

MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
Tuesday, May 16, 2017

The meeting will begin at the Mark West Elementary School Multi-Use Room, 4600 Lavell Road, Santa Rosa, CA 95403. Please note that after Item #5 Recognitions/Presentations is completed the Board Meeting will move to Room C5 and C6 on the Mark West Charter Elementary School campus

The meeting is open to the public 3:30 P.M.

1. CALL TO ORDER, ROLL CALL: 3:30 P.M.

Board Members

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

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: 3:30pm-4:00pm

- 2.1** Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs Pursuant to Government Code, Section 54957)
- 2.2** Conference with Labor Negotiators Pursuant to Education Code, Section 54957.6: (Classified: CSEA; Certificated: MARFAC; Management; Confidential; District Negotiator: Regina Cuculich)
- 2.3** Public Employee Appointment/Employment (Government Code section 54957)
 Title: Superintendent, Associate Superintendent of Business
- 2.4** Conference with Labor Negotiator (Government Code section 54957.6):
 Agency Negotiator: Sara Azat
 Unrepresented Employee: Superintendent

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

3.1 The District held a stakeholder study session regarding the Mark West Union School District's 2016 2017 Local Control Accountability Plan(LCAP) Annual Update and LCAP Summary years 2017-2019.
Opened at 4:03pm

LCAP Part 1
 LCAP Part 2

- Mr. Calloway presented a study session power point regarding the goals the district set up for the 2016-2017 School year that aligned with the Local Control Accountability Plan as well as reviewed the summary plan for 2017-2019
- 5 areas of focus: Basic services regarding Facilities and Technology and Highly qualified teaching staff; Emotional, Social Well-being and Student Achievement; Teaching Practices; Parent and Community Engagement;
- Consultant Mr. Greg Espinoza, discussed his process in collecting data from stakeholder groups and their input into the 16-17 annual update. Groups such as parent groups, student groups, staff both certificated and classified staff
- After collecting the data from these stakeholder groups, Mr. Espinoza used that data and input it into the LCAP to support the goals the district has set up for the LCAP for summary years 2017-2019.

- From the data collection, it is a focus to work on our EL students and increasing their achievements and successes
- Parent input has asked for support for after school student engagement; also requests for more support to EL students and families from the DELAC advisory group
- Teachers and classified staff request more in depth training into EL support; Language Arts program; Student Behavior support
- Stakeholder groups were informed by Mr. Espinoza that they could continue to send/give input on the LCAP plan throughout the year and that info was not just collected at one meeting
- It was explained that LCAP funding is always aligned with our unduplicated student count
- Trustee Edwards inquired about the ADA received for each student; Mrs. Cuculich reported that we receive about \$8600 ADA per student per year and we have an attendance rate around 97%
- We will participate in the Children’s Healthy Kids Survey (CHKS) for both 5th and 7th grade students
- We will continue with the BEST program(student behavior and campus climate)
- Mr. Calloway stressed that our Strategic Plan from last year was a driving force behind the direction of our LCAP

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

- 4.1 The meeting was called to order at 5:00 P.M.
- 4.2 Pledge of Allegiance was led by President Azat
- 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 Azat reported there was no action taken out of closed session

5. RECOGNITIONS/PRESENTATIONS; 5:00-6:00pm

RECOGNITIONS: 5:00pm - 5:30pm

- 5.1 The Board recognized the winners of the Superintendent Richard Bacon Young Writers’ Award: Tatiana Avila from San Miguel School; Ella Chong from John B. Riebli School; Brianna Henry from Mark West School; and Emily Norris from the Mark West Charter School
- 5.2 The Board recognized the Educational Foundation Members.
- 5.3 The Board recognized the School Site PTA and PTO Officers from all sites.
- 5.4 The Board recognized our English Language Learner students who have been redesignated as Fluently English Speakers

PRESENTATIONS: 5:30pm – 6:00pm

- 5.5 The Board was presented information from Lisa Warne, District Project Based Learning Integration Support Teacher, regarding the Project Based learning she has used to support students and teachers in the classrooms across the district.

After the student Recognitions, Items 5.1-5.4 and Presentation, 5.5, the Board of Trustees will move into Rooms C5 and C6 at the Mark West Charter School, 4600 Lavell Road, for the remainder of the General Session Meeting.

