

## WESTMINSTER SCHOOL DISTRICT BOARD OF TRUSTEES

Regular Meeting

June 22, 2023

***Our Vision: Building Tomorrow's leaders today.***

***Our Mission: Prepare all students to be responsible, resilient, resourceful,  
and productive world citizens in a changing and diverse society.***

A regular business meeting of the Board of Trustees of the Westminster School District will be held at:

**District Office Mendez Board Room  
14121 Cedarwood Street  
Westminster, California**

on the date and at the location set forth above. On occasion, the meeting may be preceded/followed by a Closed Session. The regular business meeting, which is open to the public, will begin promptly at **7:00 PM**.

Individuals who desire to address the Board on any item listed on the Agenda are requested to complete Page 2 of the yellow "WELCOME" bulletin provided. This form should be submitted to the Executive Secretary before the start of the meeting.

Enclosures are identified on the Agenda by "(Enc. P)" for those designated as Public. Public enclosures are made available at the Central Administration Building by 4:00 P.M. on the Monday prior to the Thursday Regular Board Meeting. Public enclosures for Special Meetings are made available at the Central Administration Building twenty-four (24) hours prior to the meeting.

There are four (4) categories of items on the regular Agenda explained below:

Category of Items	Explanation
CONSENT	Routine items approved in one action
INFORMATION	Presentations to the Board
INFORMATION/DISCUSSION	Items for information and/or discussion
DISCUSSION/ACTION	Items for discussion and/or action

***In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications, or accommodations to participate in the public meetings of the District's governing board, please contact the Public Relations Specialist at (714) 894-7311, extension 1004, seventy-two hours prior to the meeting to enable the district to make reasonable arrangements to assure accessibility to this meeting.***

## **AGENDA**

**ORAL REPORT**  
**ASSIGNED TO:**

### **1.0 CALL TO ORDER: 6:00 PM**

David Johnson

#### **1.1 Public Comments** (Comments not to exceed 2 minutes)

Any person wishing to address the Board on Closed Session agenda items may do so now. Presentations may not exceed two (2) minutes per comment and may be shortened at the Board's discretion to accommodate the number of speakers who have presented requests to address the Board and also allow the Board to consider its agenda in a reasonable amount of time. The number of public comments will also be limited to twenty minutes per topic unless increased by the Board.

The Governing board adopted Board Policy 1313 Civility in November 2021, which places importance on creating a positive climate on all district grounds and facilities. The Board expects that all speech and expression will comport with norms of civil behavior that does not cause disruption; is violent or threatening; or disrespectful.

**Please address the board from the podium after being recognized.**

### **2.0 CLOSED SESSION: 6:00 PM**

#### **2.1 Public Employee Appointment/Discipline/Dismissal/Release**

- Government Code §54957
  - Principal Middle School

#### **2.2 Conference with Labor Negotiator**

- Government Code §54957.6 & §3549.1
  - Employee Organization: California School Employee Association (CSEA) Chapter 34 and Westminster Teacher Association (WTA) and all Unrepresented Personnel Administrators, Classified Management, and Confidential. Present will be Agency Negotiator: Mr. Rich Montgomery, along with Dr. Noblett and Mr. Cardoso.

#### **2.3 Pending Litigation**

- Government Code §54956.9(a)

### **PUBLIC SESSION: 7:00 PM**

### **3.0 CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

#### **3.1 Report of action taken in Closed Session, if any.**

David Johnson

**4.0 ORAL PRESENTATIONS**

**4.1 Visual and Performing Arts Update** Noblett

**4.2 California Dashboard Indicators Presentation** Noblett

**4.3 WSD Strategic Plan Update** Hansen

**4.4 Public Comments** (Comments not to exceed 3 minutes) Johnson

Any person wishing to address the Board regarding an item on the agenda or other items of specific concern may do so now. Presentations may not exceed three (3) minutes per person and may be shortened at the Board's discretion to accommodate the number of comments that were requested to address the Board, and to allow the Board to consider its agenda in a reasonable amount of time. The number of presentations will also be limited to twenty minutes per topic unless increased by the Board. Non-agenda public comments will be heard at the end of the meeting.

The Governing board adopted Board Policy 1313 Civility in November 2021, which places importance on creating a positive climate on all district grounds and facilities. The Board expects that all speech and expression will comport with norms of civil behavior that does not cause disruption; is violent or threatening; or disrespectful.

**Please address the board from the podium after being recognized.**

**5.0 CONSENT AGENDA**

David Johnson

Items listed under Consent Agenda are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Agenda upon the request of any member of the Board, discussed, and acted upon separately. The Superintendent and staff recommend approval of all Consent Agenda Items.

**5.1 Approve Minutes** of Regular Meeting held **May 11, 2023**. (Enc. P) Johnson

**5.2 Approve Minutes** of Regular Meeting held **June 8, 2023**. (Enc. P) Johnson

**5.3 Approve/ratify the Certificated Human Resources Report** on recommended position status/action. (Enc. P) Montgomery

**5.4 Approve/ratify the Classified Human Resources Report** on recommended position status/action. (Enc. P) Montgomery

**5.5 Approve/ratify Employee Educational Conference attendance**. (Enc. P) Noblett

**5.6 Ratify Purchase Order Listing** in the total amount of \$695,544.13. (Enc. P) Cardoso

- 5.7 **Ratify Check Register** in the total amount of \$1,362,304.48 the check register reflects all payments made to outside vendors. Cardoso
- 5.8 Accept **Corporate/Individual Donations** for District/School Sites. (Enc. P) Cardoso
- 5.9 Ratify **District Contracts**. (Enc. P) Cardoso
- 5.10 Approve the **piggyback off Val Verde Unified School District Bid #21/22-001** for the purchase of classroom and office supplies from Southwest School Supplies 2023. (Enc. P) Cardoso
- 5.11 Approve the **piggyback off Val Verde Unified School District Bid #21/22-001** for the purchase of classroom and office supplies from Southwest School Supplies 2024. (Enc. P) Cardoso
- 5.12 Approve the **2023-2024 piggyback utilization of School District RFP No. 21-008** to Driftwood Dairy. (Enc. P) Cardoso
- 5.13 Approve the **2023-2024 piggyback utilization of Hawthorne School District RFP No. FS21-22-1** to Gold Star Good. (Enc. P) Cardoso
- 5.14 Approve the **2023-2024 piggyback utilization of Moreno Valley Unified School District RFP No. 20-21-18** to Sunrise Produce. (Enc. P) Cardoso
- 5.15 Approve the **2023-2024 piggyback utilization of Beach Cities Nutrition Services Cooperative RFP No. 2021-04** to P&R Paper Supply Co. and IFS, Inc. (Enc. P) Cardoso

## **6.0 BUSINESS SERVICES**

- 6.1 DISCUSSION/ ACTION Adopt the **2023-2024 Budget**. (Enc. P) Cardoso
- 6.2 DISCUSSION/ ACTION Approve the **2023-2024 Local Control and Accountability Plan**. (Enc. P) Cardoso

## **7.0 BOARD OF EDUCATION/SUPERINTENDENT**

- 7.1 DISCUSSION/ ACTION **WSD Best Practices for Effective Governance Protocols**. (Enc. P) Hansen

## **8.0 OPEN ITEMS**

- 8.1 DISCUSSION/ ACTION Schedule of **Regular Board Meetings** for 2022-2023: David Johnson

July 13, 2023  
 August 10, 2023  
 August 19, 2023 – Study Session  
 September 14, 2023  
 October 12, 2023  
 November 9, 2023  
 December 9, 2023 – Study Session  
 December 14, 2023 (*Organizational Meeting*)

## 9.0 **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Any person wishing to address the Board regarding non-agenda items may do so at this time. Presentations may not exceed three (3) minutes per person and may be shortened at the Board's discretion to accommodate the number of comments that were requested to address the Board and to allow the Board to consider its agenda in a reasonable amount of time. The number of presentations will also be limited to twenty minutes per topic unless increased by the Board.

The Governing board adopted Board Policy 1313 Civility in November 2021, which places importance on creating a positive climate on all district grounds and facilities. The Board expects that all speech and expression will comport with norms of civil behavior that does not cause disruption; is violent or threatening; or disrespectful.

**Please address the board from the podium after being recognized.**

## 10.0 **REPORTS/COMMENTS**

<u>10.1</u>	INFORMATION	<b>Staff Comments</b>	David Johnson
		Short reports/announcements on programs and activities, curriculum, conference/meeting attendance, facilities improvements and commendations to staff.	

<u>10.2</u>	INFORMATION/ NEW BUSINESS	<b>Board Member Comments</b>	David Johnson
		Short reports of visitations, conference/meeting attendance, and commendations to staff.	

11.0	<b><u>CLOSED SESSION</u></b>	David Johnson
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(Continuation of Item 2.0 Closed Session Agenda, if needed)

12.0	<b><u>ADJOURNMENT</u></b>	David Johnson
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Gunn Marie Hansen, Ph.D.  
 Superintendent

## **CONSENT AGENDA**

## WESTMINSTER SCHOOL DISTRICT BOARD OF TRUSTEES

May 11, 2023

Regular Meeting  
7:00 p.m.

A Regular Meeting of the Westminster School District Board of Trustees was held in the District Office Administration Building in the Mendez Board Room at 14121 Cedarwood Street, Westminster, California, on the date and at the time set forth above.

**PUBLIC SESSION**

Public Session

**1.0 CALL TO ORDER**

Call to Order

**TRUSTEES PRESENT:** David Johnson, President  
Frances Nguyen, Vice President  
Jeremy Khalaf, Clerk  
Tina Gustin-Gurney, Trustee  
Khanh Nguyen, Trustee (Left at 9:00 pm)

**ADMINISTRATORS PRESENT:** District Office:  
Dr. Gunn Marie Hansen, Superintendent;  
Manuel Cardoso, Assistant Superintendent, Business Services;  
Dr. Richard J. Noblett, Assistant Superintendent, Educational Svcs.;

Board President David Johnson presiding, called the meeting to order at 6:05 p.m. Any person wishing to address the Board on Closed Session agenda items did so at this time. There were no requests to address the Board. Adjourned to Closed Session at 6:05 pm.

**2.0 CLOSED SESSION**

Closed Session

**2.1 Public Employee Appointment/Discipline/Dismissal/Release**

- Government Code §54957

**2.2 Conference with Labor Negotiator**

- Government Code §54957.6 &amp; §3549.1

**2.3 Pending Litigation**

- Government Code §54956.9

**3.0 CALL TO ORDER AND PLEDGE OF ALLEGIANCE**Call to Order  
and Pledge  
of Allegiance

Board President David Johnson reconvened the meeting in Public Session at 7:11 p.m. and called on Schroeder Elementary students Dixie Carlton and Joseph Nguyen to lead the *Pledge of Allegiance*.

**3.1 Report of action taken in Closed Session**

Board President David Johnson reported that with a 5-0 vote, the Board took action to hire Rich Montgomery for the position of Assistant Superintendent of Human Resources.

Action was  
taken in  
Closed Session  
to hire Asst.  
Supt. of HR**4.0 ORAL PRESENTATIONS****4.1 Introduction of the New School Resource Officer**Oral  
Presentations

May 11, 2023

Assistant Superintendent Manuel Cardoso and WPD Chief Darin Lenyi introduced Officer Engleberto (Beto) Delgado as WSD's new School Resource Officer.

Introduction of new SRO

#### 4.2 **Student Showcase – Schroeder California Distinguished Schools**

Principal Dr. Shannon Villanueva celebrated Schroeder's California Distinguished Schools award. She enthusiastically stated that this was Schroeder's third time receiving this outstanding award. Juliana Nguyen and Jennilyn Vu shared their reflections on what Schroeder Academy means to them.

Student Showcase – Schroeder Elementary

#### 4.3 **Teacher of the Year Recognition**

Yen Ta	Anderson	Kristina Elliott	Schmitt
Tracy Cardenas	Clegg	Darla Kitchen	Schroeder
Huong Dang	DeMille	Richard Berkovitz	Sequoia
Dana Thomas	Eastwood	Michelle Affinito	Webber
Huong "Amy" Nguyen	Finley	Michelle Shook	Willmore
Nicole Santos	Fryberger	Stephanie Egan	Johnson
Kaisa Johnson	Hayden	Tina Dandridge	Stacey
Amy Murray	Meairs	Viviana Ramirez	Warner

Teacher of the Year Recognition

#### 4.4 **Educational Services Update**

Assistant Superintendent of Educational Services, Dr. Richard Noblett, Nicole Baitx-Kennedy, and Michelle Watkins presented a brief assessment data overview and updates.

Educational Services Update

#### 4.5 **Public comments**

The following people addressed the board about specialty schools, combo classes, and congratulated the teachers of the year: Christine Hernandez and Chris Rhodes.

Public Comments

### **5.0 CONSENT AGENDA**

The following items comprise the Consent Agenda, and unless an item is pulled for some reason, the Consent Agenda is routinely approved by one motion:

5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO APPROVE THE CONSENT AGENDA, AND ORDERED FURTHER THAT THE AGENDA AND ALL BACKUP MATERIAL PERTAINING THERETO BE INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH AT LENGTH. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Consent Agenda Approved

### **6.0 EDUCATIONAL SERVICES**

6.1 Adopt Resolution #22-23-37 recognizing May as Mental Health Awareness Month.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO ADOPT EMPLOYEE RESOLUTION #22-23-37, RECOGNIZING MAY AS MENTAL HEALTH AWARENESS MONTH. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Resolution #22-23-37 Mental Health Awareness Month Approved

5.1 p. 2+



May 11, 2023

**7.0 BUSINESS SERVICES**

- 7.1 Approve amendment to the contract with PCN3, Inc., for Anderson and DeMille Elementary Schools' HVAC Modernization and Interim Housing – Bid #22/23-01.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE AMENDMENT TO THE CONTRACT WITH PCN3, INC., FOR ANDERSON AND DEMILLE ELEMENTARY SCHOOLS' HVAC MODERNIZATION AND INTERIM HOUSING – BID #22/23-01. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Amendment to  
Contract  
w/PCN3 Inc.  
Approved

**8.0 HUMAN RESOURCES**

*Board President Johnson requested to move agenda items 8.3 and 8.4 before 8.1.  
Hearing no disagreements, items were moved.*

- 8.3 Oral report of proposed salary and benefits of Assistant Superintendent of Human Resources.

An oral report was given on the proposed salary and benefits of the Assistant Superintendent of Human Resources.

