



EDUCATION COMMISSION
SPECIAL MEETING NOTICE AND AGENDA
SEPTEMBER 8, 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: 828 5415 5676
Passcode: 029861

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.

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.

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
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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 MINUTES FOR:

- | | |
|--|--|
| a. January 28, 2020 – Regular Meeting | f. July 28, 2020 – Regular Meeting |
| b. February 25, 2020 – Regular Meeting | g. October 27, 2020 – Regular Meeting |
| c. May 12, 2020 – Special Meeting | h. November 24, 2020 – Regular Meeting |
| d. May 26, 2020 – Special Meeting | i. December 29, 2020 – Regular Meeting |
| e. June 30, 2020 – Regular Meeting | j. July 28, 2021 – Regular Meeting |

ADMINISTRATIVE REPORTS

2) CONSIDERATION AND DISCUSSION TO REVIEW AND PROVIDE FEEDBACK REGARDING THE PROPOSED SCOPE OF THE CITY COUNCIL BEAUTIFICATION AD HOC COMMITTEE AND SAN FERNANDO BEAUTIFICATION PROGRAM CONCEPT

Recommend that the Education Commission receive a presentation and provide feedback on the proposed scope of the City Council Beautification Ad Hoc Committee and San Fernando Beautification Program concept.

3) CONSIDERATION AND DISCUSSION TO REVIEW SCHOLARSHIP FUNDS BALANCE IN PREPARATION FOR THE FISCAL YEAR 2021-2022 ANNUAL SCHOLARSHIP PROGRAMS

Recommend that the Education Commission review and discuss the current scholarship funds balance in preparation for Fiscal Year 2021-2022 Annual Scholarship Programs.

4) DISCUSSION REGARDING EDUCATION COMMISSION AD HOC COMMITTEE ASSIGNMENTS

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

5) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Recommend that the Education Commission:

- a. Discuss the nominees for the September 2021 Student of the Month for the theme of “Positive Attitude”;

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- 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 October.

6) **DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT PROGRAM AND THE NOMINATION, SELECTION, AND PRESENTATION PROCEDURES**

Recommend that the Education Commission discuss the Teacher Spotlight program and provide recommendations, as applicable.

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 7, 2021 (3:30 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 28, 2020 – 6:00 P.M.
REGULAR MEETING**

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

CALL TO ORDER/ROLL CALL

Chair David Govea called the meeting to order at 6:01 p.m.

Present:

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

Staff: Deputy City Clerk/Management Analyst Cynthia Alba

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL

Michael Menjivar from Los Angeles Unified School District Board member, Kelly Gonez's office provided updates regarding promotional events, special education funds and hosting community events.

COMMISSION MATTERS

- 1) PRESENTATION BY LOS ANGELES UNIFIED SCHOOL DISTRICT (LOCAL DISTRICT NORTHEAST) INTERIM SUPERINTENDENT ANDRES E. CHAIT

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Presentation made by Andres E. Chait regarding updates to the local northeast district specifically the schools located in the City of San Fernando. Presentation was received and filed.

2) DISCUSSION REGARDING THE CITY CODE PERTAINING TO THE EDUCATION COMMISSION, ROBERT’S RULES OF ORDER, BROWN ACT, AND STATE MANDATED TRAINING

Deputy City Clerk/Management Analyst provided a presentation and responded to Commissioners inquiries. Report was received and filed.

3) DISCUSSION REGARDING EDUCATION COMMISSION PROGRAM FUNDING

Discussion held by the Commission. The Commission agreed to create an ad hoc to request funding for programs.

Commissioners discussed seeking additional scholarship funding resources.

Motion by Commissioner Mohr, seconded by Commissioner Robledo to seek additional funding sources to include, but not limited to community organizations for future student scholarships. By consensus, the motioned carried.

Motioned by Chair Govea, seconded by Commissioner Mohr to approve the ad hoc committee prepare a draft letter regarding seeking donations, for Commissioners review at the next meeting. By consensus, the motion carried.

4) DISCUSSION REGARDING IMPLEMENTING A SAN FERNANDO TEACHER SPOTLIGHT PROGRAM

Discussion ensued amongst Commissioners regarding advertisement, but no formal action taken.

5) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Motion by Chair Govea, seconded by Vice Chair Zobel-Rodriguez to approve the February 2020 Student of the Month for kindness awarded to Briana Villasenor from Academy of Scientific Exploration, and to be presented at the February 18, 2021, City Council Meeting by Vice Chair Govea. By consensus, the motioned carried.

6) DISCUSSION REGARDING THE 2020 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Discussion ensued amongst Commissioners. By consensus, the Commission agreed on releasing the scholarship flyer for the 2020-2021 Student Scholarship Program.

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COMMISSION DISCUSSION

Commissioner Mohr spoke about the LA Metro Exploration free transportation program for K-12 student program.

Chair Govea expressed enthusiasm for the New Year.

STAFF COMMUNICATION

Deputy City Clerk Alba shared that the next Education Commission meeting will take place on February 25, 2020.

ADJOURNMENT (8:04 p.m.)

Motion by Chair Govea, 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 28, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**FEBRUARY 25, 2020 – 6:00 P.M.
REGULAR MEETING**

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

CALL TO ORDER/ROLL CALL

Chair David Govea called the meeting to order at 6:00 p.m.

Present:

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

Staff: Deputy City Clerk/Management Analyst Cynthia Alba

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL

Cynthia Alvarez from Pueblo y Salud advertised the 10th Annual Inspirational Youth Conference on March 7th. The conference is free and advocates for policies. The conference includes breakfast and lunch.

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COMMISSION MATTERS

- 1) PRESENTATION BY CITY MANAGER NICK KIMBALL REGARDING A PARTNERSHIP FOR A CENSUS KICK-OFF EVENT WITH A LOCAL SCHOOL AND DISCUSSION REGARDING POSSIBLE ACTION

Presentation was made by Deputy City Clerk/Management Analyst.

Census and School Partnership 2020 Ad Hoc Committee – Commissioner Robledo and Commissioner Mohr.

Motion by Chair Govea, seconded by Commissioner Mohr. By consensus, the motion carried.

- 2) DISCUSSION REGARDING EDUCATION COMMISSION AD HOC COMMITTEE ASSIGNMENTS

Replace Vice Chair Zobel-Rodriguez with Commissioner Llamas, and eliminate Ad Hoc for Student of the Month donations, and leave other Ad Hocs as is.

Motion by Commissioner Mohr, seconded by Chair Govea. By consensus, the motion carried.

- 3) DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Discussion ensued, Ad Hoc will review and return with a decision for the March meeting. No formal action taken.

- 4) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

1. Carl F. Senior at Cesar Chavez – ASE
 - a. Fashion designing costumes
2. Bruno G. Sophomore at Cesar Chavez – Social Justice Humanitas
 - a. Deep thinker

Motion by Chair Govea, seconded by Vice Chair Zobel-Rodriguez for March 2020 Student of the Month for Artistic/Creativity. By consensus, the motion carried.

