim Superintendent & Secretary to the Board  
    Mr. Antonio Martinez, President  
    Mr. Marcos A. Diaz, Vice-President  
    Mr. Rodolfo Linares, Clerk  
    Mr. Jose F. Barajas, Member  
    Mrs. Luciana Corrales, Member

**3. PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS**

**Michelle Krug**, 1) Commented that she hopes the Board will hold a public session for the Superintendent Search. Mentioned that it's critical for the public to know the process and give their input. 2) Asked the Board to consider including in the EcoBusiness Addendum local hire for the project.

**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.** If translation services are required, please state that, and an additional one (1) minute will be allotted. **Approach the lectern and give your name and address.**

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 start of 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.sysd.k12.ca.us](http://www.sysd.k12.ca.us)

4. **FLAG SALUTE** by Edward Velasquez, Interim Superintendent.
  
5. **GENERAL ADMINISTRATION**

**5.1 PUBLIC HEARING**

The Board held Public Hearing Regarding Proposed Reinstatement of the Original EcoBusiness Agreement and Proposed Addendum.

In accordance with published notice, this is the time and place set to consider any protest or public comment regarding the proposed reinstatement of the original EcoBusiness agreement and proposed addendum.

There were no public comments.

**5.2 ECOBUSINESS AGREEMENT AND PROPOSED ADDENDUM**

The Board discussed and approved proposed reinstatement of the original EcoBusiness Agreement and proposed Addendum striking subsections a. and b. of Item 2.

Motion: Diaz                      Second: Linares                      Vote: Unanimous

Member Barajas made the motion to adjourn the meeting, seconded by Clerk Linares. The vote was unanimous.

**6. ADJOURNMENT**                      Time: 6:57 p.m.

Respectfully Submitted,

Julio Fonseca, Ed.D., Secretary  
Governing Board

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

**SPECIAL MEETING OF THE GOVERNING BOARD**  
**SATURDAY, FEBRUARY 28, 2015**  
**9:00 a.m.**

Pursuant to Government Code Section 54956 and Education Code Section 35144, the Special Meeting of the Governing Board was held on Saturday, February 28, 2015 at 9:00 a.m. to conduct its business meeting at the **Multicultural Complex, 4345 Otay Mesa Road, San Ysidro, CA 92173.**

**MINUTES**

1. **CALL TO ORDER**           Who: President Martinez           Time: 9:00 a.m.
  
2. **ROLL CALL** by Mr. Edward Velasquez- Interim Superintendent & Secretary to the Board  
    Mr. Antonio Martinez, President  
    Mr. Marcos A. Diaz, Vice-President  
    Mr. Rodolfo Linares, Clerk  
    Mr. Jose F. Barajas, Member  
    Mrs. Luciana Corrales, Member

3. **PUBLIC COMMENT/COMMUNICATIONS ON CLOSED SESSION ITEMS**  
None at this time.

Clerk Linares made the motion to recess to Closed Session, seconded by Vice-President Diaz. The vote was unanimous.

4. **GOVERNING BOARD – RECESSED to CLOSED SESSION at 9:01 a.m. in accordance with section 54954.5 regarding:**

- 4.1 **CONFERENCE WITH LEGAL COUNSEL-PENDING LITIGATION:**  
Government Code section 54956.9(a) and (d)(1) EcoBusiness Alliance v. San Ysidro School District, San Diego Superior Court Case No. 37-2012-00095758-CU-BL-CTL

- 4.2 **Government Code Section 54957**  
**PUBLIC EMPLOYMENT**  
Title: Principal La Mirada

- 4.3 **Government Code Section 54957**  
**PUBLIC EMPLOYMENT**  
Title: Assistant Principal/Resource Leader

**RECONVENED into OPEN SESSION at 10:06 a.m.** 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.

The Board took no action in Closed Session.

5. **CALL TO ORDER**           Who: President Martinez           Time: 10:06 a.m.
  
6. **ROLL CALL** by Mr. Edward Velasquez- Interim Superintendent & Secretary to the Board  
    Mr. Antonio Martinez, President  
    Mr. Marcos A. Diaz, Vice-President  
    Mr. Rodolfo Linares, Clerk

Mr. Jose F. Barajas, Member  
Mrs. Luciana Corrales, Member

7. **FLAG SALUTE** by Edward Velasquez, Interim Superintendent.

8. **PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS**

**Carol Wallace, SYEA President,** 1) Commended Interim Superintendent Velasquez for the wonderful job he is doing and the Board for following his lead. 2) Commented that because of the district saying there was no money, led the teachers to strike. 3) Mentioned that money was found and there was always money. 4) Commented that the district spent almost \$1 million on the strike and the people that are culpable should be held accountable.

**Michelle Krug,** 1) Mentioned that she is thrilled how the Board is conducting their business and thanked Interim Superintendent Velasquez. 2) Commented that Board meetings should be more accessible to the public and should be posted on the district's website. 3) Mentioned that she is hoping a positive Second Interim will be submitted to the San Diego County Office of Education. 4) Commented that people should be held accountable because money doesn't suddenly appear.

**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**. If translation services are required, please state that, and an additional one (1) minute will be allotted. **Approach the lectern and give your name and address.**

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 start of 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 of the district office at 4350 Otay Mesa Road, San Ysidro, California. Also, at the district website: [www.sysd.k12.ca.us](http://www.sysd.k12.ca.us)

9. **GENERAL ADMINISTRATION**

9.1 **EMPLOYMENT OF PRINCIPAL**

The Board employed Lourdes Quesada as Interim Principal of La Mirada School effective February 28, 2015 or as soon thereafter.

Motion: Barajas                      Second: Corrales                      Vote: Unanimous

9.2 **EMPLOYMENT OF ASSISTANT PRINCIPAL/RESOURCE LEADER**

The Board employed Kelly Hay as Assistant Principal/Resource Leader effective February 28, 2015 or as soon thereafter.

Motion: Diaz                              Second: Linares                              Vote: Unanimous

9.3 **EMPLOYMENT OF ASSISTANT PRINCIPAL/RESOURCE LEADER**

The Board employed Michelle Sturm- Gonzalez as Assistant Principal/Resource Leader effective February 28, 2015 or as soon thereafter.

Motion: Linares                              Second: Diaz                              Vote: Unanimous

9.4 **PRESENTATION ON BUDGET**

9.5 **PRESENTATION ON BOND**

Clerk Linares made the motion to recess to Closed Session, seconded by Member Barajas. The vote was unanimous.

9.6 **MEMORANDUM OF UNDERSTANDING WITH ECOBUSINESS ALLIANCE** – Tabled to a future meeting.  
Approve Memorandum of Understanding with EcoBusiness Alliance.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

10. **GOVERNING BOARD – RECESSED to CLOSED SESSION at 10:31 a.m. in accordance with section 54954.5 regarding:**

10.1 **CONFERENCE WITH LEGAL COUNSEL-PENDING LITIGATION:**  
Government Code section 54956.9(a) and (d)(1) EcoBusiness Alliance v. San Ysidro School District, San Diego Superior Court Case No. 37-2012-00095758-CU-BL-CTL

**RECONVENED into OPEN SESSION at 11:59 a.m.** 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.

11. **ROLL CALL** by Mr. Edward Velasquez- Interim Superintendent & Secretary to the Board

- Mr. Antonio Martinez, President
- Mr. Marcos A. Diaz, Vice-President
- Mr. Rodolfo Linares, Clerk
- Mr. Jose F. Barajas, Member
- Mrs. Luciana Corrales, Member

The Board took the following action in Closed Session:

- 1) The Board authorized Counsel and Superintendent to engage in conclusion of negotiations with EcoBusiness.

Clerk Linares made the motion to adjourn the meeting, seconded by Vice-President Diaz. The vote was unanimous.

10. **ADJOURNMENT** Time: 12:01 p.m.

