

# Westminster School District

Regular Meeting

Thursday, December 19, 2024

***Our Vision: Leading the way as the premier Pre K-8th grade school district in Orange County, CA by providing exceptional and innovative experiences where all learners thrive.***

***Our Mission: It is our collective responsibility to educate and empower all students to pursue excellence through a distinctive, rigorous, and engaging academic experience.***

A regular business meeting of the Board of Trustees - December Organizational Meeting 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**.

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

<b>Category of Items</b>	<b>Explanation</b>
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 Information Office at (714) 894-7311, extension 1004, seventy-two (72) hours prior to the meeting to enable the district to make reasonable arrangements to assure accessibility to this meeting.***

## **AGENDA**

Page

### **1. Call to Order - 6:00 pm**

1.1 Public Comments - Closed Session Agenda Items

Any person wishing to address the Board regarding an item on the Closed Session agenda may do so now. Presentations may not exceed two (2) 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 (20) minutes per topic unless increased by the Board.

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

1.2 Adjourn to Closed Session

**2. Closed Session**

2.1 Public Employee Performance Evaluation

-Government Code §54957

- Superintendent of Schools - Mid-year Progress Review

2.2 Public Employee Appointment/Discipline/Dismissal/Release

-Government Code §54957

- Executive Director, Human Resources
- Assistant Principal, Dual Language, Elementary
- Coordinator, Student Services

2.3 Conference with Labor Negotiators

- Government Code §54957

- Employee Organization: California School Employees (CSEA) Chapter 34 and Westminster Teachers Association (WTA) and all unrepresented Personnel Administrators, Classified Management, and Confidential.  
Present will be the Agency Negotiator, Mr. Rich Montgomery and Mr. Manuel Cardoso.

2.4 Pending Litigation

-Government Code §54956.9(a)

2.5 Student Discipline

-Government Code §48900 and §48915 (c-2)

- Case No. 24-25-01

**3. Call to Order Public Session - 7:00 pm**

3.1 Pledge of Allegiance

- 3.2 Report of action taken in Closed Session, if any
- 3.3 Adopt the December 19, 2024 Agenda as presented - Hansen

**4. Student Showcase - Willmore Language Academy presents Spanish Holiday Songs - Noblett**

**5. Administration of Oath of Office - Hansen**

- 5.1 David M. Johnson 9  
[Certificate of Appointment D. Johnson.pdf](#) 
- 5.2 Frances Nguyen 10  
[Certificate of Appointment F. Nguyen.pdf](#) 

**6. Annual Organization - Hansen**

The Provision of Education Code 35143 requires the Governing Board of each school district to hold an annual organizational meeting.

- 6.1 Nominate candidates and elect a President of the Board of Trustees, Effective December 19, 2024, until the 2025 Organizational Meeting.  
***(The new Board President will assume the chair at this time).***
- 6.2 Nominate candidates and elect a Vice President of the Board of Trustees, effective December 19, 2024, until the 2025 Organizational Meeting.
- 6.3 Nominate candidates and elect a Clerk of the Board of Trustees, effective December 19, 2024, until the 2025 Organizational Meeting.
- 6.4 Appoint Superintendent to serve as Secretary to the Board of Trustees.
- 6.5 Set the date, time and place for the regular monthly meetings of the Board of Trustees.
  - *January 16, 2025 (third Thursday)*
  - *February 13, 2025*
  - *March 20, 2025 (third Thursday)*
  - *April 10, 2025*
  - *May 1, 2025 (first Thursday) Study Session - Strategic Plan end-of-year update*

- *May 22, 2025 (fourth Thursday)*
- *June 12, 2025*
- *July 31, 2025 (fifth Thursday)*
- *August 21, 2025 (third Thursday)*
- *September 11, 2025 - Study Session | begins at 4:00 pm*
- *September 11, 2025 | begins at 7:00 pm*
- *October 9, 2025*
- *November 13, 2025*
- *December 11, 2025 - Study Session | begins at 4:00 pm*
- *December 11, 2025 - Organizational Meeting | begins at 7:00 pm*

- 6.6 Nominate and appoint the District's representative and alternate to serve on the Nominating Committee for the County Committee for School District Organization, effective December 23, 2024, until the 2025 Organizational Meeting.
- 6.7 Nominate and appoint a representative and alternate to serve on the District's Budget Advisory committee effective December 23, 2024, until the 2025 Organizational Meeting.
- 6.8 Per Board Bylaw 9130, nominate and appoint 2 trustees to meet quarterly for progress monitoring in WSD Inspires! Strategic Plan Board Sub Committees:  
 Focus Area 1.0 Academic Achievement & Continuous Innovation  
 Focus Area 2.0 Student and Staff Safety and Wellness

**7. Nominate Candidates for CSBA Delegate Assembly.**

11 - 16

[DA Nominations Memo from President to Districts 2025 FINAL.pdf](#) 

[Roster of Delegate Assembly.pdf](#) 

**8. Announcements and Recognitions**








- 8.1 Public Information Office | Marketing Update - Phan

**9. Information Items / Oral Reports**

- 9.1 First Interim Financial Report - Cardoso  
 WSD Inspires! Strategic Plan  
 Focus Area 3.0 Fiscal Solvency & Organizational Health
- 9.2 School Resource Officer Program Overview - Cardoso

## 10. Consent Agenda


Items listed under Consent Agenda are considered routine and will be approved/adopted/ratified 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 the Consent Agenda items.

- |      |  |         |
|------|--|---------|
| 10.1 | Approve Minutes of Regular Meeting held November 14, 2024.<br><a href="#">Board of Trustees - Nov 14 2024 - Minutes - Html</a>                                      | 17 - 23 |
| 10.2 | Approve/Ratify Employee Educational Conference attendance per attached report.<br><a href="#">Conferences - 12.19.2024.docx</a>                                       | 24 - 25 |
| 10.3 | Approve/Ratify the Certificated Human Resources Report on recommended employee position status/action.<br><a href="#">10.3 Certificated HR Report 12.19.2024.pdf</a>  | 26 - 31 |
| 10.4 | Approve/Ratify the Classified Human Resources Report on recommended employee position status/action.<br><a href="#">Classified HR Report 12.19.2025 v2.pdf</a>      | 32 - 45 |
| 10.5 | Ratify the Purchase Order Listing in the total amount of \$5,100,141.66 per attached PO report.<br><a href="#">BSD1 FINAL PO Detail Report 12.19.24.pdf</a>         | 46 - 61 |
| 10.6 | Ratify the Check Register in the total amount of \$9,269,517.37. The check register reflects all payments made to outside vendors.   |         |
| 10.7 | Accept the Corporate/Individual Donations for District/School Sites per the attached report.<br><a href="#">BSD3 FINAL Donations Table 12.19.24.pdf</a>             | 62      |
| 10.8 | Approve/Ratify District Contracts per attached report.<br><a href="#">BSD4 FINAL Contracts Table 12.19.24.pdf</a>   | 63 - 66 |
| 10.9 | Receive the 2024-25 Williams Settlement Legislation First Quarter Site Review Report.  | 67 - 69 |

[BSD5 FINAL1 Receive 2024-25 Williams Settlement First Quarter Site Review Report 12.19.24.pdf](#) 

[10.9.1 Receive Williams Site Report Attachment 12.19.24.pdf](#) 

- 10.10 Adopt Resolution No. 24-25-09 to Update Authorized Signatures to District Bank Accounts. 70 - 72

[BSD6 FINAL1 Adopt Resolution No. 24-25-09 to Update Authorized Signatures to District Bank Accounts 12.19.24.pdf](#) 

- 10.11 Adopt Resolution No. 24-25-10 Authorizing Participation in the Zero Emission School Bus and Infrastructure (ZESBI) Incentive Project 73 - 74

[BSD6.1 FINAL1 Resolution No. 24-25-10 Authorize Participation of Zero Emission School Bus.pdf](#) 

## 11. Public Comments (Comments not to exceed 3 minutes)


Any person wishing to address the Board regarding an item on the agenda 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 (20) 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.**


## 12. Business Services - Action Items - Cardoso


- 12.1 Approve the First Interim Financial Report for 2024-2025 75

[BSD7 FINAL Approve the First Interim Financial Report for 2024-2025.pdf](#) 

- 12.2 Approve Amendment #4 to the Contract with DF Perez Construction, Inc. for HVAC Upgrades and Modernization at Eastwood and Sequoia Elementary Schools and Warner Middle School - Bid # 2023/24-03 76 - 78

[BSD8 FINAL1 Approve Amendment 4 - DF Perez.pdf](#) 

12.3 Approve Amendment #4 to the Contract with ACC Contractors, Inc. for HVAC Upgrades and Modernization at Finley, Schmitt, and Webber Elementary Schools - Bid # 2023/24-02 79 - 82  
[BSD9 FINAL1 Approve Amendment 4 - ACC Contractors.pdf](#) 

12.4 Approve the Contract with R Dependable Contractors, Inc. for Kitchen Maintenance Repairs at Anderson, DeMille, Eastwood, Finley, Schmitt, Sequoia and Webber Elementary Schools, and Land Early Education Center - Bid # 2024/25-02 83  
[BSD10 FINAL1 Approve the Contract with R Dependable Contractors, Inc.pdf](#) 

### 13. Public Comments on Non-Agenda Items

Any person wishing to address the Board regarding an item on the agenda 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 (20) minutes per topic unless increased by the Board. Non-agenda public comments will be heard at the end of the meeting.

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

### 14. Reports/Comments

Provide Information or New Business Items

14.1 Superintendent Comments  
Brief report and announcements on District wide activities.

14.2 Board Member Comments  
Brief report of visitations, conference/meeting attendance, and commendations to staff.

### 15. Closed Session

Continuation of Item 2.0 Closed Session Agenda, if needed.

## 16. Adjournment

### 16.1 Next Regular Meeting Date

Tentative on item 6.5 approval of meeting dates:

January 16, 2025 (*third Thursday*)

### 16.2 Adjourn Meeting

Gunn Marie Hansen, Ph.D.  
Superintendent

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October 25, 2024

**TIME SENSITIVE - REQUIRES BOARD ACTION  
DEADLINE: Tuesday, January 7, 2025**

**MEMORANDUM**

To: CSBA Member District Boards  
From: Albert Gonzalez, President  
Re: Call for Nominations to CSBA's Delegate Assembly

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Each year, member boards elect representatives to the California School Boards Association's Delegate Assembly. The Delegate Assembly is a vital link in the Association's governance and sets the general policy direction. Working with member boards, the Board of Directors, and the Executive Committee, Delegates ensure the Association promotes the interests of California's school districts and county offices of education. Delegates with terms that end in 2025 are up for election. Ballots for the Delegate Assembly election will be sent to each member board within the region or subregion by February 1, 2025. Delegates elected in 2025 will serve a two-year term beginning April 1, 2025. There are two required Delegate Assembly meetings each year; in 2025, the dates are May 17-18 and December 1-2.

Nomination and biographical sketch forms for CSBA's Delegate Assembly are being accepted until **Tuesday, January 7, 2025**. The nomination process is as follows:

- CSBA member boards are eligible to nominate board members within their own geographical region or subregion.
- Member boards eligible to appoint a member of their board to the Delegate Assembly may also nominate board members to run for election to the Delegate Assembly.
- Boards eligible to appoint must do so by January 7, 2025.
- Nominating boards must submit a separate Nomination Form for each person nominated.
- Nominees must serve on a CSBA member board from the region or subregion.
- All nominees must submit a required biographical sketch form.
- Nominees may submit an optional one-page, one-sided résumé.

Documents related to the nomination process are being provided online only. The forms, as well as information about the Delegate Assembly, may be accessed from CSBA's website:

[www.csba.org/ElectiontoDA](http://www.csba.org/ElectiontoDA). If you would like to receive a PDF version of the forms, please send your request to the Executive Office at [nominations@csba.org](mailto:nominations@csba.org). **It is the nominee or appointee's responsibility to confirm that CSBA has received nomination materials prior to the deadline.**

The deadline for nomination materials is **11:59 p.m. on Tuesday, January 7, 2025**. Please submit required documents using one of the following methods:

- Electronically online
- E-mail to [nominations@csba.org](mailto:nominations@csba.org) by 11:59 p.m., Jan. 7, 2025, OR
- Fax to (916) 371-3407 by 11:59 p.m., Jan. 7, 2025, OR
- Postmarked by U.S.P.S. no later than Tues., January 7, 2025 (3251 Beacon Blvd., West Sacramento, CA 95691)

Please do not hesitate to contact us at [nominations@csba.org](mailto:nominations@csba.org) should you have questions. Thank you.



**DELEGATE ASSEMBLY ROSTER with terms (Updated 10/8/2024)**

*\* = District or COE appointment*

**REGION 1 – 4 Delegates (4 elected)**

Director: Tyler Nelson (Ukiah USD)

**Subregion 1-A (Del Norte, Humboldt)**

George Sager (McKinleyville Union ESD), 2026

Vacant, 2025

**Subregion 1-B (Lake, Mendocino)**

Nancy Hudson (Lake COE), 2026

**Region 1 County**

Michael Greer (Del Norte County & USD), 2025

**REGION 2 – 4 Delegates (4 elected)**

Director: Bruce Ross (Redding SD)

**Subregion 2-A (Modoc, Siskiyou, Trinity)**

Gregg Gunkel (Siskiyou Union HSD), 2025

**Subregion 2-B (Shasta)**

Rick Dougherty (Fall River Joint USD), 2025

**Subregion 2-C (Lassen, Plumas)**

Holly Egan (Lassen Union HSD), 2026

**Region 2 County**

JoDee Read (Plumas County & USD), 2026

**REGION 3 – 8 Delegates (8 elected)**

Director: David Gracia (Napa Valley USD)

**Subregion 3-A (Sonoma)**

Jeremy Brott (Bennett Valley Union SD), 2026

Shelby Moeller (Rincon Valley Union ESD), 2025

**Subregion 3-B (Napa)**

Robin Jankiewicz (Napa Valley USD), 2025

**Subregion 3-C (Solano)**

Christy Gardner (Vallejo City USD), 2025

Amy Sharp (Solano COE), 2026

Craig Wilson (Fairfield-Suisun USD), 2025

**Subregion 3-D (Marin)**

Maureen “Mo” de Nieva-Marsh (San Rafael City Schools), 2026

**Region 3 County**

Peggy Cohen-Thompson (Solano COE), 2025

**REGION 4 – 8 Delegates (8 elected)**

Director: Renee Nash (Eureka Union SD)

**Subregion 4-A (Glenn, Tehama)**

Melissa Peters (Los Molinos USD), 2026

**Subregion 4-B (Butte)**

Sharon Nilsson (Oroville City ESD), 2025

**Subregion 4-C (Colusa, Sutter, Yuba)**

Nicolo Orozco (Yuba City USD), 2025

Greg Forest (Wheatland Union HSD), 2026

**Subregion 4-D (Nevada, Placer, Sierra)**

Alisa Fong (Roseville City SD), 2025

Tiffany Saathoff (Rocklin USD), 2026

Jessica Spaid (Placer Union HSD), 2025

**Region 4 County**

David Patterson (Placer COE), 2026

**\*Delegate-at-Large**

Mike Walsh (Butte COE)

**REGION 5 – 10 Delegates (7 elected/3 appointed\*)**

Director: Alisa MacAvoy (Redwood City ESD)

**Subregion 5-A (San Francisco)**

Alida Fisher (San Francisco County USD)\*, 2026

Vacant (San Francisco County USD)\*, 2025

Vacant (San Francisco County USD)\*, 2025

**Subregion 5-B (San Mateo)**

Chelsea Bonini (San Mateo COE), 2026

Heather Hopkins (Las Lomas ESD), 2025

Gregory Land (San Mateo Union HSD), 2025

Sophia Layne (Cabrillo USD), 2026

Patricia Murray (South San Francisco USD), 2026

Kalimah Salahuddin (Jefferson Union HSD), 2025

**Region 5 County**

Beverly Gerard (San Mateo COE), 2025

**REGION 6 – 18 Delegates (11 elected/7 appointed\*)**

Director: Jackie Thu-Huong Wong (Washington USD)

**Subregion 6-A (Yolo)**

Deborah Bautista Zavala (Woodland Joint USD), 2026

**Subregion 6-B (Sacramento)**

Michael Baker (Twin Rivers USD)\*, 2025

Ken Barnes (Robla SD), 2026

Stacey Bastain (Twin Rivers USD), 2025

Pam Costa (San Juan USD), 2025

Craig DeLuz (Robla ESD), 2025

Gina Jamerson (Elk Grove USD)\*, 2025

Tara Jeane (Sacramento City USD)\*, 2026

Christine Jefferson (Twin Rivers USD), 2026

Tanya Kravchuk (San Juan USD)\*, 2026

Kara Lofthouse (Folsom-Cordova USD), 2025

Noel Mora (Natomas USD), 2025

Chinua Rhodes (Sacramento City USD)\*, 2025

Michael Vargas (Elk Grove USD)\*, 2026

Paula Villescaz (San Juan USD)\*, 2025

**Subregion 6-C (Alpine, El Dorado, Mono)**

Misty diVittorio (Placerville Union ESD), 2026

Jessicca Rodgers (El Dorado Union HSD), 2025

**Region 6 County**

Shelton Yip (Yolo COE), 2026

**\*Delegate-at-Large**

Susan Heredia (Natomas USD)

**REGION 7 – 18 Delegates (14 elected/4 appointed\*)**

Director: Rachel Hurd (San Ramon Valley USD)

**Subregion 7-A (Contra Costa)**

Thuy DaoJensen (Brentwood Union SD), 2025

Meredith Meade (Lafayette SD), 2025

Yolanda Peña Mendrek (Liberty Union HSD), 2026

Susanna Ordway (San Ramon Valley USD)\*, 2026

Marina Ramos (John Swett USD), 2026

Mary Helen Rocha (Antioch USD), 2026

Richard Severy (Moraga ESD), 2025

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**Subregion 7-B (Alameda)**

Dianne Jones (Fremont USD), 2025  
Kelly Mokashi (Pleasanton USD), 2026  
April Oquenda (Hayward USD), 2026  
Jackie C. Perl (San Leandro USD), 2026  
Sara Prada (Hayward USD), 2025  
Vivek Prasad (Fremont USD)\*, 2025  
Nancy Thomas (Newark USD), 2026  
Kristie Wang (Livermore Valley Joint USD), 2025  
Vacant (Oakland USD)\*, 2025  
Vacant (Oakland USD)\*, 2026

**Region 7 County**

Angela Normand (Alameda COE), 2025

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**REGION 8 – 14 Delegates (12 elected/2 appointed\*)**

Director: Christopher “Kit” Oase (Ripon USD)

**Subregion 8-A (San Joaquin)**

Donald Donaire (Stockton USD)\*, 2025  
Susan Macfarlane (Lodi USD), 2025  
Cecilia Mendez (Stockton USD), 2026  
David Pombo (Lammersville USD), 2025  
Kate Powell (Escalon USD), 2026  
Marla Sousa Livengood (Linden USD), 2026  
Kennetha Stevens (Stockton USD)\*, 2026