6. BOARD CORRESPONDENCE

- 6.1 Letter received from Judy Thomson, Director Fiscal Services at Sonoma County Office of Education regarding the positive certification of the Second Interim Report for the fiscal year 2016-2017.

7. BOARD COMMUNICATIONS/MATTERS

- Trustee McKnight attended the District Science Fair and visited the Community Garden
- Trustee Edwards attended the MW Advisory committee and a town hall will take place on June 28th at 5:30pm at Riebli

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals:

- **San Miguel Elementary:** Principal Eagle presented a written report only.

- **Mark West Elementary:** Principal Kendall presented a written report and gave an oral report on the following:
 - Attended a Community Soil End of Year Fundraiser Celebration
 - Attended SSU with 2 6th graders chosen by student teachers to present to the SSU professors on steelhead
- **John B Riebli Elementary:** Principal Dineen presented a written report and gave an oral report on the following:
 - Attended the Boys and Girls Club Award Assembly for Student recognition and several students received awards in leadership; A student also received Student of the Year award
- **Mark West Charter School:** Principal Kendall presented a written report and gave an oral report on the following:
 - Honor Roll Field trip happened and students visited Sonoma State University; celebrated with an on campus field day
 - Finals will begin in a week

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

- Well system and irrigation system are being worked on with Little League
- Maintenance work orders are up to date
- 7 year tech plan should have us to 1:1 on technology next year

8.3 Superintendent Report: Superintendent Calloway presented a written report and gave an oral report on the following:

- Attended the district Track and Field Meet and is thankful for the teachers and staff who coach and support students to participate
- Attended the district Science Fair and enjoyed the student projects
- Attended Open House at Mark West Charter School and will attend the Elementary Open Houses on May 18th
- Smart Train info will be sent home to families

8.4 Educational Foundation Report: Superintendent Calloway presented a written report and gave an oral report on the following:

- Attended the Spring Fundraiser at the House of Rock facility

9. PUBLIC PARTICIPATION

No one asked to address the Board. Michelle reported she will complete her credential as admin and appreciates the support of staff, board and district office

10. CONSENT AGENDA

On a motion by Trustee Smith and seconded by Trustee Saal, all items on the Consent Agenda 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 Revised District Office Receptionist Job Description
- 10.1.3 Paraeducator; Individual Support Assistant Job Description

10.2 BUSINESS

- 10.2.1 Vendor Warrant Report
- 10.2.2 Budget Updates
- 10.2.3 2017-2018 Instructional Minutes Bell Schedules
- 10.2.4 Lease Agreement for 4 single classrooms and 1 double classroom at Mark West Charter School
- 10.2.5 Interagency Agreement for Transportation Procedures to Ensure School Stability for Foster Students
- 10.2.6 Memorandum of Understanding between Mark West Union School District and Rincon Valley Union School District for Student Services(Preschool and Moderate to Severe) from July 1, 2017 through June 30, 2018
- 10.2.7 Request for Sonoma Country Schools Connect Consortium to request RFP's for Dark and Lit Fiber for 61 sites including Mark West Union School District.
- 10.2.8 Memorandum of Understanding with the North Coast Teacher Induction Program from July 1, 2017 through June 30, 2018

10.2.9 Renewal of Voluntary Student Accident and Sickness Insurance Program for 2017-2018 with Myers-Stevens & Toohey & Co., Inc.

10.3 **CURRICULUM**

10.4 **MINUTES**

10.4.1 Minutes of the April 11, 2017, Regular Board Meeting

10.4.2 Minutes of the April 19, 2017 Special Board Meeting

10.5 **FACILITIES**

10.6 **DONATIONS**

11. **ACTION/DISCUSSION ITEMS**

11.1 **BUSINESS**

11.1.1 Consideration of Approval of **Resolution #17-13**, regarding the expenditure plan for the Education Protection Act (EPA) for 2017 – 2018. On a motion by Trustee Edwards, seconded by Trustee McKnight **Resolution #17-13**, the expenditure plan for the Education Protection Act (EP) for 2017- 2018 was approved on a roll call vote of 5-0: Trustee Saal, Aye; Trustee Edwards, Aye; Trustee Azat, Aye; Trustee McKnight, Aye; Trustee Smith, Aye

11.1.2 Consideration of approval of Resolution **#17-14**, to Establish Committed Fund Balances as required by GASB 54. On a motion by Trustee Saal seconded by Trustee Edwards , **Resolution #17-14**, to Establish Committed Fund Balances as required by GASB 54 was approved on a roll call vote of 5-0: Trustee Edwards, Aye; Trustee Smith, Aye; Trustee Saal, Aye; Trustee Azat, Aye; Trustee McKnight, Aye.