Respectfully Submitted,

Julio Fonseca, Ed.D., Secretary  
Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: ACCEPTANCE OF STATEMENT OF INTEREST OF SAN YSIDRO  
SCHOOL DISTRICT ON RE-OPENERS WITH CALIFORNIA SCHOOL  
EMPLOYEES ASSOCIATION FOR 2015-2016

**BACKGROUND INFORMATION:**

San Ysidro School District submits the following re-openers for the sole purpose of re-opening negotiations with the California School Employees Association on the following:

Article 7 – Transfers, Reassignments and Promotions  
Article 13 – Hours of Employment  
Article 14 – Wages and Fringe Benefits

**RECOMMENDATION:**

Accept the statement of interest of San Ysidro School District on re-openers with California School Employees Association for 2015-2016.

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Renewal     New     Ammendment     Ratify     Other

Business Services Reviews: \_\_\_\_\_

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #: \_\_\_\_\_

\_\_\_\_\_

(Amount)

\_\_\_\_\_

(Name of funding source and/or location)

\_\_\_\_\_

(Funding account number)

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Recommended for:     Approval     Denial

Certification Requested     Yes     No

Superintendent's Office Certification:

  
Julio Fonseca, Ed.D. Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: ACCEPTANCE OF STATEMENT OF INTEREST OF SAN YSIDRO  
SCHOOL DISTRICT ON RE-OPENERS WITH SAN YSIDRO EDUCATION  
ASSOCIATION FOR 2015-2016

**BACKGROUND INFORMATION:**

San Ysidro School District submits the following re-openers for the sole purpose of re-opening negotiations with the San Ysidro Education Association on the following:

Article 18: Compensation and Fringe Benefits

**RECOMMENDATION:**

Accept the statement of interest of San Ysidro School District on re-openers San Ysidro Education Association for 2015-2016.

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Renewal     New     Ammendment     Ratify     Other    Business Services Reviews: \_\_\_\_\_

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #: \_\_\_\_\_

\_\_\_\_\_

(Amount)

\_\_\_\_\_

(Name of funding source and/or location)

\_\_\_\_\_

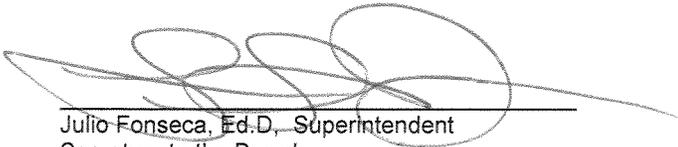
(Funding account number)

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Recommended for:     Approval     Denial

Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**PROCEDURES FOR FILLING A SCHOOL DISTRICT  
GOVERNING BOARD MEMBER VACANCY  
SAN YSIDRO SCHOOL DISTRICT**

A governing board position becomes vacant on the occurrence of any of the events specified in Government Code section 1770 or as required under Government Code section 1099(b).

Pursuant to Education Code section 5090 et seq., within 60 days of a vacancy or the filing of a deferred resignation with the County Superintendent of Schools, a school or community college district governing board shall either order an election or make a provisional appointment to fill the vacancy. If the board takes no action within the 60-day period, the County Superintendent of Schools shall order an election to fill the vacancy.

An amended copy of the Statement of Facts, Roster of Public Agencies Filing must be filed with the Office of the Secretary of State and the Assessor/Recorder/County Clerk within ten days of the effective date of the vacancy. A copy of the form and mailing instructions are enclosed.

**Election**

If the board determines to order an election to fill the vacancy, it shall be held on the next established election date provided pursuant to Elections Code section 1000, not less than 130 days after the order of election. To determine the next qualified election date and to obtain a form for a Board resolution ordering the election, contact Legal Services, San Diego County Office of Education.

**Provisional Appointment**

1. The board determines its own procedures for advertising the vacancy, evaluating candidates, and making a provisional appointment.
2. The board may not discuss or act upon the appointment in closed session.
3. A provisional appointment confers all powers and duties upon the appointee immediately following the appointment and the administration of the Oath of Office.
  - a. A member of a governing board of a school district, a district superintendent, and a principal of a school are among those persons authorized by Education Code section 60 to administer the Oath of Office.
  - b. The original, signed Oath of Office form must be mailed to the San Diego County Clerk, The yellow copy should be retained by the clerk of the governing board. A copy of the form and mailing instructions are enclosed.
4. Within ten days after the board appoints a person to fill the vacancy:
  - a. A notice of such appointment shall be posted in three public places and shall be published once in a newspaper of general circulation published in the district. If there is no newspaper of general circulation published in the district, notice need not be published.

County Counsel has prepared a template of a Notice of Provisional Appointment for district use. A copy of the template and posting instructions are enclosed. A copy of the notice should be mailed to Legal Services, San Diego County Office of Education.

- b. An amended copy of the Statement of Facts, Roster of Public Agencies Filing must be filed with the Office of the Secretary of State and the Assessor/Recorder/County Clerk. A copy of the form and mailing instructions are enclosed.
5. Unless a petition calling for a special election is filed with the County Superintendent of Schools within 30 days after the date of the provisional appointment, it shall become an effective appointment.
6. The appointee shall hold office until the regularly scheduled governing board member election on November 8, 2016; however, pursuant to Government Code section 1302, said appointee shall continue to discharge the duties of his or her office until a successor has qualified.

#### **Petition Calling for a Special Election**

1. Whenever a petition calling for a special election is circulated, the petition shall meet all of the following requirements:
  - a. The petition shall contain the election official's estimate of the cost of conducting the special election.
  - b. The name and residence address of at least one, but not more than five, of the proponents of the petition shall appear on the petition, each of which proponents shall be a registered voter of the school district or community college district, as applicable.
  - c. None of the text or other language of the petition shall appear in less than six-point type.
  - d. The petition shall be prepared and circulated in conformity with the requirements of Elections Code sections 100 and 104.
2. The petition shall be deemed to bear a sufficient number of signatures if signed by at least the number of registered voters of the district equal to 1½ percent of the number of registered voters of the district at the time of the last regular election for governing board members, or 25 registered voters, whichever is greater.

However, in districts with registered voters of fewer than 2,000 persons, a petition shall be deemed to bear a sufficient number of signatures if signed by at least 5 percent of the number of registered voters of the district at the time of the last regular election for governing board members.

The last regular governing board member election was held on November 4, 2014, at which time the number of registered voters in the San Ysidro School District was 12,763; therefore, the petition for a special election shall be signed by at least 192 registered voters.

3. The petition shall be submitted to the County Superintendent of Schools, who shall have 30 days to verify the signatures. If the petition is determined to be legally sufficient, the provisional appointment is terminated, and the County Superintendent of Schools shall order a special election to be conducted no later than the 130<sup>th</sup> day after the determination.
4. If any of the requirements for the petition are not met, the County Superintendent of Schools shall not verify the signatures, nor shall any further action be taken with respect to the petition.
5. The list of names on a petition calling for a special election shall not be used for any purpose other than qualification of the petition for the purpose of holding an election pursuant to this code section.
6. The petition filed with the County Superintendent of Schools shall be subject to the restrictions in Government Code section 6253.5.