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5) DISCUSSION REGARDING THE 2020 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Discussion ensued amongst Commissioners, essay review completed by the March Commission Meeting. Save the date for Awards Ceremony is set for May 20th at Las Palmas Park.

COMMISSION DISCUSSION

Chair Govea reported he spoke with a representative of Think Together requesting the availability to provide an informational presentation at the April Commission meeting.

STAFF COMMUNICATION

Staff reported that Vote Centers are now open, the hours of operation for each Voting Center and that Election flyers are available for distribution.

ADJOURNMENT (8:04 p.m.)

Motion by Chair Govea, 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 February 25, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**MAY 12, 2020 – 1:00 P.M.
SPECIAL MEETING**

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

Teleconference – Per Governor’s Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair David Govea called the meeting to order at 1:00 p.m.

Present:

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

Staff: Deputy City Clerk/Management Analyst Cynthia Alba

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

- 1) DISCUSSION REGARDING THE 2020 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

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Commissioners discussed scholarship applications, totals, and rankings and ratified the winners and the appropriated fund amounts for each recipient. Motion by Chair Govea, seconded by Commissioner Robledo to approve the funds and recipients as discussed. By consensus, the motion carried.

2) DISCUSSION AND POSSIBLE ACTION REGARDING COVID-19 AND ITS IMPACT ON STUDENTS AND SCHOOLS

This item will be discussed at the next Education Commission meeting on June 30, 2020.

COMMISSION DISCUSSION

Commissioner Robledo expressed gratitude towards Deputy City Clerk/Management Analyst for assistance and Vice Chair Zobel-Rodriguez for creating budget spreadsheet.

Commissioner Llamas expressed thanks towards Chair Govea and the Commission for a smooth meeting during these difficult times.

STAFF COMMUNICATION

Deputy City Clerk/Management Analyst introduced the City's new City Clerk Julia Fritz to the Education Commission.

ADJOURNMENT (2:55 p.m.)

Motion by Chair Govea, seconded by Vice Chair Zobel-Rodriguez 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 May 12, 2020, special meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**MAY 26, 2020 – 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 David Govea called the meeting to order at 6:00 p.m.

Present:

Members: Chair David Govea, Vice Chair Angel Zobel-Rodriguez, and Commissioners Suzanne N. Llamas, Nicole Mohr, and Olivia Robledo (joined at 6:08 p.m.)

Staff: Deputy City Clerk/Management Analyst Cynthia Alba

Absent: None

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

Motion by Vice Chair Zobel-Rodriguez, seconded by Chair Govea, to approve the agenda. By consensus, the motion carried.

PUBLIC STATEMENTS – WRITTEN/ORAL

Community of Schools Director Eduardo Solorzano provided updates on school programs', mentioned all elementary, middle schools, Cesar Chavez and San Fernando High School culminations would be virtual. He also reported that the 2020-2021 school year will begin on August 18 and is awaiting final direction on in-person or virtual instruction.

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COMMISSION MATTERS

1) DISCUSSION REGARDING THE 2020 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Discussion ensued, but no formal action taken.

2) DISCUSSION AND POSSIBLE ACTION REGARDING COVID-19 AND ITS IMPACT ON STUDENTS AND SCHOOLS

City Manager Nick Kimball discussed updates regarding COVID-19, spoke about the City hanging banners acknowledging graduating seniors and briefly spoke about the Education Commission's budget.

Chair Govea shared LAUSD website and all resources for the students in the community.

Vice Chair Zobel-Rodriguez shared gradeschool.org that provides worksheets for students and parents from K-8th grade.

Commissioner Llamas shared the Vaughn Charter food resource, North Valley Caring Services Education and food resource, and Department of Social Services Pandemic EBT card to help low-income families.

Commissioner Mohr shared the local Starbucks is sharing their Wi-Fi for students to continue to use for remote work and Donors Choose that focuses on distance learning projects.

Commissioner Robledo shared that Mend distributes food on Tuesdays and Fridays.

Chair Govea would like to discuss at the next meeting on best practices for instruction for all Educators. Chair Govea will be inviting a possible scholarship donor to the next meeting.

Commissioner Llamas would like to discuss at the next meeting best practices for parental support for distance learning.

COMMISSION DISCUSSION

Vice Chair Zobel-Rodriguez announced a local blood drive on June 30, 2020, hosted by Children's Hospital Los Angeles and San Fernando Police Department.

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Commissioner Llamas seconded Vice Chair Zobel-Rodriguez's comments regarding the hardships the entire community is experiencing and reiterated that the Commission will continue to be a resource for the students and parents.

Commissioner Mohr commented on the Why Not You? Scholarship and its impact to the Community and suggested adding to the June Education Commission meeting agenda a discussion regarding "Distance Learning Student of the Month" Award.

Commissioner Robledo announced her oldest grandson graduated as Valedictorian at his high school.

Chair Govea congratulated Class of 2020 graduates.

STAFF COMMUNICATION

Staff commented the next Education Commission meeting would include the reorganization of the Commission.

ADJOURNMENT (7:45 p.m.)

Motion by Commissioner Robledo, seconded by Vice Chair Zobel-Rodriguez 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 May 26, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**JUNE 30, 2020 – 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 David Govea called the meeting to order at 6:00 p.m.

Present:

Members: Chair David Govea, Vice Chair Angel Zobel-Rodriguez, and Commissioners Suzanne N. Llamas (joined at 7:19 p.m.), Nicole Mohr, and Olivia Robledo

Staff: Deputy City Clerk/Management Analyst Cynthia Alba

Absent: None

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

- 1) PRESENTATION REGARDING THE SAN FERNANDO CITYWIDE PARKING MANAGEMENT MASTER PLAN FROM TIM HOU (DEPUTY CITY MANGER/DIRECTOR OF COMMUNITY

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DEVELOPMENT), BRIAN MARCHETTI (KOA CORPORATION), KATHERINE PADILLA (KATHERINE PADILLA & ASSOCIATES), AND JANIS RHODES (JR PARKING CONSULTANTS)

Presenters provided information regarding the Citywide Parking Management Master Plan Project and the impacts on school parking and traffic around schools.

The Consultants requested Commissioners to share this information with the Community.

2) UPDATE FROM EDUARDO SOLÓRZANO (SECONDARY DIRECTOR OF THE LOS ANGELES UNIFIED SCHOOL DISTRICT), LOCAL DISTRICT NORTHEAST

Mr. Solórzano stated schools would be back in session on August 18, 2020, by utilizing a hybrid model and responded to questions from the Commissioners.

3) DISCUSSION REGARDING THE 2020 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Commissioners discussed social media posts and ideas on how scholarship winners can be recognized during the COVID-19 pandemic. No formal action taken.

4) DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Commissioners discussed the redesign of the teacher spotlight form and ideas to reach more students for the upcoming school year. No formal action taken.

5) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Commissioners discussed that the Student of the Month March 2020 nominee was unable to be presented and suggested beginning September, Student of the Month awards be presented at the City Council meetings.

