

MEETING MINUTES

The Santa Rosa City Schools Board Meeting of August 27, 2025, starting at 6:00 pm at Santa Rosa City Hall Council Chambers (100 Santa Rosa Ave, Santa Rosa, CA 95404) , is in a hybrid format. The public can attend and **comment in person by presenting a blue card to the Santa Rosa City Schools Administrative Staff at the time of the meeting**, or view/listen to the meeting in a virtual format via Zoom. **No public comments will be taken via the virtual format.** For more information on viewing/listening to the meeting virtually via Zoom or by phone, please click [HERE](#).

La reunión de la Mesa Directiva de el distrito de Santa Rosa City Schools el 27 de agosto de 2025, que comenzará a las 6:00 p.m. en el Ayuntamiento de Santa Rosa (100 Santa Rosa Ave, Santa Rosa, CA 95404), se llevará a cabo en formato híbrido. El público puede asistir y hacer **comentarios en persona presentando una tarjeta azul al personal administrativo de Santa Rosa City Schools en el momento de la reunión**, o ver/escuchar la reunión en formato virtual a través de Zoom. **No se aceptarán comentarios públicos a través del formato virtual.** Para obtener más información sobre cómo ver/escuchar la reunión virtualmente a través de Zoom o por teléfono, haga clic [AQUÍ](#).

Individual speakers shall be allowed **one to three minutes** to address the Board on each agenda or non-agenda item. The Board may limit the total time for public input on each item to 20 minutes. With Board consent, the presiding officer may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The presiding officer may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add (BP 9323).

Cada orador tendrá de **uno a tres minutos** para dirigirse a la mesa directiva sobre cada tema incluido o no en la agenda. La mesa directiva puede limitar el tiempo total para la participación del público sobre cada tema a 20 minutos. Con el consentimiento de la mesa directiva, la presidenta puede aumentar o disminuir el tiempo permitido para comentarios del público, dependiendo del tema y del número de personas que deseen comentar. La presidenta puede realizar una encuesta entre los oradores a favor o en contra de un tema en particular y puede solicitar que otras personas hablen sólo si tienen algo nuevo que agregar (BP 9323).

For questions or comments, please contact the Superintendent's Office at (707) 890-3800 ext. 80101 or mmartin@srcs.k12.ca.us.

To view future board meeting dates, click [HERE](#).

To view agendas and minutes from July 2016 - August 12, 2020, click [HERE](#).

To view agendas and minutes prior to July 27, 2016, please contact the Superintendent's Office at (707) 890-3800 ext. 80101, mmartin@srcs.k12.ca.us.

To view recordings of past board meetings, click [HERE](#).

MISSION: SRCS ensures equitable access to a transformative educational experience grounded in the assets of our students, staff, and community. We nurture the whole student in an engaging, challenging, and safe environment. We recognize and value each student's individuality and our community's cultural wealth.

VISION: SRCS will send students into the world empowered to find purpose, think critically, embrace diversity, work together, and adapt to our changing planet, and live healthy and fulfilling lives.

Attendance

Voting Members

Sarah Jenkins, Board of Education Trustee

Roxanne McNally, Board of Education President

Nick Caston, Board of Education Vice President

Jeremy De La Torre, Board of Education Clerk

Mark Kirby, Board of Education Trustee

A. CALL TO ORDER (4:00 p.m.)

Vice President Caston called the meeting to order at 4:00 pm.

Trustee Medina was absent.

Trustee Prak was absent.

1. Public Comment on Closed Session Agenda

There were no public comments on the Closed Session agenda.

