

**MARK WEST UNION SCHOOL DISTRICT
MINUTES OF THE BOARD OF TRUSTEES MEETING
Wednesday, December 4, 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 4:45 P.M.

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

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 Services
Principals: Tracy Kendall, Patrick Eagle, Emily Todd
Michelle Franci,
Michael Smith, Director of Maintenance/Operation/Technology
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- 4:45pm

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. STUDY SESSION

There was no Study Session.

4. OPEN SESSION: PUBLIC MEETING: 5:00 P.M.

3.1 The meeting was called to order at 5:00 P.M by Trustee Saal.

3.2 Pledge of Allegiance

3.3 Introductions

- There were no introductions but Trustee Saal noted that Trustee Sherwood was absent.

3.4 Approval of Agenda Order

3.5 Report Out of Closed Session

- There was no report out of closed session

5. PRESENTATIONS/RECOGNITIONS

5.1 There were no presentations however, several members of the Board including Trustee Saal, Trustee McKnight and Trustee Burke attended the annual Mark West Area Chamber of Commerce Tree Lighting and enjoyed the performance by student musicians. Due to unforeseen circumstances, the Tree Lighting was moved to Mark West Elementary for the 2019 celebration.

6. BOARD CORRESPONDENCE

(Board Correspondence is provided for the purpose of reviewing correspondence addressed to or received by the Board.)

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.)

- The Board and Superintendent Calloway received an email from a neighbor regarding an area near Firelight that needs addressing. Mr. Smith has been made aware of the concern and will address it once the rain stops.

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals/(Written Reports Only)

8.2 Maintenance/Operations/Technology Report/Michael Smith

- Mr. Smith reported that there was a lot of roofing work done on the Mark West roof while people were away. A scrubber was used and roofers did all they could but there was a lot of rot. Pulled the gutter and replaced the fascia; will be sealed over break. Building was built in 1958; the roof had previously been replaced in 1987.
- Three RFQ's have been received for the Riebli construction project; Wright, Ridgeview and FRC. All are excellent companies and all have done work for the district before. Superintendent Calloway and John Dbzyak will conduct interviews on December 11th.
- Reuben and Emilio did a lot of patching on the Riebli roof. The issue is the crimped seams on a flat roof that houses the HVAC; leads to issues. It has never, not leaked, because of the pitched pockets; leak moves as areas of concern are addressed.
- Mr. Smith and Superintendent Calloway created a punch list of issues that needed to be corrected with the Riebli fence project. Mr. Smith then held a walk thru with the architect.
- Both fence gates operated and a timer has been added to both gates so they open and stay open; 8:20am close time. Sensory panels will allow for vehicles exiting but clickers were ordered to allow staff re-entry.

8.3 Superintendent Report/Superintendent Calloway

- Superintendent Calloway will attend a meeting with Peter Rummel at the Metro Chamber of Commerce to begin the discussion regarding the creation a daycare center for employees children.
- Superintendent Calloway met with three other districts, in Davis, before break. Shared leadership model. Assistant Superintendent Valenzuela, Michelle Franci, Lisa Chapman, Andrea Farrell, Lisa Warne are currently involved and there is hope that one more teacher will participate as well. The program is a collaboration with teachers; more teacher driven than administration driven.
- In accordance with a change in the law, we will hold a second, December meeting that will address the "organizational piece" of Board business. This will include the election of the new Board President and Clerk as well as the establishment of the Regular Board Meeting Calendar for 2020.

8.4 Education Foundation/Superintendent Calloway

- The annual Tree Lighting will be held at Mark West Elementary at 6:00pm tonight
- The Polenta Feed will be held March 28, 2020

8.5 School Safety Report/Superintendent Calloway

- Superintendent Calloway recognized Riebli Principal, Emily Todd and the Riebli staff for their dedication to their students in keeping the school open during some challenging PSPS issues. "They moved forward and wanted to have school no matter what the situation."

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.

There was no public commentary.

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

10.1.2 Consideration of Approval of the Mark West Union School District Certificated Auxiliary Pay Scale

10.1.3 Consideration of Approval of the Mark West Union School District Classified Auxiliary Pay Scale

10.2 BUSINESS

10.2.1 Vendor Warrant Report

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Minutes of the November 12, 2019, Regular Board Meeting

10.5 FACILITIES

10.6 DONATIONS

10.6.1 Donations are listed on the Cover Sheet of this item.

Before the vote, Trustee McKnight reminded administrators that the John Jordan Program which has provided the three grants noted on the Consent Cover, is well publicized each year and asked that administrators encourage their teachers to participate.

On a motion by Trustee Azat, second by Trustee McKnight, all items on the Consent Agenda were unanimously approved by a vote of 4-0. Aye=4, Ney=0, Abstention=0; Absent=1

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 2019-2020 Fiscal Year

- Part I
- Part II
- Part III

Prior to the vote, Associate Superintendent Cuculich offered an overview of each part of the First Interim Report.

On a motion by Trustee Azat, second by Trustee Burke, the Mark West Union School District's First Interim Report for the 2019-2020 Fiscal Year was unanimously approved by a vote of 4-0. Ayes=4; Ney=0; Abstention=0; Absent=1.

11.1.2 Consideration of Approval of **Resolution #20-08** to Establish Committed Funds Balances.

On a motion by Trustee Burke, second by Trustee McKnight Resolution #20-08 to Establish Committed Funds Balances was approved by a Roll Call vote of 4-0. Aye=4, Ney=0, Abstention=0, Absent=1. Trustee Azat, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Saal, Aye.

11.1.3 Consideration of Approval of J-13A Waiver Request for Allowance of Attendance Due to Emergency Conditions

- Mark West Union School District
- San Miguel Charter Elementary
- John B. Riebli Charter Elementary
- Mark West Charter

On a motion by Trustee Azat, second by Trustee Burke, J-13A Waiver Request for Allowance of Attendance Due to Emergency Conditions for all district sites were unanimously approved. Aye=4, Ney=0, Abstention=0, Absent=1.

11.2 CURRICULUM:

Consideration of Approval of School Site Plans:

- 11.2.1 John B. Riebli School Site Plan
- 11.2.2 San Miguel School Site Plan
- 11.2.3 Mark West School Site Plan

On a motion by Trustee McKnight, second by Trustee Burke, School Site Plans for John B. Riebli, San Miguel, and Mark West were unanimously approved. Aye=4, Ney=0, Abstention=0, Absent=1.

11.3 FACILITIES

11.4 BOARD POLICIES

- 11.4.1 Consideration of approval of Board Policy and Administrative Regulations #4218 Personnel – Dismissal/Suspension/Disciplinary Action

On a motion by Trustee Burke, second by Trustee Azat, Board Policy and Administrative Regulations #4218, Personnel Dismissal/Suspension/Disciplinary Action was approved unanimously. Aye=4; Ney=0; Abstention=0; Absent=1.

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

The Board members may comment or request items pertaining to the Board meeting.

13. INFORMATIONAL ITEMS

- 13.1.1 Narrative section of the 2019 California Dashboard Local Indicators

14. FUTURE MEETINGS

The December Organizational Meeting will be held Monday, December 16, 2019 at 4:30pm. At that time, the next Regular Board meeting will be determined in coordination with the 2020 Board of Trustees Meeting Calendar.

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, 707-524-2972.

Respectfully Submitted by:

Approved by:

Ron Calloway, Superintendent

Brad Sherwood, Board Clerk