6) DISCUSSION REGARDING PRINCIPALS' BRUNCH EVENT

Commissioners discussed hosting the Principals' Brunch Event via Zoom. Discussion continued, but no formal action taken.

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COMMISSION DISCUSSION

Commissioner Llamas commented on the graduate banners, the Town Hall Event and congratulated graduating seniors.

Commissioners Mohr and Robledo commented on the reorganization of the Commission, as Chair Govea continues to do an outstanding job.

STAFF COMMUNICATION

Staff will agendaize the reorganization for the next meeting, and will provide a list of the current Ad Hoc Committees for review.

ADJOURNMENT (8:08 p.m.)

Motion by Vice Chair Zobel-Rodriguez, 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 June 30, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**JULY 28, 2020 – 6:00 P.M.
REGULAR MEETING**

City Hall Community Room
117 Macneil Street
San Fernando, CA 91340

Teleconference Per Governor Executive Order N-29-20

CALL TO ORDER/ROLL CALL

Chair David Govea called the meeting to order at 6:04 p.m.

Present:

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

Staff: City Clerk Julia Fritz and Deputy City Clerk Cynthia Alba

Absent: None

PLEDGE OF ALLEGIANCE

Led by Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

1) UPDATE FROM THE CENSUS AD HOC COMMITTEE

Commissioner Robledo and Commissioner Mohr provided Census updates, but no formal action taken.

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2) DISCUSSION REGARDING THE 2020-2021 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Commission will discuss this item further during the next meeting, no formal action taken.

3) DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Commissioners discussed presentation procedure ideas to recognize the Teacher Spotlight recipients and suggested the presentation to the recipient be made at a City Council meeting, social media posts, and award \$25 gift card.

Motion by Chair Govea, seconded by Commissioner Llamas, to name Malcom Foley as the first Teacher Spotlight recipient and to be recognized as discussed. By consensus, the motion carried.

4) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Discussion ensued amongst Commissioners regarding revisions to Student of the Month categories. No formal action taken.

5) DISCUSSION REGARDING PRINCIPALS' BRUNCH EVENT

Discussion ensued amongst Commissioners regarding Principals' Brunch event. Further discussion will continue in the following Education Commission meetings. No formal action taken.

6) DISCUSSION REGARDING EDUCATION COMMISSION AD HOC COMMITTEE ASSIGNMENTS

Discussion ensued amongst Commissioners regarding updates in each Education Commission Ad Hoc Committee.

Motion by Chair Govea, seconded by Vice Chair Zobel-Rodriguez to approve terminating the Operational Funding Ad Hoc committee. By consensus, the motion carried.

7) NOMINATION OF COMMISSION CHAIR AND VICE CHAIR

- **Calls for nominations for Commission Chair Opened:**

Chair David Govea nominated Angel Zobel-Rodriguez for Chair position, seconded by Commissioner Olivia Robledo.

There being no other nominations, the nomination for Commission Chair closed.

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Motion carried with the following vote:

ROLL CALL:

Ayes: Govea, Zobel-Rodriguez, Llamas, Mohr, Robledo – 5
Nays: None
Absent: None
Abstained: None

• **Calls for nominations for Commission Vice Chair Opens**

Chair Angel Zobel-Rodriguez nominated David Govea for Vice Chair position, seconded by Commissioner Olivia Robledo.

There being no other nominations, the nomination for Commission Vice Chair closed.

Motion carried with the following vote:

ROLL CALL:

Ayes: Zobel-Rodriguez, Govea, Llamas, Mohr, Robledo – 5
Nays: None
Absent: None
Abstained: None

COMMISSION DISCUSSION

Vice Chair Zobel-Rodriguez stated there are ninety days until the election and encourages everyone to go out and vote.

Commissioner Mohr welcomed new City Clerk Julia Fritz and thanked Chair Govea for his leadership.

Commissioner Llamas seconded Commissioner Mohr's comments.

STAFF COMMUNICATION

City Clerk Julia Fritz expressed gratitude toward the Education Commission and all the hard work they have put into advocating for all students and teachers and is looking forward to working with the Commissioners.

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ADJOURNMENT (7:14 p.m.)

Motion by Commissioner Mohr, 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 July 28, 2020, meeting as approved by the Education Commission.

Julia, Fritz
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**OCTOBER 27, 2020 – 6:00 P.M.
REGULAR MEETING**

City Hall Community Room
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 Nicole Mohr and Olivia Robledo

Staff: Deputy City Clerk Cynthia Alba

Absent: Commissioner Suzanne N. Llamas

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

Vice Mayor Hector A. Pacheco expressed gratitude to the Education Commission and all their work and hopes the Commission can explore mentoring and internship opportunities for the students.

Eduardo Solarzano, Community of Schools Administrator, provided updates from LAUSD on returning to school and COVID-19 testing locations. He further introduced the Academic Intervention Program designed to support the students most at need, mentioned the virtual monthly town hall meetings for the San Fernando/Sylmar Community of Schools to occur on

SAN FERNANDO EDUCATION COMMISSION

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November 12, 2020, stated that Grab-and-Go meals are still available and commented that the San Fernando Middle School is scheduled to host the Flu Shot Clinic.

Councilmember Mary Mendoza welcomed Los Angeles Mission College President, Monte E. Perez.

PRESENTATIONS

A. PRESENTATION AND INTRODUCTION OF PROGRAM DIRECTOR FOR THE BOYS & GIRLS CLUB OF SAN FERNANDO VALLEY MICHAEL LONG

Michael Long introduced himself and the virtual film contest hosted by the Boys & Girls Club. Mr. Long explained the assembled coalition that involved different outlets from the community to speak with teens to provide professional development. The Boys & Girls Club will continue to host virtual webinars, competitions, creative activities, and family engagement activities.

B. PRESENTATION AND INTRODUCTION OF LOS ANGELES MISSION COLLEGE PRESIDENT MONTE E. PEREZ

Monte E. Perez provided updates on Los Angeles Mission College and stated that there are many resources and options being provided by the college to encourage students to continue higher education, such as class schedule flexibility and offering free Wi-Fi to all students.

COMMISSION MATTERS

1) REQUEST TO APPROVE MEETING MINUTES OF:

- a. SEPTEMBER 29, 2020 – REGULAR MEETING
- b. AUGUST 25, 2020 – REGULAR MEETING

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

2) DISCUSSION AND POSSIBLE ACTION REGARDING PARTNERSHIP WITH ACADEMY OF SCIENTIFIC EXPLORATION AND UNIVERSITY OF CALIFORNIA LOS ANGELES TO COORDINATE A COMMUNITY BLOOD DRIVE

Commission discussed adding an Ad Hoc Committee to explore a partnership to coordinate a community blood drive.

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Robledo to form a Community Blood Drive Ad Hoc committee and assign Vice Chair Govea and Commissioner Mohr to serve on the committee. By consensus, the motion carried.

