

## WESTMINSTER SCHOOL DISTRICT BOARD OF TRUSTEES

August 11, 2022

Regular Meeting  
7:00 p.m.

A Regular Meeting of the Westminster School District Board of Trustees was held via teleconference on the date and at the time set forth above.

**PUBLIC SESSION****1.0 CALL TO ORDER**

Public Session

Call to Order

**TRUSTEES PRESENT:** Tina Gustin-Gurney, President  
David Johnson, Vice President  
Frances Nguyen, Clerk  
Jeremy Khalaf, Trustee  
Khanh Nguyen, Trustee (Left at 8:37 pm)

**ADMINISTRATORS PRESENT:** District Office:  
Dr. Cyndi Paik, Superintendent;  
Manuel Cardoso, Assistant Superintendent, Business Services;  
Dr. Richard J. Noblett, Senior Executive Director, Educational Services

President Tina Gustin-Gurney called the meeting to order at 6:00 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 6:01 pm.

**2.0 CLOSED SESSION**

Closed Session

**2.1 Public Employment**

- Government Code §54957

**2.2 Public Employee Evaluation**

- Government Code §54957(b)

**2.3 Public Employee Discipline/Dismissal/Release**

- Government Code §54957

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

Board President Tina Gustin-Gurney reconvened the meeting in Public Session at 7:05 p.m. and called on Trustee David Johnson to lead the *Pledge of Allegiance*.

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

Board President Tina Gustin-Gurney reported that the Board took action to approve the hiring of Ms. Sarah Nead-Rendon for the position of Principal with a 5-0 vote.

Closed Session  
– Hired  
Elementary  
Principal**4.0 ORAL PRESENTATIONS****4.1 Marketing and Advertising Plan**Oral  
Presentations

Mr. Tony Phan presented the marketing and advertising plan.

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4.2 **45-Day Revision Budget Update**

Marketing and Advertising Plan

Mr. Manuel Cardoso presented the 45-day Revision Budget Update.

4.3 **Measure T and HVAC Updates**

45-day Revision Budget Update

Mr. Manuel Cardoso presented a Measure T and HVAC Update.

4.4 **Public Comments**

Measure T & HVAC Update

Megan Kresge thanked the board for their efforts in finding a solution to the a/c.

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

**SUPERINTENDENT DR. PAIK PULLED THE CONTRACT WITH CAMPUS CLINICS IN ITEM 5.9 CONTRACTS FOR RATIFICATION.**

Consent Agenda Approved

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO APPROVE THE CONSENT AGENDA, WITH THE EXCEPTION OF THE CONTRACT WITH CAMPUS CLINICS IN ITEM 5.9, 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).**

**6.0 HUMAN RESOURCES**

6.1 Oral report of proposed salary and benefits of Assistant Superintendent of Human Resources Position.

Oral report of salary... Asst. Supt. of HR Received

**ORAL REPORT OF PROPOSED SALARY AND BENEFITS OF ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES RECEIVED BY THE BOARD AS INFORMATION.**

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

Employment contract... Asst. Supt. of HR Approved

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

**7.0 BUSINESS SERVICES**

7.1 Adopt Resolution #22-23-03 to Authorize Certain Officers of the Westminster School District to sign district documents in order to conduct the business of the district.

Resolution #22-23-03 Adopted

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO ADOPT RESOLUTION #22-23-03 TO AUTHORIZE CERTAIN**

**OFFICERS OF THE WESTMINSTER SCHOOL DISTRICT TO SIGN DISTRICT DOCUMENTS IN ORDER TO CONDUCT THE BUSINESS OF THE DISTRICT. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

7.2 Adopt Resolution #22-23-04 and Resolution #22-23-05 to update Authorized Signatures on District Bank Accounts.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO ADOPT RESOLUTION #22-23-04 AND RESOLUTION #22-23-05 TO UPDATE AUTHORIZED SIGNATURES ON DISTRICT BANK ACCOUNTS. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Resolution #22-23-04 & #22-23-05 Adopted

7.3 Adopt Resolution #22-23-07 to participate in the Orange County Operational Area (OA) Agreement Standardized Emergency Management System (SEMS).

