# San Pasqual Union School District

*The Little School in the Valley*

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## BOARD OF EDUCATION MINUTES – REGULAR MEETING

**Tuesday, September 8, 2026, at San Pasqual Union School**

## I. CALL TO ORDER/OPEN SESSION at 4:32

| | | | |
|---|---|---|---|
| Kami Goe, President | ✓ | Laurisa Murray, Trustee | ✓ |
| Christy Gourley, Vice President | ✓ | Amelia Redmond, Trustee | ✓ |
| 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 4:33pm

## II. CLOSED SESSION

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

## III. RECONVENE OPEN SESSION

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 regarding 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

G. WILLIAMS SETTLEMENT ANNUAL HEARING OF THE PUBLIC: EC Section

60119 requires that local governing boards hold an annual public hearing and adopt a resolution stating whether each pupil in the LEA has sufficient textbooks or instructional materials in reading/language arts, mathematics, science, and history social science aligned to content standards and consistent with the content and cycles of the curriculum framework adopted by the SBE.
No one addressed the Board

H. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the 08/11/2026 regular meeting. Any changes to the full agenda, minutes, or consent agenda must be made at this time.
*Supporting Documentation: Minutes 8-11-26*

***Action:** Member Murray motioned to approve the current agenda and minutes from the August 11, 2026, board meeting. Member Merz seconded the motion.* ***Motion passed 5/0.***

I. SAN PASQUAL UNION SCHOOL DISTRICT ELEMENTARY TEACHERS' ASSOCIATION (SPETA) REPORT
Jolene Mallory, SPETA President

***SPETA Report:** SPETA thanked the Board for its time and participation in negotiations over the past year. They highlighted three areas of focus: developing new leadership, increasing member knowledge through education and communication, and looking ahead toward future goals and opportunities.*

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 RESOLUTION #R26-27-04: In order to receive state instructional materials funds, the Governing Board is required by Education Code Section 60119 to hold a public hearing and adopt a resolution by the eighth week of the school year per the Williams Settlement.
*Supporting Materials: Williams Settlement*

***Action:*** *Member Gourley motioned to approve Resolution #R26-27-04 regarding the Williams Settlement instructional materials requirements. Member Redmond seconded the motion.* ***Motion passed 5/0***

M. ACCEPTANCE OF UNAUDITED ACTUALS FINANCIAL REPORT: The Board will consider accepting the final financial report for the school year 2025/26 as certified by the San Diego County Office of Education. The full report is available for review in the District office.
*Supporting Documentation: 2026 Unaudited Actuals*

***Action:*** *Member Gourley motioned to accept the Unaudited Actuals Financial Report for the 2025/26 school year as certified by the San Diego County Office of Education. Member Merz seconded the motion.* ***Motion passed 5/0.***

N. APPROVAL OF PROPOSAL FROM BAKER ELECTRIC & RENEWABLES, LLC TO PROVIDE ELECTRICAL INFRASTRUCTURE FOR THE DISTRICT'S ELECTRIC SCHOOL BUS CHARGING STATION. The scope of work includes engineering and design, installation of a 100A 2P circuit breaker in the existing electrical panel, conduit and wire from the panel to the north side roll-up door, and installation and commissioning of an Autel AC Pro 80A 19.2kW EV charger with one year of software services. Total cost not to exceed $30,000.
*Supporting Documentation:*
*Baker Bus EV Bid*
*Autel_MaxiCharger AC PRO*

***Action:*** *Member Gourley motioned to approve the proposal from Baker Electric & Renewables, LLC to provide electrical infrastructure for the District's electric school bus charging station, at a total cost not to exceed $30,000. Member Redmond seconded the motion.* ***Motion passed 5/0***

O. APPROVAL OF INVOICE (CONTRACT #30900) AND SITE RESERVATION AGREEMENT WITH PALI INSTITUTE to provide outdoor education for 6th-grade students from 1/6/27-1/8/27. Total cost not to exceed $24,000.
*Supporting Documentation:*
*Pali Invoice (Contract #30900)*
*Pali Site Reservation Agreement*

***Action:*** *Mr. Burroughs shared updates from Pali. See slides 14 & 15 from attached presentation. The board discussed the cost of the trip and potential availability of district subsidies to cover expenses for families. Member Gourley moved to approve the invoice (Contract #30900) and the Site Reservation Agreement with Pali Institute to provide outdoor education for 6th-grade students from January 6–8, 2027, at a total cost not to exceed $24,000. Member Merz seconded the motion.* ***Motion passed 5/0.***

P. APPROVAL OF CONTRACT FROM DOWNSTREAM SERVICE, INC., to perform inspection and cleaning of storm drains and pipes. Total cost not to exceed $2000.
*Supporting documentation:* *Downstream Proposal*

***Action:*** *Member Murray motioned to approve the contract from Downstream Service, Inc. to perform inspection and cleaning of storm drains and pipes, at a total cost not to exceed $2,000. Member Redmond seconded the motion.* ***Motion passed 5/0.***

Q. FIRST READING - BOARD POLICY UPDATES: The Board of Trustees will conduct a first reading of proposed revisions to district Board Policies (BP), Administrative Regulations (AR), and/or Board Bylaws (BB) as part of the regular policy review and update process. No action will be taken at this time. These items will be returned for a second reading and adoption at a subsequent board meeting.

