



CHAIR DAVID GOVEA
VICE CHAIR ANGEL ZOBEL-RODRIGUEZ
COMMISSIONER NICOLE MOHR
COMMISSIONER OLIVIA ROBLEDO
COMMISSIONER LAUREL RODRIGUEZ

CITY OF SAN FERNANDO
EDUCATION COMMISSION
REGULAR MEETING AGENDA SUMMARY
TUESDAY, JANUARY 30, 2024 – 4:30 PM

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

PUBLIC PARTICIPATION OPTIONS

Please visit the City’s YouTube channel to live stream and watch previously recorded Education Commission meetings, which is also available with Spanish subtitles at:

<https://www.youtube.com/c/CityOfSanFernando>

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 in-person translation services, or other services please call the Recreation and Community Services Department at (818) 898-1290 or email at MCalleros@sfcity.org at least 2 business days prior to the meeting.

SUBMIT PUBLIC COMMENT IN PERSON:

Members of the public may provide comments in person in the City Council Chambers during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Members of the public may submit comments by email to MCalleros@sfcity.org no later than **12:00 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 and made part of the official public record of the meeting.

CALL-IN TO PROVIDE PUBLIC COMMENT LIVE AT THE MEETING:

Members of the Public may **call-in between 4:30 p.m. and 4:45 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: 853 3530 1842
Passcode: 071322

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.

EDUCATION COMMISSION

Regular Meeting Notice and Agenda – January 30, 2024

Page 2 of 4

CALL TO ORDER

ROLL CALL

TELECONFERENCE REQUESTS/DISCLOSURE

Recommend consideration of requests received for remote teleconference meeting participation made by members of the City's legislative bodies, as permitted under the provisions of Assembly Bill (AB) 2449, Government Code Section 54953, and the City of San Fernando adopted Resolution No. 8215, effective March 1, 2023.

PLEDGE OF ALLEGIANCE

Led by Chair David Govea

APPROVAL OF AGENDA

Recommend that the Education Commission approve the agenda as presented.

PRESENTATIONS

DECORUM AND ORDER

City Commissioners are appointed by City Council and must be free to discuss issues confronting the city in an orderly environment. Members of the public 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

Members of the public may **provide comments in person in the City Council Chambers** during the Public Comments section of the Agenda by submitting a comment card to the Board Secretary.

Members of the public may submit comments by email to MCalleros@sfcity.org no later than **12:00 p.m. the day of the meeting**, to ensure distribution to the Education Commission prior to consideration of the agenda and read into the record.

EDUCATION COMMISSION

Regular Meeting Notice and Agenda – January 30, 2024

Page 3 of 4

Members of the public may provide a **live public comment by calling in between 4:30 p.m. and 4:45 p.m. CALL-IN INFORMATION: Telephone Number: (669) 900-6833; Meeting ID: 853 3530 1842; Passcode: 071322**

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 Education Commission wishes to discuss any item, it should first be removed from the Consent Calendar.

1) CONSIDERATION TO APPROVE EDUCATION COMMISSION MEETING MINUTES FOR:

- a. January 3, 2024

ADMINISTRATIVE REPORTS

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

Recommend that the Education Commission:

- a. Discuss and select student nominee for the February Student of the Month for the theme of “Kindness/Caring (Allies)”.

3) DISCUSSION REGARDING STAFF WORKLOAD

Recommend that the Education Commission:

- a. Continue to discuss staff workload for Commission Programs.

4) DISCUSSION REGARDING THE TEACHER’S SPOTLIGHT PROGRAM

Recommend that the Education Commission:

- a. Discuss and select teacher nominee for the Teacher’s Spotlight Program.

5) DISCUSSION REGARDING THE STUDENT SCHOLARSHIP PROGRAM

Recommend that the Education Commission:

- a. Continue to discuss the Student Scholarship Program; and
- b. Discuss the proposed Margarita Montañez Scholarship.

EDUCATION COMMISSION

Regular Meeting Notice and Agenda – January 30, 2024

Page 4 of 4

6) DISCUSSION REGARDING THE PRINCIPAL’S BRUNCH

Recommend that the Education Commission:

- a. Debrief regarding the Principal’s Brunch and begin discussing ideas for the 2025 event.

STAFF COMMUNICATION

COMMISSIONER UPDATES/REQUESTS TO AGENDIZE ITEM FOR DISCUSSION AT A FUTURE MEETING

Commissioner(s) may request to agendize an item for discussion at a future meeting, subject to approval by the Commission. Requests should align with the commission's scope of responsibility, adhere to City Council policies, and consider the availability of staff resources and budget constraints.

ADJOURNMENT The meeting will adjourn to its next regular meeting.