**SAN YSIDRO SCHOOL DISTRICT**  
**TIMELINE FOR GOVERNING BOARD APPOINTMENT**  
**2015**

August 21	Letter of resignation filed with County Superintendent of Schools
August 27	Regular Meeting of Governing Board <ul style="list-style-type: none"> <li>• Board Action Item: Approve process and procedures for filling governing board vacancy</li> <li>• If appointment, discussion of timeline and process for making appointment</li> </ul>
September 1	Recruitment and Applications <ul style="list-style-type: none"> <li>• Application packet available at district office, on district website</li> <li>• Press release announcing vacancy</li> <li>• Announcements posted on website and at district office and school sites</li> </ul>
September 30	Applications due in District Office at 5:00 p.m.
October 8	Regular Board Meeting (open session) <ul style="list-style-type: none"> <li>• Board Action Item: Appoint Candidate to Fill Vacancy on Governing Board</li> <li>• Applicant interviews</li> <li>• Board discussion and voting on appointment</li> <li>• Appointee is administered oath of office</li> </ul>
October 20	<b>60<sup>th</sup> day:</b> If the board takes no action within the 60-day period, the County Superintendent of Schools shall call an election to fill the vacancy. [EC, § 5091(a)]

# DRAFT

## Interview Process and Procedures for Appointment to Board Vacancy

### San Ysidro School District

#### 1. Interview candidates\*

- Candidate presentation/introduction (up to 5 minutes) and
- Interview questions by Board members (up to 5 minutes)
- Note: Time limits are meant only as a guide, Board reserves the right to shorten or extend the time for candidate interviews
- Confidential interview questions to be developed by 2 Board Members and/or Superintendent

#### 2. Open discussion by Board about candidates

#### 3. Motion to nominate a candidate for appointment to vacancy

- If candidate receives three or more votes, that candidate will be appointed to fill the vacancy
- If the candidate does not receive at least three votes, the motion fails and a board member may make a new motion to nominate a candidate for appointment to the vacancy

\*All interviews, discussion and board action will be conducted in open session

**DRAFT**

**San Ysidro School District**

**Application for Governing Board Appointment\***  
**THIS APPLICATION IS A PUBLIC RECORD**

The appointee will hold office until the next governing board member election, which occurs at the next Statewide General Election on November 8, 2016. [EC § 5091(e)]

**QUALIFICATIONS:**

Applicant must be a registered voter and a resident of the San Ysidro School District. An employee of a school district may not be sworn into office as an elected or appointed member of that school district's governing board unless and until he or she resigns as an employee. [EC § 35107]

Certification of qualifications on page 5 must be signed by the applicant.

**APPLICATION DEADLINE:**

This application must be received no later than **September 30, 2015 at 5:00 p.m.** Applications may be mailed, faxed, or hand-delivered to:

Julio Fonseca Ed.D., Superintendent  
San Ysidro School District Office  
4350 Otay Mesa Road  
San Ysidro, CA 92173-1685  
Phone: (619) 428-4476, ext. 3021  
Fax: (619) 428-1505

(Please type or print):

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. Home ( ) \_\_\_\_\_ Business ( ) \_\_\_\_\_

Years of Residence in the San Ysidro School District \_\_\_\_\_

\*This application was approved by the San Ysidro School District Board on \_\_\_\_\_





**San Ysidro School District  
Application for Board Appointment**

5. List, in order of importance, the major issues confronting public education and, specifically, the San Ysidro School District.

6. Explain the mission of the San Ysidro School District.

**San Ysidro School District  
Application for Board Appointment**

**CERTIFICATION OF QUALIFICATIONS:**

I understand that this application is a public document and may be requested under provisions of the Public Records Act and/or be available to the public on the San Ysidro School District website.

I understand that upon appointment I would be required to file a Conflict of Interest Statement and take an Oath of Office.

I certify I am not disqualified to hold this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.

I certify that I reside within the San Ysidro School District boundaries that I am a registered voter in the San Ysidro School District.

I attest the foregoing information is true to the best of my knowledge.

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Signature of Applicant

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Date

**Information contained on this application may be subject to verification.**

The following is a list of crimes, conviction of which precludes a person from holding public office in the State of California. Conviction of these crimes renders a person “forever disqualified from holding any office in this state.”

- *Bribing executive officer (Penal Code § 67)*
- *Officer asking or receiving bribes (Penal Code §§ 68, 88)*
- *Receiving gratuity for appointment to office (Penal Code § 74)*
- *Judicial Officer who has asked for or received emoluments, gratuities, rewards, or the fee of a stenographer (Penal Code § 94)*
- *Giving or offering bribe to Councilman or Supervisor (Penal Code § 165)*
- *Misappropriation of public funds (Penal Code § 424)*
- *Interference with work or discipline of, or giving certain articles to prisoners (Penal Code § 2772)*
- *Interference with or giving certain articles to convicts (Penal Code § 2790)*
- *Officer making contracts in which he or she is interested (Government Code § 1097)*
- *Members of the Legislature convicted of any crime (Government Code § 9055)*
- *Corrupting the voting process (Elections Code § 18501)*
- *Convicted of a felony involving accepting, giving, or offering of any bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, except if a pardon has been granted in accordance with law (Elections Code § 20)*

Please note that in addition to the above restrictions, Government Code § 1126 prohibits any local agency official from engaging “in any employment, activity, or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency by which he or she is employed.”

## FILLING VACANCIES

### Events Causing a Vacancy

A vacancy on the Governing Board may occur for any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her office for the remainder of his/her term (Government Code 1770)
3. A Board member's resignation (Government Code 1770)

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer the effective date of his/her resignation for more than 60 days after he/she files the resignation with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090, 5091)

4. A Board member's removal from office, including by recall (Elections Code 11384; Government Code 1770)
5. A Board member's ceasing to be a resident of the district (Government Code 1770)
6. A Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
  - a. Upon district business with the approval of the Board
  - b. With the consent of the Board for an additional period not to exceed a total absence of 90 days

In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board.

- c. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

**FILLING VACANCIES** (continued)

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

7. A Board member's ceasing to discharge the duties of his/her office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law (Government Code 1770)
8. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
9. A Board member's refusal or neglect to file his/her required oath or bond within the time prescribed (Government Code 1770)

*(cf. 9224 - Oath or Affirmation)*

10. The decision of a competent tribunal declaring void a Board member's election or appointment (Government Code 1770)
11. The making of an order vacating a Board member's office or declaring the office vacant when the Board member fails to furnish an additional or supplemental bond (Government Code 1770)
12. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)
13. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a Board seat(s) (Education Code 5090, 5326, 5328)

**FILLING VACANCIES** (continued)**Timelines for Filling a Vacancy**

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)
2. When a vacancy occurs longer than four months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. (Education Code 5091, 5093)
3. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which he/she was elected to fill. (Education Code 5093)

**Eligibility**

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code 35107.

*(cf. 9220 - Governing Board Elections)*

**Provisional Appointments**

When authorized by law to make a provisional appointment to fill a vacancy on the Board, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

*(cf. 9130 - Board Committees)*

*(cf. 9323.2 - Actions by the Board)*

Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in **10.4** at least three public places within the district. (Education Code 5092)

**FILLING VACANCIES** (continued)

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

**Appointment Due to Failure to Elect**

When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328)

*(cf. 9100 - Organization)*

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

*Legal Reference: (see next page)*

## FILLING VACANCIES (continued)

### *Legal Reference:*

#### EDUCATION CODE

5000-5033 Elections

5090-5095 Vacancies

5200-5208 Districts governed by boards of education

5300-5304 Elections

5320-5329 Order and call of election

5340-5345 Consolidation of elections

5360-5363 Election notice

5420-5426 Cost of elections

5440-5442 Miscellaneous provisions, elections

35107 Eligibility of board members

35178 Resignation with deferred effective date

#### ELECTIONS CODE

10600-10604 School district elections

11381-11386 Candidates for recall

#### GOVERNMENT CODE

1064 Absence from state

1770 Vacancies: definition

3000-3003 Forfeiture of office

3060-3075 Removal other than by impeachment

6061 One time notice

54950-54963 The Ralph M. Brown Act

#### PENAL CODE

88 Bribery, forfeiture from office

#### UNITED STATES CODE, TITLE 18

704 Military medals or decorations

#### ATTORNEY GENERAL OPINIONS

58 Ops. Cal. Atty. Gen. 888 (1975)

### *Management Resources:*

#### CSBA PUBLICATIONS

Filling a Board Vacancy, rev. December 2010

#### WEB SITES

CSBA: <http://www.csba.org>

California State Attorney General's Office, Quo Warranto Applications:

[http://ag.ca.gov/opinions/quo\\_warranto.php](http://ag.ca.gov/opinions/quo_warranto.php)

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Human Resources

**AGENDA ITEM:** EMPLOYEE ATTENDANCE INCENTIVE

**BACKGROUND INFORMATION:**

The San Ysidro School District, per San Ysidro Education Association contract Article 8.A.5a, as an incentive for attendance, will pay employees \$25/day for more than 7 days of their annual sick leave allocation remaining at the end of the fiscal year. There are 4 employees to be compensated for 10 un-used sick days, 6 employees for 9 un-used sick days, and 8 employees for 8 un-used sick days.

