

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, November 12, 2019

The meeting will be held at the Mark West District Office, in the Learning Center, 305 Mark West Springs Road, Santa Rosa, CA 95403

The meeting is open to the public at 5:00 P.M.

1. CALL TO ORDER, ROLL CALL

Board Members

- Gary Saal, President
- Sara Azat, Clerk
- Victor McKnight
- Brad Sherwood
- Brian Burke

Staff Members

- Ron Calloway, Superintendent
- Regina Cuculich, Associate Superintendent of Business
- Rachel Valenzuela, Assistant Superintendent of Educational Service
- Principals: Tracy Lavin-Kendall, Patrick Eagle, Emily Todd
- Michelle Franci
- Michael Smith, Director of Maintenance/Operation/Technology
- Claire Raggio, District Communications Coordinator
- Alicia Mills, 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: 4:30PM

- 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: 5:00PM

- 3.1 Due to a family emergency, John Dybczak was not able to make his presentation regarding an update on the Riebli construction project. He did provide follow up which Michael Smith, Director of Maintenance/Operations/Technology, reported on.
 - DSA plan review comments have been received and addressed
 - Paul is handling the DSA backcheck and the hope is to have DSA approval as of 11/12/19 but, it might run into a second day
 - The DSA access review comments triggered additional work that had to be included in the plans –
 - 1. Replace the kitchen cabinets in the staff lounge; countertop height cannot exceed 34" to be ADA compliant.
 - 2. Add two, new accessible drop off spaces along the passenger drop off lane.
 - 3. Replace the existing drinking fountain on the MPB (facing the playground) with a new accessible fixture.
 - 4. The current construction cost from Rich Dunlap is \$997,427.00 . The previous estimate was \$736,338.00. The total *project budget* presented to the Board in March 2019 was \$999,689.00.
 - 5. Currently we are over budget and the items noted in #3 are not included in Mr. Dunlap's original estimate
 - Contractor selection process is underway; expectation is to have a lease-leaseback contractor on board in January. Once a contractor is on board, they will be able to review the estimate and compare it against actual bid numbers. We can value engineer if necessary to get back down to the project budget; this can happen in January or February.
 - Work on the staff restrooms can begin as soon as possible with little impact to classroom function.

- Work on the Administration Building can begin when most convenient for the school and District; expected to take longer than summer months to complete. Once a contractor is on board, schedule and any potential disruption can be discussed in detail

4. PUBLIC MEETING at 6:00pm

- 4.1 The meeting will be called to order at 6:00 P.M.
- 4.2 Pledge of Allegiance
- 4.3 Introductions
- 4.4 Approval of Agenda Order
- 4.5 Report Out of Closed Session
There was no report out of closed session

5. PRESENTATIONS/RECOGNITIONS

San Miguel students from Carolyn Alarie's class, in coordination with Lisa Warne, presented a Project Based Learning assignment. Student participants included: Anthony Cabrera, Jasmin Solorio Guzman, Daniel Hernandez Davila, Soheil Fulton, Joseph Soto, William Graves, Gabriel Reyes Cordova and Gavin Richardson

- Lisa Warne introduced the presentation
- Each student participated in multiple parts of the oral presentation accompanied by a video designating the steps taken in the "Kindergarten Garden Project"
- Ms. Alarie's students began the project based learning assignment because they wanted the Kindergartners to have something pretty to view
- During the process, students created wooden flowers to decorate the fence to keep the area "pretty" during the project
- Students implemented critical thinking, hands on learning, mathematical and written skills as well as oral presentation skills in bringing the project to fruition

6. BOARD CORRESPONDENCE

7. BOARD COMMUNICATIONS/MATTERS

(Board Communications/Matters item is provided for the purpose of sharing school-related activities, school visitations, conferences attended, meetings scheduled. Board members may share any district related issues with other members of the Board and Staff. No formal Board of Education action will be taken.)

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals (Oral Only) Tracy Kendall – Mark West

- The "Welcome Back" supported by the PTA, Bayside Church and the firefighters was amazing!
- Communication with parents and staff during the emergency was excellent
- Currently working on assessments and report cards
- PTA "Trunk or Treat" will be held Friday, November 15th

Michelle Franci – Mark West Charter

- There are currently 47 enrolled. Deadline to enroll is November 22nd. If number exceeds 58, a lottery will be held
- The "Welcome Back" was amazing! PTA, community, parents and students all made signs
- 93 of the 116 students participated in the most recent dance. Trustee McKnight noted with that kind of participation, it speaks volumes for the positive climate Ms. Franci and her staff have created on campus.
- A Saturdays, a STEM program is held from 10:00-12:00. Three high school students come and work with Mark West Charter students in creation of all sorts of interesting projects

Patrick Eagle – San Miguel

- Very successful "Welcome Back"; Bayside Church members came out in support of our students
- Mr. Eagle encouraged teachers to address student concerns and questions in a class meeting format
- Many teachers attended the Halloween Parade hosted by Bayside Church
- Knowing that the power outages were a possibility, Mr. Eagle encouraged teachers to create packets that students could complete at home. Teachers reported that many students did complete and return those packets.