AFFIDAVIT OF POSTING

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 72 hours prior to the meeting.

Dated: _____ at: _____

Signed By: _____

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 Recreation and Community Services Department Office at (818) 898-1290 or MCalleros@sfcity.org at least 48 hours prior to the meeting.

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**January 3, 2024 – 4:30 P.M.
SPECIAL 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 4:30 p.m.

Present:

Members: Chair David Govea, Vice Chair Angel Zobel-Rodriguez, Commissioner Olivia Robledo, Commissioner Nicole Mohr, and Commissioner Laurel Rodriguez

Staff: Community Services Supervisor, Juan Salas, RCS Executive Assistant, Maria Calleros, and Recreation Park Office Clerk, Tiffany Hernandez

PLEDGE OF ALLEGIANCE

Led by Chair David Govea

APPROVAL OF AGENDA

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

PRESENTATIONS

No presentations.

PUBLIC STATEMENTS – WRITTEN/ORAL

No public statements.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – January 3, 2024

Page 2

CONSENT CALENDAR

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

- a. November 29, 2023

Motion made by Commissioner Mohr, seconded by Commissioner Robledo, to approve the consent calendar. By consensus, the motion carried.

ADMINISTRATIVE REPORTS

2) Discussion Regarding Staff Workload

Commissioner Mohr spoke on the Education Commission yearly events and MOU with LAUSD. At this time, Commissioners and Chair Govea discussed and shared thoughts on the estimate amount of staff time invested in event planning. Commissioner Rodriguez suggested asking City Council for more funding.

Commissioner Mohr elaborated on the MOU with LAUSD and suggested the City, along with the Education Commission, host a school fair. Vice Chair Zobel-Rodriguez added to her suggestion with hosting the school choice fair at a local school. Commissioner Robledo also suggested that the Commissioners visit local schools to promote educational events and scholarships. Commissioner Mohr requested Mr. Salas to speak with the City Manager regarding additional workload hours.

3) Discussion Regarding the Teacher's Spotlight Program

Vice Chair Zobel-Rodriguez shared that there were no nominees received.

Chair Govea shared that he would like to honor Alex Reza, a retired San Fernando High School teacher. The Commissioners discussed the nomination process when a nomination comes from a Commissioner. Chair Govea made a request for a glass frame for the certificate. Mrs. Calleros will gather frame pricing.

Motion made by Chair Govea, seconded by Commissioner Mohr, to nominate Alex Reza. By consensus, the motion carried.

4) Discussion Regarding the Student Scholarship Program

Vice Chair Zobel-Rodriguez informed the Commission that early submissions have trickled in. She elaborated on scholarship submissions and deadline.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – January 3, 2024

Page 3

Commissioner Rodriguez informed the Commission that Vice Mayor Mary Mendoza is putting together a \$500.00 scholarship. Vice Mayor Mendoza would like to award the scholarship to a Los Angeles Mission College student. The commission discussed where to place the scholarship funds. Commissioner Mohr recommended the funds be added to the next scholarship cycle. Chair Govea added that the \$500.00 can be added to the Gabriel Fernandez scholarship for the current year or save for next year if Vice Mayor Mendoza would like it to be specifically for Mission College students. Commissioner Rodriguez will discuss with Vice Mayor Mendoza and keep the Commission updated.

5) Discussion Regarding the Principals' Brunch

Commissioners Robledo and Mohr shared details on brunch planning. This discussion included event set-up, invitations, menu, etc. Revisions were also made to the brunch program. A final draft will be sent out. The Commission also discussed invitees, informational folder, ice breaker activity, and speakers.

NEW AGENDA ITEMS

- Staff workload and discussion of budget
- Teacher's Spotlight
- Student scholarship
- Principals' Brunch debrief
- Student of the Month

GENERAL COMMISSIONER COMMENTS

Commissioner Robledo talked about Comision Femenil's Adelante Mujer Latina Conference for high school students. She thanked Mayor Celeste Rodriguez for stepping in as a keynote speaker the last day of the conference.

Vice Chair Zobel-Rodriguez provided a brief update on her meeting with the local superintendent, the community of schools administrator, and facilities/operations manager. They discussed potential new schools in San Fernando and other relating topics.

Chair Govea thanked the office of Regional Superintendent David Baca for his continued support.

STAFF COMMUNICATION

Services Supervisor, Juan Salas shared a brief update on the graduate and veteran's banners. He included potential placements for the 10 additional brackets throughout the city. There will be

SAN FERNANDO EDUCATION COMMISSION

MINUTES – January 3, 2024

Page 4

about 60 to 70 brackets in total for both the veteran and graduate banners. Banner applications will be available at the end of January.

RCS Executive Assistant, Maria Calleros shared information on the newly added recreation programs. She also informed the commission that this week is the last week of youth winter camp.

