

**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, MARCH 12, 2026**  
**5:00 p.m.**

Pursuant to Government Code Section 54956 and Education Code Section 35144, the Special Meeting of the Governing Board was held on Thursday, March 12, 2026, at 5:00 p.m., and conducted its business meeting at **San Ysidro School District - Education Center/Board Room: 4350 Otay Mesa Road, San Ysidro, CA 92173**. This meeting was audio-recorded. The Public was able to view this meeting by accessing the following link <https://www.youtube.com/channel/UCGyF01068pwbhe-B5xnyl-A/videos>.

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

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

**MINUTES**

**1. CALL TO ORDER** Who: Lopez Time: 5:00 p.m.

**2. ROLL CALL** by Manuel Bojorquez, Acting Superintendent & Secretary to the Board

Board Members present:

Mrs. Irene Lopez, President

Mrs. Zenaida Rosario, Board Vice President

Mr. Martin Arias, Board Clerk

Mr. Antonio Martinez, Board Member

Mrs. Kenia Peraza, Board Member

**3. FLAG SALUTE** was led by Board President Irene Lopez

**4. AGENDA**

The Board approved the agenda for the meeting.

Motion: Lopez

Second: Martinez

Vote: 5-0

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

The Board of Trustees has established clear protocols to ensure that meetings are conducted efficiently while supporting the open communication our community values. The Board welcomes and appreciates the input of parents, students, employees, and members of the public. Our goal is to provide an environment that supports the free exchange of ideas between the Board, staff, and community members in a respectful and orderly manner.

We encourage all participants to share constructive ideas and perspectives while respecting others' rights to do the same. The Board welcomes differing opinions; however, it is essential that all disagreements be expressed in a courteous and meaningful way. Personal attacks or disrespectful behavior toward others will not be tolerated. To maintain a positive environment, all speakers are asked to be courteous, patient, and respectful while others are speaking. Comments should

be concise, relevant to the topic, and within the allotted time. Members of the public must be recognized by the Board President or Chairperson before speaking and may only address the Board from the podium, not from the audience.

Public comments must adhere to [Civility Board Policy 1313](#), which promotes mutual respect, civility, and orderly conduct among all members of the school community — including employees, board members, contractors, parents/guardians, students, and the public. This policy is not intended to restrict any person’s constitutional right to free expression on school grounds or at district activities. Uncivil or harassing conduct by any member of the San Ysidro School District community is harmful to the educational environment and will not be permitted. Civil behavior includes politeness, courtesy, integrity, honesty, timeliness, dependability, adherence to laws and rules, and effective communication. Students, staff, parents/guardians, and community members are expected to communicate and behave in ways that do not disrupt district operations, hinder learning, or create unsafe environments.

**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 the Board on each agenda item.

**Approach the lectern and give your name.**

The Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full public input, the Board president may, with Board consent, adjust the time allowed for public input and/or the time allotted to each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board/Public to hear the translated public testimony simultaneously. (Government Code 54954.3)

Persons wishing to address the Board are asked to complete a **Public Comment Form**, located in the sign-in area, and submit the completed form to the administrative assistant prior to the start of the meeting.

Those who have a group concern are encouraged to select a spokesperson to address the Board. Members of the public may not yield their time to another individual. A copy of the full agenda is available for view at the Superintendent’s Office located at 4350 Otay Mesa Road, San Ysidro, California. Also, at the district website: [www.sysdschools.org](http://www.sysdschools.org).

There were no public comments.

**6. CONFERENCE SESSION**

**Reports/Presentations**

**6.1** [Second Interim Financial Report 2025-26](#) - Presented by Chief Business Official, Marilyn Adrianzen

**7. GENERAL ADMINISTRATION**

**7.1** [SECOND INTERIM FINANCIAL REPORT FOR 2025-26](#) (Adrianzen)

The Board approved the Second Interim Financial Report for 2025-26.

Motion: Arias                      Second: Martinez                      Vote: 4 Ayes - 1 Noes (Peraza)

**7.2** [AGREEMENT WITH FISCAL CRISIS & MANAGEMENT ASSISTANCE TEAM \(FCMAT\)](#) (Adrianzen)

The Board approved/ratified the agreement with the Fiscal Crisis & Management Assistance Team to conduct a Triggered Fiscal Health Risk Analysis at no cost to the District.

Motion: Martinez                      Second: Rosario                      Vote: 5-0

**7.3 AMENDMENT NO. 1 TO KEYANALYTICS AGREEMENT (Adrianzen)**

The Board approved/ratified Amendment No. 1 extending the term of the agreement with C. Financial Services, Inc., dba KeyAnalytics, for two additional years to continue providing consulting and analytical services. The Governing Board amended the agreement to limit the funding sources to the Building Fund and Capital Projects Fund, removing the General Fund as a funding source.

Motion: Arias                      Second: Roario                      Vote: 4 Ayes - 1 Noes (Peraza)

**7.4 REVISED JOB DESCRIPTION - SPECIAL PROGRAM CUSTODIAN (Burciaga)**

The Board approved the revised job description for Special Program Custodian.

Motion: Martinez                      Second: Arias                      Vote: 4 Ayes - 1 Noes (Peraza)

**7.5 ESTABLISH SPECIAL PROGRAM CUSTODIAN POSITION (Burciaga)**

The Board approved the establishment of eight part-time Special Program Custodian positions.

Motion: Martinez                      Second: Arias                      Vote: 4 Ayes - 1 Noes (Peraza)

**7.6 APPOINTMENTS - SPECIAL PROGRAM CUSTODIANS (Burciaga)**

The Board approved the appointment of the staff listed above from Custodian to Special Program Custodian, effective April 1, 2026. The appointment of Manuel Tadeo Zepeda from Custodian to Special Program Custodian will be effective July 1, 2026.

- a. Ricardo Alvarez
- b. Jonathan Bastida
- c. Francisco Lara Anaya Jr.
- d. Jorge Olivas Uribe
- e. Manuel Rivera
- f. Manuel Tadeo Zepeda
- g. Aaron Zepeda Esparza

Motion: Martinez                      Second: Arias                      Vote: 4 Ayes - 1 Noes (Peraza)

**7.7 RESIGNATION - PROBATIONARY II SPECIAL DAY CLASS TEACHER (Burciaga)**

The Board approved the resignation of Uriel Roldan, Probationary II Special Day Class Teacher effective June 10, 2026.

Motion: Arias                      Second: Martinez                      Vote: 5-0

Board Clerk Arias made a motion to adjourn the meeting, seconded by Board Member Martinez. The vote was 5-0.

**8. ADJOURNMENT                      Time: 5:42 p.m.**

Respectfully Submitted,

Manuel Bojorquez, Acting Superintendent