

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, January 20, 2015

The meeting will be held at the Mark West Union School District Office Meeting Room,
 305 Mark West Springs Road, Santa Rosa, CA 95404-1101

The meeting is open to the public 6:00 P.M.

1. CALL TO ORDER, ROLL CALL: 6:00 P.M.

Board Members

Mike Edwards, President
 Vic McKnight, Clerk
 Gary Saal
 Sara Azat
 Aaron Smith

Staff Members

Ron Calloway, Superintendent
 Regina Cuculich, Associate Superintendent of Business
 Tracy Lavin-Kendall, Patty Dineen, Nicole Lamare, Principals
 Pam Carpenter, Principal Mark West Charter School
 Rachel Valenzuela, Director of Student Services
 Michael Smith, Director of Technology Services
 Marnie Cameron, District Administrative Assistant

PUBLIC PARTICIPATION

At this time, members of the public may seek clarification about any item on the Closed Session agenda for as long as the item is under the jurisdiction of the Board. Comments shall be limited to three minutes per person for a total of 20 minutes. Any person interested in the following items on the agenda will be allowed an opportunity to address the Board at this time.

2. CLOSED SESSION: 6:00 P.M.

- 2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)
 (Government Code 54957)
 2.2 Conference with Labor Negotiators pursuant to Section 54957.6: (Classified: CSEA;
 Certificated: MARFAC; Management; Confidential; District Negotiator: Regina Cuculich

3. OPEN SESSION: BOARD STUDY SESSION

- 3.1 The Board did not hold a Board Study Session.

4. OPEN SESSION: PUBLIC MEETING: 7:00 P.M.

- 4.1 The meeting was called to order at 7:00 P.M.
 4.2 Pledge of Allegiance was led by President Edwards
 4.3 Introductions were conducted
 4.4 Approval of the Agenda Order was conducted and no changes were needed
 4.5 Report Out of Closed Session: President Edwards reported there was no action taken out of closed session

5. PRESENTATIONS/RECOGNITIONS

Mrs. Carpenter made the following staff introductions: Ms. Erin Earnshaw, Ms. Lisa Chapman and Ms. Trish Woods. Mark West Charter students presented information and showed a video the Mark West Charter schools Spaceflight project. The students were: James Van Milligan, Halei Trowbridge, Max Hammerich. Students also presented information about their new photography elective class. Mrs. Carpenter introduced student teachers currently working at the Charter School: Ann Mary Ferguson and Kevin Imm.

6. BOARD CORRESPONDENCE

The board reviewed the following correspondence:

- 6.1 Letter regarding Notice of Improvement Status under Title I and III of the Elementary and Secondary Education Act from Karen Cadiero-Kaplan, Director of English Learner Support Division and Bob Storelli, Interim Director Improvement and Accountability Division of the California Department of Education.
 6.2 Letter from the Sonoma County Office of Education Regarding the District's First Interim Report.

7. BOARD COMMUNICATIONS/MATTERS

- Trustee McKnight reported he completed a site visit to Mark West Charter and San Miguel

- Trustee Azat reported about her volunteering in the classroom and also attended the spelling bee
- Trustee Saal reported he attended San Miguel and Mark West Charter for site visits and noted the technology use in the classrooms
- Trustee Edwards mentioned he has continued to do basketball with both Mark West Charter and San Miguel

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals

- **San Miguel Elementary:** Principal Lamare presented a written report and reported on the following:
 - Finished their PE classes for now until the spring but currently has Zumba taking place inside
 - Completing “problem of the month” with students in class that parallels the common core standards
 - PTA purchased an new digital school sign in front of the school
 - Chrome boxes are being used more frequently in classes
- **Mark West Elementary:** Principal Kendall presented a written report and reported on the following:
 - Attended the Google Summit with several teachers and learned so much to further their google knowledge
 - Working on a math “problem of the month” throughout the entire school
 - Tutorials taking place in reading and math as well as the start of homework club; after school there is a computer club and a movie club will begin soon
 - School spelling bee was well attended
- **John B Riebli Elementary:** Principal Dineen presented a written report and reported on the following:
 - Staff has begun to use the Renaissance Accelerated Reader/Math program with students
 - Principal Dineen has begun sharing the staff bulletin in google doc and has now begun using the comment section as well with teachers to encourage interactive use
 - PE classes have begun funded through PTA
- **Mark West Charter School:** Principal Carpenter presented a written report.

