

Commission:

Chair Angel Zobel-Rodriguez
Vice-Chair Phil Koch
Commissioner Lorraine Ballin
Commissioner Josué Reynoso
Vacant



SPECIAL MEETING NOTICE AND AGENDA

EDUCATION COMMISSION

**WEDNESDAY
NOVEMBER 30, 2011 – 6:00 P.M.**

**Community Meeting Room
117 Macneil Street
San Fernando, CA 91340**

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATION

- A) OATH OF OFFICE ADMINISTERED BY CITY CLERK TO NEW COMMISSIONER JOSUÉ REYNOSO

APPROVAL OF AGENDA

PUBLIC STATEMENTS

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who desires to address the Commission.

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

- 1) APPROVAL OF MINUTES OF AUGUST 30, 2011 – SPECIAL MEETING

NOTICE AND AGENDA OF A SPECIAL MEETING

Education Commission

November 30, 2011

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2) RESOLUTION ADOPTING REGULAR MEETING DATE/TIME FOR THE EDUCATION COMMISSION

Recommend that the Education Commission adopt a Resolution establishing their regular meeting date and time.

COMMISSION MATTERS

3) EDUCATIONAL SURVEY

This item has been placed on the agenda for Commission discussion and consideration.

COMMISSION DISCUSSION

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.

Elena G. Chávez, City Clerk

Signed and Posted: November 29, 2011 (5:30 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are available for public reviewing prior to a meeting in the City Clerk's Office.

Any disclosable public writings related to an open session item on a regular meeting agenda and distributed by the Education Commission to at least a majority of the Commissioners less than 72 hours prior to that meeting are available for public inspection at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services please call the City Clerk's Office at (818) 898-1204 at least 24 hours prior to the meeting.

EDUCATION COMMISSION

ITEM NO. 1

**SAN FERNANDO EDUCATION COMMISSION
MINUTES**

**AUGUST 30, 2011 – 6:00 P.M.
SPECIAL MEETING**

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

CALL TO ORDER/ROLL CALL

City Clerk Elena G. Chávez called the meeting to order at 6:17 p.m.

Present:

Members: Commissioners Lorraine Ballin, Phil Koch, and Angel Zobel-Rodriguez

Staff: City Clerk Elena G. Chávez

PRESENTATION

The following presentation was made:

A) OATH OF OFFICE ADMINISTERED BY CITY CLERK TO NEW COMMISSIONERS

APPROVAL OF AGENDA

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

PUBLIC STATEMENTS – WRITTEN/ORAL

None.

COMMISSION MATTERS

1) NOMINATION OF CHAIR AND VICE-CHAIR

City Clerk Chávez reported that Commissioners can choose to either move forward with the nomination of a Chair and Vice-Chair or wait until the City Council has appointed the two remaining Commissioners.

SAN FERNANDO EDUCATION COMMISSION

MINUTES – August 30, 2011

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Motion by Commissioner Koch, seconded by Commissioner Ballin, to nominate Angel Zobel-Rodriguez as Chair. By consensus, the motion carried.

Motion by Commissioner Ballin, seconded by Chair Zobel-Rodriguez, to nominate Phil Koch as Vice-Chair. By consensus, the motion carried.

2) ESTABLISH EDUCATION COMMISSION REGULAR MEETING DATES/TIMES

Motion by Chair Zobel-Rodriguez, seconded by Vice-Chair Koch, to meet quarterly on the last Tuesday of the month (February, May, August, November), at 6:00 p.m. in the Community Meeting Room). By consensus, the motion carried.

Staff will prepare a resolution for adoption at their next meeting.

3) “SCHOOL OPTIONS” FALL FAIR; AND

4) EDUCATION COMMISSION - INFORMATION OUTREACH EFFORTS

Discussion ensued regarding both agenda items and how to best inform the public regarding availability of school programs, upcoming community and school events, and resource information (i.e., eye exams, etc.).

Motion by Vice-Chair Koch, seconded by Chair Zobel-Rodriguez, that staff bring back (for the next meeting) a brief educational survey to include questions such as number of school-aged children per household, which schools they attend, etc. (Commissioners to forward questions to staff for inclusion in the survey). By consensus, the motion carried.

STAFF COMMUNICATION

City Clerk Chávez reminded Commissioners that if they would like to agendize any items, to forward the information to her.

ADJOURNMENT (6:40 P.M.)

By consensus, the meeting was adjourned.

I do hereby certify that the foregoing is a true and correct copy of the minutes of August 30, 2011 meeting as approved by the Education Commission.