**Subregion 8-B (Amador, Calaveras, Tuolumne)**

Sherri Reusche (Calaveras USD), 2025

**Subregion 8-C (Stanislaus)**

Kathi Dunham-Filson (Denair USD), 2025  
Mary Jackson (Turlock USD), 2025  
Lourdes Perez (Ceres USD), 2026

**Subregion 8-D (Merced)**

Zachery David Ramos (Gustine USD), 2026  
Kelly Thomas (Winton SD), 2025

**Region 8 County**

Juliana Feriani (Tuolumne COE), 2026

**\*Delegate-at-Large**

Cindy Marks (Modesto City Schools)

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**REGION 9 – 8 Delegates (8 elected)**

Director: Roger Snyder (Scotts Valley USD)

**Subregion 9-A (San Benito, Santa Cruz)**

Mark Becker (San Lorenzo Valley USD), 2025  
Kim De Serpa (Pajaro Valley USD), 2026  
Patricia Nehme (San Benito HSD), 2026

**Subregion 9-B (Monterey)**

Jessica Hare (Monterey Peninsula USD), 2026  
David Kong (Greenfield Union SD), 2025

**Subregion 9-C (San Luis Obispo)**

Mark Buchman (San Luis Coastal USD), 2026  
Nelson Yamagata (Templeton USD), 2025

**Region 9 County**

Janet Wohlgemuth (Monterey COE), 2025

**\*Delegate-at-Large**

Chris Ungar (San Luis Coastal USD)

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**REGION 10 – 14 Delegates (10 elected/4 appointed\*)**

Director: Kathy Spate (Caruthers USD)

**Subregion 10-A (Madera, Mariposa)**

Barbara Bigelow (Chawanakee USD), 2025

**Subregion 10-B (Fresno)**

Rosemary Alanis (Selma USD), 2026  
Hugh Awtrey (Clovis USD)\*, 2025  
Daniel Babshoff (Kerman USD), 2025  
Darrell Carter (Washington USD), 2026  
Genoveva Islas (Fresno USD)\*, 2025  
Nabil Kherfan (Central USD), 2025  
Yolanda Moore (Clovis USD)\*, 2026  
Ronald Parker (Firebaugh-Las Deltas USD), 2026  
Constance “Connie” Schlaefter (Sierra USD), 2025  
Keshia Thomas (Fresno USD)\*, 2026  
G. Brandon Vang (Sanger USD), 2025

**Subregion 10-C (Kings)**

Melonie Robinson (Hanford Joint Union HSD), 2026

**Region 10 County**

Marcy Masumoto (Fresno COE), 2026

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**REGION 11 – 9 Delegates (9 elected)**

Director: Sabrena Rodriguez (Ventura USD)

**Subregion 11-A (Santa Barbara)**

Wendy Sims-Moten (Santa Barbara USD), 2025  
Melanie Waffle (Orcutt Union SD), 2025  
Peter Wright (College ESD), 2026

**Subregion 11-B (Ventura)**

Darlene Bruno (Hueneme ESD), 2026  
Rebecca “Beckie” Cramer (Pleasant Valley SD), 2025  
Lauren Gill (Conejo Valley USD), 2026  
MaryAnn Rodriguez (Oxnard SD), 2026  
Daniel Sandoval (Santa Paula USD), 2026

**Region 11 County**

Arleigh Kidd (Ventura COE), 2025

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**REGION 12 – 13 Delegates (11 elected/2 appointed\*)**

Director: Bill Farris (Sierra Sands USD)

**Subregion 12-A (Tulare)**

Walta Gamoian (Visalia USD), 2026  
Peter Lara Jr. (Porterville USD), 2026  
Felipe Martinez (Porterville USD), 2025  
Cathy Mederos (Tulare Joint Union HSD), 2025

**Subregion 12-B (Kern)**

Jim Beltran (McFarland USD), 2025  
Leigh Ann Cook (Rosedale Union SD), 2025  
Anthony Fuentes (Bakersfield City SD), 2026  
Pamela Jacobsen (Standard SD), 2026  
David Manriquez (Kern HSD)\*, 2025  
Kurt Rockwell (Sierra Sands USD), 2025  
Steven Rodrigue (Kern HSD)\*, 2026  
Pablo Trevino (Lamont ESD), 2025

**Region 12 County**

Joe Enea (Tulare COE), 2026

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**REGION 14 – 18 Delegates (14 elected/4 appointed\*)**

Director: John McPherson (Monterey COE)

Michael Greer (Del Norte County & USD), 2025  
JoDee Read (Plumas County & USD), 2026  
Peggy Cohen-Thompson (Solano COE), 2025  
David Patterson (Placer COE), 2026  
Beverly Gerard (San Mateo COE), 2025  
Shelton Yip (Yolo COE), 2026  
Angela Normand (Alameda COE), 2025  
Juliana Feriani (Tuolumne COE), 2026  
Janet Wohlgemuth (Monterey COE), 2025  
Marcy Masumoto (Fresno COE), 2026  
Arleigh Kidd (Ventura COE), 2025  
Joe Enea (Tulare COE), 2026  
Vacant (Orange COE)\*, 2025  
Laura Mancha (San Bernardino COE), 2026  
Guadalupe Gonzalez (San Diego COE)\*, 2025  
Lucy Hendry (Imperial COE), 2026  
Maimona Afzal Berta (Santa Clara COE)\*, 2026  
Monte Perez (Los Angeles COE)\*, 2025

**REGION 15 – 24 Delegates (16 elected/8 appointed\*)**

Director: Susan Henry (Huntington Beach Union HSD)

**County: Orange**

Alfonso Alvarez (Santa Ana USD)\*, 2026  
Michelle Barto (Newport-Mesa USD), 2025  
Paul Bokota (Irvine USD)\*, 2026  
Katelyn Brazer Aceves (Santa Ana USD)\*, 2025  
Lauren S. Brooks (Irvine USD), 2026  
Judy Bullockus (Capistrano USD)\*, 2025  
Bonnie Castrey (Huntington Beach Union HSD), 2025  
Carol Crane (Newport-Mesa USD), 2026  
Jackie Filbeck (Anaheim ESD), 2025  
Carrie Flanders (Brea Olinda USD), 2025  
Gila Jones (Capistrano USD)\*, 2026  
Candice (Candi) Kern (Cypress ESD), 2026  
Lauren Klatzker (Fullerton Joint Union HSD), 2025  
Deana Miller (Brea Olinda USD), 2026  
Arturo Montez (Centralia ESD), 2025  
Kelly Osborne (Laguna Beach USD), 2025  
Theresa (Teri) Rocco (Garden Grove USD)\*, 2025  
Lan Q. Nguyen (Garden Grove USD)\*, 2026  
Annemarie Randle-Trejo (Anaheim Union HSD), 2026  
Barbara Schulman (Saddleback Valley USD), 2026  
Rhodia Shead (Buena Park ESD), 2025  
Jonathan Stone (Tustin USD), 2026  
Suzie Swartz (Saddleback Valley USD), 2025

**Region 15 County**

Vacant (Orange COE), 2025

**\*Delegates-at-Large**

Marilyn Buchi (Fullerton Joint Union HSD)

**REGION 16 – 18 Delegates (14 elected/4 appointed\*)**

Director: Karen Gray (Silver Valley USD)

**Subregion 16-A (Inyo)**

Susan Patton (Lone Pine USD), 2025

**Subregion 16-B (San Bernardino)**

Heather Allgood (Helendale SD), 2026  
Joe Armendarez (Fontana USD)\*, 2026  
Amanda Buchanan (Apple Valley USD), 2026  
Mayra Ceballos (San Bernardino City USD)\*, 2025  
Mikki Cichocki (San Bernardino City USD)\*, 2026  
Tom Courtney (Lucerne Valley USD), 2026  
Barbara Dew (Victor Valley Union HSD), 2026  
Gwen Dowdy Rodgers (San Bernardino COE), 2025  
Cindy Gardner (Rim of the World USD), 2026  
Maria Gomez (Hesperia USD), 2025  
Ronald Newton (Mountain View ESD), 2025  
Adam Perez (Fontana USD)\*, 2025  
Gabriel Stine (Victor ESD), 2025  
Eric Swanson (Hesperia USD), 2025  
Kathy Thompson (Central ESD), 2025  
Scott Wyatt (San Bernardino City USD), 2026

**Region 16 County**

Laura Mancha (San Bernardino COE), 2026

**REGION 17 – 23 Delegates (17 elected/6 appointed\*)**

Director: Eleanor Evans (Oceanside USD)

**County: San Diego**

Whitney Antrim (Coronado USD), 2025  
Sabrina Bazzo (San Diego USD)\*, 2025  
Maria Betancourt-Castaneda (National SD), 2026  
Stacy Carlson (San Marcos USD), 2025  
Eddie Jones (Fallbrook Union HSD), 2026  
Julie Kelly (Vista USD), 2026  
Melissa Krogh (Warner USD), 2025  
Rudy Lopez (San Ysidro ESD), 2026  
Elva Lopez-Zepeda (Sweetwater Union HSD), 2025  
Gee Wah Mok (Del Mar Union SD), 2026  
Darshana Patel (Poway USD)\*, 2025  
Dawn Perfect (Ramona USD), 2026  
Cody Petterson (San Diego USD)\*, 2025  
Barbara Ryan (Santee SD), 2025  
Dr. Don Sauter (Jamul-Dulzura Union ESD), 2026  
Nicholas Segura Jr. (Sweetwater Union HSD)\*, 2026  
Arturo Solis (Sweetwater Union HSD)\*, 2025  
Rhea Stewart (Cardiff SD), 2026  
Marla Strich (Encinitas Union ESD), 2026  
Cipriano Vargas (Vista USD), 2025  
Sharon Whitehurst-Payne (San Diego USD)\*, 2026  
Katrina Young (San Dieguito Union HSD), 2025

**Region 17 County**  
Guadalupe Gonzalez (San Diego COE), 2025

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**REGION 18 – 21 Delegates (16 elected/5 appointed\*)**

Director: Bruce Dennis (Riverside COE)

**Subregion 18-A (Riverside)**

Madonna Gerrell (Palm Springs USD), 2025  
Noemi Hernandez Alexander (Riverside USD)\*, 2026  
Cleveland Johnson (Moreno Valley USD), 2025  
Dale Kinnear (Riverside USD)\*, 2025  
Linda Lunn (Murrieta Valley USD), 2026  
Heidi Matthies Dodd (Lake Elsinore USD), 2026  
Cynthia Navarro (Romoland SD), 2026  
David Nelissen (Perris Union HSD), 2026  
Linda Porras (Desert Sands USD), 2026  
Christopher Raahauge (Corona-Norco USD)\*, 2026  
Jasmin Rubio (San Jacinto USD), 2026  
David Sanchez (Beaumont USD), 2025  
Steven Schwartz (Temecula Valley USD), 2025  
Ruth Self-Williams (Moreno Valley USD)\*, 2025  
Melissa Williamson (Beaumont USD), 2025  
Mary Helen Ybarra (Corona-Norco USD)\*, 2025  
Vacant, 2025

**Subregion 18-B (Imperial)**

Sandy Noujaim (Central Union HSD), 2026  
Tony Sandoval (Heber ESD), 2025  
Frances Terrazas (El Centro ESD), 2025

**Region 18 County**

Lucy Hendry (Imperial COE), 2026

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**REGION 20 – 12 Delegates (11 elected/1 appointed\*)**

Director: Devon Conley (Mountain View Whisman SD)

**County: Santa Clara**

Teresa Castellanos (San Jose USD)\*, 2025  
Danielle MS Cohen (Campbell Union SD), 2025  
Isabel Jubes-Flamerich (Sunnyvale SD), 2026  
Van Le (Eastside Union HSD), 2025  
Jodi Muirhead (Santa Clara USD), 2026  
Christopher T. Norwood (Milpitas USD), 2025  
Jorge Pacheco Jr. (Oak Grove ESD), 2025  
Carol Presunka (Cambrian SD), 2026  
George Sanchez (Franklin-McKinley ESD), 2025  
Jessica Speiser (Los Altos ESD), 2026  
Bridget Watson (Sunnyvale SD), 2025

**Region 20 County**

Maimona Afzal Berta (Santa Clara COE), 2026

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**REGION 21 – 7 Delegates (7 appointed\*)**

Director: VACANT (Los Angeles USD)

**County: Los Angeles**

Jackie Goldberg (Los Angeles USD)\*, 2024  
Kelly Gonez (Los Angeles USD)\*, 2026  
George McKenna (Los Angeles USD)\*, 2024  
Nick Melvoin (Los Angeles USD)\*, 2026  
Tanya Ortiz Franklin (Los Angeles USD)\*, 2024  
Rocio Rivas (Los Angeles USD)\*, 2026  
Scott Schmerelson (Los Angeles USD)\*, 2024

**Region 21 County**

Monte Perez (Los Angeles COE)\*, 2025

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**REGION 22 – 6 Delegates (6 elected)**

Director: Nancy Smith (Palmdale SD)

**Los Angeles County: North Los Angeles**

Julie Bookman (Eastside Union SD), 2026  
Steven DeMarzio (Westside Union ESD), 2026  
Keith Giles (Lancaster ESD), 2026  
Cherise Moore (William S. Hart Union HSD), 2025  
Christopher Trunkey (Saugus Union SD), 2025  
Sharon Vega (Palmdale ESD), 2025

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**REGION 23 – 11 Delegates (11 elected)**

Director: Helen Hall (Walnut Valley USD)

**Los Angeles County: San Gabriel Valley & East Los Angeles****Subregion 23-A**

Kathleen Cross (Glendale USD), 2025  
Kimberly Kenne (Pasadena USD), 2026  
Shant Sahakian (Glendale USD), 2026  
Gary Scott (San Gabriel USD), 2025

**Subregion 23-B**

Florencio Briones (El Monte Union HSD), 2025  
Adam Carranza (Mountain View ESD), 2025  
Aaron Simental (Bassett USD), 2026

**Subregion 23-C**

Jeanette Flores (Charter Oak USD), 2026  
Christina Lucero (Baldwin Park USD), 2025  
Eileen Miranda Jimenez (West Covina USD), 2025  
Roberta Perlman (Pomona USD), 2026

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**REGION 24 – 14 Delegates (12 elected/2 Appointed\*)**

Director: Jan Baird (South Whittier ESD)

**Los Angeles County: Southwest Crescent**

Dr. Alma Carina Castro (Lynwood USD), 2026  
Christine Chacon Kennedy (East Whittier City ESD), 2025  
Diana Craighead (Long Beach USD)\*, 2026  
Yesenia Cuarenta (Paramount USD), 2025  
Jaime Lopez (Whittier Union HSD), 2026  
Hector LaFarga Jr. (El Ranch USD), 2025  
Sylvia Macias (South Whittier ESD), 2025  
Esther Mejia (El Rancho USD), 2026  
Alicia Mignano (Santa Monica-Malibu USD), 2026  
Ernie Nishii (ABC USD), 2025  
Douglas Otto (Long Beach USD)\*, 2025  
Ann Phillips (Lawndale ESD), 2026  
Linda Salomon Saldana (Downey USD), 2026  
Francisco Santana (South Whittier ESD), 2025



## Westminster School District Board of Trustees

Thursday, November 14, 2024

Regular Meeting

7:00 PM

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

**Trustees Present:** Tina Gurney - Trustee, David Johnson - Trustee, Jeremy Khalaf - Trustee, Frances Nguyen - Trustee, and 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 Services,  
Rich Montgomery - Assistant Superintendent - Human Resources

### **1. Call to Order - 6:00 pm**

Board President Frances Nguyen presiding called the meeting to order at 6:06 pm.

### **Public Comments - Closed Session Agenda Items**

***Hearing no requests to address the Board on Closed Session agenda items, President Frances Nguyen adjourned the meeting to Closed Session.***

1.1 Adjourn to Closed Session

**Meeting adjourned to Closed Session at 6:06 pm.**

**2. Closed Session**

- 2.1 Public Employee Appointment / Discipline / Dismissal / Release  
- Government Code §54957
- 2.2 Conference with Labor Negotiations  
- Government Code §54957.6 & 3549.1
- 2.3 Pending Litigation  
-Government Code §54956.9(a)

**3. Call to Order Public Session - 7:00 pm**

- 3.1 Pledge of Allegiance  
**Board President F. Nguyen called on Stacey MS student Cosmo Gomez to lead the Pledge.**
- 3.2 Report of action taken in Closed Session, if any  
**No action taken in Closed Session.**
- 3.3 Adopt the November 14, 2024 Agenda as presented -  
Montgomery  
**The Board moved to adopt the November 14, 2024 agenda as presented.**

*Moved by:* Tina Gurney

*Seconded by:* Khanh Nguyen


**Carried**

**4. Announcements and Recognitions**

- 4.1 Stacey Middle School AVID Presentation - Noblett  
**Principal Rick Nichols and students active in ASB and AVID presented information to the Board on the opportunities the programs have provided them.**

- 4.2 Recognition of Professor Kathy Kieu-Diem Nguyen  
**Board President F. Nguyen thanked Dr. Kieu-Diem Nguyen for her pioneering work in establishing the Vietnamese Interpretation and Translation Program at Santa Ana College.**
- 4.3 Public Information Office | Marketing Update - Phan  
**PIO Tony Phan gave an update on the marketing of the district, past events and upcoming events.**

## 5. Information Items / Oral Reports

- 5.1 2024 Summer Project & HVAC Modernization Update - Cardoso  
[6 2024 Summer Projects HVAC Modernization Updates 11.14.2024.pd](#)   
**Assistant Superintendent Manuel Cardoso gave a detailed update on the following projects; summer, Nutrition Services kitchen upgrades, and HVAC modernization.**

## 6. Public Comments (Comments not to exceed 3 minutes)

**A motion was made to hear all, agenda and non-agenda item comments at this time.**

Moved by: Tina Gurney

Seconded by: David Johnson

**Carried**

**Angie Schiffner, Kim Bui, Mrs. Ruthie, Gloria Vu, Karen Urbano spoke on the following topics; reduced class sizes, combination classes, WTA Cares TreeMendously event, privacy screening and higher fences at DeMille, full-time aides be hired, HR's Executive Director position.**

## 7. Consent Agenda


**THE BOARD APPROVED THE CONSENT AGENDA AND ORDERED THAT ALL RELATED MATERIALS BE INCLUDED IN THIS RECORD AS IF FULLY STATED HERE.**

Moved by: Khanh Nguyen


Seconded by: Jeremy Khalaf

**Carried**

- 7.1 Approve Minutes of Regular Meeting held October 17, 2024  
[Board of Trustees - Oct 17 2024 - Minutes - Html](#) 
- 7.2 Approve/Ratify Employee Educational Conference Attendance per the attached report  
[ES Conferences - 11.14.2024.pdf](#) 
- 7.3 Approve/Ratify Non-Public School | Agency Contracts in the attached report  
[7.3 ES Non-Public School Agency Contracts 11.14.2025.pdf](#) 
- 7.4 Approve the 2024-2025 Comprehensive School Safety Plans  
[Board Memo - CSSP 11.14.24.pdf](#) 
- 7.5 Approve/ratify the Certificated Human Resources Report on recommended employee position status/action per the attached report.  
[7.5 Certificated HR Report 11.14.2024.pdf](#) 
- 7.6 Approve/ratify the Classified Human Resources Report on recommended employee position status/action per the attached report.  
[7.6 Classified HR Report 11.14.2024 V3.pdf](#) 
- 7.7 Ratify the Purchase Order Listing report in the total amount of \$4,782,261.90  
[FINAL BSD PO Detail 11.14.24.pdf](#) 
- 7.8 Ratify the Check Register in the total amount of \$13,303,098.37 per the attached report. The check register reflects all payments made to outside vendors.
- 7.9 Accept the Corporate/Individual Donations for District/School sites per the attached report  
[FINAL BSD3 Donations Table 11.14.24.doc](#) 

