

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, April 11, 2017

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 **4:00 P.M.**

1. CALL TO ORDER, ROLL CALL: 4:00 P.M.

Board Members

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

Staff Members

Ron Calloway, Superintendent
Regina Cuculich, Associate Superintendent of Business; Absent
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: 4:00-5:00 P.M.

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.

3. OPEN SESSION: BOARD STUDY SESSION: 5:00-6:00pm

3.1 The Board will hold a study session on Proposition 39, California Clean Energy Job Act with Will Pearce of Clearesult

- An explanation regarding what Prop 39 is and what the funds can be used for was given by Will Pearce
- HVAC and lighting improvements will use up the majority of the funding
- Because Mark West Charter School is now on Mark West a new walk through will need to be done to get a more accurate funding amount;
- After the proposal review, it will take completing the online application to the state and then when it has been approved by the state funds will be forward through SCOE; final submission date is the end of July

3.2 The Board will hold a Board Study Session with John Dybczak of Quattrocchi Kwok Architects regarding construction and modernization updates including costs and schedules.

- Mr. Dybczak gave an update on the Learning Center project.
- DSA approval was given on March 21st
- Bidding will begin on Thursday April 13th at 2pm and a 5 day protest period will be applied
- Special board meeting set for April 19th to review and approve the bid acceptance
- Expectation is for The Learning Center to be in full use as of December 2017
- An explanation of the budget was also given by Mr. Dybczak
- The board will only be bidding on the actual construction cost which would not include the furniture; estimate is \$1,002,320
- Mr. Dybczak gave an update on the modernization projects that were a focus for each site(excludes Mark West Charter School)
- A discussion around the timeline for approval of the modernization projects took place; Mr. Dybczak would like to revisit with each site again to get more details on the projects areas listed as a focus
- Superintendent will move forward and ask for full project architect drawings from the QKA

4. OPEN SESSION: PUBLIC MEETING: 6:00 P.M.

4.1 The meeting was called to order at 6:00 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 Items **11.5.09 and 11.5.11 were tabled for next month**

4.5 Report Out of Closed Session: President Azat: President Azat reported out of closed session: That Mark West Board of Trustees during closed session acted to approve a 3% increase to the base salary for the Associate Superintendent and Superintendent for the 16/17 school year which coincides with the increases given to MARFAC, CSEA and nonrepresented employees

Trustee Smith; Aye

Trustee Edwards; Aye

Trustee Saal; Aye

Trustee McKnight; Aye

President Azat; Aye

5. PRESENTATIONS/RECOGNITIONS

The Board recognized teens who have volunteered at several sites this year. The following students were recognized: Aly McKnight, Jessica Edwards and Solara Barrie for assisting the Girls Basketball coach at San Miguel. Lindy Wandel was recognized for her assistance in Mrs. Bowman's First grade classroom and Katelyn Duffy was recognized for her assistance in Ms. Kneis and Ms. Rosas 3rd grade class. Also being recognized is Parker Borg who assists in Ms. Gonyo's classroom.

6. BOARD CORRESPONDENCE

No correspondence for review

7. BOARD COMMUNICATIONS/MATTERS

- Trustee Edwards continues to coach at San Miguel
- Trustee McKnight has attended several San Miguel girls basketball games
- Trustee Azat has attended several Mark West basketball games; Also was a chaperone during the 4th grade Coloma trip

8. ADMINISTRATIVE REPORTS

8.1 Counseling Program Report: Mr. Lionel Cooper, District Counselor and Mrs. Rachel Valenzuela gave a written report and presented an oral report on the following:

- An update on the interns for the 16/17(6 interns) school year as well as the number of interns currently set for 2017/2018 (8 interns)
- Currently there are 160 active cases in the district; social media issues are dealt with on a weekly basis
- A wide variety of categories being supported by the interns

8.2 School Reports/Principals

- **Mark West Elementary:** Principal Kendall presented a written report and reported on the following:
 - Thanks to Mrs. Hunter for her calm head when the Coloma bus had mechanical issues and needed to pull over and a replacement was called for; Fairfield Union School District was kind enough to supply a back-up bus and got our students back to the school
 - 1st Grade play practice has begun; PTA bingo night will be held soon
 - Community Garden fundraiser on April 29th
 - SBAC testing to begin
- **John B Riebli Elementary:** Principal Dineen presented a written report and reported on the following:
 - Science in the Garden has begun
 - Attended the Coloma field trip for a day and was excited to become a kid again with all the activities
 - Girls Basketball has begun; Riebli PTA Big Event fundraiser will take place on April 29th
- **Mark West Charter :** Vice Principal Franci gave a written report and Principal Kendall gave an oral report on the following:
 - 7th grade working on medieval catapults
 - 8th grade working on a holocaust play; focusing on Social Justice
- **San Miguel Elementary:** Principal Eagle presented a written report and reported on the following:

