

Santa Rosa City Schools

MEETING MINUTES

Attendance

Voting Members

Sarah Jenkins, Board of Education Clerk
Omar Medina, Board of Education Trustee
Nick Caston, Board of Education President
Jeremy De La Torre, Board of Education Trustee
Mark Kirby, Board of Education Trustee
Shaun DuFosee, Board of Education Trustee
Donna Prak, Board of Education Vice President

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

1. **Public Comment on Closed Session Agenda**

B. RECESS TO CLOSED SESSION

1. **Public Employee Discipline/Dismissal/Release [Gov. Code § 54957]**
2. **Conference With Legal Counsel - Existing Litigation (Case Nos.: 2024-130 / 24CV05494, 2025-074 / 25CV05030) [Gov. Code § 54956.9]**
3. **Conference With Legal Counsel - Anticipated Litigation (Number of potential cases: 2) [Gov. Code § 54956.9]**
4. **Conference With Property Negotiator [Gov. Code § 54956.8]**
5. **Public Employee Performance Evaluation (Title of employee being reviewed: Superintendent, Associate Superintendent, Assistant Superintendent, Principals, Vice Principals, Assistant Principals, Directors, Coordinators) [Gov. Code § 54957]**

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

1. **Pledge of Allegiance**
2. **Territorial Land Acknowledgment**
3. **Report of Actions Taken in Closed Session**
4. **Items Considered In Closed Session for Action In Open Session**
5. **Statements of Abstention**
6. **Adjustments to Agenda**

D. REPORTS

1. **California School Employee Association (CSEA) Santa Rosa 75 Report**
2. **Teamsters Local 665 Report**
3. **Santa Rosa Teachers Association (SRTA) Report**
4. **Student Board Members Report**
5. **Superintendent Report**

6. **Board Member Reports**

7. **Board President Report**

E. **PUBLIC COMMENT ON NON AGENDA AND CONSENT ITEMS**

F. **CONSENT ITEMS**

Motion made by: Sarah Jenkins

Motion seconded by: Mark Kirby

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

1. **Approval of Absent Board Members, If Necessary**

Motion made by: Jeremy De La Torre

Motion seconded by: Shaun DuFosee

Voting results:

No: Sarah Jenkins

Abstain: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

2. **Approval of Personnel Transactions**

3. **Approval of Vendor Warrants**

4. **Approval of Contracts**

Motion made by: Mark Kirby

Motion seconded by: Donna Prak

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

5. **Approval of the contract for the Abraham Lincoln Elementary School Perimeter Fencing and Gates project.**

G. **SECOND READ: BOARD POLICY UPDATES**

1. **(Action) Second Read: Updated Mandated and Conditionally Mandated Board Policies**

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

H. **DISCUSSION / ACTION ITEMS**

1. **Educational Services Calendar**

a. **Public Comment on the Educational Services Calendar**

b. **Public Hearing Regarding Sufficiency of Textbooks or Instructional Materials for 2026-27, Grades K-6**

c. **(Action) Sufficiency of Textbooks or Instructional Materials for 2026-27, Grades K-6**

Motion made by: Shaun DuFosee

Motion seconded by: Donna Prak

Voting results:

Yes: Sarah Jenkins

No: Omar Medina

Yes: Nick Caston

No: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

d. **Public Hearing Regarding Sufficiency of Textbooks or Instructional Materials for 2026-27, Grades 7-12**

e. **(Action) Sufficiency of Textbooks or Instructional Materials for 2026-27, Grades 7-12**

Motion made by: Shaun DuFosee

Motion seconded by: Donna Prak

Voting results:

Yes: Sarah Jenkins

No: Omar Medina

Yes: Nick Caston

No: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

2. **Business Services Calendar**

- a. **Public Comment on the Business Services Calendar**
- b. **(Discussion) West County Transportation Agency Update**

3. **Human Resources Calendar**

- a. **Public Comment on the Human Resources Calendar**
- b. **(Action) Approval of Provisional Internship Permit Application (PIP) Elizabeth Mensch**

Motion made by: Jeremy De La Torre

Motion seconded by: Omar Medina

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

- c. **(Action) Approval of Provisional Internship Permit Application (PIP) Liliana Ramirez**

Motion made by: Jeremy De La Torre

Motion seconded by: Omar Medina

Voting results: Unanimously Approved

Yes: Sarah Jenkins

Yes: Omar Medina

Yes: Nick Caston

Yes: Jeremy De La Torre

Yes: Mark Kirby

Yes: Shaun DuFosee

Yes: Donna Prak

- d. **(Action) Approval of Vapa Coaching Job Descriptions**

I. **APPROVAL OF MINUTES**

- 1. **Approval of Minutes of the Regular Board Meeting Held On September 9, 2026**

J. **BOARD MEMBER REQUESTS FOR INFORMATION**

K. **INFORMATION ITEMS**

- 1. **Future Board Discussion Items**
- 2. **Educational Acronyms and Abbreviations**
- 3. **Information on AR 5131.8: Mobile Devices**
- 4. **Sonoma County Office of Education (SCOE) Letters: Approval of 2026/27 Adopted Budget**

5. **Board Subcommittee Meeting Dates**
6. **2026/27 Board Meeting Schedule**
7. **High School Voter Education Weeks (September 14-25, 2026) Letter**
8. **Non-Public School/Non-Public Agency Contract Update**
9. **Facilities Projects Update**

L. **ADJOURNMENT**