

**MARK WEST UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA**

**Wednesday, December 5, 2018**

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 4:45 P.M.

**1. CALL TO ORDER, ROLL CALL: 4:45 P.M.**

**Board Members**

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

**Staff Members**

Ron Calloway, Superintendent  
Regina Cuculich, Assistant Superintendent of Business  
Rachel Valenzuela, Assistant Superintendent of Educational Services  
Principals: Tracy Lavin-Kendall, Patrick Eagle, Emily Todd  
Michelle Franci, Vice Principal  
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- 4:45pm**

- 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: 5:00 P.M.**

- 3.1 The meeting was called to order at 5:00 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 no changes were needed
- 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 2019.

- 4.1 Election of Board President. On a motion by Trustee McKnight, seconded by Trustee Azat, Trustee Saal was elected Board President for the 2019 on a vote of 4-0. Trustee Saal abstained
- 4.2 Election of Board Clerk. On a motion by Trustee McKnight, seconded by Trustee Saal, Trustee Azat was elected Board Clerk for the 2019 on a vote of 4-0. Trustee Azat abstained
- 4.3 Election of Representative to the County Committee on School District Organization. On a motion by Trustee McKnight, seconded by Trustee Burke, Trustee Sherwood was elected to be the Representative to the County Committee on School District Organization for the 2019 year on a vote of 4-0.
- 4.4 Election of Alternate Representative to the County Committee on School District Organization. On a motion by Trustee Burke, seconded by Trustee Saal, Trustee McKnight was elected to be the Alternate Representative to the/County Committee on School District Organization for the 2019 year on a vote of 4-0. Trustee McKnight abstained

**4.5** Establish Regular Monthly Board Meeting Dates for 2019. On a motion by Trustee Burke, seconded by Trustee Azat, the 2019 Board Meeting dates were approved on a vote of 5-0 as follows:

January 15<sup>th</sup>, 2019  
February 19<sup>th</sup>, 2019  
March 12<sup>th</sup>, 2019  
April 9<sup>th</sup>, 2019  
May 21<sup>st</sup>, 2019  
June 4<sup>th</sup>, 2019  
June 6<sup>th</sup>, 2019  
July – If needed no date set  
August 20<sup>th</sup>, 2019  
September 10<sup>th</sup>, 2019  
October 15<sup>th</sup>, 2019  
November 12<sup>th</sup>, 2019  
December 4<sup>th</sup>, 2019

**5. PRESENTATIONS/RECOGNITIONS**

**5.1** There will be no formal presentation to the board but all audience members are encouraged to attend the annual Tree Lighting ceremony after the board meeting featuring the district choir and violin students, to be held at Molsberry Market at 6pm on Wednesday December 5th.

**6. BOARD CORRESPONDENCE**

There was no correspondence for review

**7. BOARD COMMUNICATIONS/MATTERS**

- Trustee Azat attended a presentation by 2 6<sup>th</sup> graders at Sonoma State University
- Trustee McKnight noted that Elves workshop was on December 8<sup>th</sup> at San Miguel

**8. ADMINISTRATIVE REPORTS**

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

- **San Miguel Elementary:** Principal Eagle presented an oral report on the following:
  - Classified staff meeting held on safety and communication; CAASPP review with staff
  - Elves workshop on Saturday Dec. 8<sup>th</sup> 9-12pm; Food Drive by Student Council
  - Kindergarten class did Harvest Awareness Stations
- **Mark West Elementary:** Principal Kendall presented an oral report on the following:
  - Ran a few site safety scenarios with staff; Sheriff helped with areas of concern on campus for safety
- **John B Riebli Elementary:** Principal Todd presented an oral report on the following:
  - Starting a can food drive for Redwood food bank; Dance being planned for January
  - Staff training Staff from a recent neuro conference attended
  - Ag curriculum being taught in 4<sup>th</sup> grade in conjunction with Raley's Grocery Stores
- **Mark West Charter School:** Vice Principal Franci presented an oral report on the following:
  - 8<sup>th</sup> Grade students created books that will be shared with younger students at Mark West
  - First dance was held and was enjoyed by all

**8.2 Maintenance/Operations/Technology:** Mr. Smith presented a written report

**8.3 Superintendent Report:** Superintendent Calloway presented an oral report on the following:

- Superintendent Calloway taught the 1<sup>st</sup> grade class of K. Hunt at Mark West
- Superintendent Calloway has been included in meetings regarding Air quality with SCOE and other Air quality groups and districts
- District Kindergarten Info night will be held on Jan 24<sup>th</sup> and Registration will begin on Jan 25<sup>th</sup>
- Online Registration and Re-registration will take place next year for families
- District Counselor Lionel Cooper and Superintendent Calloway attended a presentation on the stresses of the fires and how our district manager; the presentation was at Sonoma State University

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

- Moving forward with Polenta Feed Fundraiser on March 9<sup>th</sup>, 2019 at Cardinal Newman High School

**8.5 School Safety Report:** Superintendent Calloway gave an oral report on the following:

- CPR/First Air training for staff on their site First Aid teams; AED training will be required beginning July 2019

## **9. PUBLIC PARTICIPATION**

No one asked to address the Board

### **Trustee Sherwood arrived 5:20pm**

**9.1 Public Hearing:** Regarding the Proposed Collective Bargaining Agreement with MARFAC (Certificated Unit) in accordance with AB 1200. President McKnight opened the public hearing at 5:23 pm. No one asked to address the board. Public hearing was closed by President McKnight at 5:24 pm.

