

**MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
Tuesday, January 19, 2021**

The meeting will be held virtually via Zoom and broadcast simultaneously on YouTube. **Please note, YouTube participants will be provided "view only" access. If you wish to comment during Public Participation, you must access the meeting through Zoom.**

To access the meeting, please use one of the following:

Zoom: <https://us02web.zoom.us/j/86989734067?pwd=aTJFbmFreGhZSGtlc0FkUUJvVGlwQT09>
Meeting ID: 869 8973 4067 Passcode: 094286

YouTube: <https://youtu.be/VlnE3EKgOX8>

The meeting is open to the public 6:00 P.M.

1. CALL TO ORDER, ROLL CALL: 6:00 P.M.

Board Members

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

Staff Members

- Ron Calloway, Superintendent
- Regina Cuculich, Associate Superintendent of Business
- Rachel Valenzuela, Assistant Superintendent of Ed Services
- Principals: Tracy Lavin-Kendall, Emily Todd, Patrick Eagle, Michelle Franci
- Michael Smith, Director of Facilities/Operations/Technology
- 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 – 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. STUDY SESSION: Board Study Session- There was no Study Session

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
- 4.3** Introductions
- 4.4** Approval of Agenda Order
- 4.5** Report Out of Closed Session

5. PRESENTATIONS/RECOGNITIONS

District Student Council representatives Faye Kovacevich (6th grade/San Miguel) Bella Pearson and Taylor Hannan (6th grade/John B. Riebli) and Portia Carlock and Vivianna Cruz Rodriguez (7th grade/MWC), shared the Councils' plans for the upcoming Spirit Week. Students took turns describing the process of how they brainstorm and choose themes for the Spirit Weeks. They then shared the specific themes for the upcoming Spirit Week which included: Monday, "I Have a Dream" – students can write about their dreams for the future and submit them; Tuesday, "Sports Day" – wear something representing your favorite sport or team to your Zoom; Wednesday, "Crazy Hair Day"; Thursday, "Favorite Animal Day" – dress up as your favorite animal or bring your favorite stuffed animal to your Zoom; Friday, "Pajama Day". The District Student Council is supported by Mark West Charter Principal, Michelle Franci and Student Advisor, Corissa Sunde.

Trustee Sherwood thanked the student leaders and encouraged them to keep up the great work; adding "What you are doing takes courage and collaboration; this is good stuff and it will make you successful in life!" Trustee Burke commented that "they are doing an amazing job in such a challenging time, their unity is incredible!" Trustee Jaworski thanked the Council for "bringing fun to the day" and stated they had "great ideas." Trustee McKnight thanked the Council and told the students that it's "wonderful they can bring fun and enjoyment to their fellow students." Principal Franci added, "they all work really hard and they are an amazing group!"

6. BOARD CORRESPONDENCE

6.1 Letter received from Shelley Stiles, Director of External Fiscal Services – SCOE – regarding the First Interim Report submitted by Mark West Union School District and its positive certification

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 Sherwood reported the latest updates from the Mark West Citizens Advisory Council (MWCAC):

- Karen Fies will serve as Chair of the Council for 2021; Trustee Sherwood is Vice Chair
- The next meeting is February 10th; they will be discussing vegetation management in the area
- Shiloh Estates will be presenting their Fire Prevention Plan as they are hoping to replicate the plan throughout the community.
- \$30,000.00 grant was approved for weed barrier along Mark West Springs Rd.
- The Council just started a Facebook page; trying to increase transparency in the community
- Rezoning of 7 parcels was discussed

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals

John B. Riebli Elementary – Emily Todd, Principal

- Staff and kids are back and they're excited to begin 2021
- Lunch zooms have continued with games
- Thursday night is Family Fitness Night with Coach Bre
- Next month, students will be working on projects for Black History Month

Mark West Elementary – Tracy Kendall, Principal

- Walk and Roll to anywhere, participation has grown to 30
- Kindergarten students will be ready for Martin Luther King Day! Mrs. Tantarelli's class brainstormed what they want as their dream. Garbage out of the ocean and helping others who need food were just some of the ideas shared
- Tracy has been attending the virtual administration meetings. There was a great presentation on student story sharing so students/classrooms can share their stories about Distance Learning and the pandemic. One teacher already interested in participating

