



EDUCATION COMMISSION
REGULAR MEETING NOTICE AND AGENDA
SEPTEMBER 28, 2021 – 6:00 P.M.

CITY HALL COUNCIL CHAMBERS
117 MACNEIL STREET
SAN FERNANDO, CA 91340

TELECONFERENCE – PER GOVERNOR’S EXECUTIVE ORDER

SPECIAL NOTICE REGARDING COVID-19

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 (superseding the Brown Act-related provisions of Executive Order N-25-20 issued on March 12, 2020), which allows a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that the San Fernando Education Commission will participate in meetings telephonically.

PUBLIC PARTICIPATION OPTIONS TO HELP REDUCE THE SPREAD OF COVID-19

- 1. WATCH THE MEETING:** Pursuant to the Executive Order and given the current health concerns, members of the public can access meetings live on-line, with audio and video via YouTube Live, at: <https://www.youtube.com/c/CityOfSanFernando>
- 2. SUBMIT PUBLIC COMMENT VIA EMAIL:** Members of the public may submit comments by email to CityClerk@sfcity.org no later than **5:00 p.m. the day of the meeting**, to ensure distribution to the Education Commission prior to consideration of the agenda. Comments received via email will be distributed to the Education Commission, read into the record, limited to three minutes, and made part of the official public record of the meeting.
- 3. CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:** Members of the Public may **call-in between 6:00 p.m. and 6:15 p.m.** Comments will be heard in the order received, and limited to three minutes. If necessary, the call-in period may be extended by the Chair.

Call-in Telephone Number: (669) 900-6833
Meeting ID: 811 4124 9977
Passcode: 096885

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio disabled, until it is your turn to speak and limited to three minutes.
Note: This is audio only and no video.

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CALL TO ORDER/ROLL CALL

Chair Angel Zobel-Rodriguez
Vice Chair David Govea
Commissioner Suzanne N. Llamas
Commissioner Nicole Mohr
Commissioner Olivia Robledo

PLEDGE OF ALLEGIANCE

Led by Vice Chair David Govea

APPROVAL OF AGENDA

DECORUM AND ORDER

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Public members attending City Commission meetings shall observe the same rules of order and decorum applicable to the City Council ([SF Procedural Manual](#)). Any person making impertinent derogatory or slanderous remarks or who becomes boisterous while addressing a City Commission or while attending a City Commission meeting, may be removed from the room if the Presiding Officer so directs the Sergeant-At-Arms and such person may be barred from further audience before the City Commission.

PRESENTATIONS

- A) PRESENTATION OF CERTIFICATE OF RECOGNITION FOR SEPTEMBER 2021 STUDENT OF THE MONTH
 - Emmanuel Solis (San Fernando Institute of Applied Media)
- B) PRESENTATION BY LUIS RODRIGUEZ OF TREEPEOPLE REGARDING TREEPEOPLE AMERICORPS MEMBERSHIP PROGRAM

PUBLIC STATEMENTS – WRITTEN/ORAL

Members of the public may submit comments by email to CityClerk@sfcity.org no later than **5:00 p.m. the day of the meeting**, to ensure distribution to the Education Commission prior to consideration of the agenda.

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Comments received via email will be distributed to the Education Commission, read into the record, limited to three minutes, and made part of the official public record of the meeting. Callers interested in providing a [live public comment](#) may [call-in between 6:00 p.m. and 6:15 p.m.](#) and will be limited to three minutes. The call-in period may be extended by the Chair.

Call-in Telephone Number: (669) 900-6833

Meeting ID: 811 4124 9977

Passcode: 096885

CONSENT CALENDAR

Items on the Consent Calendar are considered routine and may be disposed of by a single motion to adopt staff recommendation. If the City Council wishes to discuss any item, it should first be removed from the Consent Calendar.

