

# **San Ysidro School District Governing Board**

## **AGENDA**

Thursday  
January 25, 2024  
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.

**Vista Del Mar Middle School  
Auditorium  
4885 Del Sol Blvd  
San Diego, CA 92154**

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

**REGULAR MEETING OF THE GOVERNING BOARD**  
**THURSDAY, JANUARY 25, 2024**  
**5:00 p.m.**

Pursuant to Government Code Sections 54954 and 54954.2 and Education Code Section 35140, the Regular Meeting of the Governing Board will be held on Thursday, January 25, 2024, to conduct its business meeting at **Vista Del Mar Middle School - 4885 Del Sol Blvd, San Diego, CA 92154**. 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 to be held at 5:00 p.m. to 6:00 p.m., and will reconvene into Open Session at 6:00 p.m. 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

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

**3. AGENDA**

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

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

**4. 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.)

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

**5.1 GOVERNMENT CODE SECTION 54957.6**

**CONFERENCE WITH LABOR NEGOTIATORS**

Agency Negotiators: District Legal Counsel Joseph Sanchez and Superintendent Gina Potter, Ed.D.

Employee Organizations:

San Ysidro Education Association/CTA  
California School Employees Association, Chapter 154

Unrepresented:

Administrators, Classified Management, Confidential/Supervisory

**5.2 GOVERNMENT CODE SECTION 54957**

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/REASSIGNMENT**

**5.3 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

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.

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

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

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

**8. FLAG SALUTE**

**9. BOARD RECOGNITION/DISTINGUISHED CHAMPIONS (Inzunza)**

**9.1 Vista Del Mar Middle School Recognitions - Presented by Vista Del Mar Middle School Principal Irene Herrera-Cevallos**

- Vista Del Mar Baseball Team
  - Coaches: Luis Covarruvias (Parent Volunteer) and David Abdala (Parent Volunteer)
  - Students: Aaron Aguirre (8th), Adrian Garcia (7th), Alexavier Abdala (8th), Damian Blossom (6th), Elijah Rios (8th), Victor Arroyo (7th), Vincent Gonzalez (8th), Giovanni Leon (7th), Jaden Blossom (8th), Julian Rosales (7th), Lucas Amado (7th) and Luis Covarruvias Jr. (8th)
- X-Country Coach and Player
  - Coach: Nicole Scarlett-Kempi
  - Student: Kianna He (7th)

**9.2 Ocean View Hills Elementary School - Safety Patrol - Presented by Ocean View Hills School Principal Erika Meza**

- Safety Patrol Officers: Officer Remy and Officer Reyes
- Safety Patrol Coordinator: Marely Navarro (Special Education Instructional Aide)
- Safety Patrol Students: Said Mendoza, Aubrey Cohen, Julianna Vargas, Anna Velazquez, Vasti Valdovinos, Janissa Vidaurrazaga, Hector Sandoval, Caleb M. Sanchez, Valentina Vasquez, Mia I. Breslin, Emilia Salcido, Rebeca S. Hernandez, Aidan Ferrer, Paula Rocha, Ricardo Olague Jr., Giselle Navarro, Sofia Lopez, Dominik Soto, Anely Regalado, Andres Moreno, Lili Moreno, Gala Valenzuela, Vera Campos, Emilia Mazariegos, Isaac Maala, Katya Elizarraras, Chloe Pacheco, Julieta Hernandez, Yannuel Rodriguez, Mia Sandoval and Ming Mei Tang

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

**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 the 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](http://www.sysdschools.org).

**11. ITEMS FROM THE BOARD & SUPERINTENDENT**

**12. CONFERENCE SESSION**

**Reports/Presentations**

**12.1** 2024-2025 Governor’s Budget - Presented by Chief Business Official Marilyn Adrianzen

**13. GENERAL ADMINISTRATION**

**13.1 MINUTES (Potter)**

Approve the minutes of the Organizational Meeting for December 12, 2023.

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

**13.2 DISCUSSION AND POTENTIAL APPROVAL OF RESOLUTION NO. 23/24-0023 MAKING CERTAIN FINDINGS AND APPROVING THE USE OF THE DESIGN-BUILD DELIVERY METHOD PROCESS FOR THE SAN YSIDRO MIDDLE SCHOOL RENOVATION AND THE NEW COMMUNITY RESOURCE CENTER ON THE BEYER SITE PROJECTS (Iniguez)**

Discussion and approval of Resolution No. 23/24-0023 making certain findings and approving the use of the design-build delivery method process for the San Ysidro Middle School Renovation and the New Community Resource Center on the Beyer Site Projects.