San Miguel Elementary – Patrick Eagle

- Things are going smoothly, everyone continues to work hard
- Site Council meeting was held last week
- Drive in movie night is ready to go when things open up
- Next week is “Kindness Week”
- Organizing a drawing assembly
- Principal Eagle continues to hold grade level lunches monthly. Students enjoy playing “Name that Tune” and quite a few students have shared their Christmas gifts and their pets

Mark West Charter – Michelle Franci

- PTA is working on completing the Walk a Thon/Jog a Thon. The Safe routes to school coordinator is coming to assist.
- Report cards sent home last Friday
- Lottery for 2021-2022 will be held next Friday at 4:00. 27 students in the lottery and 23 spaces available which means 4 will move to waiting list
- Sonoma Story sharing projects will be held school wide. Students will share how COVID 19 has impacted them and their community. They can express their feelings in many different ways. Then, all will be combined through We Share videos.
- Homeschool has been a bit of a revolving door but our district and staff has been so welcoming and accommodating

Trustee Jaworski asked why there has been so much back and forth in the Homeschool Program. Principal Franci responded that it has been for a variety of reasons but both the Homeschool and site staff have all been very accommodating of students and their needs.

8.2 Maintenance/Operations/Technology Report/Michael Smith

- Precision Cutting has finished repairing the trip hazards at San Miguel and will be moving to Mark West
- The Riebli office remodel is almost complete
- Tech requests have changed from equipment issues to software questions
- Pruning and landscaping for winter
- Addressing seasonal leaks
- Preventative maintenance has been addressed with no children on site

Trustee Sherwood asked Mr. Smith if the district had done anything between Lavell Rd and the baseball field to assist families and children in crossing safely. Crossing guards are always there before and after school. Pylons, cones and speed monitors have all been set up by Little League. Trustee McKnight added that when he was on the Board of Little League, they worked with the county. Mr. Smith added that “years ago we talked with the county about adding S curves to slow people down.”

8.3 Assistant Superintendent of Educational Services/Rachel Valenzuela

- Assistant Superintendent Valenzuela extended appreciation to Principal Franci, Nicole Dale, Megan Baier and the Homeschool teachers; “it takes so much to get students moving between educational modes and they have all handled it seamlessly.”
- On Thursday, 1/21 the district will hold its’ first ever Virtual Kindergarten Parent Information Night. We will miss the personal connection but we will show the updated Kindergarten Program video and answer parent questions

- Workshops and Professional Development highlights – Parents have been a critical partner in education. To support them, we brought forward online workshops to support parents in home learning and the Distance Learning program, wonderful teachers help to support. Workshops and presentations were offered in English and Spanish. Carol Contreras served as translator. Upcoming in February, we will host a family movement evening with Principal Eagle; an opportunity to relax, enjoy, and exercise as a family. Also forthcoming, Counseling has been working on a presentation which they will presenting to our parents at the end of this month, “Suicide Prevention and Intervention: Cyber Safety and Human Trafficking.” Additionally, we are preparing a workshop for the day we come back to school in hybrid mode – helping parents to prepare and be an effective support for their child as they return. On January 4th, several Classified staff members participated in workshops which developed and enhanced their skills for being an effective support for our students. Training included Zoom, Google basics, and Seesaw basics. Participant feedback was very positive.

Trustee Jaworski appreciated the anticipation of needs ahead of time.

8.4 District Communications Coordinator/Claire Raggio

- Mrs. Raggio updated the Kindergarten Information Night video with new videos and content
- Kindergarten Parent Information tabs have been added to Riebli, Mark West, and San Miguel websites
- The SoCo Fire District virtual assembly will be held at the end of the month. Fire Inspector Osborne, will be providing a tour of a station and lots of other fun and interesting information. 160 questions were from submitted by students throughout the district.

8.5 Superintendent’s Report/Ron Calloway

- Currently, Sonoma County is in the deep purple status
- Shelter in place for at least another 3 weeks
- Vaccine – county w/b divided into quadrants. We are in the Northern Quadrant. 12,000 school employees in the County are scheduled to receive the vaccine beginning February 1. A month after the first vaccine, you receive a second vaccine. Then you wait two weeks after the second vaccine before you can be considered fully covered.
- Governor’s plan is in place but has to be approved by the Legislature. There are many questions about the plan throughout the state including, how districts are supposed to manage testing students and staff every two weeks
- Argonaut Constructors donated a plan to the community for installing a sidewalk along Mark West Springs Road, Superintendent Calloway “sincerely appreciates” their support in providing a safe access for the community
- Superintendent Calloway thanked the classified staff for their suggestions for training on January 4th.

