

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**November 29, 2023 – 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 4:31 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, Julian Venegas, 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 Govea, to approve the agenda. By consensus, the motion carried. By consensus, the motion carried.

PRESENTATIONS

No presentations.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – November 29, 2023

Page 2

PUBLIC STATEMENTS – WRITTEN/ORAL

No public statements.

CONSENT CALENDAR

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

- a. October 24, 2023

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

ADMINISTRATIVE REPORTS

2) Presentation and Discussion Regarding City Council Approved Draft Establishing “Guidelines for Boards, Commissions and Committees” Handbook

At this time, City Clerk, Julia Fritz, presented the commission with the Guidelines for Boards, Commissions and Committees handbook. She briefly summarized the contents of the handbook and opened the floor for any questions. Commissioners shared recommendations and asked for clarification on some items.

3) Discussion and Selection of the December/January Student of the Month

Chair Govea announced that he will not be available to present the November student of the month award on December 12th. Commissioner Rodriguez will take his place.

Chair Govea announced December/January’s students of the month. Theme is “Leadership”.

- Dominic C. is a 3rd grader at San Fernando Elementary School. He is an eager and enthusiastic learner. He’s also enrolled in the dual language program meeting grade level standards. Dominic sets goals and has academic perseverance.
- Itzel L. is 10th grader at ArTES Magnet High School. She’s an emerging leader and willing to help her classmates. She serves on the school site committee; as well as showing herself to be a huge contributor to the school site. Itzel is also active in the community at large.

Motion made by Chair Govea, seconded by Vice Chair Zobel-Rodriguez, to award Dominic and Itzel with the December/January student of the month award. Chair Govea will present students with their awards at the January 26, 2024 meeting.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – November 29, 2023

Page 3

Roll Call

AYES: Govea, Zobel-Rodriguez, Robledo, Mohr, Rodriguez
NAYES: None
ABSTAIN: None
ABSENT: None

4) Discussion Regarding the Teacher’s Spotlight Program

No nominations received. Vice Chair Zobel-Rodriguez suggested promoting the program at the principals’ brunch.

5) Discussion Regarding the Student Scholarship Program

RCS Executive Assistant, Maria Calleros provided a breakdown of the scholarship budget. All commissioners were given a copy of accounts and their current balances. At this time, Mrs. Calleros went thru accounts. Current budget is \$2,810. Other donations are expected from Republic and the October, November, December donations from Vice Chair Zobel-Rodriguez. These donations totaling in the amount of \$1,300. Other expected 2024 donations are as follows:

- Tim Hou-Gerry’s Kids- \$1,250
- Republic- \$1,000
- Margarita Montanez- \$1,000
- Beyond The Bachelors’ from the Zobel-Rodriguez Family- \$500
- Vice Chair Zobel-Rodriguez stipend donation- \$300

Chair Govea opened up the floor for questions and comments. Commissioners discussed updates on Republic’s 2023 and Lieutenant Rosenberg’s donations.

Mrs. Calleros will draft the scholarship flier and put on letterhead including digital copies with new scholarship links. Chair Govea motioned to approve flier draft and scholarship promotions, seconded by Commissioner Mohr.

Roll Call

AYES: Govea, Zobel-Rodriguez, Robledo, Mohr, Rodriguez
NAYES: None
ABSTAIN: None
ABSENT: None

SAN FERNANDO EDUCATION COMMISSION

MINUTES – November 29, 2023

Page 4

6) Discussion Regarding the Principals' Brunch

Motion made by Vice Chair Zobel-Rodriguez, seconded by Commissioner Robledo, for the principals' brunch to take place on Friday, January 26, 2024. By consensus, the motion carried.

At this time, Commissioner Robledo and Commissioner Mohr volunteered to be the AD HOC committee. Commissioners and support staff discussed brunch details and itinerary. A save the date will be sent out to principals' before winter break

NEW AGENDA ITEMS

- Workload Discussion
- Scholarship Program
- Principals' Brunch
- Teacher's Spotlight

GENERAL COMMISSIONER COMMENTS

Commissioner Rodriguez recognized and thanked Mr. Venegas for his support, time, and mentorship to her and the commission

Commissioner Mohr requested to agendaize the workload discussion for December's meeting. She would also like to discuss the various programs that take place throughout the year. She would like to make sure these programs are long-term and sustainable with the new director of the Recreation Department.

Commissioner Robledo shared information on the Comision Femenil conference taking place at CSUN on December 17th. She also thanked Mr. Venegas for his service to the city and commission.

Vice Chair Zobel-Rodriguez and Chair Govea also expressed gratitude and thanks to Mr. Venegas and wished him well on his retirement.

STAFF COMMUNICATION

Services Supervisor, Juan Salas shared that the Teens For A Better Community will be hosting an ugly Christmas sweater party at Las Palmas. The Alzheimer's Association will be in attendance. This event will take place on Wednesday, December 13th from 6:00pm-7:30pm.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – November 29, 2023

Page 5

RCS Executive Assistant, Maria Calleros shared that registrations for winter camp are now open for children ages 5-13. Camp will take place at Recreation Park from December 8th thru January 5th. Camp will be closed on December 25th and January 1st for the holidays. Registration price is \$115.00 per week and open from 7:30am-5:30pm.

Recreation Park Office Clerk, Tiffany Hernandez provided information on the city's tree lighting event. This annual event will take place at Downtown San Fernando on Saturday, December 2nd from 5:00pm-9:00pm. All are welcome to attend.

Recreation and Community Services Director, Julian Venegas announced that the tree lighting and the current education commission meeting will be his last due to his retirement. Mr. Venegas thanked the commission and support staff for their dedication and service.

Mr. Salas added information on the Business and Community Resource Center's grand opening. This event will take place at the centers location inside of San Fernando City Hall on Wednesday, December 6th at 10:00am.

ADJOURNMENT (5:47 p.m.)

I do hereby certify that the foregoing is a true and correct copy of the minutes of November 29, 2023, meeting as approved by the Education Commission.

Maria Calleros
Executive Assistant