Oral report of  
proposed  
salary and  
benefits of  
Asst. Supt. of  
HR

- 8.4 Consider and approve the employment contract for the Assistant Superintendent of Human Resources of Westminster School District.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO CONSIDER AND APPROVE THE EMPLOYMENT CONTRACT FOR THE ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES OF WESTMINSTER SCHOOL DISTRICT. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Employment  
contract for  
Asst. Supt. of  
HR  
Approved

*Trustee Khanh Nguyen left at 9:00 pm.*

- 8.1 Approve to receive the Westminster School District's Initial proposal to reopen Interest Based Bargaining for the July 1, 2021-June 30, 2024, Collective Bargaining Agreement for the Certificated Unit.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO RECEIVE THE WESTMINSTER SCHOOL DISTRICT'S INITIAL PROPOSAL TO REOPEN INTEREST-BASED BARGAINING FOR THE JULY 1, 2021-JUNE 30, 2024, COLLECTIVE BARGAINING AGREEMENT FOR THE CERTIFICATED UNIT. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

WSD's initial  
proposal to  
reopen IBB  
Approved

- 8.2 Approve to receive the Westminster Teachers Association's Initial proposal to reopen Interest Based Bargaining for the July 1, 2021-June 30, 2024, Collective Bargaining Agreement for the Certificated Unit.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE TO RECEIVE THE WESTMINSTER TEACHERS ASSOCIATION'S INITIAL PROPOSAL TO REOPEN INTEREST-BASED BARGAINING FOR THE JULY 1, 2021-JUNE 30, 2024, COLLECTIVE**

WTA's initial  
proposal to  
reopen IBB  
Approved

May 11, 2023

**BARGAINING AGREEMENT FOR THE CERTIFICATED UNIT. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

- 8.5 Approve the contract amendment for the Assistant Superintendent of Business Services and the Assistant Superintendent of Educational Services.

Contract amendment for Asst. Supts. of Bus. Svcs. and Ed. Svcs.  
Approved

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE THE CONTRACT AMENDMENT FOR THE ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES AND THE ASSISTANT SUPERINTENDENT OF EDUCATIONAL SERVICES. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

## 9.0 BOARD OF EDUCATION | SUPERINTENDENT

- 9.1 Adopt Resolution #22-23-38 Asian American | Pacific Islanders Heritage Month.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO ADOPT RESOLUTION #22-23-38 ASIAN AMERICAN | PACIFIC ISLANDERS HERITAGE MONTH. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

Resolution #22-23-38 Asian American | Pacific Islanders Heritage Month  
Adopted

- 9.2 Adopt Resolution #22-23-39 School Communicators Day, May 12, 2023.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO ADOPT RESOLUTION #22-23-39 SCHOOL COMMUNICATORS DAY, MAY 12, 2023. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

Resolution #22-23-39 School Communicator's Day  
Adopted

- 9.3 Approve District membership in Associations/Organizations and Conference Attendance.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, APPROVE DISTRICT MEMBERSHIP IN ASSOCIATIONS/ ORGANIZATIONS AND CONFERENCE ATTENDANCE. MOTION CARRIED 4-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT - KHANH NGUYEN).**

District Membership in Associations/ Organizations  
Approved

## 10.0 OPEN ITEMS

- 10.1 Schedule of Regular Board Meetings.

The **schedule of regular Board Meetings** was presented as information.

Calendar Reviewed

## 11.0 REPORTS/COMMENTS

- 11.1 **Staff Comments**

Superintendent – Dr. Gunn Marie Hansen showed a brief video about the WSD Boutique at Meairs Elementary that was featured on Channel 4 News.

Staff Comments

May 11, 2023

11.2**Board Member Comments/New Business**

Trustee Tina Gustin-Gurney welcomed SRO Engleberto Delgado. Congratulated Schroeder on their Distinguished School Award and the Teachers of the Year. She talked about Anderson's Special Olympics and Meairs Angels baseball day. Trustee Gurney thanked Mariela Bridgewaters for her dedication to the families in the district.

Board Member  
Comments

Trustee Jeremy Khalaf welcomed SRO Delgado. He thanked Ms. Bridgewaters for all she has done within the community.

Trustee Frances Nguyen congratulated Schroeder Academy. She congratulated the Teachers of the Year. Trustee Nguyen thanked Mariela Bridgewaters. She talked about the events she attended.

Board President David Johnson brought up the subject of new business about the rebranding of DeMille Elementary. Thanked Dr. Chuck Lewis for his time working as the interim Asst. Supt. of HR. Board President Johnson congratulated DeMille and Willmore for their success in earning the CAFE Award.

**11.0 CLOSED SESSION**

Closed Session

There was no need for an additional Closed Session.

**12.0 ADJOURNMENT**

Adjournment

Board President David Johnson adjourned the meeting at 9:47 pm.

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Jeremy Khalaf, Clerk  
Board of Trustees  
Westminster School District

Recorder: Yolanda Galvas

## WESTMINSTER SCHOOL DISTRICT BOARD OF TRUSTEES

June 8, 2023

Regular Meeting  
7:00 p.m.

A Regular Meeting of the Westminster School District Board of Trustees was held in the District Office Administration Building in the Mendez Board Room at 14121 Cedarwood Street, Westminster, California, on the date and at the time set forth above.

**PUBLIC SESSION**

Public Session

**1.0 CALL TO ORDER**

Call to Order

**TRUSTEES PRESENT:** David Johnson, President  
Frances Nguyen, Vice President  
Jeremy Khalaf, Clerk  
Tina Gustin-Gurney, Trustee  
Khanh Nguyen, Trustee

**ADMINISTRATORS PRESENT:** District Office:  
Dr. Gunn Marie Hansen, Superintendent;  
Manuel Cardoso, Assistant Superintendent, Business Services;  
Dr. Richard J. Noblett, Assistant Superintendent, Educational Svcs.;  
Rich Montgomery, Assistant Superintendent, Human Resources

Board President David Johnson presiding, called the meeting to order at 6:03 p.m. Any person wishing to address the Board on Closed Session agenda items did so at this time. There were no requests to address the Board. Adjourned to Closed Session at 6:04 pm.

**2.0 CLOSED SESSION**

Closed Session

2.1 **Public Employee Appointment/Discipline/Dismissal/Release**  
- Government Code §54957

2.2 **Conference with Labor Negotiator**  
- Government Code §54957.6 & §3549.1

2.3 **Pending Litigation**  
- Government Code §54956.9

**3.0 CALL TO ORDER AND PLEDGE OF ALLEGIANCE**Call to Order  
and Pledge  
of Allegiance

Board President David Johnson reconvened the meeting in Public Session at 7:13 p.m. and called on Willmore student Alma Cardona to lead the *Pledge of Allegiance*.

3.1 **Report of action taken in Closed Session**

Board President David Johnson reported that with a 5-0 vote, the Board took action to hire Laura Urquhart as Fryberger Elementary Principal and promoted Katie Cox to Principal of Eastwood Elementary.

Action was  
taken in Closed  
Session to hire  
Fryberger and  
Eastwood  
Elementary  
Principals

June 8, 2023

**4.0 ORAL PRESENTATIONS**Oral  
Presentations**4.1 Student Showcase – Willmore 6<sup>th</sup> grade Spanish Dual Language Immersion Celebration.**

Principal Tieumi Ellis and students Alma Cardona and “male student” talked about the SDLI Program. The students performed a traditional dance.

Student  
Showcase –  
Willmore SDLI  
Celebration**4.2 “The Price of Freedom” Art Contest presented by the Vietnam Veterans of America Chapter 756.**

The art contest winners were recognized by sponsors VVA Chapter 756.

“The Price of  
Freedom” art  
contest winners

1 <sup>st</sup> Place	Tina Lau
2 <sup>nd</sup> Place	Ken Karasawa
3 <sup>rd</sup> Place	Amy Banh
4 <sup>th</sup> Place	Zoe Diep

**4.3 Budget Update**

Mr. Manuel Cardoso presented a budget update.

Budget Update

**4.4 LCAP Update**

Dr. Moises Merlos presented an LCAP update.

LCAP Update

**4.5 Public comments**

The following people addressed the board about board meetings being accessible to everyone and other types of meetings held during a time when more community members can attend, and teacher Laura Erickson: Claudia Steinmetz, Kerstin Rickers, and Hector Truong.

Public  
Comments**5.0 CONSENT AGENDA**

The following items comprise the Consent Agenda, and unless an item is pulled for some reason, the Consent Agenda is routinely approved by one motion:

5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE THE CONSENT AGENDA, AND ORDERED FURTHER THAT THE AGENDA AND ALL BACKUP MATERIAL PERTAINING THERETO BE INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH AT LENGTH. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Consent  
Agenda  
Approved**6.0 BUSINESS SERVICES****6.1 Conduct a Public Hearing for the 2023-2024 Budget.**

Board President David Johnson opened the public hearing at 8:40 pm. Hearing no requests to address the board, President Johnson closed the public hearing at 8:40 pm.

Public Hearing  
2023-2024  
Budget

June 8, 2023

- 6.2 Conduct a Public Hearing for the 2023-2024 Local Control and Accountability Plan (LCAP).

Board President David Johnson opened the public hearing at 8:41 pm.  
Hearing no requests to address the board, President Johnson closed the public hearing at 8:41 pm.

Public Hearing  
2023-2024  
LCAP Plan

- 6.3 Adopt Resolution #22-23-41 to Authorize Transfer of Exchange Property Proceeds for General Fund Purposes.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO ADOPT RESOLUTION #22-23-41 TO AUTHORIZE THE TRANSFER OF EXCHANGE PROPERTY PROCEEDS FOR GENERAL FUND PURPOSES. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Resolution #22-  
23-41 Transfer  
of Exchange  
proceeds...  
Adopted

- 6.4 Approve contract for inspector of records consulting services for Measure T Modernization and new construction.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO APPROVE THE CONTRACT FOR INSPECTOR OF RECORDS CONSULTING SERVICES FOR MEASURE T MODERNIZATION AND NEW CONSTRUCTION. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Contract for  
Inspector of  
records...  
Approved

- 6.5 Approve contract with D.F. Perez Inc. for Measure T installation of interim housing at Eastwood and Sequoia Elementary Schools and Warner Middle School – Bid #2023/24-01.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO APPROVE THE CONTRACT WITH D.F. PEREZ INC. FOR MEASURE T INSTALLATION OF INTERIM HOUSING AT EASTWOOD AND SEQUOIA ELEMENTARY SCHOOLS AND WARNER MIDDLE SCHOOL – BID #2023/24-01. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Contract with  
D.F. Perez...  
Approved

## 7.0 HUMAN RESOURCES

- 7.1 Approve to receive the Westminster School District's Initial proposal to reopen Interest Based Bargaining for the July 1, 2020-June 30, 2023, Collective Bargaining Agreement for the Classified Unit.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO APPROVE AND RECEIVE THE WESTMINSTER SCHOOL DISTRICT'S INITIAL PROPOSAL TO REOPEN INTEREST-BASED BARGAINING FOR THE JULY 1, 2020-JUNE 30, 2023, COLLECTIVE BARGAINING AGREEMENT FOR THE CLASSIFIED UNIT. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

WSD's initial  
proposal to  
reopen IBB...  
Classified  
Approved

June 8, 2023

- 7.2 Approve to receive the California School Employee Association's Chapter 34 Initial proposal to reopen Interest Based Bargaining for the July 1, 2020-June 30, 2023, Collective Bargaining Agreement for the Classified Unit.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO APPROVE TO RECEIVE THE CALIFORNIA SCHOOL EMPLOYEE ASSOCIATION'S CHAPTER 34 INITIAL PROPOSAL TO REOPEN INTEREST-BASED BARGAINING FOR THE JULY 1, 2020-JUNE 30, 2023, COLLECTIVE BARGAINING AGREEMENT FOR THE CLASSIFIED UNIT. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

CSEA's initial proposal to reopen IBB Approved

## **8.0 BOARD OF EDUCATION | SUPERINTENDENT**

- 8.1 End of School year 2022-2023 Student and Staff Celebrations.

Board President Johnson shared information about all the end-of-year celebrations.

End of SY celebrations

- 8.2 Strategic Visioning and Planning Update.

Superintendent Dr. Hansen provided a brief overview on the Strategic Visioning and Planning meeting.

Strategic Visioning and Planning Update

## **9.0 OPEN ITEMS**

- 9.1 Schedule of Regular Board Meetings.

The **schedule of regular Board Meetings** was presented as information.

Calendar Reviewed

## **10.0 REPORTS/COMMENTS**

- 10.1 **Staff Comments**

No staff comments.

Staff Comments

- 10.2 **Board Member Comments/New Business**

Trustee Khanh Nguyen and Trustee Jeremy Khalaf thanked Willmore for their student showcase. They welcomed new elementary principals Katie Cox and Laura Urquhart. They congratulated the art contest winners. They thanked Mr. Cardoso and his team for their work on the budget and LCAP presentations. Trustee Khalaf talked about the testament to the value of the staff.

Board Member Comments

Trustee Tina Gustin-Gurney spoke highly of the Strategic Visioning Team's energy. She attended the Parent Leadership Conference, the board study session, and the Retirement | Years of Service Banquet. She congratulated the "Price of Freedom" artists and the winners. Trustee Gustin-Gurney also shared about supporting staff, families and students for Pride Month.

Trustee Frances Nguyen thanked the Willmore students for their performance and the Vietnam Veterans of America Chapter 756 for their sponsorship of the art contest. She attended Warner's award night. Thanked Dr. Hansen for the positive changes she has been making at the District.

June 8, 2023

Board President David Johnson requested new business for a study on the costs of streaming board meetings; a study on shade structures and trees at each school site; should it be a BP that each school develop a specialty program?

**11.0 CLOSED SESSION**

Closed Session

There was no need for an additional Closed Session.

**12.0 ADJOURNMENT**

Adjournment

Board President David Johnson adjourned the meeting at 9:28 pm.

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Jeremy Khalaf, Clerk  
Board of Trustees  
Westminster School District

Recorder: Yolanda Galvas



**WESTMINSTER SCHOOL DISTRICT**  
Human Resources

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Rich Montgomery, Assistant Superintendent, Human Resources  
Sylvia Niknami, Director, Human Resources

SUBJECT: **APPROVE/RATIFY THE CERTIFICATED HUMAN RESOURCES REPORT**

The Certificated Human Resources actions listed below are recommended for approval:

- 1.0 Approve/Ratify employment for certificated employees/certificated substitutes.**  
*(See Attachment "A")*
- 2.0 Approve/Ratify Extended School year 2023 for certificated employees.**  
*(See Attachment "B")*
- 3.0 Approve/Ratify additional days of employment for certificated employees.**  
*(See Attachment "C")*

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve/Ratify the Certificated Human Resources Report

**NEW EMPLOYEES**  
**Certificated Human Resources**  
June 22, 2023

<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>School</u></b>	<b><u>Position</u></b>	<b><u>Contract Status</u></b>	<b><u>Effective Date</u></b>
Brandsma	Anna	Stacey	SDC Teacher	Probationary	08/23/2023

**EXTENDED SCHOOL YEAR ELIGIBILITY STAFF – 2023****Certificated Human Resources**

June 22, 2023

The certificated employees listed below are submitted for approval to teach, substitute teach, or be placed as needed during the Extended School year 2023.

Employees:	Allyson Anderson	Erika Bradley	Todd Canavan
	Manuel Cota	Mary Curran	Jaime Davis
	Crystal Diaz	Lisa Durie	Nicole Farkas
	Linnea Jones-Hernandez	Jennifer Kagy	Gemini Mai
	Kristal Mathis	Julie Mezher	Nini Nguyen
	Tony Perez	Cristal Pierce	Floneisha Pimpton
	Christie Rogers	Marjorie Schubert	Danielle Smith
	Jason Winterfeld		

**Purpose:** To serve as Extended School Year Program Teacher, and attend Preparation Day and Teacher Professional Development.