*Supporting Documentation:*
*May 2026 Policy Guidesheet*
*May 2026 Recommended Updates*

*August 2026 Policy Guidesheet*
*August 2026 Recommended Updates*

## V. CONSENT AGENDA

R. PERSONNEL

*New Hire:*

Erin Frost, Yard Duty

*Additional Assignment:*
Stacey Kydd
Current Assignment: Site Sub
Added: Ordering, Referring, and Prescribing (ORP) Provider
*Supporting Documentation:* *ORP Job Description*

S. APPROVAL OF RESOLUTION #R26-27-05 Approval of resolution establishing the projected GANN Limit for the 2026-27 school year and revising the limit for the previous year. This annually establishes maximum appropriation limitations for public agencies.
*Supporting Documentation:* *R26-27-05 Gann Limit*

T. APPROVAL OF PTO LIBRARY DONATIONS.
*Supporting Documentation:* *Braille Book Donation*

U. FINANCIAL REPORTS: Collection advice, revolving cash, purchase orders, commercial warrants, donations, and credit card expenditures.
*Supporting Documentation*: *August 2026 Financial Reports*

**Action:** Member Merz motioned to approve the Consent Agenda. Member Gourely seconded the motion. **Motion passed *5/0*.**

## VI. BOARD COMMENTS

V. Comments by Trustees

Gourley: Member Gourley shared that she was really excited to see the participation in the after-school activities. She noted that this was something the Board had hoped to see and commended the staff for making it happen, getting the clubs started, and creating additional opportunities for students. She also expressed excitement about the sixth-grade camp adoption and hopes it will create a lasting relationship and help increase camp attendance. Gourley shared that she was also excited about the Block Grant, which will provide funding for new and engaging activities for students and opportunities to get students out into the community. She also commented on the new high school Spanish curriculum, noting that it is the same one she used in school, and expressed that she is glad the district is bringing it to San Pasqual Union.

Merz: Member Merz shared that everything is going well and that he had nothing pressing to add at this time.

Murray: Member Murray shared that she was excited to hear about the level of student participation outside of the classroom and clubs, noting that these opportunities help students feel like they are truly part of the school community. She encouraged everyone to celebrate the hard work that is happening throughout the district. Murray recognized the work being done through teacher PLCs, Nicole's use of data, and Kristin's work with the budget. She also thanked Mark for taking the time to answer her questions and joked that Jenny is doing a great job keeping up with everything she is writing down. Murray shared that it is a great place to be

Redmond: Member Redmond echoed Murray's comments and shared that the level of caring and dedication throughout the district is amazing. She noted that the district continues to set a high standard and then raise it even further. She acknowledged that this level of work is not easy, but the staff continues to demonstrate a strong level of dedication. Redmond highlighted the district's strong strategies and, more importantly, its ability to execute those strategies effectively. She shared that it is amazing to see everything come together and stated that she has never seen another district implement and execute its strategies as SPU does. She emphasized that, while it is not easy, the work being done ensures that all students receive the education they deserve.

Goe: Member Goe shared that she had nothing additional to add.

## VII. RETURN TO CLOSED SESSION (if needed)

## VIII. RECONVENE OPEN SESSION (if needed)

W. REPORT OF ACTION TAKEN IN CLOSED SESSION (if needed)

## IX. ADJOURNMENT

**NEXT MEETING: October 13, 2026, at 4:30 p.m. Regular Meeting**

(*At 4:30 p.m., there will be an open session to allow for public comment on the closed session agenda items, followed immediately by a closed session.)*

## *Looking Ahead:*

*9/16 - Picture Day Makeups*
*9/17 - SOAR Assembly*
*9/21-9/25 - Start with Hello Week*
*9/23 - Last Day Charleston Wrap Fundraiser*
*10/3 - SP Foundation "Smash for the Saints"*
*10/6 - School Site Council Meeting*
*10/7 - Walk or Wheel (WOW) to School Day*
*10/9 - Book Fair KickOff*

*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.*