- 7.10 Approve/Ratify District Contracts per the attached report  
[FINAL BSD v2 Contracts 11.14.24.pdf](#) 
- 7.11 Approve Sale of Surplus Property by Public Auction  
[FINAL BSD Memo-Approve Sale of Surplus 11.14.24.pdf](#) 

## 8. Business Services - Action Items - Cardoso

- 8.1 Approve Amendment #1 - RDependable Contractors, Inc. for Kitchen Maintenance Repairs at Fryberger, Hayden, Meairs, Schroeder, and Willmore Elementary Schools – Bid # 2023/24-05  
[Approve Amendment No 1 - RDependable Bid 202324-05.docx](#)  


***The Board moved to approve Amendment #1 with RDependable Contractors, Inc. for kitchen maintenance repairs at Fryberger, Hayden, Meairs, Schroeder, and Willmore Elementary Schools - Bid # 2023/24-05***

*Moved by:* Jeremy Khalaf

*Seconded by:* David Johnson

**Carried**

## 9. Public Comments on Non-Agenda Items

***All comments were heard earlier in the evening under item 6.***

## 10. Board Governance

- 10.1 Schedule of Regular Board Meetings for 2024-2025:
- ***December 19, 2024 - Study Session Strategic Plan Update, Mid-year review | begins at 4:00 pm***
  - ***December 19, 2024 (third Thursday - Organizational Meeting) | begins at 6:00 pm***
  - *The following meeting dates are tentative (pending Board approval at the Dec. 2024 meeting):*
  - *January 16, 2025 (third Thursday)*
  - *February 13, 2025*
  - *March 20, 2025*
  - *April 10, 2025*

- *May 1, 2025 (first Thursday) Study Session - Strategic Plan end-of-year update*
- *May 22, 2025 (fourth Thursday)*
- *June 12, 2025*
- *July 31, 2025 (fifth Thursday)*
- *August 21, 2025 (third Thursday)*
- *September 11, 2025 - Study Session | begins at 4:00 pm*
- *September 11, 2025 | begins at 6:00 pm*
- *October 9, 2025*
- *November 13, 2025*
- *December 18, 2025 - Study Session | begins at 4:00 pm*
- *December 18, 2025 (third Thursday - Organizational Meeting) | begins at 6:00 pm*

## **11. Reports/Comments**

Provide Information or New Business Items

### 11.1 Superintendent and Staff Comments

***Deputy Superintendent Rich Montgomery thanked WSD staff for their impressive work within the district. He announced the start of the Classified Leadership Academy. Mr. Montgomery thanked Union Presidents Matt Acocello and Kim Bui for their commitment to their stakeholders.***

### 11.2 Board Member Comments

- ***Trustee Khanh Nguyen*** thanked the Stacey Middle School students for their presentation, congratulated Professor K. Nguyen, and thanked maintenance for all their hard work.
- ***Trustee Jeremy Khalaf*** thanked EC.
- ***Trustee Tina Gurney*** thanked Stacey MS students, she attended a Personnel Commission meeting and recognized Mrs. Robin Jones with a challenge coin. Trustee Gurney attended the Mendez Event honoring the fact that the Curriculum will now be taught in all schools statewide. She attended the Teacher of the Year event. Trustee Gurney recognized November as Native American month.
- ***Trustee David Johnson*** attended the OC Grip meeting, and asked about the BRAVE Program's progress in

training teachers.

- **Board President Frances Nguyen** thanked the staff for working to make WSD a premier district.

## 12. Closed Session

***There was no need for an additional Closed Session.***

## 13. Adjournment

13.1 Next Regular Meeting Date  
December 19, 2024

13.2 Adjourn Meeting  
***Board President F. Nguyen adjourned the meeting at 8:35 pm.***

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Khanh Nguyen, Clerk  
Board of Trustees  
Westminster School District

Recorder: Yolanda Galvas

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

December 19, 2024

WSD Focus Areas:

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)
Battaglia, Genise	DO	GLAD Certification Renewal	To renew the certification of GLAD Trainers which will continue to promote language acquisition amongst English learners. Focus Areas 1 & 2	Virtual	\$750.00	February 3 – March 8, 2025 (various dates)
Dellenbach, Michele					\$750.00	
Osborn, Wendy					\$750.00	
Gonzalez, Portia	DO	2025 All Titles Conference	This conference will offer networking opportunities with a focus on best practices related to effective programs. Focus Areas 1, 2 & 3	Los Angeles, CA	\$950.00	March 12-13, 2025
Heinbuch, Brett					\$950.00	
Sosa, Cheryl					\$850.00	
Sanchez, Julia	Land	Best Out of School Time Conference (BOOST)	To provide support for those serving youth during the in- and-out of school time. Focus Areas 1, 2 & 4	Palm Springs, CA	\$1,800.00	April 29 – May 2, 2025

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

December 19, 2024

<b>EMPLOYEE</b>	<b>SITE</b>	<b>CONFERENCE</b>	<b>PURPOSE</b>	<b>LOCATION</b>	<b>COST</b>	<b>DATE(S)</b>
Heinbuch, Brett	DO	CASBO Conference 2025	Provide educational leaders with updates on current budget conditions, alternate funding strategies, and information on business operations. Focus Areas 2 & 3	San Jose, CA	\$3,360.00	April, 14-17, 2025
Dandridge, Tina	Stacey	2025 CADA Conference	Provide tools and resources to promote and support leadership development through student activities. Focus Areas 1 & 2	San Diego, CA	\$1,970.00	February 26 – March 1, 2025
Lofing, Kelli	Finley	IMSE Comprehensive Orton-Gillingham	To provide a complete understanding of IMSE’s enhanced Orton-Gillingham method. Focus Areas 1 & 2	Virtual	\$1,500.00	January 13-17, 2025

**WESTMINSTER SCHOOL DISTRICT**  
Human Resources

DATE: December 19, 2024

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

FROM: Rich Montgomery, Deputy Superintendent, Human Resources  
Donald Mahoney, Interim Executive 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 additional days of employment for certificated employees.**  
*(See Attachment "B")*

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**SUPERINTENDENT'S RECOMMENDATION:**  
Approve/Ratify the Certificated Human Resources Report

**NEW EMPLOYEES**  
**Certificated Human Resources**  
December 19, 2024

<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>
Richardson	Emily	Webber	Intervention Teacher	Temporary	11/15/2024
Vazquez	Michelle	Meairs	School Counselor	Temporary	12/11/2024

**CERTIFICATED NEW SUBSTITUTES**  
**Certificated Human Resources**  
December 19, 2024

<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Bonilla	Eslie	Substitute Teacher	11/20/2024
Bui-Duarte	Michelle	Substitute Teacher	11/06/2024
Contreras	Edith	Substitute Teacher	11/08/2024
Flores	Jessica	Substitute Teacher	11/08/2024
Harrison	Robin	Substitute Teacher	11/08/2024
Jones	Mackenzie	Substitute Teacher	11/08/2024
Lee	Dechia	Substitute Teacher	11/08/2024
Olivas	Alexandra	Substitute Teacher	11/08/2024
Pham	Tammy	Substitute Teacher	11/08/2024
Quast	Nicholas	Substitute Teacher	11/08/2024
Rodarte	Edward	Substitute Teacher	11/08/2024
Smith	Vanessa	Substitute Teacher	11/08/2024

**ADDITIONAL DAYS OF EMPLOYMENT**

**Certificated Human Resources**

December 19, 2024

**ACCOUNTABILITY & EQUITY**

Employee:	Jack Dandridge	Pam Estrada	Leticia Flores
	Kristen Flores	Stacy Georgetti	Megan Gonzalez
	Linda Griffith	Adrienne Guastella	Kelly Hernandez
	Kimberly Kensy	Karen Kim	Donna Luman
	Poppy Payne	Kristin Pyle	Angela Schiffner
	Christine Sisneros	Jamie Trujillo-Garcia	Maureen Weedon

**Purpose:** To serve as Student Success Team Coordinator.

Rate of pay: Prorated hourly

Dates/Hours: 2024 – 2025 school year; not to exceed a total of 20 hours per employee.

Funding Source: At Risk Administration

Employee: Cheryl Sosa

**Purpose:** To serve as the Saturday Academy Administrator.

Rate of pay: Prorated hourly

Dates/Hours: 2024 – 2025 school year; not to exceed a total of 60 hours.

Funding Source: Saturday Academy Administration

**CHIEF ACADEMIC OFFICE**

Employee:	Genise Battaglia	Jennifer Guzman	Darla Kitchen
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**Purpose:** To attend AVID Excel Teacher Workshop.

Rate of pay: Staff Development

Dates/Hours: November 7, 2024 & March 18, 2025; not to exceed a total of 2 hours per employee.

Funding Source: Title II

**CURRICULUM & INSTRUCTION**

Employee:	Liliana Castrillo	Darla Kitchen	Brandi Robinson
	Jennifer Shay		

**Purpose:** To plan and attend various Coordinator and Professional Development opportunities after school.

Rate of pay: Prorated hourly

Dates/Hours: 2024 – 2025 school year; not to exceed a total of 10 hours per employee.

Funding Source: Title II

**DEMILLE**

Employee:	Grace Chiang	Hoang Dang	Connie Hinrichs
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**Purpose:** To provide an after school Vietnamese Culture Club.

Rate of pay: Prorated hourly

Dates/Hours: 2024 – 2025 school year; not to exceed a total of 90 hours per employee.

Funding Source: ELOP

**ADDITIONAL DAYS OF EMPLOYMENT**

**Certificated Human Resources**

December 19, 2024

**DEMILLE cont.**

Employee: Ellen Ho Vera Le Paul Luong  
Sophia Nguyen Natasha Norman Quynh-Tram Vu  
Brittany Wooten

**Purpose:** To provide an after school Vietnamese Culture Club.  
Rate of pay: Prorated hourly  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of 90 hours per employee.  
Funding Source: ELOP

**EARLY EDUCATION & EXPANDED LEARNING**

Employee: Michelle Miller  
**Purpose:** To provide support for Early Education & Expanded Learning Program.  
Rate of pay: Prorated hourly  
Dates/Hours: November 1, 2024 – January 31, 2025; not to exceed a total of 30 hours.  
Funding Source: CCTR

Employee: Daniel Owens  
**Purpose:** To provide administrative support for the Extended School Program Fall and Winter Camp.  
Rate of pay: Per diem rate of pay  
Dates/Hours: November 23, 2024 – January 3, 2025; not to exceed a total of 6 days.  
Funding Source: ELOP

**EASTWOOD**

Employee: Annette Simrak  
**Purpose:** To provide an after-school Chess Masters Club.  
Rate of Pay: Prorated hourly  
Dates/Hours: February 6, 2025 – March 20, 2025; not to exceed a total of 13 hours.  
Funding Source: ELOP

Employee: Annette Simrak  
**Purpose:** To provide an after-school Comic Creators Club.  
Rate of Pay: Prorated hourly  
Dates/Hours: April 3, 2025 – May 15, 2025; not to exceed a total of 13 hours.  
Funding Source: ELOP

**ADDITIONAL DAYS OF EMPLOYMENT**

**Certificated Human Resources**

December 19, 2024

**FACILITIES, MAINTENANCE, OPERATIONS, & TRANSPORTATION**

Employee: Cristina Fan Calina Fujimoto Jeanine Lovelace  
**Purpose:** To move to temporary locations and back during Measure T HVAC Modernization at Schmitt Elementary School.  
Rate of pay: Certificated Substitute  
Dates/Hours: October 1, 2024 – November 30, 2024; not to exceed a total of 22.5 hours per employee.  
Funding Source: Human Resources

**FINLEY**

Employee: Stephanie Perry  
**Purpose:** To provide an after-school Musical Theater Program.  
Rate of pay: Prorated hourly  
Dates/Hours: December 1, 2024 – March 1, 2025; not to exceed a total of 24 hours.  
Funding Source: ELOP

**FRYBERGER**

Employee: Stacy Georgetti Diana Pastor  
**Purpose:** To provide an after-school Celebrating the Seasons through Art.  
Rate of Pay: Prorated hourly  
Dates/Hours: February 3, 2025 – June 13, 2025; not to exceed a total of 60 hours per employee.  
Funding Source: ELOP

**SCHROEDER**

Employee: Tammy Hubbard  
**Purpose:** To provide an after-school Academic Pentathlon Club.  
Rate of Pay: Prorated hourly  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of 60 hours.  
Funding Source: ELOP

Employee: Tammy Hubbard  
**Purpose:** To provide an after-school Yearbook Club.  
Rate of Pay: Prorated hourly  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of 60 hours.  
Funding Source: ELOP

**ADDITIONAL DAYS OF EMPLOYMENT**

**Certificated Human Resources**

December 19, 2024

**STACEY**

Employee: Jesse Turner  
**Purpose:** **To provide an after-school Chess club.**  
Rate of pay: Certificated Stipend Table  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of one semester.  
Funding Source: LCFF-SUPC

**STUDENT SERVICES**

Employee: Cristal Pierce  
**Purpose:** **To prepare classroom for the new Conscious Discipline curriculum.**  
Rate of pay: Prorated hourly  
Dates/Hours: August 13, 2024 – August 21, 2024; not to exceed a total of 20 hours.  
Funding Source: SPED Mild Mod DW

Employee: Jennifer Kagy                      Trisha Luu                      Kelsey Ord  
Robin Yescas  
**Purpose:** **To cover IEP paperwork in a teacher's absence.**  
Rate of pay: Prorated hourly  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of 260 hours per employee.  
Funding Source: SPED Mild Mod Schmitt

**WARNER**

Employee: Heidi Ahn  
**Purpose:** **To teach additional assignments during their preparation time.**  
Rate of pay: Prorated hourly  
Dates/Hours: 2024 – 2025 school year; not to exceed a total of 135 hours.  
Funding Source: LCFF-SUPC

**WESTMINSTER SCHOOL DISTRICT**  
Human Resources

DATE: December 19, 2024  
TO: Gunn Marie Hansen, Ph.D., Superintendent  
FROM: Rich Montgomery, Deputy Superintendent, Human Resources  
Donald Mahoney, Interim Executive 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")*
- 6.0 Approve/Ratify Unpaid Leave of Absence**  
*(See Attachment "E")*

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve/Ratify the Classified Human Resources Report

**NEW EMPLOYEES**  
**Classified Human Resources**  
**Regular**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Yolanda Brito	Extended School Program Facilitator, Willmore School, 18.5 hours per week, 10 months per year	11/22/2024
Suna Choi	Visual and Performing Arts Assistant, District Office, 29.5 hours per week, 10 months per year	11/13/2024
Ana Gonzalez	Paraeducator Instructional Support, Schmitt School, 29.5 hours per week, 10 months per year	11/21/2024
Zachary Johnston	Visual and Performing Arts Assistant, District Office, 29.5 hours per week, 10 months per year	11/12/2024
Dan-Tam Nguyen	Translator/Interpreter, District Office, 40 hours per week, 12 months per year	12/16/2024

**NEW EMPLOYEES**  
**Classified Human Resources**  
**Substitute**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Valerie Alicajic	Substitute Noontime Supervisor	11/12/2024
Katie Bui	Substitute Community Liaison Worker Vietnamese	12/03/2024
Lupita Campos	Substitute Early Education Infant Instructor	11/12/2024
Christina De Lucia	Substitute School Office Manager	11/14/2024
Clarissa Diaz	Substitute Custodian	11/22/2024
Jameson Flood	Substitute AVID Tutor	12/03/2024
Vanessa Householder	Substitute Paraeducator	11/21/2024
Christina Itz	Substitute Health Services Assistant	11/06/2024
Corey Jones	Substitute Extended School Program Facilitator	12/03/2024
Rebecca Juarez-Bedolla	Substitute Early Education Assistant	11/14/2024
Tung Le	Substitute Instructional Technology Assistant	12/05/2024
Maria Lopez	Substitute Noontime Supervisor	11/19/2024
Jessica Melton	Substitute Health Services Assistant	11/14/2024
Amy Nahabedian	Substitute Health Services Assistant	11/12/2024
Bich Dung Nguyen	Substitute Community Liaison Worker Vietnamese	12/03/2024
Tara Parks	Substitute Paraeducator	11/19/2024
Son Tan	Substitute Custodian	12/05/2024

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Substitute to Regular**  
**December 19, 2024**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Jessica Garin	Substitute Health Services Assistant	Health Services Assistant, Fryberger School, 29.5 hours per week, 10 months per year	11/21/2024
Angelica Trujillo	Substitute English Language Assessment Assistant	Testing Technician: English Language Assessment for California, District Office, 29.5 hours per week, 12 months per year	12/05/2024
Cindy Wallace	Substitute Community Liaison Worker Vietnamese	Community Liaison Worker Vietnamese, Extended School Program, 40 hours per week, 12 months per year	12/03/2024

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Regular to Substitute**  
**December 19, 2024**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Analiese Ortega	Paraeducator Instructional Support, Eastwood School, 29.5 hours per week, 10 months per year	Substitute Paraeducator Instructional Support	11/13/2024
America Verduzco	Community Liaison Worker Spanish, Warner School, 15 hours per week, 10 months per year	Substitute Community Liaison Worker Spanish	11/29/2024

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Additional Assignment**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Jessica Melton	Substitute Paraeducator Instructional Support	12/09/2024
Rocio Tellez	Substitute Paraeducator Instructional Support	11/20/2024
Jade Warner	Substitute Early Education Assistant	11/15/2024

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Promotion**  
**December 19, 2024**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Lizbeth Carman Mares	Noontime Supervisor, Willmore School, 7 hours per week, 10 months per year	Extended School Program Facilitator, Fryberger School, 18.5 hours per week, 10 months per year	12/09/2024
Shasta Rivera	Student Transportation Assistant, District Office, 20 hours per week, 10 months per year	Bus Driver, District Office, 30 hours per week, 10 months per year	11/21/2024
Denicia Sierra	Student Transportation Assistant Special Health, District Office, 20 hours per week, 10 months per year	Bus Driver, District Office, 30 hours per week, 10 months per year	11/20/2024

**CHANGE OF STATUS**  
**Classified Human Resources**  
**Working Out of Class**  
**December 19, 2024**

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Effective Date</b>
Victoria Arjon	Food Service Worker	Lead Food Service Worker	08/28/2024-06/13/2025
Josefina Espitia	Food Service Worker	Lead Food Service Worker	08/28/2024-06/13/2025
Marcela Jaime	Food Service Worker	Lead Food Service Worker	08/28/2024-06/13/2025
Mario Ortiz	Custodian	Senior Custodian	10/07/2024-06/30/2025
Yo Souvanat	Custodian	Senior Custodian	11/18/2024-02/14/2024
Ana Valencia	Food Service Worker	Lead Food Service Worker	08/28/2024-06/13/2025