Rate of pay: Prorated hourly

Dates/Hours: June 26, 2023 through August 10, 2023; not to exceed a total of 136 hours per employee.

Funding Source: Extended School Year

The certificated employees listed below are submitted for approval to provide services as Psychologists, Nurses, Speech & Language Pathologists, APE Teachers, and/or substitutes, or be placed as needed during the Extended School year 2023.

Employee:	Michelle Banuelos	Neriann Capulong	Bobbie Cox
	Jesse Coyle	Julia Kushner	Kristin Lomeli
	Nancy Ly	Katrina Nguyen	Cortney Rincon
	Anna Yi		

**Purpose:** To provide services for the Extended School Year Program.

Rate of pay: Prorated hourly

Dates/Hours: June 26, 2023 through August 10, 2023; not to exceed a total of 121 hours per employee.

Funding Sources: Extended School Year

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**ACCOUNTABILITY & ASSESSMENTS**

Employee: Tony Perez  
**Purpose:** **To provide WSD with the Orange County Friday Night Live program which develops skills and community involvement.**  
 Rate of pay: OCDE Advisor Stipend  
 Dates/Hours: November 15, 2022 through June 30, 2023; not to exceed a total of 30 hours per employee.  
 Funding Source: Other Student PPD abatements

**ANDERSON**

Employee: Kim Besancon                      Laura Buck                      Juliann Dodosh  
                  Mary Ferraro                      Denise Greene                      Adrienne Guastella  
                  Miki Okura-Schooley                      Jennifer Owen                      Tami Rappa  
                  Norah Reilly  
**Purpose:** **To pack and move classrooms due to construction.**  
 Rate of pay: Substitute daily rate  
 Dates/Hours: June 1, 2023 through October 31, 2023; not to exceed a total of 22.5 hours per employee.  
 Funding Source: Certificated Personnel

**DEMILLE**

Employee: Calina Fujimoto                      Kathy Nguyen                      Khoa Pham  
**Purpose:** **To pack and move classrooms due to construction.**  
 Rate of pay: Substitute daily rate  
 Dates/Hours: May 1, 2023 through May 5, 2023; not to exceed a total of 6 hours per employee.  
 Funding Source: Certificated Personnel

Employee: Huong Dang                      Kristin Doppenberg  
**Purpose:** **To attend Elementary Science Camp.**  
 Rate of pay: Certificated Stipend Table  
 Dates/Hours: May 22, 2023 through May 26, 2023; not to exceed a total of 3 days per employee.  
 Funding Source: ELOP

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**DEMILLE cont.**

Employee: Susan Edwards Lisa Keeler Sophia Nguyen  
Brittany Wooten

**Purpose:** To attend Elementary Science Camp.

Rate of pay: \$125.00 per day

Dates/Hours: May 22, 2023 through May 26, 2023; not to exceed a total of 3 days per employee.

Funding Source: ELOP

Employee: Donna Carrington-Shelley

**Purpose:** To plan and facilitate Professional Development for DeMille teachers to support ELA program in the science of reading.

Rate of pay: Prorated hourly

Dates/Hours: May 15, 2023 through May 26, 2023; not to exceed a total of 5 hours.

Funding Source: Title I

Employee: Chelsea Ackerman Grace Chiang Madeline Dang  
Stacy Denbo Linda Griffith Connie Hinrichs  
Ellen Ho Vera Le Paul Luong  
Ananda Mallory Kim Morris Thanh Nguyen  
Audrey Peters Wendy Sorce Kristina To  
Thuy-Vy Tran Uyen Tran Tuy Truong  
Quynh-Tram Vu

**Purpose:** To participate in Professional Development to support ELA program in the science of reading.

Rate of pay: Staff Development

Dates/Hours: May 24, 2023 through June 16, 2023; not to exceed a total of 7 hours per employee.

Funding Source: Title I

Employee: Stacy Denbo Calina Fujimoto Ellen Ho  
Thanh Nguyen Audrey Peters Brittany Wooten

**Purpose:** To update and refine PBIS systems for DeMille.

Rate of pay: Prorated hourly

Dates/Hours: July 1, 2023 through August 25, 2023; not to exceed a total of 14 hours per employee.

Funding Source: LCFF - SUPC

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**DEMILLE cont.**

Employee: Grace Chiang Calina Fujimoto Linda Griffith  
 Paul Luong Tanya Millard Khoa Pham  
 Wendy Sorce Brittany Wooten

**Purpose:** **To create a Student Success Team Professional Development for staff.**

Rate of pay: Prorated hourly

Dates/Hours: July 1, 2023 through August 25, 2023; not to exceed a total of 4 hours per employee.

Funding Source: Title I

**FINLEY**

Employee: Amy Nguyen Stephanie Perry

**Purpose:** **To attend Elementary Science Camp.**

Rate of pay: Certificated Stipend Table

Dates/Hours: February 15, 2023 through February 17, 2023; not to exceed a total of 3 days per employee.

Funding Source: ELOP

Employee: Lisa Tarkanian

**Purpose:** **To support the after-school Vex Robotics club.**

Rate of pay: Prorated hourly

Dates/Hours: April 16, 2023 through June 16, 2023; not to exceed a total of 48 hours per employee.

Funding Source: ELOP

Employee: Janet Rainey

**Purpose:** **To support the after-school 3<sup>rd</sup> grade Math Intervention Program.**

Rate of pay: Prorated hourly

Dates/Hours: April 16, 2023 through June 16, 2023; not to exceed a total of 48 hours per employee.

Funding Source: ELOP

**FRYBERGER**

Employee: Andrea Enterline Stacy Georgetti Cindy Jones  
 Christina Simpson Sandra Steele Diana Will

**Purpose:** **To plan SLT for 2023 - 2024 school year.**

Rate of pay: Prorated hourly

Dates/Hours: August 14, 2023 through August 23, 2023; not to exceed a total of 2 hours per employee.

Funding Source: LCFF – SUPC

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**FRYBERGER cont.**

Employee: Shannon McLaughlin-Langer  
**Purpose:** **To attend and plan for CGI Professional Development.**  
 Rate of pay: Prorated hourly  
 Dates/Hours: September 19, 2023, September 26, 2023, and November 7, 2023; not to exceed a total of 22.5 hours.  
 Funding Source: Title I

Employee: Amy St. Clair  
**Purpose:** **To attend and plan for CGI Professional Development.**  
 Rate of pay: Prorated hourly  
 Dates/Hours: October 26, 2023; not to exceed a total of 7.5 hours.  
 Funding Source: Title I

**HUMAN RESOURCES**

Employee: Janet Rainey  
**Purpose:** **To support the Induction Program.**  
 Rate of pay: Prorated hourly  
 Dates/Hours: May 24, 2023, May 30, 2023, May 31, 2023; not to exceed a total of 4 hours.  
 Funding Source: Certificated Personnel

Employee: Linda Griffith  
**Purpose:** **To support the Induction Program.**  
 Rate of pay: Prorated hourly  
 Dates/Hours: May 31, 2023; not to exceed a total of 1 hour.  
 Funding Source: Certificated Personnel

Employee:	Todd Canavan	April Carroll	Lisa Durie
	Calli Falley	Kelley Fatzaun	Cheyenne Garvey
	Jeanine Lovelace	Walter Rodriguez	Nicole Santos
	Teri Smith	Suzanne Willis	Kristin Yee
	Emmy Yoshimura		

**Purpose:** **To pack and move to new school site.**  
 Rate of pay: Substitute Daily  
 Dates/Hours: June 1, 2023 through August 29, 2023; not to exceed a total of 15 hours per employee.  
 Funding Source: Certificated Personnel

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**HUMAN RESOURCES cont.**

Employee: Alisa Watson  
**Purpose:** To participate in an interview panel.  
 Dates/Hours: June 9, 2023; not to exceed a total of 1.25 hours.  
 Funding Source: Certificated Personnel

**SCHOOL SPECIALTY PROGRAMS**

Employee: Huong Dang  
**Purpose:** To develop, assess, and redesign the current DLI assessments with District assessments.  
 Rate of pay: Prorated hourly  
 Dates/Hours: June 26, 2023 through August 16, 2023; not to exceed a total of 40 hours per employee.  
 Funding Source: DLI Grant

Employee: Genise Battaglia Michelle Dunneback Wendy Osborn  
 Brandi Robinson Jennifer Shay  
 Shannon Villanueva  
**Purpose:** To support curriculum development and alignment, work on professional development, and support the curriculum, instruction, and assessment plan for the 2023-2024 school year.  
 Rate of pay: Prorated hourly  
 Dates/Hours: June 26, 2023 through August 16, 2023; not to exceed a total of 15 hours per employee.  
 Funding Source: School Specialty Instruction

Employee: Veronica Alvarez Genise Battaglia Juan Cortez  
 Michele Dellenbach Emily Dominguez Michelle Fellowes  
 Evelyn Gomez-Pulido Linda Gonzalez-Solis Seleny Hernandez  
 Cyndi Johnson Natalie Juan-Tapia Ann Kawamura  
 Karen Kim Michelle Magpile Judy Nguyen  
 Wendy Osborn Kristin Pyle Sylvia Ramos  
 Patricia Rangel Brandi Robinson Orchid Rocha  
 Jennifer Shay Michelle Shook Liliana Sievers  
 Shannon Villanueva Bobbie Jo Weber  
**Purpose:** To design and plan curriculum for Spanish DLI classes TK – 8<sup>th</sup> grade and a language assessment in Spanish.  
 Rate of pay: Prorated hourly  
 Dates/Hours: June 26, 2023 through August 16, 2023; not to exceed a total of 30 hours per employee.  
 Funding Source: DLI Curriculum



**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**SCHOOL SPECIALTY PROGRAMS cont.**

Employee:	Genise Battaglia	Grace Chiang	Huong Dang
<b>Purpose:</b>	<b>To design and plan curriculum for Vietnamese DLI classes TK – 8<sup>th</sup> grade and a language assessment in Vietnamese.</b>		
Rate of pay:	Prorated hourly		
Dates/Hours:	June 26, 2023 through August 16, 2023; not to exceed a total of 30 hours per employee.		
Funding Source:	DLI Curriculum		

  

Employee:	Lisa Deering	Michele Dellenbach	Stacy Denbo
	Diana Doan	Connie Hinrichs	Ellen Ho
	Ann Kawamura	Lisa Keeler	Vera Le
	Paul Luong	Sophia Nguyen	Thanh Nguyen
	Wendy Osborn	Audrey Peters	Thuy-Vy Tran
	Uyen Tran	Tuy Truong	Shannon Villanueva
	Quynh-Tram Vu	Brittany Wooten	
<b>Purpose:</b>	<b>To design and plan curriculum for Vietnamese DLI classes TK – 8<sup>th</sup> grade and a language assessment in Vietnamese.</b>		
Rate of pay:	Prorated hourly		
Dates/Hours:	June 26, 2023 through August 16, 2023; not to exceed a total of 30 hours per employee.		
Funding Source:	DLI Curriculum		

**SEQUOIA**

Employee:	Donna Ballard	Richard Berkovitz	Kristen Flores
	Summer Hall-Bischof	Hanh Huynh	Kristal Mathis
	Elaine Mizuo	Angela Schiffner	Katie Schnaas
	Susie Wilkerson		
<b>Purpose:</b>	<b>To participate in SLT planning.</b>		
Rate of pay:	Prorated hourly		
Dates/Hours:	June 16, 2023 through August 23, 2023; not to exceed a total of 10 hours per employee.		
Funding Source:	Title I		

  

Employee:	Kristen Flores	Haylee Harwick	EJ Loyko
	Elaine Mizuo	Dave Morrow	Pam Quan
	Angela Schiffner	Teri Smith	
<b>Purpose:</b>	<b>To participate in STEAM planning.</b>		
Rate of pay:	Prorated hourly		
Dates/Hours:	June 16, 2023 through August 23, 2023; not to exceed a total of 10 hours per employee.		
Funding Source:	Title I		

**ADDITIONAL DAYS OF EMPLOYMENT**

**Certificated Human Resources**

June 22, 2023

**SEQUOIA cont.**

Employee: Summer Hall-Bischof Haylee Harwick Hanh Huynh  
EJ Loyko Elaine Mizuo  
**Purpose:** **To participate in AVID & GATE planning.**  
Rate of pay: Prorated hourly  
Dates/Hours: June 16, 2023 through August 23, 2023; not to exceed a total of 10 hours per employee.  
Funding Source: Title I

Employee: Donna Ballard Halyee Harwick Elaine Mizuo  
Angela Schiffner  
**Purpose:** **To participate in PLC planning.**  
Rate of pay: Prorated hourly  
Dates/Hours: June 16, 2023 through August 23, 2023; not to exceed a total of 10 hours per employee.  
Funding Source: Title I

Employee: Donna Ballard Summer Hall-Bischof Nicole Lagmay  
**Purpose:** **To support SEL and planning.**  
Rate of pay: Prorated hourly  
Dates/Hours: June 16, 2023 through June 14, 2024; not to exceed a total of 5 hours per employee.  
Funding Source: Title I

Employee: Donna Ballard Richard Berkovitz Kristen Flores  
Megan Gonzalez Summer Hall-Bischof Hanh Huynh  
Nicole Lagmay Brian Long EJ Loyko  
Kristal Mathis Elaine Mizuo David Morrow  
Pam Quan Angela Schiffner Katie Schnaas  
Teri Smith Susie Wilkerson Tanya Wu  
**Purpose:** **To provide after-school enrichment.**  
Rate of pay: Prorated hourly  
Dates/Hours: 2023–2024 school year; not to exceed a total of 70 hours per employee.  
Funding Source: ELOP

Employee: Brian Long Pam Quan  
**Purpose:** **To attend Elementary Science Camp.**  
Rate of pay: Certificated Stipend Table  
Dates/Hours: March 11, 2024 through March 15, 2024; not to exceed a total of 3 days per employee.  
Funding Source: ELOP

**ADDITIONAL DAYS OF EMPLOYMENT****Certificated Human Resources**

June 22, 2023

**SEQUOIA cont.**

Employee: Brian Long Pam Quan  
**Purpose:** **To attend Elementary Science Camp.**  
Rate of pay: \$125.00 per day  
Dates/Hours: March 11, 2024 through March 15, 2024; not to exceed a total of 2 days per employee.  
Funding Source: Title I

**STUDENT SERVICES**

Employee: Tony Perez  
**Purpose:** **To provide ESY services for a student per the IEP.**  
Rate of pay: Prorated hourly  
Dates/Hours: July 10, 2023 through August 16, 2023; not to exceed a total of 7 hours.  
Funding Source: SPED IDEA

**WARNER**

Employee: Tannaz Ostadaghei  
**Purpose:** **To support the after-school Comic Book club.**  
Rate of pay: Certificated Stipend Table  
Dates/Hours: January 6, 2023 through June 16, 2023; not to exceed a total of \$400.00.  
Funding Source: Middle School Enhancement

