

**MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
Monday, December 14, 2020**

The meeting will be held virtually, via Zoom
To access the meeting, please go to:
<https://us02web.zoom.us/j/87672721834?pwd=S1RhdGRYY1RNcGhsNVYvYm9VV0l1dz09>
Meeting ID: 876 7272 1834 Passcode: 257516

The meeting is open to the public 4:00pm

1. CALL TO ORDER, ROLL CALL: 4:00pm

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, Assistant Superintendent of Educational Service
- Principals: Tracy Kendall, Patrick Eagle, Emily Todd
- Michelle Franci,
- Michael Smith, Director of Maintenance/Operation/Technology
- Claire Raggio, District Communications Coordinator
- Alicia Mills, District Executive Assistant

Trustee Burke was absent

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 - There was no Closed Session

- 2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs) (Government Code 54957)
- 2.2 Conference with Labor Negotiators pursuant to Section 54957.6: (Classified: CSEA; Certificated: MARFAC; Management; Confidential; District Negotiator: Regina Cuculich)

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

- 3.1 The meeting will be called to order at 4:00 P.M.
- 3.2 Pledge of Allegiance
- 3.3 Introductions
- 3.4 Approval of Agenda Order
- 3.5 Report Out of Closed Session

4. BOARD ORGANIZATIONAL MEETING:

As required by Education Code 35143 and 35023, the Mark West Union School District Board of Trustees will hold its annual organizational meeting which includes the election of officers and a voting representative and alternate to the Sonoma County Committee on School District Organization. The Board will also decide the regular Board Meeting dates for 2021. The Board President will administer the Oath of Office to newly elected members (if applicable).

- 4.1 Oath of Office administered to Trustee McKnight and Trustee Jaworski
 - Board President, Trustee Sara Azat, administered the Oath of Office to Trustee McKnight and Trustee Jaworski beginning their 2020-2024 term
- 4.2 Election of Board President
 - On a motion by Trustee McKnight, second by Trustee Jaworski, Trustee Brad Sherwood was elected as the Board President for 2021. Aye=4; Ney=0; Abstention=0; Absent=1

4.3 Election of Board Clerk

- On a motion by Trustee Sherwood, second by Trustee Jaworski, Trustee Brian Burke was elected as Board Clerk for 2021. Aye=4; Ney=0; Abstention=0; Absent=1

4.4 Election of Representative to the County Committee on School District Organization

- On a motion by Trustee Azat, second by Trustee Jaworski, Trustee Victor McKnight was elected as the Representative to the County Committee on School District Reorganization for 2021. Aye=4; Ney=0; Abstention=0; Absent=1

4.5 Election of Alternate Representative to the County Committee on School District Organization

- On a motion by Trustee McKnight, second by Trustee Sherwood, Trustee Brian Burke was elected as the Alternate Representative to the County Committee on School District Organization. Aye=4; Ney=0; Abstention=0; Absent=1

4.6 Establish Regular Monthly Board Meeting Dates for 2021

- On a motion by Trustee Jaworski, second by Trustee Sherwood, the Board Meeting Calendar for 2021 was approved. Aye=4; Ney=0; Abstention=0; Absent=0

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.)

- As the District representative to the Mark West Citizens Action Council (MWCAC), Trustee Sherwood updated the Board on recent information including: two new members just joined the Council; in the coming year, the Council will be focusing on community development for infrastructure improvement which will include safe walkways to/from schools; Council is awaiting approval from the owner of the Larkfield Center for the flashing crosswalk which will extend from the sidewalk in front of the Center, across Old Redwood Highway.

8. **ADMINISTRATIVE REPORTS**

8.1 School Reports/Principals

John B. Riebli Elementary – Emily Todd

- Completed the “One School, One Book” project and read “Crenshaw”
- Through donations, filled Bags for homeless youth. Bags were distributed through SAY
- Canned Food Drive was very successful, filled 4 barrels
- PTA is working on creating a Riebli Cookbook
- Math Intervention groups have started with grades 4/5/6

Mark West Elementary – Tracy Kendall

- New spirit wear was provided through the PTA
- A PTA Board Member is working on securing a grant for the “One School, One Book” program
- Food drive – 14 families expressed a need
- 3rd grade Heritage Reports are well underway as children learn about their own heritage. This year, instead of holding a feast at the end, 3rd graders will be creating a cookbook with treasured family recipes.
- 2nd graders enjoyed a virtual field trip to the Charles M. Schultz Museum
- 1st graders participated in a community Lego building project. A video of the project was included in the agenda. Students were able to choose what to build and why it was important in their community
- Principal Kendall is really enjoying lunch bunch with the kids

Trustee Jaworki asked about the meals for lunch. She wanted to be sure last year’s list was cross referenced as to ensure that anyone needing assistance, received it. Principal Kendall added that there are always extra lunch bags available to anyone that needs them.

San Miguel Elementary – Patrick Eagle

- Principal Eagle extended appreciation to District Communication Coordinator, Claire Raggio, for her work on the Kindergarten Videos
- 6th grade students, under the guidance of John Menth, are working on their Hot Air Balloon projects. Mr. Menth has completely modified the project in order to provide students the ability to make different pieces using videos and links. It's that kind of creativity and out of the box thinking that is prevalent throughout the district teaching staff; kudos to all of the teachers!
- 30 – "We Video" licenses were purchased for teachers. If they are not all used, we will teach students how to use.
- The PTA is planning a Drive In Movie for the Spring
- The Turkey Trot over Thanksgiving break, was wonderful; it was a lot of fun!

Mark West Charter School – Michelle Franci

- The teachers are constantly modifying lessons to best address the needs of their students, including Homeschool teachers
- 7th grade is currently working on balloon cars
- 8th graders attended a virtual field trip to the Buck Institute and used genetic coding to figure out puzzles
- Principal Franci gave the District Student Council a "Shout Out" for all of the efforts in creating "Themed Spirit Weeks"! This spirit week will continue with the following: Tuesday, holiday or winter story; Wednesday, cookie decorating; Thursday, gingerbread houses; and Friday, wear a holiday hat or headband to Zoom!
- December 9th marked the first, PTA Paint Night, and "it was amazing!", 26 families attended. Shannon Bell led the group with a beautiful barn and Christmas theme painting
- Teachers have been diligent about sending an email to the office if a student is not on their scheduled Zoom. That allows the office staff to call home and find out why students are not in attendance and remind them to jump on to their meetings. Very few students are missing their zoom unless they are sick.

Trustee Sherwood asked if the same process was being followed at the other sites. Principal Todd responded that follow up calls are all part of the re-engagement process and Assistant Superintendent Valenzuela added that follow ups are made either by phone or sometimes, in person.

8.2 Maintenance/Operations/Technology/Michael Smith

- Precision Concrete Cutting has marked trip hazards throughout the campuses using GPS coordinates. 137 areas need to be addressed. They will start with Mark West and move to San Miguel
- Tech requests have tapered off now that everyone is set up with their new laptops
- Landscaping crew constantly working on keeping the sites clean. With the high winds came many leaves.
- 80 teacher desktops are being obsoleted. We are giving them to a Sonoma County youth at risk group that will repurpose them and distribute them to families who need them

8.3 Assistant Superintendent, Educational Services/Rachel Valenzuela

- Assistant Superintendent Valenzuela reviewed the specifics of the EL Program and provided a Powerpoint presentation
- The MWUSD currently has 118 students identified as EL, some are new, some are from last year and have not been redesignated
- EL is about 9% of student population in the MWUSD, numbers have been decreasing over the last few years
- Over the last few years there has been a decrease in EL students in our community. Contributing factors *may be* a result of: the cost of living in the area, wildfires and local economy
- EL paras usually work in small groups but if the need is present, sometimes they will work with a student one to one
- Areas of focus during ELD; vocabulary and comprehension. During Distance Learning, we have also added socialization skills
- EL educators are impassioned about the students they serve, they go above and beyond
- DELAC meetings are a community connection for parents. They discuss how students are designated as EL and then how they are redesignated. DELAC also offers parent education on how they can support their children when they don't speak the language, Spanish language counseling workshops; English and Spanish workshops. Academic workshops will also be offered after the beginning of the year.