Recreation Park Office Clerk, Tiffany Hernandez provided information on the upcoming adult leagues such as co-ed softball, volleyball, and basketball. Registration is now open for all activities.

ADJOURNMENT (5:47 p.m.)

To: Chair David Govea and Education Commissioners

From: Juan Salas, Community Services Supervisor
Maria Calleros, Executive Assistant

Date: January 30, 2024

Subject: Discussion and Selection of the February Student of the Month

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Discuss and select student nominees for the February Student of the Month for the theme of “Kindness/Caring (Allies)”.

BACKGROUND:

1. September 26, 2023, the Education Commission approved the 2023 – 2024 Student of the Month Program with the following categories:
 - a. September- Positive Attitude
 - b. October- Responsibility/ Ownership
 - c. November- Giving Back
 - d. December/January- Leadership
 - e. February- Kindness/Caring (Allies)
 - f. March- Creative/Artistic
 - g. April- Special Circumstances (Resilience or Perseverance) = Challenges/ Obstacles
 - h. May- Academic Achievement

BUDGET IMPACT:

There is no fiscal impact associated with approving this item.

CONCLUSION:

Staff recommends selecting a student of the month for December/January, 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 David Govea and Commissioners

From: Juan Salas, Community Services Supervisor
Maria Calleros, Executive Assistant

Date: January 30, 2024

Subject: Discussion Regarding Staff Workload

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Continue to discuss staff workload for Commission Programs.

BACKGROUND/ANALYSIS:

At the November 29, 2023 meeting, Commissioner Mohr requested staff workload sustainability be agendaized for the next Commission meeting. She would like the Commission to discuss the various projects they will be working on throughout the year and to make sure staff participation is sustainable long term.

BUDGET IMPACT:

It is unknown if there will be a fiscal impact at this time.

CONCLUSION:

It is recommended that the Education Commission discuss staff workload.

To: Chair David Govea and Education Commissioners

From: Juan Salas, Community Services Supervisor
Maria Calleros, Executive Assistant

Date: January 30, 2024

Subject: Discussion Regarding Teacher’s Spotlight Program

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Discuss and select a teacher nominee for the Teacher’s Spotlight Program.

BACKGROUND:

1. The Teacher’s Spotlight was a program developed by the Commission to recognize inspirational teachers working in San Fernando schools. In July 2020, the first Teacher Spotlight recipient was nominated and awarded during a City Council meeting in September 2020.
2. In November 2022 the Education Commission discussed bringing back the Teacher’s Spotlight Program. It was decided to table the item and discuss at a later date.
3. At the March 2023 meeting, Vice-Chair Angel Zobel-Rodriguez asked that the item be included on the April agenda.
4. At the April 2023 meeting two teachers were selected. The first was Katheryne Pena from CCLA-Technology Prep Academy and the second teacher was Ashley Ruiz from Nueva Esperanza Charter Academy. Both teachers were recognized at the October 16, 2023 Council Meeting

BUDGET IMPACT:

There is no budget impact.

CONCLUSION:

The Education Commission should continue the Teacher’s Spotlight Program.

To: Chair David Govea and Commissioners

From: Juan Salas, Community Services Supervisor
Maria Calleros, Executive Assistant

Date: January 30, 2024

Subject: Discussion Regarding Student Scholarship Program

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Continue to discuss the Student Scholarship Program; and
- b. Discuss the proposed Margarita Montañez Scholarship.

BACKGROUND/ANALYSIS:

The Annual Student Scholarship Program was established to assist San Fernando youth who are seeking a postsecondary education.

The scholarship program has grown from two scholarships to eight scholarships awarded annually. Scholarships are funded through donations from various donor sources, including, but not limited to current/former Councilmembers, organizations such as Independent Cities Finance Authority (ICFA), and Republic Services.

BUDGET IMPACT:

There is no fiscal impact with the discussion of this item. Future expenditures are to be determined based on the Education Commissions' direction.

CONCLUSION:

It is recommended that the Education Commission continue the discussion regarding the scholarship program.

To: Chair David Govea and Commissioners

From: Juan Salas, Community Services Supervisor
Maria Calleros, Executive Assistant

Date: January 30, 2024

Subject: Discussion of Principals' Brunch

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Debrief regarding the Principals' Brunch and begin discussing ideas for the 2025 event.

BACKGROUND:

1. The Education Commission reinstated the Principals' Brunch at the July 2022 meeting. It was decided that the brunch would be held on Friday, January 26th.

BUDGET IMPACT:

The Education Commission has allocated \$750.00 of their budget to go towards the event.

CONCLUSION:

The Education Commission should move forward with setting a date and planning the Principals' Brunch.