

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, September 16, 2014

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 at 6:00 P.M.

1. CALL TO ORDER, ROLL CALL

Board Members

Gary Saal, President
Mike Edwards
Victor McKnight
Aaron Smith
Sara Azat

Staff Members

Ron Calloway, Superintendent
Regina Cuculich, Assistant Superintendent of Business
Rachel Valenzuela, Director of Student Services
Principals: Patty Dineen, Tracy Lavin-Kendall, Nicole Lamare
Pam Carpenter, Principal of Mark West Charter School
Michael Smith, Director of Maintenance/Operation/Technology
Marnie Cameron, Executive 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: 6:00PM

- 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 Negotiators: Regina Cuculich, Ron Calloway)

3. STUDY SESSION: Board Study Session

- 3.1 The Board did not hold a study session

4. PUBLIC MEETING

- 4.1 The meeting was called to order at 7:00 P.M.
- 4.2 The pledge of Allegiance was led by President Saal
- 4.3 Introductions were conducted
- 4.4 Approval of Agenda Order was reviewed and no changes were required.
- 4.5 Report Out of Closed Session: President Saal noted there was nothing to report out of closed session

5. PRESENTATIONS/RECOGNITIONS

The Board of Trustees recognized the years of service to the Mark West Community by Supervisor Mike McGuire

6. BOARD CORRESPONDENCE

The board reviewed the following correspondence:

- 6.1 Letter from James T. Johnson III, California Department of Education, Special Ed Division, stating the district's Special Education Self Review process and documents have been reviewed and have been accepted.
- 6.2 Letter from Sonoma County Office of Education informing the Mark West Union School District that the Local Control Accountability Plan for the 2014 – 2015 School Year has been approved.

7. BOARD COMMUNICATIONS/MATTERS

- Trustee Azat stated she attended back to school night at Mark West; started volunteering in the classroom
- Trustee Smith stated he completed the "ice bucket" fundraiser challenge on behalf of a student at Riebli
- Trustee Edwards stated he attended the back to school night for Mark West Charter and was very pleased with the attendance and the presentations by the staff; started PE at San Miguel and started to coach the 7th

grade boys basketball team

- Trustee McKnight stated that he attended the San Miguel Back to school night

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals

- **San Miguel Elementary:** Principal Lamare presented a written report and reported on the following:
- Ms Lamare passed around a computer that has a "Book Creator" program with students work completed
- PTA has begun their fundraising with "EOS-Enrich our schools"-students are actively involved with setting up garage sales and other ways to help the school earn funds
- Girls volleyball will be starting soon
- **Mark West Elementary:** Principal Kendall presented a written report and reported on the following:
- Just finished the first group of coops; 2,4 and 5 are receiving presentations regarding safe routes to school; bike safety as well
- Dr. Rust, entomologist, brought his "bugs" to MW to share with students; it was enjoyed by all
- A PTA assembly was held to kick off the walk a thon; students will design the tshirt that will be worn during the event on Oct. 24th
- **John B Riebli Elementary:** Principal Dineen presented a written report and reported on the following:
- Spent the first staff site day with teachers learning to use google calendar for shared items on campus- google cart, Ipads etc; also spent time with Carolyn Takano who will begin working with students and google citizenship
- Coop meetings have begun
- PTA walk a thon will be held this Friday, Sept. 19th and proceeds will be used to support enrichment programs at the school
- **Mark West Charter School:** Principal Carpenter presented a written report and reported on the following:
- Mark West Charter School and the space program was reported about in the Press Democrat and is currently in space
- Progress reports being sent home on Friday
- Safe School Ambassador Program will begin training on the campus; 6th graders from the elementary schools were invited to attend
- Volleyball team has begun

8.2 Director of Student Services and Special Education: Mrs. Valenzuela presented a written report and gave an oral report on the following:

- Counseling program is up and running with a total of 6 interns/trainees at the each elementary site and 1 at the middle school; Second step kits are being used by Lionel Cooper to help train staff
- Special Ed: 97 students served in district; a group meeting of the special ed staff is planned in a week to review procedures for the year and review the self-review from last year
- CELDT testing has begun to identify those that are English learners; completion by Sept. 26th will likely be ahead of schedule

8.3 Maintenance/Operations/Technology Report: Mr. Smith gave a written report and was not in attendance

- Trustee Smith inquired about the back pack carts being looked at to purchase for students to use to hold back packs in the new classrooms and the possibility of them being slightly larger to fit more back packs

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

- Mr. Calloway attended all 4 back to school nights
- Attended the Community Soil event held at Mark West that introduced the program to the community
- Oct 4th: A memorial service for Wanda Ramage (former teacher) who passed away this summer; Sutter Hospital will hold an open house at their new site

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

- Fall Festival will be held on Sept. 27th; expecting a large group of attendees this year

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

- The state is now working on creating the new document as the previous approved document was considered an emergency document. It will not be ready until sometime in November; we will need to get insight from staff and sites, hold another public hearing in Feb. and then a final public hearing in May with approval of the budget and LCAP in June

9. PUBLIC PARTICIPATION

Ms Susan Gonyo commented on how much the counseling program including the interns is so appreciated by the staff.

