

**MARK WEST UNION SCHOOL DISTRICT**  
**Minutes of the BOARD OF TRUSTEES MEETING**  
**Tuesday, June 6, 2023**

The meeting was held at the Mark West Union School District Office in The Learning Center,  
 305 Mark West Springs Road, Santa Rosa, CA 95404-1101

The meeting opened to the public 4:00 P.M.

**1. CALL TO ORDER, ROLL CALL: 4:00 P.M.**

**Board Members**

Victor McKnight, Board President  
 Priscilla Jaworski-Quintanilla, Clerk  
 Sara Azat  
 Brian Burke  
 Aaron Smith

**Staff Members**

Dr. Rachel Valenzuela, Superintendent  
 Renee Loeza, Chief Business Official  
 Lisa Warne, Director of Instructional Services  
 Principals: Emily Todd, Kelli Osorio, Patrick Eagle,  
 Michelle Franci  
 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: 3:30-4:00PM**

**2.1** Public Employment (Discipline/Dismissal/Release, 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: Dr. Rachel Valenzuela, Renee Loeza)

**3. OPEN SESSION: BOARD STUDY SESSION – The Board will not hold a Study Session**

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

**4.1** The meeting will be called to order at 4:00 P.M.

**4.2** Pledge of Allegiance

**4.3** Introductions

**4.4** Approval of Agenda Order

On a motion by Trustee Burke, second by Trustee Jaworski-Quintanilla, the Agenda Order was approved.

Aye=5, Ney=0, Abstention=0, Absent=0

**4.5** Report Out of Closed Session

There was no report out of Closed Session

**5. PRESENTATIONS/RECOGNITIONS**

There were no recognitions or presentations

**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.)*

- Many of the Board members attended Promotion/Graduation Ceremonies; very special moments for students and parents
- Trustee Burke attended two of the Open Houses; very impressed with the time and effort of the teachers in preparation for the event and equally impressed with student work
- Trustee Jaworski-Quintanilla wanted to spotlight the Track Event; such a special day for all involved

## **8. ADMINISTRATIVE REPORTS**

### **8.1** The Principals will presented a joint "Youth Truth" Survey update

- Lisa Warne, Director of Instructional Services and the site principals presented an updated overview of the YouthTruth Survey results

## **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 Hearings:** The Public Hearings opened at 4:57pm

#### **HEARING 1**

Regarding the Mark West Union School District's: 2023-2024 Local Control Accountability Plan (LCAP)

No members of the public were present for comment; the Board moved on to Hearing 2 at 4:59pm.

#### **HEARING 2**

Regarding the 2023-2024 District Budget which includes information regarding combined Assigned and Unassigned ending fund balances above the minimum recommended Reserve for Economic Uncertainties

Part I  
Part II  
Part III  
Part IV

Renee Loeza, Chief Business Official, presented an overview of the 2023-2024 District Budget which includes information regarding combined Assigned and Unassigned ending fund balances above the minimum recommended Reserve for Economic Uncertainties.

Specifically, Mrs. Loeza called Part IV of the 2023-2024 District Budget to the Board's attention. This section discusses the State Board of Education minimum recommended reserve for economic uncertainties of 3% or, \$654,775.93. Our Board has adopted a policy requiring available reserves of at least 17% of total general fund expenditures, which amounts to an additional \$3,055,621.07. In addition, the funds remaining from our lottery funds in the amount of \$230,471.12 are set aside for instructional materials. After these reductions to our fund balances, there is a zero remaining unsubstantiated balance.

No members of the public were present for comment; the Board moved on to Hearing 3 at 5:27pm.

#### **HEARING 3**

AB1200 Public Disclosure of Collective Bargaining Agreement and Ratification between the Mark West Union School District and MARFAC

Dr. Valenzuela stated that the Mark West Union School District had come to an agreement with MARFAC and that the agreement had been ratified by MARFAC members

No members of the public were present for comment. Public Hearings closed at 5:32pm

## **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** Vendor Warrant Report

**10.2.2** Consideration of Approval of the 2022-2023 Budget Transfers

**10.2.3** Consideration of Approval of the Retainer Agreement for Legal Services between the Mark West Union School District and School and College Legal Services of California effective July 1, 2023 – June 30, 2027

**10.2.4** Consideration of Approval of the 2023-2024 Certificated, Speech Language Pathologist/Psychologist, and Counselor Salary Schedules

**10.2.5** Consideration of Approval of the Memorandum of Understanding and Agreement to Provide Specialists, Pupil Personnel Services, School Counseling, Educational Therapy, School Psychology, and Teaching Interns between the Mark West Union School District and St. Mary's College

**10.2.6** Consideration of Approval of the Annual Transfer between Conversion Chart Fund 03 and General Fund 01

**10.2.7** Consideration of Approval of the MOU between the Mark West Union School District and CSEA 570 reflecting change of Classification and Job Descriptions for Classified District Office Staff Member

**10.2.8** Consideration of Approval the MOU between the Mark West Union School District and CSEA 570 regarding a Classified Staff Member

**10.2.9** Consideration of Approval of the District Wellness Committee's Triennial Review – May 2023

**10.2.10** Consideration of Approval of the Addendum to the ELOP MOU between the Mark West Union School District and Extended Childcare Coalition of Sonoma County (ECC)