1) REQUEST TO APPROVE SAN FERNANDO EDUCATION COMMISSION MEETING MINUTES FOR:

- a. January 26, 2021 – Regular Meeting
- b. February 23, 2021 – Regular Meeting
- c. March 30, 2021 – Regular Meeting
- d. April 27, 2021 – Regular Meeting

ADMINISTRATIVE REPORTS

2) DISCUSSION AND SELECTION OF THE OCTOBER 2021 STUDENT OF THE MONTH

Recommend that the Education Commission:

- a. Discuss the nominees for the October 2021 Student of the Month for the theme of “Responsibility/Civic Engagement”;
- b. Select an Education Commission representative to present the award at a future City Council meeting; and
- c. Approve the release of Student of the month applications for the month of November.

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3) DISCUSSION REGARDING THE SAN FERNANDO MUNICIPAL CODE RELATING TO THE EDUCATION COMMISSION

Recommend that the Education Commission discuss and review the Education Commission Municipal Code.

4) CONSIDERATION AND DISCUSSION REGARDING SETTING STRATEGIC GOALS AND PRIORITIES FOR 2021-2022

Recommend that the Education Commission discuss and consider certain programs or activities to continue, including, but not limited to the Student Scholarship and Student of the Month programs.

5) DISCUSSION REGARDING EDUCATION COMMISSION AD HOC COMMITTEE ASSIGNMENTS

Recommend that the Education Commission discuss, update, and approve the Ad Hoc Committee assignments, as appropriate.

GENERAL COMMISSION COMMENTS

STAFF COMMUNICATION

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 24 hours prior to the meeting.

Julia Fritz, City Clerk

Signed and Posted: September 23, 2021 (4:00 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting at the City Clerk Department Public Counter. Any public writings distributed by the Education Commission to at least a majority of the Commissioners regarding any item on this regular meeting agenda will also be made available at the City Clerk Department Public Counter located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org. In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification/ accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk Department Office at (818) 898-1204 at least 48 hours prior to the meeting.

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**JANUARY 26, 2021 – 6:00 P.M.
REGULAR MEETING**

City Hall Council Chambers
117 Macneil Street
San Fernando, CA 91340

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair Angel Zobel-Rodriguez called the meeting to order at 6:00 p.m.

Present:

Members: Chair Angel Zobel-Rodriguez, Vice Chair David Govea, Commissioners
Suzanne N. Llamas, Nicole Mohr, and Olivia Robledo

Staff: City Clerk Julia Fritz

Absent: None

PLEDGE OF ALLEGIANCE

Led by Vice Chair Govea

APPROVAL OF AGENDA

Motion by Commissioner Robledo, seconded by Commissioner Mohr, to approve the agenda.
By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

1) DISCUSSION REGARDING THE 2020-2021 SCHOLARSHIP PROCESS AND RELATED MATTERS

Discussion ensued amongst Commissioners regarding the scholarship review process and advertisement on social media and the City webpage. No formal action taken.

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MINUTES – January 26, 2021

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2) DISCUSSION AND SELECTION FOR THE FEBRUARY 2021 STUDENT OF THE MONTH

Motion by Vice Chair Govea, seconded by Commissioner Llamas to award Mia and Natalia as February Student of the Month award recipients for the elementary school level to be presented at the February 16 City Council meeting. By consensus, the motion carried.

COMMISSION DISCUSSION

Vice Chair Govea encouraged teachers and seniors over 65 of age to receive their Covid-19 vaccine.

Commissioner Mohr seconded Vice Chair Govea comments, and mentioned how students during the pandemic have the ability to strive even through Zoom.

Commissioner Llamas agreed that distance learning is benefiting some kids and helping them to stay focused and interact more with teachers.

Commissioner Robledo provided similar comments and agreed that distance learning is allowing introverted students the opportunity to thrive.

Chair Zobel-Rodriguez announced the Principals Brunch Letter was approved by City Council and staff will be mailing the letters out.

STAFF COMMUNICATION

City Clerk Julia Fritz announced going forward Commission meeting agendas will also have a staff report. Each meeting will include an agenda and agenda packet that will include an agenda report with a recommendation and background information. This will allow the Commission to read, research, and provide a decision at the meeting.

