

**WINDSOR UNIFIED SCHOOL DISTRICT**  
9291 Old Redwood Highway, Windsor, California 95492

**REGULAR SCHOOL BOARD MEETING MINUTES FOR AUGUST 4, 2015**

**5:30\*PM Open Session -Building 500**

1. **Roll Call:** George Valenzuela, Sandy Dobbins, Eric Heitz, Esther Lemus

**Recess to Closed Session:** The Governing Board recessed to Closed Session with Superintendent Steve Jorgensen to discuss and/or take action with respect to every item pursuant to:

- |            |   |
|------------|---|
| GC§54957.6 | Conference with Labor Negotiators: District Representative; Superintendent Steve Jorgensen; California School Employees Association (CSEA) Chapter 673; and Windsor District Educators Association (WDEA), Unrepresented Units              |
| GC§54957   | Public Employment: Personnel Assignment Order:2016-02   |
| GC§54957   | Public Employment Performance Evaluation: Superintendent  |
| GC§54957   | Public Employment: Discipline/Dismissal/Release   |
| GC§54956.8 | Conference with Real Property Negotiator<br>Property: API # 162-020-004<br>Vinecrest Road<br>Agency negotiator: Steve Jorgensen<br>Negotiating parties: Owner of property: Mark Ross<br>Under negotiation: price, terms of payment, or both |

**6:06\*PM - The Board convened to Open Session in Building 400 - Board Meeting Not Televised**

**Roll Call:** George R. Valenzuela, Sandy Dobbins, Eric Heitz, Esther Lemus

**Flag Salute:** Eric Heitz

**Report out of Closed Session:** No report out of closed session

Superintendent Jorgensen introduced Julie Stearn, the new Principal for Windsor Creek Elementary.

2. **ADJUSTMENTS TO THE AGENDA:** None

**Public Comment:** Leann Peoples, WHS Boosters President: Role of Boosters Club vs PTA - Requirements of bathroom facilities-Need of bathroom facilities  
Dave Kahn-Regarding bathroom facilities conditions  
George Horwedel- C-Star celebrating 10 year anniversary and they will be supporting a fund raiser to help with school supplies for Mattie Washburn K-1 grades, Relay for Life event was successful and will be working with Oliver's Market on E-Script program  
**Upcoming Events Update:** Trustee Lemus provided an update regarding -Stuff the Bus Events hosted by PTA's & Boosters - August 6 - 8:00-2:00 Walmart Parking Lot, Windsor & August 15- 9:00-2:00 Staples in Santa Rosa  
Superintendent Jorgensen provided the following updates: (1) Facilities Subcommittee meeting will be held on Tuesday, August 11 at 5:30 (2) August 11 there will be a District Staff Meeting and Staff Development Day (3) school begins on Thursday, August 13 (4) Board Trustee applications are due by Friday, August 14 and there will be a Special Board Meeting on August 26 to interview candidates (5) Trustee Valenzuela will be attending a welcome meeting at WHS on Friday

\* Convening and adjournment times are estimated. In accordance with Board Bylaw 9320 and Government Code 54953.2, 54954.1: A complete copy of this Board packet is available at the Windsor Unified School District office: 9291 Old Redwood Highway, Building 500, Windsor, California. The District shall provide appropriate translation services, and disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. Please call 837-7701 for assistance.  
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3. **APPROVAL OF MINUTES:** On motion of Trustee Heitz, seconded by Trustee Lemus, the Board of Trustee voted (4-0) to approve the Regular School Board Meeting Minutes of July 21, 2015.
4. **CONSENT ACTION ITEMS:** On motion of Trustee Heitz, seconded by Trustee Lemus, the Board of Trustees voted (4-0) to approve the following action items:
  - 4.1 **Vendor Warrant Batches:** Details provided to Board under separate cover-044914, 044915, 044930, 044932, 044984, 044992, 045005, 045071, 045077, 045112, 045160, 045167, 045178
  - 4.2 **Contract Batches:** 080415
  - 4.3 **Personnel Assignment Order:** 2016-02
  - 4.4 **Consideration of Approval of Salary Schedules**
  - 4.5 **Village Charter School 2015-16 Local Control and Accountability Plan (LCAP)**
5. **REPORT/DISCUSSION:**
  - 5.1 **Review and Discussion of Food Service Review Performed by Judy Stephens, Independent Contractor:** Lois Standring, CBO provided a presentation regarding the review by Judy Stephens.  
**Public Comment:** Valarie Burns, Linda Lopez and Dave Lopez all provided information as to the food program and why the program is structured and staffed in the way it is.
  - 5.2 **Update on Manzanita Montessori Charter School:** Superintendent Jorgensen provided an update on the current status of the proposed Charter School to the Board and provided a recap as to the history of the events leading up to this point. Superintendent Jorgensen informed the Board that, although he has yet to receive notification, the Charter School's Facebook page indicates they will not be occupying the site on Shiloh Road.