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3) DISCUSSION REGARDING THE 2020-2021 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Staff showed the Education Commission the current budget. Discussion ensued amongst Commissioners regarding the scholarship funds, scholarship topics, and scholarship prompts.

Motion by Commissioner Robledo, seconded by Vice Chair Govea to remove prompt number 1, add the pandemic prompt, and accept all edits for the Elias Rodriguez Memorial Scholarship. By consensus, the motion carried.

4) DISCUSSION REGARDING PRINCIPALS' BRUNCH EVENT

Principals' Brunch ad hoc committee provided an update to the letter that will be going out to staff and will continue to make revisions and provide updates at a later meeting. No formal action taken.

5) DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Motion by Vice Chair Govea, seconded by Commissioner Robledo to nominate Daniel Vazquez from Social Justice Humanitas for the next Teacher Spotlight award recipient.

6) DISCUSSION REGARDING THE SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Motion by Commissioner Mohr, seconded by Chair Zobel-Rodriguez to award Eric Murguia as November's Student of the Month award recipient for the elementary school level.

Motion by Vice Chair Govea seconded by Commissioner Robledo to award Izabella Barrera as November's Student of the Month award recipient for the high school level.

COMMISSION DISCUSSION

Vice Chair Govea thanked the Commission and apologized for his absence.

Commissioner Robledo thanked the guests that presented this meeting and was proud that the Commission was able to connect the two agencies.

Commissioner Mohr provided an update regarding the Teacher Spotlight presentation during the last zoom City Council meeting.

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STAFF COMMUNICATION

Staff expressed excitement for the scholarship season.

ADJOURNMENT (7:58 p.m.)

Motion by Chair Zobel-Rodriguez, 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 October 27, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**NOVEMBER 24, 2020 – 6:00 P.M.
REGULAR MEETING**

City Hall Community Room
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 and Deputy City Clerk Cynthia Alba

Absent: None

PLEDGE OF ALLEGIANCE

Led by Vice Chair Govea

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL None

COMMISSION MATTERS

Motion by Commissioner Mohr, seconded by Vice Chair Govea to move item number 1 after item number 6.

1) PRESENTATION BY LOS ANGELES UNIFIED SCHOOL DISTRICT BOARD MEMBER KELLY GONEZ

SAN FERNANDO EDUCATION COMMISSION

MINUTES – November 24, 2020

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Board Member President Kelly Gonez reported on district updates regarding Districts plans to start hybrid learning for students, available COVID-19 testing locations for students and families and that webinars are available to provide resources in English and Spanish. She also commented on upgrades to school facilities to ensure that health guideline protocols are upheld.

2) UPDATE FROM EDUARDO SOLORZANO (COMMUNITY OF SCHOOLS ADMINISTRATOR) LOCAL DISTRICT NORTHEAST

Eduardo Solorzano thanked the Commission for advertising the Free Flu Shot Clinic at San Fernando Middle School, stated that the district does not have plans to return to in-person education at this time and that the district is taking all the necessary steps to prepare for in-person learning when it is safe to do so. He also mentioned that December 6, 2020, is the deadline for students to turn in the student selection forms to select in-person, hybrid, or online learning.

3) DISCUSSION REGARDING THE 2020-2021 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Commissioners discussed each scholarship, made edits, and finalized the forms.

Motion by Chair Zobel-Rodriguez, seconded by Vice Chair Govea to approve revised and finalized scholarship forms and prompts as discussed. By consensus, the motion carried.

4) DISCUSSION REGARDING PRINCIPALS' BRUNCH EVENT

Commission provided revised letter, each commissioner provided comments and revisions. Ad Hoc will continue to edit for final approval at the January 4, 2021, City Council meeting. No formal action taken.

5) DISCUSSION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Chair Zobel-Rodriguez shared the experience for the presentation to the Teacher Spotlight for November, Daniel Vazquez. No formal action taken.

6) DISCUSSION REGARDING THE SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Motion by Commissioner Mohr, seconded by Commissioner Robledo to discuss Student of the Month nominations at the December meeting.

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MINUTES – November 24, 2020

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COMMISSION DISCUSSION

Commissioner Llamas viewed the October meeting via YouTube and commented on the great functionality of the Commission. Thanked Chair Zobel-Rodriguez and Vice Chair Govea inviting Michael Long from the Boys & Girls Club and suggested that the San Fernando Library provide a presentation on the new library card at a future meeting.

Chair Zobel-Rodriguez thanked the Commission and staff for all their hard work.

STAFF COMMUNICATION None

ADJOURNMENT (7:43 p.m.)

Motion by Vice Chair Govea, 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 November 24, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**DECEMBER 29, 2020 – 6:00 P.M.
REGULAR MEETING**

City Hall Community Room
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 and Deputy City Clerk Cynthia Alba

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) PRESENTATION AND INTRODUCTION OF SAN FERNANDO LIBRARY MANAGER LIANA STEPANYAN

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- 2) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2020-2021 SCHOLARSHIP PROCESS, APPLICATIONS, AND AWARDS CEREMONY

Commissioners discussed the current amount of applications within each prompt and staff provided a budget update, but no formal action taken.

- 3) DISCUSSION AND POSSIBLE ACTION REGARDING A PRINCIPALS OUTREACH LETTER IN LIEU OF A 2020-2021 PRINCIPALS' BRUNCH

Motion by Chair Zobel-Rodriguez, seconded by Commissioner Robledo to adopt the finalized Principals Outreach Letter and send to City Council for use of letterhead and City seal approval. By consensus, the motion carried.

- 4) DISCUSSION AND POSSIBLE ACTION REGARDING THE SAN FERNANDO TEACHER SPOTLIGHT NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Discussion ensued amongst Commissioners regarding nominations from other schools. No formal action taken.

- 5) DISCUSSION AND POSSIBLE ACTION REGARDING THE SAN FERNANDO STUDENT OF THE MONTH NOMINATION, SELECTION, AND PRESENTATION PROCEDURES

Motion by Vice Chair Govea, seconded by Chair Zobel-Rodriguez to award Lorena as December/January Student of the Month award recipient for the high school level to be presented at the January 19, 2021 City Council meeting. By consensus, the motion carried.

COMMISSION DISCUSSION

Vice Chair Govea announced that LA Public Health has allowed teachers to be under Tier 1B for vaccinations.

Commissioner Robledo commented on the presentation by the Master Mariachi Apprentice Program and announced Stan Leandro, Principal at Vaughn High School, has retired, and would like to acknowledge him during a City Council meeting.

Chair Zobel-Rodriguez announced that early admission was released to students and San Fernando is well represented.

Commissioner Llamas mentioned that she would like a discussion on reviewing processes for submitted scholarship applications at a future meeting.

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MINUTES – December 29, 2020

Page 3

STAFF COMMUNICATION

City Clerk presented a College & Career Expo flyer and provided Commission updates.

ADJOURNMENT (6:58 p.m.)

