

San Ysidro School District Governing Board

AGENDA

Tuesday,
December 12, 2023
5:00 p.m.

WELCOME

Welcome to the meeting of the San Ysidro School District Governing Board. As a courtesy to others, we ask that you turn the volume off on your cell phones and put them on vibrate during the Board meeting. Your cooperation is appreciated.

**San Ysidro Middle School
Multicultural Complex
4345 Otay Mesa Road
San Ysidro, CA 92173**

SAN YSIDRO SCHOOL DISTRICT
4350 Otay Mesa Road San Ysidro, CA 92173
Phone Number: (619) 428-4476 Fax Number: (619) 428-1505

ORGANIZATIONAL MEETING OF THE GOVERNING BOARD
TUESDAY, DECEMBER 12, 2023
5:00 p.m.

Pursuant to Government Code Section 54954 and 54954.2 and Education Code Section 35143, the Organizational Meeting of the Governing Board will be held on Tuesday, December 12, 2023, at 5:00 p.m. to conduct its business meeting at the **San Ysidro Middle School - Multicultural Complex, 4345 Otay Mesa Road, San Ysidro, CA 92173**. 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). 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. FLAG SALUTE

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

Mrs. Rosaleah Pallasigue, Board President

Mrs. Irene Lopez, Board Vice-President

Mrs. Zenaida Rosario, Board Clerk

Mr. Rudy Lopez, Board Member

Mr. Antonio Martinez, Board Member

4. PUBLIC COMMENT/COMMUNICATIONS ON BOARD ORGANIZATION

PLEASE SUBMIT PUBLIC COMMENT FORMS PRIOR TO START OF MEETING

Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address **all of 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**.

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 Superintendent's Office located at 4350 Otay Mesa Road, San Ysidro, California. Also, at the district website: www.sysdschools.org.

It is respectfully suggested that the Governing Board temporarily relinquish chairmanship of the meeting to the Superintendent until the Board elects its President.

5. ANNUAL BOARD ORGANIZATION

A. Election of Board President

Motion: _____ Second: _____ Vote: _____

B. Election of Board Vice-President

Motion: _____ Second: _____ Vote: _____

C. Election of Board Clerk

Motion: _____ Second: _____ Vote: _____

D. Appointment of Board Secretary

Motion: _____ Second: _____ Vote: _____

7. AGENDA

Corrections and additions to the agenda.

Approve the agenda for the meeting.

Motion: _____ Second: _____ Vote: _____

8. BOARD RECOGNITIONS - DISTINGUISHED CHAMPIONS (Inzunza)

8.1 Kathy Perez-Ordaz, Willow 4th grade Teacher - Recipient of the San Diego Teachers Academia Award - Presented by Coordinator of Federal and State Programs and Language Acquisition, Maria C. Rodriguez

8.2 San Ysidro Middle School Student and Staff Recognitions

- Students
 - Sebastian Vasquez, 8th grade, ASB President
 - Layla A. Garcia, 8th grade, ASB Public Relations
 - Ximena Orendain Amezcuita, 7th grade, Student Representative
- Staff
 - Sashanae Buchanan, PBIS and ASB Coordinator and Lead Resource Teacher
 - David Alkass - Science Teacher and SYEA Union Representative
 - Carmen Hernandez - Campus Aide

8.3 Dania Ramirez Mayne, Substitute Clerk - Presented by Chief Business Official, Marilyn Adrianzen

9. PUBLIC COMMENT/COMMUNICATIONS ON OPEN SESSION ITEMS

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10. ITEMS FROM THE BOARD & SUPERINTENDENT

11. CONFERENCE SESSION

Reports/Presentations

11.1 2023-2024 First Interim Financial Report - Presented by Chief Business Official, Marilyn Adrianzen

12. GENERAL ADMINISTRATION

12.1 MINUTES

Approve the minutes of the Regular Board Meeting of November 9, 2023.

Motion: _____ Second: _____ Vote: _____

12.2 DATE, TIME AND PLACE OF GOVERNING BOARD MEETINGS (Potter)

Approve the regular Governing Board meetings from January through December 2024 at 5:00 p.m., at the District Office and at each school at least once a year.

Motion: _____ Second: _____ Vote: _____

12.3 RESOLUTION NO. 23/24-0020 DESIGNATING AUTHORIZED AGENTS TO SIGN BANK ACCOUNT CHECKS AND SCHOOL ORDERS FOR FISCAL YEAR 2023-24 (Adrianzen)

Approve/Ratify Resolutions No. 23/24-0020 designating Ms. Marilyn Adrianzen, Chief Business Official as the authorized representative to sign and oversee the new ASB Debit Card Account transactions for fiscal year 2023-2024.

Motion: _____ Second: _____ Vote: _____

12.4 RESOLUTION NO. 23/24-0021 ANNUAL & FIVE YEAR REPORTABLE FEES REPORT (Adrianzen)

Approve Resolution No. 23/24-0021 for the 2022-23 Annual & Five Year Reportable Fees Report in compliance with Government Code Sections 66006 and 66001.13.5 *California Financial Services KeyAnalytics representatives will be available to answer questions.*

Motion: _____ Second: _____ Vote: _____

12.5 FIRST INTERIM FINANCIAL REPORT 2023-2024 (Adrianzen)

Approve the 2023-2024 First Interim Financial Report.