**RESIGNATIONS**  
**Regular Employees**  
**Classified Human Resources**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Leah Buckler	Speech and Language Assistant, Land School, 37.5 hours per week, 10 months per year	11/22/2024
Jorge Neyra (Deceased)	Paraeducator Specialized Health, Anderson School, 29.5 hours per week, 10 months per year	11/17/2024
Emily Pham	Food Service Worker, Hayden School, 15 hours per week, 10 months per year	12/06/2024

**RESIGNATIONS**  
**Substitute Employees**  
**Classified Human Resources**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
Michelle Cervantes	Substitute Noontime Supervisor	11/07/2024

**TERMINATIONS**  
**Administrative**  
**Classified Human Resources**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Effective Date</b>
6000008017	Paraeducator Instructional Support, Anderson School, 29.5 hours per week, 10 months per year	12/03/2024

**TERMINATION**  
**Inactivity-No Response to TB Request**  
**Classified Human Resources**  
**December 19, 2024**

<b>Name</b>	<b>Assignment</b>	<b>Last Day Paid</b>	<b>Effective Date</b>
Dan Dang	Substitute Custodian	04/08/2022	12/06/2024
Sandra De Groes	Substitute Early Education Assistant	12/08/2023	12/06/2024
Morgan Hirsch	Substitute Extended School Program Lead Facilitator	11/10/2022	12/06/2024
Anthony Keys	Substitute Custodian	Never worked	12/06/2024
William Konieczny	Substitute Custodian	04/08/2022	12/06/2024
Armando Morales	Substitute Custodian	Never worked	12/06/2024
Linh Ngo	Substitute Noontime Supervisor	04/08/2022	12/06/2024
Linda Nguyen	Substitute Noontime Supervisor	Never worked	12/06/2024
Richard Rubio	Substitute Custodian	04/08/2022	12/06/2024
Amber Valerio	Substitute Paraeducator Behavior Instructional Support	11/10/2022	12/06/2024
Patricia Vera	Substitute School Office Manager	Never worked	12/06/2024
Tammie Wampler	Substitute Noontime Supervisor Substitute Health Services Assistant	04/08/2022	12/06/2024

**LIMITED TERM ASSIGNMENTS**  
**Classified Human Resources**  
**December 19, 2024**

**Accountability & Equity:**

Employee: Pearl Bordas Kenneth Carr Alma Gonzalez  
Helen Nguyen Jenny Nguyen Alma Pina Rodriguez  
Georgina Ramirez Jamie Scribner

**Purpose:** **To assist in Saturday Academy.**

**Dates/Hours:** November 2, 2024, January 25, 2025, February 22, 2025, March 22, 2025, April 26, 2025, and May 10, 2025; not to exceed a total of 30 hours, per employee.

**Funding Source:** Saturday School Instruction

Employee: Rosie Markham

**Purpose:** **To supervise children at the Fall Symposium.**

**Dates/Hours:** October 7, 2024; not to exceed a total of 4 hours.

**Funding Source:** Title I Parent Participation

Employee: Rosie Markham Van Tran

**Purpose:** **Food Distribution.**

**Dates/Hours:** 2024-2025 School Year; not to exceed a total of 25 hours, per employee.

**Funding Source:** McKinney Vento Grant

**Anderson:**

Employee: Thuy Huynh Deanna VanEtten

**Purpose:** **To support LEGO ELOP Club.**

**Dates/Hours:** November 19, 2024 – December 19, 2024; not to exceed a total of 31.5 hours, per employee.

**Funding Source:** ELOP

**Business:**

Employee: Paul Trinh

**Purpose:** **Additional Hours for the 2024-2025 School Year.**

**Dates/Hours:** 2024-2025 School Year; not to exceed a total of 35 hours.

**Funding Source:** Business Services

**Curriculum and Instruction:**

Employee: Marion Alexander

**Purpose:** **To support instrument distribution.**

**Dates/Hours:** November 1, 2024 – November 22, 2024; not to exceed a total of 8 hours.

**Funding Source:** Library Districtwide

**LIMITED TERM ASSIGNMENTS**

**Classified Human Resources**

**December 19, 2024**

**DeMille:**

**Employee:** Gabriela Garcia-Ayala Rosa Rocha  
**Purpose:** **To provide support for VCC at DeMille.**  
**Dates/Hours:** 2024 - 2025 School Year; not to exceed a total of 3 hours per week, per employee.  
**Funding Source:** ELOP

**Employee:** Han Hoang Anne Lourthunayagam  
**Purpose:** **Additional Hours as Paraeducator.**  
**Dates/Hours:** September 23, 2024 – December 31, 2024; not to exceed a total of 10 hours per week, per employee.  
**Funding Source:** Elementary Instruction DeMille

**Employee:** Araceli Berelleza  
**Purpose:** **To provide crossing guard support.**  
**Dates/Hours:** 2024-2025 School Year; not to exceed a total of 45 minutes per day.  
**Funding Source:** LCFF-SUPC

**Early Education & Expanded Learning:**

<b>Employee:</b>	Rachel Acevedo	Anita Aguirre	Sheila Almazan
	Sonia Avilez	Maribel Bedolla	Lizbeth Carman Mares
	Kelly Czarnowski	Huong Dang	Bonnie Duffey
	Sandra Echeveria	Angela Estrada	Maria Fuentes
	Nancy Garcia	Elizabeth Gutierrez	Janelle Hart
	Valarie Harvey	Rebecca Kennedy	Stephanie Lawrence
	Sonia Lino	Odilma Lopez	Callahan Lucido
	Jorge Neyra	Luyen Nguyen	Guadalupe Orozco
	Esmeralda Pitino	Jennifer Phan	Gloria Peterson
	Gladys Piscoya	Jessalyn Raygoza	Evarista Reyes
	Alma Rodriguez	Zillah Salcedo	Maria Samoya
	Alyssa Scribner	Jaime Scribner	Lorena Serrano
	Charlotte Slivinski	Miriam Soriano	Thanh Truc Than
	Deanna VanEtten		

**Purpose:** **To support TK noon duty staff during the recess period.**  
**Dates/Hours:** 2024 – 2025 School year; not to exceed a total of 2 hours per day, per employee.  
**Funding Source:** UPK

**Employee:** Ana Anguiano Lily Marin Maria Marin  
**Purpose:** **Additional Support of TK Students.**  
**Dates/Hours:** 2024 – 2025 School year; not to exceed a total of 2 hours per day, per employee.  
**Funding Source:** UPK

**LIMITED TERM ASSIGNMENTS****Classified Human Resources****December 19, 2024****Facilities, Maintenance, Operations, and Transportation:**

Employee:	Kathryn Alvizo	Veronica Bedolla	Araceli Corona
	Geny Cortez	Diana Dababneh	Mai Doan
	Omar Erazo	Laura Esparza	Christin McArthur
	Carolina Ogaz	Joanna Pulido	Imrose Salihue
	Karen Urbano		

**Purpose:** **To move to temporary locations and back during Measure T HVAC Modernization at Schmitt Middle School.**

**Dates/Hours:** October 1, 2024 – November 30, 2024; not to exceed a total of 22.5 hours, per employee.

**Funding Source:** Human Resources

Employee:	Ana Anguiano	Joann Delgado	Miguel Laris
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**Purpose:** **To move to temporary locations and back during Measure T HVAC Modernization at Finley School.**

**Dates/Hours:** October 1, 2024 – November 30, 2024; not to exceed a total of 22.5 hours, per employee.

**Funding Source:** Human Resources

**Finley:**

Employee:	Joann Delgado
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**Purpose:** **To support the attendance plan.**

**Dates/Hours:** October 2, 2024 – June 14, 2025; not to exceed a total of 120 hours.

**Funding Source:** Title I Instr.

Employee:	Joann Delgado
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**Purpose:** **ELOP Musical Theater.**

**Dates/Hours:** December 1, 2024 – March 1, 2025; not to exceed a total of 32 hours.

**Funding Source:** ELOP

Employee:	Medhat Bakheet
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**Purpose:** **To support the Computer Science and STEAM program.**

**Dates/Hours:** October 15, 2024 – June 14, 2025; not to exceed a total of 180 hours.

**Funding Source:** Title I Instr.

**Fryberger:**

Employee:	Rebecca Kennedy	Odilma Lopez	Gloria Peterson
	Jessalyn Raygoza		

**Purpose:** **To provide additional student supervision on Wednesday.**

**Dates/Hours:** August 28, 2024 – December 31, 2024; not to exceed a total of .5 hours per week, per employee.

**Funding Source:** Noon Duty Supervision

**LIMITED TERM ASSIGNMENTS**

**Classified Human Resources**

**December 19, 2024**

**Johnson:**

Employee: Lori Hall  
**Purpose:** **To provide before and after school cheer club including the inclusion of Spirit Cheer Club.**  
Dates/Hours: 2024 – 2025 School year; not to exceed a total of 333 hours, per employee.  
Funding Source: CCSPP - Johnson

**Meairs:**

Employee: Soyla Gutierrez Ngan Pham  
**Purpose:** **To help support the implementation of the Community Schools Partnership Program.**  
Dates/Hours: October 9, 2024 – June 13, 2025; not to exceed a total of 3 hours per day, per employee.  
Funding Source: CCSPP

**Nutrition Services:**

Employee: Victoria Arjon Josefina Espitia Marcela Jaime  
Ana Valencia  
**Purpose:** **To provide extra support to the Nutrition Service’s daily operation for unforeseen conditions and to operate the Summer Meal Service programs.**  
Dates/Hours: 2024-2025 School Year; not to exceed a total of 400, per employee.  
Funding Source: Cafeteria Expenditures

**Schmitt:**

Employee: Maribel Bedolla Nancy Garcia-Carrillo Mary Millard  
Natalie Powell  
**Purpose:** **To enhance student safety and provide additional support for the implementation of our leadership program before, after school, and during recess.**  
Dates/Hours: 2024 – 2025 School year; not to exceed a total of 46.5 hours, per employee.  
Funding Source: LCFF-SUPC

**Schroeder:**

Employee: Stephanie Lawrence Alyssa Scribner Jaime Scribner  
**Purpose:** **To provide additional student supervision on Wednesday.**  
Dates/Hours: 2024 – 2025 School year; not to exceed a total of 150 hours per employee.  
Funding Source: Noon Duty Supervision

**Sequoia:**

Employee: Sarai Castrejon Trudy Herman Lynda Morgan  
**Purpose:** **To provide additional student supervision on Wednesday.**  
Dates/Hours: 2024 – 2025 School year; not to exceed a total of 20.5 hours per employee.  
Funding Source: Noon Duty Supervision

**LIMITED TERM ASSIGNMENTS**  
**Classified Human Resources**  
**December 19, 2024**

**Stacey:**

Employee: Kathy Carson

**Purpose:** **To provide additional coverage for student safety.**

Dates/Hours: 2024 – 2025 School year; not to exceed a total of 15 hours.

Funding Source: LCFF-SUPC

**Student Services:**

Employee: Steven Hinostroza

**Purpose:** **To assist IT with preparing Chrome books for SDC student's usage.**

Dates/Hours: November 25, 2024 – November 27, 2024; not to exceed a total of 12 hours.

Funding Source: SPED Mild Mod and SPED Moderate Severe

**UNPAID LEAVE OF ABSENCE**  
**Human Resources-Classified**  
**December 19, 2024**

Name	Assignment	Location	Dates
Quoc Viet Nguyen	Paraeducator Instructional Support, 29.5 hours per week, 10 months per year	Fryberger School	02/03/2025-6/13/2025
Mary Ann Weiler	Paraeducator Instructional Support, 29.5 hours per week, 10 months per year	Meairs School	11/22/2024-02/19/2025

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60L0029	ALL BARCODE SYSTEMS INC	961.40	961.40	010019242Z 4310	Library-District Wide / Instr Materials & Supplies
U60M0378	SECURITY 2000 INC	980.00	980.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0381	VERNES PLUMBING INC	635.60	635.60	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0382	VERNES PLUMBING INC	400.00	400.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0383	GREAT WESTERN SANITARY SUPPLIE	508.72	508.72	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0385	SNYDER, TRICIA	98.00	98.00	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
U60M0386	WESTRUX INTERNATIONAL INC	6,567.69	3,853.69 2,714.00	010071360A 4363 010071360A 5810	HTS Transportation / Repair Supplies - Transportati HTS Transportation / Contracted Serv - Inst & Non-I
U60M0387	DELL COMPUTER	202.07	202.07	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0388	VERNES PLUMBING INC	520.00	520.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0389	GOODMAN TREE SERVICE	3,500.00	3,500.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0390	DEERE & COMPANY	68,214.91	68,214.91	010052820V 6490	Grounds / New Equipment
U60M0391	TOTAL DOOR SERVICE	2,237.00	2,237.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0392	ANDERSON AIR CONDITIONING LP	105,240.00	105,240.00	010056811V 6274	Site Maintenance / Bldg & Imprv - Other Construct
U60M0393	BANG ASSOCIATES INC, DAVE	280,483.95	210,362.96 70,120.99	018150850V 6170 129127850A 6170	Maintenance Improve Bldgs / Sites & Imprv - Site Construct ESP FAC&ACQ / Sites & Imprv - Site Construct
U60M0394	BANG ASSOCIATES INC, DAVE	353,383.47	353,383.47	018150811V 6490	RMA Plant Maintenance / New Equipment
U60M0395	HOME DEPOT CREDIT SERVICES	5,557.38	1,909.93 3,647.45	010052820V 4372 018150811V 4380	Grounds / Grounds Supplies RMA Plant Maintenance / Maintenance Supplies - General
U60M0396	TUFF SHED INC	5,706.58	5,706.58	012600100Q 6420	ELOP - Sequoia / EQUIPMENT,FURNITURE-CAPITLIZE
U60M0397	ACTION FIRE PROTECTION	2,250.00	2,250.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0398	KONE INC	2,507.29	2,507.29	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0399	WESTMINSTER CITY	75.00	75.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I

Page 46 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60M0401	GLENN B DORNING INC.	6,379.77	6,379.77	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
U60M0402	BANG ASSOCIATES INC, DAVE	322,908.23	242,181.17 80,727.06	018150850V 6170 129127850A 6170	Maintenance Improve Bldgs / Sites & Imprv - Site Construct ESP FAC&ACQ / Sites & Imprv - Site Construct
U60M0403	BANG ASSOCIATES INC, DAVE	332,326.20	249,244.65 83,081.55	018150850V 6170 129127850A 6170	Maintenance Improve Bldgs / Sites & Imprv - Site Construct ESP FAC&ACQ / Sites & Imprv - Site Construct
U60M0406	SIGN DESIGN	6,430.50	6,430.50	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0407	AMAZON CAPITAL SERVICES INC	480.58	480.58	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0408	ULINE	1,124.01	1,124.01	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0409	TARDIF, ALISHA	36.00	36.00	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0410	CDWG COMPUTER CTRS INC	5,694.63	5,694.63	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0411	SECURITY 2000 INC	5,992.00	5,992.00	018150811V 4380	RMA Plant Maintenance / Maintenance Supplies - General
U60M0412	PATRIOT ENVIRONMENTAL LAB SERV	2,250.00	2,250.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0413	NEW DIMENSION GENERAL CONSTRUC	7,629.65	7,629.65	018150850V 6170	Maintenance Improve Bldgs / Sites & Imprv - Site Construct
U60M0414	NEW DIMENSION GENERAL CONSTRUC	11,506.07	11,506.07	018150850V 6170	Maintenance Improve Bldgs / Sites & Imprv - Site Construct
U60M0415	ALAN'S LAWN & GARDEN CENTER IN	650.89	650.89	010052820V 5810	Grounds / Contracted Serv - Inst & Non-I
U60M0416	SIGLER WHOLESALE DISTRIBUTORS	30,806.00	30,806.00	018150811V 6250	RMA Plant Maintenance / Bldg & Imprv - Other Costs Pla
U60M0417	TOTAL DOOR SERVICE	4,628.00	4,628.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0418	AVIDEX INDUSTRIES LLC	832.00	832.00	018150811V 4381	RMA Plant Maintenance / Repair of Equipment
U60M0419	SELMAN CHEVROLET COMPANY	3,371.01	3,371.01	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0421	PRIME GLASS INC	393.58	393.58	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
U60M0422	CALIFORNIA ARTWORKS	2,000.00	2,000.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0423	STOTZ EQUIPMENT	50,555.44	50,555.44	010052820V 6490	Grounds / New Equipment
U60M0424	SIERRA SCHOOL EQUIP CO	1,017.12	1,017.12	018150811V 4410	RMA Plant Maintenance / Noncapitalized Equipment

Page 47 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60M0425	KONE INC	7,812.53	7,812.53	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0426	SECURITY 2000 INC	7,781.38	7,781.38	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0427	ORANGE CO FIRE AUTHORITY	200.00	200.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0428	PRIME GLASS INC	382.65	382.65	010071360A 5810	HTS Transportation / Contracted Serv - Inst & Non-I
U60M0429	SMOG EXPRESS TEST ONLY CENTER	330.00	65.00 265.00	010071360A 5810 018150811V 5810	HTS Transportation / Contracted Serv - Inst & Non-I RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0430	ALAN'S LAWN & GARDEN CENTER IN	506.91	506.91	010052820V 4410	Grounds / Noncapitalized Equipment
U60M0431	GOODMAN TREE SERVICE	1,500.00	1,500.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0432	GOODMAN TREE SERVICE	2,500.00	2,500.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0433	GOODMAN TREE SERVICE	1,600.00	1,600.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0434	GOODMAN TREE SERVICE	2,500.00	2,500.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0435	LIND EQUIPMENT LTD.	16,138.23	16,138.23	018150811V 6420	RMA Plant Maintenance / EQUIPMENT,FURNITURE-
U60M0436	GEORGE'S DRAPERIES	2,494.80	2,494.80	018150811V 4410	RMA Plant Maintenance / Noncapitalized Equipment
U60M0437	GEORGE'S DRAPERIES	1,328.40	1,328.40	018150811V 4410	RMA Plant Maintenance / Noncapitalized Equipment
U60M0438	GOLDEN STATE PAVING INC	3,931.00	3,931.00	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0439	SECURITY 2000 INC	3,524.50	3,524.50	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0440	SECURITY 2000 INC	2,113.76	2,113.76	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0441	SECURITY 2000 INC	8,079.68	8,079.68	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0442	GEORGE'S DRAPERIES	1,328.40	1,328.40	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60M0443	CREATIVE BUS SALES INC	2,022.10	2,022.10	018150811V 5810	RMA Plant Maintenance / Contracted Serv - Inst & Non-I
U60N0077	BEARCOM	1,597.90	1,597.90	135310370A 4350	Cafeteria Expenditures / Office Supplies
U60N0078	PRESS TELEGRAM	2,881.90	2,881.90	135310370A 5834	Cafeteria Expenditures / Advertising
U60N0079	LUNCHASSIST INC	99.84	99.84	135310370A 5826	Cafeteria Expenditures / LICENSING & SOFTWARE FEES

