

**MARK WEST UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA  
Tuesday, December 13, 2022**

The meeting will be held in the District Office Learning Center  
305 Mark West Springs Rd.  
Santa Rosa, CA 95404

The meeting is open to the public 5:00pm

**1. CALL TO ORDER, ROLL CALL: 5:00pm**

**Board Members**

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

**Staff Members**

Dr. Rachel Valenzuela, Superintendent  
Renee Loeza, Chief Business Official  
Lisa Warne, Director of Instructional Services  
Principals: Patrick Eagle, Kelli Osorio, Emily Todd  
Michelle Franci  
Michael Smith, Director of Maintenance/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- 4:00 – 5:00pm**

**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 Negotiators: Dr. Rachel Valenzuela,  
Renee Loeza

**3. OPEN SESSION: PUBLIC MEETING: 5:00 P.M.**

**3.1** The meeting will be called to order at 5:00 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 2023. The Board President will administer the Oath of Office to newly elected members (if applicable).

**4.1** Administration of Oath of Office: [Sara Azat](#), [Brian Burke](#), [Aaron Smith](#)

**4.2** [Election of Board President](#)

**4.3** Election of Board Clerk

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

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

**4.6** [Establish Regular Monthly Board Meeting Dates for 2023](#)

**6. BOARD CORRESPONDENCE**

*(Board Correspondence is provided for the purpose of reviewing correspondence addressed to or received by the Board.)*

[6.1 Letter from Kristin Horrell, Deputy County Counsel, confirming that the Mark West Union School District’s revised Conflict of Interest Code will be reviewed by the County Board of Supervisor’s at the January 24, 2023 meeting](#)

**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.)*

**8. ADMINISTRATIVE REPORTS**

**8.1 School Reports/Principals**

[John B. Riebli Elementary – Emily Todd](#)

[Mark West Elementary – Kelli Osorio](#)

[San Miguel Elementary – Patrick Eagle](#)

[Mark West Charter School – Michelle Franci](#)

**8.2 Maintenance/Operations/Technology/Michael Smith**

**8.3 Director of Instructional Services/Lisa Warne**

**8.4 District Communications Coordinator/Claire Raggio**

**8.5 Superintendent’s Report/Dr. Rachel Valenzuela**

**9. PUBLIC PARTICIPATION – Public Hearing**

**The Review of the Accounting of Development Fees for the 2021-2022 Fiscal Year**

*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 2021-2022 Developer Fees Information Summary](#)  
[2021-2022 Developer Fees Financial Data](#)

**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 2022-2023 North Sonoma County MTSS District Consortium Revised MOU: January 2023 - June 2023](#)

[10.2.3 Consideration of Approval of the MOU between the Extended Child Care Coalition of Sonoma County and the Mark West Union School District for the Implementation of the ELOP Program](#)

[10.2.4 Consideration of Approval of the Agreement to Provide Food Service between the Mark West Union School District and the 4C’s](#)

**10.3 CURRICULUM**

**10.4 MINUTES**

[10.4.1 Consideration of Approval of the Minutes of the September 13, 2022 Regular Board Meeting](#)

[10.4.2 Consideration of Approval of the Minutes of the November 8, 2022 Regular Board Meeting](#)

**10.5 FACILITIES**

**10.6 DONATIONS**

**10.6.1 Consideration of Approval of a \$3,969.22 donation to Mark West Elementary from the National Marine Sanctuary Program**

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

### **11.1 BUSINESS**

11.1.1 Consideration of Approval of the Mark West Union School District's First Interim Report for the 2022-2023 Fiscal Year

- [Part I](#)
- [Part II](#)
- [Part III](#)

[11.1.2 Consideration of Approval of Resolution #23-11, Developer Fees Annual Report – 2021-2022 Fiscal Year](#)

[11.1.3 Consideration of Approval of Resolution #23-12 Establish Committed Fund Balances](#)

### **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](#)

[11.3.2 Consideration of Approval of the Mark West Union School District's Integrated Pest Management Plan](#)

### **11.4 BOARD POLICIES**

### **11.5 ADMINISTRATION**

11.5.1 Nomination and election of a member of the Mark West Union School District Board of Trustees to serve on the Mark West Citizens Action Council (MWCAC)

11.5.2 Recognition of Doug Day

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

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

## **13. INFORMATIONAL ITEMS**

[13.1 Sunshine Letter from the Mark West Union School District to MARFAC](#)

## **14. FUTURE MEETINGS**

The next Regular Board meeting will be determined in coordination with the 2023 Board of Trustees Meeting Calendar during the Organizational portion of the December 2022 meeting. If approved as noted, the next Regular Board Meeting will be held on Tuesday, January 10, 2023.

## **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.