Motion: _____ Second: _____ Vote: _____

12.6 SCHOOL BOND TRANSPARENCY REPORT 2023 (Adrianzen)

Information only.

12.7 FIRST READING AND ADOPTION OF REVISED BOARD POLICIES AND ADMINISTRATIVE REGULATIONS - 3000 SERIES (Adrianzen/Iniguez)

Approve the First Reading and Adoption of Revised Board Policies and Administrative Regulations - 3000 series: Administrative Regulation 3311 - Bids, Administrative Regulation 3311.3 – Design-Build Contracts, Board Policy 3312 - Contracts, Board Policy 3460 – Financial Reports and Accountability, Board Policy 3551 – Food Service Operations/Cafeteria Fund and Administrative Regulation 3551 – Food Service Operations/Cafeteria Fund.

Motion: _____ Second: _____ Vote: _____

12.8 APPROVE NEW SUBSTITUTE CERTIFICATED PAY RATES (Bojorquez)

Approve the new Substitute Certificated pay rates.

Motion: _____ Second: _____ Vote: _____

12.9 APPROVE AGREEMENT BETWEEN LIANA DAVIS AND THE SAN YSIDRO SCHOOL DISTRICT (Bojorquez)

Ratify agreement between Liana Davis and the San Ysidro School District regarding Ms. Davis full-time voluntary out of class transfer to serve as Acting Assistant Principal for the San Ysidro Middle School.

Motion: _____ Second: _____ Vote: _____

12.10 APPROVE TEMPORARY MANAGEMENT/ADMINISTRATIVE CONTRACT/OFFER OF EMPLOYMENT FOR GLORIA MENA (Bojorquez)

Approve the temporary offer of employment for Gloria Mena as Substitute Administrator for various Administrative positions including, but not limited to, Assistant Principal or Principal, effective as early as December 11, 2023.

Motion: _____ Second: _____ Vote: _____

13. CONSENT CALENDAR

All items appearing are adopted by one single motion. There will be no discussion of these items prior to consideration of the motion, unless a member of the Board or the Superintendent requests that any such item be removed from the Consent Calendar and voted on separately.

Motion: _____ Second: _____ Vote: _____

13A. PERSONNEL – CLASSIFIED

EMPLOYMENT (Bojorquez)

Approve/Ratify the employment for the following as recommended by staff:

13A.1

Campus Aides

- a. Maria Alvarez, Ocean View Hills
- b. Alondra Camacho Gaxiola, Ocean View Hills
- c. Zuleyma Valadez, San Ysidro Middle School

13A.2

Custodian – Jonnatan Beltran, Willow

13A.3

Instructional Aide Special Education – Jhuzeth Sepulveda, Child Development Center

13B. PERSONNEL – CERTIFICATED**EMPLOYMENT (Bojorquez)**

Approve/Ratify the employment for the following as recommended by staff:

13B.1

Substitute Teachers

- a. Megan Awwad, All Sites
- b. Marozana Banaga, All Sites
- c. Raquel Caro Santiago, All Sites
- d. Brenda Figueroa, All Sites
- e. Rodolfo Garcia Perez, All Sites
- f. Nancy Juarez, All Sites
- g. Keenan Mancho, All Sites
- h. Rodolfo Reyes, All Sites
- i. Eduardo Salcedo, All Sites
- j. Kimberly Brunetto, All Sites
- k. Judith Crespo, All Sites
- l. Silvia Stupegia, All Sites

13C. CURRICULUM & INSTRUCTION**13C.1 PRESENTATION OF THE SAFA’S STORY PROGRAM FROM IMAGINE CREATIVE SERVICES, LLC AT SMYTHE ELEMENTARY (Little/Bravo)**

Approve/Ratify the presentation of the Safa’s Story program from Imagine Creative Services, LLC at Smythe Elementary at the total cost of \$2,760.00 from the schools’ General Fund.

13C.2 STUDENT PARTICIPATION AT THE BLACK STUDENT SUMMIT, “OUR VOICE, OUR POWER, OUR FUTURE: EXCELLENCE IN MOTION” (Little/Herrera-Cevallos)

Approve the attendance and participation of students from Vista Del Mar Middle at the Black Student Summit with the cost of \$900.00 for transportation services to be covered with the Supplemental & Concentration fund.

13C.3 LICENSE AGREEMENT WITH SCREENCASTIFY AS A GOOGLE CHROME BROWSER EXTENSION (Little/Lewis)

Approve/Ratify the license agreement with Screencastify to use as a Google Chrome browser extension during the 2023-24 school year at a total cost of \$7,123.00 from the General fund.

13C.4 PROFESSIONAL DEVELOPMENTS (Little)

Approve/Ratify the attendance and participation of District staff to the different professional developments as attached.