- Site day was focused on New Generation Science Standards
- Toured gardens at other schools in Petaluma with 2 teachers to look at what options they had for their own gardens on campus
- Girls Basketball team is playing hard; had an all school square dance activity
- Jump rope for Heart raised \$3000

8.3 Maintenance/Operations/Technology Report: Mr. Michael Smith

- A survey to staff on jobs done during spring break was completed and data was collected by Michael
- Custodians were asked when possible to complete any items that were missed from the list
- Items being worked on currently are maintenance items noted by RESIG during our inspection day

8.4 Superintendent Report: Superintendent Calloway presented a written report and reported on the following:

- We will recognize the Fairfield School District who provided a school bus to pick up students who were coming back from Coloma as the school bus had mechanical issues
- Attended Mark West little league opening day;
- Attending the community soil fundraiser on April 29th at 2pm
- April 26th will be our State of the District Event
- Will begin to focus more on our EL program to address our EL scores

8.5 Educational Foundation Report: Superintendent Calloway gave an oral report on the following:

- Spring Fundraiser will be held on May 13th at 7pm at the School of Rock

8.6 Citizen’s Oversight Committee Report: Superintendent Calloway presented a written report and reported on the following:

- The committee approved the final audit

9. PUBLIC PARTICIPATION

***Jessica Jensen who is a Mark West Charter School parent spoke regarding school lunches. A sample of the current lunch options was supplied to the board. She is requesting the Board look at the current contract with Santa Rosa City Schools and review their service standards.

***Aaron Locks, Catholic Youth Organization, presented the principals with a ball bag and 6 game balls as a thank you to supporting the St. Rose CYO program.

9.1 Public Hearing Notice: Public Hearing Regarding the Charter renewal petition for San Miguel Charter School. President Azat opened the public hearing at 7:05pm No one addressed the board. President Azat closed the public hearing at 7:06pm

9.2 Public Hearing Notice: Public Hearing Regarding the Charter renewal petition for John B Riebli School. President Azat opened the public hearing at 7:08pm. No one addressed the board. President Azat closed the public hearing at 7:10pm

10. CONSENT AGENDA

On a motion by Trustee Saal, seconded by Trustee McKnight, all items on the Consent Agenda were approved on a vote of 5-0, Ayes=5; Nays=0; Abstentions=0; Absent=0.

10.1 PERSONNEL

- 10.1.1** Consideration of Approval of all items on the Personnel Form
- 10.1.2** Consideration of Approval of the Classified Seniority List as of 3/31/2017
- 10.1.3** A one-time Extra Services Contract for Tracy Kendall for the 16/17 school year who serves as principal, mentor and support for the Mark West Charter School Transition year

10.2 BUSINESS

- 10.2.1** Vendor Warrant Report
- 10.2.2** Budget Updates
- 10.2.3** Contract renewal for district wide “SchoolMessenger” message system with Reliance Communications, LLC. for 12 months in the amount of \$2,250.00
- 10.2.4** Supplemental Services from Quattrocchi Kwok Architects for the replacement of the existing rooftop mechanical heating/cooling system for the Learning Center
- 10.2.5** Agreement between Mark West Union School District and Sonoma County Schools Connect Consortium Telecommunications Services for the 2016/2017 School year.

10.3 **CURRICULUM**

10.4 **MINUTES**

10.4.1 Minutes of the March 7, 2017, Regular Board Meeting

10.5 **FACILITIES**

10.5.1 Williams Settlement Quarterly Uniform Complaint Report Summary

10.6 **DONATIONS**

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

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 Annual Review of the Board Policy and Administrative Regulation #5030, Students, Wellness. On a motion by Trustee Edwards seconded by Trustee Smith, the revised board policy and administrative regulation #5030, Students, Wellness were approved on a vote of 5-0.

11.4.2 Consideration of Approval of the revised Board Policy #0460, Philosophy, Goals, Objectives and Comprehensive Plans, Local Control Accountability Plan. On a motion by Trustee Smith seconded by Trustee Edwards, the revised board policy and administrative regulation for #0460, Philosophy, Goals, Objectives and Comprehensive Plans, Local Control Accountability Plan was approved on a vote of 5-0.

Smith/Edwards

11.5 **ADMINISTRATION**

11.5.1 Consideration of Approval of **Resolution #17-10**, Designating May 1st-5th, 2017, as National Teacher Appreciation Week and May 2nd as Teacher Appreciation Day. On a motion by Trustee Saal, seconded by Trustee Smith, **Resolution#17-10**, Designating May 1st-5th as National Teacher Appreciation Week and May 2nd as Teacher Appreciation Day 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.