**PUBLIC HEARING-Easement Agreement for Trail Extension at Windsor High School**

5.3 The Board may take action to convey an easement to the Town of Windsor for the purpose of constructing and maintaining a trail and pathway near the north property line of Windsor High School.

**PUBLIC COMMENT:** Dave Kahn asked about access to the location through the new gate and Superintendent Jorgensen and Trustee Dobbins provided clarification.

6. **DISCUSSION/ACTION:**
  - 6.1 **RESOLUTION 2016-03: Consideration of Approval in the Matter of the Conveyance of an Easement in Real Property for Public Pathway/Trail Purposes:** Superintendent Jorgensen presented to the Board of Trustee for approval. On motion of Trustee Dobbins, seconded by Trustee Lemus, the Board of Trustees voted (4-0) to approve **Resolution 2016-03**.
  - 6.2 **Consideration of Approval of Job Description-English Language Development (ELD) Site Coordinator:** Lisa Saxon, Director of Educational Services, presented to the Board of Trustees for approval. On motion of Trustee Dobbins, seconded by Trustee Heitz, the Board of Trustees voted (4-0) to approve.
  - 6.3 **Consideration of Approval of 45 Day Revise of the 2015-16 Budget:** Lois Standring, CBO presented to the Board of Trustees for approval. On motion of Trustee Lemus, seconded by Trustee Dobbins, the Board of Trustees voted (4-0) to approve.
7. **ROUTINE INFORMATION:**
  - 7.1 **Superintendent Report:** (1) The District Leadership Team had a training and team building meeting today with support and training by Dr. Paul Porter. (2) Brooks Elementary and Windsor Oaks portables have been relocated and are set and ready for school (3) New portables have been added to Windsor Middle School and WHS. Staff updates: Denise Vadon, Payroll Clerk, will be retiring and there will be a recruitment to fill her position. Lanette Zootis has accepted a promotion to Budget Analyst and we will be recruiting for Lanett's current position. We have hired a new Human Resources Director, Liz Richards and she will start on August 17. We have completed interviews for Director of Transportation and will be making a job offer. Every employee is now required to attend mandatory child abuse training which must be completed within the first 6 weeks of when school starts. Phone voice messages have been sent out regarding school updates and access to AERIES is now available via our website to parents. Trustee Heitz updated the Board regarding parking changes at Windsor High School. Staff parking is now located in the south parking lot only and the north parking lot is for students. Trustee Valenzuela would like a formal item to be placed on a Board agenda regarding a new Bond for school facilities.
  - 7.2 **Response to Board/Community requests:** Trustee Dobbins asked Trustee Heitz to please explain and provide clarification to the Windsor Booster Club regarding the process school district go through to fund capital projects.
  - 7.3 **Board Correspondence:** None

- 7.4 Staff Association Reports: None
- 7.5 Unresolved Policies: BP 6146.1, BP 6153, AR5141.21, Policy Guide sheets February 2015, April 2015, July 2015. Board Policy subcommittee will be meeting on September 29, 2015 at 5:30.
- 7.6 Items of General Interest:
- 7.7 Future School Board Items: Report - Vision - District Music Program, Future- Celebrating Success –“No Place for Hate”, High School Graduation Requirements, August 18, 2015- Board tour of the Windsor District facilities
- 7.8 Principal Report: None
- 7.9 2015/16 School Board Calendar: On August 18, 2015 the Board will be given a tour of school facilities. The August 18, 2015 Board meeting will start at 6:30 to allow for time to tour the facilities.

**7:40 PM Recessed to Closed Session:** The Governing Board recessed to Closed Session with Superintendent Steve Jorgensen to discuss and/or take action with respect to every item pursuant to:

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Property: API # 162-020-004  
Vinecrest Road  
Agency negotiator: Steve Jorgensen  
Negotiating parties: Owner of property: Mark Ross  
Under negotiation: price, terms of payment, or both

**Report out of Closed Session: None**

**ADJOURNMENT:** On motion of Trustee Heitz, seconded by Trustee Lemus the Board of Trustees voted (4-0) to adjourn at 9:05 PM.

APPROVAL ON: August 18, 2015

  
Eric Heitz, Vice-President/Clerk

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