Motion by Vice Chair Govea, seconded by Commissioner Llamas, 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 December 29, 2020, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**JULY 28, 2021 – 6:00 P.M.
SPECIAL 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, Commissioners Suzanne Llamas, Olivia Robledo, Nicole Mohr, and Vice Chair David Govea (participated via zoom at 6:12 p.m.)

Staff: City Clerk Julia Fritz and Deputy City Clerk/Management Analyst Crystal Solis

Absent: None

PLEDGE OF ALLEGIANCE

Led by Commissioner Robledo.

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL None

PRESENTATIONS None

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MINUTES – July 28, 2021

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ADMINISTRATIVE REPORTS

- 1) REQUEST TO APPROVE MINUTES OF MAY 11, 2021 – SPECIAL MEETING AND JUNE 29, 2021 – REGULAR MEETING

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

- 2) DISCUSSION AND SELECTION OF RECIPIENT FOR GERRY’S KIDS SCHOLARSHIP OPPORTUNITY

City Clerk announced grand totals and stated Student ID GK 6 received the highest score (99). Discussion ensued regarding essays and rating.

Motion by Commissioner Mohr, seconded by Commissioner Llamas to grant GK 6 the winner of the Gerry’s Kids Scholarship, pending confirmation of eligibility form requirements, and the presentation would be at the August 16, 2021 City Council meeting. By consensus, motion carried.

Motion by Commissioner Mohr, seconded by Chair Zobel-Rodriguez to grant GK 3 as the alternate in case the winner is unable to submit eligibility form requirements. By consensus, motion carried.

- 3) DISCUSSION REGARDING SAN FERNANDO STUDENT OF THE MONTH NOMINATIONS, SELECTION, AND PRESENTATION PROCEDURES

Discussion ensued regarding the qualifications and requirement of the Student of the Month award.

Motion by Commissioner Mohr, seconded by Chair Zobel-Rodriguez to approve Vice Chair Govea and Commissioner Mohr to serve on the Student of the Month ad hoc committee for the first semester of the 2021-2022 school year and Vice Chair Govea and Commissioner Llamas to serve for the second semester of the 2021-2022 school year. By consensus, motion carried.

Discussed Student of the Month categories and made adjustments and changes to the monthly calendar.

Motion by Chair Zobel-Rodriguez, seconded Commissioner Robledo to accept calendar changes.

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GENERAL COMMISSIONER COMMENTS

Commissioner Mohr provided an update on schools reopening. Vaughn Schools return Tuesday, August 3, 2021, at one-hundred percent capacity. LAUSD returns August 16, 2021, at one-hundred percent capacity.

Commissioner Llamas apologized for missing the scholarship ceremony in May. She thanked all Commissioners and staff for the successful event.

Commissioner Robledo will be updating the Principles list and Administrative list for the upcoming school year.

Chair Zobel-Rodriguez, met with Eduardo Solorzano, Community of Schools Administrator, and discussed some teachers retired but all principals stayed in LAUSD. Deadline to opt-out of in-person school is July 30, 2021.

STAFF COMMUNICATION

Chair Zobel-Rodriguez asked staff for a timeline on the transition of the Education Commission from the City Clerk Department to the Recreation & Community Services Department. City Clerk stated that the August Education Commission meeting will be a combination of City Clerk Department and Recreation & Community Services Department, and in September Recreation & Community Services will fully take over.

Director of Recreation & Community Services Julian Venegas spoke and reassured the Commissioners that his team has been reviewing the Education Commission minutes and programs, and finds that these programs work well with the programs already established with the Recreation Department.

Commissioner Llamas would like to agendaize for a future meeting the Education Commission objectives.

Mayor Ballin spoke to give clarification on the transition and reiterated the value of the Education Commission. She provided historical background information on how the Education Commission began in the City Clerk Department in order to assist with implementing a scholarship fund. Additionally, Mayor Ballin commented on the rapid growth and success of the scholarship program, noting that the City Council is aware of the program's success and increased growth that the Commission would be best served under the Recreation & Community Services Department that already interacts regularly with students and educators.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – July 28, 2021

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Mayor expressed her gratitude towards Chair Zobel-Rodriguez and Commissioner Robledo for assisting in establishing a successful scholarship program.

ADJOURNMENT (7:09 p.m.)

Motion by Commissioner Mohr, seconded by Commissioner Llamas 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 July 28, 2021, meeting as approved by the Education Commission.

Julia Fritz, CMC
City Clerk/Board Secretary



AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Nick Kimball, City Manager

Date: September 8, 2021

Subject: Consideration and Discussion to Review and Provide Feedback Regarding the Proposed Scope of the City Council Beautification Ad Hoc Committee and San Fernando Beautification Program Concept

RECOMMENDATION:

It is recommended that the Education Commission receive a presentation and provide feedback on the proposed scope of the City Council Beautification Ad Hoc Committee and San Fernando Beautification Program concept.

BACKGROUND:

1. City Council Ad Hoc Committees consist of either one or two Councilmembers, have a clear and definite scope, and dissolve upon completion of the scope, unless otherwise extended by the City Council 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.
2. On June 21, 2021, the City Council received and filed an informational report on the creation of a San Fernando Beautification Program (Attachment "A"). Following City Council discussion, an ad hoc committee was formed to develop the scope of a citywide beautification program. Councilmembers Cindy Montañez and Celeste Rodriguez were appointed to the "Beautification Program Ad Hoc Committee."
3. On July 27, 2021, the City Council discussed the proposed scope of the Beautification Program Ad Hoc Committee and related Beautification Program concept. After a robust discussion, City Council unanimously passed the following motion:

"Motion by Councilmember Pacheco, seconded by Councilmember Montañez, to approve the City Manager's recommendation to take the paragraph as listed in Consent Calendar Item 1, regarding the proposed Scope of the San Fernando Beautification Program Ad Hoc Committee and present the Scope to the Planning and Preservation and Parks, Wellness, Recreation Commissions seeking recommendations on the elements of the Beautification Plan; and bring back the feedback on the Scope to the City Council for consideration at a later date."

Consideration and Discussion to Review and Provide Feedback Regarding the Proposed Scope of the City Council Beautification Ad Hoc Committee and San Fernando Beautification Program Concept

Page 2 of 2

ANALYSIS:

The description for the Beautification Ad Hoc Committee, as proposed at the July 27, 2021 special City Council meeting is as follows:

The Beautification Ad Hoc Committee will develop recommendations to City Council related to establishing a community beautification program, including, but not limited to, engaging residents, community groups, local schools, funding sources, and any available resources to provide the community with clean streets, parks, trails, public parking facilities, etc. within the City. The committee will identify program costs, staff resources needed, and program guidelines for at minimum quarterly cleanup events. The Committee will work with staff to provide education to the community, identify high-need areas to address through community clean-up events, and identify policy and program recommendations to address blight and maintain neighborhoods, public spaces and commercial corridors clean and free of trash and debris.

The City Council has directed that the proposed scope of the Beautification Ad Hoc Committee, as well as elements included in the San Fernando Beautification Program concept (Attachment "A"), be reviewed by all City Commissions to provide their feedback. The City Council will discuss and consider feedback from the Commissions at a future City Council meeting.