ADJOURNMENT (7:38 p.m.)

Motion by Commissioner Llamas, seconded by Commissioner Robledo, to adjourn the meeting. By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of January 26, 2021, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**FEBRUARY 23, 2021 – 6:00 P.M.
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair Angel Zobel-Rodriguez called the meeting to order at 6:00 p.m.

Present:

Members: Chair Angel Zobel-Rodriguez, Vice Chair David Govea, and Commissioners Suzanne N. Llamas (joined at 6:03 p.m.), Nicole Mohr and Olivia Robledo

Staff: City Clerk Julia Fritz

Absent: None

PLEDGE OF ALLEGIANCE

Led by Vice Chair Govea

APPROVAL OF AGENDA

Motion by Commissioner Robledo, seconded by Vice Chair Govea to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

- 1) PRESENTATION BY LOS ANGELES UNIFIED SCHOOL DISTRICTS COMMUNITY OF SCHOOLS ADMINISTRATOR EDUARDO SOLORZANO TO PROVIDE AN UPDATE ON COVID-19 RELATED MATTERS

Mr. Eduardo Solorzano announced the College Promise that promises two-years of free tuition for community college; students must complete FAFSA or CADAA by March 2nd to

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qualify. Mr Solorzano announced that when it is safe to return students to campus the schools and teachers will be prepared. LAUSD has developed safe steps to safe schools which includes Covid-19 testing, social distancing, and wearing masks.

- 2) PRESENTATION FROM CITY MANAGER NICK KIMBALL REGARDING GUIDELINES ON PREPARATION OF STAFF REPORTS RELATING TO AGENDA ITEMS FOR CITY COMMISSION MEETINGS

City Manager Nick Kimball provided a presentation to the Education Commission regarding standardized, structured, and expectations for all City Commissions.

- 3) DISCUSSION AND POSSIBLE ACTION REGARDING AN UPDATE ON THE PRINCIPALS OUTREACH LETTER

City Clerk Julia Fritz announced three letters that have returned undeliverable. Commissioner Robledo announced that she would look into the three undeliverable addresses. Staff will also send the letter via email to each recipient.

- 4) DISCUSSION AND SELECTION OF THE STUDENT OF THE MONTH FOR MARCH 2021

Motion by Vice Chair Govea, seconded by Chair Zobel-Rodriguez to award Ariana as March Student of the Month award recipient for the K-8 school level to be presented by Vice Chair Govea at the March 15th City Council meeting. By consensus, the motion carried.

Motion by Vice Chair Govea, seconded by Commissioner Mohr to award Arlene as March Student of the Month award recipient for the high school level to be presented by Vice Chair Govea at the March 15th City Council meeting. By consensus, the motion carried.

- 5) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2020-2021 SCHOLARSHIP AND RELATED MATTERS

Discussion ensued amongst Education Commission regarding the final number of scholarship essay submissions received. Staff will prepare essays for distribution to the Commission for review and rating.

GENERAL COMMISSIONER COMMENTS

Vice Chair Govea encouraged educational staff to receive their Covid-19 vaccine and stay safe.

Commissioner Robledo announced two \$2,000 scholarships for culinary arts in honor of Commissioner Robledo's sister.

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Commissioner Mohr thanked former Mayor/Councilmember Joel Fajardo for funding the Unheard Voices scholarship.

Chair Zobel-Rodriguez announced that this week would have been Gabriel Fernandez's 16th birthday and requested to adjourn the meeting in his honor.

STAFF COMMUNICATION

Staff announced there will be a new Executive Order from the City that will be announced at the next City Council meeting regarding the new Covid-19 regulation and updates.

ADJOURNMENT (8:02 p.m.)

Motion by Chair Zobel-Rodriguez, seconded by Vice Chair Govea, to adjourn the meeting in honor of Gabriel Fernandez. By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of February 23, 2021 meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

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**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**MARCH 30, 2021 – 6:00 P.M.
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair Angel Zobel-Rodriguez called the meeting to order at 6:02 p.m.

