

MARK WEST UNION SCHOOL DISTRICT
Minutes of the Organizational Meeting and the Regular BOARD OF TRUSTEES MEETING
Tuesday, December 12, 2023

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

The meeting opened to the public 5:00pm

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

Board Members

Victor McKnight, 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: 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 Evaluation of the Superintendent

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

- 3.1 The meeting was called to order at 5:03 P.M. by Trustee McKnight
- 3.2 Pledge of Allegiance
- 3.3 Introductions
- 3.4 Approval of Agenda Order
 On a motion by Trustee Jaworski-Quintanilla, second by Trustee Burke, the Agenda Order was approved.
 Aye=5, Ney=0, Abstention=0, Absent=0
- 3.5 Report Out of Closed Session
 The Board voted unanimously to approve the Superintendent's Evaluation

4. BOARD ORGANIZATIONAL MEETING

As required by Education Code 35143 and 35023, the Mark West Union School District Board of Trustees held its annual organizational meeting which included the election of officers and a voting representative and alternate to the Sonoma County Committee on School District Organization. The Board also decided on the regular Board Meeting dates for 2024.

4.1 Election of Board President

Trustee Burke nominated and motioned that Trustee Jaworski-Quintanilla serve as the next President of the Mark West Union School District Board of Trustees, second by Trustee Azat. Trustee Jaworski-Quintanilla accepted the nomination. Aye=5, Ney=0, Abstention=0, Absent=0. Trustee Jaworski-Quintanilla will serve as the President of the Board of Trustees for 2024.

4.2 Election of Board Clerk

Trustee Jaworski-Quintanilla nominated and motioned that Trustee Azat serve as the next Clerk of the Mark West Union School District Board of Trustees, second by Trustee Burke. Trustee Azat accepted the nomination. Aye=5, Ney=0, Abstention=0, Absent=0. Trustee Azat will serve as the Clerk of the Board of Trustees for 2024.

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

Trustee McKnight self-nominated to serve as the Representative to the County Committee on School District Organization for the Mark West Union School District Board of Trustees. Motion by Trustee Burke, second by Trustee Azat. Aye=5, Ney=0, Abstention=0, Absent=0. Trustee McKnight will serve as the Representative to the County Committee on School District Organization for the Mark West Union School District Board of Trustees for 2024.

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

Trustee Burke self-nominated to serve as the Alternate Representative to the County Committee on School District Organization for the Mark West Union School District Board of Trustees. On a motion by Trustee Azat, second by Trustee Jaworski-Quintanilla. Aye=5, Ney=0, Abstention=0, Absent=0. Trustee Burke will serve as the Alternate Representative to the County Committee on School District Organization for the Mark West Union School District Board of Trustees for 2024.

4.5 Establish Regular Monthly Board Meeting Dates for 2024

A 2024 Board Meeting Calendar was proposed. Edits were made and the Board voted to approve a final version which will reflect edits. On a motion by Trustee Jaworski-Quintanilla to approve the 2024 Board Meeting Calendar with edits, second by Trustee Azat, the 2024 Board Meeting Calendar was approved. Aye=5, 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.)

- Trustees Burke, McKnight and Jaworski-Quintanilla all attended the Annual Tree Lighting hosted by the Mark West Area Chamber of Commerce in partnership with the district. All stated what a fantastic event it was and what a great turn out they had. Trustee Jaworski-Quintanilla added that the addition of the marimbas was spectacular and she is very happy to see the program expanding. All noted that the sound system in the Mark West MPR is something we need to consider addressing in the near future.
- Trustees Jaworski-Quintanilla and Burke attended the 3rd grade Green Team performance at Mark West Elementary. "Students were excited to present what they learned about".
- Superintendent Valenzuela added that it was an honor to partner with the Chamber in the presentation of the Annual Holiday Tree Lighting and appreciates the ongoing support of our community and business partners.

8. **ADMINISTRATIVE REPORTS**

8.1 School Reports/Principals – All presented oral reports

John B. Riebli Elementary – Emily Todd

- Wednesday, December 20th at 9:00am the TK and Kindergarten classes are presenting a Gingerbread Man play
- Working in partnership with RVP to assist in coordinating participation of some of their students in Riebli programs

- 1st and 4th grades participated in STEM activities at Cal Skate
- 5th graders just returned from 3 days at Walker Creek Ranch
- 3rd graders have been working on essays on how to build a snowman
- 6th graders have been working on their cardboard arcade games

Mark West Elementary – Kelli Osorio

- Currently working on collecting middle of the year data
- Coops will be held at the end of the week and we will be using information learned through MTSS in regard to data-based decision making
- Grade levels are prepping for various events they will be holding in the next week
- Green Team play was a huge success
- The school is currently holding a food drive for their families in need
- PTA is hosting several events including a Warriors Night and A San Jose Sharks Night; holiday gift wrap

San Miguel Elementary – Patrick Eagle

- Completed coops using MTSS models
- During their site day, teachers discussed what 1/2/3/4 represent on report cards
- Elves Workshop was a huge success
- Ron Calloway is starting a noon time flag football league
- The Read On Sonoma assembly was held
- Students are looking forward to the completion of the new playground

