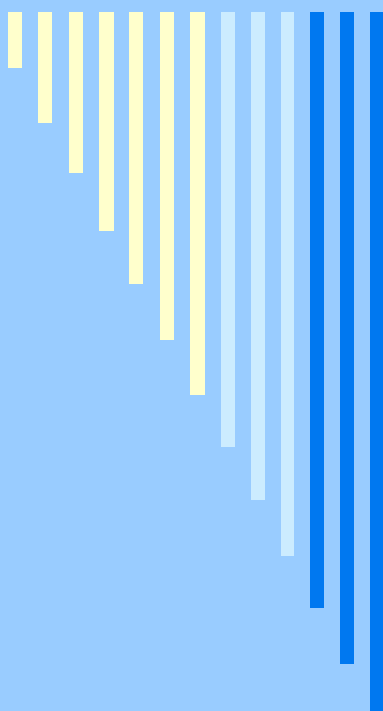




LYNWOD UNIFIED SCHOOL DISTRICT
Creating A Brighter Future For Your Kids!



BOARD AGENDA

Special/Reorganizational Meeting

December 19, 2025





**SPECIAL/REORGANIZATIONAL MEETING
OF THE BOARD OF EDUCATION
December 19, 2025
5:30 PM**

Pursuant to Government Code Section 54956 and Education Code Section 35144, the Special/Reorganizational Meeting of the Board of Education will be held on December 19, 2025, to conduct its business meeting at the Education Center 11321 Bullis Road, Board Room B-105, B-106, Lynwood, California, 90262. There will be no Closed Session.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

A G E N D A

1. CALL TO ORDER

2. ROLL CALL by Patrick Gittisriboongul, Ed.D. – Superintendent & Secretary to the Board

Mr. Julian Del Real-Calleros, President
Dr. Gary Hardie, Jr., Vice President
Mr. Alfonso Morales, Esq., Clerk
Dr. Alma Carina Castro, Member
Mrs. Maria G. Lopez, Member
Legal Counsel – Olivarez Madruga Law Organization, LLP

3. APPROVAL OF AGENDA OF THE SPECIAL/REORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION ON DECEMBER 19, 2025

Motion _____ Second _____ Vote _____

4. FLAG SALUTE

5. PUBLIC COMMENT/COMMUNICATIONS

No action or discussion is permitted on any item not included on the posted agenda per GC § 54954.2 (a). No action may be taken and no discussion held on items raised by the public except as provided in GC § 54954.2(b)

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker to address **all 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.**

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.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

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 Reception Desk area of the district office at 11321 Bullis Rd., Lynwood, California, 90262. Also, at the district website www.mylusd.org.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Assistant Superintendent's Office at 310-886-1490. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure Accessibility to the Board meeting.

6. SPECIAL RECOGNITION

7. ACTION ITEMS

7.A. Election of Officers of the Board of Education from December 2025 to December 2026

1. President

Disposition	Motion:
	Second:
	Vote:

2. Vice President

Disposition	Motion:
	Second:
	Vote:

3. Clerk

Disposition	Motion:
	Second:
	Vote:

4. Secretary to the Board - **Superintendent: Patrick Gittisriboongul, Ed.D.**

Disposition	Motion:
	Second:
	Vote:

7.B. Appointment of Representative to the Los Angeles County Committee on School District Organization from December 20, 2025 to December 31, 2026 per Education Code 35023/72403

Motion _____	Second _____	Vote _____
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7.C. Request Approval of Certification of Signatures for 2025-2026

Motion _____	Second _____	Vote _____
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7.D. Request Approval of Appointment of Authorized Agent for 2025-2026

Motion _____ Second _____ Vote _____

8. ADJOURNMENT

ACTION ITEMS



7. A. Election of Officers of the Board of Education from December 2025 to December 2026

Rationale

Listed below are officers to be elected at the Reorganizational Meeting:

1. President

Disposition

Motion:

Second:

Vote:

2. Vice President

Disposition

Motion:

Second:

Vote:

3. Clerk

Disposition

Motion:

Second:

Vote:

4. Secretary to the Board - Superintendent: **Patrick Gittisriboongul, Ed.D.**

Disposition

Motion:

Second:

Vote:

Financial Impact



Special/Reorganizational Meeting of the Board of Education

12/19/2025 - 05:30 PM

Board Room

11321 Bullis Road

Lynwood, CA 90262

Renewal Contract/Item New Contract/Item

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion

Approval Denial

Certification

Superintendent's Office Certification:



7. B. Appointment of Representative to the Los Angeles County Committee on School District Organization from December 20, 2025 to December 31, 2026 per Education Code 35023/72403

Rationale

The Superintendent recommends that the Board of Education appoint one member as its voting representative to the Los Angeles County Committee on School District Organization.

Motion to Appoint _____ by _____

Seconded by _____

Votes _____

Financial Impact

Renewal Contract/Item New Contract/Item

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion

Approval Denial

Certification

Superintendent's Office Certification:

7. C. Request Approval of Certification of Signatures for 2025-2026

Rationale

The administration request approval of the Certification of Signatures for 2025-2026.

Attached is the Certification of Signatures for the period of December 20, 2025 to December 31, 2026 to be filed with the County Superintendent of Schools.

