



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

CITY OF SAN FERNANDO  
EDUCATION COMMISSION  
REGULAR MEETING AGENDA SUMMARY  
TUESDAY, APRIL 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](mailto: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](mailto: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

- A. "FISCAL YEAR 2024-2025 BUDGET CALENDAR" PRESENTED BY ERICA D. MELTON, CITY OF SAN FERNANDO, DIRECTOR OF FINANCE

## 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.

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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. March 26, 2024

### ADMINISTRATIVE REPORTS

#### **2) DISCUSSION AND SELECTION OF THE MAY STUDENT OF THE MONTH**

Recommend that the Education Commission:

- a. Discuss and select student nominee for the May Student of the Month for the theme of “Academic Achievement”.

#### **3) DISCUSSION REGARDING STAFF WORKLOAD**

Recommend that the Education Commission:

- a. Continue to discuss staff workload for Commission Programs

#### **4) DISCUSSION REGARDING THE STUDENT SCHOLARSHIP PROGRAM**

Recommend that the Education Commission:

- a. Continue to discuss the Student Scholarship Program, including the proposed Heartbloom Scholarship by Commissioner L. Rodriguez; and
- b. Continue to discuss the 9<sup>th</sup> Annual Scholarship Awards Ceremony.

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## 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: \_\_\_\_\_

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*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](http://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](http://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](mailto:MCalleros@sfcity.org) at least 48 hours prior to the meeting.*

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**SAN FERNANDO EDUCATION COMMISSION  
MINUTES**

**March 26, 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 4:30 p.m.

Present:

Members: Chair David Govea, Vice Chair Angel Zobel-Rodriguez,  
Commissioner Olivia Robledo, 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, and Recreation Park Office Clerk, Tiffany Hernandez

**PLEDGE OF ALLEGIANCE**

Led by Chair David Govea

**APPROVAL OF AGENDA**

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

**PRESENTATIONS**

No presentations.

**PUBLIC STATEMENTS – WRITTEN/ORAL**

No public statements.

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### **CONSENT CALENDAR**

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

- a. February 27, 2024

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

### **ADMINISTRATIVE REPORTS**

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

Motion made by Commissioner Mohr, seconded by Vice Chair Zobel-Rodriguez, to award Ashley, an 9<sup>th</sup> grader from Social Justice Humanitas, and Ranzel, a 6<sup>th</sup> grader from San Fernando Middle School, as the April students of the month. Recipients to be presented at the April 18, 2024 City Council meeting. By consensus the motion carried.

Commissioner Mohr suggested for next month's Academic Achievement award be open to high school students that did not win any City scholarships. She added that the scholarship Ad Hoc email principals with the names of their students for possible nominations. Vice Chair Zobel-Rodriguez will email all principals with student names and nomination forms.

Chair Govea received a letter from a parent who is interested in expanding the student of the month program to include students with disabilities. Chair Govea suggested this topic be revisited in the summer.

3) Discussion Regarding Staff Workload

Mr. Salas presented a monthly breakdown of staff workload along with different tasks. This includes special events, staff report, meeting minutes, etc. A total of 400 hours were reported, which include 60 hours for the principals' brunch and 75 hours for the scholarship ceremony for 2023. It is recommended that the Commission request additional staff hours if they plan to include an extra event. The Education Commission has a budget of \$1,500 which covers the principal's brunch, scholarship ceremony, and student of the month gift cards.

At this time, Chair Govea opened the floor for questions and comments. Mr. Salcedo notified the Commission that City of San Fernando Finance Director, Erica Melton will be making a short presentation at the April Meeting. Chair Govea received a letter from a principal at Chavez

Academies requesting use of a City facility for an art showcase event. He asked staff for direction on how to reserve a city facility and the fee waiver process. Mr. Salcedo advised that the principal call Recreation Park for more information and briefly commented on prices, waivers, and the application process.