Present:

Members: Chair Angel Zobel-Rodriguez, Vice Chair David Govea, and Commissioners Suzanne N. Llamas, Nicole Mohr, and Olivia Robledo

Staff: City Clerk Julia Fritz

Absent: None

PLEDGE OF ALLEGIANCE

Led by Vice Chair Govea

APPROVAL OF AGENDA

Motion by Commissioner Robledo, seconded by Commissioner Llamas to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

- 1) DISCUSSION AND CONSIDERATION REGARDING CREATING A NEW SCHOLARSHIP PROGRAM “GERRY’S KIDS SCHOLARSHIP” AND RELATED MATTERS

Motion by Vice Chair Govea, seconded by Commissioner Robledo to approve the Gerry’s Kids Scholarship with a submission deadline of June 25th and will be awarded to a student who attends a university outside of Southern California.

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2) DISCUSSION AND SELECTION OF THE STUDENT OF THE MONTH FOR APRIL 2021

Motion by Vice Chair Govea, seconded by Chair Zobel-Rodriguez to award Louis and Kashiki as April Student of the Month award recipients to be presented by Commissioner Llamas at the April 19th City Council meeting, and approval to release applications for the May Student of the Month. By consensus, the motion carried.

3) DISCUSSION AND SELECTION OF RECIPIENTS FOR THE 2020-2021 SCHOLARSHIP AND RELATED MATTERS

Motion #1:

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Robledo to award the Republic Services Scholarship to RS 1 for \$1,000. By consensus, the motion carried.

Motion #2:

Motion by Commissioner Mohr, seconded by Vice Chair Govea to award the Barack Obama “Si Se Puede” Scholarship to BO 3 for \$500. By consensus, the motion carried.

Motion #3:

Motion by Commissioner Llamas, seconded by Vice Chair Govea to award the Future Entrepreneurs Scholarship to FE 2 for \$500. By consensus, the motion carried.

Motion #4:

Motion by Vice Chair Govea, seconded by Commissioner Robledo to award the Unheard Voices Scholarship to UV 4 for \$250. By consensus, the motion carried.

Motion #5:

Motion by Commissioner Robledo, seconded by Chair Zobel-Rodriguez to award the Environmental Sustainability Scholarship to ES 2 for \$250. By consensus, the motion carried.

Motion #6:

Motion by Commissioner Mohr, seconded by Commissioner Robledo to award two winners for the Pahola Mascorro “Why Not You” Scholarship to first winner WNY 3 and second winner WNY 2, both are contingent upon GPA verification. If either WNY 3 or WNY 2 are not eligible then the scholarship will be awarded to WNY 4. Two scholarship recipients of \$250 each. By consensus, the motion carried.

Amendment to Motion #4:

Motion by Vice Chair Govea, seconded by Commissioner Mohr to amend the winner of the Unheard Voices Scholarship from UV 4 to UV 1 for \$250. By consensus, the motion carried.

Motion #7:

Motion by Chair Zobel-Rodriguez, seconded by Vice Chair Govea to award four winners for the Elias Rodriguez Memorial Scholarship to ER 11 and ER 6 for \$500 each; and to ER 9 and

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ER 4 for \$250 each. Funds will be provided by California Latino Water Coalition (\$250), Elias Rodriguez Unused Funds (\$550), Chair Zobel-Rodriguez Stipend (\$500), and ICFA rollover funds (\$250). By consensus, the motion carried.

Amendment to Motion #5:

Motion by Commissioner Mohr, seconded by Vice Chair Govea to amend the winner of the Environmental Sustainability Scholarship from ES 2 to ES 3 for \$250. By consensus, the motion carried.

Motion #8:

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Mohr to award three winners for the Gabriel Fernandez Memorial Scholarship to GF 11, GF 4, and GF 5 for \$250 each. Funds will be provided by California Latino Water Coalition donation (\$250), Unused Funds voided check (\$250), and Chair Zobel-Rodriguez Stipend (\$250). By consensus, the motion carried.