Page 48 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
 BOARD OF TRUSTEES MEETING 12/19/2024

FROM 10/31/2024 TO 12/04/2024

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60N0080	PATRIOT ENVIRONMENTAL LAB SERV	3,976.00	3,976.00	135310370A 5810	Cafeteria Expenditures / Contracted Serv - Inst & Non-I
U60N0081	CHEF'S TOYS LLC	16,603.20	16,603.20	135310370A 4410	Cafeteria Expenditures / Noncapitalized Equipment
U60N0082	LUNCHASSIST INC	24,000.00	24,000.00	135310370A 5810	Cafeteria Expenditures / Contracted Serv - Inst & Non-I
U60R0447	LAKESHORE LEARNING MATERIALS	952.83	952.83	125058590A 4310	CRRSA ACT-ONE TIME STIPEND / Instr Materials &
U60R1227	AMAZON CAPITAL SERVICES INC	89.36	89.36	010201100R 4310	LCFF-SUPC INSTR WARNER / Instr Materials & Supplies
U60R1229	LAKESHORE LEARNING MATERIALS	46,684.53	22,361.93 24,322.60	129137590A 4310 129137590A 4410	Infant Toddler Program / Instr Materials & Supplies Infant Toddler Program / Noncapitalized Equipment
U60R1230	ORANGE CO DEPARTMENT OF EDUCAT	4,600.00	4,600.00	010049770X 5810	Data Processing Services / Contracted Serv - Inst & Non-I
U60R1231	ORANGE CO DEPARTMENT OF EDUCAT	77,000.00	77,000.00	010049770X 5810	Data Processing Services / Contracted Serv - Inst & Non-I
U60R1232	AWARDS BY PAUL	6,000.00	6,000.00	010201100R 4310	LCFF-SUPC INSTR WARNER / Instr Materials & Supplies
U60R1233	INFLUENTIAL WALLS	20,500.00	20,500.00	012600100J 5810	ELOP - Johnson / Contracted Serv - Inst & Non-I
U60R1234	NICHOLS, RICK	175.00	175.00	010200100P 4310	LCFF-BASE INSTR STACEY / Instr Materials & Supplies
U60R1235	THINK TOGETHER	7,500.00	7,500.00	016266100Z 5220	EDUCATOR EFFECTIVENESS / Conferences/Staff
U60R1237	COUNTRY GARDEN CATERERS	348.23	348.23	010037210Z 5220	Educational Services / Conferences/Staff Development
U60R1238	MC LOGAN SUPPLY CO INC.	2,112.79	2,112.79	010007755Z 4350	Duplicating Services / Office Supplies
U60R1239	ACADEMIC THERAPY PUBLICATIONS	1,425.04	1,425.04	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1240	PRO ED INC	189.61	189.61	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1241	PEARSON INC, NCS	1,518.24	196.76 1,321.48	015641119A 4310 015641312Z 4310	MEDI-CAL SPEECH / Instr Materials & Supplies MEDI-CAL PSYCHOLOGIST / Instr Materials & Supplies
U60R1242	WESTERN PSYCHOLOGICAL SERVICES	1,120.04	1,120.04	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1243	CDWG COMPUTER CTRS INC	34.52	34.52	013310112B 4310	Sp Ed RSP Anderson / Instr Materials & Supplies
U60R1244	UPLIFT DESK & HUMAN SOLUTION	2,301.90	2,301.90	010081100A 4410	School Specialty Instruction / Noncapitalized Equipment
U60R1245	ULINE	772.85	772.85	010081100A 4410	School Specialty Instruction / Noncapitalized Equipment

Page 49 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1246	NIGRO & NIGRO, PC	2,700.00	2,700.00	129101590A 5830	School Readiness Initiative / Audit
U60R1247	INFORMED K12	33,811.00	11,157.63	010037210Z 5826	Educational Services / LICENSING & SOFTWARE FEES
			11,495.74	010044720Y 5826	Business Services / LICENSING & SOFTWARE FEES
			11,157.63	010045740A 5826	Human Resources / LICENSING & SOFTWARE FEES
U60R1248	OFFICE DEPOT INC	1,651.78	1,651.78	010007755Z 4350	Duplicating Services / Office Supplies
U60R1249	JAMF SOFTWARE LLC	385.20	385.20	010011770A 5826	Technology Data Network Spprt / LICENSING &
U60R1250	SMART AND FINAL IRIS CO	500.00	500.00	010009214A 4355	Instr Staff Development / CONF/PROF DEV SUPPLIES
U60R1251	VALENTIN, VENAE	368.72	368.72	010052820V 5810	Grounds / Contracted Serv - Inst & Non-I
U60R1252	CDWG COMPUTER CTRS INC	527.21	527.21	010011770A 4320	Technology Data Network Spprt / Computers/Tech less than
U60R1253	LEADERSHIP ASSOCIATES LLC	10,000.00	10,000.00	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
U60R1254	BSN SPORTS LLC	60.83	60.83	010200100R 4310	LCFF-BASE INSTR WARNER / Instr Materials & Supplies
U60R1255	CDWG COMPUTER CTRS INC	69.75	69.75	010200100R 4310	LCFF-BASE INSTR WARNER / Instr Materials & Supplies
U60R1256	RIFE, NICOLE	22.45	22.45	010200100P 4355	LCFF-BASE INSTR STACEY / CONF/PROF DEV
U60R1257	SCHOOL HEALTH CORP	542.75	542.75	010067830Y 4353	School Safety & Security / SUPPLIES, HEALTH
U60R1258	MAC GILL CO, WILLIAM	81.41	81.41	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1259	LAKESHORE LEARNING MATERIALS	102.69	102.69	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1260	LAKESHORE LEARNING MATERIALS	57.07	57.07	012600100H 4310	ELOP - Fryberger / Instr Materials & Supplies
U60R1261	AMAZON CAPITAL SERVICES INC	54.14	54.14	019566111A 4310	Sp Ed Preschool / Instr Materials & Supplies
U60R1262	AMAZON CAPITAL SERVICES INC	76.46	76.46	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1263	S & S WORLDWIDE INC	1,047.76	1,047.76	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1264	DISCOUNT SCHOOL SUPPLY	336.17	336.17	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1265	TILL360 LLC	812.17	812.17	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1266	ABRAZAR INC	769,234.71	769,234.71	016010590A 5100	After School Educ. & Safety / Subagreements for services

Page 50 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1267	BOYS AND GIRLS CLUB OF WESTMIN	896,859.88	896,859.88	016010590A 5100	After School Educ. & Safety / Subagreements for services
U60R1268	SOUTHWEST SCHOOL SUPPLY	663.34	290.27	010044720Y 4350	Business Services / Office Supplies
			373.07	010067830Y 4350	School Safety & Security / Office Supplies
U60R1269	SOUTHWEST SCHOOL SUPPLY	127.68	63.84	010042715A 4355	Superintendent / CONF/PROF DEV SUPPLIES
			63.84	010044720Y 4355	Business Services / CONF/PROF DEV SUPPLIES
U60R1270	ON THE RISE PICKLEBALL LLC	3,000.00	3,000.00	010043718A 5810	Public Information Officer / Contracted Serv - Inst & Non-I
U60R1271	CDWG COMPUTER CTRS INC	808.47	808.47	012600100I 4410	ELOP - Hayden / Noncapitalized Equipment
U60R1272	VIZOCOM ICT LLC	1,867.09	1,867.09	017388100Y 4310	SB117 COVID-19 / Instr Materials & Supplies
U60R1273	KENT DISPLAYS INC.	323.25	323.25	012600100I 4310	ELOP - Hayden / Instr Materials & Supplies
U60R1275	ORANGE CO DEPARTMENT OF EDUCAT	962.88	962.88	010150270A 5810	MAA MEDICAL ADMIN. ACTIVITES / Contracted Serv -
U60R1276	THE OC MARATHON FOUNDATION	960.00	960.00	012600100L 5825	ELOP - Meairs / Admission Fees
U60R1277	TAVIET LCS	2,100.00	2,100.00	010074100A 5220	Dual Immersion Instruction / Conferences/Staff Development
U60R1278	AVID CENTER	6,025.00	6,025.00	014127100A 5220	Title IV Instruction / Conferences/Staff Development
U60R1279	DIGITAL PROMISE GLOBAL	3,000.00	3,000.00	010042715A 5310	Superintendent / Dues & Memberships
U60R1280	MILLER, MICHELLE	43.18	43.18	129137590A 4310	Infant Toddler Program / Instr Materials & Supplies
U60R1281	RIVERSIDE INSIGHTS	1,731.77	1,731.77	015641312Z 4310	MEDI-CAL PSYCHOLOGIST / Instr Materials & Supplies
U60R1282	READ NATURALLY INC	2,340.00	2,340.00	013310112Z 5826	Sp Ed RSP District Wide / LICENSING & SOFTWARE FE
U60R1283	SOUTHWEST SCHOOL SUPPLY	1,634.16	1,634.16	129137590A 4310	Infant Toddler Program / Instr Materials & Supplies
U60R1284	AMAZON CAPITAL SERVICES INC	483.32	483.32	010201100L 4310	LCFF-SUPC INSTR MEAIRS / Instr Materials & Supplies
U60R1285	PAPER RECYCLING & SHREDDING SP	212.00	212.00	010200270J 5810	LCFF-BASE ADMIN JOHNSON / Contracted Serv - Inst &
U60R1286	PLAY-WELL TEKNOLOGIES	3,200.00	3,200.00	012600100B 5810	ELOP - Anderson / Contracted Serv - Inst & Non-I
U60R1288	WESTERN GRAPHIX INC	285.09	285.09	010200100R 5810	LCFF-BASE INSTR WARNER / Contracted Serv - Inst &
U60R1289	WARDS SCIENCE	336.59	336.59	010201100R 4310	LCFF-SUPC INSTR WARNER / Instr Materials & Supplies

Page 51 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1290	SPEECH CORNER LLC	70.15	70.15	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1291	AKESO OCCUPATIONAL HEALTH	1,642.00	176.00	010045740A 5835	Human Resources / Health Exam/Fingerprints
			1,466.00	010046740U 5835	Personnel Commission / Health Exam/Fingerprints
U60R1292	APPLE INC	129.80	129.80	015641119A 5826	MEDI-CAL SPEECH / LICENSING & SOFTWARE FEES
U60R1293	US BANK CORPORATE PAYMENT SYST	849.75	337.56	010037210Z 4310	Educational Services / Instr Materials & Supplies
			82.19	010037210Z 4350	Educational Services / Office Supplies
			250.00	010037210Z 5310	Educational Services / Dues & Memberships
			180.00	010200100R 4310	LCFF-BASE INSTR WARNER / Instr Materials & Supplies
U60R1294	OFFICE DEPOT INC	346.39	346.39	010200100J 4310	LCFF-BASE INSTR JOHNSON / Instr Materials & Supplies
U60R1295	S & S WORLDWIDE INC	247.76	247.76	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1296	S & S WORLDWIDE INC	371.78	371.78	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1297	S & S WORLDWIDE INC	704.38	704.38	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1298	OC-CPR.NET	1,500.00	1,500.00	010046740U 4355	Personnel Commission / CONF/PROF DEV SUPPLIES
U60R1299	IMAGE 2000	262.50	262.50	010200100I 5810	LCFF-BASE INSTR HAYDEN / Contracted Serv - Inst &
U60R1300	DEPARTMENT OF JUSTICE	992.00	32.00	010045740A 5835	Human Resources / Health Exam/Fingerprints
			960.00	010046740U 5835	Personnel Commission / Health Exam/Fingerprints
U60R1301	ENTOURAGE YEARBOOKS	300.32	300.32	010200100H 4310	LCFF-BASE INSTR FRYBERGER / Instr Materials &
U60R1302	AMAZON CAPITAL SERVICES INC	1,138.34	582.26	010116100R 4310	Donation - Warner / Instr Materials & Supplies
			556.08	010116100R 4410	Donation - Warner / Noncapitalized Equipment
U60R1303	AKESO OCCUPATIONAL HEALTH	2,269.00	160.00	010045740A 5835	Human Resources / Health Exam/Fingerprints
			2,109.00	010046740U 5835	Personnel Commission / Health Exam/Fingerprints
U60R1304	MCT TECHNOLOGIES INC	175.00	175.00	126055590A 5826	State Preschool GCTR / LICENSING & SOFTWARE FEES
U60R1305	BARBER & GONZALES CONSULTING G	8,516.47	8,516.47	010022712Y 5810	NEGOTIATIONS / Contracted Serv - Inst & Non-I
U60R1306	PRO ED INC	104.94	104.94	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
 BOARD OF TRUSTEES MEETING 12/19/2024

FROM 10/31/2024 TO 12/04/2024

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1307	OFFICE DEPOT INC	260.40	260.40	010067830Y 4353	School Safety & Security / SUPPLIES, HEALTH
U60R1308	MAC GILL CO, WILLIAM	359.43	359.43	015641314Z 4351	MEDI-CAL NURSES / Health
U60R1309	OFFICE DEPOT INC	88.48	88.48	010200100J 4310	LCFF-BASE INSTR JOHNSON / Instr Materials & Supplies
U60R1310	LAKESHORE LEARNING MATERIALS	1,706.04	1,706.04	126055590A 4310	State Preschool GCTR / Instr Materials & Supplies
U60R1311	LAKESHORE LEARNING MATERIALS	145.26	83.01	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
			62.25	015641311A 4310	MEDI-CAL COUNSELORS / Instr Materials & Supplies
U60R1312	HOME DEPOT CREDIT SERVICES	2,002.35	1,648.47	126055590A 4300	State Preschool GCTR / Materials & Supplies
			353.88	129137590A 4310	Infant Toddler Program / Instr Materials & Supplies
U60R1314	LYTLE SCREENPRINTING INC	827.25	827.25	012600100R 4310	ELOP - Warner / Instr Materials & Supplies
U60R1315	LEXIA VOYAGER SOPRIS INC.	912.56	912.56	013010100P 4310	Title I Instr - Stacey / Instr Materials & Supplies
U60R1316	SCHOLASTIC INC	80.27	80.27	013010100L 4310	Title I Instr - Meairs / Instr Materials & Supplies
U60R1317	SCHOLASTIC INC	2,519.52	2,519.52	013010100L 4310	Title I Instr - Meairs / Instr Materials & Supplies
U60R1318	LA CO OFFICE OF EDUCATION	750.00	750.00	014035100A 5310	Title II Instructional / Dues & Memberships
U60R1319	KEENAN AND ASSOCIATES	13,425.50	13,425.50	010045740A 5810	Human Resources / Contracted Serv - Inst & Non-I
U60R1320	MICHAELS STORES INC	626.79	626.79	012600100F 4310	ELOP - Finley / Instr Materials & Supplies
U60R1321	PETTY CASH EDUCATIONAL TECHNOL	484.80	484.80	010011100A 4355	Instruction Educ Technology / CONF/PROF DEV SUPPLIE
U60R1322	B & H PHOTO VIDEO	510.63	510.63	010007755Z 4350	Duplicating Services / Office Supplies
U60R1323	COLBI TECHNOLOGIES INC	50,000.00	50,000.00	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
U60R1324	PRINCIPAL ED LEADER, LLC, THE	50,000.00	50,000.00	016266100Z 5810	EDUCATOR EFFECTIVENESS / Contracted Serv - Inst &
U60R1325	SCHOOL SERVICES OF CALIFORNIA	4,610.00	4,610.00	010044720Y 5220	Business Services / Conferences/Staff Development
U60R1326	PHOTO HOUSE INC	3,288.43	3,288.43	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
U60R1327	AMAZON CAPITAL SERVICES INC	611.69	611.69	016332100J 4310	CCSPP - Johnson / Instr Materials & Supplies
U60R1328	US BANK	900.00	900.00	250754720Y 5810	Redevelopment Gen Administrat / Contracted Serv - Inst &

Page 53 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1329	SMITH, KD	1,100.00	1,100.00	010042715A 5810	Superintendent / Contracted Serv - Inst & Non-I
U60R1330	LAKESHORE LEARNING MATERIALS	409.86	409.86	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1331	ALL LEASING SERVICES INC.	8,500.00	8,500.00	010007755Z 5810	Duplicating Services / Contracted Serv - Inst & Non-I
U60R1332	ARC DOCUMENT SOLUTIONS LLC	24,421.50	24,421.50	010011100A 5810	Instruction Educ Technology / Contracted Serv - Inst & Non-I
U60R1333	LAKESHORE LEARNING MATERIALS	3,694.78	3,694.78	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1334	T-GRAPHICS WEST INC	4,521.58	2,260.79	010043718A 4310	Public Information Officer / Instr Materials & Supplies
			2,260.79	010081100A 4310	School Specialty Instruction / Instr Materials & Supplies
U60R1336	SLP TOOLKIT LLC	215.00	215.00	015641119A 5826	MEDI-CAL SPEECH / LICENSING & SOFTWARE FEES
U60R1337	AMAZON CAPITAL SERVICES INC	123.47	87.37	015641314Z 4302	MEDI-CAL NURSES / SAFETY & HEALTH SUPPLIES
			36.10	019532111K 4310	Sp Ed Presch Mild Mod Land / Instr Materials & Supplies
U60R1338	ORANGE COUNTY COUNCIL FOR GIFT	1,560.00	1,560.00	010075100A 5220	GATE Instruction / Conferences/Staff Development
U60R1339	CDWG COMPUTER CTRS INC	656.60	656.60	010036210A 4430	Curriculum & Instruction / Computer - Under \$5000
U60R1340	MATTERHACKERS INC	7,127.68	1,678.38	012600100I 4310	ELOP - Hayden / Instr Materials & Supplies
			5,449.30	012600100I 4430	ELOP - Hayden / Computer - Under \$5000
U60R1341	FEV TUTOR INC	429,975.00	429,975.00	012600100Z 5810	EXPANDED LEARNING OPP PROGRAM / Contracted Serv
U60R1342	FUN AND FUNCTION	97.78	97.78	019542111L 4310	Sp Ed Mod Severe Meairs / Instr Materials & Supplies
U60R1343	BELTMANN RELOCATION GROUP	2,177.18	2,177.18	016547111A 5810	SP ED EARLY INTV PRESCHOOL / Contracted Serv - Inst
U60R1344	OFFICE DEPOT INC	61.15	61.15	010200270J 4350	LCFF-BASE ADMIN JOHNSON / Office Supplies
U60R1345	CDWG COMPUTER CTRS INC	145.11	145.11	010200100R 4310	LCFF-BASE INSTR WARNER / Instr Materials & Supplies
U60R1346	AMAZON CAPITAL SERVICES INC	156.23	156.23	010200590J 4310	LCFF-BASE ENHANCEMENT JOHNSON / Instr Material
U60R1347	AMAZON CAPITAL SERVICES INC	21.62	21.62	010007755Z 4350	Duplicating Services / Office Supplies
U60R1348	US BANK CORPORATE PAYMENT SYST	500.34	500.34	010044720Y 5220	Business Services / Conferences/Staff Development
U60R1349	STS EDUCATION	2,970.00	2,970.00	014127100A 5810	Title IV Instruction / Contracted Serv - Inst & Non-I