ATTACHMENT:

- A. City Council Agenda Report re: San Fernando Beautification Ad Hoc and Beautification Program Concept



AGENDA REPORT

To: Mayor Sylvia Ballin and Councilmembers

From: Nick Kimball, City Manager
By: Matt Baumgardner, Director of Public Works

Date: July 27, 2021

Subject: Consideration to Approve the Community Clean-up Project within the Mission City Bike Trail and Downtown Mall Area in August 2021 and Authorize the San Fernando Beautification Program Ad Hoc Committee to Develop a List of Additional Beautification Projects

RECOMMENDATION:

It is recommended that the City Council:

- a. Approve a Community Clean-up Project within the Mission City Bike Trail and in the Downtown mall area in August 2021; and
- b. Authorize the San Fernando Beautification Program Ad Hoc Committee to explore additional Community Clean-up efforts, identify a list of potential projects, including in residential neighborhoods, and develop public education materials to the City Council by September 2021.

BACKGROUND:

1. On June 21, 2021, the City Council received and filed an informational report on the creation of a San Fernando Beautification Program (Attachment "A"). Following City Council discussion, an ad hoc committee was formed to develop the scope of a citywide beautification program. Councilmembers Cindy Montañez and Celeste Rodriguez were appointed to the committee.
2. On July 6, 2021, the San Fernando Beautification Program Ad Hoc committee met to discuss a scope for the citywide beautification program, develop a description of purpose for the Ad Hoc and identify potential clean-up projects in the City.
3. On July 19, 2021, the City Council continued this item to a special meeting date uncertain.

Consideration to Approve the Community Clean-up Project within the Mission City Bike Trail and Downtown Mall Area in August 2021 and Authorize the San Fernando Beautification Program Ad Hoc Committee to Develop a List of Additional Beautification Projects

Page 2 of 3

ANALYSIS:

As a first step at its meeting of July 6, 2021, the Ad Hoc committee developed the following description of the committee's purpose:

The Beautification Ad Hoc Committee will develop recommendations to City Council related to establishing a community beautification program, including, but not limited to, engaging residents, community groups, local schools, funding sources, and any available resources to provide the community with clean streets, parks, trails, public parking facilities, etc. within the City. The committee will identify program costs, staff resources needed, and program guidelines for at minimum quarterly cleanup events. The Committee will work with staff to provide education to the community, identify high-need areas to address through community clean-up events, and identify policy and program recommendations to address blight and maintain neighborhoods, public spaces and commercial corridors clean and free of trash and debris.

Following the discussion on the Ad Hoc committee's purpose, potential clean-up projects were discussed including those that could be undertaken within shared areas like parks, parking lots, and the bike trail, as well as neighborhood clean-up events similar to those conducted in the early 2000's. It was determined that resources could be mobilized quickly and efficiently for a proposed clean-up of the Mission City Bike Trail adjacent the Metrolink railway track. This project would involve bringing in volunteers on a Saturday in August 2021 to help clear weeds, litter, and to repaint some of the signs. Clean up and repainting of signs would also be addressed within the downtown San Fernando Mall area. The color scheme of the sign painting would be consistent with the Mission color-palette similar to the one completed as part of the recent community clean-up at Parking Lot No. 4 at the corner of Brand Boulevard and Truman Street.

The Ad Hoc committee also began to explore the logistics of residential neighborhood clean-up events. Staff will research the methods that were utilized during past events and meet with the Ad Hoc committee to develop proposed methods for identifying key neighborhoods, bilingual educational materials, outreach to residents, required volunteer and staff resources, and partnership with the City's current waste hauler, Republic Services, to complete these clean-up events successfully. The Ad Hoc committee will report to the City Council in September 2021 on the next round of proposed clean-up events to include both publicly-owned areas and residential neighborhoods.

In addition to existing staff, these beautification efforts will receive support from the new maintenance and code enforcement positions approved in the Fiscal Year 2021-2022 budget.

Consideration to Approve the Community Clean-up Project within the Mission City Bike Trail and Downtown Mall Area in August 2021 and Authorize the San Fernando Beautification Program Ad Hoc Committee to Develop a List of Additional Beautification Projects

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BUDGET IMPACT:

The cost estimate for conducting the Mission City Bike Trail and Downtown mall area clean-up in August 2021, would be approximately \$600 for staffing of two maintenance workers to assist with gathering the litter and weeds cleared during the event and disposing of those at the City's maintenance yard. Funding is available for this project in the Facilities Management wages account 043-390-0000-4103.

CONCLUSION:

It is recommended that the City Council approve a community clean-up event within the Mission City Bike Trail and Downtown mall area to take place during August 2021 and to authorize the committee to explore and report to City Council by September 2021 on a list of potential clean-up events in shared areas and residential neighborhoods.

ATTACHMENT:

- A. San Fernando Beautification Program



SAN FERNANDO BEAUTIFICATION PROGRAM

Presented By:

Cindy Montañez
Councilmember

Celeste Rodriguez
Councilmember

Dave Bernal
Planning Commissioner

Yvonne Mejia
Planning Commissioner

SAN FERNANDO BEAUTIFICATION PROGRAM

PLAN OF ACTION

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2	NEIGHBORHOOD CLEAN UPS	Page 5
3	CLEAN PARKS AND BIKE TRAIL	Page 6
4	CLEAN PARKING LOTS	Page 7
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6	TEXT AND ONLINE BEAUTIFICATION RESPONSE HOTLINE	Page 9
7	ALIGN WITH CITY GOALS AND CURRENT EFFORTS	Page 10

**"IF WE HAD
CLEAN STREETS,**

**ALOT OF
OTHER THINGS,
WOULD
TAKE CARE OF
THEMSELVES
EFFORTLESSLY."**



BEAUTIFICATION GOALS

The City of San Fernando will pride itself on having clean streets, parks, trails, parking lots, storm drains, and public facilities. We know this investment will result in safer and healthier streets for our kids, senior citizens, businesses, visitors and all our residents.

GOALS

The City will lead by example by keeping our streets, parks, parking lots, trails, storm drains and other publicly-owned property free of trash and debris.

Organize quarterly neighborhood cleanups to help residents and property owners keep their properties free of trash and debris.

Establish daily public parking lot clean up.

Establish a text and online beautification response hotline.

Re-institute a Neighborhood Action Response Team to coordinate Police Department, Community Preservation and other department responses around challenging properties.

TEAM APPROACH



The City's Public Works director will designate a Public Works employee to oversee the schedule, budget, outreach and assessment for the San Fernando Beautification program. We will implement a team approach to engage as many people as possible.

BEAUTIFICATION TEAM

Public Works
Residents
Community Volunteers
Business Community
Waste Hauler
Sweeper

TEAM UP TO CLEAN UP

.....

All residents, businesses and volunteers are invited to join our San Fernando Beautification Team to eliminate trash on our streets, storm drains, parks, trails and parking lots.

