San Pasqual Union School District

The Little School in the Valley

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BOARD OF EDUCATION MINUTES – REGULAR MEETING

Tuesday, August 11, 2026, at San Pasqual Union School

I. CALL TO ORDER/OPEN SESSION at 4:35

Kami Goe, President	✓	Laurisa Murray, Trustee	✓
Christy Gourley, Vice President	x	Amelia Redmond, Trustee	x
John Merz, Trustee	✓	Mark Burroughs, Supt /Secretary	✓
		Jenny Grassy, Recording Secretary	✓

A. PUBLIC COMMENT regarding Closed Session items

No Public comment on closed session items

B. ADJOURNMENT to Closed Session at 4:36

II. CLOSED SESSION

C. PERSONNEL – appointments, transfers, resignations, and/or reassignments (GC §54957, 54954, 54957.6)

III. RECONVENE OPEN SESSION - 5:462

D. WELCOME TO GUESTS AND PLEDGE OF ALLEGIANCE

Public was welcomed. The flag salute was recited.

E. REPORT OF ACTION TAKEN IN CLOSED SESSION

Report from closed session: The Board gave direction to the Superintendent on closed session items.

F. HEARING OF THE PUBLIC: Persons wishing to speak to an item on the agenda or another topic that lies within the Board's jurisdiction.

Hearing of the Public: No one addressed the Board

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G. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the June 25, 2026, regular meeting. Any changes to the full agenda, minutes, or consent agenda must be made at this time.
Supporting Documentation: 6-25-26 Meeting Minutes

Action:** Member Merz motioned to approve the current agenda and minutes from the June 25, 2026, board meeting. Member Murray seconded the motion.* ***Motion passed 3/0.

H. SAN PASQUAL UNION SCHOOL DISTRICT ELEMENTARY TEACHERS' ASSOCIATION (SPETA) REPORT
Mrs. Mallory, SPETA President
No SPETA report given.

I. CURRICULUM REPORT: Tier 2 Reading and Math Acceleration Program
Mrs. English, Reading Specialist
Please see Curriculum Report attached here.

J. ASSISTANT PRINCIPAL REPORT
Mrs. Zdunich, Assistant Principal
Please see AP Report attached here.

K. SUPERINTENDENT REPORT
Mr. Burroughs, Superintendent/Principal
Please see Superintendent Report attached here.

IV. ACTION/DISCUSSION ITEMS

L. APPROVAL OF INDEPENDENT AGENCY AGREEMENT WITH THE YMCA OF SAN DIEGO COUNTY to provide before and after-school child care services consistent with the requirements of the Expanded Learning Opportunity Program (ELO-P).
Supporting Documentation: Agreement with YMCA of San Diego (draft)

Action: Member Merz motioned to approve the Independent Agency Agreement with the YMCA of San Diego County. Member Murray seconded the motion. **Motion passed 3/0.**

M. APPROVAL OF 3-YEAR EXPANDED LEARNING OPPORTUNITY PROGRAM (ELOP) PLAN.
Supporting Documentation: 2026-2029 ELOP Program Plan

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Action: Member Murray moved to approve the 2026–2029 ELOP Plan. Member Merz seconded the motion. **Motion passed 3/0.**

N. APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE VALLECITOS SCHOOL DISTRICT AND THE ALPINE UNION ELEMENTARY SCHOOL DISTRICT TO CONTINUE A LIMITED ENGLISH PROFICIENT STUDENT PROGRAM CONSORTIUM for the 2026/27 school year, pursuant to the Elementary and Secondary Education Act, Title III, Part A.
Supporting Documentation: LEP Consortium MOU 2026/27

Action: Member Merz motioned to approve the LEP Student Program Consortium MOU for the 2026/27 school year. Member Murray seconded the motion. **Motion passed *3/0.***

O. UNDERSTANDING (MOU) with the San Diego County Office of Education (SDCOE) to provide Desktop Support Services for the 2026/27 school year. Per the renewed agreement, costs may be paid at half-day or full-day increments.
Supporting Documentation: SDCOE MOU for Desktop Support Services

Action: Member Murray motioned to approve the MOU with SDCOE for Desktop Support Services for the 2026/27 school year. Member Merz seconded the motion. **Motion passed *3/0*.**

P. APPROVAL OF QUOTE FROM MYSTERY SCIENCE. The membership, which is valid through June 30, 2027, provides full access to Mystery Science for all teachers in the District. Total cost not to exceed. $2,200.
Supporting Documentation: Mystery Science Quote

Action: Member Merz motioned to approve the Mystery Science quote in an amount not to exceed $2,200. Member Murray seconded the motion. **Motion passed *3/0.***