B. RECESS TO CLOSED SESSION

Vice President Caston stated that the following items would be addressed during the Closed Session:

- Public Employee Performance Evaluation (Title of employee being reviewed: Superintendent, Associate Superintendent, Assistant Superintendent, Principals, Vice Principals, Assistant Principals, Directors, Coordinators)
- Public Employee Discipline/Dismissal/Release
- Conference With Labor Negotiator (Name of designated rep attending: Dr. Vicki Zands (SRCS) ; name of organization: Santa Rosa Teachers Association, CSEA Santa Rosa 75, Teamsters Union 665)
- Conference With Legal Counsel - Existing Litigation (Case No.: 25CV05030, OAH Case No.: 2025050933)
- Conference With Legal Counsel - Anticipated Litigation (Number of potential cases: 2)

The meeting recessed to the Closed Session at 4:01 pm.

- 1. Public Employee Performance Evaluation (Title of employee being reviewed: Superintendent, Associate Superintendent, Assistant Superintendent, Principals, Vice Principals, Assistant Principals, Directors, Coordinators) [Gov. Code § 54957]**
- 2. Public Employee Discipline/Dismissal/Release [Gov. Code § 54957]**
- 3. Conference With Labor Negotiator (Name of designated rep attending: Dr. Vicki Zands (SRCS) ; name of organization: Santa Rosa Teachers Association, CSEA Santa Rosa 75, Teamsters Union 665) [Gov. Code § 54957.6]**
- 4. Conference With Legal Counsel - Existing Litigation (Case No.: 25CV05030, OAH Case No.: 2025050933) [Gov. Code § 54956.9]**
- 5. Conference With Legal Counsel - Anticipated Litigation (Number of potential cases: 2) [Gov. Code § 54956.9]**
- 6. Closed and Open Session Notes**

C. RECONVENE TO OPEN SESSION (6:00 p.m.)

President McNally reconvened the Open Session meeting at 6:18 pm.

1. Pledge of Allegiance

President McNally led the Pledge of Allegiance.

2. Territorial Land Acknowledgment

Aida Diaz read the Territorial Land Acknowledgment.

3. Report of Actions Taken in Closed Session

The Board voted unanimously to approve a settlement agreement.

4. Items Considered In Closed Session for Action In Open Session

There were no items considered in the Closed Session for action in the Open Session.

5. Statements of Abstention

There were no statements of abstention.

6. Adjustments to Agenda

Trustee Caston made the following adjustment to the agenda:

- Pull Item F.14, Approval of Contracting with IAG Host for International Hiring Services, for further discussion

D. REPORTS

1. California School Employee Association (CSEA) Santa Rosa 75 Report

President Mary Lehman gave a California School Employee Association (CSEA) report.

2. Santa Rosa Teachers Association (SRTA) Report

No report for Santa Rosa Teachers Association.

3. Superintendent Report

Interim Superintendent August gave a report.

4. Board President Report

President McNally gave a report.

5. Board Member Reports

The following Board Members gave a report:

- Trustee De La Torre
- Trustee Jenkins

6. Student Board Member Report

The following Student Board Members gave a report:

- Student Board Member Carrillo
- Student Board Member Olivera

E. PUBLIC COMMENT ON NON AGENDA AND CONSENT ITEMS

The following individuals addressed the Board during public comment:

- Amy McCoy, SRHS ArtQuest Program
- Bobbi Haislip, SRHS ArtQuest Program
- Angela Ghigliazza, Welcome new Trustee Prak
- Margaret Buhn, Facilities / Consolidated Sites