8.2 Director of Student Services and Special Education: Mrs. Valenzuela presented a written report only.

8.3 Maintenance/Operations/Technology Report: Mr. Smith gave a written report.

- The Facility Inspection Report is complete for all sites and things are not changed from last year except for the San Miguel and Mark West Charter campus which is improved due to the repairs done over the summer to the student bathrooms at Mark West Charter School

8.4 Superintendent Report: Mr. Calloway gave an oral report on the following:

- Kinder Info night will be held on 1/22/15 and registration will begin on 1/23/15
- Technology night for parents will be held at San Miguel and Mark West Charter on Feb. 4th and is being supported by SMS PTA
- Feb. 10th at the Mark West MPR, SSU will have senior students present a power point presentation on the Larkfield/Wikiup community called the “Existing Conditions Report” which is open to the public
- Superintendent Calloway attended a meeting given by the state indicating there is no API now but they have requested we report participation on doing the test for AYP
- Superintendent Calloway attended a meeting at Mark West Charter School with architect John Dbczek regarding the facilities updates
- Superintendent Calloway was invited to teach a Math class at Mark Wwest in Gary Graves class and enjoyed being in the classroom with his students.

8.5 Educational Foundation Report: Mr. Calloway gave an oral report on the following:

- PTA/ED Foundation and Leadership 27(from Santa Rosa) will hold a memorial fundraiser in Sue Hufford’s name on April 17th at Mark West which will include dinner, music and raffles

8.6 LCAP Update: Mr. Calloway gave an oral report on the following:

- Ongoing changes to the LCAP template from the state
- We will try to reduce the # of goals we are currently noting per the recommendations of the state and SCOE
- A report on the Governor’s budget was also given by Mrs. Cuculich

9. PUBLIC PARTICIPATION

Ms. Lisa Chapman, teacher at Mark West Charter School, addressed the board regarding a field trip the 8th grade students and staff attended at the Chabot Science Lab. Ms. Chapman also inquired about the technology support in the classroom.

10. CONSENT AGENDA

On a motion by Trustee Saal, seconded by Trustee McKnight, all items on the Consent Agenda were approved on a vote of 5-0, Ayes=5, Nays=0, Abstentions=0, Absent=0.

10.1 PERSONNEL

10.1.1 Consideration of Approval of all items on the Personnel Form

10.2 BUSINESS

10.2.1 Vendor Warrant Report

10.2.2 Consideration of Approval of the Agreement between the Mark West Union School District and The University of Phoenix for Student Teachers

10.2.3 Consideration of Approval of the Salary Adjustments for Non-represented Employees for the 2014-2015 year

10.2.4 Approval of the prepaid service agreement with KIS for \$4,162.50

10.2.5 Approval of the Membership Application with CFF – CalSTRS Funding Coalition

10.2.6 Approval of Year 3 of 3 year contract for Audit Services with Stephen Roatch Accountancy Corporation for the District Financial Audit of the General Fund 01, Bond Fund 21 Financial Audit and Bond Fund 21 Performance Audit

10.2.7 Budget Updates – See Attached

10.2.8 Approval of revised Mark West Union School District Certificated Seniority List

10.3 CURRICULUM

Consideration of Approval of the 2013/2014 School Accountability Report Cards (SARCs):

