

**WHEATLAND SCHOOL DISTRICT  
BOARD AGENDA ITEM**

CONSENT  
 ACTION  
 REPORT/INFORMATION

---

**BOARD MEETING DATE:** September 11, 2025  
**BOARD AGENDA NUMBER:** 4.1  
**BOARD AGENDA ITEM:** Board Meeting Minutes – August 14, 2025  
**DEPARTMENT:** District  
**CONTACT PERSON:** Craig Guensler

---

**REPORT/PROPOSAL:**

Regular Board Meeting Minutes – August 14, 2025

**SUPERINTENDENT'S RECOMMENDATIONS:**

Approve as submitted

**WHEATLAND SCHOOL DISTRICT**  
**111 MAIN STREET**  
**WHEATLAND, CA 95692**  
**Phone: 530.633.3130 Fax: 530.633.4807**

**WHEATLAND SCHOOL DISTRICT**  
**Regular Meeting of the Board of Trustees**  
**DISTRICT OFFICE**  
**August 14, 2025**  
**5:00 p.m.**

*All open sessions will be recorded. A CD of the recorded meeting is available upon request.*

**MINUTES**

**1. MEETING CALLED TO ORDER – 5:00 PM– Board President Kristina Stineman**

**Members Present**

Kristina Stineman – Board President  
Taylor Zapata – Board Clerk  
Nicole Crabb – Board Member  
Raegean Waltz – Board Member

**1.1 PLEDGE OF ALLEGIANCE**

**2. REPORTS AND COMMUNICATION**

**2.1 Superintendent Update – Craig Guensler**

**Classroom Birthday Parties**

- Superintendent Guensler reported that the Summer Camps went very well. The base pool was definitely used in June. The July Camp was geared toward intervention and the attendance wasn't as good as the June portion.
- After School Program has started at all the sites.
- Nikki Crabb, Raegean Waltz and Craig visited the school sites on the 1<sup>st</sup> day. The students were happy and staff were energized. Craig knew Kristina Stineman and Taylor Zapata wanted to attend but were unable due to illnesses.
- We will have the 2x2x2 committee meeting at the High School with the High School and the City of Wheatland. The discussions will be about community growth, current building plans and continued discussion about the community pool. Raegean and Nikki will be representing the board.
- Solar and Asphalt at Wheatland Elementary are completed and look great. The solar panels were cleaned over the summer.
- The new bathrooms at the shop are completed as well.
- With the start of school came a few snags causing a few delays and frustrations and today was much better.
- We have a couple of HVAC Systems that went down and are currently being repaired. Unfortunately, it will take a few days because they have to wait for the parts to arrive.

- There were lighting issues reported last week at Bear River. The lighting company came out on Monday and replaced the ballasts and thankfully it was covered by the warranty.
- Craig shared the very sad news of a student's passing on Tuesday, just the day before starting 6<sup>th</sup> grade at Bear River. She had been a student in the Wheatland Charter Academy. Thoughts and prayers go out to the family and the Beale AFB community.
- We had water issues at Wheatland Elementary that caused us to shut off the water at the school around 10:30 for repairs. This was a very difficult fix as the pipe continued to break as Rich Crabb and Fletchers Plumbing worked on the problem which wasn't resolved until early evening. Craig thanked Fletcher's Plumbing and Rich Crabb, from our maintenance department, for all of their hard work.
- We've received a few concerns regarding a lack of crossing guards across from the high school and by the cemetery. This is a new problem partly due to the new homes. We had a crossing guard out there this morning and she will be there tomorrow too. Bear River will hire a para with time added in for the crossing guard responsibility.

## 2.2 [Enrollment](#) – Craig Guensler

- Superintendent Guensler shared the enrollment trends on the white board. He showed what we expected for day one and what the numbers actually looked like.

## 2.3 [Financial Reports](#) – Ana Azcona DeJesus

[Financial Report Update Fund 01](#)

[Financial Report Update Fund 09](#)

[Financial Report Update Fund 12](#)

[Financial Report Update Fund 13](#)

- Chief Business Office Azcona DeJesus shared a presentation with the board outlining the timelines for the Financial reporting processes.

### 3. **COMMUNICATION FROM THE PUBLIC** (on items not on the agenda)

*The Public may address the Board on any matter pertaining to the school district that is not on the agenda. Unless otherwise determined by the Board, each person is limited to five (5) minutes. If a large number wish to speak on a specific item, the Board may limit total input to twenty-five (25) minutes on any item. The Board is not allowed to take action on any item, which is not on the agenda except as authorized by Government Code Section 54954.2.*

### 4. **CONSENT AGENDA**

#### NOTICE TO PUBLIC

All items on the Consent Agenda will be approved with one motion. If any member of the Board, Superintendent, or the public, so request, items may be removed from this section and placed in the regular order of business following the approval of the consent agenda.