- Last volleyball game is coming up; the running club will be starting soon

Emily Todd – Riebli

- Welcome back was amazing; so many people participated in support of welcoming back students
- In support of our students, all teachers read the same book to students when they returned
- Riebli had school without power for a day. Very exciting for students as generators were brought in to keep essential functions operational

8.2 Maintenance/Operations/Technology Report/Michael Smith (Oral Only)

- Mr. Smith reported that the custodial team is back on schedule after the multiple power outages and Kincade fire
- There was a little bit of damage from the high winds but nothing like the damage sustained during the Tubbs fire
- Mark West wireless did not come back after the storm but after some effort, Mr. Smith was able to address the issue and bring it back
- San Miguel lost power twice from back up but both times it came back within 10 minutes
- Gas was an issue. There are only two gentlemen between San Francisco and Cloverdale that can manage gas issues at a school level so it took quite some time to get the gas back. The issue has been addressed with Mr. Smith's PG&E contact in the hope of avoiding that type of issue in the future.
- Company hired to clean all the sites did a really, really good job.

8.3 Assistant Superintendent of Educational Services Report/Rachel Valenzuela (Oral Only)

- Assistant Superintendent Valenzuela noted that the students that presented tonight were an SDC class. The students vary in disability but many have very significant disabilities which include: behavioral, cognitive, and speech/language impairments. The fact that they were able to speak in front of an audience and do such a tremendous job is phenomenal. The work that Ms. Alarie has done with her students cannot be understated.
- After the Kincade fire, counseling centers were opened at each site in support of our students. They were not needed as much as they had been in the past so they only remained open for three days.
- Lionel and his team also provided support for staff and parents, something which had not been done in the past
- We will be starting a Parent Education series that will be held monthly, beginning Tuesday, 11/19/19. Lisa Warne has been instrumental in the development of the program.

8.4 District Communication Coordinator, Claire Raggio

8.4.1 Mrs. Raggio will present the Kindergarten Promotional Video

- The Board and members of the public offered suggestions and feedback regarding the presentation
- District Instagram and Facebook now has about 100 followers

8.5 Superintendent Report/Ron Calloway

- Before the Kincade fire, Superintendent Calloway had the pleasure of playing Chutes and Ladders with 1st graders, "it was a joy".
- The Westgate Church donation of gift cards was made possible by Adam Peacock
- Superintendent Calloway joined other superintendents throughout the County in meeting with Tony Thurmond. During the meeting, Superintendent Calloway was selected to serve on the State AdHoc committee for emergencies

8.6 Education Foundation Report/Ron Calloway

- The December Board meeting will be held Wednesday, December 4th. Board members and the public will then move to the Tree Lighting at Molsberry Market where students in the Mark West Music program will be performing

8.7 School Safety Update/Ron Calloway

- The series of PSPS issues started things
- Once evacuation occurred, Superintendent Calloway worked from his hotel room to manage everything
- Communication was key; every effort was made to communicate to parents and staff in multiple modalities which included: School Messenger, the MWUSD website and social media platforms Instagram and Facebook
- Supervisor Gore was very helpful in keeping Superintendent Calloway informed and involved

- Counseling staff was phenomenal. Special appreciation to Rachel and Lionel.
- Appreciations to Lisa Chapman who livestreamed the staff meeting for those that couldn't attend and to Captain Bissori for attending the meeting and all his team did to protect our district.
- Appreciations to all of our staff who were there to welcome back our students and for once again providing a safe learning environment

9. PUBLIC PARTICIPATION

At this time, members of the public may seek clarification about any item on the agenda or not on the agenda 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 the end of Board discussion on that item.

10. CONSENT AGENDA

The following items are considered routine and can be handled with one action since it is recommended that all items be approved unanimously. Board members may request that any item be discussed or moved to a future calendar.

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

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Minutes of the October 15, 2019, Regular Board Meeting

10.4.2 Minutes of the November 1, 2019 Emergency Board Meeting

10.5 FACILITIES

10.6 DONATIONS

10.6.1 Gift cards totaling \$1,000.00 from Westgate Church, South Hills Campus, San Jose; to aide in the recovery from the Kincade Fire and evacuations

On a motion by Trustee McKnight, seconded by Trustee Azat, all items on the Consent Agenda were unanimously approved. Ayes=5, Neys=0, Abstentions=0, Absences=0

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.4.1 Consideration of approval of the revised Board Policy #0460, Local Control and Accountability Plan

11.4.2 Consideration of approval of Board Policy #0520, Intervention for Underperforming Schools

11.4.3 Consideration of approval of Board Policy #0520.1, Comprehensive and Targeted Support and Improvement

On a motion by Trustee Azat, seconded by Trustee Burke, all items under 11.4, Board Policies were approved unanimously as a group. Ayes=5, Neys=0, Abstentions=0, Absences=0

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

13. INFORMATIONAL ITEMS

13.1 Enrollment Report as of 11/5/19

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Wednesday, December 4th 2019. At the end of this board meeting, we ask the board members and public to also attend the annual Larkfield Tree Lighting Ceremony to be held at Molsberry Market.

15. ADJOURNMENT

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 Alicia Mills, Executive 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 By:

Approved By:

Ron Calloway, Superintendent

Sara Azat, Board Clerk