**9.2 Public Hearing:** Regarding the Proposed Collective Bargaining Agreement with CSEA (Classified Unit) in accordance with AB 1200. President McKnight opened the public hearing at 5:25 pm. No one asked to address the board. Public hearing was closed by President McKnight at 5:26 pm.

## **10. CONSENT AGENDA**

On a motion by Trustee Saal and seconded by Trustee Azat, all items were approved on a vote of 5-0. Ayes=5; Nays=0, Absent=0, Trustee Edwards; Abstentions=0.

### **10.1 PERSONNEL**

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

**10.1.2** Approval of the amendment to the Student Teaching Agreement with Sonoma State University from July 1, 2018 through June 30, 2020 to increase the rate of payment from \$100 to \$150

### **10.2 BUSINESS**

**10.2.1** Vendor Warrant Report

### **10.3 CURRICULUM**

### **10.4 MINUTES**

**10.4.1** Minutes of the November 13, 2018, Regular Board Meeting

### **10.5 FACILITIES**

### **10.6 DONATIONS**

**10.6.1** Donations are listed on the Cover Sheet of this item. **Donations were read aloud to the audience.**

## **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 2018-2019 Fiscal Year. On a motion by Trustee Saal, seconded by Trustee Azat the Mark West Union School District's First Interim report for the 2018-2019 fiscal year was approved on a vote of 5-0.

- Part I
- Part II
- Part III

**11.1.2** Consideration of Approval of the Proposed Collective Bargaining Agreement in Accordance with AB1200 for the MARFAC (Certificated) Employees. On a motion by Trustee Azat , seconded by Trustee Sherwood , the Proposed Collective Bargaining Agreement in Accordance with AB1200 for the MARFAC employees passed on a 5-0 vote. Superintendent Calloway thanks MARFAC

**11.1.3** Consideration of Approval of the Proposed Collective Bargaining Agreement in Accordance with AB1200 for the CSEA (Classified) Employees. On a motion by Trustee Sherwood, seconded by Trustee Azat, the Proposed Collective Bargaining Agreement in accordance with AB 1200 for CSEA Employees passed on a vote of 5-0. Superintendent Calloway thanks CSEA

**11.1.4** Consideration of approval of the Salary Adjustments for the 2018-2019 school year for Non-represented Employees. On a motion by Trustee Saal seconded by Trustee Azat, the salary adjustments for the 2018-2019 School Year for Non-Represented Employees passed on a vote of 5-0

**11.1.5** Consideration of Approval of the following Salary Schedules: Certificated, Classified, Psychologist, Administrative (Principal, Vice Principal, Director), Superintendent, Associate and Assistant Superintendent, Chief Financial Officer, Technology Supervisor, Maintenance and Operations Director, Maintenance and Operations Director, District Administrative Assistant,

Business/Personnel Technician (for grandfathering purposes). On a motion by Trustee Saal and seconded by Trustee Azat the following Salary Schedules were approved on a 5-0 vote. Certificated, Classified, Psychologist, Administrative (Principal, Vice Principal, Director), Superintendent and Associate Superintendent, Chief Financial Officer, Technology Supervisor, Maintenance and Operations Director, Maintenance and Operations Director, District Administrative Assistant, Business/Personnel Technician (for grandfathering purposes)

**11.2 CURRICULUM:**

Consideration of Approval of School Site Plans:

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

**11.2.3** Mark West School Site Plan. On a motion by Trustee Sherwood, seconded by Trustee Saal the Mark West School Site Plan was approved on a vote of 5-0

**11.3 FACILITIES**

**11.4 BOARD POLICIES**

**11.4.1** Consideration of approval of the revised Administrative Regulation #6163.22, Non Service Animals at School. On a motion by Trustee Azat seconded by Trustee Burke, the revised Administrative Regulation #6163.22, Non Service Animals at School was approved on a 5-0 vote.

**11.5 ADMINISTRATION**

**11.5.1** Consideration of approval of the **Resolution #19-07**, Board Bylaw #9270, Conflict of Interest Code which now states that the district clerk will retain the statements of economic interest at the district office. On a motion by Trustee Azat seconded by Trustee Sherwood, **Resolution #19-07**, Board Bylaw #9270 Conflict of Interest Code was approved on a roll call vote of 5-0. Trustee Burke, Aye; Trustee Sherwood, Aye; Trustee Azat, Aye; Trustee McKnight, Aye; Trustee Saal, Aye.

**12. EVALUATION OF THE BOARD MEETING**

**13. INFORMATIONAL ITEMS:** The following items were reviewed by the board:

**13.1** Letter from CDE regarding Meal Reimbursement during Disaster Application

**14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, January 15th, 2019.

**15. ADJOURNMENT at 5:30**

**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

Sara Azat  
Board Clerk