Residents can organize block clean ups or beautification events and receive support from the city for trash bags, trash pickers, disposal, etc.

NEIGHBORHOOD CLEAN UPS



The city will organize **quarterly neighborhood clean ups** in collaboration with the city's waste hauler and the Neighborhood Beautification Team. Waste hauler will provide trash bins per clean up for disposal of large items.



The city will provide 2-3 week notification to residents in the predetermined Clean Up Zone. **Volunteers will walk door-to-door** to help with disposal of items, providing special help to seniors and disabled residents.



The **Community Preservation team** will revisit **Clean Up Zone** to address any remaining concerns or violations. Additional priority and follow up through the **Neighborhood Action Task Force** will be assigned to a challenging property.



The city can give residents, businesses or community-based organizations the opportunity to '**Adopt-a-Piece of San Fernando**'. A thank you sign can be installed in honor of the adopter who will help maintain key public areas clean.

"Our neighborhood between Glenoaks and 8th and Maclay and the Pacoima Wash positively changed when the City organized its first Clean Up here 20 years ago"

*-Susan LLamas,
Resident, Teacher &
Commissioner*



OUR PARKS AND TRAILS

CLEAN. SAFE. BEAUTIFUL

Our parks and trails are one of our community's most important assets and often the only place kids, families and individuals can be in natural open spaces, so these places must be kept clean, safe and beautiful.

.....

The city should maintain a maintenance schedule for each park and trail and identify four Beautification Projects annually that can involve community volunteers, such as painting the picnic benches at Las Palmas Park and cleaning the Mission City Trail/ Bike Path.

.....

The city can partner with the Fernandeño-Tataviam Tribe to replant the native landscapes at Rudy Ortega Heritage Park; TreePeople to restore and maintain the Pacoima Wash Natural Park and sports leagues and other nonprofits for other parks.



PARKING LOT CLEAN UP



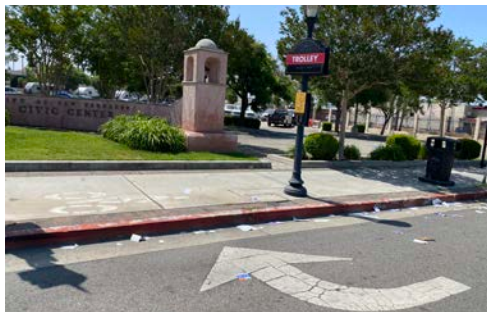
Improve Parking Lot Sweeping and Trash Pickup

The city should work with the business community to establish a daily parking lot cleaning schedule, sidewalk pressure washing and improve trash bin pick up in commercial areas.

.....

Enforce No Overnight Parking

The city should enforce no overnight parking in its public parking lots unless a business has a short-term permit provided on a limit basis.



Improve signage and lighting

The city should develop a maintenance plan for its signage and lighting at public parking lots.

.....

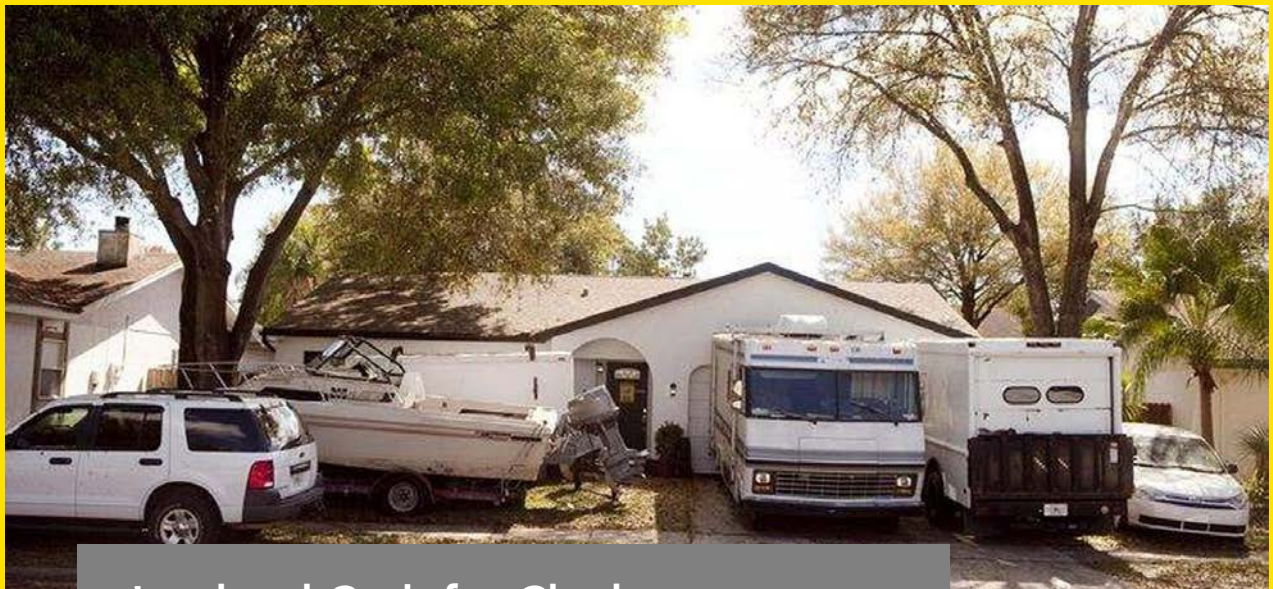
Develop schedule for parking lot resurfacing

The city should develop a plan for parking lot resurfacing and re-striping.



INOPERABLE VEHICLES

There are numerous inoperable or unregistered vehicles located on public and private property. The city can provide a financial incentive for inoperable vehicles registered in San Fernando prior to 2021 to incentivize vehicle owners to dispose of those vehicles. After a 6-12 month period, Code Enforcement will enforce its rules and regulations, including financial penalties.



**Is a local Cash for Clunkers program
feasible?**



TEXT AND ONLINE BEAUTIFICATION RESPONSE HOTLINE

Easy Reporting

The city will establish a 24-hour text and online response line for people to report a public works problem or request public works service; including but not limited to: illegal dumping and debris, dirty parks or streets, potholes, fallen trees, bike path cleanliness, graffiti, public lighting repair, etc.

Fast Response. Happy Residents and Businesses

Public Works will designate individuals who will receive direct text and online requests and have authority to assign personnel or Beautification Team members to respond immediately.

COMMUNITY FIRST

ALIGN WITH CURRENT CITY STRATEGIC GOALS AND EFFORTS

In order to maximize the efficient use of taxpayer dollars, the city will coordinate its San Fernando Beautification Program with current efforts to improve city services, prioritize public safety, invest into making San Fernando more walkable and pedestrian-friendly, and green our neighborhoods by planting and caring for 2,000 trees over the next five years.

In addition, the City Council and City Manager should re-establish an internal **Neighborhood Action Response Team** to coordinate all city departments to identify and resolve problems with the most challenging properties.