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

**13.3 REVISED BOARD POLICY 0430 - LOCAL PLAN FOR SPECIAL EDUCATION (Little)**

Approved the revised Board Policy 0430 - Local Plan for Special Education.

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

**13.4 MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN YSIDRO SCHOOL DISTRICT AND THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION REGARDING THE SUMMER ASSISTANCE PROGRAM (Bojorquez)**

Approve/Ratify the Memorandum of Understanding between San Ysidro District and California School Employees Association regarding the Summer Assistance Program.

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

**13.5 TEMPORARY MANAGEMENT/ADMINISTRATIVE CONTRACT/OFFER OF EMPLOYMENT FOR LORENA VARELA-REED (Bojorquez)**

Approve the temporary offer of employment for Lorena Varela-Reed as Substitute or Coach for various Management/Administrative positions including, but not limited to Principal, effective as early as January 26, 2024.

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

**13.6 2024-2025 STUDENT ENROLLMENT PROJECTION (Adrianzen)**

Information only - Student Enrollment Projection for school year 2024-2025.

**13.7 2024-2025 BUDGET REDUCTION PLAN (Adrianzen)**

Approve the 2024-2025 Budget Reduction Plan.

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

**14. 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: \_\_\_\_\_

**14A. PERSONNEL – CLASSIFIED**

**EMPLOYMENT (Bojorquez)**

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

**14A.1 Substitute Campus Aides**

- a. Maria Estrada, All Sites
- b. Cristina Hurtado, All Sites

**14A.2 Substitute Clerks**

- a. Maria Cristina Inniss, All Sites
- b. Monica Yrineo, All Sites

**14A.3 Substitute Custodians**

- a. Jose Guerrero, All Sites

**RECRUITMENT (Bojorquez)**

Approve/Ratify to establish recruitment for the following as recommended by staff:

**14A.4 Instructional Health Care Assistants**

**RESIGNATION (Bojorquez)**

Approve/Ratify to the resignation for the following as recommended by staff:

**14A.5 Campus Aide**

**14A.6 Instructional Aide**

**14A.7 Instructional Aide Special Education**

**14A.8 Instructional Health Care Assistant**

**14B. PERSONNEL – CERTIFICATED**

**EMPLOYMENT (Bojorquez)**

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

- 14B.1** Special Day Class Teacher – Vanessa Molina-Noriega, La Mirada
- 14B.2** Substitute Preschool Permit Teachers
  - a. Martha Castaneda, Child Development Center
  - b. Hilda Rosales, Child Development Center
- 14B.3** Substitute Teachers
  - a. Sonia Arzola, All Sites
  - b. Vanessa Arzola Olea, All Sites
  - c. Nicole Duncombe, All Sites
  - d. Ivette Esquivel, All Sites
  - e. Randy Hamilton, All Sites
  - f. Christopher Lopez, All Sites
  - g. Belinda Meza, All Sites
  - h. Martha Olivera, All Sites
  - i. Kiseme Parks, All Sites
  - j. Maria Teresa Rodriguez, All Sites
  - k. Jacob Smith, All Sites

**RECRUITMENT (Bojorquez)**

Approve/Ratify to establish recruitment for the following as recommended by staff:

- 14B.4** Temporary Special Day Class Teachers (Early Childhood Education)

**RESIGNATION (Bojorquez)**

Approve/Ratify to the resignation for the following as recommended by staff:

- 14B.5** Resource Specialist

**14C. PERSONNEL – MANAGEMENT AND CONFIDENTIAL**

**EMPLOYMENT (Bojorquez)**

Approve the employment for the following as recommended by staff:

- 14C.1** Fiscal Services Analyst - Daniel Chavez, Business Services

**14D. CURRICULUM & INSTRUCTION**

**14D.1 APPROVAL OF SCHOOL ACCOUNTABILITY REPORT CARDS (SARC) FOR 2023-2024 (Little)**

Approve the publication of the School Accountability Report Cards for our seven schools for the 2023-24 school year.

**14D.2 3<sup>RD</sup> ANNUAL SAN YSIDRO SCHOOL DISTRICT SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (STEM) FAIR (Little)**

Approve the Third Annual San Ysidro School District Science, Technology, Engineering and Mathematics (STEM) Fair scheduled for April 19, 2024, at the cost of \$5,000.00 from the Title IV Fund and Donations.

**14D.3 SCHOOLWIDE SUBSCRIPTION WITH BRAINPOP FOR THE BRAINPOP ELL PROGRAM** (Little/Ruiz)

Approve the schoolwide subscription with BrainPOP for the BrainPOP ELL program for San Ysidro Middle School at the total cost of \$1,395.00 from the Title I Funds.