Trustee McKnight commented that Marin and Napa Counties are significantly ahead of vaccinating their educators. Trustee Jaworski asked if it’s realistic to consider a return this year and if summer school is being considered. Superintendent Calloway responded that plans have been created for a return this year and we are looking at after Spring Break but, everything will be subject to County guidelines and approval. Summer school is in the governor’s budget and we may be offering it.

9. **PUBLIC PARTICIPATION**

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There was no public comment.

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 Statement of Facts – Roster of Public Agencies Filing

10.2.3 MOU between Stephen Roatch Accountancy Corporation – Year 3 of 3 Year Contract

10.3 CURRICULUM

10.3.1 Consideration of Approval of the 2020/2021 School Accountability Report Cards (SARC)

John B. Riebli Elementary SARC

Mark West Elementary SARC

San Miguel Elementary SARC

Mark West Charter School SARC

10.3.2 Consideration of Approval of the 2020-2021 School Site Plans (SPSA)

John B. Riebli Elementary SPSA

Mark West Elementary SPSA

San Miguel Elementary SPSA

10.4 MINUTES

10.4.1 Consideration of Approval of the Minutes of the Regular Board Meeting (including the Organizational Meeting), December 14, 2020

10.5 FACILITIES

10.5.1 Consideration of Approval of the Williams Settlement Quarterly Uniform Complaint Report Summary 10/1/20 – 12/31/20

10.5.2 Consideration of Approval of the Bi-Annual Site Safety Inspection as Performed by RESIG – resulting in contracts for concrete cutting repairs with Precision Concrete Cutting

10.6 DONATIONS

10.6.1 Consideration of Approval of a \$500.00 donation from Quattrocchi Kwok Architects to the Mark West Education Foundation

On a motion by Trustee Azat, second by Trustee Jaworski, all items on the Consent Agenda were approved. Aye=5, Ney=0, Abstention=0, Absent=0

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1 Consideration of Approval of the 2019-2020 District Financial Audit Certification

Audit Certification Signature Page, and Letter from Stephen Roatch Accountancy Corporation

11.1.2 Consideration of Approval of Certification of Corrective Action, 2019-2020 Audit Findings and Recommendations – NO FINDINGS

On a motion by Trustee McKnight, second by Trustee Burke, Items 11.1.1 and 11.1.2 were approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.1.3 Consideration of Approval of the Revised 2021 Board Meeting Calendar

On a motion by Trustee Jaworski, second by Trustee Azat, the revised 2021 Board Meeting Calendar was approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.1.4 Consideration of Approval of Board Approval for Sonoma County SELPA Cover Letter, Local Plan Section B: Governance and Administration, Special Education Local Plan Area and Certification 5: Participating Local Educational Agency Signature Page Fiscal Year 2020-2021

On a motion by Trustee McKnight, second by Trustee Jaworski, Item 11.1.4 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.4.1 Consideration of Approval of revised Board Policy and Administrative Regulations 0430; Philosophy, Goal Objectives, and Comprehensive Plan – Comprehensive Local Plan for Special Education

11.4.2 Consideration of Approval of revised Board Policy 1312.3; Community Relations, Uniform Complaint Procedures

11.4.3 Consideration of Approval of revised Administrative Regulations 4119.25; Personnel, Political Activities, Employees

11.4.4 Consideration of Approval of revised Board Policy and Administrative Regulation 5141.31, Students, Immunizations

11.4.5 Consideration of Approval of revised Board Policy 6170.1 Instruction; Transitional Kindergarten

11.4.6 Consideration of Approval of revised Board Policy and Administrative Regulations 6173; Instruction; Education for Homeless Children

11.4.7 Consideration of Approval of revised Board Bylaw 9012; Board Bylaws, Board Member Electronic Communications

11.4.8 Consideration of Approval of revised Board Bylaw 9320; Board Bylaws, Meetings and Notices

On a motion by Trustee Azat, second by Trustee Jaworksi, Items 11.4.1 – 11.4.8, Board Policies and Administrative Regulations were approved. Aye=5, Ney=0, Abstention=0, Absent=0

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

13.1 Annual Required Financial Disclosures 2019-2020 Audited Financials, 2020-2021 Budget and 2020 Property Tax Information as required for Continuing Disclosure for sold G.O. Bonds on MSRB site.

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, February 16th, 2021 at 5:00pm. Links 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