



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

CITY OF SAN FERNANDO  
EDUCATION COMMISSION  
SPECIAL MEETING AGENDA SUMMARY  
THURSDAY, MAY 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**

Welcome and Introduction of Incoming Education Commission Member.

### **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](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 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. April 30, 2024

## ADMINISTRATIVE REPORTS

### 2) DISCUSSION REGARDING THE STUDENT SCHOLARSHIP PROGRAM

Recommend that the Education Commission:

- a. Continue to discuss the Student Scholarship Program and Award Ceremony.

## 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**

**April 30, 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, 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**

Commissioner Rodriguez pulled 2 items from the March 2024 minutes for clarification:

- Parent letter received by Chair Govea regarding expanding student of the month to be revisited in the summer. This item is suggested by Commissioner Rodriguez to be moved from administrative reports to Commissioner updates.
- Meeting with LAUSD representatives be moved to Commissioner updates.

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

**PRESENTATIONS**

City of San Fernando, Director of Finance, Erica D. Melton presented the fiscal year 2024-2025 budget calendar highlighting the City's budget outlook. Ms. Melton also presented upcoming

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dates for each City departments tentative budget study sessions and future town hall meetings. On May 6<sup>th</sup> the City will publish a proposed budget document with a proposed budget town hall on May 8<sup>th</sup>. At this time, Ms. Melton opened the floor for questions and comments.

### **PUBLIC STATEMENTS – WRITTEN/ORAL**

No public statements.

### **CONSENT CALENDAR**

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

- a. March 26, 2024

Motion made by Chair Govea, seconded by Commissioner Robledo, to approve the consent calendar with noted corrections from Commissioner Rodriguez. By consensus, the motion carried.

### **ADMINISTRATIVE REPORTS**

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

Motion made by Chair Govea, seconded by Commissioner Robledo, to award Samantha, a 5<sup>th</sup> grader from O'Melveny Elementary School, as the May student of the month. Recipients to be presented at the May 20, 2024 City Council meeting. By census the motion carried.

Chair Govea would like to discuss readjustments of awards and what they signify at the next Commission meeting.

3) Discussion Regarding Staff Workload

Community Services Supervisor, Juan Salas revisited the discussion regarding additional staff hours for the principal's showcase. The recommendation is the commission to submit a request for x number of hours to be approved by City Council.

Recreation and Community Services Director, Julio Salcedo, spoke briefly about last meeting's discussion regarding the procedure to request an additional event. This also includes discussion on defining the event itself and what the event will look like. Chair Govea would like to add this discussion as a future agenda item with the suggestion that it be revisited in June or August.

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### 4) Discussion Regarding the Student Scholarship Program

Chair Govea provided an update on scholarship event planning. This year's event will be similar to last year's ceremony and will be taking place on Tuesday, May 21, 2024. He added that there will be one more Ad Hoc meeting to continue event planning.

Commissioner Rodriguez presented the proposed scholarship for individuals ages 22 and up with neurological disabilities. This scholarship will consist of two \$500 awards and will be funded by Commissioner Rodriguez's next scholarship cycle stipend. Commissioner Rodriguez opened the floor for any feedback.

Commissioners made corrections to the scholarship criteria and would also like to have assistance from special needs educators along with a new rubric. RCS Executive Assistant, Maria Calleros, confirmed that the funding letter was approved by city council. Chair Govea added that the proposed scholarship was created in the capacity as a Commissioner which does not require approval by the Education Commission.

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

At this time, each Commissioner expressed their gratitude for former Commissioner Nicole Mohr.

Chair Govea spoke on the L.A. Metro Board moving forward with the student Go Pass that is now a permanent program. This program provides L.A. county K-12 students with free Metro bus and rail rides.

### **NEW MAY AGENDA ITEMS:**

- Scholarship Program Debrief

Motion made by Chair Govea, seconded by Vice Chair Zobel-Rodriguez. By consensus, the motion carried.

May meeting to be rescheduled due to the Memorial Day holiday and budget study session.

Ms. Calleros will provide the commission with other possible dates.

### **STAFF COMMUNICATION**

RCS Executive Assistant, Maria Calleros, provided information on summer basketball and summer day camp. Registration is now open for youth basketball summer league. The league

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will run from June thru August. Registration for summer day camp will be open in May. Camp will run from June 17<sup>th</sup>-August 2<sup>nd</sup> for children ages 5-13.

Community Services Supervisor, Juan Salas, announced that the graduate recognition banner program is now accepting applications. There are currently 25 spots open with new brackets being added thru out the city. A map of banner placements will be provided. Application deadline is this Friday. Banner price is \$85.00.

Recreation and Community Services Director, Julio Salcedo, spoke briefly on the core values the City is focusing on. One being customer service with internal and external customers. Staff development will be priority in the new fiscal year. Staff will have an opportunity to expand their skills and knowledge.

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

**To:** Chair David Govea and Commissioners

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

**Date:** May 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 Award 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.

**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.