Q. APPROVAL OF APPROVAL OF RESOLUTION #R26-27-01 as required by Education Code sections 44256(b) and 44258.2. The following teachers have satisfied code requirements for the 2026/27 school year and are authorized to teach in those subject areas: Megan Cottam, Amy Cutchin, Amanda Grano, Tim Harmon, Heather Jovin, Jenny Lynch, Jolene Mallory, Megan Mueller, and Kim Read-Smith.
Supporting Documentation: Teaching Authorization Resolution 2026/27

Action: Member Murray motioned to approve Resolution #R26-27-01. Member Merz seconded the motion. **Motion passed *3/0*.**

R. APPROVAL OF QUOTES FROM SCHOOL FIX CATALOG TO PURCHASE FURNITURE (TABLES AND CHAIRS) FOR CLASSROOM USE. The furniture will

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be used to furnish additional classrooms and replace broken/obsolete furniture. Total cost not to exceed $16,000.
Supporting Documentation:
Quote #3002120505
Quote # 3002133360

Action: Member Merz motioned to approve the School Fix Catalog quotes for furniture in an amount not to exceed $16,000. Member Murray seconded the motion. **Motion passed *3/0*.**

S. APPROVAL OF INVOICE TO PURCHASE OF TEN (10) DELL PRO 14 PLUS LAPTOP COMPUTERS FOR STAFF USE, consistent with the District's technology refresh program. Total cost not to exceed $20,000.
Supporting Documentation: Dell Invoice #10886563544

Action: Member Merz motioned to approve the purchase of ten Dell Pro 14 Plus laptop computers in an amount not to exceed $20,000. Member Murray seconded the motion. **Motion passed *3/0*.**

T. APPROVAL OF ESTIMATE FROM TURBOSCAPE, INC., TO SUPPLY, DELIVER, AND INSTALL PLAYGROUND CHIPS, total cost not to exceed $18,000.
Supporting Documentation: Turboscape Estimate

Action: Member Merz motioned to approve the Turboscape, Inc. estimate in an amount not to exceed $18,000. Member Murray seconded the motion. **Motion passed *3/0*.**

U. CONSIDER APPROVAL OF CONTINUED AGREEMENT WITH CLC CONSULTING FOR FACILITIES MODERNIZATION SUPPORT SERVICES: CLC Consulting provides professional facilities and modernization consulting services to assist school districts with program planning and compliance with state funding requirements. Annual agreement not to exceed $5,000.

Supporting Documentation: CLC Contract

Action: Member Merz motioned to approve the continued agreement with CLC Consulting. Member Murray seconded the motion. **Motion passed *3/0*.**

V. IT IS RECOMMENDED THAT THE BOARD OF EDUCATION ADOPT RESOLUTION **#26-27-03** NAMING THE CHIEF BUSINESS OFFICIAL, KRISTIN DINOFIA AS AN AUTHORIZED DISTRICT REPRESENTATIVE TO SIGN AND SUBMIT DOCUMENTS ON BEHALF OF SAN PASQUAL UNION SCHOOL DISTRICT FOR ALL SAB-ADMINISTERED PROGRAMS. This designation shall remain in effect until amended by a future resolution.

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Supporting Documentation:R26-27-03

Action: Member Murray motioned to approve Resolution #26-27-03. Member Merz seconded the motion. **Motion passed *3/0*.**

W. APPROVAL OF PRICE QUOTE FROM MEALTIME TO PROVIDE A CENTRAL MANAGEMENT MODULE FOR THE NUTRITIONAL SERVICES PROGRAM, WITH FEATURES INCLUDING POINT OF SALE (POS), ELIGIBILITY, MENU PLANNING, AND PARENT PORTAL. Total Year 1 costs not to exceed $10,000. Annual costs in Year 2 not to exceed $5,000.
Supporting Documentation: Mealtime Contract (draft)

Action: Member Merz motioned to approve the Mealtime price quote. Member Murray seconded the motion. **Motion passed *3/0*.**

X. POLICY MANUAL UPDATE: The Board of Education is requested to review and adopt revisions to the San Pasqual Union School District Conflict of Interest Code to ensure compliance with the California Political Reform Act and current San Diego County filing requirements. The proposed revisions update the filing officer designation and make necessary administrative and technical changes to maintain compliance with applicable laws, regulations, and California School Board Association recommendations.
Supporting Documentation: Exhibit 9270 -E(1)

Action: Member Murray motioned to approve the revisions to the San Pasqual Union School District Conflict of Interest Code as presented. Member Merz seconded the motion. **Motion passed *3/0*.**

Y. POLICY MANUAL UPDATES: SECOND READING AND RECOMMENDED APPROVAL- BOARD POLICY UPDATES: Second reading of proposed changes to the District Policy Manual as recommended by the California School Boards Association. Documents are available by request in the District office during regular business hours.

