

## WESTMINSTER SCHOOL DISTRICT BOARD OF TRUSTEES

September 14, 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 M. Johnson, President  
Frances Nguyen, Vice President  
Jeremy Khalaf, Clerk  
Tina Gustin-Gurney, Trustee  
Khanh Nguyen, Trustee (left at 9:18 pm) (returned at 9:48 pm)

**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 6:04 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 p.m.

**2.0 CLOSED SESSION**

Closed Session

2.1 **Public Employee Performance Evaluation**  
- Government Code §54957

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 7:10 p.m. and called on Connor Bui to lead the *Pledge of Allegiance*.

**3.1 Report of action taken in Closed Session**Action taken in  
Closed Session  
to Hire Stacey  
MS Asst.  
Principal and to

Board President David Johnson reported that with a 5-0 vote, the Board took action to hire Nicole Rife as Assistant Principal of Stacey MS. The Board also took action to reclassify the Public Relations Specialist confidential to Public Information Officer Management.

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reclassify PRS to PIO Management

**4.0 ORAL PRESENTATIONS**

**4.1 Public Relations | Marketing Update**

Public Information Officer Tony Phan gave an update on upcoming events where WSD is a prominent sponsor and students are performing.

Oral Presentations

**4.2 Student Showcase – DeMille Vietnamese Historical Performance**

Principal April Derr introduced the first-grade class who performed a musical number on a Vietnamese creation myth.

Public Relations | Marketing Update

**4.3 Opening Schools Report**

Superintendent Dr. Gunn Marie Hansen, Asst. Superintendents Manuel Cardoso, Rich Montgomery, Dr. Richard J. Noblett, and Senior Executive Director Michelle Watkins gave a presentation on the summer work that has prepared us for the opening of the new school year.

Student Showcase - DeMille

Opening School Report

**4.4 Leadership Academies**

Assistant Superintendent Rich Montgomery shared an exciting new professional development opportunity that will provide leadership training to staff.

Leadership Academies

**4.4 Curriculum | Professional Development Update**

Assistant Superintendent Richard J. Noblett and Senior Executive Director Michelle Watkins presented information on MTSS and how we are supporting all students.

Curriculum | Professional Development update

**4.4 Unaudited Actuals for 2022-2023**

Assistant Superintendent Manuel Cardoso presented information on the unaudited actuals for 2022-2023

Unaudited Actuals for 22-23

**4.5 Public comments**

There were no requests to address the Board.

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:

Consent Agenda Approved

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, 5.14, 5.15, 5.16, 5.17

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, 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 CARRIED 4-0-1. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT KHANH NGUYEN).**

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**6.0 HUMAN RESOURCES**

6.1 Adopt Resolution No. 23-24-04 "Week of the School Administrator".

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO ADOPT RESOLUTION NO. 23-24-04 "WEEK OF THE SCHOOL ADMINISTRATOR". MOTION CARRIED 4-0-1. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; ABSENT KHANH NGUYEN).**

Resolution No.  
23-24-04 Week  
of School  
Administrator  
Adopted

**7.0 BUSINESS SERVICES**

7.1 Approve the Unaudited Actuals Financial Statements for the 2022-2023 school year.

**TRUSTEE FRANCES NGUYEN MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO APPROVE THE UNAUDITED ACTUALS FINANCIAL STATEMENTS FOR THE 2022-2023 SCHOOL YEAR. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

Unaudited  
Actuals  
Financial...  
Approved

7.2 Adopt Resolution No. 23-24-05 proclaiming September as Attendance Awareness Month.

**TRUSTEE FRANCES NGUYEN MOVED, SECONDED BY TRUSTEE TINA GUSTIN-GURNEY, TO ADOPT RESOLUTION NO. 23-24-05 PROCLAIMING SEPTEMBER AS ATTENDANCE AWARENESS MONTH. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

Resolution No.  
23-24-05  
Attendance  
Awareness  
Month  
Adopted

**8.0 BOARD OF EDUCATION | SUPERINTENDENT**

8.1 Adopt Resolution No. 23-24-06 as National Hispanic and Latin America Heritage Month.

**TRUSTEE TINA GUSTIN-GURNEY MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO ADOPT RESOLUTION NO. 23-24-06 AS NATIONAL HISPANIC AND LATIN AMERICA HERITAGE MONTH. MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

Resolution No.  
23-24-06  
National  
Hispanic...Herit  
age Month  
Adopted

8.2 Approve revisions to Board Policies and Bylaws.

**TRUSTEE JEREMY KHALAF MOVED, SECONDED BY TRUSTEE KHANH NGUYEN, TO APPROVE REVISIONS TO BOARD POLICIES AND BYLAWS MOTION UNANIMOUSLY CARRIED 5-0. (TINA GUSTIN-GURNEY, DAVID JOHNSON, JEREMY KHALAF, FRANCES NGUYEN; KHANH NGUYEN).**

Revisions to  
Board Policies  
and Bylaws  
Approved

**9.0 OPEN ITEMS**

9.1 Schedule of Regular Board Meetings.

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

Calendar  
reviewed

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**10.0 PUBLIC COMMENTS ON NON-AGENDA ITEMS**

There were no requests to address the Board.

Public  
Comment on  
non-agenda  
items

**11.0 REPORTS/COMMENTS**

**11.1 Staff Comments**

No staff comments.

Staff Comments

**11.2 Board Member Comments/New Business**

Trustee Khanh Nguyen thanked DeMille students for their performance. He welcomed new Assistant Principal Nicole Rife and congratulated Tony Phan on his new position title.

Board Member  
Comments

Trustee Jeremy Khalaf echoed Trustee K. Nguyen’s comments. He thanked staff for their work over the summer. Trustee Khalaf talked about the exciting new leadership academies. He talked positively about the National Hispanic Heritage Month.

Trustee Frances Nguyen thanked the DeMille students for their performance. She talked about the many events the District has been a part of and how three schools and their principals were present at the events.

Trustee Tina Gustin-Gurney congratulated Ms. Rife and Mr. Phan. She acknowledged the sizeable donation from the Westminster Police Department. Trustee Gurney also noted that September 22 is California Native American Day. She gave a shout-out to Tina Gestoso the Employee Benefits Technician. Trustee Gurney talked about the first day of school visits. Lastly, Trustee Gurney awarded Brian Johnson with a challenge coin.

Board President David Johnson echoed the congratulations and sentiments of the other Trustees. He recognized the memorial of September 11<sup>th</sup>.

**12.0 CLOSED SESSION**

There was no need for an additional Closed Session.

Closed Session

**13.0 ADJOURNMENT**

Board President David Johnson adjourned the meeting at 10:33 p.m.

Adjournment

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Jeremy Khalaf, Clerk  
Board of Trustees  
Westminster School District

Recorder: Yolanda Galvas