**14D.4 ENGLISH LEARNER RECLASSIFICATION CRITERIA** (Little)

Approve the English Learner District's Reclassification Criteria to be in compliance with the guidelines from the State Board of Education.

**14D.5 EDUCATIONAL FIELD TRIP TO THE BARONA CULTURAL CENTER AND MUSEUM** (Little/Burciaga)

Approve the educational field trip to the Barona Cultural Center and Museum for students from Sunset Elementary at the total cost of \$640.00 for transportation services to be paid from the Supplemental and Concentration fund.

**14D.6 PROFESSIONAL DEVELOPMENTS** (Little)

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

**14E. BUSINESS****14E.1 PURCHASING REPORT** (Adrianzen)

Approve/Ratify the following purchase orders incurred by the District during the period December 1, 2023 through December 31, 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.

**14E.2 EXPENDITURE REPORT** (Adrianzen)

Approve/Ratify the expenditures incurred by the District during the period of December 1, 2023 through December 31, 2023 for a total expenditure of \$1,685,184.83. 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.

**14E.3 APPROVE/RATIFY 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.

**14E.4 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 \$7,855.00.

**14E.5 ACCEPTANCE OF DONATIONS** (Adrianzen)

Accept donations valued at \$2,500.00 to help support and enrich our educational programs.

**14E.6 SECOND QUARTERLY COMPLAINT REPORT FOR WILLIAM'S SETTLEMENT RELATED ISSUES FOR SCHOOL YEAR 2023-2024 (Adrianzen)**

Accept the Report of William's Settlement related complaints for the second quarter from October 1, 2023 to December 31, 2023 of the 2023-24 school year for submission to the San Diego County Office of Education. The District has not received any written complaints pertaining to teacher mis-assignments, instructional materials deficiencies or facilities disrepair.

**14E.7 NATIONAL FOUNDATION FOR AUTISM (NFAR) TEACHER'S GRANT FUNDING AGREEMENT 2023-2024 SCHOOL YEAR (Little/Madera)**

Approve the Grant Funding Agreement with National Foundation for Autism Research Teacher's and acceptance of Grant No. P-23-T-047 at a total amount of \$500.00 for school year 2023-2024.

**14E.8 MUNICIPAL LEASE AGREEMENT WITH CANON FINANCIAL SERVICES, INC. FOR EXHIBIT C (Adrianzen)**

Approve/Ratify the Municipal Lease Agreement with Canon Financial Services, Inc. for the procurement of a copier related to Exhibit C of the Signa Digital Solutions Agreement. The estimated contract cost is \$14,538.00 to be paid from the General fund.

**14E.9 AGREEMENT WITH SIGNA DIGITAL SOLUTIONS FOR COPIERS AND PRINTERS – EXHIBIT C AND D (Adrianzen)**

Approve/Ratify Exhibit C and D of the Professional Services Agreement with Signa Digital Solutions for the copiers and printers. The estimated cost of Exhibit C and D is to be determined and paid from the General fund.

**14E.10 AGREEMENT WITH PACIFIC LIFE GROUP TAX SHELTERED 403(B) ANNUITY FOR THE SUPPLEMENTARY RETIREMENT PLAN (Adrianzen)**

Approve/Ratify the revised Pacific Life Group Tax Sheltered 403(B) Annuity Contract for the implementation of the District's Supplementary Retirement Plan.

**14E.11 NOTICE OF COMPLETION FOR THE SUNSET ELEMENTARY SCHOOL ARTIFICIAL TURF PLAYFIELD REPAIRS PROJECT (Iniguez)**

Approve the Notice of Completion for the synthetic turf field repairs project at Sunset Elementary School.

**14E.12 NOTICE OF COMPLETION FOR THE DISTRICT OFFICE AND SUNSET SCHOOL HVAC PROJECTS (Iniguez)**

Approve the Notice of Completion for the District Office and Sunset Elementary School HVAC Projects.

**14E.13 MASTER AGREEMENT WITH INFORMATION AND ENERGY SERVICES, INC. (Iniguez)**

Approve master agreement with Information and Energy Services, Inc. an approved firm through RFQ No. 2307 to provide professional consulting services for capital improvement and maintenance projects. Authorize staff to finalize agreements with each firm based on the form of contract provided with any minor modifications having legal oversight. Authorize Superintendent or Chief Business Official to execute Work Authorizations for tasks followed by Board ratification and approval.



**15. 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.

**PLEASE NOTE THAT THE CORPORATION'S MEETING WILL TAKE PLACE FOLLOWING THE REGULAR BOARD MEETING. THANK YOU**