

# San Ysidro School District Governing Board

## **SPECIAL BOARD MEETING**

### **AGENDA**

Thursday  
September 10, 2020  
5:00 p.m.  
Via Zoom Teleconference

Pursuant to Governor Newsom's Executive Order N-29-20, this Special Meeting of the San Ysidro School District Board shall be held by teleconference. Trustees of San Ysidro School District Board and the public shall participate in this meeting via teleconference. The Public may view this meeting by accessing the following link <https://www.youtube.com/channel/UCGyF01068pwbhe-B5xnyl-A/videos>. Public comment may be submitted by email to [publiccomment@syzdschools.org](mailto:publiccomment@syzdschools.org) on or before Thursday, September 10, 2020 at 3:00 pm. To listen to this meeting in Spanish, please call 1 (502) 791-5618 and enter the access code 780 912 617#. Closed Session will be conducted in accordance with applicable sections of California Law.

**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, SEPTEMBER 10, 2020**

**5:00 p.m.**

**Via Zoom Teleconference**

Pursuant to Governor Newsom's Executive Order N-29-20, this Special Meeting of the San Ysidro School District Board shall be held by teleconference. Trustees of San Ysidro School District Board and the public shall participate in this meeting via teleconference. The Public may view this meeting by accessing the following link <https://www.youtube.com/channel/UCGyF01068pwbhe-B5xnyl-A/videos>. Public comment may be submitted by email to [publiccomment@sysdschools.org](mailto:publiccomment@sysdschools.org) on or before Thursday, September 10, 2020 at 3:00 pm. To listen to this meeting in Spanish, please call 1 (502) 791-5618 and enter the access code 780 912 617#. Closed Session will be conducted in accordance with applicable sections of California Law.

**THIS MEETING WILL BE TAPE RECORDED**

**AGENDA**

**1. CALL TO ORDER** Who: \_\_\_\_\_ Time: \_\_\_\_\_

**2. ROLL CALL** by Gina A. Potter, Ed.D., Superintendent & Secretary to the Board

Mr. Humberto Gurmilan, Board President  
Mr. Antonio Martinez, Board Vice-President  
Mr. Rudy Lopez, Board Clerk  
Mrs. Irene Lopez, Member  
Mrs. Rosaleah Pallasigue, Member

**3. FLAG SALUTE**

**4. AGENDA**

Corrections and additions to the agenda.  
Approve the agenda for the meeting.

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

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

Persons who want to comment on topics not included on the agenda or comment on agendized topics are invited to submit comments via email to the following email address [publiccomment@sysdschools.org](mailto:publiccomment@sysdschools.org) on or before Thursday, September 10, 2020 at 3:00 pm. Please limit comments to 300 words or less. All comments submitted will be read aloud during the meeting. Please note, all email correspondence relating to this meeting will become part of the Board minutes. If your comment is related to a specific Agenda item, please identify the Agenda item in the subject of your email.

**6. GOVERNING BOARD – RECESS to CLOSED SESSION in accordance with section 54954.5 regarding:**

**6.1 GOVERNMENT CODE SECTION 54957 (Potter)**

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT

**RECONVENE into OPEN SESSION** 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.

**7. CONFERENCE SESSION**

**Reports/Presentations**

- 7.1 Learning Continuity and Attendance Plan 2020-2021 - Presented by Director of Educational Services, Cynthia Gonzalez, Coordinator of Community Schools and Expanded Learning Programs, Omar Calleros and Director of Child Nutrition Services, Evelyn Zarzosa
- 7.2 Refinancing 2012 Certificates of Participation (COPS) for Community Facilities District (CFD) #3 - Presented by Dale Scott, Financial Advisor
- 7.3 2019-2020 Unaudited Actuals - Chief Business Official, Marilyn Adrianzen

**8. GENERAL ADMINISTRATION**

**8.1 BOARD GOVERNANCE WORKSHOP**

The Board will review the following topics:

- Roles of Board and Superintendent
- Governance Team Standards of Practice & Board Bylaws
- District theme, vision, mission, 4 pillars, and areas of focus
- Operating protocols and Board Policies
- Brown Act and Robert’s Rule of Order
- Education Services Overview
  - Learning Continuity and Attendance Plan 2020-2021
  - COVID-19 Safety Prevention Plan for Schools
- Business Services Overview
  - Budget Overview
  - Nutrition Services
  - MOTF
- Human Resources Overview
- Board Workshop Dates

**8.2 UNAUDITED ACTUALS FINANCIAL REPORT FOR FISCAL YEAR 2019-2020 (Adrianzen)**

Approve the Unaudited Actuals Financial Report for fiscal year 2019-2020. Chief Business Official, Marilyn Adrianzen, will provide a presentation on the Unaudited Actuals.

