

**MARK WEST UNION SCHOOL DISTRICT**  
**Minutes of the BOARD OF TRUSTEES MEETING**  
**Tuesday, December 6, 2016**

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: 5:00 P.M.**

**Board Members**

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

**Staff Members**

Ron Calloway, Superintendent  
Regina Cuculich, Associate Superintendent of Business  
Tracy Lavin Kendall, Patty Dineen, Patrick Eagle, Principals  
Michelle Franci, Vice 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: 5:00 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: PUBLIC MEETING: 6:00 P.M.**

- 3.1** The meeting was called to order at 6:00 P.M.  
**3.2** Pledge of Allegiance was led by President McKnight  
**3.3** Introductions were conducted  
**3.4** Approval of Agenda Order was conducted and the following changes were needed: **Item #10.1.4 and 10.1.5 were requested to be pulled for further discussion by President McKnight**  
**3.5** Report Out of Closed Session: President McKnight reported there was no action taken out of closed session.

**4. BOARD ORGANIZATIONAL MEETING:**

As required by Education Code 35143 and 35023, the Mark West Union School District Board of Trustees will hold its annual organizational meeting which includes the election of officers and a voting representative and alternate to the Sonoma County Committee on School District Organization. The Board will also decide the regular Board Meeting dates for 2017.

- 4.1 Election of Board President:** On a motion by Trustee Edwards, seconded by Trustee Saal, Trustee Azat was elected Board President for the 2017 school year on a vote of 4-0. Trustee Azat abstained  
**4.2 Election of Board Clerk:** On a motion by Trustee Smith, seconded by Trustee Edwards, Trustee Smith was elected Board Clerk for the 2017 school year on a vote of 4-0. Trustee Smith abstained  
**4.3 Election of Representative to the County Committee on School District Organization:** On a motion by Trustee Smith, seconded by Trustee Saal, Trustee McKnight was elected to be the Representative to the County Committee on School District Organization for the 2017 year on a vote of 4-0. Trustee Edwards abstained  
**4.4 Election of Alternate Representative to the County Committee on School District Organization:** On a motion by Trustee Smith, seconded by Trustee Saal, Trustee Edwards was elected to be the Alternate Representative to the/County Committee on School District Organization for the 2017 year on a vote of 4-0. Trustee Edwards abstained

**4.5 Establish Regular Monthly Board Meeting Dates for 2017:** On a motion by Trustee Smith, seconded by Trustee Saal, the 2017 Board Meeting dates-with the noted change for April were approved on a vote of 5-0 as follows:

January 17<sup>th</sup>  
February 21<sup>th</sup>  
March 7<sup>th</sup>  
**April 18<sup>th</sup> to be adjusted to April 11<sup>th</sup>**  
May 17<sup>th</sup>  
June 6<sup>th</sup>  
June 8<sup>th</sup> Special Board Meeting for LCAP  
July(if needed)  
August 22<sup>nd</sup>  
September 12<sup>th</sup>  
October 17<sup>th</sup>  
November 14<sup>th</sup>  
December 12<sup>th</sup>

**5. PRESENTATIONS/RECOGNITIONS**

**5.1** The Board of Trustees and all others present were reminded to attend the annual Tree Lighting ceremony to be held at Molsberry Market at 6pm on Wednesday December 7<sup>th</sup>.

**6. BOARD CORRESPONDENCE**

There was no correspondence for review.

**7. BOARD COMMUNICATIONS/MATTERS**

- Trustee Saal has been working with Mark West Little League program
- Trustee Edwards continues to coach at Mark West Charter and San Miguel; attended the Elves' Workshop
- Trustee McKnight attended the Elves' Workshop
- Trustee Smith attended a site visit to Riebli with Superintendent Calloway
- Trustee Azat attended the Elves' workshop; helped with a Coloma fundraiser at Mark West

**8. ADMINISTRATIVE REPORTS**

**8.1 School Reports/Principals/Oral reports only**

- **San Miguel Elementary:** Principal Eagle presented an oral report on the following:
  - SM received \$1000 from Wells' Fargo and Mr. Eagle will purchase a new mic system for their rallies
  - \$28,000 from the PTO fundraiser-Enrich Our School
  - Elves' Workshop was well attended; Site council meeting held to discuss the LCAP with Mr. Espinoza, District consultant
  - Honor Roll program and a recognition rally has been restarted and students were recognized at the school rally on Friday
- **Mark West Elementary:** Principal Kendall presented an oral report on the following:
  - PBList teacher is working with 5<sup>th</sup> grade classes;
  - Staff will be looking at data on the student assessments for SBAC
  - Student council is planning the annual food drive
- **John B Riebli Elementary:** Principal Dineen presented an oral reported on the following:
  - Academic support classes have begun;
  - Art work in the board room was displayed and discussed by Mrs. Dineen
  - PTA supported a bullying prevention evening for parents
- **Mark West Charter School:** Vice Principal Franci presented a written report and Principal Kendall gave an oral report on the following:
  - Applications are at 40 at this time; 2 more parent info nights and visits to San Miguel and Mark West 6<sup>th</sup> grade classes will be planned
  - Spirit day will be a Color Run on campus
  - Student council met with Mr. Espinoza regarding the LCAP

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

- Mr. Smith shared a new light that will be installed in the parking lots; we will use 120 watt lights for the MPR at Mark West
- Mr. Smith noted the winter repair list that staff will be working on during the break
- The modernization eligibility financial report from Schreder was presented(also in Item #13.2)
- A timeline of the modernization project was discussed and the district will act as quickly as possible