**RECOMMENDATION:**

Approve/Ratify the incentive to the 18 employees listed on the attached sheet.

---

**Renewal Contract/Item**

**New Contract/Item**

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #

N/A

\$2,775.00

(Amount)

General Fund

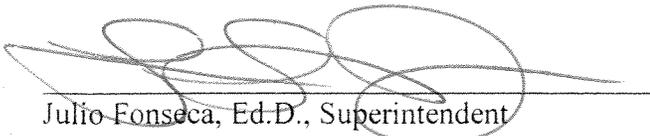
(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

San Ysidro Education Association Employee Attendance Incentive 2014-2015

**The following employees should be compensated for 10 un-used sick days (\$250.00):**

1. Ackerman, Rebecca
2. Direen, Michael
3. Duehring, Laura
4. Murray, Mei-Ling

**The following employees should be compensated for 9 un-used sick days (\$225.00):**

1. Connaghan, Delia
2. DeBaca, Elva
3. Garcia, Sandra
4. Guerrero, Lorena
5. Mayer, Silvia
6. Railey, Sophia

**The following employees should be compensated for 8 un-used sick days (\$200.00):**

1. Adame, Norma
2. Aguilera, Miguel
3. Garcia, Eriberto
4. Lemos, Leticia
5. Pitts, William
6. Sarabia, Mayra
7. Sardo, Sam
8. Scarlett, Nikole

## ARTICLE 8. LEAVES

### A. Personal illness and injury leave:

1. Unit members with a full-time position shall be entitled to ten (10) days leave with full pay for each school year for purposes of personal illness or injury. Unit members who work less than full-time shall be entitled to that portion of the ten (10) days leave as the number of hours per week of scheduled duty relates to the number of hours for a full-time employee in a comparable position.
2. If a unit member does not utilize the ten (10) days of leave as authorized in the paragraph above in any school year, the amount not utilized shall be accumulated from year to year.
3. A unit member shall be required to present a medical doctor's certificate verifying the personal illness or injury after five (5) consecutive working days of absence.
4. A unit member that is absent for less than a full work day shall be charged with one half (1/2) day of sick leave.
5. Attendance Incentive.
  - a. Unit members having more than 7 days of their annual sick leave allocation remaining at the end of the fiscal year will receive twenty-five dollars (\$25) for each unused day at the end of the fiscal year.
  - b. Additionally, unit members who have perfect attendance at the end of the fiscal year will receive a bonus of two hundred dollars (\$200).
  - c. Unit members using personal necessity leave for up to two religious holiday observances in a year (which by the terms of the unit member's religion require that the unit member not attend work on that day) will continue to be eligible for the attendance incentive provided by this section with no deduction for those two days.
  - d. Unit members must have worked a minimum of 75% of the school year to be eligible for the attendance incentive for that year. All eligible unit members shall receive compensation by July 30 each year.

### B. Catastrophic Leave

The District shall establish a Catastrophic Illness/Injury Leave Bank ("Leave Bank") for the benefit of the bargaining unit members. A catastrophic illness/injury that is expected to incapacitate the unit member for an extended period of time and **10.5**

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3111 AUTHORIZING REPLACEMENT OF WARRANTS

**BACKGROUND INFORMATION:**

On occasion, payroll and commercial warrants issued by the district become lost, stolen, mutilated, or expire after 6 months. Payee's can petition to have the warrant reissued which generally requires Board action. This resolution allows the Governing Board to assign district representatives to authorize replacement of these warrants following the County Office of Education's protocols and procedures.

**RECOMMENDATION:**

Approve Resolution #15/16-3111, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

(Amount)

(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT

RESOLUTION # 15/16-3111

AUTHORIZING THE REPLACEMENT OF WARRANTS

On a motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_ the following Resolution is adopted effective September 1, 2015 through June 30, 2016:

**WHEREAS**, during the course of business, this School District issues payroll and commercial warrants for the payments of goods and services received by the District; and

**WHEREAS**, payroll and commercial warrants are lost, stolen, mutilated, or expire upon occasion; and

**WHEREAS**, a petition for issuance of a new warrant may be presented by the payee pursuant to Government Code section 29802.

**NOW, THEREFORE BE IT RESOLVED** by the Governing Board of the San Ysidro School District of San Diego County, California, that the following persons shall be authorized to reissue new payroll and commercial warrants upon presentation of a properly completed petition for issuance of a new warrant if such new warrant does not exceed the amount of the original warrant.

Manual Signature

Julio Fonseca, Ed.D., Superintendent

\_\_\_\_\_

Jose Arturo Sanchez Macias,  
Chief Operations Officer

\_\_\_\_\_

PASSED AND ADOPTED by said Governing Board on August 27, 2015:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I, Rodolfo Linares, Clerk of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Governing Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
Clerk of the Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION 15/16-3112 AUTHORIZING AGENT TO SIGN  
PAYMENT ORDERS

**BACKGROUND INFORMATION:**

Pursuant to various sections of the Education Code, it is necessary that the Governing Board pass a series of resolutions prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district. This resolution allows the Governing Board to designate and authorize district representatives/agents to sign payment orders in order to conduct district business.

**RECOMMENDATION:**

Approve Resolution #15/16-3112, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

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(Amount)

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(Name of funding source and/or location)

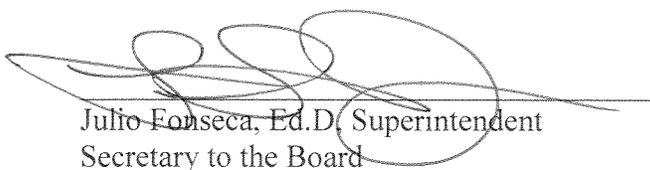
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(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D. Superintendent  
Secretary to the Board

**RESOLUTION 15/16-3112**

**DESIGNATING AUTHORIZED AGENT TO SIGN PAYMENT ORDERS**

San Ysidro School District, San Diego County ON MOTION OF \_\_\_\_\_ )  
member \_\_\_\_\_, seconded by member \_\_\_\_\_  
effective September 1, 2015 through June 30, 2016.

IT IS RESOLVED AND ORDERED that, in accordance with the provisions of Section 3100 et seq., Chapter 8, Division 4, Title 1 of the Governing Code, the following person(s) be and is hereby designated to ascertain and certify that each employee of said district has taken the oath of allegiance.

Julio Fonseca, Ed.D., Superintendent

Jose Arturo Sanchez Macias, Chief Operations Officer

IT IS FURTHER RESOLVED that this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on August 27, 2015 by the following vote: (Date)

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA)  
SS  
COUNTY OF SAN DIEGO)

I, Antonio Martinez, President of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
President of the Governing Board

Manual signatures (s) of authorized person(s)

Julio Fonseca, ED. D., Superintendent

\_\_\_\_\_

Jose Arturo Sanchez Macias

\_\_\_\_\_

SAN YSIDRO SCHOOL DISTRICT  
**GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3113 DESIGNATING AUTHORIZED AGENTS TO SIGN SCHOOL ORDERS (COMMERCIAL WARRANTS)

**BACKGROUND INFORMATION:**

Pursuant to sections of the Education Code 425632 and 85232, it is necessary that the Governing Board to approve a resolution prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district.