11.1.3 Consideration of approval of **Resolution #17-15**, to Make Transfers between Fund Balances and Expenditures at Close of Year per Education Code 42601. On a motion by Trustee Saal , seconded by Trustee McKnight , **Resolution #17-15**, to Make transfers between fund balances and expenditures at close of Year per Education Code 42601 was approved on a roll call vote of 5-0: Trustee Edwards, Aye; Trustee Smith, Aye; Trustee Saal, Aye; Trustee Azat, Aye; Trustee McKnight, Aye.

11.1.4 Consideration of Developer Fee Waiver – Luther Burbank Center. On a motion by Trustee Smith seconded by Trustee McKnight, the Developer Fee Waiver for Luther Burbank Center was approved on a 5-0 vote.

11.1.5 Consideration of approval of the Master Services Agreement with Clearesult Consulting Inc. regarding projects to be funded with Proposition 39 funds. On a motion by Trustee Smith and seconded by Trustee McKnight the Master Services Agreement with Clearesult Consulting Inc. was approved on a vote of 5-0.

11.2 **CURRICULUM**

11.3 **FACILITIES**

11.4 **BOARD POLICIES**

11.5 **ADMINISTRATION**

11.5.1 Consideration of Approval of Student Capacity for the 2017/2018 School Year. On a motion by Trustee Saal seconded by Trustee McKnight , Student Capacity for the 2017/2018 School year was approved on a vote of 5-0.

11.5.2 Consideration of Approval of the revised **Resolution #17-16**, Regarding the Elimination of Certain Positions in the Classified Service for the 2017/2018 School Year, and Notification of Classified Employees. On a motion by Trustee Smith seconded by Trustee Edwards the **Resolution #17-16** Regarding the Elimination of Certain Positions in the Classified Service for the 2017/2018 school year and Notification of Classified Employees was approved on a 5-0 roll call vote: Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Edwards, Aye; Trustee Saal, Aye; Trustee Azat, Aye.

11.5.3 Consideration of Approval of the Declaration of Need for Fully Qualified Educators for the 2017/2018 School Year. On a motion by Trustee Edwards seconded by Trustee McKnight, the Declaration of Need for Fully Qualified Educators was approved on a vote of 5-0.

12. **EVALUATION OF THE BOARD MEETING**

- Trustees were impressed with the presentation by Ms. Warne and the students who received awards

13. INFORMATIONAL ITEMS: The following items are for Board review only

13.1 Enrollment Report for Kindergarten for 2017 – 2018 School Year

13.2 EPA Expenditures for 2016-2017 through June 30, 2017

13.3 Federal Cash Management Data Submission for 2016-2017 Fiscal year

14. FUTURE MEETINGS

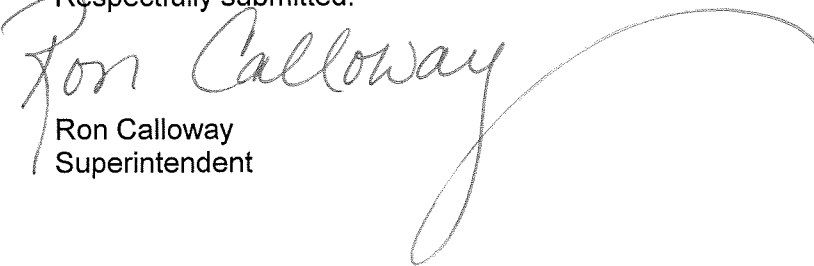
The next Regular Board meeting will be held on Tuesday, June 6, 2017 at 4pm at the District Office

15. ADJOURNMENT at 6:50pm


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:


Ron Calloway
Superintendent

Approved by:


Aaron Smith Board Clerk
Victor McKnight
in absence of
Board Clerk