

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

The meeting will be held in The Learning Center at the Mark West Union School District Office  
305 Mark West Springs Road, Santa Rosa, CA 95404

The meeting is open to the public 4:45 P.M.

**1. CALL TO ORDER, ROLL CALL: 5:00 P.M.**

**Board Members**

Gary Saal, President

Sara Azat, Clerk

Brad Sherwood

Brian Burke

**Victor McKnight-Absent**

**Staff Members**

Ron Calloway, Superintendent

Regina Cuculich, Associate Superintendent of Business

Rachel Valenzuela, Asst. Superintendent of Ed Services

Michael Smith, Director of Technology Services

Tracy Lavin-Kendall, Emily Todd, Patrick Eagle, Principals

Michelle Franci, Vice Principal Mark West Charter School

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: 4:45pm -5:00pm: Trustee Burke and Trustee McKnight were absent for Closed Session**

**2.1** Public Employment (Discipline/Dismissal/Release, Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs) (Government Code 54957)

**3. OPEN SESSION: BOARD STUDY SESSION: 5:00-5:50 P.M. Trustee Burke was present for Open Session**

**3.1** The Board will hold a Study Session with a focus on modernization at John B Riebli School. Mr. John Dybczak from Quattrocchi Kwok Architects will present to the board.

- Mr. Dybczak reviewed the proposed construction changes for the Rielbi campus
- Buildings being reviewed were: Admin building and Classroom 14
- New campus security fencing will also be installed(manual rolling gate will be in place to enter the campus-next to principal office back door; gate into the staffing parking lot would be an electronic gate
- For Classroom 14 at the end of the modular wing the proposal is to include 2 new Staff restrooms
- An estimator reviewed the needs/plans and submitted an estimate for the project of \$736,338 and with additional costs for architect etc the project comes in at around \$999,689
- Timeline for project is: proposed admin building changes require DSA approval and that is roughly about 6-8 months out so the fencing and bathroom changes to room 14 will be handled first(summer 2019/fencing and Fall 2019/Room 14) and then the admin office – would be summer of 2020 dependent on DSA approval
- Contractor could work on the outside of the admin office before moving inside which could speed up the project; Mr. Dybczak will look into this option
- A description of the bid process and lease/lease back was given by Mr. Dybczak
- The board directs Superintendent Calloway to move forward to get the contract from QKA to begin fencing then bathrooms and then admin office; Superintendent Calloway will look into Lease/Lease back and will inform the board at the April meeting.

**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 Saal

**4.3** Introductions were conducted

**4.4** Approval of Agenda Order was reviewed and no changes were needed

**4.5** Report Out of Closed Session: President Saal reported out of Closed session:

**During the closed session, on a motion by Trustee Azat and seconded by Trustee Sherwood the**

Board authorized the Superintendent, to notify 5.0 FTE temporary certificated employees, pursuant to Education Code section 44954(b) that they will not be reemployed for the 2019-2020 school year.

Roll Call Vote was as follows:

Trustee Saal Aye

Trustee Azat Aye

Trustee Burke Absent

Trustee Sherwood Aye

Trustee McKnight Absent

## 5. PRESENTATIONS/RECOGNITIONS

San Miguel Elementary Students presented their erosion models and spoke about a unit they worked on called "Earth's Changing Surface". The students presented under the supervision of District PBLIST (Project Based Learning Integration Support Teacher) Lisa Warne and teachers: Alison Fierro, Crystal Hartis and Kathie Miller. List students: Catalina Cape, Evalyn Adler, Khyree Harrison, Emily Destruel, Zoe Hudson, Wyatt Meagor, Benhamin Norica Crowell, Sophia Contrerars Correa, Henry Flores Miranda, Nick Peacock, Megan Nicholls and Austin Purvis.

## 6. BOARD CORRESPONDENCE

The Board reviewed and discussed the correspondence received.