Page 54 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
 BOARD OF TRUSTEES MEETING 12/19/2024

FROM 10/31/2024 TO 12/04/2024

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1350	PETTY CASH CURRICULUM & INSTR	175.98	156.92	010009214A 4355	Instr Staff Development / CONF/PROF DEV SUPPLIES
			19.06	016770100Z 4310	Arts & Music in Schools (AMS) / Instr Materials & Supplies
U60R1351	KEENAN AND ASSOCIATES	491.39	491.39	019545111J 2110	Autism Program Johnson / Instructional Aide, Contract
U60R1352	REALLY GOOD STUFF LLC	75.80	75.80	019542111L 4310	Sp Ed Mod Severe Meairs / Instr Materials & Supplies
U60R1353	HOME DEPOT CREDIT SERVICES	137.58	137.58	010200270R 4350	LCFF-BASE ADMIN WARNER / Office Supplies
U60R1354	LAKESHORE LEARNING MATERIALS	636.84	166.00	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
			470.84	019542111L 4310	Sp Ed Mod Severe Meairs / Instr Materials & Supplies
U60R1355	STARFALL EDUCATION FOUNDATION	355.00	355.00	010201100B 5310	LCFF-SUPC INSTR ANDERSON / Dues & Memberships
U60R1356	LAKESHORE LEARNING MATERIALS	387.95	387.95	010201100I 4310	LCFF-SUPC INSTR HAYDEN / Instr Materials & Supplies
U60R1357	APISBMA	100.00	100.00	010023711A 5310	Board of Trustees / Dues & Memberships
U60R1358	AGPARTS WORLDWIDE INC	5,020.04	5,020.04	019130100A 4320	Chromebook Insurance Exp / Computers/Tech less than \$500
U60R1359	BSN SPORTS LLC	95.94	95.94	010201100I 4310	LCFF-SUPC INSTR HAYDEN / Instr Materials & Supplies
U60R1360	AMAZON CAPITAL SERVICES INC	169.28	169.28	010116100J 4310	Donation - Johnson / Instr Materials & Supplies
U60R1361	AMAZON CAPITAL SERVICES INC	59.37	59.37	010201100L 4310	LCFF-SUPC INSTR MEAIRS / Instr Materials & Supplies
U60R1362	PRO ED INC	417.39	417.39	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1363	SPEECH CORNER LLC	282.07	282.07	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1364	SUPER DUPER PUBLICATIONS	66.55	66.55	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1365	AMAZON CAPITAL SERVICES INC	220.56	220.56	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1366	LYTLE SCREENPRINTING INC	362.05	362.05	010200100R 4310	LCFF-BASE INSTR WARNER / Instr Materials & Supplies
U60R1367	AMERGIS HEALTHCARE STAFFING IN	65,000.00	65,000.00	012600100Z 5810	EXPANDED LEARNING OPP PROGRAM / Contracted Se
U60R1368	AMAZON CAPITAL SERVICES INC	72.93	72.93	012600100F 4310	ELOP - Finley / Instr Materials & Supplies
U60R1369	SOUTHWEST SCHOOL SUPPLY	133.78	133.78	019542111H 4310	Sp Ed Mod Severe Fryberger / Instr Materials & Supplies
50R1370	ORANGE CO DEPARTMENT OF EDUCAT	2,250.00	2,250.00	014035100A 5810	Title II Instructional / Contracted Serv - Inst & Non-I

Page 55 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1371	LANGUAGE DYNAMICS GROUP LLC	518.25	518.25	015641119A 4310	MEDI-CAL SPEECH / Instr Materials & Supplies
U60R1372	9 SQUARE IN THE AIR LLC	135.27	135.27	010201100I 4310	LCFF-SUPC INSTR HAYDEN / Instr Materials & Supplies
U60R1373	AMAZON CAPITAL SERVICES INC	135.46	135.46	010201100J 4310	LCFF-SUPC INSTR JOHNSON / Instr Materials & Supplies
U60R1374	TILL360 LLC	6,000.00	6,000.00	016266100Z 5810	EDUCATOR EFFECTIVENESS / Contracted Serv - Inst &
U60R1375	MATTERHACKERS INC	7,159.36	6,243.48	012600100I 4310	ELOP - Hayden / Instr Materials & Supplies
			915.88	012600100I 4320	ELOP - Hayden / Computers/Tech less than \$500
U60R1376	CALIFORNIANS DEDICATED TO ED F	2,100.00	2,100.00	010044720Y 5220	Business Services / Conferences/Staff Development
U60R1377	MAC GILL CO, WILLIAM	149.13	149.13	010200270J 4351	LCFF-BASE ADMIN JOHNSON / Health
U60R1378	OFFICE DEPOT INC	500.00	500.00	010004100A 4355	Assessment Instructional / CONF/PROF DEV SUPPLIES
U60R1379	CDWG COMPUTER CTRS INC	37,760.00	37,760.00	010011770A 5810	Technology Data Network Spprt / Contracted Serv - Inst &
U60R1380	OFFICE DEPOT INC	2,663.00	1,157.88	015641119A 4350	MEDI-CAL SPEECH / Office Supplies
			1,505.12	019545111Z 4310	Autism Program District Wide / Instr Materials & Supplies
U60R1381	FUJIMOTO, CALINA	77.37	77.37	016546312Z 4355	SP ED MENTAL HEALTH / CONF/PROF DEV SUPPLIES
U60R1382	SEVILLE CLASSICS INC	436.98	436.98	019541113Z 4410	Sp Ed Inclusion / Noncapitalized Equipment
U60R1383	WESTMINSTER TECHNOLOGIES LLC	140.93	140.93	019542113Z 4310	Sp Ed Severe Assistive Techno / Instr Materials & Supplies
U60R1384	CALIFORNIA WEEKLY EXPLORER INC	827.99	827.99	010201100S 5810	LCFF-SUPC INSTR WEBBER / Contracted Serv - Inst &
U60R1385	ALAMEDA CO SCHOOLS INSURANCE G	160,860.00	131,874.00	01 3400	GENERAL FUND / Health and Welfare
			28,986.00	01 3700	GENERAL FUND / Retiree Benefits
U60R1386	OC-CPR.NET	1,500.00	1,500.00	010200270E 5810	LCFF-BASE ADMIN EASTWOOD / Contracted Serv - Inst &
U60R1387	WESTERN GRAPHIX INC	284.81	284.81	010200100J 5810	LCFF-BASE INSTR JOHNSON / Contracted Serv - Inst &
U60R1388	CASBO PROFESSIONAL DEVELOPMENT	945.00	945.00	010044720Y 5220	Business Services / Conferences/Staff Development
U60R1389	SMART AND FINAL IRIS CO	500.00	500.00	012600100H 4310	ELOP - Fryberger / Instr Materials & Supplies
U60R1390	ULINE	184.03	184.03	010019242Z 4310	Library-District Wide / Instr Materials & Supplies

Page 56 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1391	BETTER N BUNCHES	491.63	491.63	012600100T 4310	ELOP - Willmore / Instr Materials & Supplies
U60R1392	DEMCO INC	255.41	255.41	010019242D 4310	Library-De Mille / Instr Materials & Supplies
U60R1393	AMAZON CAPITAL SERVICES INC	159.67	159.67	010200100P 4310	LCFF-BASE INSTR STACEY / Instr Materials & Supplies
U60R1394	MCT TECHNOLOGIES INC	100.00	100.00	126161590A 5810	Child Care and Dev (State) / Contracted Serv - Inst & Non-I
U60R1395	PAPER RECYCLING & SHREDDING SP	197.00	65.67	010037210Z 5810	Educational Services / Contracted Serv - Inst & Non-I
			65.67	010044720Y 5810	Business Services / Contracted Serv - Inst & Non-I
			65.66	010046740U 5810	Personnel Commission / Contracted Serv - Inst & Non-I
U60R1396	IRVINE RANCH OUTDOOR ED CNTR	28,835.00	5,767.00	010200100D 5825	LCFF-BASE INSTR DEMILLE / Admission Fees
			23,068.00	012600100D 5825	ELOP - DeMille / Admission Fees
U60R1397	CA ASSN OF DIRECTORS OF ACTIVI	2,175.00	2,175.00	010201100P 5220	LCFF-SUPC INSTR STACEY / Conferences/Staff
U60R1398	DEMCO INC	126.65	126.65	010019242B 4310	Library-Anderson / Instr Materials & Supplies
U60R1399	VECTOR MEDIA TRANSIT LLC	51,789.18	3,826.25	126040590A 5810	EARLY ED STATE ALT / Contracted Serv - Inst & Non-I
			47,962.93	126161590A 5810	Child Care and Dev (State) / Contracted Serv - Inst & Non-I
U60R1400	ORANGE CO DEPARTMENT OF EDUCAT	62,791.82	62,791.82	125058590A 5220	CRRSA ACT-ONE TIME STIPEND / Conferences/Staff
U60R1401	AKESO OCCUPATIONAL HEALTH	1,553.00	128.00	010045740A 5835	Human Resources / Health Exam/Fingerprints
			1,425.00	010046740U 5835	Personnel Commission / Health Exam/Fingerprints
U60R1402	BARBER & GONZALES CONSULTING G	11,735.62	7,761.50	010022712Y 4355	NEGOTIATIONS / CONF/PROF DEV SUPPLIES
			3,974.12	010022712Y 5810	NEGOTIATIONS / Contracted Serv - Inst & Non-I
U60R1403	CDT INC	309.00	309.00	010046740U 5835	Personnel Commission / Health Exam/Fingerprints
U60R1404	CASBO PROFESSIONAL DEVELOPMENT	1,460.00	1,460.00	010044720Y 5220	Business Services / Conferences/Staff Development
U60R1405	SCHOLASTIC INC	3,316.70	3,316.70	013010100M 4310	Title I Instr - Schmitt / Instr Materials & Supplies
U60R1406	SMART AND FINAL IRIS CO	500.00	500.00	010012100A 4355	ELD Instruction District Wide / CONF/PROF DEV SUPPLI
U60R1407	LAKESHORE LEARNING MATERIALS	142.03	142.03	019531111B 4310	Sp Ed Mild Mod Anderson / Instr Materials & Supplies
U60R1408	KNOTTS BERRY FARM	2,465.00	2,465.00	012600100T 5825	ELOP - Willmore / Admission Fees

Page 57 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

**FROM 10/31/2024 TO 12/04/2024**

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1409	UPLIFT DESK & HUMAN SOLUTION	108.16	108.16	010010316A 4350	ELPAC Testing / Office Supplies
U60R1410	UPLIFT DESK & HUMAN SOLUTION	4,403.87	2,518.21	010045740A 4410	Human Resources / Noncapitalized Equipment
			1,885.66	010046740U 4410	Personnel Commission / Noncapitalized Equipment
U60R1411	S & S WORLDWIDE INC	1,477.98	757.74	012600100Q 4310	ELOP - Sequoia / Instr Materials & Supplies
			720.24	012600100Q 4410	ELOP - Sequoia / Noncapitalized Equipment
U60R1412	US BANK CORPORATE PAYMENT SYST	768.66	768.66	010011770A 4410	Technology Data Network Spprt / Noncapitalized Equipmen
U60R1413	CDWG COMPUTER CTRS INC	137.58	137.58	010201100N 4310	LCFF-SUPC INSTR SCHROEDER / Instr Materials &
U60R1414	PETTY CASH WILLMORE	28.61	28.61	010200100T 4310	LCFF-BASE INSTR WILLMORE / Instr Materials & Suppl
U60R1415	ECLECTIC PRINTING & DESIGN LLC	569.40	569.40	012600100L 4310	ELOP - Meairs / Instr Materials & Supplies
U60R1416	SCHOOL SPECIALTY LLC	358.16	358.16	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1417	HOME DEPOT CREDIT SERVICES	553.90	553.90	010200270F 4310	LCFF-BASE ADMIN FINLEY / Instr Materials & Supplies
U60R1418	HOME DEPOT CREDIT SERVICES	126.32	126.32	010048754X 4371	Warehouse / Custodial Supplies
U60R1419	CDWG COMPUTER CTRS INC	134.05	134.05	010004100A 5826	Assessment Instructional / LICENSING & SOFTWARE FE
U60R1420	AMAZON CAPITAL SERVICES INC	174.05	174.05	013010100P 4310	Title I Instr - Stacey / Instr Materials & Supplies
U60R1421	AMAZON CAPITAL SERVICES INC	851.77	429.50	010201100M 4210	LCFF-SUPC INSTR SCHMITT / OTHER BOOKS
			422.27	013010100M 4310	Title I Instr - Schmitt / Instr Materials & Supplies
U60R1422	LAKESHORE LEARNING MATERIALS	817.84	227.29	012600100F 4310	ELOP - Finley / Instr Materials & Supplies
			590.55	012600100F 4410	ELOP - Finley / Noncapitalized Equipment
U60R1423	LAKESHORE LEARNING MATERIALS	1,036.84	1,036.84	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize
U60R1424	LAKESHORE LEARNING MATERIALS	3,711.44	3,711.44	012600100Z 4410	EXPANDED LEARNING OPP PROGRAM / Noncapitalize
U60R1425	LAKESHORE LEARNING MATERIALS	425.44	425.44	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1426	LAKESHORE LEARNING MATERIALS	411.89	411.89	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1427	OFFICE DEPOT INC	228.03	228.03	013010100N 4310	Title I Instr - Schroeder / Instr Materials & Supplies
U60R1428	OFFICE DEPOT INC	40.02	40.02	015641119A 4350	MEDI-CAL SPEECH / Office Supplies

Page 58 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
**BOARD OF TRUSTEES MEETING 12/19/2024**

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<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60R1429	SCHOOL SPECIALTY LLC	74.50	74.50	010201100I 4310	LCFF-SUPC INSTR HAYDEN / Instr Materials & Supplies
U60R1430	AMAZON CAPITAL SERVICES INC	43.68	43.68	013010100M 4310	Title I Instr - Schmitt / Instr Materials & Supplies
U60R1431	AMAZON CAPITAL SERVICES INC	25.44	25.44	010200270J 4310	LCFF-BASE ADMIN JOHNSON / Instr Materials & Supplies
U60R1432	AMAZON CAPITAL SERVICES INC	144.05	144.05	019542113Z 4310	Sp Ed Severe Assistive Techno / Instr Materials & Supplies
U60R1433	AMAZON CAPITAL SERVICES INC	776.35	776.35	019138210A 4310	OCDE K12 STRONG WORKFORCE / Instr Materials & Supplies
U60R1434	CDWG COMPUTER CTRS INC	796.09	796.09	010081100A 4430	School Specialty Instruction / Computer - Under \$5000
U60R1435	CDWG COMPUTER CTRS INC	120.04	120.04	010200270J 4320	LCFF-BASE ADMIN JOHNSON / Computers/Tech less than \$5000
U60R1436	CDWG COMPUTER CTRS INC	580.88	580.88	010004100A 4430	Assessment Instructional / Computer - Under \$5000
U60R1437	DELL COMPUTER	1,342.31	1,342.31	015641119A 4430	MEDI-CAL SPEECH / Computer - Under \$5000
U60R1438	DELL COMPUTER	1,343.31	1,343.31	010037210Z 4430	Educational Services / Computer - Under \$5000
U60R1439	DELL COMPUTER	1,343.31	1,343.31	010042715A 4430	Superintendent / Computer - Under \$5000
U60R1440	B & H PHOTO VIDEO	107.62	107.62	010201100J 4320	LCFF-SUPC INSTR JOHNSON / Computers/Tech less than \$5000
U60R1441	ARIEL SUPPLY INC	163.58	163.58	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1442	ARIEL SUPPLY INC	35.72	35.72	012600100Z 4310	EXPANDED LEARNING OPP PROGRAM / Instr Material
U60R1443	OFFICE DEPOT INC	724.63	724.63	013010100N 4310	Title I Instr - Schroeder / Instr Materials & Supplies
U60T0034	JFK TRANSPORTATION CO INC	1,856.93	1,856.93	014127100A 5820	Title IV Instruction / Outside Transportation
U60T0035	CERTIFIED TRANSPORTATION SERVI	7,345.59	7,345.59	014127100A 5820	Title IV Instruction / Outside Transportation
U60T0036	CORPORATE COACH CHARTER & TOUR	2,930.00	586.00	010993590F 5820	Finley Billing Account / Outside Transportation
			2,344.00	012600100F 5820	ELOP - Finley / Outside Transportation
U60T0037	JFK TRANSPORTATION CO INC	3,217.44	3,217.44	010201100H 5820	LCFF-SUPC INSTR FRYBERGER / Outside Transportation
U60T0038	JFK TRANSPORTATION CO INC	957.67	957.67	010201100R 5820	LCFF-SUPC INSTR WARNER / Outside Transportation
U60T0039	CORPORATE COACH CHARTER & TOUR	5,860.00	1,172.00	010993590N 5820	Schroeder Billing Account / Outside Transportation
			4,688.00	012600100N 5820	ELOP - Schroeder / Outside Transportation

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
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<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
U60T0040	JFK TRANSPORTATION CO INC	782.46	782.46	010201100H 5820	LCFF-SUPC INSTR FRYBERGER / Outside Transportation
U60T0041	JFK TRANSPORTATION CO INC	1,016.06	1,016.06	010201100R 5820	LCFF-SUPC INSTR WARNER / Outside Transportation
U60T0042	CERTIFIED TRANSPORTATION SERVI	828.00	828.00	010993590D 5820	Demille Billing Account / Outside Transportation
U60T0043	CERTIFIED TRANSPORTATION SERVI	864.23	864.23	014127100A 5820	Title IV Instruction / Outside Transportation
U60T0044	CERTIFIED TRANSPORTATION SERVI	900.45	900.45	010200590J 5820	LCFF-BASE ENHANCEMENT JOHNSON / Outside
U60T0045	JFK TRANSPORTATION CO INC	2,125.20	2,125.20	010201100P 5820	LCFF-SUPC INSTR STACEY / Outside Transportation
U60V0069	CULVER-NEWLIN	3,972.75	979.45	290304850F 4350	FINLEY AIR CONDITIONING / Office Supplies
			2,993.30	290304850F 4410	FINLEY AIR CONDITIONING / Noncapitalized Equipmen
U60V0070	SMITTYS CONSTRUCTION	51,969.00	30,819.00	290304850M 5810	SCHMITT AIR CONDITIONING / Contracted Serv - Inst &
			21,150.00	290304850S 5810	WEBBER AIR CONDITIONING / Contracted Serv - Inst &
U60V0071	SECURITY 2000 INC	3,623.20	2,083.20	270304850E 4380	EASTWOOD AIR CONDITIONING / Maintenance Supplie
			1,540.00	270304850E 5810	EASTWOOD AIR CONDITIONING / Contracted Serv - Ins
U60V0072	SECURITY 2000 INC	8,707.83	8,707.83	290304850R 5810	WARNER AIR CONDITIONING / Contracted Serv - Inst &
U60V0073	GOLDEN STATE PAVING INC	13,500.00	13,500.00	290304850D 5810	DEMILLE AIR CONDITIONING / Contracted Serv - Inst &
U60V0074	VIRCO MFG CORP	5,002.30	5,002.30	290304850Q 4410	SEQUOIA AIR CONDITIONING / Noncapitalized Equipm
U60V0075	SMITTYS CONSTRUCTION	8,577.00	8,577.00	290304850F 5810	FINLEY AIR CONDITIONING / Contracted Serv - Inst &
U60V0076	PATRIOT ENVIRONMENTAL LAB SERV	8,000.00	8,000.00	290304850M 5810	SCHMITT AIR CONDITIONING / Contracted Serv - Inst &
U60V0077	PATRIOT ENVIRONMENTAL LAB SERV	8,000.00	8,000.00	290304850F 5810	FINLEY AIR CONDITIONING / Contracted Serv - Inst &
U60V0078	NEW DIMENSION GENERAL CONSTRUC	58,381.32	58,381.32	290304850R 6250	WARNER AIR CONDITIONING / Bldg & Imprv - Other
U60V0079	NEW DIMENSION GENERAL CONSTRUC	17,004.20	17,004.20	290304850R 6250	WARNER AIR CONDITIONING / Bldg & Imprv - Other
U60V0080	SECURITY 2000 INC	1,329.13	1,329.13	290304850R 5810	WARNER AIR CONDITIONING / Contracted Serv - Inst &
U60V0081	BELTMANN RELOCATION GROUP	1,725.50	1,725.50	290304850F 5810	FINLEY AIR CONDITIONING / Contracted Serv - Inst &
U60V0082	PATRIOT ENVIRONMENTAL LAB SERV	8,000.00	8,000.00	290304850S 5810	WEBBER AIR CONDITIONING / Contracted Serv - Inst &