Amendment to Motion #3:

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Mohr to amend the winner of the Future Entrepreneurs Scholarship from FE 2 to FE 1 for \$500. By consensus, the motion carried.

Amendment to Motion #7:

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Mohr to amend the winners of the Elias Rodriguez Memorial Scholarship to ER 11 for \$500; and to ER 9 and ER 4 for \$250 each. Funds will be provided by California Latino Water Coalition (\$250), Elias Rodriguez Unused Funds (\$550), and Chair Zobel-Rodriguez stipend (\$200). By consensus, the motion carried.

Motion by Commissioner Mohr, seconded by Vice Chair Govea to create a Scholarship Event Ad Hoc committee, and appoint Chair Zobel-Rodriguez and Commissioner Robledo. By consensus, the motion carried.

GENERAL COMMISSIONER COMMENTS

Commissioner Mohr would like to agendize for a future meeting a discussion to create an Ad Hoc committee to partner with the O'Melveny Elementary school to celebrate their 100th birthday.

Commissioner Llamas seconded Commissioner Mohr's comments to help celebrate and discuss at a future Education Commission meeting.

Chair Zobel-Rodriguez thanks and appreciates the Commission for all their efforts.

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STAFF COMMUNICATION

Staff announced a City Council meeting on April 5th that will include a presentation from Los Angeles Unified School District School Board President, Kelly Gonez.

ADJOURNMENT (8:53 p.m.)

Motion by Commissioner Mohr, seconded by Vice Chair Govea, to adjourn the meeting. By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of March 30, 2021, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**APRIL 27, 2021 – 6:00 P.M.
REGULAR MEETING**

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair Angel Zobel-Rodriguez called the meeting to order at 6:00 p.m.

Present:

Members: Chair Angel Zobel-Rodriguez, Vice Chair David Govea, and Commissioners Suzanne N. Llamas, Olivia Robledo, and Nicole Mohr

Staff: City Clerk Julia Fritz

Absent: None

PLEDGE OF ALLEGIANCE

Led by Vice Chair Govea

APPROVAL OF AGENDA

Motion by Commissioner Robledo, seconded by Vice Chair Govea to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL None

PRESENTATIONS

- A. PRESENTATION BY LOS ANGELES UNIFIED SCHOOL DISTRICT COMMUNITY OF SCHOOLS ADMINISTRATOR EDUARDO SOLORZANO TO PROVIDE AN UPDATE ON COVID-19 RELATED MATTERS

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ADMINISTRATIVE REPORTS

- 1) DISCUSSION AND CONSIDERATION TO FORM AN O'MELVENY AD HOC COMMITTEE REGARDING A RECOGNITION EVENT HONORING THE 100TH ANNIVERSARY OF O'MELVENY ELEMENTARY SCHOOL

By consensus, Commissioner Mohr will serve as the Education Commission liaison and will agendaize the matter for a future Commission meeting.

- 2) DISCUSSION AND SELECTION OF THE STUDENT OF THE MONTH FOR MAY 2021

Motion by Vice Chair Govea, seconded by Chair Zobel-Rodriguez to award Tanya, 8th grade, and Marco, 12th grade, as May Student of the Month award recipients to be presented by Vice Chair Govea at the May 17th City Council meeting. By consensus, the motion carried.

- 3) DISCUSSION AND CONSIDERATION OF THE 2020-2021 SCHOLARSHIP AWARDS EVENT AND RELATED MATTERS

Chair Zobel-Rodriguez confirmed twelve scholarship recipient winners. Education Commissioners reviewed, edited, and approved for release the scholarship press release. Commissioners confirmed the scholarship event date of May 20th at 6:00 p.m. and discussed other details of event. The Education Commission will have a special meeting on May 11th at 4:00 p.m. to finalize event.

GENERAL COMMISSIONER COMMENTS

Commissioner Robledo reported that the City and Cesar Chavez Commemorative Committee collaborated to hold a ceremony unveiling a plaque at the Cesar Chavez monument.