- 4.1 [Approve Regular Board Meeting Minutes](#) – June 10, 2025
- 4.2 [Approve Regular Board Meeting Minutes](#) – June 12, 2025
- 4.3 [Approve Special Board Meeting Minutes](#) – June 30, 2025
- 4.4 [Approve Payroll Register](#)
- 4.5 [Approve Personnel Listing](#)
- 4.6 [Approve Bills and Warrant](#)

- 4.7 Approve E-Waste Items from Lone Tree School  
It was MSC (Waltz-Zapata) to approve the Consent Items.

5. ◇ ACTION ITEMS ◇ INFORMATION

CODE: (A) = Action (I) = Information

- 5.1 (A) AUTHORIZE THE SUPERINTENDENT, CRAIG GUENSLER, TO FILE THE ANNUAL STATEMENT OF NEED FOR EMERGENCY 30-DAY SUBSTITUTE TEACHING PERMIT – Craig Guensler

It was MSC (Zapata-Waltz) to approve this Action Item.

- 5.2 (A) APPROVAL OF THE 30-DAY SUBSTITUTE CBEST WAIVER – Craig Guensler

It was MSC (Zapata-Waltz) to approve this Action Item.

- 5.3 (A) AUTHORIZE THE SUPERINTENDENT, CRAIG GUENSLER, TO FILE THE ANNUAL DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS – Craig Guensler  
Declaration of Need 2025-2026

It was MSC (Zapata-Crabb) to approve this Action Item.

- 5.4 (A) APPLICATION FOR FUNDING AGRICULTURAL CAREER TECHNICAL EDUCATION – Craig Guensler  
AG Incentive Grant Program Application 2025-2026

It was MSC (Waltz-Zapata) to approve this Action Item.

- 5.5 (I) BOARD MEMBER REPLACEMENT INFORMATION – Craig Guensler  
Filling Mid-Term Board Vacancies

The Board will be given information on how to appoint a provisional Board Member or how to order an election given the resignation of a Board Member on June 30, 2025, at a special meeting. The Superintendent will go over timelines, specific requirements, how long the provisional appoint would be for and all other pertinent information regarding a provisional appoint versus a special election. Questions will be answered from the Board and the public.

- 5.6 (A) APPOINTMENT OF PROVISIONAL BOARD MEMBER OR ORDER ELECTION – Craig Guensler

The Board will decide to either appoint a provisional Board Member to replace Robin Bogdanoff which must be held within sixty (60) calendar days of the vacancy or to order a special election at the district expense.

It was MSC (Crabb-Waltz) to approve Appointment of a Provisional Board Member.

- 5.7 (A) PROVISIONAL APPOINTMENT TIMELINE AND APPLICATION – Craig Guensler  
Provisional Appointment Application Packet

The Board will approve the Board Member application and timeline for the open Board position if the Board approves a provisional appointment.

It was MSC (Waltz-Zapata) to approve this Action Item.

**5.8 (A) SET SECOND AUGUST BOARD MEETING – Craig Guensler  
Updated Dates, Times and Place of 2025 Board Meetings**

The Board will set a second August Board Meeting (August 28 is suggested) for the purposes of appointing a provisional Board Member if the Board approves using a provisional appointment to fill the seat.  
It was MSC (Crabb-Waltz) to approve this Action Item.

**5.9 (A) 2025-2026 WSD PARENT HANDBOOK - REVISED – Craig Guensler  
2025-2026 PARENT HANDBOOK**

It was MSC (Crabb-Waltz) to approve this Action Item.

**6. BOARD COMMENTS**

Board Member Crabb thanked the administrators for everything they do to get the year up and running and Board Member Stineman thanked Ana Azcona DeJesus for the presentation of the Financial Reports and timelines.

**7. CLOSED SESSION**

**7.1 CONFERENCE WITH LABOR NEGOTIATOR  
G.C. 54957.6**

Pursuant to Government Code 54957.6, the Board will meet in Closed Session to give direction to Agency Negotiator, Craig Guensler, regarding negotiations with W.E.S.T.A., CSEA #626, W.E.S.S. and unrepresented groups.

**8. RETURN TO OPEN SESSION**

**8.1 DISCLOSURE OF ACTIONS TAKEN IN CLOSED SESSION, IF ANY.**

**9. ADJOURNMENT**