Employee: Megan Browning Diana Doan Steve Lambright  
Diem Trinh Le Denise Menz Diana Ruiz  
David Sousa  
**Purpose:** **To help with registration.**  
Rate of pay: Prorated hourly  
Dates/Hours: August 21, 2023 through August 23, 2023; not to exceed a total 24 hours per employee.  
Funding Source: Title I

**WESTMINSTER SCHOOL DISTRICT**  
Human Resources

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Rich Montgomery, Assistant Superintendent, Human Resources  
Sylvia Niknami, Director, Human Resources

SUBJECT: **APPROVE/RATIFY THE CLASSIFIED HUMAN RESOURCES REPORT**

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The Classified Human Resources actions listed below are recommended for approval:

- 1.0 Approve/Ratify new classified employees**  
*(See Attachment "A")*
- 2.0 Approve/Ratify change of status for classified employees**  
*(See Attachment "B")*
- 3.0 Approve/Ratify resignations/retirements/terminations for classified employees**  
*(See Attachment "C")*
- 4.0 Approve/Ratify Limited Term Assignment**  
*(See Attachment "D")*
- 5.0 Approve/Ratify New Classified Positions**  
*(See Attachment "E")*

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve/Ratify the Classified Human Resources Report

**NEW EMPLOYEES**  
**Classified Human Resources**  
**Regular**  
**June 22, 2023**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Maribel Morales	Extended School Program Facilitator, Willmore School, 18.5 hours per week, 10 months per year	06/05/2023
Tammy Oh	Textbook/Instructional Materials Technician, District Office, 40 hours per week, 12 months per year	06/20/2023
Chloe Timmerman	Extended School Program Facilitator, Eastwood School, 10 hours per week, 10 months per year	06/12/2023
Bethany Villegas	Extended School Program Facilitator, Fryberger School, 18.5 hours per week, 10 months per year	06/05/2023

**NEW EMPLOYEES**  
**Classified Human Resources**  
**Substitute**  
**June 22, 2023**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Julian Fidel	Substitute Custodian	06/05/2023
Jason Hernandez	Substitute Extended School Program Lead Facilitator	06/13/2023
Lanie Ho	Substitute Senior Clerk Typist	05/31/2023
Annette Lopez	Substitute Extended School Program Facilitator	06/09/2023
Terence McCovery Jr.	Substitute Custodian	06/05/2023

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Substitute to Regular**  
**June 22, 2023**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Jason Hernandez	Substitute Extended School Program Lead Facilitator	Extended School Program Lead Facilitator, Schroeder School, 27.5 hours per week, 10 months per year	08/29/2023
Lanie Ho	Substitute Senior Clerk Typist	Senior Clerk Typist, Warner School, 20 hours per week, 10 months per year	08/29/2023
Annette Lopez	Substitute Extended School Program Facilitator	Extended School Program Facilitator, Schroeder School, 18.5 hours per week, 10 months per year	08/29/2023
Ana Mora	Substitute Extended School Program Facilitator	Extended School Program Facilitator, DeMille School, 18.5 hours per week, 10 months per year	06/05/2023
Brittany Patterson	Substitute Testing Technician ELPAC	Testing Technician ELPAC, District Office, 29.5 hours per week, 12 months per year	06/26/2023

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Additional Assignment**  
**June 22, 2023**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Saria Castrejon	Substitute Paraeducator Instructional Support Substitute Extended School Program Facilitator Substitute Early Education Assistant	06/14/2023
Pansy Nguyen	Food Service Worker, Hayden School, 10 hours per week, 10 months per year	08/29/2023

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Transfer / Increase in Hours / Voluntary Decrease in Hours**  
**June 22, 2023**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Anita Heavrin	Food Service Worker, Hayden School, 10 hours per week, 10 months per year	Food Service Worker, Fryberger School, 10 hours per week, 10 months per year	06/05/2023

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Working Out of Class**  
**June 22, 2023**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Minerva Berumen	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Carol Bush	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Sonia Canas	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Maria Cruz	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Jacqueline Derleth	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Cierra Gonzalez	Nutrition Services Supervisor	Assistant Director Nutrition Services	07/03/2023- 09/29/2023
Jennifer Goode	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Anita Heavrin	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Christian Little Zermeno	Food Service Worker	Delivery Driver/Worker	08/29/2023- 12/22/2023
Christian Little Zermeno	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Dung Ly	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Thoa Nguyen	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Cristina Ocampo	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Janette Pineda	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Gladys Robles DePerez	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023
Lydia Shay	Food Service Worker	Lead Food Service Worker	08/29/2023- 12/22/2023

5.1 p. 5+

5.4 p. 4+

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Working Out of Class**  
**June 22, 2023**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Wida Srikusalanukul	Food Service Worker	Lead Food Service Worker	08/29/2023-12/22/2023
Maria Zavala	Food Service Worker	Delivery Driver/Worker	08/29/2023-12/22/2023
Maria Zavala	Food Service Worker	Lead Food Service Worker	08/29/2023-12/22/2023



**RESIGNATIONS**  
**Classified Human Resources**  
**June 22, 2023**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Jeanne Collier	Substitute Senior Clerk Typist	06/01/2023
Allianah Pingol	Substitute AVID Tutor	06/01/2023
Kenneth Truong	Instructional Technology Assistant, Eastwood School, 19.5 hours per week, 10 months per year	06/14/2023
Erin Waldner	Substitute AVID Tutor	06/01/2023

**RETIREMENT**  
**Classified Human Resources**  
**June 22, 2023**

<b>Name</b>	<b>Assignment</b>	<b>Years of Service</b>	<b>Effective Date</b>
Sheldon Walker	Senior Custodian, Warner School, 40 hours per week, 12 months per year	24	06/09/2023

**LIMITED TERM ASSIGNMENTS**  
**Classified Human Resources**  
**June 22, 2023**

**Accountability and Assessments:**

Employee: Jessica Benitez Michelle Cervantes Alex Falub  
Paola Lynch  
**Purpose:** **To serve as Summer Learning Recovery Program support staff.**  
Dates/Hours: June 26, 2023 through August 10, 2023; not to exceed a total of 130 hours per employee.  
Funding: ELOP

**Anderson:**

Employee: Cristina Pangan  
**Purpose:** **To provide additional support in updating supply catalog, consolidating and placing orders, inventory and delivery of materials and supplies.**  
Dates/Hours: June 19, 2023 through August 22, 2023; not to exceed a total of 20 hours.  
Funding: Title I

Employee: Suzanne Cobo Amy Cymberg Leanna Erazo  
Alexandra Falub Evan Lopez Marie Nguyen  
Austin Trombley  
**Purpose:** **To assist with packing and moving for construction.**  
Dates/Hours: June 1, 2023 through October 31, 2023; not to exceed a total of 45 hours per employee.  
Funding: Classified Personnel

**DeMille:**

Employee: Gabriela Garcia-Ayala  
**Purpose:** **To assist with the distribution of classroom materials and supplies.**  
Dates/Hours: August 14, 2023 through August 23, 2023; not to exceed a total of 12 hours.  
Funding: LCFF Base

Employee: Cristina Pangan  
**Purpose:** **To provide additional support in updating supply catalog, consolidating and placing orders, inventory and delivery of materials and supplies.**  
Dates/Hours: June 19, 2023 through August 22, 2023; not to exceed a total of 25 hours.  
Funding: Title I

**Fryberger:**

Employee: Marlene Lacey  
**Purpose:** **To close out the 2022-2023 school year.**  
Dates/Hours: June 27, 2023; not to exceed a total of 8 hours.  
Funding: Elementary Site Admin

**Johnson:**

Employee: Argel Flores  
**Purpose:** To close out the 2022-2023 school year.  
 Dates/Hours: June 26, 2023; not to exceed a total of 8 hours.  
 Funding: Middle School Admin

Employee: Ruth Leta  
**Purpose:** To close out the 2022-2023 school year.  
 Dates/Hours: June 21, 2023; not to exceed a total of 8 hours.  
 Funding: Middle School Admin

**Nutrition Services:**

Employee: Richard Do Amber Quiroz  
**Purpose:** To support organize prep and run the Summer Nutrition programs.  
 Dates/Hours: July 3, 2023 through August 28, 2023; not to exceed a total of 40 hours per employee.  
 Funding: Café Fund: Nutrition Services

Employee:	Najwa Assaf	Minerva Berumen	Carol Bush
	Sonia Canas	Ana Castaneda	Maria Cendejas
	Veronica Chapple	Jamie Cruz	Maria Cruz
	Jacqueline Derleth	Michele Ezzo	Carmen Galliher
	Carlita Garcia	Jennifer Goode	Anita Heavrin
	Saloua Hejiouej	Angelica Jimenez	Analy Jones
	Antionietta Laurenza	Terry Little	Christian Little Zermeno
	Juliana Lozano	Dung Ly	Isabelle Madrid
	Nermeen Metry	Maricela Meyers	Pansy Nguyen
	Thoa Nguyen	Thu Nguyen	Cristina Ocampo
	Raquel Olmos	Elizabeth Padin	Tiffany Pham
	Janette Pineda	Elizabeth Quiroz	Gladys Robles De Perez
	Maria Rodriguez	Norma Rodriguez	Yasmin San Luis Zarate
	Kristina Scott	Barbara Senteno	Lydia Shay
	Wida Srikusalanukul	Katrina Taylor	Erika Torres de Rodriguez
	Jason Truong	Christine Valerio	Karen Vargas
	Deborah Watkins	Maria Yaghoubi	Maria Zavala

**Purpose:** To work additional hours if needed due to vacancies.  
 Dates/Hours: August 29, 2023 through December 22, 2023; not to exceed a total of 16.25 hours per employee.  
 Funding: Café Fund: Nutrition Services

Employee: Richard Do Jamie Cruz Amber Quiroz  
 Kristina Scott Maria Rodriguez Maria Zavala  
**Purpose:** To support organize prep and run the Summer Nutrition programs.  
 Dates/Hours: June 20, 2023 through June 30, 2023; not to exceed a total of 40 hours per employee.  
 Funding: Café Fund: Nutrition Services

**Nutrition Services cont.:**

Employee:	Najwa Assaf	Minerva Berumen	Carol Bush
	Sonia Canas	Ana Castaneda	Veronica Ceja
	Maria Cendejas	Veronica Chapple	Jamie Cruz
	Maria Cruz	Jacqueline Derleth	Michele Ezzo
	Carmen Galliher	Carlita Garcia	Jennifer Goode
	Anita Heavrin	Saloua Hejiouej	Angelica Jimenez
	Analy Jones	Antonieta Laurenza	Ryan Limbach
	Terry Little	Christian Little Zermeno	Juliana Lozano
	Dung Ly	Isabelle Madrid	Jennifer McGrath
	Nermeen Metry	Maricela Meyers	Pansy Nguyen
	Thoa Nguyen	Thu Nguyen	Cristina Ocampo
	Raquel Olmos	Elizabeth Padin	Tiffany Pham
	Janette Pineda	Elizabeth Quiroz	Gladys Robles De Perez
	Maria Rodriguez	Norma Rodriguez	Yasmin San Luis Zarate
	Kristina Scott	Barbara Senteno	Lydia Shay
	Wida Srikusalanukul	Katrina Taylor	Erika Torres de Rodriguez
	Jason Truong	Christine Valerio	Karen Vargas
	Deborah Watkins	Maria Yaghoubi	Maria Zavala

**Purpose:** **To attend back-to-school training (ServSafe, POS training, welcome back meeting). Open school sites, cleaning and prepping for 2023-2024 school year.**

**Dates/Hours:** August 14, 2023 through August 28, 2023; not to exceed a total of 40 hours per employee.

**Funding:** Café Fund: Nutrition Services

**Schroeder:**

**Employee:** Alexandra Betts

**Purpose:** **To close out the 2022-2023 school year.**

**Dates/Hours:** June 20, 2023 through June 30, 2023; not to exceed a total of 8 hours.

**Funding:** Elementary Site Admin

**Sequoia:**

**Employee:** Susana Moore Wendy Thompson

**Purpose:** **To support AERIES Data Confirmation.**

**Dates/Hours:** August 23, 2023 through August 28, 2023; not to exceed a total of 6 hours per employee.

**Funding:** Title I Instruction

**Employee:** Missy Barndollar

**Purpose:** **To close out the 2022-2023 school year.**

**Dates/Hours:** June 26, 2023; not to exceed a total of 8 hours.

**Funding:** Elementary Site Admin

**Stacey:**

Employee: Patsy Ashcraft Kim Stevens  
**Purpose:** **To close out the 2022-2023 school year.**  
 Dates/Hours: June 20, 2023 through June 30, 2023; not to exceed a total of 8 hours per employee.  
 Funding: Middle School Admin

**Student Services:**

Employee:	Patti Arnold	Cheryl Amundson	Mina Anderson
	Vanessa Bramlage	Alicia Beaver	Jessica Benitez
	Anna Bernal	Cindy Blackburn	Michele Boren
	Terry Brown	Marissa Canyon	Abel Cardona
	Elda Carey	Kathy Carson	Maria Castillo
	Kristie Chandler	David Chitty	Breanna Collins
	Michelle Cools	Matthew Davis	Genie DeLacoudray
	Tenth Do	Christina Donnelly	Rebeca Duenas-Caballero
	Lynne Ellertson	Leanna Erazo	Omar Erazo
	Alex Falub	Erika F Salas	Byron Fellows
	Sarah Foutz	James Fromdahl	Nicole Furtsch
	Nichole Gaborno	Rick Gallardo	Ivory Guerrero
	Catherine Guerrero	Melissa Gullotta	Lori Hall
	Fatima Hernandez	Karina Hernandez	Paige Huddleston
	Garrett Humphrey	Taylor Humphrey	Cody Hungerford
	Annel Hurtado	Peter Kim	Sonia Lino
	Carla Lu Leone	Jason Mai	Jose Marin
	Brenda Matthews	Julianne Meadnis	Rudy Melgar
	Erika Mexia	Jorge Neyra	Karen Neyra
	Luz Neyra	Pansy Nguyen	Kimphuong Nguyen
	Kimberly Nguyen	Kikuko Osako	Antone Ott
	Doris Overbay	Adrienne Ozuna	Claudia Palafox
	Christian Pedraza	Adrian Pedraza	Raymond Pedraza
	Doria Perales	Victoria Piano	Benita Pippert
	Frankie Ponce	Nicholas Ponce	Ana Ramos
	Brandy Riley	Denise Rivera	Kameron Rodriguez
	Norma Rodriguez	BreiAunna Rose	Estela Rubeshaw
	Gustavo Sanchez	Laura Scrivner	Sara Seguin
	Denicia Sierra	Tricia Snyder	Grace Steedly
	Maria Thai	Anh Thu Do	Maggie Torres
	Vanessa Tune	Kellie Valencia	Deanna Van Etten
	Monica Vargas	Sonia Vu	Wendy Walker
	Wendy Winterfeld	Alyssa Yescas	

**Purpose:** **To serve as Extended School Year support staff.**

Dates/Hours: June 26, 2023 through August 10, 2023; not to exceed a total of 130 hours per employee.