10.3.1 San Miguel SARC

10.3.2 Mark West SARC

10.3.3 John B. Riebli SARC

10.3.4 Mark West Charter School SARC

10.3.5 Consideration of Approval of an Overnight Field Trip for Mrs. Gonyo's, Ms. Ryan's and Ms. Murphy's, Ms. Albert's and Mr. Detrick's 4th grade students of John B Riebli Charter School to the Coloma Outdoor Discovery School from 04/6/15 through 04/8/15

10.4 MINUTES

10.4.1 Minutes of the December 2, 2014, Regular Board Meeting

10.5 FACILITIES

10.5.1 Williams Settlement Quarterly Uniform Complaint Report Summary

10.6 DONATIONS

Donations are listed on the Cover Sheet of this item.

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1 Consideration of Approval of the 2013-2014 District Financial Audit Certification and Certification of Corrective Actions. On a motion made by Trustee Smith and seconded by Trustee Saal, the 2013 – 2014 District Financial Audit Certification and Certification of Corrective actions was approved on a vote of 5-0.

11.1.2 Consideration of Approval of the 2013-2014 Measure C Financial Audit Certification and Certification of Corrective Actions (none). On a motion made by Trustee McKnight and seconded by Trustee Azat, the 2013 -2014 Measure C Financial Audit Certification and Certification of Corrective Actions were approved on a vote of 5-0.

11.1.3 Consideration of Approval of the 2013-2014 Measure C Performance Audit Certification and Certification of Corrective Actions (none). On a motion made by Trustee McKnight and seconded by Trustee Smith, the 2013 – 2014 Measure C Performance Audit Certification and Certification of Corrective Actions were approved on a vote of 5-0.

11.1.4 NO DATA

11.1.5 Consideration of Approval of **Resolution #15-07**, The establishment of Committed Fund Balances. On a motion by Trustee Smith and seconded by Trustee Saal, **Resolution #15-07**, The Establishment of Committed Fund Balances was approved on a roll call vote of 5-0; Trustee McKnight, Aye; Trustee Azat, Aye; Trustee Smith, Aye; Trustee Saal, Aye; Trustee Edwards, Aye.

11.2 CURRICULUM:

11.3 FACILITIES

11.3.1 Consideration of Approval of the Facility Inspection Reports for all sites as presented. On a motion made by Trustee Saal and seconded by Trustee McKnight, the Facility Inspection Reports for all sites were approved on a vote of 5-0.

11.4 BOARD POLICIES

On a motion by Trustee McKnight, seconded by Trustee Smith, the following Board Policies and Administrative Regulations were approved on a vote of 5-0.

11.4.1 Consideration of approval of the revised Board Policy and Administrative Regulation #4112.2, Personnel, Certification

11.4.2 Consideration of approval of the revised Board Policy and Administrative Regulation #4115, Personnel, Evaluation/Supervision

11.4.3 Consideration of approval of the new Exhibit #4319.21, Personnel, Professional Standards

11.4.4 Consideration of approval of the revised Board Bylaw Exhibit # 9323.2, Actions by the Board, Actions requiring more than a majority vote

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

- Trustee Smith getting reports early to read and also the student presentations
- Trustee Saal thanked the student teachers for choosing our district

13. INFORMATIONAL ITEMS The Board reviewed the following informational items:

13.1 Continuing Disclosure Submission Confirmation

13.2 Measure C General Obligation Bond details from Stephen Roatch Accountancy

13.3 Mark West Charter School Audit Certification for the 2013 – 2014 Financial Report/Audit

13.4 Mark West Charter School Certification of Corrective Action for the 2013 – 2014 Audit Findings and Recommendations

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, February 17, 2015 at the Mark West Union School District Office.

15. ADJOURNMENT at 8:15pm

ADA Compliance

In compliance with Government Code § 54954.2(a), the Mark West Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Acts of 1990 (42 U.S.C. § 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting, should contact Marnie Cameron, Administrative Assistant to the Superintendent, 707-524-2972.