What we do matters



CALLES VERDES TREE PLANTING **2,000 street trees**

In partnership with TreePeople, the city will plant and care for 2,000 trees over the next 5 years. The trees will increase tree canopy by 33% and beautify streets. *Calles Verdes* also includes improvements to Lot 4: Brand/Truman and Carlisle Street.



SAFE AND ACTIVE STREETS **8 Street Designs**

The city hired Toole Design to help identify and design safety and green improvements for 8 high-priority streets with heavy use by pedestrians and cyclists. In addition, the city will initiate a Safe Routes to School planning process in 2021-22 to get kids in public schools safe to school.



GET TO ZERO: HOMELESS RESPONSE **0 People Living on the Streets**

The city hired LeSar & Associates to develop a Homeless Action Plan to get people off the streets or vehicles and into safe places to live. In addition, the City should establish a Homeless Command Center to address these issues on a daily basis.

WE ARE READY TO CLEAN UP!



BASIC, FUN AND NECESSARY

Several residents, some local businesses and nonprofit partners have offered to volunteer.

.....

We are happy to take the lead in organizing the San Fernando Beautification Team and inviting residents, business leaders, schools and nonprofit partners to volunteer as we put together Clean Up events and work to maintain our city clean.

.....

This is an investment that will have long-term results and physically change the quality of life for our residents, businesses and visitors.

It's our time to lead by example.



SAN FERNANDO DESERVES THE BEST!

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AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 8, 2021

Subject: Consideration and Discussion to Review Scholarship Funds Balance in Preparation for the Fiscal Year 2021-2022 Annual Scholarship Programs

RECOMMENDATION:

It is recommended that the Education Commission review and discuss the current scholarship funds balance in preparation for Fiscal Year 2021-2022 Annual Scholarship Programs.

BACKGROUND/ANALYSIS:

The San Fernando Education Commission (Commission) established on May 5, 2011, per Ordinance No. 1605 (Attachment "A") acts as the liaisons between City and local schools administrations, the City's local board administrators for the Los Angeles Unified School District and other public and private schools that operate in the city. One of the duties of the Commission is to assist through City resources towards youths seeking higher learning through an Annual Student Scholarship Essay Contest Program.

As of August 2021, the scholarship program has grown from two scholarships awarded to now nine annual scholarships. Scholarship funds which are through generous donations received by various sources, including, but not limited to current and former Councilmembers and outside organizations such as Independent Cities Finance Authority (ICFA) and Republic Services. In preparation to begin planning the 7th annual student scholarship essay program, the Commission will meet and discuss the available funds (Attachment "B") towards the program, and related matters.

BUDGET IMPACT:

There is no fiscal impact with discussion of this item.

Consideration and Discussion to Review Scholarship Funds Balance in Preparation for the Fiscal Year 2021-2022 Annual Scholarship Programs

Page 2 of 2

CONCLUSION:

Staff recommends that the Education Commission review and discuss the current scholarship funds balance in preparation for Fiscal Year 2021-2022 Annual Scholarship Programs.

ATTACHMENTS:

- A. Ordinance No. 1605
- B. Education Commission Scholarship Funds balance for Fiscal Year 2021-2022

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:

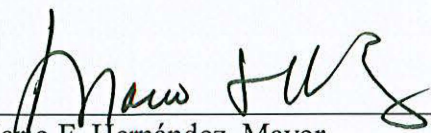
"Sec. 2-35. Removal of commission members; vacancies.

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

9/3/2021					
Date	Description	Account Number	Appropriated	Awarded	Current Balance
Annual City Budget Funds (Previously - Purchase Order #11388)		001-115-0000-4450			
FY 2021-22 Budget	Annual Budget Request		\$ 1,500.00		
8/16/2021	Cake for Recipient Winner for Gerry's Kids (GK 6)			\$ 23.75	
					\$ 1,476.25
Scholarship Funds					
	Republic Services Community Funds	Funds provided by RS			
			\$ -	\$ -	
			\$ -	\$0	
					\$0.00
	California Latino Water Coalition (CLWC) Foundation	Acct No. 053-2950			
			\$ -	\$ -	
			\$ -	\$ -	
			\$ -	\$ -	
					\$0.00
	Various Donations (ie. Private Donors, ICFA, City Council)	Acct. No. 053-2951			
Carried Over	ICFA - carried over to "Various Donations" account (\$500 increments or less, No repeat winners)		\$ 1,750.00		
Carried Over	Vice Chair Govea - "Why Not You?" Scholarship		\$ 250.00		
Carried Over	Chair Zobel-Rodriguez - Stipend (March 2019-June 2021)		\$ 1,800.00		
Ongoing	Chair Zobel-Rodriguez - Stipend (July)		\$ 75.00		
11/12/2020	Donation - Chair Zobel-Rodriguez		\$ 210.00		
12/9/2020	Donation - Joel Fajardo (\$250/two scholarships - Four Years)		\$ 1,500.00		
3/1/2021	Donation - Suzanne N. Llamas (Student of the Month/Teacher Spotlight)		\$ 50.00		
3/23/2021	Donation - Tim Hou (Gerry's Kids Scholarship)		\$ 1,250.00		
8/16/2021	Recipient Winner for Gerry's Kids (GK 6)			\$ 1,250.00	
					\$ 5,635.00
	Gabriel Fernandez Memorial Scholarship (CLWC Foundation)	Acct No. 053-2960			
	Elias Rodriguez Memorial Scholarship (CLWC Foundation)	Acct. No. 053-2953			
Carried Over	Unused funds carried over previous year		\$ 550.00		
					\$ 550.00
			TOTAL		\$6,185.00

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AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 8, 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.

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

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



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	



AGENDA REPORT

To: Chair Zobel-Rodriguez and Education Commissioners

From: Julia Fritz, City Clerk

Date: September 8, 2021

Subject: Discussion Regarding San Fernando Student of the Month Nomination, Selection, and Presentation Procedures

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Discuss the nominees for the September 2021 Student of the Month for the theme of "Positive Attitude";
- 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 October.

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 August 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 September.

Discussion Regarding San Fernando Student of the Month Nomination, Selection, and Presentation Procedures

Page 2 of 2

BUDGET IMPACT:

There is no fiscal impact associated with approving this item.

CONCLUSION:

Staff recommends selecting a student of the month, 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 8, 2021

Subject: Discussion Regarding the San Fernando Teacher Spotlight Program and the Nomination, Selection, and Presentation Procedures

RECOMMENDATION:

It is recommended that the Education Commission discuss the Teacher Spotlight program and provide recommendations, as applicable.

BACKGROUND:

In July 2020, the first Teacher Spotlight recipient was nominated and awarded during a City Council meeting in September 2020. The Education Commission continues to seek applications from students to nominate Teachers or Staff members for the Teacher Spotlight.

BUDGET IMPACT:

There is no fiscal impact associated with approving this item.

CONCLUSION:

Staff recommends that the Education Commission discuss and review the Teacher Spotlight program and the nomination, selection and presentation process for Fiscal Year 2021-2022.