Funding: Student Services

**Superintendents:**

Employee:	Carol Da Costa	Yolanda Galvas	Susan Hillenbrand
	Anne Pham	Tony Phan	
<b>Purpose:</b>	<b>To prepare for the Retiree Celebration and Years of Service event.</b>		
Dates/Hours:	June 1, 2023 through June 30, 2023; not to exceed a total of 4.5 hours per day, per employee.		
Funding:	Superintendent		

**Warner:**

Employee:	Carolyn Galloway	Art Hidrogo	Lanie Ho
	Anna Nagmay	Helen Nguyen	Jenny Nguyen
	Tohang Nguyen	Grace Vega	Daisy Venegas
	America Verduzco		
<b>Purpose:</b>	<b>To provide support for registration for the 2023-2024 school year.</b>		
Dates/Hours:	August 21, 2023 through August 23, 2023; not to exceed a total of 24 hours.		
Funding:	Title I		

**NEW CLASSIFIED POSITIONS**  
**Classified Human Resources**  
**June 22, 2023**

<b>Position</b>	<b>Funding Source</b>	<b>Reason</b>	<b>Effective Date</b>
Food Service Worker	Nutrition Services	To meet the needs to provide breakfast to the students.	08/29/2023

**WESTMINSTER SCHOOL DISTRICT**  
**Employee Educational Conference Attendance**

June 22, 2023

WSD Board Goals:

1. Student Achievement
  - a. All students, regardless of race, ethnicity, socioeconomic status, disability, or gender will be prepared for college and career opportunities.
  - b. Optimize student learning by utilizing high-quality teaching practices and innovative technologies.
2. Personal and Professional Growth
  - a. Empower all students to develop character, compassion, civility, and community consciousness.
  - b. Provide professional learning opportunities to promote ongoing and continuous improvement.
3. Fiscal Stewardship
  - a. Students will be central to all fiscal decisions.
  - b. Ensure fiscal health through investing in today while planning for tomorrow.
  - c. Evaluate, monitor, and ensure cost and performance effectiveness of programs, resources, and services.
4. Learning Environment
  - a. All students and staff are provided with a safe, high-quality physical environment that promotes 21st-century teaching and learning.
  - b. Students and staff will feel safe and respected and will strive to promote positive connections.

EMPLOYEE	SITE	CONFERENCE	PURPOSE	LOCATION	COST	DATE(S)
Johnson, Brian Jaronczyk, Darek Merlos, Moises	DO	14th Annual Safe Schools Conference	This conference will discuss the direct link between school safety, learning, attendance and higher test scores. Board Goals #1, #2 & #4	Garden Grove, CA	\$614.00  \$614.00 \$614.00	July 12-14, 2023



WESTMINSTER SD  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 06/22/2023

FROM 05/25/2023 TO 06/08/2023

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60L7064	PERMA BOUND BOOKS	7,159.15	7,159.15	010201100E 4211	LCFF-SUPC INSTR EASTWOOD / Other Books - Library
S60M8601	ACTION GLASS AND METAL	9,750.00	9,750.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8759	WESTRUX INTERNATIONAL INC	2,050.00	2,050.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8780	WESTRUX INTERNATIONAL INC	2,268.16	2,268.16	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8781	A AND J SHEET METAL INC	430.00	430.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8782	A AND J SHEET METAL INC	2,480.00	2,480.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8783	AMAZON CAPITAL SERVICES INC	255.49	255.49	010071360A 4363	HTS Transportation / Repair Supplies - Transportati
S60M8784	CASTO	76.13	76.13	010071360A 4363	HTS Transportation / Repair Supplies - Transportati
S60M8785	AMERICAN TANK TESTING INC	875.00	875.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8786	VERNES PLUMBING INC	950.58	950.58	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8787	VERNES PLUMBING INC	1,395.59	1,395.59	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8788	TERMINIX COMMERCIAL	295.00	295.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8789	PARKHOUSE TIRE INC	342.94	342.94	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8790	DULUX PAINTING	3,800.00	3,800.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8791	SECURITY 2000 INC	4,377.24	4,377.24	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8792	NOWLIN FENCE INC	3,200.00	3,200.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8793	AMERICAN EAGLE CONCRETE INC.	4,550.00	4,550.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8794	ROBERT'S LIQUID DISPOSAL INC	1,995.00	1,995.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8795	ROBERT'S LIQUID DISPOSAL INC	1,995.00	1,995.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8796	ROBERT'S LIQUID DISPOSAL INC	1,495.00	1,495.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8797	A AND J SHEET METAL INC	1,929.55	1,929.55	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8798	SECURITY 2000 INC	609.60	609.60	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8799	KONE INC	925.88	925.88	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I

WESTMINSTER SD  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 06/22/2023

FROM 05/25/2023 TO 06/08/2023

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60M8800	COUNTRY CITY TOWING INC	600.00	600.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8801	CLEAN ENERGY	3,416.70	3,416.70	010071360A 4360	HTS Transportation / Fuel, Gas, & Diesel - Transp
S60M8802	A AND J SHEET METAL INC	2,480.00	2,480.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8803	A AND J SHEET METAL INC	430.00	430.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8804	A AND J SHEET METAL INC	1,929.55	1,929.55	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8805	JOHNSON, BRIAN	245.74	245.74	018150811V 5220	RMA Plant Maintenance / Conferences/Staff Development
S60M8806	KYA SERVICES LLC	9,467.49	9,467.49	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8807	AIR-EX AIR CONDITIONING INC	3,080.00	3,080.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8808	ATLAS BUILDING AND ROOFING INC	12,000.00	12,000.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8809	STOTZ EQUIPMENT	1,736.37	1,736.37	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8810	PAPE MATERIAL HANDLING INC	932.83	932.83	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8811	ULINE	3,457.01	3,457.01	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
S60M8812	MC KINLEY EQUIPMENT CORP	18,134.05	18,134.05	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8813	GRAINGER SANITARY W W INC	1,278.86	1,278.86	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8814	AMERICAN EAGLE CONCRETE INC.	5,400.00	5,400.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8815	HERK EDWARDS INC	2,280.00	2,280.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60N0123	ARROW RESTAURANT EQUIPMENT	1,369.77	1,369.77	135310370A 4305	Cafeteria Expenditures / MISC.FOOD/FOOD SUPPLIES
S60R3193	NATIONAL ASSOCIATION OF SECOND	385.00	385.00	010201100J 5310	LCFF-SUPC INSTR JOHNSON / Dues & Memberships
S60R3284	ORANGE CO DEPARTMENT OF EDUCAT	500.00	500.00	010039311W 5220	Counseling / Conferences/Staff Development
S60R3554	LAN COMPUTER SERVICE	489.38	489.38	010201100R 5810	LCFF-SUPC INSTR WARNER / Contracted Serv - Inst &
S60R3760	ULINE	2,274.39	1,137.20 1,137.19	013010100D 4310 013212100D 4310	Title I Instr - De Mille / Instr Materials & Supplies ESSER II DEMILLE / Instr Materials & Supplies
S60R3815	HOME DEPOT CREDIT SERVICES	71.12	71.12	010201100B 4310	LCFF-SUPC INSTR ANDERSON / Instr Materials & Suppl

WESTMINSTER SD  
PURCHASE ORDER DETAIL REPORT  
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FROM 05/25/2023 TO 06/08/2023

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60M8800	COUNTRY CITY TOWING INC	600.00	600.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
S60M8801	CLEAN ENERGY	3,416.70	3,416.70	010071360A 4360	HTS Transportation / Fuel, Gas, & Diesel - Transp
S60M8802	A AND J SHEET METAL INC	2,480.00	2,480.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8803	A AND J SHEET METAL INC	430.00	430.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8804	A AND J SHEET METAL INC	1,929.55	1,929.55	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8805	JOHNSON, BRIAN	245.74	245.74	018150811V 5220	RMA Plant Maintenance / Conferences/Staff Development
S60M8806	KYA SERVICES LLC	9,467.49	9,467.49	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8807	AIR-EX AIR CONDITIONING INC	3,080.00	3,080.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8808	ATLAS BUILDING AND ROOFING INC	12,000.00	12,000.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8809	STOTZ EQUIPMENT	1,736.37	1,736.37	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8810	PAPE MATERIAL HANDLING INC	932.83	932.83	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8811	ULINE	3,457.01	3,457.01	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
S60M8812	MC KINLEY EQUIPMENT CORP	18,134.05	18,134.05	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8813	GRAINGER SANITARY W W INC	1,278.86	1,278.86	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8814	AMERICAN EAGLE CONCRETE INC.	5,400.00	5,400.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60M8815	HERK EDWARDS INC	2,280.00	2,280.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
S60N0123	ARROW RESTAURANT EQUIPMENT	1,369.77	1,369.77	135310370A 4305	Cafeteria Expenditures / MISC.FOOD/FOOD SUPPLIES
S60R3193	NATIONAL ASSOCIATION OF SECOND	385.00	385.00	010201100J 5310	LCFF-SUPC INSTR JOHNSON / Dues & Memberships
S60R3284	ORANGE CO DEPARTMENT OF EDUCAT	500.00	500.00	010039311W 5220	Counseling / Conferences/Staff Development
S60R3554	LAN COMPUTER SERVICE	489.38	489.38	010201100R 5810	LCFF-SUPC INSTR WARNER / Contracted Serv - Inst &
S60R3760	ULINE	2,274.39	1,137.20 1,137.19	013010100D 4310 013212100D 4310	Title I Instr - De Mille / Instr Materials & Supplies ESSER II DEMILLE / Instr Materials & Supplies
S60R3815	HOME DEPOT CREDIT SERVICES	71.12	71.12	010201100B 4310	LCFF-SUPC INSTR ANDERSON / Instr Materials & Suppl

WESTMINSTER SD  
PURCHASE ORDER DETAIL REPORT  
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PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60R3819	AMAZON CAPITAL SERVICES INC	5,559.37	2,026.49 1,880.70 1,108.70 543.48	010200270J 4310 010200270J 4320 013212100J 4310 013212100J 4320	LCFF-BASE ADMIN JOHNSON / Instr Materials & Supplies LCFF-BASE ADMIN JOHNSON / Computers/Tech less than \$500 ESSER II JOHNSON / Instr Materials & Supplies ESSER II JOHNSON / Computers/Tech less than \$500
S60R3822	AMAZON CAPITAL SERVICES INC	260.04	260.04	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3839	SOUTHWEST BUSINESS PRODUCTS	168,959.33	168,959.33	126055590A 4310	State Preschool GCCTR / Instr Materials & Supplies
S60R3854	LANYARD LAB	690.56	690.56	010067830Y 5810	School Safety & Security / Contracted Serv - Inst & Non-I
S60R3874	ANGELS BASEBALL LP	1,975.00	1,975.00	012600100Z 5825	EXPANDED LEARNING OPP PROGRAM / Admission Fee
S60R3882	DISNEYLAND	57,800.00	57,800.00	012600100Z 5825	EXPANDED LEARNING OPP PROGRAM / Admission Fee
S60R3891	LAKESHORE LEARNING MATERIALS	2,766.06	1,744.83 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3892	LAKESHORE LEARNING MATERIALS	4,268.79	3,247.56 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3893	LAKESHORE LEARNING MATERIALS	4,054.12	3,032.89 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3894	LAKESHORE LEARNING MATERIALS	2,697.60	1,676.37 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3895	LAKESHORE LEARNING MATERIALS	3,248.05	2,226.82 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3896	LAKESHORE LEARNING MATERIALS	4,208.49	3,187.26 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3897	LAKESHORE LEARNING MATERIALS	2,697.60	1,676.37 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3907	US BANK	4,000.00	4,000.00	250754720Y 5810	Redevelopment Gen Administrat / Contracted Serv - Inst &
S60R3908	PSYCHOLOGICAL ASSESSMENT RESOU	119.63	119.63	019599312A 4310	Sp Ed Centralized Psych Svcs / Instr Materials & Supplies

User ID: KLEMU  
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WESTMINSTER SD  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 06/22/2023

FROM 05/25/2023 TO 06/08/2023

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
S60R3819	AMAZON CAPITAL SERVICES INC	5,559.37	2,026.49 1,880.70 1,108.70 543.48	010200270J 4310 010200270J 4320 013212100J 4310 013212100J 4320	LCFF-BASE ADMIN JOHNSON / Instr Materials & Supplies LCFF-BASE ADMIN JOHNSON / Computers/Tech less than \$500 ESSER II JOHNSON / Instr Materials & Supplies ESSER II JOHNSON / Computers/Tech less than \$500
S60R3822	AMAZON CAPITAL SERVICES INC	260.04	260.04	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3839	SOUTHWEST BUSINESS PRODUCTS	168,959.33	168,959.33	126055590A 4310	State Preschool GCCTR / Instr Materials & Supplies
S60R3854	LANYARD LAB	690.56	690.56	010067830Y 5810	School Safety & Security / Contracted Serv - Inst & Non-I
S60R3874	ANGELS BASEBALL LP	1,975.00	1,975.00	012600100Z 5825	EXPANDED LEARNING OPP PROGRAM / Admission Fee
S60R3882	DISNEYLAND	57,800.00	57,800.00	012600100Z 5825	EXPANDED LEARNING OPP PROGRAM / Admission Fee
S60R3891	LAKESHORE LEARNING MATERIALS	2,766.06	1,744.83 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3892	LAKESHORE LEARNING MATERIALS	4,268.79	3,247.56 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3893	LAKESHORE LEARNING MATERIALS	4,054.12	3,032.89 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3894	LAKESHORE LEARNING MATERIALS	2,697.60	1,676.37 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3895	LAKESHORE LEARNING MATERIALS	3,248.05	2,226.82 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3896	LAKESHORE LEARNING MATERIALS	4,208.49	3,187.26 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3897	LAKESHORE LEARNING MATERIALS	2,697.60	1,676.37 1,021.23	126055590A 4310 126055590A 4410	State Preschool GCCTR / Instr Materials & Supplies State Preschool GCCTR / Noncapitalized Equipment
S60R3907	US BANK	4,000.00	4,000.00	250754720Y 5810	Redevelopment Gen Administrat / Contracted Serv - Inst &
S60R3908	PSYCHOLOGICAL ASSESSMENT RESOU	119.63	119.63	019599312A 4310	Sp Ed Centralized Psych Svcs / Instr Materials & Supplies

