

**MARK WEST UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
Minutes of the Regular Board Meeting  
Tuesday, June 2, 2020**

The meeting will be held virtually via Zoom. To join the meeting, please access using the following link:  
<https://us02web.zoom.us/j/84988354522>

The meeting is open to the public 3:00P.M.

**1. CALL TO ORDER, ROLL CALL: 3:00 P.M.**

**Board Members**

- Sara Azat, President
- Brad Sherwood, Clerk
- Victor McKnight
- Brian Burke
- Priscilla Jaworski

**Staff Members**

- Ron Calloway, Superintendent
- Regina Cuculich, Associate Superintendent of Business
- Rachel Valenzuela, Asst. Superintendent of Ed Services
- Principals: Patrick Eagle, Michelle Franci, Tracy Kendall, Emily Todd
- Michael Smith, Director of Technology Services
- Claire Raggio, District Communications Coordinator
- Alicia Mills, District 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 2:30-3:00PM**

- 2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs Pursuant to Government Code, Section 54957)
- 2.2 Public Employee Appointment/Employment (Government Code section 54957)  
Title: Superintendent; Associate Superintendent of Business
- 2.3 Conference with Labor Negotiator (Government Code section 54957.6): Agency Negotiator: Sara Azat  
Unrepresented Employees: Superintendent and Associate Superintendent of Business

**3. OPEN SESSION: BOARD STUDY SESSION**

- 3.1 The Board will not hold a study session.

**4. OPEN SESSION: PUBLIC MEETING: 3:00 P.M.**

- 4.1 The meeting will be called to order at 3:00 P.M.
- 4.2 Pledge of Allegiance
- 4.3 Introductions
- 4.4 Approval of Agenda Order
- 4.5 Report Out of Closed Session  
There was no report out of Closed Session

**5. PRESENTATIONS/RECOGNITIONS**

There will be no recognitions or presentations this month.

**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.)*

- Trustee Jaworski stated that the drive thru promotion was a great way to end the year; an emotional day for staff and students.
- Trustee McKnight added that teachers have been faced with many challenges over the last few years. They have continuously provided the best education possible for our students and appreciations were extended to all.

## **8. ADMINISTRATIVE REPORTS**

**8.1 School Reports/Principals** – There were no School Reports this month

**8.2 Maintenance/Operations/Technology Report/Michael Smith- Oral Report Only**

- The Riebli construction project continues; floating and texturing the walls; adding new sheetrock where walls were opened up.
- CAT 6 networking and windows have been installed.
- Mr. Smith is currently getting prices for Panther inlay.
- Custodians dumping trash and cleaning flat surfaces
- Classrooms start next week
- Landscaping ongoing at all sites

**8.3 Superintendent Report/Superintendent Calloway**

- Superintendent Calloway held the first meeting with the 20/21 School Year Start Planning Committee
- The committee is considering three different avenues of instruction. A Hybrid model that includes students coming to school 2 days a week (1/2day) in small numbers, established by Dr. Mase; a Homeschool option which would be run through each site. Students would get textbooks and bring it back all work; and a Distance Learning model, consistent district wide. The focus for all platforms would be Language Arts and Math as students need to have the foundations to continue. Additionally, in every platform, work would be graded.
- Assistant Superintendent Valenzuela and her team are working on the best way to assist student with mental health needs as they relate to the school closure and the start of the new school year. Additionally, she is working with a team to best address the needs of students receiving Special Education services.
- Within the next three weeks, a survey will be sent to parents asking which instructional avenue they would prefer for their student.
- Guidelines for the re-opening will be through the CDC, state/county health departments, SCOE and RESIG
- The district is currently checking into various, no touch options for student temperature/health screening as they enter campuses
- Laptops will have to be addressed for teachers and must have cameras for distance learning
- Investigating what options are available for Professional Development for staff and parents in order to support them if they decide to be part of the Distance Learning avenue

The Board recognized that the situation is fluid and may require a sudden pivot based on recommendations from the Sonoma County health Department. They requested that weekly updates be provided to families.

Superintendent Calloway agreed and shared that he will be creating a weekly video update that will be posted to the district website, sent to parent/guardians through School Messenger and shared through the district's social media platforms. The video presentations will be shared in English/English CC and Spanish. Additionally, district personnel will be checking in with families that don't have technology access in order to keep them updated. Trustee Jaworski reiterated the importance of making sure that our Spanish speaking families receive the information as well. Assistant Superintendent Valenzuela added that she and her team are extending outreach to the Spanish speaking families to ensure they are fully informed,

Project Based Learning teacher, Lisa Warne, stated that the team suggested looking closely at the students that never completely engaged in Distance Learning; how can we best support those students and what steps need to be taken to assist those students. Teachers on the committee are receiving feedback and input from those that are not in regard to grading and assessment

## **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.*

**9.1 Public Hearing:** Regarding the 2020-2021 District's Budget which includes information regarding combined Assigned and Unassigned ending fund balances above the minimum recommended Reserve for Economic Uncertainties. The hearing opened at 3:36p.m.

