



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, MARCH 26, 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.

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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.

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**

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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 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. February 27, 2024

ADMINISTRATIVE REPORTS

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

Recommend that the Education Commission:

- a. Discuss and select student nominee for the April Student of the Month for the theme of “Special Circumstances (Resilience or Perseverance) = Challenges/ Obstacles”.

3) DISCUSSION REGARDING STAFF WORKLOAD

Recommend that the Education Commission:

- a. Continue to discuss staff workload for Commission Programs; and
- b. Discuss if there will be any budget requests to the FY24-25 Education Commission budget.

4) DISCUSSION REGARDING THE STUDENT SCHOLARSHIP PROGRAM

Recommend that the Education Commission:

- a. Continue to discuss the Student Scholarship Program.

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.

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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**

**February 27, 2024 – 4:30 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 4:32 p.m.

Present:

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

Staff: Recreation and Community Services Director, Julio Salcedo, Community Services Supervisor, Juan Salas, and RCS Executive Assistant, Maria Calleros

PLEDGE OF ALLEGIANCE

Led by Chair David Govea

APPROVAL OF AGENDA

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

PRESENTATIONS

SFPD Detective Jorge Cervantes spoke about the San Fernando Parent Academy. This academy started a year ago by San Fernando Police Chief Fabian Valdez. Detective Cervantes gave a brief, yet detailed background on the academy and the sessions that are offered. Sessions are once a month or per school request. The academy is currently being held at Santa Rosa De Lima Catholic School and San Fernando Institute of Applied Media. The program is in the process of completing an MOU with Cesar Chavez Learning Academies. Detective Cervantes also gave a

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brief rundown of the topics discussed during sessions such as social media safety, healthy boundaries, and positive home environment.

Chair Govea opened the floor for any questions and comments.

PUBLIC STATEMENTS – WRITTEN/ORAL

No public statements.

CONSENT CALENDAR

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

- a. January 30, 2024

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

ADMINISTRATIVE REPORTS

2) Discussion and Selection of the March Student of the Month

Motion made by Chair Govea, seconded by Vice Chair Zobel-Rodriguez, to award Melissa, an 8th grader from San Fernando Middle School, and Geraldine, a senior from ArTES High School, as the March students of the month. Recipients to be presented at the March 18, 2024 City Council meeting. By consensus the motion carried.

3) Discussion Regarding Staff Workload

Mr. Salas informed the Commissioners that the graduate banner program does not have any relation to the Education Commission. This was confirmed by the City Manager. Mr. Salas is currently working on a chart breaking down staff workload hours. The completed chart will be presented at the March meeting.

Any Commission budget requests for the 2024-2025 fiscal year are due in early April. Mr. Salas presented two options:

1. Add discussion regarding and submitting budget requests for the 2024-2025 fiscal year as a March agenda item.
2. Mr. Salas presents staff workload report at the March meeting. A special meeting is held in the first week of April to discuss and vote on budget requests.

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4) Discussion Regarding the Teacher's Spotlight Program

Chair Govea spoke briefly on the award presented to Alex Reza. Vice Chair Zobel-Rodriguez received no new nominees for the month. Commissioner Mohr will email out nomination forms. Gift cards awarded to nominees can be purchased from the Commission's \$1,500 budget.

5) Discussion Regarding the Student Scholarship Program

Vice Chair Zobel-Rodriguez provided an update on essay submissions.

- Jerry's Kids Scholarship - 4
- Elias Rodriguez Scholarship - 14
- Gabriel Fernandez Scholarship - 21
- Environmental Sustainability Scholarship - 2
- Republic Services Cesar Chavez Scholarship - 7
- Unheard Voices Scholarship - 1
- Pahola Mascorro - Why Not You? Scholarship - 5
- Beyond the Bachelor's Scholarship - 6

Chair Govea recused himself from scoring any PUC Triumph Charter High School essays. Commissioner Mohr recused herself from any essays submitted from VISA High School to the Jerry's Kids scholarship. Vice Chair Zobel-Rodriguez added that she will also recuse herself from the Beyond the Bachelors' scholarship pending confirmation of a submitted essay from a student she knows.