F. CONSENT ITEMS

Motion Passed: Consent Items, F.1 - F.13

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Motion made by: Nick Caston

Motion seconded by: Sarah Jenkins

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

Mark Kirby - Yes

1. **Approval of Absent Board Members**
2. **Approval of Personnel Transactions**
3. **Approval of Vendor Warrants**
4. **Approval of Contracts**
5. **Approval of Contracts - Bond**
6. **Approval of the Lease Agreements with Enterprise Fleet Management Vehicle Replacement for Maintenance and Operations**
7. **Approval of Mandated Block Grant Applications for 2025-26 for the Elementary School District, High School District, Santa Rosa French-American Charter, Cesar Chavez Language Academy, Santa Rosa Charter School for the Arts, and Santa Rosa Accelerated Charter**
8. **Approval of Resolution 2025/26-05 for the use of 2024/25 Education Protection Account (EPA) funds**
9. **Approval of Guaranteed Maximum Price (GMP) for the Piner High School Two-Story Classroom Building Project**
10. **Approval to file the California Environmental Quality Act (CEQA) Notice of Exemption for the Albert Biella ES ECE Modernization Project**
11. **Approval to file the California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the James Monroe TK Buildings Project**
12. **Approval to file the California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Helen Lehman TK Buildings Project**
13. **Approval to file the California Environmental Quality Act (CEQA) Notice of Exemption (NOE) for the Santa Rosa High School Parking Lot Improvements and Fencing Project**
14. **Approval of Contracting with IAG Host for International Hiring Services**

Trustee De La Torre pulled Item F.14 for further discussion on the contract with IAG Host for International Hiring Services. Dr. Vicki Zands was present to answer the questions from the Board.

Motion Passed: Approval of Contracting with IAG Host for International Hiring Services

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Motion made by: Nick Caston

Motion seconded by: Mark Kirby

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes
Nick Caston - Yes
Jeremy De La Torre - No
Mark Kirby - Yes

G. DISCUSSION / ACTION ITEMS

1. (Action) Approval of Resolutions

The following Approval of Resolutions was presented to the Board:

- Resolution In Recognition of September as Suicide Prevention Month
- Resolution to Recognize September Attendance Awareness Month
- Resolution to Recognize September 15 to October 15 as Latinx Heritage Month
- Resolution Proclaiming October as LGBTQIA+ History Month
- Resolution Proclaiming October 13, 2025, as Indigenous Peoples' Day
- Resolution Recognizing the Week of the School Administrator, October 13 through 19, 2025
- Resolution Recognizing November 14, 2025, as Ruby Bridges Walk to School Day
- Resolution Proclaiming October as Filipino American History Month
- Resolution Recognizing October as Coaches Appreciation Month
- Resolution Recognizing the Week of November 3–7, 2025, as the Week of the School Psychologists
- Resolution Recognizing Italian Heritage Month

The presentation lasted 14 minutes.

Motion Passed: Approval of Resolutions

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Motion made by: Jeremy De La Torre

Motion seconded by: Nick Caston

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

Mark Kirby - Yes

- a. (Action) Approval of Resolution In Recognition of September as Suicide Prevention Month**
- b. (Action) Approval of Resolution to Recognize September Attendance Awareness Month**
- c. (Action) Approval of Resolution to Recognize September 15 to October 15 as Latinx Heritage Month**

- d. **(Action) Approval of Resolution Proclaiming October as LGBTQIA+ History Month**
 - e. **(Action) Approval of Resolution Proclaiming October 13, 2025, as Indigenous Peoples' Day**
 - f. **(Action) Approval of Resolution Recognizing the Week of the School Administrator October 13 through 19, 2025**
 - g. **(Action) Resolution Recognizing November 14, 2025 as Ruby Bridges Walk to School Day**
 - h. **(Action) Approval of Resolution Proclaiming October as Filipino American History Month**
 - i. **(Action) Approval of Resolution Recognizing October as Coaches Appreciation Month**
 - j. **(Action) Resolution Recognizing the Week of November 3-7, 2025 as the Week of the School Psychologists**
 - k. **(Action) Approval of Resolution Recognizing Italian Heritage Month**
- 2. (Action) Approval of a Tentative Agreement Between Santa Rosa City Schools and Teamsters Local 665 for Successor Contract 2025-2026**

Assistant Superintendent of Human Resources, Dr. Zands, presented Approval of a Tentative Agreement Between Santa Rosa City Schools and Teamsters Local 665 for Successor Contract 2025-2026 to the Board.

The presentation lasted 1 minute.