Supporting Documentation:
BP 5121
AR 5121
For Reference: Grades & Report Card Protocols - Teacher Handbook

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Action: Member Merz motioned to approve the policy updates as presented. Following discussion regarding grading, mastery, and honor roll criteria, the Board agreed to proceed with Option 1, with plus/minus grades not affecting GPA calculations, and to address honor roll criteria through administrative practice rather than Board Policy. Member Merz motioned to approve the proposed changes to Board Policy and Administrative Regulation 5121, including Option 1. Member Murray seconded the amended motion. Motion passed 3/0.

Z. ANNUAL GOAL SETTING: APPROVAL OF SUPERINTENDENT GOALS FOR THE 2026/27 SCHOOL YEAR.
Supporting Documentation: 2026/27 Superintendent Goals DRAFTV4

Action: Member Murray motioned to approve the Superintendent Goals for the 2026/27 school year, with the Board recommending that the goal language for Goal 2 be revised from "implement" to "research and pilot" prior to full implementation. Member Merz seconded the motion. For Goal 3, the Board gave direction to the Superintendent to move forward in pursuit of a possible agreement with Pali Institute. Motion passed 3/0 .

V. CONSENT AGENDA

AA. PERSONNELL

Hires:
Eden Birenbaum, Teacher
Caleb Humble, Teacher
Kennedy Coffee, Yard Duty
Juliana Ketchum, Yard Duty
Delvanni Porter, School Psychologist Intern
Jacob Rewa, Vocal Music Coordinator
Supporting Documentation: Vocal Music Coordinator Job Description (draft)
Re-Assignments:
Tara Gallison, Instructional Aide
Rachelle Harris, Instructional Aide
Jessica Hurtado, Nutritional Services Supervisor (from Step 44 to 48)
Natalie Yandell, Yard Duty Supervisor
Supporting Documentation: Yard Duty Supervisor Job Description (draft)
Leave of Absence:
Jolene Mallory
Supporting Documentation: Acknowledgment of Union Release Time per EC § 44987

BB. APPROVAL OF CONSOLIDATION APPLICATION (Con App): The Board shall consider approval of the Consolidated Application for Funding.

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Supporting Documentation: Con App 2026

CC. PRINCIPAL DESIGNEE: Designate Michelle Castro (primary) and Christine English (secondary) to serve as administrative designee in the absence of Assistant Principal and/or Superintendent/Principal.

DD. APPROVAL OF Transportation Cost-Sharing AGREEMENT (AMENDMENT #3) with the San Diego County Office of Education and the County of San Diego to provide transportation services for foster youth exercising school of origin rights.

Supporting documentation: Transportation Agreement, 3rd Amendment

EE. INTERDISTRICT TRANSFER AGREEMENTS: Approval of 5-year Interdistrict Transfer Agreements between the San Pasqual Union School District and the following school districts:
Escondido Union School District - *Escondido Interdistrict Agreement*
Murrieta Valley Unified School District - *Murrieta Interdistrict Agreement*
Oceanside Unified School District - *Oceanside Interdistrict Agreement*
Poway Unified School District - *Poway Interdistrict Agreement*
San Dieguito High School District - *San Dieguito Interdistrict Agreement*
San Marcos Unified School District - *San Marcos Interdistrict Agreement*
Sweetwater Union School District - *Sweetwater Interdistrict Agreement*

FF. ROAR Renewal Agreement
Supporting Documentation: ROAR Agreement 2026

GG. FINANCIAL REPORTS: Collection advice, donations, revolving cash, commercial warrants (for June & July), purchase orders (for June & July), credit card expenditures (for June and July), Quarterly Uniform Complaint Report (Williams), and quarterly Disclosure of District Investments report ending June 30, 2026.
Supporting Documentation: June/July Financial Statements

Action: Member Merz motioned to approve the Consent Agenda. Member Murray seconded the motion. **Motion passed *3/0*.**

VI. BOARD COMMENTS

HH. Comments by Trustees

Merz- Great meeting to start the year. Everything was positive, and it was wonderful to see such great test scores. A very positive start to the school year.

Murray - I love the RTI program, the flexibility, and the dedicated intervention time that has been

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built into the schedule. I'm very happy that Christine English is taking on math intervention as well. We should celebrate our CAASPP successes, especially our projected 5% growth, which is amazing. Welcome to all of our new staff, and I wish everyone a great start to the school year.

Goe- I love the new Tier 2 support system. I also appreciate that we moved TK Back-to-School Night to before the school year begins. I love that our school is willing to move quickly when there are things we can change and improve, always with the goal of making things better for everyone involved. Thank you!

IX. ADJOURNMENT

NEXT MEETING: September 8, 2026 @ 4:30 p.m. Regular Meeting

Separate attachments available by request at the District office. San Pasqual Union provides appropriate disability accommodations. Any person who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.

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