The persons are authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections 35143, 42632, and 42633. If the persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

Also attached is the Recommendation for Official Signatures effective December 20, 2025 to December 31, 2026.

Financial Impact

Renewal Contract/Item New Contract/Item

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion

Approval Denial

Certification

Superintendent's Office Certification:

Supporting Documents

 [Certification of Signatures - Dec. 19, 2025](#)

LYNWOOD UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA ITEMS

December 19, 2025

MEMORANDUM TO: Members of the Board of Education

FROM: Patrick Gittisriboongul, Ed.D., Superintendent of Schools

SUBJECT: Recommendation for Official Signatures, December 20, 2025 through December 31, 2026

1. "B" Warrants
(Only 1 Signature Required)
Patrick Gittisriboongul, Ed.D.
Gretchen Janson, Ed.D.
2. Orders for Salary Payments and Notice of Employment
(Only 1 Signature Required)
Patrick Gittisriboongul, Ed.D.
Gretchen Janson, Ed.D.
Carlos J. Zaragoza
3. Cafeteria Account
(Only 1 Signature Required)
Gretchen Janson, Ed.D.
Brenda Romero
4. Revolving Fund Clearing Account
(Only 1 Signature Required)
Gretchen Janson, Ed.D.
Brenda Romero
5. Purchase Orders
(Only 1 Signature Required)
Gretchen Janson, Ed.D.
Ricardo Harris
6. Vendor Contracts and Agreements
(Only 1 Signature Required)
Patrick Gittisriboongul, Ed.D.
Maribel Martinez, Ed.D.
Gretchen Janson, Ed.D.
Carlos J. Zaragoza
Ricardo Harris
7. AP Voucher Approval
(Only 1 Signature Required)
Gretchen Janson, Ed.D.
Brenda Romero
Ramiro Aguirre
8. Employment Contracts, Certificated
(Only 1 Signature Required)
Patrick Gittisriboongul, Ed.D.
Maribel Martinez, Ed.D.
Carlos J. Zaragoza
9. Commercial Banking Account
Patrick Gittisriboongul, Ed.D.
Gretchen Janson, Ed.D.
10. Child Development Account
Gretchen Janson, Ed.D.
Brenda Romero

LYNWOOD UNIFIED SCHOOL DISTRICT
DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 are unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: December 20, 2025 to December 31, 2026

In accordance with governing board approval dated December 19, 20 25.

Signature _____
Clerk (Secretary) of the Board

Typed Name _____
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE	INITIALS
TYPED NAME	
President of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Clerk/Secretary of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	
SIGNATURE	INITIALS
TYPED NAME	
Member of the Board of Trustees/Education	

If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE	INITIALS
TYPED NAME	
Patrick Gittisriboongul, Ed.D.	
TITLE Superintendent of Schools	
SIGNATURE	INITIALS
TYPED NAME	
Maribel Martinez, Ed.D.	
TITLE Assistant Superintendent of Educational Services	
SIGNATURE	INITIALS
TYPED NAME	
Gretchen Janson, Ed.D.	
TITLE Assistant Superintendent of Business Services	
SIGNATURE	INITIALS
TYPED NAME	
Carlos J. Zaragoza	
TITLE Assistant Superintendent of Human Resources	
SIGNATURE	INITIALS
TYPED NAME	
Brenda Romero	
TITLE Director of Fiscal Services	
SIGNATURE	INITIALS
TYPED NAME	
Ricardo Harris	
TITLE Director of Purchasing	
SIGNATURE	INITIALS
TYPED NAME	
Ramiro Aguirre	
TITLE Accounting Manager	

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
1	1
NOTICES OF EMPLOYMENT	CONTRACTS
1	1



7. D. Request Approval of Appointment of Authorized Agent for 2025-2026

Rationale

It is requested that the Board of Education appoint the Superintendent as Authorized Agent for the fiscal year, under the authority of Education Code section 35035(f) "Additional Powers and Duties of the Superintendent," which states "Enter into contracts for and on behalf of the District pursuant to Section 17604." Education Code section 17604 "Delegation of powers to agents; liability of agents," which states:

"Wherever in this code the power to contract is invested in the governing board of the school district or any member thereof, the power may by a majority vote of the board, be delegated to its district superintendent, or to any persons that he or she may designate, or if there be no district superintendent, then to any other officer or employee of the district that the board may designate. The delegation of power may be limited as to time, money or subject matter or may be a blanket authorization in advance of its exercise, all as the governing board may direct. However, no contract made pursuant to the delegation and authorization shall be valid or constitute an enforceable obligation against the district unless and until the same shall have been approved or ratified by the governing board, the approval or ratification to be evidenced by a motion of the board duly passed and adopted. In the event of malfeasance in office, the school district official invested by the governing board with the power of contract shall be personally liable to the school district employing him or her for any and all monies of the district paid out as a result of the malfeasance."

Financial Impact

Renewal Contract/Item New Contract/Item

Requisition # from BEST: N/A

Name of Funding Source and/or Location: N/A

Funding Account Number: N/A

Amount: N/A

Recommended Motion

Approval Denial

Certification

Superintendent's Office Certification: