

**MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, May 19, 2020**

**The meeting will be held virtually via Zoom. To join the meeting, please use the following link:
<https://us02web.zoom.us/j/85424243696>**

The meeting was open to the public 1:00 P.M.

1. CALL TO ORDER, ROLL CALL: 2:00 P.M.

Board Members

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

Staff Members

- Ron Calloway, Superintendent
- Regina Cuculich, Associate Superintendent of Business
- Rachel Valenzuela, Asst. Superintendent of Ed Services
- Michael Smith, Director of Technology and Operations
- Principals: Patrick Eagle, Michelle Franci, Tracy Kendall, Emily Todd
- 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: 1:00-1:30PM

- 2.1 Negotiations for non-represented staff: Superintendent and Associate Superintendent

3. INTERVIEW OF BOARD CANDIDATE 1:35-2:00PM

3.1 The Board interviewed Board Member candidate Priscilla Jaworski

- The Board reviewed Ms. Jaworski’s application packet. Following introductions, Board members asked Mrs. Jaworski a series of questions.

On a motion by Trustee Sherwood, seconded by Trustee McKnight, the Board of Trustees unanimously voted to approve the appointment of Priscilla Jaworski to the Mark West Union School District Board of Trustees. Aye=4; Ney=0; Abstention=0; Absent=0

3.2 The Oath of Office will be administered by MWUSD School Board President, Sara Azat

- Immediately following the vote, Sara Azat, President of the Mark West Union School District Board of Trustees, administered the Oath of Office to Priscilla Jaworski.

4. OPEN SESSION: PUBLIC MEETING: 2:00 P.M.

4.1 The meeting will be called to order at 2:00 P.M.

4.2 Pledge of Allegiance

4.3 Introductions

- Board members introduced themselves and welcomed Trustee Jaworski to the Board

4.4 Approval of Agenda Order

4.5 Report Out of Closed Session

- There was no report out of Closed Session

5. STUDENT RECOGNITIONS

5.1 The Board recognized English Language Learner students who have been redesignated as Fluently English Speakers

- Superintendent Calloway recognized students who have achieved English Proficiency including: Kennia Navarrete, Mustafa Amous, Gregorio Reynoso, Edwin Dominguez Mondragon, Brissia Arcos Cruz, Edward Cruz Santiago, Ricardo Munoz, Mihail Pretesky, Camila Cenderjas-Padilla, Christopher Gutierrez Pureco, Marline Calvillo Castellanos, and Jackeline Sanchez Cervantes

5.2 The Board recognized the winners of the Superintendent Bacon, Young Writers' Award: Donnica Ramirez from Mark West Charter School, Aubrey Bush from San Miguel Elementary, and Joe Cervone from Mark West Elementary. The award recipient from John B. Riebli Elementary will be announced at a later date..

6. BOARD CORRESPONDENCE

6.1 Letter received from Shelley Stiles, Director External Fiscal Services at Sonoma County Office of Education regarding the positive certification of the Second Interim Report for the fiscal year 2019-2020

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 commented that the parades were wonderful and that they lifted the spirits of the Community; very well organized
- Trustee Burke added that he was able to participate in the distribution of chromebooks. Also very well organized
- Trustee Sherwood stated that the MWCAC had been cancelled but that they will host a virtual Meeting in the near future to address the possible development of a community service district and Community park.

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals (Presented as one since all had the same information)

- Patrick Eagle addressed Distance Learning for the administrative team. Teachers throughout the district used multiple, online platforms which included – Seesaw, Class JoJo, Zoom, Google Classroom; live and recorded lessons recorded on YouTube. Some teachers included virtual class meetings once or twice a week and others also included virtual parent meetings.
- Teachers across the district demonstrated great flexibility and the ability to learn new technology in support of their students. Teachers and principals feel there is no longer an 8:00-4:00 school day. Teachers have give their personal cell numbers in order to assist families. The biggest challenge has been addressing the needs of students who have limited access. The parent survey demonstrated that overall, most parents have been very happy about how the schools have balanced online learning with support packets, especially in the younger grades.

Trustee McKnight asked how teachers, who are parents, are handling it the added challenges while balancing the needs of their own children as students. Principal Eagle acknowledged that the teachers that have been the hardest hit, are those with their own young children. Principal Kendall added that there have been challenges that have arisen for many teachers but that all of the principals have made themselves available at any time in support of their teachers and staff.

Trustee Burke asked what parents identified as "concerns". Principal Eagle responded that some felt there was too much communication coming from teachers, others felt there wasn't enough. The same held true for the level of work however, the majority of the parents were very appreciative of all the efforts that had been made. In follow up, Trustee Burke asked what next year was going to look like for students and staff. Superintendent Calloway responded that we are awaiting guidance for next year but in preparation, we will be sending a Professional Development survey to our teachers and developing a committee to address what next year looks like; including social emotional piece. Project Based Learning Teacher, Lisa Warne, added that one parent commented that "other districts could take note of how things are done in the Mark West district". Assistant

Superintendent Valenzuela also added that we did not prescribe to one way to manage Distance Learning. Every teacher went above and beyond what was expected; there have been many innovative ways that teachers have provided support; carefully balancing the needs of our students and staff .

Trustee Jaworski asked if there were any grade level trends. Principal Eagle responded that 6th grade was easiest because their curriculum was already on line. Older students picked up online learning more easily than younger students in grades TK-2nd. Principal Franci added that the process was pretty seamless for 7th/8th. The general consensus was that for younger children in TK-2nd, Seesaw and Google Classroom were the best. In follow up, Trustee Jaworski asked about how the needs of our EL students were supported, Assistant Superintendent Valenzuela responded the EL paraeducators were reaching out in support of the students and families. Additionally, reading support teachers and Special Education teachers are doing their best to continue services that were offered during the regular school year.

Trustee McKnight ended the discussion by asking how we are going to assist students that may need support over the summer in order to be ready for the next school year. Superintendent Calloway stated that we will be sending out resources over the summer.

8.2 Maintenance/Operations/Technology Report/Mr. Michael Smith

- Robert Grant has been working daily in support of our teachers and parents; doing a great job
- Maintenance landscaping crew has been working two days week, every other week
- Riebli bathroom and office projects are moving along. The Contractor and subs we have are doing a great job

8.3 Assistant Superintendent of Educational Services Report/Asst. Superintendent Rachel Valenzuela and Project Based Learning Teacher, Lisa Warne

- Assistant Superintendent Valenzuela reviewed two critical areas of the school closure. Social emotional piece has been pivotal. During Distance Learning, counseling has provided direct and indirect services to 145-150 students.
- Counseling taking place by phone and remotely through a HIPPA compliant system
- LC has reported a number of safety assessments have been addressed during the closure
- A number of students have not been reachable. Counselors make three efforts to contact, if they are unreachable, a letter is sent to the family providing resources
- Counseling has provided video lessons presented using Toolbox available on the District website
- Counseling groups have decreased this year. Made 60-70 contacts
- 45 safety assessments some requiring CPS reports over the year
- Lisa Warne presented a video project for the Science Fair – Jaxson Vera (3rd grade) and his teacher, Yvonne Burbank were present virtually. Jaxson explained how you can blow up a balloon using three different methods; air from your lungs, a pump and the baking soda and vinegar method. Compared how each method blew up the balloon
- Project Based Learning teacher, Lisa Warne, explained how using Google sites, she created websites. She showed the Board a Distance Learning website she had created in support of teacher resources. Ms. Warne will continue to update resources for teachers and families. Trustee Burke acknowledged what a tremendous presentation Assistant Superintendent Valenzuela and Ms. Warne had made to the Board.

8.4 District Communication Coordinator/Claire Raggio

- Continues to figure out ways to stay relevant and current
- Over 300 followers on FB
- Focusing on Certificated and Classified Staff Appreciation weeks
- Posted the video of the Teacher Parade on the District Facebook page; great rspnse
- Currently assisting Ms. Warne with the promotion of the Virtual Science Fair
- Currently working with Kara Kaufman on weekly music videos. Posting to the Mark West Ed Foundation page.
- Monthly updates are published to the website for those that do not have access to Facebook or Instagram

8.5 Superintendent's Report/Superintendent, Ron Calloway

- Friday, the Leadership 40 team will be meeting with Dr. Mase trying to determine what the protocols will be moving forward
- Tony Thurmond and the State Health official held a meeting for superintendents. The State will create their own guideline for school opening. Strategies were presented for reopening discussion; health and safety of staff and students
- CAL OSHA and Health department will create above guidelines
- Field trip transportation how does that look? Temperatures, how does that look?
- Policies – instructional minutes and school days, policy changes will have to happen.
- Currently funded by ADA. State is proposing enrollment based funding. Districts would be able to use enrollment from previous years, including charter schools
- Fiscal implications - \$54 billion in deficit spending. We won't be able to offer some programs and we will have to tighten our spending; it will be a long haul but, we will make it through.
- Some other district superintendents may have to consider furloughs and August layoffs; we are not currently in that position

Trustee Sherwood asked if there is a budget friendly fact sheet. Associate Superintendent Cuculich responded that there currently is not one but, she can work on creating one. Trustee Azat suggested that the FAQ be added to the website once completed. Trustee Sherwood suggested that it is a good way to educate the public about why we have a reserve.

9. PUBLIC HEARING – Public Hearing opened at 3:10p.m.

- 9.1** Public Disclosure of Collective Bargaining Agreement between MARFAC and the Mark West Union School District in accordance with AB1200.
- Associate Superintendent Cuculich commented that although this item was approved at the Regular Board meeting in April 2020, it also needs to include a Public Hearing and was therefore added to the May Agenda as a Public Hearing
- 9.2** Public Disclosure of Collective Bargaining Agreement between CSEA Chapter 570 and the Mark West Union School District in accordance with AB1200.
- 9.3** Public Disclosure of Level I Developer Fee Justification Study

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.

No members of the public offered comment on the above mentioned Public Hearing items; Public Hearing closed at 3:12p.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** Consideration of Approval of MOU between the Mark West Union School District and CSEA Chapter 570 regarding the District's response to COVID 19
- 10.1.3** Consideration of Approval of the Mark West Union School District Sunshine Letter to CSEA Chapter 570
- 10.1.4** Consideration of Approval of the CSEA Chapter 570 Sunshine Letter to the Mark West Union School District

10.2 BUSINESS

- 10.2.1** Vendor Warrant Report
- 10.2.2** Budget Updates
- 10.2.3** 2020-2021 Instructional Minutes Bell Schedules
- 10.2.4** Renewal of SchoolMessenger Program for online communication

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Minutes of the April 7, 2020, Regular Board Meeting

10.5 FACILITIES

10.6 DONATIONS

On a motion by Trustee Sherwood, seconded by Trustee Jaworski, all items on the Consent Agenda were unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1 Consideration of Approval of **Resolution #20-17** to Establish Committed Fund Balances as required by GASB 54

On a motion by Trustee McKnight, seconded by Sherwood, Resolution #20-17 to Establish Committed Fund Balances as Required by GASB 54 was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0. Roll call vote: Trustee Sherwood, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Jaworski, Aye; Trustee Azat, Aye.

11.1.2 Consideration of Approval of **Resolution #20-18** to Establish Temporary Interfund Transfers

On a motion by Trustee McKnight, seconded by Trustee Burke, Resolution #20-18 to Establish Temporary Interfund Transfers was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0. Roll Call vote: Trustee Sherwood, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Jaworski, Aye; Trustee Azat, Aye.

11.1.3 Consideration of Approval of **Resolution #20-19** regarding Developer Fee Justification Study and rate increase

On a motion by Trustee McKnight, seconded by Trustee Burke, Resolution #20-19 Developer Fee Justification Study and rate increase was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0. Roll Call vote: Trustee Sherwood, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Jaworski, Aye; Trustee Azat, Aye

11.1.4 Consideration of Approval of the Website Development Agreement between the Mark West Union School District and Boylan Point Agency

On a motion by Trustee Burke, seconded by Trustee Jaworski, the Website Development Agreement between the Mark West Union School District and Boylan Point Agency was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0

11.1.5 Consideration of Approval of the Agreement to Provide Food Service between the Mark West Union School District and Better 4 You Meals, Inc.

On a motion by Trustee Jaworski, seconded by Trustee Burke, the Agreement to Provide Food Service between the Mark West Union School District and Better 4 You Meals, Inc. was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0

11.1.6 Consideration of Approval of the 3 year Salary Settlement; MWUSD and Non Represented

On a motion by Trustee McKnight, seconded by Trustee Jaworski, the 3 year Salary Settlement between the Mark West Union School District and Non Represented was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0

11.1.7 Consideration of Approval of 2020-2021 Salary Schedules: Certificated, Counselor, Psychologist, Classified, Management, Administrative, Classified Management/Confidential

On a motion by Trustee Sherwood, seconded by Trustee Burke, the 2020-2021 Salary Schedules were unanimously approved as listed. Aye=5, Ney=0, Abstentions=0, Absent=0

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.5 ADMINISTRATION

11.5.1 Consideration of Approval of **Resolution #20-20**, Student Capacity for the 2020/2021 School Year.

On a motion by Trustee McKnight, seconded by Trustee Sherwood, Resolution #20-20 Student Capacity for the 2020-2021 School Year was unanimously approved. Aye=5, Ney=0, Abstention=0, Absent=0. Roll Call Vote: Trustee Sherwood, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Jaworski, Aye; Trustee Azat, Aye

11.5.2 Consideration of Approval of the Resolution #20-21, Regarding the Elimination of Certain Positions in the Classified Service for the 2020/2021 School Year, and Notification of Classified Employees

On a motion by Trustee Sherwood, seconded by Trustee Burke, Resolution #20-21 regarding the Elimination of Certain Positions in the Classified Service for the 2020/2021 School Year and notification of Classified Employees was unanimously approved. Aye=5, Ney=0, Abstentions=0, Absent=0 . Roll Call Vote: Trustee Sherwood, Aye; Trustee Jaworski, Aye; Trustee Burke, Aye; Trustee McKnight, Aye; Trustee Azat, Aye.

11.5.3 Consideration of Approval of the 2020-2021 Declaration of Need for Fully Qualified Educators

On a motion by Trustee McKnight, seconded by Trustee Jaworski, the 2020-2021 Declaration of Need for Fully Qualified Educators was unanimously approved. Aye=5, Ney=0, Abstention=0, Absent=0.

12. EVALUATION OF THE BOARD MEETING

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

13. INFORMATIONAL ITEMS

13.1 Sonoma County Airport Area Specific Plan – Development Impact

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, June 2, 2020 at 3:00pm. (Location TBD. The meeting may be held virtually)

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, Administrative Assistant to the Superintendent, 707-524-2972.

Respectfully Submitted By:

Approved By:

Ron Calloway, Superintendent

Brad Sherwood, Board Clerk