- Parents feel very comfortable talking and reaching out to the EL paraeducators.
- Assistant Superintendent Valenzuela acknowledged Superintendent Calloway for his efforts in Spanish communications to parents. All communications always go out in English and Spanish

Trustee Azat asked if the eldest child in a family goes through ELD, do the younger children benefit from that? Assistant Superintendent Valenzuela responded “that does happen, sometimes naturally. It’s called Subtracted Bilingualism, as you acquire a new language, sometimes you lose part of your natural language.”

8.4 District Communications Coordinator/Claire Raggio

- Mrs. Raggio presented the Kindergarten Video for John B. Riebli Elementary. All were linked in the agenda.
- The videos were recorded with the site Principals and Kindergarten teachers

John B. Riebli Elementary Virtual Tour
 Mark West Elementary Virtual Tour
 San Miguel Elementary Virtual Tour

Trustee Sherwood commented, “great videos”

**8.5 Superintendent’s Report/Ron Calloway
 Stay At Home Orders**

- Governor had divided the state into regions
- Dr. Mase decided over the weekend that Sonoma County will follow the Stay at Home order through January 9, 2021
- Superintendent Calloway is currently working with teaching staff, by grade level, on hybrid development
- January 4, 2021 is a Professional Development day for teachers
- 10,000 vaccines being delivered to County today
- State expects schools to administer the CAASPP but, sections will be shorter
- Online enrollment opened last week. January 21, 2021 will be virtual Parent Night for Kindergarten
- Math workshop for parents will be held January 13/14, 2021. Thanks to Lisa Chapman and Andrea Farrell
- Appreciations to our classified staff, deeply grateful to all for their continued efforts.

Trustee Jaworski inquired about bringing smaller groups, specifically special needs students, on campus. Superintendent Calloway is still exploring that option.

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.

There were no public comments

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

10.2 BUSINESS

10.2.1 Consideration of Approval of the Vendor Warrant Report

10.2.2 Consideration of Approval of the Non Classroom Based Funding Form – MWCS – Fiscal Year 2020-2021

10.2.3 Consideration of Approval of the 2020 Amendment for CARES Act and Other Changes – MWUSD Flexible Employee Benefit Plan

10.2.4 Consideration of Approval of the MOU between the Mark West Union School District and Rincon Valley Unified School District for Occupational Therapy Services

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Consideration of Approval of the Minutes of the November 10, 2020 Regular Board Meeting

10.5 FACILITIES

10.6 DONATIONS

10.6.1 Consideration of Approval of a donation to San Miguel Elementary by YTEL valued at \$3,380.00. Closed their offices, staff works from home now.

On a motion by Trustee Sherwood, second by Trustee McKnight, the Consent Agenda was approved. Aye=4; Ney=0; Abstention=0; Absent=1

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1 Consideration of Approval of LCFF Budget Overview for Parents 2020-2021

**Mark West Union School District
San Miguel Elementary
John B. Riebli Elementary
Mark West Charter School**

Associate Superintendent Cuculich explained that this information usually comes with LCAP this year, there was no LCAP though we did have the Learning Continuity Attendance Plan. She then explained the graphs that were electronically linked to the agenda.

On a motion by Trustee McKnight, second by Trustee Jaworski, the LCFF Budget Overview for Parents 2020-2021 for Mark West Union School District, San Miguel Elementary, John B. Riebli Elementary and John B. Riebli Elementary were approved. Aye=4; Ney=0; Abstention=0; Absent=1

11.1.2 Consideration of Approval of the Mark West Union School District's First Interim Report for the 2020-2021 Fiscal Year

- Part I
- Part II
- Part III

Associate Superintendent Cuculich discussed the graphs and narratives. Not much change since 45 day revise. Staffing has basically remained the same. ADA is held harmless. She also explained the importance of the follow up information regarding the Alternative Income Forms; declining enrollment, down about 115 students. It's encouraging that our TK and Kindergarten numbers are up. Opening 1st-6th enrollment is a good idea since we don't usually open until later in January. Associate Superintendent Cuculich highly recommends we set aside basic aide supplemental so we don't have to cut programs in case it doesn't rebound as quickly as we hope

Trustee Sherwood added that it's so important for our staff, teachers, program managers, etc. to do everything we can to protect our programs, staff and people.