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PURCHASE ORDER DETAIL REPORT  
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PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60R3909	SMITH, KD	507.86	507.86	010043718A 5834	Public Information Officer / Advertising
S60R3910	CDWG COMPUTER CTRS INC	2,690.76	2,690.76	010201100R 4430	LCFF-SUPC INSTR WARNER / Computer - Under \$5000
S60R3911	JOHNSON FITNESS & WELLNESS	660.00	660.00	013212100J 5810	ESSER II JOHNSON / Contracted Serv - Inst & Non-I
S60R3912	FINALSITE	42,000.00	42,000.00	010011100A 5810	Instruction Educ Technology / Contracted Serv - Inst & Non
S60R3913	INSTITUTE FOR MULTI-SENSORY ED	10,712.26	10,712.26	013010100A 4310	Title I Centralize Serv Instr / Instr Materials & Supplies
S60R3914	VISION COMMUNICATIONS CO	2,214.13	2,214.13	010200270J 4350	LCFF-BASE ADMIN JOHNSON / Office Supplies
S60R3915	SAFE KIDS INC	675.00	675.00	0130101000 4310	Title I Instr - Blsd Sacrament / Instr Materials & Supplies
S60R3916	CHRISTINE IBARRA	200.00	200.00	010116100J 4355	Donation - Johnson / CONF/PROF DEV SUPPLIES
S60R3917	LONEY, ANDREA J	1,200.00	1,200.00	010201100H 5810	LCFF-SUPC INSTR FRYBERGER / Contracted Serv - Inst
S60R3918	CARDEA SERVICES	6,000.00	6,000.00	014035100A 5810	Title II Instructional / Contracted Serv - Inst & Non-I
S60R3919	STAPLES	126.91	126.91	010045740A 4350	Certificated Personnel / Office Supplies
S60R3920	JAYS CATERING INC	2,377.49	2,377.49	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
S60R3921	LANGUAGE NETWORK INC	332.00	332.00	019599210A 5810	Sp Ed Centralized Admin / Contracted Serv - Inst & Non-I
S60R3923	DELL COMPUTER	330.00	330.00	016537270A 4320	SP ED LEARNING RECOVERY SUPP / Computers/Tech
S60R3924	READ NATURALLY INC	690.00	690.00	013010100Q 5826	Title I Instr - Sequoia / LICENSING & SOFTWARE FEES
S60R3925	J TAYLOR EDUCATION INC	1,434.51	1,434.51	013010100Q 4310	Title I Instr - Sequoia / Instr Materials & Supplies
S60R3926	MUSIC THEATRE INTERNATIONAL	962.44	962.44	014127100A 4310	Title IV Instruction / Instr Materials & Supplies
S60R3927	QUIZIZZ INC	1,500.00	1,500.00	010201100M 5810	LCFF-SUPC INSTR SCHMITT / Contracted Serv - Inst &
S60R3928	CRISP IMAGING	6,435.40	6,435.40	018150850V 5810	Maintenance Improve Bldgs / Contracted Serv - Inst & Non-
S60R3929	JONES SCHOOL SUPPLY CO	428.84	428.84	013010100M 4310	Title I Instr - Schmitt / Instr Materials & Supplies
S60R3930	HOME DEPOT CREDIT SERVICES	275.12	275.12	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3931	HOME DEPOT CREDIT SERVICES	325.16	325.16	013212100D 4371	ESSER II DEMILLE / Custodial Supplies
S60R3932	HOME DEPOT CREDIT SERVICES	1,023.78	325.56	013212100P 4310	ESSER II STACEY / Instr Materials & Supplies

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PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60R3932	*** CONTINUED ***				
S60R3933	HOME DEPOT CREDIT SERVICES	1,840.01	698.22	013212100P 4410	ESSER II STACEY / Noncapitalized Equipment
S60R3934	K LOG EDUCATION DIVISION HHS 2	755.70	1,840.01	010201100D 4310	LCFF-SUPC INSTR DEMILLE / Instr Materials & Supplies
S60R3936	ARIEL SUPPLY	948.41	755.70	013212100P 4310	ESSER II STACEY / Instr Materials & Supplies
S60R3937	SIGN DESIGN	438.28	948.41	019130100A 4310	Chromebook Insurance Exp / Instr Materials & Supplies
S60R3938	APPLE COMPUTER INC	19,107.76	438.28	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
S60R3939	ARIEL SUPPLY	73.08	19,107.76	012600100Z 4395	EXPANDED LEARNING OPP PROGRAM /
S60R3940	AMAZON CAPITAL SERVICES INC	10,192.07	73.08	010201100Q 4310	LCFF-SUPC INSTR SEQUOIA / Instr Materials & Supplies
S60R3943	GREENE, DENISE	282.74	10,192.07	013010100A 4310	Title I Centralize Serv Instr / Instr Materials & Supplies
S60R3944	GOLD COAST AWARDS	543.75	282.74	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3945	W.O.I.F.	2,256.56	543.75	010200100P 4310	LCFF-BASE INSTR STACEY / Instr Materials & Supplies
S60R3946	BARNES AND NOBLE	3,648.26	2,256.56	012600100Z 5825	EXPANDED LEARNING OPP PROGRAM / Admission Fe
S60R3947	SEL LAUNCHPAD LLC	489.38	3,648.26	013010100A 4310	Title I Centralize Serv Instr / Instr Materials & Supplies
S60R3948	APPLE COMPUTER INC	5.97	489.38	013010100Q 4310	Title I Instr - Sequoia / Instr Materials & Supplies
S60R3949	CDWG COMPUTER CTRS INC	2,904.15	5.97	010200100P 5826	LCFF-BASE INSTR STACEY / LICENSING & SOFTWARE
S60R3950	STAPLES	146.73	2,904.15	010011770A 4320	Technology Data Network Sprrt / Computers/Tech less than
			-92.51	010044720Y 4350	Business Services / Office Supplies
			239.24	010044720Y 4410	Business Services / Noncapitalized Equipment
S60R3951	AMAZON CAPITAL SERVICES INC	1,460.09	1,460.09	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3952	IMPACT CANOPY	4,642.12	4,642.12	013010100A 5810	Title I Centralize Serv Instr / Contracted Serv - Inst & Non
S60R3953	SMART AND FINAL IRIS CO	127.64	127.64	010200270J 4355	LCFF-BASE ADMIN JOHNSON / CONF/PROF DEV
S60R3954	AMAZON CAPITAL SERVICES INC	156.49	156.49	010200270H 4210	LCFF-BASE ADMIN FRYBERGER / OTHER BOOKS
S60R3955	HERTZ FURNITURE SYSTEMS CORP	3,091.31	2,351.22	010201100R 4310	LCFF-SUPC INSTR WARNER / Instr Materials & Supplies

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PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
S60R3955	*** CONTINUED ***				
S60R3956	AMAZON CAPITAL SERVICES INC	1,786.79	740.09	010201100R 4410	LCFF-SUPC INSTR WARNER / Noncapitalized Equipment
S60R3957	AMAZON CAPITAL SERVICES INC	468.73	1,786.79	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3958	AMAZON CAPITAL SERVICES INC	392.72	468.73	013010100M 4310	Title I Instr - Schmitt / Instr Materials & Supplies
S60R3959	HALO BRANDED SOLUTIONS INC	4,060.77	392.72	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3960	LEARNING WITHOUT TEARS	9,623.75	4,060.77	012600100Z 5810	EXPANDED LEARNING OPP PROGRAM / Contracted Serv
S60R3961	DELL COMPUTER	2,826.62	9,623.75	126055590A 4310	State Preschool GCTR / Instr Materials & Supplies
S60R3962	AMAZON CAPITAL SERVICES INC	365.40	2,826.62	015641312Z 4430	MEDI-CAL PSYCHOLOGIST / Computer - Under \$5000
S60R3963	STEMFINITY LLC	9,057.78	365.40	013010100Q 4310	Title I Instr - Sequoia / Instr Materials & Supplies
S60R3965	LAKESHORE LEARNING MATERIALS	905.49	9,057.78	010201100I 6420	LCFF-SUPC INSTR HAYDEN /
S60R3966	LAKESHORE LEARNING MATERIALS	39.85	905.49	015641270Z 4310	MEDI CAL ADMINISTRATION / Instr Materials & Supplies
S60R3967	LAKESHORE LEARNING MATERIALS	81.76	39.85	126060590A 4310	Extended School CCTR / Instr Materials & Supplies
S60R3968	LAKESHORE LEARNING MATERIALS	575.33	81.76	010201100H 4310	LCFF-SUPC INSTR FRYBERGER / Instr Materials &
S60R3969	LAKESHORE LEARNING MATERIALS	5,235.78	65.23	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
			510.10	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize
			2,211.97	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
			3,023.81	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize
S60R3970	US BANK CORPORATE PAYMENT SYST	182.56	182.56	013010100Q 5810	Title I Instr - Sequoia / Contracted Serv - Inst & Non-I
S60R3971	LAKESHORE LEARNING MATERIALS	1,910.56	1,910.56	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3972	LAKESHORE LEARNING MATERIALS	2,549.90	2,549.90	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3973	BARNES AND NOBLE	208.47	208.47	013010100Q 4210	Title I Instr - Sequoia / OTHER BOOKS
S60R3974	LAKESHORE LEARNING MATERIALS	1,609.72	1,609.72	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3975	LAUREL & OLIVE	402.99	402.99	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material



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S60R3976	SCHOOL NURSE SUPPLY INC	165.52	165.52	010200270T 4350	LCFF-BASE ADMIN WILLMORE / Office Supplies
S60R3977	LAKESHORE LEARNING MATERIALS	3,476.50	3,476.50	013010100A 4310	Title I Centralize Serv Instr / Instr Materials & Supplies
S60R3978	LAKESHORE LEARNING MATERIALS	561.22	561.22	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalized
S60R3979	LAKESHORE LEARNING MATERIALS	51.10	51.10	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3980	LAKESHORE LEARNING MATERIALS	29,937.64	14,466.90 15,470.74	012600100Z 4310 012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Instr Material EXPANDED LEARNING OPP PROGRAM / Noncapitalized
S60R3981	LAKESHORE LEARNING MATERIALS	390.80	390.80	010201100D 4310	LCFF-SUPC INSTR DEMILLE / Instr Materials & Supplies
S60R3982	LAKESHORE LEARNING MATERIALS	554.92	554.92	010116100M 4310	Donation - Schmitt / Instr Materials & Supplies
S60R3983	LAKESHORE LEARNING MATERIALS	55.18	55.18	010116100M 4310	Donation - Schmitt / Instr Materials & Supplies
S60R3984	SPICER, DARCY	166.13	166.13	126055590A 4700	State Preschool GCTR / FOOD
S60R3985	ORANGE CO DEPARTMENT OF EDUCAT	1,795.00	1,795.00	010074100A 5220	Dual Immersion Instruction / Conferences/Staff Development
S60R3986	BRIDGEWATERS, MARIELA	293.58	293.58	015630313A 4310	McKinney Vento Grant / Instr Materials & Supplies
S60R3987	CHICK-FIL-A BEACH BLVD	539.94	539.94	015632313A 4355	AMER. RESCUE PLAN-HOMELESS / CONF/PROF DEV
S60R3988	AVID CENTER	565.00	565.00	013212100Y 5220	Elem & Sec School Relief II / Conferences/Staff Development
S60R3990	AVID CENTER	3,955.00	3,955.00	013212100Y 5220	Elem & Sec School Relief II / Conferences/Staff Development
S60R3991	CDWG COMPUTER CTRS INC	360.59	360.59	012600100Z 4395	EXPANDED LEARNING OPP PROGRAM /
S60R3992	DEMCO INC	2,130.40	471.22 1,659.18	010201100D 4310 010201100D 4410	LCFF-SUPC INSTR DEMILLE / Instr Materials & Supplies LCFF-SUPC INSTR DEMILLE / Noncapitalized Equipment
S60R3993	S & S	1,635.89	1,635.89	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3994	S & S	2,542.65	2,542.65	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3995	DISCOUNT SCHOOL SUPPLY	2,799.74	1,185.36 1,614.38	012600100Z 4310 012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Instr Material EXPANDED LEARNING OPP PROGRAM / Noncapitalized
S60R3996	DISCOUNT SCHOOL SUPPLY	283.64	283.64	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material

Current Date: 06/09/2023  
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S60R3997	STAPLES	271.77	271.77	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3998	STAPLES	2,576.29	2,576.29	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R3999	SOUTHWEST SCHOOL SUPPLY	453.93	453.93	013212100P 4310	ESSER II STACEY / Instr Materials & Supplies
S60R4000	SOUTHWEST SCHOOL SUPPLY	138.55	138.55	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R4001	OFFICE DEPOT INC	1,404.87	1,404.87	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R4002	OFFICE DEPOT INC	1,232.90	1,232.90	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R4003	OFFICE DEPOT INC	385.27	385.27	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R4004	OFFICE DEPOT INC	1,651.07	563.58 1,087.49	012600100Z 4310 012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Instr Material EXPANDED LEARNING OPP PROGRAM / Noncapitalize
S60R4005	ORANGE CO DEPARTMENT OF EDUCAT	663.00	663.00	013010100H 5825	Title I Instr - Fryberger / Admission Fees
S60R4006	US BANK CORPORATE PAYMENT SYST	1,107.29	1,107.29	010037210Z 4355	Educational Services / CONF/PROF DEV SUPPLIES
S60R4007	HOME DEPOT CREDIT SERVICES	372.42	372.42	126055590A 4310	State Preschool GCTR / Instr Materials & Supplies
S60R4008	ELEVO	17,290.00	17,290.00	012600100Z 5810	EXPANDED LEARNING OPP PROGRAM / Contracted Se
S60R4009	TEACHER CREATED MATERIAL	367.93	367.93	010200100M 4350	LCFF-BASE INSTR SCHMITT / Office Supplies
S60R4010	DERR, APRIL	101.06	101.06	010200100D 4355	LCFF-BASE INSTR DEMILLE / CONF/PROF DEV
S60R4011	TANAKA FARMS	1,264.00	1,264.00	019138210A 5825	OCDE K12 STRONG WORKFORCE / Admission Fees
S60R4013	AMAZON CAPITAL SERVICES INC	634.09	634.09	019542113Z 4310	Sp Ed Severe Assistive Techno / Instr Materials & Supplies
S60R4014	ALIVE STUDIOS LLC	2,960.81	2,960.81	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize
S60R4015	MORROW, DAVE	120.67	120.67	010200100Q 4310	LCFF-BASE INSTR SEQUOIA / Instr Materials & Supplies
S60R4016	AQUARIUM OF THE PACIFIC	773.50	773.50	010116100M 5825	Donation - Schmitt / Admission Fees
S60R4017	AMAZON CAPITAL SERVICES INC	48.94	48.94	010200100J 4310	LCFF-BASE INSTR JOHNSON / Instr Materials & Supplies
S60R4018	AMAZON CAPITAL SERVICES INC	65.24	65.24	010201100D 4310	LCFF-SUPC INSTR DEMILLE / Instr Materials & Supplies
S60R4019	AMAZON CAPITAL SERVICES INC	519.78	519.78	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize