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO ADOPT RESOLUTION #22-23-07 TO PARTICIPATE IN THE ORANGE COUNTY OPERATIONAL AREA (OA) AGREEMENT STANDARDIZED EMERGENCY MANAGEMENT SYSTEM (SEMS). MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Resolution #22-23-07 Adopted

7.4 Approve the Utilization of Beach Cities Nutrition Services Cooperative N. 2021-04 piggyback option to P&R Supply Company, Inc. and Individual Food Services (IFS).

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO APPROVE THE UTILIZATION OF BEACH CITIES NUTRITION SERVICES COOPERATIVE N. 2021-04 PIGGYBACK OPTION TO P&R SUPPLY COMPANY, INC. AND INDIVIDUAL FOOD SERVICES (IFS). MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Utilization of Beach Cities Nutrition Services piggyback... P&R Supply and IFS Approved

7.5 Approve the Utilization of Hawthorne School District's No. FS21-22-1 piggyback option to Gold Star Food for the 2022-2023 school year.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE THE UTILIZATION OF HAWTHORNE SCHOOL DISTRICT'S NO. FS21-22-1 PIGGYBACK OPTION TO GOLD STAR FOOD FOR THE 2022-2023 SCHOOL YEAR. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Utilization of Hawthorne SD piggyback...Go ld Star Approved

7.6 Approve the Utilization of Hesperia Unified School District's No. 21-0018 piggyback option to Driftwood Dairy for the 2022-2023 school year.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE JEREMY KHALAF, TO APPROVE THE UTILIZATION OF HESPERIA UNIFIED SCHOOL DISTRICT'S NO. 21-0018 PIGGYBACK OPTION TO DRIFTWOOD DAIRY FOR THE 2022-2023 SCHOOL YEAR. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Utilization of Hesperia USD piggyback... Driftwood Dairy Approved

- 7.7 Approve the Utilization of Moreno Valley School District’s No. 20-21-18 piggyback option to Sunrise Products for the 2022-2023 school year.

**TRUSTEE KHANH NGUYEN MOVED, SECONDED BY TRUSTEE FRANCES NGUYEN, TO APPROVE THE UTILIZATION OF MORENO VALLEY SCHOOL DISTRICT’S NO. 20-21-18 PIGGYBACK OPTION TO SUNRISE PRODUCTS FOR THE 2022-2023 SCHOOL YEAR. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN, KHANH NGUYEN).**

Utilization of Moreno Valley SD piggyback... Sunrise Products Approved

**8.0 REPORTS/COMMENTS**

**8.1 Board Member Comments**

Trustee David Johnson thanked the staff for the presentations. He welcomed Ms. Sarah Nead-Rendon back to the District.

Board Member Comments

Trustee Khanh Nguyen dittoed everything Trustee Johnson said.

Trustee Jeremy Khalaf welcomed Ms. Nead-Rendon and Dr. Victor Torres.

Trustee Frances Nguyen welcomed Ms. Nead-Rendon and Dr. Torres. She is looking forward to the kids getting back to school.

President Tina Gustin-Gurney thanked the staff for their presentations. She thanked the DeMille parents for sharing during their meeting. President Gurney visited the summer program at Warner Middle School. Thanked staff for keeping the Summer program up and running and meeting the needs of our students.

**8.2 Staff Comments**

Assistant Superintendent, Educational Services – Dr. Richard J. Noblett said we had an excellent start to the school year with the Leadership Institute. He’s looking forward to visiting the school sites and meeting everyone.

Staff Comments

Assistant Superintendent, Business Services – Manuel Cardoso said Nutrition Services has been providing meals to the Summer Program and are now gearing up for the school year. He said Mr. Brian Johnson and the maintenance department have been working on summer projects.

Superintendent Dr. Cyndi Paik welcomed Sarah Nead-Rendon and Dr. Victor Torres. She thanked Sylvia Niknami for all her hard work in Human Resources. Dr. Paik thanked Dr. Noblett for planning the 3-day Leadership Institute. She also thanked Mr. Cardoso.

**9.0 OPEN ITEMS**

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

Calendar Reviewed

**10.0 CLOSED SESSION**

The Board reconvened the meeting in Closed Session at 8:33 pm.

Closed Session

**11.0 ADJOURNMENT**

Board President Tina Gustin-Gurney adjourned the meeting at 9:15 pm.

Adjournment

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Frances Nguyen, Clerk  
Board of Trustees  
Westminster School District

Recorder: Yolanda Galvas