Commissioner Mohr suggested additional hours be requested for an eChoices fair. Vice Chair

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Zobel-Rodriguez will be meeting with Superintendent Alberto Carvalho next week to discuss school fairs in other cities. She suggested waiting until next month's meeting to ask for additional hours.

### **4) Discussion Regarding the Student Scholarship Program**

At this time the Commission discussed merits of all scholarship categories. The Commission unanimously decided on the following recipients:

- Republic Services Cesar Chavez Scholarship (\$1,000)- RSCC05
- Gerry's Kids (\$1,250) – GK01
- Unheard Voices (\$500) – UV01
- Pahola Mascorro- Why Not You? (\$500) – PMWNY02
- Environmental Sustainability (\$500) – ES01
- Beyond The Bachelor's (\$500) – BB03
- Elias Rodriguez (\$500) – ER12
- Gabriel Fernandez (\$500) – GF01

Scholarship Ad Hoc will meet in the coming weeks to plan the award ceremony. Updates will be shared at the April meeting.

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

#### **NEW APRIL AGENDA ITEMS:**

- Students with Disabilities Scholarship
- Student of the Month
- Scholarship Program
- Staff Workload
- Updates on meeting with Superintendent Albert Carvalho

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

### **STAFF COMMUNICATION**

Community Services Supervisor, Juan Salas announced that the Spring Jamboree will be held indoors due to the expected rain. Meals In Motion are currently looking for volunteers to assist with food distribution. A digital flyer will be sent out to commissioners to share.

### **ADJOURNMENT (5:48 p.m.)**

**To:** Chair David Govea and Education Commissioners

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

**Date:** April 30, 2024

**Subject:** Discussion and Selection of the May Student of the Month

**RECOMMENDATION:**

It is recommended that the Education Commission:

- a. Discuss and select student nominees for the May Student of the Month for the theme of “Academic Achievement”.

**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 May, 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  
Maria Calleros, Community Services Supervisor

**Date:** April 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 agendized 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.

At the March 26, 2024 meeting the below chart of total staff hours for a calendar year was presented:

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

**BUDGET IMPACT:**

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

**CONCLUSION:**

It is recommended that the Education Commission continue the discussion of staff workload.

**To:** Chair David Govea and Commissioners

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

**Date:** April 30, 2024

**Subject:** Discussion Regarding Student Scholarship Program

**RECOMMENDATION:**

It is recommended that the Education Commission:

- a. Continue to discuss the Student Scholarship Program, including the proposed Heartbloom Scholarship by Commissioner L. Rodriguez; and
- b. Continue to discuss the 9<sup>th</sup> Annual Scholarship Awards Ceremony.

**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.

Commissioner L. Rodriguez would like to discuss the proposed Heartbloom Scholarship. This scholarship is intended for adult residents of the City of San Fernando who were not on a high school diploma track due to a neurological disability (Intellectual/ASD) and who instead earned a high school certificate of completion. See Attachment A and Attachment B for more information.

**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.

## Rationale for a Heartbloom Scholarship

### Target Population:

This scholarship is intended for adult residents of the City of San Fernando (22+ years old) who were not on a high school diploma track due to a neurological disability (Intellectual/ASD) and who instead earned a High School Certificate of Completion.

### Background:

Students with disabilities have one of two options when they complete high school. They can earn a Diploma. To earn a diploma, a student must earn 210 credits in the required course of study.

**or they can earn a Certificate of Completion: A student with an Individualized Education Program (IEP) can earn a Certificate of Completion upon finishing high school if they have completed 210 credits, met their IEP goals, or participated in the educational program with satisfactory attendance. Students who receive a certificate of completion are eligible to continue receiving special education services until the age of 22. (LAUSD)**

### Problem:

Earning a certificate of completion disqualifies students from most post-secondary education opportunities necessary for gainful employment. Traditional avenues for young adults with autism spectrum disorder (ASD) to participate in post-secondary educational experience (PSE) exist through community college, vocational and career training, and four-year universities. However, **PSE financial support for this population is limited**. In 2008, only 10% of youth with ASD using vocational rehabilitative (VR) services received VR financial assistance through college services to offset costs of PSE participation (Migliore, et al., 2012).