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S60R4020	AMAZON CAPITAL SERVICES INC	240.17	240.17	013010100Q 4310	Title I Instr - Sequoia / Instr Materials & Supplies
S60R4021	AMAZON CAPITAL SERVICES INC	1,727.28	1,727.28	126055590A 4310	State Preschool GCTR / Instr Materials & Supplies
S60R4022	AMAZON CAPITAL SERVICES INC	345.42	345.42	010200270T 4310	LCFF-BASE ADMIN WILLMORE / Instr Materials &
S60R4023	AMAZON CAPITAL SERVICES INC	410.75	410.75	010116100T 4310	Donation - Willmore / Instr Materials & Supplies
S60R4024	AMAZON CAPITAL SERVICES INC	17.38	17.38	010200100J 4310	LCFF-BASE INSTR JOHNSON / Instr Materials & Supplies
S60R4025	AMAZON CAPITAL SERVICES INC	34.39	34.39	019542113Z 4310	Sp Ed Severe Assistive Techno / Instr Materials & Supplies
S60R4026	AMAZON CAPITAL SERVICES INC	105.05	105.05	013212100T 4310	ESSER II WILLMORE / Instr Materials & Supplies
S60R4027	SPEECH CORNER	605.99	605.99	015641270Z 4310	MEDI CAL ADMINISTRATION / Instr Materials & Supplies
S60R4028	DIDAX	4,639.78	4,639.78	126055590A 4310	State Preschool GCTR / Instr Materials & Supplies
S60R4029	OFFICE DEPOT INC	8,421.24	8,421.24	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
S60R4030	ORANGE CO DEPARTMENT OF EDUCAT	221.00	221.00	010150270A 5810	MAA MEDICAL ADMIN. ACTIVITES / Contracted Serv -
S60R4031	HEAR AND C INC	1,040.00	1,040.00	019599312A 5810	Sp Ed Centralized Psych Svcs / Contracted Serv - Inst & No
S60R4033	BEHAVIOR SOLUTIONS INC	1,500.00	1,500.00	019599312A 5810	Sp Ed Centralized Psych Svcs / Contracted Serv - Inst & No
S60R4036	BARNES AND NOBLE	190.02	190.02	010200100J 4210	LCFF-BASE INSTR JOHNSON / OTHER BOOKS
S60R4037	AMAZON CAPITAL SERVICES INC	3,027.02	3,027.02	010201100E 4310	LCFF-SUPC INSTR EASTWOOD / Instr Materials &
S60T5033	JFK TRANSPORTATION CO INC	852.73	852.73	010200100H 5820	LCFF-BASE INSTR FRYBERGER / Outside Transportation
S60T5034	VISSER BUS SERVICES INC	736.75	736.75	013010100D 5820	Title I Instr - De Mille / Outside Transportation
S60V5064	DULUX PAINTING	6,800.00	6,800.00	280304850D 5810	DEMILLE AIR CONDITIONING / Contracted Serv - Inst &
S60V5065	DULUX PAINTING	11,000.00	11,000.00	280304850B 5810	ANDERSON AIR CONDITIONING / Contracted Serv - Ins
51	Fund 01 Total:	462,905.11			
56	Fund 12 Total:	209,469.25			
6	Fund 13 Total:	1,369.77			
9	Fund 25 Total:	4,000.00			

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Fund 28 Total:		17,800.00			
Total Amount of Purchase Orders:		695,544.13			

<u>Fund Legend</u>	<u>Purchase Order Legend</u>
Fund 01 - General Fund	P60 - 2020-21 Westminster School District Purchase Order
Fund 12 - Child Development Fund	L - Library/Textbook Department
Fund 13 - Nutrition Services Fund	M - Maintenance and Operations Department
Fund 24 - Measure T	N - Nutrition Services
Fund 25 - Capital Facilities Fund	R - District Office Buyer
Fund 26 - Measure T	T - Transportation Department
Fund 35 - County School Facility Fund	U - Accounting Office
Fund 40 - Special Reserve for Capital Outlay Fund	V - Measure T

WESTMINSTER SCHOOL DISTRICT  
CORPORATE/INDIVIDUAL DONATIONS FOR DISTRICT/SCHOOL SITES  
June 22, 2023

*(Each donation will be recognized with a letter of appreciation on behalf of the Board of Trustees)*

DONOR	DONATED TO	AMOUNT	DESCRIPTION
FV Skating Center	Webber	\$140.25	Proceeds from skate night events.
RTI Survey Incentive Program	Meairs	\$200.00	Student participation of TIMMS survey.
Shutterfly, LLC	Meairs	\$82.64	Lifetouch proceeds for field trips.
U'SAgain, LLC	Webber	\$85.70	To support Webber programs
We Need Divers Books	Anderson	\$2,000.00	Granted for book purchases.

### Contracts for Approval/ Ratification

June 22, 2023

NO.	CONTRACT	ORIGINATOR	NEW/ RENEW	TERM DATE	PURPOSE	BUDGET/ PROGRAM	CONTRACTED AMOUNT
1	AltaMed - Healthy Smiles	Darek Jaronczyk, Student Services	R	06/09/23 - 07/30/24	Provide dental health education, hygiene, preventative services, tele-dentistry services, restorative mobile clinic services and outreach to patients.	NA	\$0
2	Altirnao Inc.- Awesome Tables	Gerardo Martinez, Ed. Technology	R	06/01/23 - 05/31/24	WSD Online & Blended Learning app to create a database of all Professional Learning Webinars for teachers	Instructional Ed. Technology	\$2,133.00
3	BrainPOP	Gerardo Martinez, Ed. Technology	N	08/20/23 - 08/19/26	Teaching platform that uses animated characters to educate students and help teachers keep track of quiz results, do class wide-analysis and provide feedback on learning.	Instructional Ed. Technology	Year 1 = \$62,971.61 Year 2 = \$62,971.61 Year 3 = \$62,971.61
4	Chris Becerra Consulting	Nicole Baitx-Kennedy, EE & ELP	R	08/01/23 - 12/15/23	Arts with Purpose Project planning process where product serves as resource and guide for the future of the child development industry. Services include; coaching, training, and consultation for Preschool, TK, and before/ after school programs.	State Preschool & ELOP	\$20,000.00

## Contracts for Approval/ Ratification

June 22, 2023

NO.	CONTRACT	ORIGINATOR	NEW/ RENEW	TERM DATE	PURPOSE	BUDGET/ PROGRAM	CONTRACTED AMOUNT
5	COMPanion Corporation	Dina Hernandez, Teaching & Learning	R	08/01/23 - 07/31/24	Provide an integrated library textbook circulation system.	Library District- Wide	\$26,012.00
6	Demontray "Dee" Hankins	Nicole Baitx-Kennedy, EE & ELP	N	08/28/23 - 09/30/23	Present keynote address and workshop for staff.	ELOP	\$7,000.00
7	Edlio	Gerardo Martinez, Ed. Technology	R	05/01/23 – 07/31/23	Existing website LIVE until transition to new website is complete.	Innovation & Tech. Svcs.	\$3,150.00
8	Facilitron	Brian Johnson, Facilities & MOT	R	07/01/23 - 06/30/24	Work order system and facilities management platform.	Facilities Planning Rental Fees	\$23,079.49
9	Irvine Ranch Outdoor Ed. Center	Mark Murphy, Hayden ES	R	03/27/24 - 03/29/24	Students' science camp attendance.	ELOP	\$409.00 per student
10	Learning Stream/ GoSignMeUp	Gerardo Martinez, Ed. Technology	R	08/01/23 - 07/31/24	Online PD registration system that tracks registration, attendance, analytics, and surveys.	Instructional Ed. Technology	\$10,085.40
11	LightSpeed Digital Insight	Gerardo Martinez, Ed. Technology	R	07/01/23 - 06/30/26	Amend to 3-year term and the original amount of \$32,290.00. Annual amount to \$31,160.00.	Instructional Ed. Technology	\$31,160.00 Amend
12	Maxim Healthcare Staffing	Darek Jaronczyk Student Services	R	07/01/23 - 06/30/24	Amend Medi-Cal Health - Budget/ Program funding to include State Preschool and ELOP. Originally approved on 6/8/2022.	Medi-Cal Health, State Preschool, ELOP, or ESP	Based on service rates/ No more than \$115 per hour

**Contracts for Approval/ Ratification**  
June 22, 2023

NO.	CONTRACT	ORIGINATOR	NEW/ RENEW	TERM DATE	PURPOSE	BUDGET/ PROGRAM	CONTRACTED AMOUNT
13	Nearpod	Gerardo Martinez, Ed. Technology	R	08/12/23 - 08/11/24	Districtwide Premium Plus of Nearpod, Digital Citizenship lesson, Flocabulary, The Week in rap, videos, activity creation, and Brain Breaks with 1-year license.	Instructional Ed. Technology	\$75,603.53
14	Notable, Inc. (Kami)	Gerardo Martinez, Ed. Technology	R	08/01/23 - 07/31/24	All-in-one tool that transforms any document, PDF, image, or any other learning resource into an interactive learning environment.	Instructional Ed. Technology	\$16,755.00
15	OCDE - Business Plus #51662 Amendment #2	Brett Heinbuch, Business Services	R	07/01/23 - 06/30/24	Business Plus System & Software Support Service Agreement to include Basic Financial/ Budget, School Site Finance, Stores Inventory, and Fixed Assets system.	Business Services Data Processing	\$71,280.00
16	OCDE - Electronic Document System #10003522	Manuel Cardoso, Business Services	R	07/01/23 - 06/30/24	License for imaging, scanning, and workflow system software to capture, store, process, and access data.	Data Processing	\$4,000.00
17	OCDE - HR 2.0 #47987 Amendment #4	Manuel Cardoso, Human Resources	R	07/01/23 - 06/30/24	Human Resources Application (HR 2.0) Software Support Services Agreement.	Data Processing	\$40,425.00
18	OCDE - SMAA #10003431	Brett Heinbuch, Business Services	R	07/01/23 - 06/30/24	School Medi-Cal Administrative Activities (SMAA) participation and servicing invoice agreement.	SMAA	4.5% total of all claims



**Contracts for Approval/ Ratification**  
June 22, 2023

NO.	CONTRACT	ORIGINATOR	NEW/ RENEW	TERM DATE	PURPOSE	BUDGET/ PROGRAM	CONTRACTED AMOUNT
19	Outreach Concern	John Staggs, Clegg ES	R	09/01/23 - 06/30/24	Academic or social counseling and support services to students and/or family.	Title I	\$15,000.00
20	OverDrive Education	Dina Hernandez, Teaching & Learning	R	07/01/23 - 06/30/24	Provide a district-wide digital library to students and teachers.	Library District-Wide	\$50,000.00
21	Project Support Service	Brian Johnson, Facilities & MOT	R	07/01/23 - 06/30/24	To closeout previous DSA projects.	MOT	\$73,080.00
22	Renaissance - SchoolCity	Moises Merlos, Ed.D., Accountability & Assessments	R	07/01/23 - 06/30/25	Online data and assessment management system with a comprehensive program that helps identify and target student needs.	LCFF Assessment Instructional	Year 1 = \$60,914.26 Year 2 = \$63,291.68
23	Screencastify	Gerardo Martinez, Ed. Technology	R	08/31/23 - 08/30/24	Subscription to make learning more personal in a blended classroom by recording: full and/or bite-sized lessons, assignment solutions and explanations, and verbal student feedback.	Instructional Ed. Technology	\$30,870.00
24	Thrively	Gerardo Martinez, Ed. Technology	R	07/01/23 - 06/30/24	Assessments supporting middle school sites and virtual school with licenses for staff.	Instructional Ed. Technology	\$53,770.00
25	TLC Auctions	Brian Johnson, Facilities & MOT	R	07/01/23 - 06/30/24	To conduct an unreserved auction for the sale of all surplus/obsolete property.	NA	Credit from auction sales

**Contracts for Approval/ Ratification**  
June 22, 2023

NO.	CONTRACT	ORIGINATOR	NEW/ RENEW	TERM DATE	PURPOSE	BUDGET/ PROGRAM	CONTRACTED AMOUNT
26	WeVideo	Gerardo Martinez, Ed. Technology	R	07/01/23 - 06/30/24	Renew existing video editing software for blended learning and collaborative projects for student-centered learning, as well as staff tool to create promotional videos.	Instructional Ed. Technology	\$7,831.53
27	Zot LLC	Michael Robbins, D.B.A., Innovation & Technology Services	N	06/19/23 - 08/15/23	Assist in the content creation for the district website.	Innovation & Tech. Svcs.	Not to exceed \$70.00 per hour/ per staff

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Brett Heinbuch, Executive Director, Business Services

SUBJECT: **APPROVE THE 2022-23 PIGGYBACK UTILIZATION OF VAL VERDE  
UNIFIED SCHOOL DISTRICT BID # 21/22-001 TO SOUTHWEST  
SCHOOL SUPPLIES**

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**BACKGROUND INFORMATION:**

Pursuant to Public Contract Code section 20111(a), the bid limit for purchases of equipment is \$109,300, effective January 1, 2023. Val Verde Unified School District prepared and awarded a new competitive bid to Southwest School Supplies at their Regular Board meeting on June 15, 2021. Westminster School District would like to utilize this piggyback bid pursuant to the terms and conditions set forth in the above-referenced contract for the term from June 15, 2022, to June 14, 2023. The bid has the option to extend for one (1) additional one-year term upon mutual written agreement between Val Verde Unified School District and contractor based on the approval of the District's Governing Board.

**CURRENT CONSIDERATIONS:**

Pursuant to Section 20118 of the Public Contract Code, the Westminster School District determines it is in the best interest of the District to piggyback off Val Verde Unified School District's Bid # 21/22-001 for the purchase of classroom and office supplies from Southwest School Supplies.

**FINANCIAL IMPLICATIONS:**

Purchases will be funded from various programs and site budgets as appropriate.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2022-23 piggyback utilization of Val Verde Unified School District Bid #21/22-001 to Southwest School Supplies

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Brett Heinbuch, Executive Director, Business Services

SUBJECT: **APPROVE THE 2023-24 PIGGYBACK UTILIZATION OF VAL VERDE  
UNIFIED SCHOOL DISTRICT BID # 21/22-001 TO SOUTHWEST  
SCHOOL SUPPLIES**

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**BACKGROUND INFORMATION:**

Pursuant to Public Contract Code section 20111(a), the bid limit for purchases of equipment is \$109,300, effective January 1, 2023. Val Verde Unified School District prepared and awarded a new competitive bid to Southwest School Supplies, at their Regular Board meeting on June 15, 2021. Westminster School District would like to utilize this piggyback bid pursuant to the terms and conditions set forth in the above-referenced contract for the term from June 15, 2023 to June 14, 2024. This is the final year of the bid.

**CURRENT CONSIDERATIONS:**

Pursuant to Section 20118 of the Public Contract Code, the Westminster School District determines it is in the best interest of the District to piggyback Val Verde Unified School District's Bid # 21/22-001 for the purchase of classroom and office supplies from Southwest School Supplies.

**FINANCIAL IMPLICATIONS:**

Purchases will be funded from various programs and site budgets as appropriate.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-24 piggyback utilization of Val Verde Unified School District Bid # 21/22-001 to Southwest School Supplies

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Paul Ngo, Director, Nutrition Services

SUBJECT: **APPROVE THE 2023-24 PIGGYBACK UTILIZATION OF HESPERIA  
UNIFIED SCHOOL DISTRICT'S RFP NO. 21-008 TO DRIFTWOOD  
DAIRY**

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**BACKGROUND INFORMATION:**

On June 7, 2021, Hesperia Unified School District awarded RFP NO. 21-008 Nutrition Services Dairy Products to Driftwood Dairy.

After careful review of the terms, conditions, and pricing, Westminster School District determined that the contract provided competitive pricing and elected to piggyback on the contract for the 2023-2024 school year.

**CURRENT CONSIDERATIONS:**

Hesperia Unified School District negotiated a competitive contract with Driftwood Dairy for dairy products.