Chair Govea and Commissioner Rodriguez will continue to be the scholarship ceremony AD HOC. They will set up a meeting for the upcoming month to begin planning. Commissioners discussed possible ceremony dates and agreed on Tuesday, May 21st.

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

NEW MARCH AGENDA ITEMS:

- April Student of the Month
- Staff Workload with amendment to discuss budget
- Student Scholarship Program

Motion made by Commissioner Mohr, seconded by Commissioner Rodriguez to agendize items to March meeting. By consensus, the motion carried.

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Commissioner Rodriguez spoke on adding a new scholarship specifically for students with disabilities. She gave a brief explanation of what this scholarship would provide. Commissioner Mohr expressed support of this idea and recommended that it be agendized for an upcoming meeting.

NEW APRIL AGENDA ITEMS:

- Students with Disabilities Scholarship

Motion made by Commissioner Rodriguez, seconded by Commissioner Mohr to agendize the students with disabilities scholarship to the April meeting. By consensus, the motion carried.

STAFF COMMUNICATION

RCS Executive Assistant, Maria Calleros shared that the Spring Jamboree will take place next month from 10:00am-1:00pm. Registration is now open for the adult softball and spring coed volleyball leagues. Both will take place at Recreation Park.

Community Services Supervisor, Juan Salas spoke about the Shop Local Pledge. This pledge can be found on the City of San Fernando's website. Those who pledge to shop local will be entered in a \$500.00 drawing. He also provided eligibility details.

At this time, Chair Govea introduced Julio Salcedo, the new Recreation and Community Services Director. Mr. Salcedo briefly shared his professional and personal background.

ADJOURNMENT (5:38 p.m.)

To: Chair David Govea and Education Commissioners

From: Julio Salcedo, Director of Recreation and Community Services
Maria Calleros, Executive Assistant

Date: March 26, 2024

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

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Discuss and select student nominees for the April Student of the Month for the theme of “Special Circumstances (Resilience or Perseverance) = Challenges/ Obstacles”.

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 April, 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.

To: Chair David Govea and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services
Juan Salas, Community Services Supervisor

Date: March 26, 2024

Subject: Discussion Regarding Staff Workload

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Continue to discuss staff workload for Commission Programs;
- b. Discuss if there will be any budget requests to the FY24-25 Education Commission budget.

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.

At the February 27, 2024 meeting, Juan Salas presented the Education Commission with approximate staff hours for Principal's Brunch, which was 60 hours and 75 hours for scholarship ceremony during the calendar year of 2023.

Below are the total staff hours for a calendar year. The sections are broken down into monthly meetings, staff report writing, and special events. The monthly meetings, includes attending the meeting, agenda drafting/posting, and writing meeting minutes for 11 meetings. The staff report writing also includes the research that goes into each report. Special events include phone banking, outreach, event planning, program drafting, event setup/teardown as well as planning/organizing scholarship essay reviews. The numbers are below:

Discussion Regarding Staff Workload

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	Monthly Meetings	Staff Report	Special Events	Total
Staff hours	190	59.5	152.50	402

It is recommended that the Education Commission request additional staff hours if they plan to include an additional event. The Commission currently has a budget of \$1,500 to cover the cost of the Scholarship Ceremony, Principal's Brunch, and gift cards for the Students of the Month. This budget does not cover staffing costs.

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.



AGENDA REPORT

To: Chair David Govea and Commissioners

From: Julio Salcedo, Director of Recreation and Community Services
Maria Calleros, Executive Assistant

Date: March 26, 2024

Subject: Discussion Regarding Student Scholarship Program

RECOMMENDATION:

It is recommended that the Education Commission:

- a. Continue to discuss the Student Scholarship Program.

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, Republic Services and other organizations.

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.