Page 60 of 83

**WESTMINSTER SD**  
**PURCHASE ORDER DETAIL REPORT**  
 BOARD OF TRUSTEES MEETING 12/19/2024

FROM 10/31/2024 TO 12/04/2024

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U60V0083	NEW DIMENSION GENERAL CONSTRUC	58,381.32	58,381.32	290304850R 6170	WARNER AIR CONDITIONING / Sites & Imprv - Site
U60V0084	SECURITY 2000 INC	6,338.08	6,338.08	290304850F 6250	FINLEY AIR CONDITIONING / Bldg & Imprv - Other Cos
	<b>Fund 01 Total:</b>	<b>4,383,062.50</b>			
	<b>Fund 12 Total:</b>	<b>404,508.69</b>			
	<b>Fund 13 Total:</b>	<b>49,158.84</b>			
	<b>Fund 25 Total:</b>	<b>900.00</b>			
	<b>Fund 27 Total:</b>	<b>3,623.20</b>			
	<b>Fund 29 Total:</b>	<b>258,888.43</b>			
	<b>Total Amount of Purchase Orders:</b>	<b>5,100,141.66</b>			

<u>Fund Legend</u>	<u>Purchase Order Legend</u>
Fund 01 – General Fund	L – Library/Textbook Department
Fund 12 – Child Development Fund	M – Maintenance and Operations Dept
Fund 13 – Nutrition Services Fund	N – Nutrition Services
Fund 24 – Measure T	R – District Office Buyer
Fund 25 - Capital Facilities Fund	T – Transportation Department
Fund 26 - Measure T	U – Accounting Office
Fund 28 - Measure T	V – Measure T
Fund 40 – Special Reserve for Capital Outlay Fund	

**WESTMINSTER SCHOOL DISTRICT**  
**CORPORATE/INDIVIDUAL DONATIONS FOR DISTRICT/SCHOOL SITES**  
**December 19, 2024**

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

<b>DONOR</b>	<b>DONATED TO</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
Janice Munemitsu	WSD	\$176.80	Sixteen books of <i>The Kindness of Color</i> .
Magic Show	Willmore ES	\$400.00	For Willmore Science Camp.
U'S Again, LLC	Webber ES	\$261.12	For school instructional supplies.

**WESTMINSTER SCHOOL DISTRICT**  
**Contracts for Approval/ Ratification**  
December 19, 2024

<b>NO.</b>	<b>CONTRACT</b>	<b>ORIGINATOR</b>	<b>NEW/ RENEW</b>	<b>TERM DATE</b>	<b>PURPOSE</b>	<b>BUDGET/ PROGRAM</b>	<b>CONTRACTED AMOUNT</b>
1	Barber & Gonzales, LLC	Rich Montgomery, HR	R	07/01/24 - 06/30/25	Preparation and engagement of Labor Management Negotiations involving District Management, WTA and Chapter 34 CSEA.	Negotiations	Not to exceed \$110,400.00
2	Brisk Teaching	Gerardo Martinez, Ed. Technology	AMEND	01/01/25 - 06/30/25	Extend the term to 06/30/25 originally approved on 07/25/24.	Instructional Ed. Technology	\$12,000.00
3	California Baptist University	Rich Montgomery, HR	N	11/25/24 - 06/30/27	Provide reduced tuition rate to District employees. The district will provide opportunities for the University to market this tuition discount and related program offerings.	N/A	\$0
4	California State University Fullerton	Rich Montgomery, HR	R	07/01/24 - 06/30/29	Provide educational experience and training for students of the University.	N/A	\$0
5	Data Center Warehouse	Dr. Michael Robbins, ITS	R	01/16/25 - 01/15/26	KACE Systems Management renewal for 1900 devices.	Technology Data Network Support	\$40,355.00
6	Data Center Warehouse	Dr. Michael Robbins, ITS	R	12/03/24 - 01/31/26	VMware Cloud Foundation 5 renewal.	Technology Data Network Support	\$27,940.64
7	Elevo	John Staggs, Ed. Services	R	01/06/25 - 06/30/25	Elevo will hire, train and provide coaches for two physical fitness modules. The Emotionally Intelligent and Sport modules will be for Before School, After School, and Summer Intersession Programs.	ELOP	Not to exceed \$90 per hour or \$1,504,894.88

**WESTMINSTER SCHOOL DISTRICT**  
**Contracts for Approval/ Ratification**  
December 19, 2024

<b>NO.</b>	<b>CONTRACT</b>	<b>ORIGINATOR</b>	<b>NEW/ RENEW</b>	<b>TERM DATE</b>	<b>PURPOSE</b>	<b>BUDGET/ PROGRAM</b>	<b>CONTRACTED AMOUNT</b>
8	High Trails	Mark Murphy, Clegg ES	N	05/27/25 - 05/30/25	Fifth grade science camp.	80% ELOP/ 20% PTA	\$370 per student
9	Imagination Machine	Wendy Baird, Hayden ES	N	11/15/24 - 06/13/25	Two one-hour assemblies.	SUPC	\$1,615.00
10	Infinity Consulting	Dr. Michael Robbins, ITS	R	07/01/24 - 06/30/25	Category One E-Rate Consulting Services. Final extension from original contract signed 6/23/20.	Technology Data Network Support	\$18,900.00
11	Infinity Consulting	Dr. Michael Robbins, ITS	R	07/01/24 - 06/30/25	Category Two RFP and E-Rate Application Management Services.	Technology Data Network Support	\$4,250.00
12	Irvine Ranch Outdoor Education Center	Sarah Nead- Rendon, Schmitt ES	N	04/09/25 - 04/11/25	Fifth grade science camp.	80% ELOP/ 20% ASB	\$459 per student
13	LACOE	Dr. Richard Noblett, Ed. Services	N	07/01/24 - 06/30/26	CDOL at the LACOE will deliver professional development and instructional materials in Visual and Performing Arts, English Language Development and Media Literacy through the AB 81/185 Block Grant.	80% Discretionary Block Grant/ 20% EEBG	\$88 per student and Not to exceed \$54,824.00 annually
14	LPA Design Studios	Manuel Cardoso, Business Services	N	12/20/24 - 06/30/26	Deliver a Facilities Master Plan to WSD.	Special Reserve Facilities Fund	Not to exceed \$493,500.00
15	Mad Science	Wendy Baird, Hayden ES	N	12/19/24 - 06/13/25	Two one hour after school Mad Science shows.	ELOP	\$1,690.00

**WESTMINSTER SCHOOL DISTRICT**  
**Contracts for Approval/ Ratification**  
December 19, 2024

<b>NO.</b>	<b>CONTRACT</b>	<b>ORIGINATOR</b>	<b>NEW/ RENEW</b>	<b>TERM DATE</b>	<b>PURPOSE</b>	<b>BUDGET/ PROGRAM</b>	<b>CONTRACTED AMOUNT</b>
16	OCDE	Dr. Cheryl Sosa, Accountability & Equity	N	11/01/24 - 06/30/25	Agreement No. 10006448 for professional development training for Hebrew Academy Community Day School teachers and administrators.	Title II-A	\$1,500.00
17	OCDE Friday Night Live Partnership	Rich Montgomery, HR	R	07/01/24 - 06/30/25	Agreement No. 10006132 to provide Orange County Friday Night Live Program to the Westminster School District which will develop leadership skills and community involvement through activities.	N/A - Advisor Stipend	<\$1,200.00> Advisor stipend per chapter
18	OCDE Teacher Induction Program	Rich Montgomery, HR	R	07/01/24 - 06/30/25	Agreement No. 10006303 to provide support to candidates required by the CTC to clear their preliminary credentials through OCDE Teachers Induction Program Consortium.	Teacher Cred. Instr. Supervision	\$72,000.00
19	PowerSchool	Manuel Cardoso, Business Services	AMEND	10/02/24 - 10/01/25	Originally approved on 7/25/24 for \$4,500.	Business Services	Amend to \$9,600.00
20	PrincipalED Leader, LLC	Dr. Richard Noblett, Ed. Services	N	12/01/24 - 06/30/25	Leadership Performance through Strengths Based Leadership 3-part workshop sessions.	EEBG	\$36,000.00
21	Raptor Technologies	Manuel Cardoso, Business Services	R	01/01/25 - 12/31/25	Visitor Management annual access fee for 18 locations.	RRMA	\$12,510.00
22	Softchoice Corporation	Dr. Michael Robbins, ITS	R	01/01/25 - 12/31/25	Microsoft 365 EDU subscription for 1,300 users.	Technology Data Network Support	\$124,800.00

**WESTMINSTER SCHOOL DISTRICT**  
**Contracts for Approval/ Ratification**  
December 19, 2024

<b>NO.</b>	<b>CONTRACT</b>	<b>ORIGINATOR</b>	<b>NEW/ RENEW</b>	<b>TERM DATE</b>	<b>PURPOSE</b>	<b>BUDGET/ PROGRAM</b>	<b>CONTRACTED AMOUNT</b>
23	Strategic Kids	Nicole Alvarado, Meairs ES	R	02/04/25 - 06/30/25	Instructional support for Chess Club for 1 hour after school for 10 weeks	ELOP	\$3,700.00
24	Strategic Kids	Nicole Alvarado, Meairs ES	R	02/04/25 - 06/30/25	Instructional support for LEGO Club for 1 hour after school for 10 weeks	ELOP	\$3,700.00
25	Varsity Tutors for Schools LLC	John Staggs, Ed. Services	N	11/01/24 - 06/30/30	Free 24/7 chat-based tutoring and self-directed learning support platform.	N/A	\$0

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: December 19, 2024

TO: Gunn Marie Hansen Ph.D., Superintendent

FROM: Manuel Cardoso, Assistant Superintendent, Business Services

SUBJECT: **RECEIVE THE 2024-25 WILLIAMS SETTLEMENT LEGISLATION  
FIRST QUARTER SITE REVIEW REPORT**

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**BACKGROUND INFORMATION:**

California Education Code Section 1240(2)(H) specifically requires the County Superintendent of Schools to visit the decile 1, 2, and 3 schools in each county pursuant to the "Williams Settlement" to ensure compliance with the information reported for sufficiency of textbooks and instructional materials and the safety, cleanliness, and functionality of school facilities.

**CURRENT CONSIDERATIONS:**

A site review was conducted on August 29, 2024 and September 13, 2024 at Sequoia Elementary. The Orange County Department of Education Report is attached with two Facilities deficiencies identified for remediation. A bookshelf in Room A4 and Room R2 were not anchored to the wall which were both corrected on August 30, 2024 by the Facilities Department.

**FINANCIAL IMPLICATIONS:**

There are no financial implications.

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**SUPERINTENDENT'S RECOMMENDATION:**

Receive the 2024-25 Williams Settlement Legislation First Quarter Site Review Report



Orange County Department of Education  
Educational Services Division

**Williams Settlement Legislation  
1<sup>st</sup> Quarter Report  
Westminster School District  
2024-25**

**INSTRUCTIONAL MATERIALS**

Schools were reviewed to determine the sufficiency of textbooks and instructional materials.<sup>1</sup>

School	Review Date	Textbook/Instructional Materials Insufficiencies	Subject	Grade	Room	Materials Needed	Correction Date
Sequoia Elementary	September 13, 2024	NONE					

<sup>1</sup>“Sufficient textbooks and instructional materials” means that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in core subject areas of mathematics, science, history-social science, and English language arts, including the English language development component of an adopted program. Middle and high schools include foreign language and health.



Orange County Department of Education  
Educational Services Division

**Williams Settlement Legislation  
1<sup>st</sup> Quarter Report  
Westminster School District  
2024-25**

**FACILITIES**

Schools were reviewed to determine safety, cleanliness, and functionality of facilities. Any deficiencies were reported to school administrators for remediation.<sup>2</sup>

School	Review Date	Room/Area	Facility Conditions Identified
Sequoia Elementary	August 29, 2024	Room A4	Bookshelf not anchored to wall
Sequoia Elementary	August 29, 2024	Room R2	Bookshelf not anchored to wall

Respectfully submitted,

\_\_\_\_\_  
Nicole Savio Newfield, Administrator  
Student Achievement and Wellness

10/31/24

Date

istricts and schools are not required to report corrections to the Orange County Department of Education.

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: December 19, 2024  
TO: Gunn Marie Hansen, Ph.D., Superintendent  
FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
SUBJECT: **ADOPT RESOLUTION NO. 24-25-09 TO UPDATE AUTHORIZED SIGNATURES TO DISTRICT BANK ACCOUNTS**

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**BACKGROUND INFORMATION:**

Due to the recent administrative changes, it is necessary to update the names of the current authorized signers on the District bank accounts, effective December 19, 2024.

**CURRENT CONSIDERATIONS:**

The attached Resolution No. 24-25-09 will accomplish updating the names of authorized signers.

**FINANCIAL IMPLICATIONS:**

There are no financial implications.

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**SUPERINTENDENT'S RECOMMENDATION:**

Adopt Resolution No. 24-25-09 to Update Authorized Signatures to District Bank Accounts



14121 Cedarwood Street  
Westminster, CA 92683  
(714) 894-7311

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

BOARD OF TRUSTEES

Frances Nguyen  
Jeremy Khalaf  
Khanh Nguyen  
Tina Gurney  
David M. Johnson

**RESOLUTION NO. 24-25-09  
AUTHORIZED SIGNATURES – DISTRICT BANK ACCOUNTS  
FARMERS AND MERCHANTS BANK**

**December 19, 2024**

**WHEREAS**, there have been changes within the administration of the Westminster School District and

**WHEREAS**, changes need to be made to the authorized signers on all of the following Westminster School District accounts at Farmers and Merchants Bank:

- |         |  |
|---------|--|
| 4100492 | Insurance Checking Account               |
| 4312865 | Student Body Savings Account             |
| 4100522 | Nutrition Services Checking Account      |
| 4099176 | Clearing Account                         |
| 4100514 | Revolving Cash Account                   |
| 4100530 | Early Education Program Checking Account |
| 4100565 | Extended School Program Checking Account |

**NOW, THEREFORE BE IT RESOLVED**, that the following people are authorized signers and that any two of the following signatures are required to withdraw funds from these accounts:

- Manuel Cardoso, Assistant Superintendent, Business Services
- Richard J. Noblett, Ed.D., Assistant Superintendent, Educational Services
- Brett Heinbuch, Executive Director, Business Services
- Stephanie Ceminsky, Ed.D., Director, Early Education and Expanded Learning -  
(Authorized for Early Education Program Checking Account and Extended School Program Checking Account only)
- Paul Ngo, Director, Nutrition Services –  
(Authorized for Nutrition Services Checking Account only)

*Leading the way as the premier Pre K-8th grade school district in Orange County, CA by providing exceptional and innovative experiences where all learners thrive.*

***Mission Statement:***

*It is our collective responsibility to educate and empower all students to pursue excellence through a distinctive, rigorous, and engaging academic experience*

**RESOLUTION NO. 24-25-09**  
**AUTHORIZED SIGNATURES – DISTRICT BANK ACCOUNTS**  
**FARMERS AND MERCHANTS BANK**

Portia Gonzalez, Business Services Supervisor –  
(Authorized for Clearing Account only)

**ADOPTED** at a regular meeting of the Governing Board of the Westminster School District held this 19<sup>th</sup> day of December 2024, by the following vote:

**AYES:** \_\_\_\_ **NOES:** \_\_\_\_ **ABSENT:** \_\_\_\_ **ABSTAIN:** \_\_\_\_

\_\_\_\_\_  
Gunn Marie Hansen, Ph.D.  
Superintendent

\_\_\_\_\_  
Frances Nguyen

\_\_\_\_\_  
Jeremy Khalaf

\_\_\_\_\_  
Khanh Nguyen

\_\_\_\_\_  
Tina Gurney

\_\_\_\_\_  
David M. Johnson

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14121 Cedarwood Street  
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(714) 894-7311

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

BOARD OF TRUSTEES

Frances Nguyen  
Jeremy Khalaf  
Khanh Nguyen  
Tina Gurney  
David M. Johnson

**RESOLUTION NO. 24-25-10  
AUTHORIZING PARTICIPATION IN THE ZERO EMISSION SCHOOL BUS AND  
INFRASTRUCTURE (ZESBI) INCENTIVE PROJECT**

**December 19, 2024**

**WHEREAS**, on December 19, 2024, the Board of Directors of the Westminster School District met in regular session; and

**WHEREAS**, Proposition 98 provides funding for K-12 education and community colleges; and

**WHEREAS**, Senate Bill 114 allocates Proposition 98 funds to the California Air Resources Board (CARB) and the California Energy Commission (CEC) to fund grants to local educational agencies for zero-emission school buses and supporting infrastructure; and

**WHEREAS**, with these funds CARB and CEC created the ZESBI incentive project; and

**WHEREAS**, CALSTART has been selected to administer ZESBI on behalf of CARB and CEC; and

**WHEREAS**, CALSTART requires the submission of information, on standardized forms (application forms), to determine eligibility and to prioritize projects; and

**WHEREAS**, if selected to receive funding, in order to participate in ZESBI, the grantee is required to enter into a grant agreement with CALSTART wherein the fulfillment of terms and conditions is required in order to receive the funding.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Westminster School District authorizes the submission of applications for ZESBI; and

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**BE IT FURTHER RESOLVED**, that if selected for funding, the Superintendent or Designee, is authorized to enter into a binding grant agreement on behalf of the school district and to act, as needed, to ensure the terms are satisfied.