On a motion by Trustee McKnight, second by Trustee Jaworski, the Mark West Union School District's First Interim Report for the 2020-2021 Fiscal Year; Parts I, II, and III were approved. Aye=4; Ney=0; Abstention=0; Absent=1

Associate Superintendent Cuculich added that last week, the state started sending information out on how the state is doing so far. The state has realized a windfall of about 26 billion, half of which is earmarked for schools so, about 13 billion. We'll have to see how this all plays out. She then explained 2021-2022 state budget blueprint.

Trustee Jaworski asked if we have considered summer school to help with the learning gap. "That would be one way to augment the learning gap," Associate Superintendent Cuculich replied.

11.1.3 Consideration of Approval of the Mark West Union School District Comprehensive Safety Plan and Signature Pages

On a motion by Trustee Sherwood, second by Trustee McKnight, the Mark West Union School District Comprehensive Safety Plan and Signature pages were approved. Aye=4; Ney=0; Abstention=0, Absent=1

11.1.4 Consideration of Approval of the Revised MOU between the ECC and the Mark West Union School District

Associate Superintendent Cuculich explained the change. Trustee McKnight asked what the ECC's plan is if we go back to hybrid? Superintendent Calloway added that they are willing to work with parents to adjust to work schedules. Trustee Jaworski added that she gets frequent complaints about their pricing and asked if there is anything we can do to protect our parents from any increases. Superintendent Calloway added that he will have a discussion with the leadership of the ECC.

On a motion to approve by Trustee Sherwood, second by Trustee Jaworski, the revised MOU between the Mark West Union School District and the ECC was approved. Aye=4; Ney=0; Abstention=0; Absent=1

11.1.5 Consideration of Approval of the Sonoma County Office of Education COVID 19 Technology Support Fund Grant

This helps with the purchase of Chromebooks and hotspots, \$15,000 for families in need.

On a motion by Trustee Jaworski, second by Trustee Sherwood, the Sonoma Office of Education COVID 19 Support Fund Grant was approved. Aye=4; Ney=0; Abstention=0; Absent=1

11.1.6 Consideration of Approval of the Federated Indians of Graton Rancheria COVID 19 Safe Classrooms Clean Air Program Grant

On a motion by Trustee McKnight, second by Trustee Sherwood, the Federated Indians of Graton Rancheria COVID 19 Safe Classrooms Clean Air Program Grant was approved. Aye=4, Ney=0, Abstention=0; Absent=1

11.2 CURRICULUM:

11.3 FACILITIES

11.3.1 Consideration of Approval of the site FIT Plans

**John B. Riebli Elementary
Mark West Elementary
San Miguel Elementary
Mark West Charter School**

Mr. Smith explained the FIT procedures.

On a motion by Trustee McKnight, second by Trustee Jaworski, the site FIT Plans for John B. Riebli Elementary, Mark West Elementary, San Miguel and Mark West Charter School were approved. Aye=4; Ney=0; Abstention=0; Absent=1

11.4 BOARD POLICIES

11.4.1 Consideration of Approval of revised Board Policy and Administrative Regulation #6142.7 – Instruction - Physical Education and Activity

11.4.2 Consideration of Approval of revised Board Policy and Administrative Regulation #6159 – Individualized Education Program

11.4.3 Consideration of Approval of revised Board Policy and Administrative Regulation #6159.1 – Instruction - Procedures, Safeguards, and Complaints for Special Education

11.4.4 Consideration of Approval of revised Board Policy #6159.2 – Instruction, Nonpublic, Nonsectarian School and Agency Services for Special Education

On a motion to approve by Trustee Sherwood, second by Trustee Jaworski, the revised Board Policies and Administrative Regulations were approved.

11.5 ADMINISTRATION

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

The next Regular Board meeting will be held on Tuesday, January 19, 2021 via Zoom. Time and link TBA.

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 By:

Approved By:

Ron Calloway, Superintendent

Brian Burke, Board Clerk