**California College Promise Grant (CCP):** California community colleges are required to admit any California resident possessing a high school diploma or equivalent. Additionally, California community colleges may admit any nonresident possessing a high school diploma or the equivalent, **or anyone (resident or nonresident) over the age of 18 without a high school diploma or the equivalent who, in the judgment of the board, is capable of profiting from the instruction offered.**

However, to receive CCP, a student must apply annually to Federal Financial Assistance (FAFSA), which requires a high school diploma or equivalent. This requirement may deter many target students or their parents from applying for FAFSA at all. Additionally, a student must already be enrolled in college or university classes prior to receiving the CCP grant to prove they are "capable of profiting from the instruction offered". The cost to San Fernando residents for that initial semester may be prohibitive.

**The California Department of Rehabilitation** will pay for post-secondary education and materials needed for this population provided they have a case filed with the department and the diploma or certificate pursued seems promising to lead to future competitive employment.

However, many times the burdened department has a slow turnaround from request to funding. Additionally, some people may wait months from application to the department to receiving a case worker and services.

**Solution:**

I propose a scholarship, to be called Heartbloom, that will target the described population of adults (aged 22+) who would like to pursue a GED and/or a vocational certificate in a college or occupational center. Two qualified applicants will be awarded \$500 each to help attain that goal.

**Other criteria:**

1. Must be a resident, or have a parent who is a resident, of the City of San Fernando.
2. Proof of a high school Certificate of Completion. (mandatory)
3. Proof of application and acceptance to a college or vocational center that states the educational goal or certificate to be achieved.
4. No more than three photos (from various angles) of a project created by the applicant that shows their interest and ability in their educational goal.  
OR
5. A short (2 minute) video that highlights a talent or ability in their stated educational goal.  
OR
6. A 250–500-word essay that talks about the applicant and how receipt of this scholarship would be of benefit.

**Limitation:**

Two years' awards (consecutive or nonconsecutive) per applicant.

## List of Agencies Contacted to Assess Need for Heartbloom Scholarship

1. Joaquin Miller CTC
2. Diane S. Leichman
3. North Valley Occupational Center
4. Los Angeles Mission College
5. Vaughn Next Century Learning Academy
6. PUC Triumph High School
7. North Valley Occupational Center
8. San Fernando High School
9. Sylmar High School
10. Mission High School

Dear \_\_\_\_\_,

I am a commissioner on the City of San Fernando Education Commission. Part of the commission's functions is to administer **eight** scholarships for residents of our city.

A new scholarship is being proposed to serve an underrepresented student population: students who will exit, or who have exited, high school or a Career Transition Center with a High School Certificate of Completion in lieu of a diploma.

As you probably know, the competitive job market is narrowing, especially as automation takes over jobs that would usually be performed by people without high school diplomas. Young people with a neurological or intellectual disability are especially affected.

To help remediate this situation, I will be proposing a scholarship, initially called Heartbloom, to exiting students, 22 years of age or older, who would like to pursue higher education to acquire a GED or certificated vocational program at a college or occupational center.

My questions to you are:

1. Do you have students who could benefit from such a scholarship, that is students who reside in San Fernando (zip code 91340) and who will be exiting your school with a high school certificate of completion. If so, how many?
2. If you are a college or occupational center, do you have disabled student residents of San Fernando who are enrolled in GED programs? If so, how many?
3. Would you be able to share that number with me in a reply to this email so that I can present that number to the commission to establish the need in our community?

Thank you for your reply that will help an underrepresented community pursue higher education and a better employment opportunity.

Sincerely,

Laurel Rodriguez, Commissioner