Mark West Charter School – Michelle Franci

- Coops today focused on how we can encourage students and address those that need more assistance
- 8th grade Language Arts learning about Alexander Hamilton; they will either get to see the play or watch the video
- 8th grade math and science has been working on Climate Videos. The California Climate Commission provides the prompt. Students can submit their videos if they'd like to
- 7th grade has been working on their Memory Books. Students pick someone they would like to write about; various genres need to be included

8.2 Maintenance/Operations/Technology/Michael Smith

- San Miguel playground – resurfacing has started. Hoping for completion on Friday.
- Riebli playground – all base work has been completed and they have started drilling for post placements. Hoping for concrete on Friday (weather permitting)
- After a significant effort by a lot of people, the district certified CalPads

8.3 Director of Instructional Services/Lisa Warne

- Parent Outreach: workshop on SEL/Mindfulness with our Counseling Team, DELAC meetings, Posada Navidena, Title 1 Parent Meeting; support services and parent involvement
- LCAP – educational partner input
- MTSS: SLT's have been working on a problem of practice, DLT's have been focused on behavior work. Lisa Warne and Lisa Chapman will be hosting site presentations in January
- Special education team has been working hard and welcomed new members to the team
- SARB/attendance is improving
- Coming soon: Youth Truth Survey (students/staff/families), LCAP mid year report, TK/Kindergarten Parent Information Night January 18th, Parent workshops on PBIS, Literacy and the CAASPP

8.4 District Communications Coordinator/Claire Raggio

- Working on TK/Kindergarten Info Night video
- Assisting Ms. Warne with Youth Truth survey messaging
- Working with Boylan Point in the completion of updates to the homepage of the district website
- "Follow Us" campaign – 87.6% increase on Instagram, 158% increase on Facebook

8.5 Superintendent's Report/Dr. Rachel Valenzuela

- Dr. Valenzuela and the admin team have been attending the "Equity Conscious Administrator" series at SCOE which focused on promoting a sense of belonging and connection. Dr. Valenzuela created and distributed an anonymous survey to the principals; they will be examining results next month. Kelli Osorio trained everyone on how to use AI to disaggregate data; very impressive!
- Dr. Valenzuela appreciated the Board members who were able to attend the Annual Tree Lighting and offered special kudos to Kara Kaufman
- Dr. Valenzuela presented an update on COVID-19 numbers

- Dr. Valenzuela presented a Digital Marketing update on our partnership with Bay Area Digital Solutions
- Dr. Valenzuela presented an update on the first week of 2024/2025 pre-enrollment numbers for TK/Kindergarten

9. PUBLIC PARTICIPATION – Public Hearing

The Review of the Accounting of Development Fees for the 2022-2023 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.

The Public Hearing opened at 6:02pm. Mrs. Loeza provided brief background information.

9.1 2022-2023 Developer Fees Information Summary 2022-2023 Developer Fees Financial Data

No members of the public were present. Public Hearing closed at 6:05pm.

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 School Based MTSS Implementation Agreement between Dr. Brian Gaunt and the Mark West Union School District – January – June 2024

10.2.3 Consideration of Approval of the Agreement between Jack Schreder and Associates and the Mark West Union School District to prepare Developer Fee Study in consideration of the 2024 Developer Fees

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Consideration of Approval of the Minutes of the November 14, 2023 Regular Board Meeting

10.5 FACILITIES

10.6 DONATIONS

Trustee Jaworski-Quintanilla noted that the November 2023 Board Meeting Minutes stated that she had “attended” the SchoolRule meeting. Let the minutes reflect that Trustee Jaworski-Quintanilla did not attend but rather reported that it’s a new initiative and a kick off event was held for the new initiative.

On a motion to approve the Consent Agenda by Trustee Jaworski-Quintanilla, second by Trustee Azat, 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 the Mark West Union School District’s First Interim Report for the 2023-2024 Fiscal Year

- Part I
- Part II
- Part III

On a motion by Trustee Azat, second by Trustee Burke, the Mark West Union School District First Interim Report for the 2023-2024 school year was approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.1.2 Consideration of Approval of Resolution #24-05, Developer Fees Annual Report – 2022-2023 Fiscal Year

On a motion by Trustee Jaworski-Quintanilla, second by Trustee Burke, Resolution #24-05 Developer Fees Annual Report 2022-2023 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.

11.2 CURRICULUM:

11.3 FACILITIES

11.4 BOARD POLICIES

11.5 ADMINISTRATION

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

Trustee McKnight explained the relevance of the Council.

On a motion by Trustee McKnight to appoint former MWUSD Superintendent Ron Calloway as the Board's representative to the Mark West Citizens Action Council, second by Brian Burke, the Board voted to appoint Ron Calloway as their representative. 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 Universal Pre-Kindergarten Planning and Implementation Grant Expenditure

14. FUTURE MEETINGS

The next Regular Board meeting was determined in coordination with the 2024 Board of Trustees Meeting Calendar during the Organizational portion of the December 2023 meeting. The next Board of Trustees Meeting will be held on Tuesday, January 16, 2024.

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:

Dr. Rachel Valenzuela, Superintendent

Sara Azat, Board Clerk