This resolution allows the Governing Board to designate and authorize the Superintendent and the Assistant Superintendent of Business Services to sign any and all orders in the name of the district, drawn on the funds of the district.

**RECOMMENDATION:**

Approve Resolution #15/16-3113, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

(Amount)

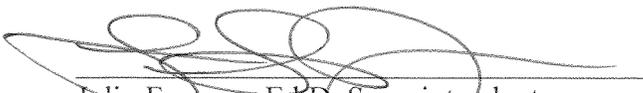
(Name of funding source and/or location)

(Funding account number)

---

Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D. Superintendent  
Secretary to the Board



**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3114 AUTHORIZING AGENTS TO SIGN BANK ACCOUNT CHECKS AND SCHOOL ORDERS FOR FISCAL YEAR 2015-16

**BACKGROUND INFORMATION:**

Pursuant to Education Code 42632, the Governing Board is required to designate authorized persons to sign all Commercial Warrants in the name of the San Ysidro School District. In addition, banks and the San Diego County Office of Education require a Resolution designating the authorized signers on bank accounts and school orders.

The district is designating the Superintendent and the Assistant Superintendent of Business Services as the authorized signers for all the commercial warrants, bank account checks and school orders for fiscal year 2015-16. School principals are also designated as authorized signers for their assigned school's revolving cash fund account.

**RECOMMENDATION:**

Approve Resolution #15/16-3114, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

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(Amount)

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(Name of funding source and/or location)

---

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

SAN YSIDRO SCHOOL DISTRICT  
RESOLUTION NO. 15/16-3114

AUTHORIZING AGENTS TO SIGN BANK ACCOUNT CHECKS  
AND SCHOOL ORDERS FOR FISCAL YEAR 2015-16

ON MOTION of Member \_\_\_\_\_ seconded by Member \_\_\_\_\_, the following resolution is adopted effective **September 1, 2015 through June 30, 2016.**

THE GOVERNING BOARD OF THE SAN YSIDRO SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

1. Authorized signers on established school district bank accounts shall be as follows:
  - a. **Cash Clearing Account:** established with an initial balance of \$1,000 to deposit funds awaiting transfer to County Treasury.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  - b. **District Revolving Cash Fund Account:** established with an initial balance of \$5,000 for payment of obligations resulting from purchase of low cost goods and services at the District level.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  - c. **Beyer School Revolving Cash Fund Account:** established with an initial balance of \$400 for Beyer School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  - d. **La Mirada School Revolving Cash Fund Account:** established with an initial balance of \$400 for La Mirada School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  - e. **Smythe School Revolving Cash Fund Account:** established with an initial balance of \$400 for Smythe School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  - f. **Sunset School Revolving Cash Fund Account:** established with an initial balance of \$400 for Sunset School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer

- g. **Vista Del Mar School Revolving Cash Fund Account:** established with an initial balance of \$400 for Vista Del Mar School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  
  - h. **Willow School Revolving Cash Fund Account:** establish with an initial balance of \$600 for Willow School to reimburse staff members for purchase of low cost instructional and office supplies,
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  
  - i. **San Ysidro Middle School Revolving Cash Fund Account:** established with an initial balance of \$600 for San Ysidro Middle School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  
  - j. **Ocean View Hills School Revolving Cash Fund Account:** established with an initial balance of \$600 for Ocean View Hills School to reimburse staff members for purchase of low cost instructional and office supplies.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  
  - k. **Associated Student Body Account:** established for deposit of funds collected by, and payment of obligations incurred by, the Associated Student Body at San Ysidro School District schools.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
  
  - l. **Camp Account:** established for deposit of funds collected for, and payment of obligations incurred for, sending 6<sup>th</sup> grade students to Camp.
    - i. Julio Fonseca, Ed.D., Superintendent
    - ii. Jose Arturo Sanchez Macias, Chief Operations Officer
2. Authorized signers on School Revolving Cash Fund Bank Accounts designated as “Principal” may be changed upon approval of the Superintendent or designee without further Board resolution.
  3. Pursuant to the provisions of Education Code 42632 the following persons are hereby authorized to sign all orders (“Commercial Warrants”) in the name of the San Ysidro School District, drawn on the funds of said district.

Name	Position	Manual Signature
Julio Fonseca, Ed.D.	Superintendent	
Jose Arturo Sanchez Macias	Chief Operations Officer	

**PASSED AND ADOPTED** by the Governing Board on this 27<sup>th</sup> day of August 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA            )  
   ) SS  
 COUNTY OF SAN DIEGO         )

I, Rodolfo Linares, Clerk of the Governing Board of the San Ysidro School District, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Governing Board at a regularly scheduled and conducted meeting held on said date.

WITNESS my hand this 27<sup>th</sup> day of August 2015.

\_\_\_\_\_  
 Clerk of the Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3115 DESIGNATING AUTHORIZED DISTRICT REPRESENTATIVES AND SIGNATORIES WITH THE STATE ALLOCATION BOARD, OFFICE OF PUBLIC SCHOOL CONSTRUCTION

**BACKGROUND INFORMATION:**

The State Allocation Board Office of Public School Construction requires pursuant to the provisions of Education Code Section 17070.10 et seq., that Authorized Signatories be designated to sign all documents and act on behalf of the district. The district is updating its authorized signatories to include the new Superintendent.

**RECOMMENDATION:**

Approve Resolution #15/16-3115, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

(Amount)

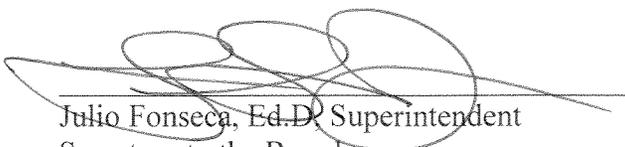
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D. Superintendent  
Secretary to the Board

**San Ysidro School District  
Resolution # 15/16-3115**

**DESIGNATING AUTHORIZED DISTRICT REPRESENTATIVES AND SIGNATORIES WITH  
THE STATE ALLOCATION BOARD, OFFICE OF PUBLIC SCHOOL CONSTRUCTION**

San Ysidro School District, San Diego County ON MOTION OF Member \_\_\_\_\_,  
seconded by Member \_\_\_\_\_, effective September 1, 2015.

**IT IS RESOLVED AND ORDERED** that, pursuant to the provisions commencing with Education Code Section 17070.10, et seq.,

Superintendent and/or his/her designee  
and  
Chief Operations Officer

are hereby authorized to sign all documents and act on behalf of the District with the State Allocation Board Office of Public School Construction.

**IT IS FURTHER RESOLVED** that this motion shall stand and that all additions and deletions shall be submitted in writing to the State Allocation Board Office of Public School Construction.

**PASSED AND ADOPTED** by the Governing Board of San Ysidro School District on this 27th day of August 2015, by the following vote:

AYES:                      NOES:                      ABSTAIN:                      ABSENT:

STATE OF CALIFORNIA    )  
  ) SS  
COUNTY OF SAN DIEGO   )

I, Rodolfo Linares, Clerk to the Governing Board of San Ysidro School District of San Diego County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at a regular meeting thereof on the date and by the vote above stated, which resolution is on file and of record in the office of said Board.

Date: August 27, 2015

\_\_\_\_\_  
Clerk to the Governing Board

Authorized person(s):

Julio Fonseca, Ed.D., Superintendent

Jose Arturo Sanchez Macias

Manual Signature(s) of authorized person(s):

\_\_\_\_\_  
\_\_\_\_\_

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3116 AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES

**BACKGROUND INFORMATION:**

Pursuant to various sections of the Education Code, it is necessary that the Governing Board pass a series of resolutions prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district.