**8.3 Director of Student Services and Instruction Report:** Mrs. Valenzuela presented a written report only to the Board

**8.4 Superintendent Report:** Superintendent Calloway presented a written report and gave an oral report on the following to the Board:

- Superintendent Calloway attended the Elves' workshop at San Miguel, there were lots of past students who were volunteering and visiting
- Superintendent Calloway completed site visits at Mark West, Mark West Charter and Riebli
- The Superintendent will complete a site visit at San Miguel soon; Community Soil event coming up

**8.5 Education Foundation:** Superintendent Calloway gave an oral report on the following:

- Looking to set a date for a Music Extravaganza for adults

## **9. PUBLIC PARTICIPATION**

No one asked to address the Board

## **10. CONSENT AGENDA**

On a motion by Trustee McKnight and seconded by Trustee Edwards, **Item #10.1.4 and 10.1.5 was pulled for further discussion and not included in the consent agenda vote.** On a motion by Trustee Saal and seconded by Trustee McKnight, all other items were approved on a vote of 5-0. Ayes=5; Nays=0, Absent=0; Abstentions=0.

### **10.1 PERSONNEL**

**10.1.1** Consideration of Approval of all items on the Personnel Form

**10.1.2** Sunshine of the CSEA, Classified Unit for the 2016/2017 School Year Proposal to Negotiate with Mark West Union School District

**10.1.3** Sunshine of the Mark West Union School District's Proposal to Negotiate with CSEA, the Classified Unit for the 2016/2017 School Year

**10.1.4** Director of Student Services and Instruction Assistant Job Description

**10.1.5** Consideration of Approval of the revised Classified Salary Schedule

### **10.2 BUSINESS**

**10.2.1** Vendor Warrant Report

**10.2.2** Aeries Software and Services Proposal with Mark West Union School District

**10.2.3** Agreement for Special Services between School Services of California, Inc and Mark West Union School District

### **10.3 CURRICULUM**

### **10.4 MINUTES**

**10.4.1** Minutes of the November 15, 2016, Regular Board Meeting

### **10.5 FACILITIES**

### **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 Mark West Union School District's First Interim Report for the 2016-2017 Fiscal Year. On a motion by Trustee Smith, seconded by Trustee McKnight, the Mark West Union School District's First Interim report for the 2016-2017 Fiscal Year was approved on a vote of 5-0.

- Part I
- Part II
- Part III

**11.1.2** Consideration of Approval of Statutory and Regulatory Requirements for Compensation Earnable and Publicly Available Pay Schedules. On a motion by Trustee Edwards, seconded by Trustee Saal, the Statutory and Regulatory Requirements for Compensation Earnable and Publicly Available Pay Schedules were approved on a vote of 5-0.

## **11.2 CURRICULUM:**

Consideration of Approval of School Site Plans:

**11.2.1** John B. Riebli School Site Plan. On a motion by Trustee Smith, seconded by Trustee Edwards the John B Riebli School Site Plan was approved on a vote of 5-0

**11.2.2** San Miguel School Site Plan. On a motion by Trustee Smith, seconded by Trustee Edwards the John B Riebli School Site Plan was approved on a vote of 5-0

**11.2.3** Mark West School Site Plan. On a motion by Trustee Smith, seconded by Trustee Edwards the John B Riebli School Site Plan was approved on a vote of 5-0

## **11.3 FACILITIES**

**11.3.1** Consideration of Approval of the purchase and installation of security cameras at all four school sites to be purchased from ACS, All Campus Security, a supplier of VideoInsight, and the cost is not to exceed \$20,000 which includes the installation to be completed by district staff and miscellaneous installation materials(est.\$3,000). Discussion regarding the purchase and installation of security cameras for all 4 school sites took place. On a motion by Trustee Smith, seconded by Trustee Saal, the purchase and installation of security cameras from ACS was approved on a vote of 5-0

## **11.4 BOARD POLICIES**

**11.4.1** Consideration of the minor revision to Administrative Regulation #6153, Instructional Arrangements, Field Trips to include TB clearance as part of the requirements for chaperones(pg.2). On a motion by Trustee McKnight, seconded by Trustee Edwards, the minor revision to Administrative Regulation #6153, Instructional Arrangements, Field Trips to include the TB clearance was approved on a vote of 5-0.

On a motion by Trustee Smith seconded by Trustee Edwards the following revised Board Policies and Administrative Regulations (#0410, #5145.3, #5145.7 and #1642.92) were approved on a vote of 5-0

**11.4.2** Consideration of approval of the revised Board Policy #0410, Philosophy, Goals, Objectives and Comprehensive Plans, Nondiscrimination in District Programs and Activities.

**11.4.3** Consideration of approval of the revised Board Policy and Administrative Regulation, #5145.3, Students, Nondiscrimination/Harassment

**11.4.4** Consideration of approval of the revised Board Policy and Administrative Regulation, #5145.7, Students, Sexual Harassment

**11.4.5** Consideration of approval of the revised Board Policy #6142.92, Instruction, Mathematics Instruction

## **11.5 ADMINISTRATION**

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

## **13. INFORMATIONAL ITEMS**

**13.1** Enrollment report as of 11/28/16

**13.2** Jack Schreder Modernization Eligibility Report

## **14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, January 17th, 2017.

**15. ADJOURNMENT at 6:55pm**

**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.

Respectfully submitted:

Approved by:

Ron Calloway  
Superintendent

Aaron Smith  
Board Clerk