Commissioner Mohr commented on Eduardo Solorzano's statement of low number of secondary students attending in-person, and shared her perspective in the classroom teaching in-person students and students participating via Zoom.

Chair Zobel-Rodriguez shared gratitude and appreciation towards all teachers and their efforts.

STAFF COMMUNICATION

City Clerk Julia Fritz announced Denim Day at the City to bring awareness to sexual assault crimes, reported that the new Deputy City Clerk will begin on May 17th, and the City is currently working on next year's budget where additional funds for the Education Commission were requested.

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ADJOURNMENT (7:43 p.m.)

Motion by Vice Chair Govea, seconded by Commissioner Mohr, to adjourn the meeting.
By consensus, the motion carried.

I do hereby certify that the foregoing is a true and correct copy of the minutes of April 27, 2021, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

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AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 28, 2021

Subject: Discussion and Selection of the October 2021 Student of the Month

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Discuss and select student nominees for the October 2021 Student of the Month for the theme of “Responsibility/Civic Engagement”;
- b. Select an Education Commission representative to present the award at a future City Council meeting; and
- c. Approve the release of Student of the Month applications for the month of November.

BACKGROUND:

1. July 28, 2021, the Education Commission approved the 2021 – 2022 Student of the Month Program with the following categories:
 - a. August – Application released for September
 - b. September – Positive Attitude
 - c. October – Responsibility/Civic Engagement
 - d. November – Giving Back
 - e. December/January – Leadership
 - f. February – Kindness / Caring (Allies)
 - g. March – Creative / Artistic
 - h. April – Resilience
 - i. May – Academic Achievement
2. In September 2021, Student of the Month applications were released to City of San Fernando schools to allow school staff to nominate students for the month of October.

Discussion and Selection of the October 2021 Student of the Month

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BUDGET IMPACT:

There is no fiscal impact associated with approving this item.

CONCLUSION:

Staff recommends selecting a student of the month for October, a representative of the Education Commission to present an award at a future City Council meeting, and approve release of applications for the next month's nominees.



AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 28, 2021

Subject: Discussion Regarding the San Fernando Municipal Code Relating to the Education Commission

RECOMMENDATION:

It is recommended that the Education Commission discuss and review the Education Commission Municipal Code (Attachment "A").

BACKGROUND:

1. In May 2011, the Education Commission was established per the City of San Fernando Municipal Code, Ordinance No. 1605.
2. In September 2021, Commissioner Suzanne Llamas requested to agendize this item for discussion at the meeting on September 28, 2021.

BUDGET IMPACT:

There is no fiscal impact associated with discussing this item.

CONCLUSION:

Staff recommends the Education Commission discuss and review the Education Commission Municipal Code.

ATTACHMENTS:

- A. Education Commission Municipal Code

ORDINANCE NO. 1605

**AN ORDINANCE OF THE CITY OF SAN FERNANDO
ESTABLISHING AN EDUCATION COMMISSION AND
AMENDING SECTIONS 2-34 AND 2-35 OF DIVISION 1 OF
ARTICLE II OF CHAPTER 2 OF THE SAN FERNANDO
CITY CODE REGARDING THE APPOINTMENT AND
REMOVAL OF COMMISSIONERS AND COMMISSION
VACANCIES**

The City Council of the City of San Fernando does hereby ordain as follows:

Section 1. A new Division 8 is hereby added to Article V ("Boards, Commissions, Committees, Agencies and Authorities") of Chapter 2 ("Administration") of the San Fernando City Code to read as follows:

"Division 8. Education Commission

- Sec. 2-614. Created; composition; qualifications.
- Sec. 2-615. Officers; compensation.
- Sec. 2-616. Meetings; quorum.
- Sec. 2-617. Absence from meetings.
- Sec. 2-618. Powers and duties; rules and regulations; reports and records.
- Sec. 2-619. Incurring financial liability.

Sec. 2-614. Created; composition; appointment; qualifications.