This resolution allows the San Diego County Office of Education (SDCOE) Credentials Department to release "Credentials Held Warrants" to employees once they have presented the proper paperwork. Currently the school district has to provide a letter to the SDCOE for each employee allowing them to pick up their own warrant or the employee has to wait for the warrant to be sent to the School District for pick up. The purpose of this Resolution is to provide better service to School District and their employees by allowing the employees to pick up their own warrants from the Credentials Department once they have provided the proper paperwork.

**RECOMMENDATION:**

Approve Resolution #15/16-3116, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

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(Amount)

---

(Name of funding source and/or location)

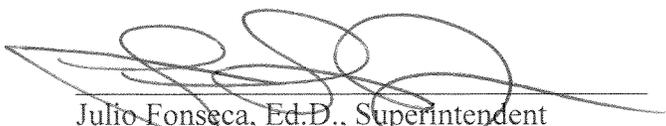
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(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

RESOLUTION # 15/16-3116

AUTHORIZING THE COUNTY OFFICE OF EDUCATION CREDENTIALS DEPARTMENT TO RELEASE CREDENTIAL HELD WARRANTS TO EMPLOYEES

San Ysidro School District, San Diego County ON MOTION

OF member \_\_\_\_\_, seconded by member \_\_\_\_\_

effective September 1, 2015.

IT IS RESOLVED AND ORDERED that, The County Office of Education Credentials Department is authorized to release credentials held warrants to employees who have provided the required credential paperwork.

PASSED AND ADOPTED by said Governing Board on August 27, 2015 by the following vote:

(Date)

AYES: \_\_\_\_\_ MEMBERS
NOES: \_\_\_\_\_ MEMBERS
ABSENT: \_\_\_\_\_ MEMBERS

STATE OF CALIFORNIA )
SS
COUNTY OF SAN DIEGO)

I, Antonio Martinez, President of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
President of the Governing Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

---

**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** RESOLUTION #15/16-3117 DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK UP WARRANTS AT THE COUNTY OFFICE OF EDUCATION

**BACKGROUND INFORMATION:**

Pursuant to various sections of the Education Code, it is necessary that the Governing Board pass a series of resolutions prior to the beginning of each fiscal year in order to maintain a current register of persons authorized to act on behalf of the school district. This resolution allows the District to designate and authorize the Assistant Superintendent of Business Services to receive mail from accounting/payroll section and authorizes other accounting staff to pick up warrants from the San Diego County Office of Education.

**RECOMMENDATION:**

Approve Resolution #15/16-3117, designating Jose Arturo Sanchez Macias, Chief Operations Officer as an authorized representative effective September 1, 2015.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-16 Budget?

Requisition # from PeopleSoft:

Yes     No

Yes     No

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(Amount)

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(Name of funding source and/or location)

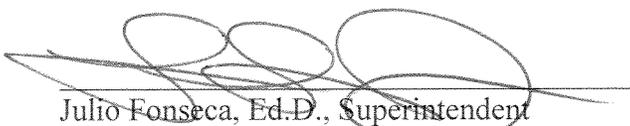
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(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**RESOLUTION 15/16-3117**  
**DESIGNATING AUTHORIZED AGENT TO RECEIVE MAIL AND PICK UP WARRANTS**  
**AT THE COUNTY OFFICE OF EDUCATION**

San Ysidro School District, San Diego County ON MOTION OF member \_\_\_\_\_,  
seconded by member \_\_\_\_\_ Effective September 1, 2015.

IT IS RESOLVED AND ORDERED that:

1. The authorized agent (**one person only**) to receive mail from the Accounting/Payroll Sections is  
Jose Arturo Sanchez Macias, Chief Operations Officer
2. The authorized person(s) or district(s) to pick up warrants from the County Office (other than the mail addressee) are:  
Linda Olea  
Sylvia Munoz  
Blanca Vega  
mail **hold** consortium
3. Check one                Monthly payroll warrants each and every month.  
Check one                Daily/Hourly payroll warrants each and every month.

IT IS FURTHER RESOLVED that, this motion shall stand and that all additions and deletions shall be submitted in writing to the San Diego County Office of Education.

PASSED AND ADOPTED by said Governing Board on August 27, 2015 by the following vote:  
(Date)

AYES: \_\_\_\_\_ MEMBERS                  NOES: \_\_\_\_\_ MEMBERS                  ABSENT: \_\_\_\_\_ MEMBERS

STATE OF CALIFORNIA    )  
COUNTY OF SAN DIEGO)    SS

I, Antonio Martinez, President of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
President of the Governing Board

Manual signature(s) of authorized person(s):

Jose Arturo Sanchez Macias \_\_\_\_\_

Sylvia Munoz \_\_\_\_\_

Linda Olea \_\_\_\_\_

Blanca Vega \_\_\_\_\_

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: Public Hearing – Board’s Initial Contract Proposal to  
California School Employees Association for 2015-2016 School Year

**BACKGROUND INFORMATION:**

Section 3457 of Article 8 of Chapter 10.7 of the California Government Code requires that the Board of Education adopt its initial proposal to employee organizations at a public meeting prior to the start of negotiations.

Before doing so the public must be given the opportunity to become informed on the proposal and have the opportunity to express their views on the issues to the public school employer.

Under the provisions of the current contract between the Governing Board and the San Ysidro Educator Association, it is now appropriate for the Board to offer for public comment its initial proposal for contract reopeners for the 2015-2016 school year.

The adoption of the following motions is recommended:

That the Board of Education offers for public comment the attached initial contract proposal (reopeners) as proposed amendments to the current contract between the California School Employees Association and the Board of Education; and

That the Board of Education invite public comment on the initial proposal at the Board of Education meeting of August 27, 2015.

---

Renewal    New    Ammendment    Ratify    Other   Business Services Reviews: \_\_\_\_\_

Financial Implications?

Yes    No

Are funds for this item included in the 2015-2016 Budget?

Yes    No

Requisition #: \_\_\_\_\_

(Amount)

(Name of funding source and/or location)

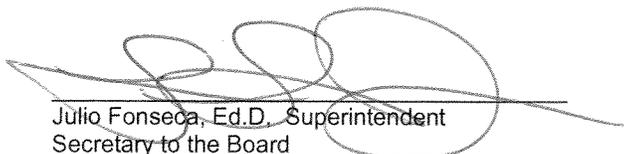
(Funding account number)

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Recommended for:    Approval    Denial

Certification Requested    Yes    No

Superintendent’s Office Certification:

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**INITIAL CONTRACT PROPOSAL(S) TO**  
**California School Employees Association FOR**  
**NEGOTIATIONS CONCERNING REOPENERS**  
**TO THE AGREEMENT EXPIRING (June 30, 2016)**

Under the terms of our current agreement, the Board and the Association are scheduled to limit negotiations to three re-openers. The District would like to open with proposals on the following Articles:

- Article 7 Transfers, Reassignments, and Promotions
- Article 13 Hours of Employment
- Article 14 Wages and Fringe Benefits

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: Close Public Hearing and Adoption of Boards's Initial Proposal to California School Employees Association

**BACKGROUND INFORMATION:**

Section 3457 of Article 8 of Chapter 10.7 of the California Government Code stipulates that a reasonable time elapse after the submission of the initial proposal to allow for public comment. The public hearing was opened during the regular board meeting on August 27, 2015.

It is recommended to close public hearing on the San Ysidro School Board's initial proposal for the 2015-2016 school year with the California School Employees Association.

---

Renewal    New    Ammendment    Ratify    Other   Business Services Reviews: \_\_\_\_\_

Financial Implications?

Yes    No

Are funds for this item included in the 2015-2016 Budget?