**10.2.11** Consideration of Approval of the MOU between the Mark West Union School District and Rincon Valley Partnership (RVP)

**10.2.12** Consideration of Approval of the CTE Grant Agreement – Mark West Charter School

**10.2.13** Consideration of Approval of the Addendum to Agreement to Provide Food Service between the Mark West Union School District and Revolution Foods Renewal Year – 7/1/23 – 6/30/24

### **10.3 CURRICULUM**

### **10.4 MINUTES**

**10.4.1** Consideration of Approval of the Minutes of the May 9, 2023 Regular Board Meeting

### **10.5 FACILITIES**

**10.5.1** Consideration of Approval of the contracts concerning Facility Needs Assessment for Modernization

### **10.6 DONATIONS**

**10.6.1** Consideration of Approval of an \$1,800.00 donation from Rakiura Investment Corporation; Haley Skerrett , for the 6<sup>th</sup> Grade Picnic

**10.6.2** Consideration of Approval of coloring books and water conservation kits from Cal American Water for TK-1<sup>st</sup> Grade students at John B. Riebli Elementary, Mark West Elementary, and San Miguel Elementary

**10.6.3** Consideration of Approval of a \$300.00 donation from Ligaya Ortega for the Mark West Charter School 8<sup>th</sup> Grade Graduation/Promotion

**10.6.4** Consideration of Approval of a \$900.00 donation from City Ventures Construction for the 6<sup>th</sup> Grade Picnic

**10.6.5** Consideration of Approval of a \$200.00 donation from Crandall Roofing Inc. for the 6<sup>th</sup> Grade Picnic

**10.6.6** Consideration of Approval of a \$100.00 donation from Edwin Flores for the 6<sup>th</sup> Grade Picnic

**10.6.7** Consideration of Approval of a \$300.00 donation from Melinda Myers and Melissa Vera for the 6<sup>th</sup> Grade Picnic

On a motion by Trustee Azat, second by Trustee Jaworski-Quintanilla, the Consent Agenda was approved.

Aye=5, Ney=0, Abstention=0, Absent=0



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

### **11.1 BUSINESS**

**11.1.1** Consideration of Approval of AB1200 Public Disclosure of Collective Bargaining Agreement and Ratification between the Mark West Union School District and MARFAC

On a motion by Trustee Azat, second by Trustee Jaworski-Quintanilla, AB1200 Public Disclosure of Collective Bargaining Agreement and Ratification between the Mark West Union School District and MARFAC was approved. Aye=5, Ney=0, Abstention=0, Absent=0

**11.1.2** Consideration of Approval of **Resolution #23-22** to Establish Committed Fund Balances as required by GASB 54

On a motion by Trustee Jaworski-Quintanilla, second by Trustee Burke, Resolution #23-22 to Establish Committed Funds Balances as required by GASB 54 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Burke, Aye; Trustee Smith, Aye; Trustee Azat, Aye; Trustee Jaworski-Quintanilla, Aye; Trustee McKnight, Aye

**11.1.3** Consideration of Approval of **Resolution #23-23** regarding the Expenditure Plan for the Education Protection Act (EPA) for 2023-2024

On a motion by Trustee Jaworski-Quintanilla, second by Trustee Burke, Resolution 23-23 regarding the Expenditure Plan for the Education Protection Act (EPA) for 2023-2024 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Smith, Aye; Trustee Azat, Aye; Trustee Jaworski-Quintanilla, Aye, Trustee Burke, Aye; Trustee McKnight, Aye

**11.1.4** Consideration of Approval of **Resolution #23-24** for Statutory Exemptions from Fees – Developer Fees

On a motion by Trustee Burke, second by Trustee Azat, Resolution #23-24 for Statutory Exemptions from Fees- Developer Fees was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Azat, Aye; Trustee Jaworski-Quintanilla, Aye, Trustee Burke, Aye; Trustee Smith, Aye; Trustee McKnight, Aye

**11.1.5** Consideration of Approval of the Sunshine Letter from the Mark West Union School District to CSEA 570

On a motion by Trustee Azat, second by Trustee Jaworski-Quintanilla, the Sunshine Letter from the Mark West Union School District to CSEA 570 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

### **11.2 CURRICULUM**

### **11.3 FACILITIES**

### **11.4 BOARD POLICIES**

### **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** Universal Pre-Kindergarten Planning and Implementation Grant Expenditure Data Collection Survey
- 13.2** Charter School Annual Information Survey 2023-2024 for San Miguel, John B. Riebli, and Mark West Charter Schools
- 13.3** Mark West Charter School – Annual Fees and Charges ; 2022-2023 Fees and Charges – transfers From Fund 09
- 13.4** 2022-2023 EPA Entitlement Expenditures through June 30, 2023
- 13.5** 2023 Mark West Union School District’s LCAP Local Performance Indicator Self Reflection

**14. FUTURE MEETINGS**

A Special Board Meeting will be held on Thursday, June 8, 2023 at 8:30am.  
The next Regular Board Meeting will be held on Tuesday, August 8, 2023 at 5:00pm

**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:

---

---