Ms. Murdock reported that the staff at Mark West is so appreciative of the Community Soil program being built at Maddux Field

9.1 Public Hearing: The purpose of this hearing is Regarding Sufficiency of Instructional Materials for the 2014-2015 School Year, in accordance with the Williams Settlement (Education Codes: 35186)

President Saal opened the public hearing at 7:47 pm and was closed at 7:48 pm. No one asked to speak

10. CONSENT AGENDA

Trustee Smith asked that Consent Agenda Item 10.2.4 to be removed from the agenda and be voted on separately

On a motion by Trustee McKnight, seconded by Trustee Azat, 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 Budget Development Calendar for 2014/2015

10.2.3 Extra Services Contract for Greg Espinoza as a Consultant for the Local Control Accountability Plan

10.2.4 **Installing the additional benches to the playground at San Miguel. Trustee Smith abstained. On a motion by Trustee Edwards, seconded by Trustee McKnight, the consent agenda item 10.2.4 Installation of additional benches to the playground at San Miguel passed on a 4-0 vote; Ayes= 4, Nays= 0, Abstentions= 1 Trustee Smith, Absent= 0**

10.2.5 Crossing Guard Agreements with the County of Sonoma

10.3 CURRICULUM

10.3.1 Consideration of Approval of an Overnight Field Trip for Mr. Day's 5th grade students of San Miguel School to Angel Island State Park from 10/30/14 through 10/31/14

10.3.2 Consideration of Approval of an Overnight Field Trip for Mrs. Bourdage's 5th grade students of San Miguel School to Angel Island State Park from 10/9/14 through 10/10/14

10.3.3 Consideration of Approval of an Overnight Field Trip for Mrs. Watkin's, Mrs. Rush's, and Mrs. Kovacevich's students of San Miguel School to the Coloma Outdoor Discovery School from 04/8/15 through 04/10/15

10.3.4 Revised 2014 – 2015 School Year Calendar

10.4 MINUTES

10.4.1 Minutes of the August 26, 2014, Regular Board Meeting

10.5 FACILITIES

10.5.1 Consideration of Approval to Declare Surplus Furniture and Equipment as Obsolete

10.6 DONATIONS

Donations are listed on the Cover Sheet for this item. Trustee Smith read the list of donors to those in attendance.

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

Mrs. Cuculich noted that there are changes to the asset and debt forms in the unaudited actuals that were received from the auditor and those new forms will be brought to the board during the October regular board meeting for approval. These changes have been sent to the County office as of 9/16/2014.

11.1.1 Consideration of Approval of the Mark West Union School District Unaudited Actuals of the 2013/2014 School Year. On a motion by Trustee Smith, seconded by Trustee Edwards, the Mark West Union School District unaudited Actuals for the 2013-2014 School Year were approved on a vote of 5-0

11.1.2 Consideration of Approval of **Resolution #15-02**, Adoption of the GANN Limit. On a motion by Trustee Smith, seconded by Trustee Edwards, **Resolution #15-02**, Adoption of the GANN Limit was approved on a roll call vote of 5-0; Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Edwards, Aye; Trustee Azat, Aye; President Saal, Aye.

11.2 CURRICULUM

11.2.1 Consideration of Approval of **Resolution #15-03**, Sufficiency of Instructional Materials for the 2014/2015 School Year. On a motion by Trustee Smith, seconded by Trustee Azat, **Resolution #15-03**, Sufficiency of Instructional Materials for the 2014/2015 School Year was approved on a roll call vote of 5-0; Trustee Azat, Aye; Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Edwards, Aye; President Saal, Aye.

11.2.2 Consideration of Approval of the District sponsored Fieldtrips that fall under the High Risk Deductible category with Redwood Empire Schools Insurance Group (RESIG). On a motion by Trustee Azat, seconded by Trustee McKnight, Approval of the District sponsored Fieldtrips that fall under the High Risk Deductible category with Redwood Empire Schools Insurance Group was approved on a vote of 5-0

11.3 FACILITIES

11.3.1 Consideration of the Board of Trustees authorizing Superintendent Calloway to solicit bids to slurry seal the San Miguel parking area and playground. The Board of Trustees discussed the slurry seal project at San Miguel Elementary School. The Board directed Superintendent Calloway to solicit bids for the slurry seal project for the San Miguel parking area and playground.

11.4 BOARD POLICIES

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

11.4.1 Consideration of Approval of Revised Board Policy #2210 Administration, Administrative Discretion Regarding Board Policy

11.4.2 Consideration of Approval of Revised Administrative Regulation #1312.3 Community Relations, Uniform Complaint Procedures

11.4.3 Consideration of Approval of Board Policy and Administrative Regulation #6173.1, Instruction, Education of Foster Youth

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

- Trustee Azat noted she felt everyone had a positive start to the school year
- Trustee Smith noted it was nice to have all the reports in the board packet
- President Saal noted that the technology for staff and board members that technology is smoothly running; enjoyed Supervisor McGuire at our board meeting

13. INFORMATIONAL ITEMS

The Board reviewed the following informational items.

13.1 Municipalities Continuing Disclosure Cooperation Initiative of the Securities and Exchange Commission

13.2 Mandated Block Grant Application for the 2014 – 2015 Fiscal Year

13.3 Proposition 39 – CA Clean Energy Jobs Act – Election of Two Years of Funding Application

13.4 Response to Mail Fraud Report from the United States Postal Inspection Service

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, October 21, 2014.

15. ADJOURNMENT at 8:07pm

Respectfully submitted:

Approved by:

Ron Calloway
Superintendent

Mike Edwards
Board Clerk