13D. BUSINESS**13D.1 PURCHASING REPORT (Adrianzen)**

Approve/Ratify the following purchase orders incurred by the District during the period November 1, 2023 through November 30, 2023. This includes all agreements along with those with cost implications that fall within the authorized delegation of authority limits of up to \$15,000 for public project contracts and up to \$30,000 for all other contracts from the various funding sources.

13D.2 EXPENDITURE REPORTS (Adrianzen)

Approve/Ratify the expenditures incurred by the District during the period of September 1, 2023 through September 30, 2023 for a total expenditure of \$1,619,853.57 and expenditures during the period of November 1, 2023 through November 30, 2023 for a total expenditure of \$1,099,028.89. This includes all agreements along with those with cost implications that fall within the authorized delegation of authority limits of up to \$15,000 for public project contracts and up to \$30,000 for all other contracts from the various funding sources.

13D.3 APPROVAL AND RATIFICATION OF AGREEMENTS WITHIN DELEGATION OF AUTHORITY LIMITS (Adrianzen)

Approve/Ratify the agreements on the attached list with cost implications that fall within the authorized delegation of authority limits of up to \$15,000 for public project contracts and up to \$30,000 for all other contracts from the various funding sources or at no cost to the district.

13D.4 APPROVAL AND RATIFICATION OF PROFESSIONAL SERVICES WORK AUTHORIZATION(S) PURSUANT TO EXISTING MASTER AGREEMENT(S) (Iniguez)

Approve/Ratify the Work Authorization(s) set forth above for the total amount of \$115,090.00

13D.5 APPROVAL AND RATIFICATION OF CONSTRUCTION CONTRACTS AUTHORIZED/ AWARDED PURSUANT TO THE CUPCCAA PROCESS (Iniguez)

Approval and ratification of the construction contracts set forth above for the total amount of \$60,000.00

13D.6 ACCEPTANCE OF DONATIONS AND GRANTS (Adrianzen)

Accept donations and grants with a total value of \$11,932.72 to help support and enrich our educational programs.

13D.7 DISPOSAL OF OBSOLETE/OUTDATED INSTRUCTIONAL MATERIALS (Little)

Approve the disposal of outdated/obsolete instructional materials from all our school libraries by means of sale, recycling and/or destruction in compliance with Education Code 60530.

13D.8 AMENDMENT TO THE MEMORANDUM OF AGREEMENT WITH YMCA OF SAN DIEGO COUNTY FOR 2023-2024 ASES PROGRAM (Little/Ramos)

Approve the amendment to the Memorandum of Agreement with YMCA of San Diego County to provide additional intersession services at Ocean View Hills, San Ysidro Middle and Willow Elementary during fiscal year 2023-24 at the cost of \$1,240,543.54 from the After School Education and Safety (ASES) Grant and the ESSER III Summer Grant Program.

13D.9 AGREEMENT WITH CDW AMPLIFIED FOR EDUCATION (Adrianzen/Lewis)

Approve the agreement with CDW Amplified for Education for the renewal of the District's Google Workspace Education Plus 3-year license in the amount of \$49,326.60. Costs to be paid from the General fund.

13D.10 AGREEMENT WITH WILKINSON HADLEY KING & CO. LLP FOR AUDITING SERVICES (Adrianzen)

Approve the renewal agreement with Wilkinson Hadley King & Co. LLP for auditing services for the next three fiscal years at an estimated cost of \$73,250.00 from the General fund.

13D.11 AWARD RFP NO. 23/24-001 AND APPROVE AGREEMENT WITH SIGNA DIGITAL SOLUTIONS FOR COPIERS AND PRINTERS (Adrianzen)

Award RFP No. 23/24-001 and approve the 5-year Professional Services Agreement with Signa Digital Solutions for copiers and printers. The total annual projected cost is \$96,595.36 to be paid from the General fund.

13D.12 MUNICIPAL LEASE AGREEMENT WITH CANON FINANCIAL SERVICES, INC. (Adrianzen)

Approve the Municipal Lease Agreement with Canon Financial Services, Inc. for the procurement of copiers and printers. The estimated annual cost for the initial order is \$76,309.17 to be paid from the General fund.

14. PUBLIC COMMENT/COMMUNICATIONS ON CLOSED SESSION ITEMS

Please submit public comment forms prior to start of meeting at 5:00 p.m. Per Board Policy #9323, three (3) minutes may be allotted to each speaker and five (5) minutes for organizations to address Closed Session Items Only. (Closed Session Items may be continued to the end of the meeting if necessary.)

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

**15.1 GOVERNMENT CODE SECTION 54957.6 (Legal Counsel)
CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: Dr. Jose Iniguez, Assistant Superintendent of Administrative Support, School Support and Safety and Russell Little, Assistant Superintendent of Educational Leadership and Pupil Services and Manuel Bojorquez, Director of Human Resources

Employee Organizations:

San Ysidro Education Association/CTA

California School Employees Association, Chapter 154

Unrepresented:

Administrators, Classified Management, Confidential/Supervisory

**15.2 GOVERNMENT CODE SECTION 54957 (Legal Counsel)
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT**

15.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Legal Counsel)

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:

No. of cases: 4

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.

16. 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.