Yes    No

Requisition #: \_\_\_\_\_

\_\_\_\_\_

(Amount)

\_\_\_\_\_

(Name of funding source and/or location)

\_\_\_\_\_

(Funding account number)

---

Recommended for:    Approval    Denial

Certification Requested    Yes    No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: Public Hearing – Board’s Initial Contract Proposal to  
San Ysidro Education Association for 2015-2016 School Year

**BACKGROUND INFORMATION:**

Section 3457 of Article 8 of Chapter 10.7 of the California Government Code requires that the Board of Education adopt its initial proposal to employee organizations at a public meeting prior to the start of negotiations.

Before doing so the public must be given the opportunity to become informed on the proposal and have the opportunity to express their views on the issues to the public school employer.

Under the provisions of the current contract between the Governing Board and the San Ysidro Educator Association, it is now appropriate for the Board to offer for public comment its initial proposal for contract reopeners for the 2015-2016 school year.

The adoption of the following motions is recommended:

That the Board of Education offers for public comment the attached initial contract proposal (reopeners) as proposed amendments to the current contract between the San Ysidro Educators Association and the Board of Education; and

That the Board of Education invite public comment on the initial proposal at the Board of Education meeting of August 27, 2015.

---

Renewal     New     Ammendment     Ratify     Other    Business Services Reviews: \_\_\_\_\_

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #: \_\_\_\_\_

\_\_\_\_\_

(Amount)

\_\_\_\_\_

(Name of funding source and/or location)

\_\_\_\_\_

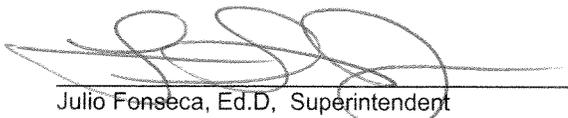
(Funding account number)

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Recommended for:     Approval     Denial

Certification Requested     Yes     No

**Superintendent’s Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**INITIAL CONTRACT PROPOSAL(S) TO**  
**San Ysidro Education Association FOR**  
**NEGOTIATIONS CONCERNING REOPENERS**  
**TO THE AGREEMENT EXPIRING (June 30, 2016)**

Under the terms of our current agreement, the Board and the Association are scheduled to limit negotiations to one re-opener. The District would like to open with proposals on the following Articles:

- Article 18. Compensation and Fringe Benefits

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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TO: Governing Board

BOARD MEETING DATE: August 27, 2015

FROM: Julio Fonseca, Ed.D  
Superintendent

SCHOOL/DEPARTMENT: Human Resources

AGENDA ITEM: Close Public Hearing and Adoption of Board's Initial Proposal to  
San Ysidro Education Association

**BACKGROUND INFORMATION:**

Section 3457 of Article 8 of Chapter 10.7 of the California Government Code stipulates that a reasonable time elapse after the submission of the initial proposal to allow for public comment. The public hearing was opened during the regular board meeting on August 27, 2015.

It is recommended to close public hearing on the San Ysidro School Board's initial proposal for the 2015-2016 school year with the San Ysidro Education Association.

---

Renewal    New    Amendment    Ratify    Other   Business Services Reviews: \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-2016 Budget?

Requisition #: \_\_\_\_\_

Yes    No

Yes    No

(Amount)

(Name of funding source and/or location)

(Funding account number)

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Recommended for:    Approval    Denial

Certification Requested    Yes    No

**Superintendent's Office Certification:**



Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

CURRICULUM  
& INSTRUCTION

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Tony Hua, Director of  
Intervention Support Services  
educational Services

**AGENDA ITEM:** *2015-16 PROFESSIONAL DEVELOPMENT TRAINING FOR OUR  
LADY OF MT. CARMEL SCHOOL*

**BACKGROUND INFORMATION:**

Our Lady of Mount Carmel School will be participating in the following professional development services during the 2015-16 school year.

- Full Steam Ahead: Project Based Learning, 08/17/15.
- Engineering, Design and Robotics
  - With Rokenbok Engineering system
  - With Sphero Robotic Ball
  - With iRobotics (introduction to Robotics and Bristlebots)
- Integration of Technology to Instruction in the academic classroom
- 13<sup>th</sup> Annual Leadership Conference on November 19-20, 2015

Mind Streams Education provides workshops that allow teachers to not only learn about new instructional strategies, they will also, experience these strategies first-hand with hands-on; interactive projects and activities

**RECOMMENDATION:**

Approve/Ratify the payment of Professional Developments thru Mind Streams Education for Our Lady of Mount Carmel School during the 2015-16 school year at a cost not to exceed \$3,400.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #

\$3,400

(Amount)

Title II

(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Tony Hua, Director of  
Intervention Support Services  
Educational Services

**AGENDA ITEM:** *CATEGORICAL 101 & SCHOOL SITE COUNCIL TRAINING*

**BACKGROUND INFORMATION:**

The Categorical 101 workshop is for new state and federal program personnel, or experienced personnel who want to learn about new developments. The workshop will explain the basics of state and federal funding and regulations so that districts will achieve effective and complaint programs.

Workshop objectives:

- Understand the requirements of state and federal accountability, and best practices for implementation.
- Learn best practices for parent involvement
- Develop a timeline for implementing Equitable Services for Private Schools and meeting Program Improvement requirements.

**RECOMMENDATION:**

Approve/Ratify the attendance of Mrs. Kelly Hay to the Categorical 101 School Site Council training at the San Diego County Office of Education in August 18, 2015.

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<input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Ratify <input type="checkbox"/> Other		Business Services Reviewed: _____
Financial Implications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Are funds for this item included in the 2015-2016 Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Requisition # <div style="border: 1px solid black; width: 100%; height: 20px;"></div>
<div style="border: 1px solid black; padding: 5px; text-align: center;">\$25.00 (Amount)</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">General Funds (Name of funding source and/or location)</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">_____ (Funding account number)</div>

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Recommended for:     Approval     Denial    Certification Requested     Yes     No  
**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Sergio Campos,  
Director of Special Ed.  
Special Education & Special Services

**AGENDA ITEM:** *CONTEMPORARY EVALUATION OF SPECIFIC DISABILITY WITH ENGLISH LEARNERS: APPLICATION OF PATTERN OF STRENGTHS AND WEAKNESSES (PSW) APPROACH VIA CROSS-BATTERY ASSESSMENT METHODS AND SOFTWARE*

**BACKGROUND INFORMATION:**

This workshop will outline the issues involved in Specific Learning Disability evaluation and present a comprehensive, research-based method for determination based on a Pattern of Strengths and Weaknesses (PSW) approach and supported by Cross-Battery Assessment (XBA) methods, principles, and software that assists interpretation and diagnosis. Participants will be given instruction in a step-by-step manner covering CHC theory, the basic psychometric rules that govern construction of composites that adequately represent desired theoretical constructs, guidelines for integration, analysis and interpretation of test scores, and instruction on the use of the new X-Bass software in conducting evaluations that meet legal requirements for processing strengths and weaknesses approach.

**RECOMMENDATION:**

Approve/Ratify the attendance of Sergio Campos, Juan G. Murillo, Rebeca Ackerman, Miguel Aguilera, and Martha Murillo, to attend the Contemporary Evaluation of Specific Disability with English Learners: Application of Pattern of Strengths and Weaknesses approach via Cross-Battery Assessment Methods and Software training on September 9, 2015 at South County SELPA. This training has no cost implications.

---

Renewal Contract/Item     New Contract/Item     Ratify     Amendment

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition # from PeopleSoft:

(Amount)

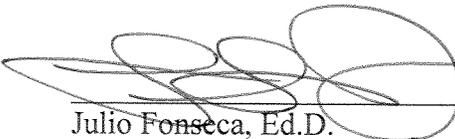
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D.  
Secretary to the Board

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2 of 3

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Tony Hua, Director of  
Intervention Support Services  
Educational Services

**AGENDA ITEM:** *2015 CAASFEP PROFESSIONAL DEVELOPMENT INSTITUTE and  
PRE-CONFERENCE WORKSHOP*

**BACKGROUND INFORMATION:**

The California Association of Administrators of State and Federal Education Programs (CAASFEP) Board of Directors has developed an impressive program to provide critical training on an array of important topics presented by a remarkable lineup of speakers.