Motion Passed: Approval of a Tentative Agreement Between Santa Rosa City Schools and Teamsters Local 665 for Successor Contract 2025-2026
 Student Board Member Carrillo preferential vote: Aye
 Student Board Member Olivera preferential vote: Aye

Motion made by: Nick Caston

Motion seconded by: Sarah Jenkins

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

Mark Kirby - Yes

- 3. (Action) Approval of Provisional Internship Permit Application (PIP) Kelsey Fotouhi**

Assistant Superintendent of Human Resources, Dr. Zands, presented the Approval of Provisional Internship Permit Application (PIP) Kelsey Fotouhi to the Board.

Motion Passed: Approval of Provisional Internship Permit Application (PIP) Kelsey Fotouhi

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Motion made by: Jeremy De La Torre

Motion seconded by: Nick Caston

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

Mark Kirby - Yes

4. (Discussion / Action) First Read and Possible Waive of Second Read of BP 4119.24, BP 4119.21, BP 1114

The following individuals presented the First Read and Possible Waive of Second Read of BP 4119.24, BP 4119.21, and BP 1114 to the Board:

- Dr. Vicki Zands, Assistant Superintendent of Human Resources
- Patrick Gannon, Public Information Officer

The presentation and Board discussion lasted 21 minutes.

The following individuals addressed the Board during public comment:

- Megan Covey
- Brittany Affronti

The Board discussed matters related to each Board Policy and instructed staff to make revisions. SRCS staff will bring BP 4419.24, BP 4419.21, and BP 1114 back to the 9/10 meeting for a second read.

5. (Discussion / Action) Second Read and Consideration of BP 3100 and BP 3312 and review of AR 3311

The Fiscal Board Subcommittee presented BP 3100 and BP 3312, and a review of AR 3311 to the Board as a second read.

The presentation lasted 2 minutes.

The Board's questions and comments lasted 9 minutes.

Motion Passed: Second Read and Consideration of BP 3100 and BP 3312, and

review of AR 3311

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes

Nick Caston - Yes

Jeremy De La Torre - Yes

Mark Kirby - Yes

6. (Discussion) Facilities Update

The following individuals presented the Facilities Update to the Board:

- Erik Oden, Executive Director of M/O and Facilities
- Cathy Gotfrid, Program Manager of Facilities
- Felicia Silveira, Assistant Project Manager
- Brian Cameron, Senior Project Manager

The presentation lasted 11 minutes.

The Board's questions and comments lasted 14 minutes.

The final facilities update presentation is attached to the meeting minutes supporting documents.

7. (Discussion) Updated Santa Rosa City Schools (SRCS) Organizational Chart

Interim Superintendent Lisa August presented the Updated Santa Rosa City Schools (SRCS) Organizational Chart to the Board.

The presentation lasted 4 minutes.

The Board made suggested edits to the organization chart for staff to review and re-present at a later date. The DRAFT Organizational Chart is attached to the meeting minutes supporting document.

H. APPROVAL OF MINUTES

1. Approval of Minutes of the Regular Board Meeting Held On August 13, 2025

Motion Passed: Approval of Minutes of the Regular Board Meeting Held on August 13, 2025

Student Board Member Carrillo preferential vote: Aye

Student Board Member Olivera preferential vote: Aye

Motion made by: Jeremy De La Torre

Motion seconded by: Nick Caston

Voting:

Sarah Jenkins - Yes

Roxanne McNally - Yes
Nick Caston - Yes
Jeremy De La Torre - Yes
Mark Kirby - Yes

I. BOARD MEMBER REQUESTS FOR INFORMATION

J. INFORMATION ITEMS

- 1. Future Board Discussion Items**
- 2. Educational Acronyms and Abbreviations**
- 3. SRCS Third Interim Letter_SCOE**
- 4. Board Finance Subcommittee Meeting Dates**

K. ADJOURNMENT

Clerk of Board

Date