**ADOPTED** at a regular meeting of the Governing Board of the Westminster School District held this 19<sup>th</sup> day of December 2024, by the following vote:

**AYES:** \_\_\_\_ **NOES:** \_\_\_\_ **ABSENT:** \_\_\_\_ **ABSTAIN:** \_\_\_\_

\_\_\_\_\_  
Gunn Marie Hansen, Ph.D.  
Superintendent

\_\_\_\_\_  
Frances Nguyen

\_\_\_\_\_  
Jeremy Khalaf

\_\_\_\_\_  
Khanh Nguyen

\_\_\_\_\_  
Tina Gurney

\_\_\_\_\_  
David M. Johnson

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***Mission Statement:***

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**WESTMINSTER SCHOOL DISTRICT**  
Business Services

**BOARD DATE:** December 19, 2024

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

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

**SUBJECT: APPROVE THE FIRST INTERIM FINANCIAL REPORT FOR  
2024-2025**

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**BACKGROUND INFORMATION:**

Education Code 42130 requires district superintendents to prepare and submit two interim financial reports to the Governing Board each year. The First Interim Budget which must be submitted by December 16, 2024 reflects actual expenditures as of October 31, 2024. A certification by the Governing Board concerning the financial stability of the District is required to be submitted to the County Superintendent of Schools, also known as the Orange County Department of Education (OCDE), as to whether or not the District is able to meet its financial obligations for the remainder of the fiscal year, and the two subsequent fiscal years.

**CURRENT CONSIDERATIONS:**

The Budget and projection assumptions are included as a [LINK](#). Please click to access the [2024-2025 First Interim Financial Report](#). In addition, OCDE's First Interim Budget advisory includes information regarding school districts deficit spending. In preparing the 2024-2025 First Interim Budget, the Board acknowledges its fiduciary responsibility to maintain fiscal solvency for the current year and the subsequent two fiscal years. It is recommended that this report receive a Positive Certification. A Positive Certification indicates that we will be able to meet our financial obligations in the current and next two fiscal years.

**FINANCIAL IMPLICATIONS:**

There are no financial implications.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the First Interim Financial Report for 2024-2025

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: December 19, 2024

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

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Scott Harvey, Executive Director of Facilities & MOT

SUBJECT: **APPROVE AMENDMENT #4 TO THE CONTRACT WITH DF PEREZ CONSTRUCTION, INC. FOR HVAC UPGRADES AND MODERNIZATION AT EASTWOOD AND SEQUOIA ELEMENTARY SCHOOLS AND WARNER MIDDLE SCHOOL – BID # 2023/24-03**

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**BACKGROUND INFORMATION:**

The Westminster School District awarded Bid #2023/24-03 for HVAC Upgrades and Modernization at Eastwood and Sequoia Elementary Schools and Warner Middle School totaling \$23,897,863.00 at the March 7, 2024 board meeting. The contract was amended on June 13, 2024, in the amount of \$106,668.44, on September 12, 2024, in the amount of \$340,255.79, and on October 17, 2024, in the amount of \$214,711.21 for a revised contract total of \$24,559,498.44. In addition, the Board pursuant to Education Code 17604, authorizes the Superintendent to appoint a designee to enter into a contract and to approve changes or additions to the project in accordance with the contract and Public Contract Code section 20118.4, subject to Board ratification.

**CURRENT CONSIDERATIONS:**

After the contract was awarded and construction began, unforeseen conditions arose that could not be anticipated at the time bidding occurred, as well as changes to the original scope to provide upgrades, necessitating the need for an amendment to the contract.

<b>CHANGE ORDER #4</b>		
<b>DESCRIPTION</b>		
<b>COR#</b>	<b>EASTWOOD ELEMENTARY</b>	<b>AMOUNT</b>
#28	Added door hardware not previously called out in the plan documents	\$48,713.01
#33	Changes to floor specifications for kindergarten rooms per requests from administration	\$6,076.67
#37	Added electrical circuits required in the main switchgear in order to make the electrical backbone perform as designed	\$21,734.74
#38	Electrical circuits add in administration building's sub - panel(s) in order to power the new HVAC system as designed - Phase 2	\$6,954.31
#45	Replace door closer hardware from architect specified product to "hold opens" per District request	\$22,591.83

#47	Additional electrical metallic tubing (EMT) pathway, wire, receptacles, plates, accessories, and placement of existing and new panels added to Phase 3 (C/D Building) to increase power and data options for staff	\$38,700.31
#56	New condensate drains were required for the HVAC units in the 'K' Building, which were not shown on the original plans	\$12,624.19
#60	Added tack panel to walls in kindergarten that were not shown on the original plans	\$7,893.30
<b>Amendment Total for Eastwood ES:</b>		<b>\$165,288.36</b>
<b>COR#</b>	<b>SEQUOIA ELEMENTARY</b>	<b>AMOUNT</b>
#29	Added door hardware not previously called out in the plan documents	\$29,051.34
#39	Temporary "back-feed" from the main electrical switchgear, in order to power Phase 1 and 2 buildings prior the start of school	\$37,500.00
#40	Convert storage room into Speech small group room in Building A.	\$11,370.84
#44	Replace door closer hardware from architect specified product to "hold opens"	\$18,967.12
#48	Additional electrical metallic tubing (EMT) pathway, wire, receptacles, plates, accessories, and placement of existing and new panels added to Phase 3 (B-Building) to increase power and data options for staff	\$40,814.31
#49	New back boxes for exterior lighting wall packs to eliminate the appearance of excessive electrical metal conduit (EMT) on the exterior of the building(s)	\$6,882.91
#51	Demolition of small planter east of the administration office which blocked new door landing and addition of new ADA compliant concrete landing	\$2,904.47
#55	Added framing structure required for change in roofing membrane	\$22,482.41
#57	Credit for damage to security system housed in the administration building during Phase 2 construction	(\$12,059.15)
#58	Credit for misplaced key cabinet in office storage room	(\$28,758.87)
#61	Credit for reimbursement to replace damaged car tires	(\$743.43)
<b>Amendment Total for Sequoia ES:</b>		<b>\$128,411.95</b>
<b>COR#</b>	<b>WARNER MIDDLE</b>	<b>AMOUNT</b>
#30	Added door hardware not previously called out in the plan documents	\$12,986.88
#35	Relocate the existing solar electrical circuits in the main switchgear to the meter side of the equipment	\$5,921.72
#41	Credit to re-locate the HVAC compressors for the Administration Building from the front/eastside of the building to the west side of the building	(\$1,200.72)
#42	Added electrical circuits for appliances in the teachers' lounge	\$6,872.54

#43	Replace door closer hardware from architect specified product to "hold opens"	\$25,250.05
#50	Add service window on back side of administration building	\$2,197.36
#52	Two new fan coils (HVAC units) added to admin office	\$3,359.43
#53	New storefront door closure mounting plates for storefront doors, not covered in original plans	\$1,307.60
#54	Additional asbestos abatement required	\$11,571.32
#59	Credit for removal of new casework	(\$39,564.00)
<b>Amendment Total for Warner MS:</b>		<b>\$28,702.18</b>
<b>Amendment Total for Eastwood ES, Sequoia ES and Warner MS:</b>		<b>\$322,402.49</b>

**FINANCIAL IMPLICATIONS:**

The total cost for amending the contract with DF Perez Construction, Inc. Bid #2023/24-03 for the above-listed changes is \$322,402.49 to be paid from Measure T, ESSER and Facilities Funds. This will increase the total contract for this project to \$24,881,900.93 which represents a 4.12% total increase and is below the 10% threshold. The current change orders are within the budgeted contingency for the construction and HVAC modernization at Eastwood and Sequoia Elementary Schools and Warner Middle School.

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Amendment #4 to the contract with DF Perez Construction, Inc. HVAC Upgrades and Modernization at Eastwood and Sequoia Elementary Schools and Warner Middle School – Bid # 2023/24-03.

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: December 19, 2024

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

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Scott Harvey, Executive Director of Facilities & MOT

SUBJECT: **APPROVE AMENDMENT #4 (FINAL AMENDMENT) TO THE CONTRACT WITH ACC CONTRACTORS, INC. FOR HVAC UPGRADES AND MODERNIZATION AT FINLEY, SCHMITT, AND WEBBER ELEMENTARY SCHOOLS – BID # 2023/24-02**

**BACKGROUND INFORMATION:**

The Westminster School District awarded Bid #2023/24-02 for HVAC Upgrades and Modernization at Finley, Schmitt, and Webber Elementary Schools totaling \$15,980,000.00 at the November 9, 2023, board meeting. The contract was amended on May 23, 2024, in the amount of \$240,536.78, on June 13, 2024 in the amount of \$115,286.56 and on September 12, 2024 in the amount \$264,604.10 of for a revised contract total of \$16,660,426.44. In addition, the Board pursuant to Education Code 17604, authorizes the Superintendent to appoint a designee to enter into a contract and to approve changes or additions to the project in accordance with the contract and Public Contract Code section 20118.4, subject to Board ratification.

**CURRENT CONSIDERATIONS:**

After the contract was awarded and construction began, unforeseen conditions arose that could not be anticipated at the time bidding occurred, as well as changes to the original scope to provide safety upgrades, necessitating the need for an amendment to the contract.

<b>CHANGE ORDER #4</b>		
<b>DESCRIPTION</b>		
<b>COR#</b>	<b>FINLEY ELEMENTARY</b>	<b>AMOUNT</b>
#60	Deletion of sky lights in kindergarten storage areas due to ongoing leak issues	\$4,221.49
#62	Additional blocking and joist framing for kindergarten building based on existing conditions	\$9,734.72
#64	Additional asphalt based on existing ADA parking lot conditions in front parking lot	\$11,070.56
#69	Seal and stripe back parking lot asphalt (staff lot)	\$13,807.29
#73	New backflow preventer and new sod for front fence area, not previously covered under the project plans	\$11,559.45
#85	Removed two tree stumps in fire lane per District direction	\$1,958.32
#86	Installed concrete sleeves under new concrete for added irrigation lines and removed one tree near the front entrance to front parking lot	\$9,910.84

#87	Installed new irrigation lines and valves for added sod area near front gates	\$3,776.47
#88	Extended new concrete area to meet ADA compliance in existing parking lot median	\$3,369.33
#92	Additional floor grinding needed in two buildings due to existing concrete slope conditions discovered once carpeting was removed	\$8,073.78
#98	New ceramic tile needed in girl's restroom due to unavailability of replacing existing tiles	\$33,000.00
#100	Provide smaller ducting due to DSA approved changes to approved layouts	\$17,785.16
#103	Additional fire alarm pathways needed for two portable buildings not covered in original plan documents	\$15,734.16
#105	Summer acceleration costs: work completed on evenings and weekends to deliver Phase 3 (school front offices and kindergarten classes) by start of school year	\$48,315.87
#108	Additional electrical pathways, wire, receptacles, plates and accessories to increase power and data options for teachers	\$29,924.20
#111	Scope adjustment for flooring materials in selected classrooms	\$6,499.17
#117	Modify window framing based on insufficient existing conditions	\$2,480.64
#118	Additional framing due to existing condition of roof trusses	\$2,480.64
#119	Provide additional hardware required by DSA field engineer and structural engineer to reinforce wood roof truss system	\$3,514.48
#120	Provide additional hardware required by DSA field engineer and structural engineer to reinforce wood roof truss system	\$3,514.48
#121	Additional drywall for ceiling soffits	\$2,984.54
#122	Additional drywall for ceiling soffits	\$2,984.54
#123	Blocking and joist framing based on existing conditions	\$8,168.90
#124	Framing modifications to trusses to accommodate new duct openings	\$7,406.15
#125	Framing modifications to trusses to accommodate new duct openings	\$7,406.15
#128	Modifications to ornamental gate and posts at Finley ES near the front of the parking lot	\$10,643.57
<b>Amendment Total for Finley:</b>		<b>\$280,324.90</b>
<b>COR#</b>	<b>SCHMITT ELEMENTARY</b>	<b>AMOUNT</b>
#27	Added structural blocking and bracing for ductwork in Building B due to unforeseen conditions	\$7,373.95
#35	Move exposed waterlines to inside walls in Rooms 11-18	\$12,886.04
#36	Based on unforeseen soffit condition in Building B, extend wall framing and add structural bracing to classrooms	\$27,657.55
#39	ADA adjustments to existing restroom sinks in B Building due to non-conforming existing condition	\$7,243.10

#52	Additional break metal at Room K-4 door due to raw existing structural condition at store front window	\$2,465.86
#53	Abatement of additional undiscovered ACM in B Wing classrooms	\$8,426.68
#55	Abatement of flooring and mastic in kindergarten wing	\$31,685.72
#56	Abatement of unforeseen drywall and mud in soffit condition, B Wing	\$57,551.98
#57	Adjustments to restroom doors and framing to meet proper opening clearances	\$26,703.95
#59	Additional electrical pathways, wire, receptacles, plates and accessories to increase power and data options	\$12,682.12
#61	Modification to window headers in Kindergarten Building per existing conditions	\$25,949.34
#63	Additional tack panel on plywood walls in front office due unknown existing condition	\$8,476.59
#75	New brake metal around K-1 door due to unknown existing condition	\$2,277.32
#78	New acoustic ceilings in two small resource rooms in lieu of hard lid ceilings for better access to ceiling	\$2,096.28
#79	Replace louvers on Building B due to missing screens and poor existing condition	\$3,920.92
#83	Demo of additional sink not previously in the plan documents due to DSA enforced ADA requirements	\$1,401.59
#102	Additional fire alarm pathways needed for two portable buildings not covered in original plan documents	\$16,055.45
#107	Summer acceleration costs: work completed on evenings and weekends to deliver Phase 3 (school front offices and kindergarten classes) by start of school year	\$49,354.87
#109	Additional electrical pathways, wire, receptacles, plates and accessories to increase power and data options	\$36,528.29
#112	Scope adjustment for flooring materials in selected classrooms	\$3,123.72
#114	Modify window framing based on insufficient existing conditions	\$26,229.03
#115	Provide additional framing due to the size of the HVAC ducting being larger than what is shown in the plans	\$11,820.75
#116	Provide additional framing due to the size of the HVAC ducting being larger than what is shown in the plans	\$11,820.75
#126	Abandon and dispose of existing water lines and relocate 1/2" water lines into the wall based on existing condition	\$12,886.04
#127	Added wall bracing between classrooms extending the concrete demising wall to the roof structure	\$34,661.39
<b>Amendment Total for Schmitt:</b>		<b>\$441,279.28</b>
<b>COR#</b>	<b>WEBBER ELEMENTARY</b>	<b>AMOUNT</b>
#76	Add concrete curb based on existing storefront window condition in kindergarten room	\$2,315.47
#80	Provide 6" base in lieu of 4" due to exiting condition of wall bases areas	\$2,870.44

#81	Remove bathroom ceiling soffit and tie ceiling into wall due to existing offset soffit condition	\$1,277.65
#82	Replace carpet in kindergarten room	\$6,999.81
#97	Additional fire alarm pathways needed for two portable buildings not covered in original plan documents	\$14,242.03
#101	Added pipe supports in lieu of angle supports for new HVAC equipment	\$979.67
#106	Summer acceleration costs: work completed on evenings and weekends to deliver Phase 3 (school front offices and kindergarten classes) by start of school year	\$25,290.61
#110	Additional electrical pathways, wire, receptacles, plates and accessories to increase power and data options for teachers	\$14,491.07
#113	Scope adjustment for flooring materials in selected classrooms	\$783.77
<b>Amendment Total for Webber:</b>		<b>\$69,250.52</b>
<b>COR#</b>	<b>CONTRACT PROJECT DELAY COSTS/ DESCOPING</b>	<b>AMOUNT</b>
#129	Outstanding credits as follows: project signage, de-scoping of roofing at breezeways, de-scoping of painting of portables (interior and exterior), pathway changes to underground conduit and contractor delay cost credits	(\$529,264.03)
#130	Contractor submitted delay costs for unforeseen additional asbestos abatement, revisions to structural framing and unforeseen conditions with underlying framing that required additional planning and work, changes to the scope for flooring finishes, and additional electrical/low-voltage scope that impacted project schedule.	\$697,962.77
<b>Adjustment:</b>		<b>\$168,698.74</b>
<b>Total Amendment for Finley, Schmitt and Webber:</b>		<b>\$959,553.44</b>

**FINANCIAL IMPLICATIONS:**

The total cost for amending the contract with ACC Contractors, Inc. Bid #2023/24-02 for the above-listed changes is \$959,553.44 to be paid from Measure T, ESSER & Facilities Funds. This is the final change order for the project as settled via waiver with the contractor to minimize further delays, legal fees and claims. This will increase the total contract for this project to \$17,559,979.88 which represents a 9.89% total increase and is below the 10% threshold. The current change orders are within the budgeted contingency for the construction and HVAC modernization at Finley, Schmitt, and Webber Elementary Schools.

**SUPERINTENDENT’S RECOMMENDATION:**

Approve Amendment #4 to the contract with ACC Contractors, Inc. for HVAC Upgrades and Modernization at Finley, Schmitt, and Webber Elementary Schools – Bid # 2023/24-02

**WESTMINSTER SCHOOL DISTRICT**  
Business Services

DATE: December 19, 2024

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

FROM: Manuel Cardoso, Assistant Superintendent, Business Services  
Scott Harvey, Executive Director of Facilities & MOT

SUBJECT: **APPROVE THE CONTRACT WITH R DEPENDABLE CONTRACTORS, INC. FOR KITCHEN MAINTENANCE REPAIRS AT ANDERSON, DEMILLE, EASTWOOD, FINLEY, SCHMITT, SEQUOIA AND WEBBER ELEMENTARY SCHOOLS, AND LAND EARLY EDUCATION CENTER – BID #2024/25-02**

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**BACKGROUND INFORMATION:**

The Westminster School District issued a call for bids for the Kitchen Maintenance Repairs Bid #2024/25-02. Bid advertisements were published on the PQBids website, in building trade periodicals, and in a general circulation newspaper. Potential General Contractors were assessed through the District's CUPCCA registration process. Furthermore, in compliance with Education Code 17604, the Board grants the Superintendent the authority to designate a representative to enter into a contract and approve project modifications or additions in line with the terms of the agreement and Public Contract Code section 20118.4, contingent upon Board ratification.

**CURRENT CONSIDERATIONS:**

The District held a closed bid process on December 5, 2024, after reviewing the bids and conducting a background check, the District has determined that R Dependable Contractors, Inc. is the lowest responsive and responsible bidder for the Kitchen Maintenance Repairs at Anderson, DeMille, Eastwood, Finley, Sequoia, Schmitt and Webber Elementary Schools and Land Early Education Center Bid #2024/25-02.

**FINANCIAL IMPLICATIONS:**

Kitchen Infrastructure and Training (KIT) funds will provide funding totaling \$819,974.00 of the contract.

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**SUPERINTENDENT'S RECOMMENDATION:**

Approve the contract with R Dependable Contractors, Inc. for Kitchen Maintenance Repairs at Anderson, DeMille, Eastwood, Finley, Schmitt, Sequoia and Webber Elementary Schools and Land Early Education Center Bid #2024/25-02