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

**8.3 OPEN PUBLIC HEARING FOR THE LEARNING CONTINUITY AND ATTENDANCE PLAN FOR 2020-2021 (Gonzalez)**

Open Public Hearing for the Learning Continuity and Attendance Plan for 2020-2021. Public comments should be submitted via email by 3:00 p.m. on or before Thursday, September 10, 2020 at [publiccomment@sysdschools.org](mailto:publiccomment@sysdschools.org).

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

**8.4 CLOSE PUBLIC HEARING FOR THE LEARNING CONTINUITY AND ATTENDANCE PLAN FOR 2020-2021** (Gonzalez)

Close Public Hearing for the Learning Continuity and Attendance Plan for 2020-2021.

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

**8.5 REVISED 2020-2021 STUDENT CALENDAR** (Farkas)

Approve the revised 2020-2021 Student Calendar which includes the middle school semester dates.

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

**8.6 REVISED ORGANIZATIONAL CHARTS** (Farkas)

Approve the revised Organizational Charts.

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

**8.7 RESIGNATION - PERSONNEL TECHNICIAN** (Farkas)

Approve/Ratify the resignation for the Personnel Technician.

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

**8.8 RETIREMENT - EXECUTIVE DIRECTOR OF CURRICULUM, INSTRUCTION AND INNOVATION** (Farkas)

Approve the retirement for the Executive Director of Curriculum, Instruction and Innovation.

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

**8.9 REVISED JOB DESCRIPTION - EXECUTIVE DIRECTOR OF HUMAN RESOURCES** (Farkas)

Approve the revised job description for Executive Director of Human Resources.

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

**8.10 REVISED JOB DESCRIPTION - EXECUTIVE DIRECTOR OF EDUCATIONAL SERVICES** (Farkas)

Approve the revised job description for Executive Director of Educational Services.

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

**8.11 REVISED JOB DESCRIPTION - PERSONNEL TECHNICIAN** (Farkas)

Approve the revised job description for Personnel Technician.

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

**8.12 NEW JOB DESCRIPTION - ASSISTANT SUPERINTENDENT OF EDUCATIONAL LEADERSHIP, PUPIL SERVICES AND SAFETY** (Potter)

Approve the new job description for Assistant Superintendent of Educational Leadership, Pupil Services and Safety.

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

**8.13 NEW JOB DESCRIPTION - HUMAN RESOURCES AND BUSINESS SERVICES TECHNICIAN (Farkas)**

Approve the new job description for Human Resources and Business Services Technician.

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

**8.14 MEMORANDUM OF UNDERSTANDING WITH THE SAN DIEGO COUNTY OFFICE EDUCATION RELATING TO THE SDCOE BROADBAND CONNECTIVITY PROGRAM DURING THE 2020-21 SCHOOL YEAR (Gonzalez/Lewis)**

Approve/Ratify the Memorandum of Understanding with San Diego County Office of Education for the SDCOE Broadband Connectivity Program during the 2020-21 school year at the cost of \$82,720.00 from the C.A.R.E.S. fund.

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

**8.15 AGREEMENT WITH RICH THOME CONSULTING FOR 2020-2021 (Potter)**

Approve the agreement with Rich Thome Consulting to provide coaching and consulting services to the Superintendent and provide continued assistance with plans to successfully re-open schools in an approximate amount of \$10,000.00 from the General fund.

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

**8.16 CONSOLIDATED APPLICATION FOR 2020-2021 FUNDING (Adrianzen)**

Approve the submittal of the 2020-2021 Consolidated Application for categorical funding of Title I, II, III and IV.

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

**8.17 RESOLUTION NO. 20/21-0013 - RESOLUTION TO ESTABLISH A BUILDING FUND-PROPOSITION 39 (21-39) AND A DEBT SERVICE FUND (Adrianzen)**

Adopt Resolution No. 20/21-0013 to Establish a Building Fund-Proposition 39 (21-39) And a Debt Service Fund.

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

**8.18 RESOLUTION NO. 20/21-0014 - RESOLUTION TO ESTABLISH A BUILDING FUND-PROPOSITION 39 (21-33) AND A DEBT SERVICE FUND (Adrianzen)**

Adopt Resolution No. 20/21-0014 to Establish a Building Fund-Proposition 39 (21-33) And a Debt Service Fund.

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

**9. ADJOURNMENT**

Time:

Respectfully Submitted,

Gina A. Potter, Ed.D., Superintendent

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 the Superintendent's Office at (619) 428-4476, extension 3022. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure Accessibility to the Board meeting.