- (a) There is established an education commission in and for the city.
- (b) The education commission shall consist of five members.
- (c) Each member shall be appointed in accordance with Section 2-34 of this code.
- (d) Each member shall, at all times during their incumbencies, be a resident and registered voter of the city.

Sec. 2-615. Officers; compensation.

(a) The members of the education commission shall annually in June elect one of its number as chair and one of its number as vice-chair, each to serve for a one-year term or until a successor is elected. The city clerk shall serve as secretary to the education commission. In the absence of the chair, the vice-chair, and/or the secretary, any other member shall call the meeting to order, whereupon a chair and/or a secretary shall be elected from the members present to preside for that meeting.

(b) The city council shall fix the amount of compensation, if any, to be paid to the members of the education commission.

Sec. 2-616. Meetings; quorum.

(a) The members of the education commission shall meet at least once a quarter at such time and place as it may fix by resolution. Special meetings may be called at any time by the chair of the commission or four members thereof by written notice served upon each member of the commission at least forty-eight hours before the time for the proposed meeting. Proper posting and Brown Act procedures will be followed.

(b) Three members of the education commission shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time for want of a quorum until a quorum can be obtained.

Sec. 2-617. Absence from meetings.

(a) Absence from three consecutive regular meetings of the education commission by a member with or without consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to Section 2-35 of this code.

(b) Absence from three regular meetings of the education commission in a 12-month period by a member without consent of the commission or absence from four regular meetings of the commission within a 12-month period by a member with the consent of the commission shall be deemed to constitute a retirement of such member, and his office shall become vacant. The vacancy thus created shall thereafter be filled by a successor to fill the unexpired term of office pursuant to Section 2-35 of this code.

(c) Any member whose absences from regular meetings of the commission are deemed to constitute a retirement of such member under this section shall have the right to appeal the deemed retirement. The city council may overturn the deemed retirement if it determines that the absences of the member were the result of unusual circumstances.

Sec. 2-618. Powers and duties; rules and regulations; reports and records.

(a) The powers and duties of the education commission shall be as follows:

- (1) Establish and act as a liaison between the city and local school administrations, the city's school board representative for the Los Angeles Unified School District and representatives from other public and private schools operated in the city.
- (2) Initiate studies, investigations, surveys and make recommendations to the city council regarding local K-12 education and local higher learning, educational grant and educational scholarship opportunities.
- (3) Coordinate with the San Fernando Police Chief on the implementation of the School Resource Officer Program in local Los Angeles Unified School District schools and the deployment of a School Resource Officer at those schools.

(b) Subject to the approval of the city council, the education commission may make and alter such rules and regulations for its organization and procedure as are consistent with this chapter, other city ordinances and state law.

(c) The education commission shall keep an accurate record of all its proceedings and activities and shall render annually, on a calendar basis, a full report of the commission's activities and recommendations to city council.

Sec. 2-619. Incurring financial liability.

Neither the education commission nor any person connected with the commission shall incur any financial liability in the name of the city."

Section 2. Section 2-34 ("Method of appointment to commissions") of Division 1 ("Generally") of Article II ("City Council") of Chapter 2 ("Administration") of the San Fernando City Code is hereby amended to read as follows:

"Sec. 2-34. Method of appointment to commissions.

Unless otherwise specified in this code, each city councilmember will be assigned a position that will correlate to a position on each commission. That councilmember will have the authority to nominate an individual to serve in the assigned position on the commission. Each such nomination shall require ratification by a majority of the city council."

Section 3. Section 2-35 ("Removal of commission members; vacancies") of Division 1 ("Generally") of Article II ("City Council") of Chapter 2 ("Administration") of the San Fernando City Code is hereby amended to read as follows:

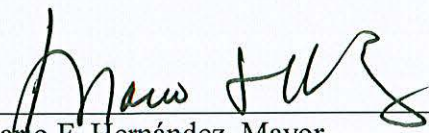
"Sec. 2-35. Removal of commission members; vacancies.