**6.1** Letter from Carlos Ayala, Dean, Sonoma State University, to Mr. Gary Graves, 6<sup>th</sup> Grade Teacher at Mark West congratulating him on being selected as a semi-finalist for the 32<sup>nd</sup> Annual Jack London Award for Educational Innovation. Mr. Graves' 6<sup>th</sup> grade class is learning about the Russian River Watershed and Steelhead Salmon. They use this knowledge to then become "teachers" to Ms. Dickey's Transitional Kindergarten class sharing their information with their younger buddies.

## 7. BOARD COMMUNICATIONS/MATTERS

- Trustee Sherwood reported on the recent Mark West Community Advisory Council board meeting; 40 homes finished in rebuild and 432 permitted to begin rebuild out of 1100 homes destroyed in Larkfield/Mark West; also congratulated the custodial/landscape crew on the maintenance on campuses
- Trustee Burke attended the Mark West Ed Foundation Polenta Feed

## 8. ADMINISTRATIVE REPORTS

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

- **San Miguel Elementary:** Principal Eagle presented a written report and gave an oral report on the following:
  - Co-op meetings with teachers; discussed focus and student placement
  - Girls Basketball has begun; school wide campus evacuation practice was held and everything went smoothly; neighborhood and parents were informed of the drill
  - Mr. Eagle attended Angel Island overnight field trip with 5<sup>th</sup> grade classes and was pleased with the trip
- **Mark West Elementary:** Principal Kendall presented a written report and gave an oral report on the following:
  - Mr. Graves 6<sup>th</sup> grade class worked with a biologist to release 7,000 Coho salmon in the creek
  - PTA focused on planning the walk a thon on April 5<sup>th</sup>; walk a thon will be in the afternoon with festivities taking place in after school
  - Next site meeting Staff will train other staff on several topics; SIPPS training-intervention program for students struggling; Mr. Grave and Ms. Chapman to present WiVideo program; our OT will present a sensory program
- **John B Riebli Elementary:** Principal Todd presented a written report and gave an oral report on the following:
  - Boys Basketball team came in 4<sup>th</sup> place in the league and the girls season has begun
  - 4<sup>th</sup> grade classes getting ready for Coloma; STEM taking place in K-2<sup>nd</sup>; all classes started garden; 1<sup>st</sup>/5<sup>th</sup> working on March Book madness
  - Teachers attended a creative writing workshop; Family Zumba was held and the Big Event happening at the end of March for PTA

- **Mark West Charter School:** Vice Principal Franci presented a written report and gave an oral report on the following:
- Second annual career day was held; a very successful event with lots of community participants
- Basketball season has ended for the girls;
- First annual Parent Math night for incoming 6<sup>th</sup> grade and current 7<sup>th</sup> grade students were invited

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

- Reported on lack of damage during the past wind/rain storms; a few repairs were made to any areas needing it
- Bathrooms at Riebli were out of commission but have now been repaired
- Band width testing has been taking place – things are very stable; old chromebooks will be kept and used for research for students or teachers

**8.3 Assistant Superintendent Report:** Assistant Superintendent Valenzuela presented a written report and gave an oral report on the following:

- Reviewed with the board the CA School Dashboard Performance Indicator and shared the districts results
- This year the state PIR(special Ed review) is specifically looking Charter Schools; therefore Ms. Valenzuela discussed areas of focus for Riebli and San Miguel; Mark West Charter is not reviewed because their student numbers in special education is too small

**8.4 Superintendents Report:** Superintendent Calloway gave an oral report on the following:

- Attended a meeting at CDE regarding the Tubbs fire; presented information on our districts steps during the event and following in regards to funding our charter schools
- Participated in the release of the Coho Salmon with Mr. Graves 6<sup>th</sup> grade class
- Also, taught a Math lesson in Mrs. Fierro's second grade class at San Miguel
- Attended and presented at the Career day at Mark West Charter School
- District Science Fair takes place on April 27<sup>th</sup> from 10am-2pm; student projects and community organizations will be present

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

- Polenta Feed was held and was a huge success; Thank you to all who help coordinate the event
- District Wide music event was a wonderful show of the district music students; thank you Mrs. Kaufman!