11.5.2 Consideration of Approval of **Resolution #17-11**, Designating May 21st-27th, 2017, as Classified Appreciation Week. On a motion by Trustee Saal, seconded by Trustee Smith, **Resolution#17-11**, designating May 21st-27th as Classified Employee Appreciation week 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.

11.5.3 Discussion regarding the Board Member Attendance at the 6th Grade Promotion Ceremonies on June 2, 2017.

- Trustee Edwards: attend all 4
- Trustee Smith: attend all 4
- Trustee Saal: attend all 3 –not MWCS
- Trustee McKnight: attend all 4
- President Azat: attend MW only

11.5.4 Consideration of Approval **Resolution #17-12**, Regarding the Elimination/Reduction of Certain Positions in the Classified Service for the 2017/2018 School Year, and Notification of Classified Employees. On a motion by Trustee Edwards, seconded by Trustee Smith, **Resolution#17-12**, regarding the elimination/reduction of certain positions in the classified service for the 2017/2018 School year, and notification of Classified employees 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

11.5.5 Consideration of approval of the Mark West Union School District Comprehensive Safety Plan (complete plan located in the district office and each site). On a motion by Trustee Smith and seconded by Trustee Saal, the Mark West Union School District Comprehensive Safety Plan which includes the Aerosol Transmissible Disease Prevention Program was approved on a vote of 5-0.

11.5.6 Consideration of Approval of the Charter renewal petition for San Miguel Charter School. On a motion by Trustee Saal, seconded by Trustee Smith, the San Miguel Charter renewal petition was approved on a vote of 5-0.

11.5.7 Consideration of Approval of the Charter renewal petition for John B Riebli Charter School. On a motion by Trustee Saal, seconded by Trustee Edwards the John B Riebli Charter renewal petition was approved on a vote of 5-0.

11.5.8 Discussion and possible approval of changes to salary and/or fringe benefits of Superintendent. Discussion around the salary and/or fringe benefits of Superintendent took place regarding action taken out of closed session. The Board acted out of closed session to approve a 3% increase for the Superintendent retroactive to the beginning of the 2016-2017 School year. This is required in open session so that the public has the option to comment on the salary increase. On a motion by Trustee Saal and seconded by Trustee Edwards the 3% increase approved in closed session for the Superintendent for the 2016-2017 school was approved on a 5-0 roll call vote: Trustee Smith, Aye; Trustee Edwards, Aye; Trustee Saal, Aye; Trustee McKnight, Aye; Trustee Azat, Aye.

11.5.9 Consideration and possible approval of Superintendent's Employment Agreement. **This item was tabled by the board.**

11.5.10 Discussion and possible approval of changes to salary and/or fringe benefits of Associate Superintendent of Business. Discussion around the salary and/or fringe benefits of the Associate Superintendent took place regarding action taken out of closed session. The Board acted out of closed session to approve a 3% increase for the Superintendent retroactive to the beginning of the 2016-2017 School year. This is required in open session so that the public has the option to comment on the salary increase. On a motion by Trustee Saal and seconded by Trustee Edwards the 3% increase approved in closed session for the Associate Superintendent for the 2016-2017 school was approved on a 5-0 roll call vote: Trustee Smith, Aye; Trustee Edwards, Aye; Trustee Saal, Aye; Trustee McKnight, Aye; Trustee Azat, Aye.

11.5.11 Consideration and possible approval of Employment Agreement of Associate Superintendent of Business. **This item was tabled by the board.**

12. EVALUATION OF THE BOARD MEETING

- Trustee Smith commented how he appreciates that Mr. Cooper comes with his data on our counseling program
- Trustee McKnight also commented how he appreciated Mr. Cooper

13. INFORMATIONAL ITEMS

The following items were for review by the Board

13.1 Enrollment Numbers For Transitional Kindergarten and Kindergarten District Wide

13.2 Final 2010 Measure C Financials

14. FUTURE MEETINGS

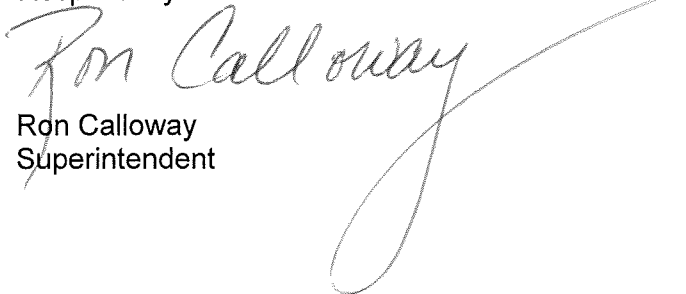
The next Regular Board meeting will be held on Tuesday, May 16, 2017 time to be determined. 5pm
Special board meeting on April 19th j

15. ADJOURNMENT at 7:20pm

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