

**MARK WEST UNION SCHOOL DISTRICT  
Minutes of the BOARD OF TRUSTEES MEETING  
Tuesday, October 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 at 5:00 P.M.**

**1. CALL TO ORDER, ROLL CALL**

**Board Members**

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

**Staff Members**

Ron Calloway, Superintendent  
Regina Cuculich, Associate 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 Technology Services  
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: 3:30 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 Negotiators: Regina Cuculich, Ron  
Calloway)

**3. STUDY SESSION: 4:00pm-5:00pm**

**3.1** The Board held a study session to review the district wide data on our first Smarter Balanced Assessments Consortium results. The following information was presented to the board by Mrs. Rachel Valenzuela, Director of Student Services:

- A discussion around the district scores in comparison to the state scores took place
- Explanation of our subgroup scores took place
- Principals discussed instructional strategies the staff will use going forward to continue to improve scores
- A discussion took place regarding learning more about the test the students take and how the state will adjust if needed
- Principals reviewed their specific scores for their sites and grade levels and discussed the areas of success as well as the areas of concern; strategies for improvement for 2015-2016 also were discussed
- The district will continue to look at areas of strengths and weaknesses of students so staff can better help address their needs

**4. PUBLIC MEETING: 5:00 P.M.**

**4.1** The meeting was called to order at 5:18 P.M.

**4.2** The Pledge of Allegiance was led by Mark West Elementary Students: Jackie Cucina and Jordan Tauzer-Pardo

**4.3** Introductions were conducted

**4.4** Approval of 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**

Students from the Mark West Elementary Newspaper presented to the Board. The students were: Jackie Cucina, Jordan Tauzer-Pardo. Students discussed how the Mark West Newspaper was created and how students can submit articles to the editors.

6. **BOARD CORRESPONDENCE** The following item was reviewed by the board:  
6.1 Letter from Judy Thompson, Director of Fiscal Services, Sonoma County Office of Education stating the District's Local Control Accountability Plan and Budget for the 2015-2016 school year has been approved.

7. **BOARD COMMUNICATIONS/MATTERS**

- Trustee McKnight attended the strategic plan committee meeting; attended the Mark West Ed Foundation Fall Festival
- Trustee Smith attended the strategic plan committee meeting and enjoyed the discussions from staff/parents and community members
- Trustee Azat attended the Mark West walk a thon as well as the Mark West Ed Foundation Fall Festival
- Trustee Saal attended the strategic plan committee meeting
- Trustee Edwards attended the Mark West Charter volleyball tournament; attended the strategic plan committee meeting

8. **ADMINISTRATIVE REPORTS**

8.1 School Reports/Principals

- **Mark West Elementary:** Principal Kendall presented a written report and reported on the following:
  - PTA walk a thon was extremely successful for students; raised over \$16,000
  - Sports open gym has begun
  - Student council elections have taken place
- **San Miguel Elementary:** Principal Lamare presented a written report and reported on the following:
  - PTA has disbanded and are now a PTO; kick off to Enrich our Schools (EOS) took place
  - Character trait months continue; K-2 music will be ending soon at San Miguel and students have enjoyed it
  - Student council elections will be taking place soon
- **John B Riebli Elementary:** Principal Dineen presented a written report and reported on the following:
  - Blended services are ending for this session
  - Music classes are continuing as well as Zumba classes
  - Additional Chromeboxes have arrived and the lab is complete with 31 units and being utilized by staff
  - Book Fair and Pasta feed will be held next week; the Past Feed is in support of the 4<sup>th</sup> grade Coloma trip
- **Mark West Charter School:** Principal Carpenter presented a written report and reported on the following:
  - 7<sup>th</sup> grade Science camp has taken place and students enjoyed the trip
  - New electives have begun for the second quarter
  - Community service programs are up and running

8.2 **Maintenance/Operations/Technology Report:** Mr. Smith presented a written report and reported on the following:

- Mr. Smith attended the Google conference with several staff and principals
- Mr. Smith attended the Aeries conference with office managers
- Maintenance staff will be looking at trees on campuses in preparation of upcoming rainy weather
- Mr. Smith informed the board that Aeries and Google have been working together to create a transition between student registration and setting up a google email for the student which will be pushed to the appropriate corresponding google classroom for that teacher which will make things easier for IT staff
- Phones are still not functioning appropriately but we may have a fix that requires licensing to use

8.3 **Superintendent Report:** Superintendent Calloway reported on the following:

- Superintendent Calloway visited with Ms. Chapman and Ms. Earnshaw at Mark West Charter School; helped in Math class with student groups and in Language Arts as well
- Superintendent Calloway visited Ms. Christie's class at San Miguel and watched a lesson plan of Writing by Design the new writing program we are piloting this year
- Superintendent Calloway visited Ms. Hoard's 6<sup>th</sup> grade class while students were using the chromebooks to edit their writing papers; she was able to edit from her desk with her computer directly onto their papers on their computers
- Superintendent Calloway reported that the CELDT test for English Learners will be changed to LPAC

8.4 **Educational Foundation Report:** Superintendent Calloway reported on the following:

- MWEF Fall Festival was a big success
- Big thanks to administrators who helped support, set up and clean up for the event

## **9. PUBLIC PARTICIPATION**

No one asked to address the board.

**9.1 Public Hearing:** The purpose of this Public Hearing is to collect input and comments regarding the expenditure of the Educator Effectiveness Grant Plan proposed by the district. President Edwards opened the public hearing at 5:59pm. No one addressed the board. President Edwards closed the public hearing at 6:00pm.

## **10. CONSENT AGENDA**

On a motion by Trustee Saal, seconded by Trustee Smith 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 Report

### **10.2 BUSINESS**

**10.2.1** Vendor Warrant Report

**10.2.2** Agreement with Houghton Mifflin for Professional Development for the Mark West Charter school teachers relating to their new Math Program

**10.2.3** Agreement with School and College Legal Service of California to increase the retainer fees another 25 hours at a total increase cost of \$5,375.

### **10.3 CURRICULUM**

**10.3.1** Consideration of Approval of an Overnight Field Trip for Ms. Hunter's and Mrs. Rust's(Rue's) 4<sup>th</sup> grade students of Mark West Elementary School to the Coloma Outdoor Discovery School from 04/05/16 through 04/07/16

### **10.4 MINUTES**

**10.4.1** Minutes of the September 15, 2015, Regular Board Meeting

### **10.5 FACILITIES**

**10.5.1** Williams Settlement Quarterly Uniform Complaint Report Summary ending September 30, 2015

**10.5.2** Consideration of Approval to declare Obsolete various office supply items.

### **10.6 DONATIONS**

**10.6.1** Donations are listed on the Cover Sheet for this item. Donation items were re aloud by Trustee McKnight to the public.

## **11. ACTION/DISCUSSION ITEMS**

### **11.1 BUSINESS**

**11.1.1** Consideration of Approval of Resolution **#16-04**, the Accounting of Developer Fees for Fiscal Year 2014 – 2015. On a motion by Trustee Smith, seconded by Trustee McKnight, **Resolution #16-04**, Accounting of Developer Fees for Fiscal Year 2014 -2015 were passed on a roll call vote of 5-0: Trustee Azat, Aye; Trustee Saal, Aye; Trustee Smith, Aye; Trustee McKnight, Aye; President Edwards, Aye.

### **11.2 CURRICULUM**

### **11.3 FACILITIES**

**11.3.1** Consideration of approval of the Notice of Bid Award to Meehleis Modular Building for the Mark West Charter School project. On a motion by Trustee McKnight, seconded by Trustee Saal, the Notice of Bid award to Meehleis Modular Building for the Mark West Charter School Project was approved on a vote of 5-0.

### **11.4 BOARD POLICIES**

### **11.5 ADMINISTRATION**

**11.5.1** Consideration of Approval of Resolution **#16-05**, Nominating of Senator Mike McGuire for the California School Boards Association Outstanding Freshman Legislator Award. On a motion by Trustee Smith, seconded by Trustee McKnight, **Resolution #16-05** Nomination of Senator Mike McGuire for the California School Boards Association Outstanding Freshman Legislator Award was approved on a roll call vote of 5-0: Trustee McKnight, Aye; Trustee Smith, Aye; Trustee Azat, Aye; Trustee Saal, Aye; President Edwards, Aye.

## **12. EVALUATION OF THE BOARD MEETING**

- Trustee Smith great to review the data on the Smarter Balanced Assessments for each school

**13. INFORMATIONAL ITEMS:**

The Board reviewed the following items:

13.1 Fully Executed Crossing Guard Agreement for the 2015 – 2016 School Year.

13.2 Public Self-Insurer's Annual Report from RESIG(Redwood Empire Schools' Insurance Group)

**14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, November 17, 2015

**15. ADJOURNMENT 6:05pm**

**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, Mark West Union School District, 305 Mark West Springs Road, Santa Rosa, CA, 95404, or telephone (707) 524-2972.

Respectfully Submitted:

Approved By:

Ron Calloway  
Superintendent

Victor McKnight  
Board Clerk