## 9. PUBLIC PARTICIPATION

No one asked to address the Board.

## 10. CONSENT AGENDA

On a motion by Trustee Azat and seconded by Trustee Burke, all items were approved on a vote of 4-1. Ayes=4; Nays=0, Absent=1; Abstentions=0. **Trustee McKnight was absent.**

### 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 for 2018-2019 as of 3/5/2019

### 10.2 BUSINESS

10.2.1 Vendor Warrant Report

### 10.3 CURRICULUM

### 10.4 MINUTES

10.4.1 Minutes of the February 19, 2019 Regular Board meeting

### 10.5 FACILITIES

### 10.6 DONATIONS

## 11. ACTION/DISCUSSION ITEMS

### 11.1 BUSINESS

11.1.1 Consideration of Approval of the Mark West Union School District Second Interim Report for 2018 – 2019. Mrs. Cuculich shared the 2018-19 Second Interim Report and focused on the Multi-Year Projection which shows a current year deficit of <\$1.4m> in 18-19, <\$1.0m> in 19-20 and <\$1.1m> in 20-21. She discussed the reasons for the 18-19 deficit and reminded everyone of the programs that are included in the deficits that are supported with Committed Basic Aid Supplemental funds – these programs cost ~ \$700k annually. Each year we will reduce our committed fund balances to support these programs for as long as possible. She also discussed the increase of LCFF funding over 7 years and compared this to negotiated salary and benefit increases along with the rising costs of STRS/PERS that is making it

more difficult to continue to fund these programs. Please see included narrative of all funds and Second Interim Points that summarizes her presentation. On a motion by Trustee Sherwood and seconded by Trustee Burke, the Mark West Union School District 2018-2019 Second Interim Report was approved on a vote of 4-1. **Trustee McKnight was absent.**

Part 1  
Part 2  
Part 3

## **11.2 CURRICULUM**

### **11.3 FACILITIES**

**11.3.1** Consideration of Approval of **Resolution #19-09**, Declaring Surplus Property such as Furniture and Technology as Obsolete. See attached for listed items. On a motion by Trustee Azat seconded by Trustee Sherwood, Resolution 19-09, Declaring Surplus Property such as furniture and technology as obsolete was approved on a roll call vote of 4-1. Trustee Burke, Aye; Trustee, Sherwood, Aye; Trustee McKnight, Absent; Trustee Azat, Aye; Trustee Saal, Aye. **Trustee McKnight was absent**

### **11.4 BOARD POLICIES**

### **11.5 ADMINISTRATION**

**11.5.1** Consideration of Approval of the 2019 – 2020 School Calendar. On a motion by Trustee Azat seconded by Trustee Burke, the 2019-2020 School Calendar was approved 4-1 as presented. **Trustee McKnight was absent.**

**11.5.2** Consideration of approval of the Mark West Union School District Comprehensive Safety Plan (complete plan located in the district office and each site). A full copy will be available during meeting. On a motion by Trustee Sherwood seconded by Trustee Burke, the District Comprehensive Safety Plan was approved on a 4-1 vote. **Trustee McKnight was absent**

**11.5.3** Consideration of approval of the Mark West Union School District Certificated Seniority List. On a motion by Trustee Azat seconded by Trustee Burke, the Certificated Seniority List was approved on a 4-1 vote. **Trustee McKnight was absent**

## **12. EVALUATION OF THE BOARD MEETING**

- Trustee Burke enjoyed the student presentation

## **13. INFORMATIONAL ITEMS**

The Board reviewed the following informational item:

**13.1** Enrollment Report as of 3/5/2019 for Kindergarten and Transitional Kindergarten for the 2019-2020 School Year. Also included are the enrollment numbers for Mark West Charter School for the 2019-2020 School Year

## **14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, April 9th, 2019 start time to be determined.

## **15. ADJOURNMENT at 7:22pm**

### **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