A city councilmember may, at any time, seek the removal of the individual appointed to serve in the position on the commission that is assigned to that councilmember by nominating a replacement. If vacancies in any commission occur, other than by expiration of the term, such vacancies shall be filled by appointment for the unexpired portion of the term. The city council member who nominated the vacating commission member shall nominate a replacement. A nomination for removal or a vacancy shall require ratification by the majority of the city council. The nomination shall be made and the council shall act on the nomination within thirty days from the date of the vacancy, unless the council continues the matter for further consideration."

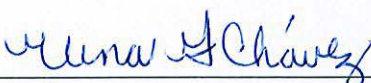
Section 4. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance or the application thereof to any person or place, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

Section 5. Certification. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published as required by law.

PASSED, APPROVED AND ADOPTED by the City Council of the City of San Fernando at a regular meeting held on this 16th day of May, 2011.


Mario F. Hernández, Mayor

ATTEST:


Elena G. Chávez, City Clerk


APPROVED AS TO FORM:


Michael Estrada, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF SAN FERNANDO)

I, ELENA G. CHÁVEZ, City Clerk of the City of San Fernando, do hereby certify that the foregoing Ordinance was adopted a regular meeting of the City Council held on the 16th day of May, 2011 and was carried by the following roll call vote:

AYES: Hernández, Esqueda, Ballin, Lopez, De La Torre – 5
NOES: None
ABSENT: None
ABSTAIN: None


Elena G. Chávez, City Clerk

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AGENDA REPORT

To: Chair Zobel-Rodriguez and Commissioners

From: Julia Fritz, City Clerk

Date: September 28, 2021

Subject: Consideration and Discussion Regarding Setting Strategic Goals and Priorities for 2021-2022

RECOMMENDATION:

It is recommended that the Education Commission discuss and consider certain programs or activities to continue, including, but not limited to the Student Scholarship and Student of the Month programs.

BACKGROUND/ANALYSIS:

Each year the Education Commission meets to discuss and consider certain programs or activities, including but not limited to:

- a. Principals Brunch
- b. Student of the Month
- c. Teacher Spotlight
- d. Student Scholarship Program

BUDGET IMPACT:

There is no fiscal impact with discussion of this item. Additional future costs to be determined based on Education Commission recommendation.

CONCLUSION:

Staff recommends that the Education Commission discuss the Commissions priorities for 2021-2022.

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AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 28, 2021

Subject: Discussion Regarding Education Commission Ad Hoc Committee Assignments

RECOMMENDATION:

It is recommended that the Education Commission discuss, update, and approve the Ad Hoc Committee assignments (Attachment "A"), as appropriate.

BACKGROUND:

Ad Hoc Committees ("Committee"), consist of either one or two Commissioners, have a clear and definite scope, and dissolve upon completion of the scope, unless otherwise extended by the Commission with a new scope. Ad Hoc committees are less formal than standing committees and are therefore not subject to the requirements of the Ralph M. Brown Act.

On July 28, 2020, the Education Commission Ad Hoc Committee assignment list was updated.

On September 8, 2021, the Education Commission tabled this item to the September 28, 2021, meeting.

BUDGET IMPACT:

There is no fiscal impact associated with approving this item.

CONCLUSION:

Staff recommends that the Education Commission discuss, update, and approve the Ad Hoc Committee assignments.

ATTACHMENTS:

A. Education Commission Ad Hoc Committee Assignment List

EDUCATION COMMISSION AD HOC COMMITTEES

As of 9/03/2021

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AD HOC COMMITTEES				
DATE CREATED		NAME	MEMBERS	DESCRIPTION
1	10/15/2019	Principals Brunch	Robledo Zobel-Rodriguez	Update Principals List
2	10/29/2019	Scholarships	Govea Zobel-Rodriguez	
3	10/29/2019	Teacher Spotlight	Govea Zobel-Rodriguez	
4	12/30/2019	Student of the Month	Govea Mohr	Planning and Logistics
5	1/28/2020	Scholarship Funding / Outside Organizations	Llamas Robledo	Prepare script and letter to seek donations
6	2/25/2020	Census 2020	Robledo Mohr	