*Elena G. Chávez
City Clerk*

EDUCATION COMMISSION

ITEM NO. 2

EDUCATION COMMISSION

MEMORANDUM

TO: Chair Angel Zobel-Rodriguez and Education Commissioners

FROM: Elena G. Chávez, City Clerk

DATE: November 30, 2011

SUBJECT: Resolution Establishing the Regular Meeting Date and Time of the Education Commission

RECOMMENDATION

It is recommended that the Education Commission adopt a Resolution (Attachment "A") establishing their regular meeting date and time.

BACKGROUND:

1. On March 21, 2011, the City Council directed staff to work with the City Attorney's Office to draft an ordinance establishing an Education Commission.
2. On May 16, 2011, the City Council adopted an Ordinance establishing an Education Commission. The Education Commission will consist of five members (must be a resident and registered voter of the City) each nominated by a Councilmember and ratified by the majority of the City Council.
3. Since adoption of the Ordinance, Mayor Mario Hernández has requested Councilmembers to nominate their appointees to the Education Commission.
4. On August 15, 2011, the City Council ratified three appointments (i.e., Phil Koch, Lorraine Ballin, and Angel Zobel-Rodriguez) to the Education Commission.
5. On August 30, 2011, the Education Commission held its first (special) meeting whereby a motion was passed to establish their (regular) meeting date and time to occur on the last Tuesday of each month, quarterly (i.e., February, May, August November) commencing at 6:00 p.m. and to be held in the Community Meeting Room.

ATTACHMENT:

- A. Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE EDUCATION COMMISSION OF
THE CITY OF SAN FERNANDO ESTABLISHING
REGULAR MEETING DATE AND TIME**

WHEREAS, it is in the best interest of the San Fernando Community that the City of San Fernando Education Commission quarterly meetings are held on a day and time that is reasonably convenient for all five Education Commissioners to attend;

WHEREAS, no other City of San Fernando Commissions' meetings are held on the last Tuesday of each month, quarterly (i.e., February, May, August, November);

WHEREAS, on August 30, 2011, the Education Commission, passed a motion to establish their (regular) meeting date and time to occur on the last Tuesday of each month, quarterly (i.e., February, May, August, November) commencing at 6:00 p.m. and to be held in the Community Meeting Room.

**THE EDUCATION COMMISSION OF THE CITY OF SAN FERNANDO DOES
HEREBY RESOLVE, FIND, DETERMINE AND ORDER AS FOLLOWS:**

Their regular meeting date and time will be held quarterly on the last Tuesday of each month (i.e., February, May, August, November) commencing at 6:00 p.m. in the Community Meeting Room.

PASSED, APPROVED, AND ADOPTED this 30th day of November, 2011.

Angel Zobel-Rodriguez, Chair

ATTEST:

Elena G. Chávez, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss
CITY OF SAN FERNANDO)

I HEREBY CERTIFY that the foregoing Resolution was approved and adopted at a special meeting of the Education Commission held on the 30th day of November, 2011, by the following vote to wit:

AYES:

NOES:

ABSENT:

Elena G. Chávez, City Clerk

EDUCATION COMMISSION

ITEM NO. 3

EDUCATION COMMISSION

MEMORANDUM

TO: Education Commissioners

FROM: Chair Angel Zobel-Rodriguez
Vice-Chair Phillip Koch

DATE: November 30, 2011

SUBJECT: Educational Survey

RECOMMENDATION

This item has been placed on the agenda for Commission discussion and consideration.

We are suggesting distribution of a simple, five to seven question, survey (Attachment "A") to residents to get feedback such as: the number of school-aged children per household; schools they attend (either public or private); within (or outside) City boundaries; their reasons for sending their children to these schools; and their thoughts on San Fernando partnering with a charter/pilot school (similar to the City of Los Angeles).

Distribution of this survey can be done via the City's website, SurveyMonkey, in water bills, or printed and delivered to schools. The City Council will have final approval.

ATTACHMENT:

A. Educational Survey - Draft



EDUCATIONAL SURVEY

1. City of Residence		2. Number of Children	
3. Which school do they attend?			
	School Name	Grade	circle one
Child No. 1			Public or Private
Child No. 2			Public or Private
Child No. 3			Public or Private
Child No. 4			Public or Private
Child No. 5			Public or Private
Child No. 6			Public or Private
4. Is this your neighborhood school or do they attend open enrollment/ child care permit/magnet?			
5. What do you like about the school(s)? (i.e., teachers/ location/ they work with special needs or IEPs/ they meet the needs of gifted/ uniforms/ principal)			
6. What are your concerns about schools in San Fernando? (i.e., graduation rates/ overcrowded/ test scores/ working with children with special needs/ working with gifted children/unsafe)			
7. What are your thought regarding San Fernando partnering with a charter/ pilot school? (similar to Los Angeles' Mayor Antonio Villaraigosa's partnership schools in LA)			