This institute will provide:

- Valuable training on the latest state and federal mandates
- Nationally recognized educational and categorical program experts
- Insight and perspective on the rapidly changing state and federal education landscape
- Networking opportunities that will help you learn from your peers' successes
- Membership to CAASFEP

**RECOMMENDATION:**

Approve/Ratify the attendance of Mr. Tony Hua and Mrs. Kelly Hay to the 2015 CAASFEP Professional Development Institute and Pre-Conference workshop from October 19-21, 2015.

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<input type="checkbox"/> Renewal <input checked="" type="checkbox"/> New <input type="checkbox"/> Amendment <input type="checkbox"/> Ratify <input type="checkbox"/> Other		Business Services Reviewed: _____
Financial Implications? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Are funds for this item included in the 2015-2016 Budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Requisition # <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div>
<div style="border: 1px solid black; padding: 5px; text-align: center;">\$1,300 <small>(Amount)</small></div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">LCAP Funds <small>(Name of funding source and/or location)</small></div>	<div style="border: 1px solid black; padding: 5px; text-align: center;">0300-0000-001-1110-1000-5200-003-061 <small>(Funding account number)</small></div>

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Recommended for:     Approval     Denial    Certification Requested     Yes     No  
**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

# BUSINESS

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D.  
Superintendent

**SCHOOL/DEPARTMENT:** Administration

**AGENDA ITEM:** MEMORANDUM OF UNDERSTANDING WITH THE PARENT INSTITUTE FOR QUALITY EDUCATION (PIQE) FOR 2015-16

**BACKGROUND INFORMATION:**

The Parent Institute for Quality Education (PIQE) creates partnerships between parents, students and educators to further students' academic success. During 2014-15, the Parent Institute for Quality Education provided parent training courses during the Spring at three schools in our district (Willow, Ocean View Hills, and Vista Del Mar). PIQE recruited parents, provided a needs-assessment session, conducted a series of weekly training sessions for parents and held graduation ceremonies with certificates issued to 206 parents who attended four sessions or more. The training is designed to develop skills and techniques which will enable parents to address the educational needs of their school-aged children. Because of the success of this program during 2014-15, the District would like to have the PIQE program available at all school sites within the District to provide these services for parents which will assist with the achievement of students.

The costs implications are:

\$100 per parent graduate (parents who attend four or more classes during the nine-week course) or a flat fee of \$5,000 per school if less than 50 parent graduates.

**RECOMMENDATION:**

Approve the agreement with the Parent Institute for Quality Education (PIQE) for 2015-16 from the supplemental and concentration funds.

---

Renewal     New     Amendment     Ratify     Other

Business Services Reviewed: \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-2016 Budget?

Requisition #

Yes     No

Yes     No

Approximately  
**\$35,000**  
(Amount)

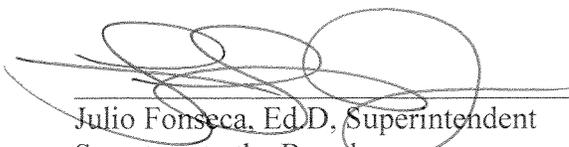
**Supplemental & Concentration Funds**  
(Name of funding source and/or location)

03-00-0000-001-1110-1000-5800-010-0XX  
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
\_\_\_\_\_  
Julio Fonseca, Ed.D., Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Administration

**AGENDA ITEM:** AGREEMENT WITH KATHLEEN MOORE AND ASSOCIATES

**BACKGROUND INFORMATION:**

The District needs assistance of a specially trained and experienced consultant competent to provide advise to the District on the reconfiguration of the schools and facilities. Kathleen Moore and Associates will support the District on the oversight of this project. Phase I: Compiling and evaluating District data necessary to explore options for optimizing facilities to support the instructional program, including reconfiguring grade levels, and recommendations on transportation issues, and providing the findings to the Superintendent of Schools; Phase II: Solicit school community input through such vehicles as a 7-11 Committee or Bond Oversight Committee, meetings with school administrators, PTA, labor unions, and develop recommendations to the Governing Board.

The Consultant will be compensated at a rate of \$160.00 per hour including travel time of 4 hours per in-District trips. Estimated fee for Phase I would be \$75,000; estimated fee for Phase II would be \$35,000.

**RECOMMENDATION:**

Approve the agreement with Kathleen Moore and Associates at an estimated cost of \$110,000.00.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-2016 Budget?

Requisition #

Yes     No

Yes     No

Estimated cost

\$110,000.00

(Amount)

General Fund

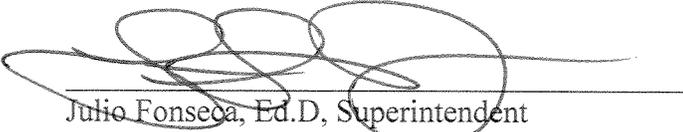
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Administration

**AGENDA ITEM:** AGREEMENT WITH DR. RUDY M. CASTRUITA (RMC EDUCATION CONSULTANTS, INC.)

**BACKGROUND INFORMATION:**

As part of the District's strategic planning, the Board and Superintendent desires to retain Dr. Rudy Castruita to assist in setting protocols, establish a self-evaluation instrument and to develop a Superintendent evaluation instrument for the Governing Board.

The District will pay RMC Education Consultants, Inc. a fee of \$2,000.00 plus mileage for trips to and from district.

**RECOMMENDATION:**

Approve the Agreement with Dr. Rudy M. Castruita (RMC Education Consultants, Inc.) at an estimated cost of \$2,000.00.

---

Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Are funds for this item included in the 2015-2016 Budget?

Requisition #

Yes     No

Yes     No

Estimated cost

\$2,000.00

(Amount)

Supplemental and  
Concentration Fund

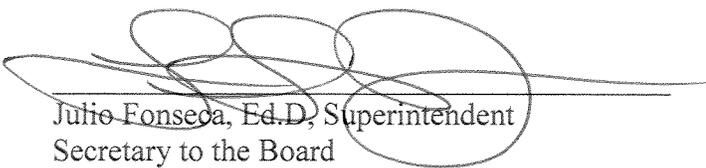
(Name of funding source and/or location)

(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board

**SAN YSIDRO SCHOOL DISTRICT  
GOVERNING BOARD AGENDA**

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**TO:** Governing Board

**BOARD MEETING DATE:** August 27, 2015

**FROM:** Julio Fonseca, Ed.D  
Superintendent

**SCHOOL/DEPARTMENT:** Business Services

**AGENDA ITEM:** WIRE TRANSFERS – USER ACCESS AUTHORIZATION

**BACKGROUND INFORMATION:**

Wire transfers are a required method of payment to the San Diego County Treasurer-Tax Collector's Office. It is necessary to have authorized staff to complete the wire transactions. Currently, the district has only three authorized employees. The district would like to replace one authorized representative and include the Chief Operations Officer as an authorized representative.

**RECOMMENDATION:**

Approve Jose Arturo Sanchez Macias as an authorized representative to have access to the Wire Administration and Request Portal.

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Renewal     New     Amendment     Ratify     Other

**Business Services Reviewed:** \_\_\_\_\_

Financial Implications?

Yes     No

Are funds for this item included in the 2015-2016 Budget?

Yes     No

Requisition #

N/A  
(Amount)

N/A  
(Name of funding source and/or location)

-  
(Funding account number)

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Recommended for:     Approval     Denial    Certification Requested     Yes     No

**Superintendent's Office Certification:**

  
Julio Fonseca, Ed.D, Superintendent  
Secretary to the Board