Driftwood Dairy offers quality dairy products to multiple school districts in Orange and Los Angeles counties. Westminster School District has purchased dairy products from Driftwood Dairy for the past 11 years.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to the General Fund. Costs are built into the Cafeteria Fund 13 budget.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-24 piggyback utilization of Hesperia USD RFP No. 21-008 to Driftwood Dairy

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Paul Ngo, Director, Nutrition Services

SUBJECT: **APPROVE THE 2023-24 PIGGBACK UTILIZATION OF HAWTHORNE  
SCHOOL DISTRICT RFP NO. FS21-22-1 TO GOLD STAR FOODS**

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**BACKGROUND INFORMATION:**

On June 9, 2021, Hawthorne School District awarded RFP NO. FS21-22-1 Distribution of frozen, refrigerated, processed USDA foods (Commodities), miscellaneous food products, and supplies.

After careful review of the terms, conditions, and pricing, Westminster School District determined that the contract provided competitive pricing and elected to piggyback on the contract for the 2023-2024 school year.

**CURRENT CONSIDERATIONS:**

Gold Star is the largest school distributor in the nation offering school-compliant products. They currently serve over 650 school districts and Westminster School District has been doing business with them for over 11 years.

Cost increases reflect vendor cost increases for fuel, freight, cardboard/paper supplies, and California minimum wage costs. The contract pricing is competitive with current market rates.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to the General Fund. Costs are built into the Cafeteria Fund 13 budget.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-24 piggyback utilization of Hawthorne SD RFP No. FS21-22-1 to Gold Star Foods

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Paul Ngo, Director, Nutrition Services

SUBJECT: **APPROVE 2023-24 PIGGYBACK UTILIZATION OF MORENO VALLEY  
UNIFIED SCHOOL DISTRICT RFP NO. 20-21-18 TO SUNRISE  
PRODUCE**

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**BACKGROUND INFORMATION:**

On June 29, 2021, the Moreno Valley Unified School District awarded Sunrise Produce Company a contract for fresh and processed produce. The contract included a piggyback option pursuant to sections 20118 of the Public Contracts Code.

After careful review of the terms, conditions, and pricing, Westminster School District determined that the contract provided quality produce at competitive pricing and elected to piggyback on the contract in the 2023-2024 school year.

**CURRENT CONSIDERATIONS:**

Moreno Valley Unified School District has elected to renew the contract in 2023-2024 under the same terms and conditions. Westminster School District has elected to do the same.

The contract provides fresh produce at competitive market prices.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to the General Fund. Costs are built into the Cafeteria Fund 13 budget.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-24 piggyback utilization of Moreno Valley Unified School District RFP No. 20-21-18 to Sunrise Produce

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Paul Ngo, Director, Nutrition Services

SUBJECT: **APPROVE THE 2023-24 PIGGYBACK UTILIZATION OF BEACH CITIES  
NUTRITION SERVICES COOPERATIVE RFP NO. 2021-04 TO P&R  
PAPER SUPPLY CO. AND IFS, INC.**

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**BACKGROUND INFORMATION:**

The Westminster School District has been a member of the Orange County Cooperative buying group referred to as the Beach Cities Nutrition Services Cooperative for several years. Participation in the cooperative strengthens the collective buying power of members for paper products and cleaning supplies.

On June 22, 2021, the Beach Cities Cooperative awarded RFP No. 2021-04 to P&R Paper Supply Co. and IFS, Inc. on behalf of the purchasing cooperative for the 2021-22 school year. The initial contract term was for one year and could be extended for two additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of three years. This piggyback will exercise the first one-year period allowed for extension from July 1, 2023, to June 30, 2024. All other terms and conditions remain the same.

**CURRENT CONSIDERATIONS:**

The contract provides buying power for members of the Beach Cities Cooperative at competitive market prices.

Each of the vendors selected is a leader in the paper industry for school nutrition programs and have high levels of integrity, excellent delivery record, and outstanding customer service.

Pursuant to Section 20118 of the Public Contract, it is in the best interest of the District to purchase paper products and cleaning supplies from P & R Paper Supply and IFS, Inc utilizing Beach Cities Cooperative RFP No. 2021-04 piggyback option.

**FINANCIAL IMPLICATIONS:**

There are no financial implications to the General Fund. Costs are built into the Cafeteria Fund 13 budget.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-24 piggyback utilization of Beach Cities NS Cooperative RFP No. 2021-04 to P & R Paper Supply Co. and IFS, Inc.



## **BUSINESS SERVICES**

**6.0**

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: June 22, 2023

TO: Gunn Marie Hansen, Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Brett Heinbuch, Executive Director, Business Services

SUBJECT: **ADOPT THE 2023-2024 BUDGET**

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**BACKGROUND INFORMATION:**

The required public hearing for the budget was held on June 8, 2023. A copy of the proposed 2023-2024 budget is available on the district website under [Business Services](#) in the Budget section and a hard copy is available for inspection at the district office reception desk.

**CURRENT CONSIDERATIONS:**

The 2023-2024 Budget includes the General Fund, Child Development Fund, Cafeteria Fund, Building Fund, Capital Facilities Fund (Developer Fees), Special Reserve Fund, and the Bond Interest and Redemption Fund which was presented to the Board at the Public Hearing on June 8, 2023. The Unrestricted General Fund shows a fund balance that meets the State required minimum 3% reserve for economic uncertainty for the 2023-24 fiscal year.

In addition, Education Code Section 42127.01 requires that the district reserve cap for school district's adopted budget shall not contain a combined assigned or unassigned ending general fund balance of more than 10 percent (10%) of those funds. A county superintendent of schools may grant a school district an exemption from the requirement if the school district provides documentation substantiating the need for a combined assigned or unassigned ending general fund balance that is in excess of the reserve cap. Westminster School District is requesting and exemption to comply with the education code.

In preparing the 2023-24 July 1 Budget, the district utilized the Governor's 2023-24 May Revision Proposal and should there be significant changes, staff will prepare a 45-Day Revision before August 15, 2023.

**FINANCIAL IMPLICATIONS:**

Adoption of the budget allows the district to meet its educational and operational goals for 2023-2024 fiscal year.

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**SUPERINTENDENT'S RECOMMENDATION:**

Adopt the 2023-2024 budget

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

**DATE:** June 22, 2023

**TO:** Gunn Marie Hansen, Ph.D., Superintendent

**FROM:** Manuel Cardoso, Assistant Superintendent, Business Services  
Moises M. Merlos, Ed.D., Executive Director, Accountability and Assessments

**SUBJECT: APPROVE THE 2023-2024 LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP)**

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**BACKGROUND INFORMATION:**

As part of the Local Control Funding Formula, school districts in California are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP) focused on the eight state priorities. Parents and other stakeholder groups were invited to participate in the development of the LCAP through participation in a district LCAP survey and community meetings.

The LCAP must identify, for the district and each school within the district, annual goals and specific actions to achieve those goals for all pupils and each student group identified in Education Code section 52052. The academic priorities are aligned to the District's spending plan.

The Orange County Department of Education (OCDE) conducted a preliminary review of the District LCAP to ensure alignment of projected spending, services, and goals. OCDE commended several aspects of the document during the review such as the LCAP stakeholder engagement process, district quality snapshot and the community survey.

The Board of Trustees are required to first adopt the annual district budget before approving the LCAP. Following board approval, the District LCAP will once again be submitted to OCDE as part of the process before it is forwarded to the state.

**CURRENT CONSIDERATIONS:**

On June 8, 2023 a public hearing was held for public review and comment of the proposed 2023-2024 LCAP. The final copy of the LCAP will be posted on the district website after Board approval. The Board approved LCAP will then be submitted to the Orange County of Education for final approval with the district budget.

**FINANCIAL IMPLICATIONS:**

Approval of the Local Control and Accountability Plan (LCAP) is required to receive the state funding for the District.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the 2023-2024 Local Control and Accountability Plan (LCAP)

## **BOARD OF EDUCATION/SUPERINTENDENT**



*Building tomorrow's leaders today*

Gunn Marie Hansen, Ph.D., Superintendent

**BOARD OF TRUSTEES**

David Johnson, President  
Frances Nguyen, Vice President  
Jeremy Khalaf, Clerk  
Tina Gustin-Gurney, Member  
Khanh Nguyen, Member

Westminster School District  
**Best Practices in Effective Governance**  
Board-Superintendent Protocols

**I. Communications**

*Exceptional Boards make governance intentional and invest in the structures and practices that address changing circumstances, thus allowing for Board Members and the Superintendent to effectively function as a team.*

1. Board members inform the Superintendent of the most effective one-on-one method of verbal communication, e.g., cell, home telephone, office phone during business hours, private line voice message, etc.
2. The Superintendent will provide timely and relevant information to Board members. The Governing Board will make concerted efforts to read and understand information provided by the Superintendent and his/her team so that they are fully informed.
3. In order to ensure that all Board members are well informed, Board members will each receive the same information and responses to issues and questions as appropriate.
4. Board members and the Leadership team will always strive to practice the "no surprises" rule with one another in order to avoid surprises to anyone.
5. Individual Governing Board members will be careful to avoid making statements that can be misinterpreted as the consensus opinion of the entire Board or the District when speaking.
6. The Superintendent will establish communication protocols should an emergency situation arise within the school district. During crisis situations, the Superintendent or his/her designee will send an email or text alert to Board members and then attempt to reach Board members beginning with the Board President.

**II. Individual Board Member Requests**

*All Board members are equal and authority rests with the Board as a whole. Direction is given to the Superintendent only at Board meetings through actions taken by the Board. Board members should have the opportunity to bring up new ideas or subjects of interest for future Board meeting agendas.*

1. Individuals may bring up an item at a Board meeting for future consideration, explaining their interest in a particular course of action or topic. The Board may direct the superintendent to prepare materials for a deeper Board discussion and/or take action on it at a future Board meeting.

2. The Board President and the Superintendent will determine items appropriate for open or closed session; whether the item should be an action item subject to Board vote, an information item, or a consent item that is routine in nature; and determine the appropriate time to place the item on the agenda at the agenda setting meeting.
3. All new ideas or agenda item topics will be weighed against their effect on staff's ability to accomplish the District vision and goals. The Board will be respectful of the District staff's time based on the impact of the new agenda item or topic on agreed upon District priorities, the shift of staff time and energy, and any reallocation of District resources.

### **III. Handling Concerns/Suggestions**

*It is essential for Board members to be responsive to the community and be good listeners, while not attempting to personally resolve a problem. It is also important to recognize there are staff members whose responsibility it is to remedy or deal with these situations.*

1. The Board and Superintendent are committed to having parent and/or staff concerns handled at the appropriate level in the organization.
2. When someone shares a concern with a Board member, he/she will listen carefully and direct that person to the appropriate staff member or refer the parent or staff member to the Superintendent. The Superintendent will follow up in a timely manner and provide information to Board member(s) on the status of the concern.
3. If the complaint involves a personnel issue, a Board member will not explore in depth the details of the complaint in order to maintain neutrality.
4. Suggestions or ideas related to operational matters given to Board members by staff or constituents will be referred to either the Superintendent or appropriate cabinet member.

### **IV. Maintaining Confidentiality**

*Maintaining confidentiality is essential to protecting the interests of the District as well as individuals. The Governance team values, respects and honors those matters shared with the Governing Board and Leadership team and will maintain and hold that sacred trust.*

1. The Board, Superintendent, and Cabinet members agree to maintain the confidentiality of all closed session and privileged communication as required by Education Code.
2. The Board will provide clear parameters to the District's negotiation team members and will not address specific issues of negotiation issues with employee bargaining unit members.

### **V. Board Member Role in Public**

*As elected officials, Board members play an essential role in the community and serve as liaisons to the public they serve.*

1. Site and community invitations for Board members to attend official events will generally be coordinated through the Superintendent's office. The Superintendent's office will

provide details for Board members regarding cost and expenditures for attendance, as appropriate.

2. Board members will make the administrator in charge of an event aware of their attendance when they arrive. Board members will be introduced at all school and District events, unless they are attending as a parent. When in doubt, the administrator in charge will ask the Board member whether he/she wishes to be introduced.
3. On high profile issues, the Superintendent or his/her designee will be the spokesperson for the District in order to communicate a unified message.

## **VI. Board Members Visiting Schools**

*School visits remind Board members that the students and learning are the primary focus of the District. School visits allow Board members to observe programs that are moving the team toward the achievement of District goals and show appreciation for the good work being done.*

1. Board members are encouraged to visit school sites and observe instructional activities, events and school programs. As a courtesy to the school, Board members should contact the principal's office and the Superintendent prior to an official school visit.
2. The purpose of a Board member's visit is generally to observe and educate, not to investigate or give direction to personnel.
3. The Superintendent will ensure principals and teachers know that a teacher does not need to interrupt his or her lesson when a Board member visits a classroom.
4. When visiting with teachers of their own children, it is understood that the Board member is there as a parent, unless otherwise stated.

## **VII. Prior to Board Meetings**

*Much preparation goes into an effective Board meeting by the Superintendent, staff and Governing Board. To maximize the effectiveness of Board meeting, we agree on the following:*

1. The Superintendent and staff will be available prior to the Board meeting to answer any questions and/or discuss agenda items in need of clarification.
2. Board members will thoroughly read materials before the Board meeting and will make every attempt to contact the Superintendent at least 24 hours prior to the meeting should they have a question or concern about a particular agenda item.
3. Board member questions will be answered in advance of the Board meeting, with a response provided back to all Board members, as appropriate.
4. Board members will make an effort to notify the Superintendent in advance of their intent to remove an item for discussion from the Consent Calendar.
5. When a high-profile item is being considered by the Board, any disagreements or concerns should be discussed with the Superintendent before the meeting.

## **VIII. At Board Meetings**

*Board meetings are the Board's meeting held in public. Effective Board meetings require the Board, staff and community to have a clear understanding of the structures and processes*

*needed and required under the law and the Brown Act so as to effectively operate the business requirements of the school district.*

1. Each Board member will respect the right of other Board members to hold an opposing point of view. Following a vote, all Board members will respect the decision made by the Board.
2. All team members will be respectful and attentive during public comments. The Board President may acknowledge a public speaker's comment and indicate that the Superintendent will follow up on a concern or issue, if appropriate.
3. If an individual Board member cannot support the decision of the Board, the member is expected, at a minimum, to refrain from undermining the decision.
4. Whenever possible, Board action items of a significant nature will be presented as a discussion item prior to action.
5. Board items that are routine in nature may be placed on the Consent Calendar.
6. Use of personal electronic devices should not be used during a Board meeting, with the exception of family safety concerns or emergencies.

#### **IX. Use of Study Sessions**

*Study sessions serve as a unique opportunity for the Governing Board and staff to engage in important conversations on District programs, future trends, and innovations, or to simply inform the Governing Board and Leadership team members on current or future issues that the District may face.*

1. Study sessions will be developed throughout the year to ensure coverage of the timely and urgent issues which require extensive discussion before a possible Board action.
2. Study sessions will be organized with a brief staff presentation followed by Board discussion and questions. Materials should be provided to Board members in advance of the study session.