Associate Superintendent Cuculich offered an overview of each section of the budget. Additionally, she and Superintendent Calloway discussed the State budget and how it affects the district budget.

- Part I
- Part II
- Part III
- Part IV

Public Hearing closed at 3:40 p.m.

## **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** Reconfirmation of Salary Schedules for the 2020-2021 School year: Certificated, Classified, Psychologist, Management, Counselor, Administrative, Classified Management/Confidential

### **10.2 BUSINESS**

**10.2.1** Vendor Warrant Report

**10.2.2** Budget Transfers 2019-2020

**10.2.3** Actuarial Study of the Retiree Health Liabilities under GASB 74/75

**10.2.4** Memorandum of Understanding between Mark West Union School District and the Extended Child Care Coalition for July 1, 2020 – June 30, 2021

**10.2.5** Memorandum of Understanding between the Mark West Union School District and Sonoma State University Student Teaching Agreement

**10.2.6** Tentative Agreement between the Mark West Union School District and CSEA Chapter 570 for years 2021-2022 and 2022-2023

**10.2.7** Mark West Charter School Bell Schedule and Instructional Minutes for the 2020-2021 school year

### **10.3 CURRICULUM**

### **10.4 MINUTES**

**10.4.1** Minutes of the May 19, 2020 Regular Board Meeting

### **10.5 FACILITIES**

### **10.6 DONATIONS**

On a motion by Trustee Sherwood, seconded by Trustee McKnight, the Consent Agenda was unianimously approved. Aye=5, Ney=0, Abstention=0, Absent=0

## **11. ACTION/DISCUSSION ITEMS**

### **11.1 BUSINESS**

**11.1.1** Consideration of approval of Annual Transfer between Conversion Charter Fund 03 and General Fund 01

On a motion by Trustee McKnight, seconded by Trustee Jaworski, the Annual Transfer between Conversion Charter Fund 03 and General Fund 01 was unanimously approved. Aye=5, Ney=0, Abstention=0, Absent=0

**11.1.2** Consideration of approval of **Resolution #20-22**, to make transfers between Fund Balances and Expenditures at Close of Year per Education Code 42601

On a motion by Trustee Jaworski, seconded by Trustee Burke, Resolution #20-22 to make transfers between Fund Balances and Expenditures at Clode of Year per Education Code 42601 was unanimously approved. Aye=5, Ney=0, Abstention=0, Absent=0. Roll Call Vote: Trustee Sherwood; Aye, Trustee Burke, Aye; Trustee Jaworski, Aye; Trustee McKnigh, Aye, Trustee Azat, Aye.

**11.2 CURRICULUM**

**11.3 FACILITIES**

**11.4 BOARD POLICIES**

**11.5 ADMINISTRATION**

**11.5.1** Oral Recommendation Regarding Salary and/or Fringe Benefits of Superintendent and Associate Superintendent of Business. The Board will provide an oral summary of the salary and fringe benefits provided to the Superintendent and Associate Superintendent of Business,

- Board President, Sara Azat stated that the Board decided to move forward with both contracts as stated but noted that the Master’s Degree stipend stated in Superintendent Calloway’s contract was incorrect and based on previous information. President Azart will request that Superintendent Calloways’ contract be revised to reflect the district wide stipend of \$1,100.00 for a Master’s Degree.. Additionally, the Board approved two additional steps on the Superintendent’s salary schedule
- Board President, Sara Azat, stated that the Board would like to recognize Superintendent Calloway and Associate Superintendent of Business, Regina Cucuclich, for all of their efforts, above and beyond, in support of the Mark West Union School District. Trustee Mcknight added that they are a “great team and the district is lucky to have them.” Trustee Sherwood stated that they have “created a culture that goes well beyond the district and is one of the reasons parents want their children to go to school here.” Trustee Burke stated that “their leadership style is about community, something that is very clear to staff and parents alike.” Trustee Jaworski closed by stating that “they lead with heart and passion; we are very lucky to have them.”

**11.5.2** Consideration and possible approval of Employment Agreement of the Associate Superintendent of Business

**11.5.3** Consideration and possible approval of the Superintendent’s Employment Agreement

On a motion by Trustee Jaworski, seconded by Trustee Burke, Item 11.5.2 Employment Agreement of the Associate Superintendent of Business and Item 11.5.3 Employment Agreement for the Superintendent were unanimously approved and will include the revision to the Superintendent’s Master’s Stipend.  
Aye=5, Ney=0, Abstention=0, Absent=0

Superintendent Calloway thank the Board.

**12. EVALUATION OF THE BOARD MEETING**

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

**13. INFORMATIONAL ITEMS**

**14. FUTURE MEETINGS**

A special Board meeting will be held on Thursday, June 4, 2020 at 9:00am and the next Regular Board meeting will be held on Tuesday August 18, 2020; time and location to be determined.

**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, District Executive Assistant, 707-524-2972.

Respectfully Submitted::

Approved By:

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Ron Calloway, Superintendent

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Brad Sherwood, Board Clerk