

**MARK WEST UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA**

**Tuesday, March 5, 2024**

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 at 5:00 P.M.

**1. CALL TO ORDER, ROLL CALL: 5:00 P.M.**

**Board Members**

Priscilla Jaworski-Quintanilla, President  
Sara Azat, Clerk  
Brian Burke  
Victor McKnight  
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  
Michael Smith, Director of Facilities/Operations/Tech  
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: 3:15P.M.**

- 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: District Representative Board President Priscilla Jaworski-Quintanilla, Employee: Superintendent
- 2.3 Superintendent's 2023-2024 Mid-Year Evaluation

**3. OPEN SESSION - STUDY SESSION: 4:00pm**

[John Dybczak, Quattrocchi Kwok Architects; and Rich Dunlap, RGM Kramer; will present construction plans](#)

**4. OPEN SESSION - PUBLIC MEETING: 5:00 P.M.**

- 4.1 The meeting will be called to order at 5:00 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**

Students from Mr. Smith's 4<sup>th</sup> Grade class at San Miguel Elementary will be presenting "Monthly Masterpieces" which are individually researched projects

**6. BOARD CORRESPONDENCE**

**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**

- [Emily Todd, John B. Riebli Elementary](#)
- [Kelli Osorio, Mark West Elementary](#)
- [Patrick Eagle, San Miquel Elementary](#)
- [Michelle Franci, Mark West Charter School](#)

**8.2** Director of Maintenance/Operation/Technology/Michael Smith – Mr. Smith will present an Oral Report

**8.3** Director of Instructional Services/Lisa Warne – Superintendent Valenzuela will present an Oral Report on behalf of Ms. Warne

**8.4** [District Communications Coordinator/Claire Raggio](#)

**8.5** Superintendent’s Report/Dr. Rachel Valenzuela – Dr. Valenzuela will present an Oral Report

**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.*

**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 [Director of Maintenance and Operations Job Description](#) and [2023-2024 Classified Management/Confidential Salary Schedule](#)

**10.2.3** Consideration of Approval of the [Information Technology Manager Job Description](#) and [2023-2024 Classified Management/Confidential Salary Schedule](#)

**10.2.4** Consideration of the [Special Education Coordinator Job Description](#) and the [2024-2025 Administrative Salary Schedule](#)

[10.2.5 Consideration of the 2023-2024 Agreement between the Mark West Union School District and the Boys and Girls Club of Sonoma/Marin](#)

**10.3 CURRICULUM**

**10.4 MINUTES**

[10.4.1 Minutes of the February 13, 2024 Regular Board Meeting](#)

**10.5 FACILITIES**

**10.6 DONATIONS**

**11. ACTION/DISCUSSION ITEMS**

**11.1 BUSINESS**

**11.1.1** Consideration of Approval of the Mark West Union School District Second Interim Report for 2023 – 2024

[Part 1](#)

[Part 2](#)

[Part 3](#)

[11.1.2 Consideration of Approval of the 2024-2025 Mark West Union School District Transportation Plan](#)

**11.2 CURRICULUM**

**11.3 FACILITIES**

## **11.4 BOARD POLICIES**

**11.4.1** Consideration of Approval of [Revised Board Policy](#) and [Administrative Regulation 5132](#) – Dress And Grooming

## **11.5 ADMINISTRATION**

**11.5.1** Consideration of Approval of **Resolution #24-06** In the Matter of the Decision to Release [Temporary Certificated Employees \(who served at least 75% of the number of days in the 2023-2024 school year\)](#)

**11.5.2** Consideration of Approval of **Resolution #24-07** In the Matter of the Elimination of Certain [Positions in the Permanent Classified Service and Directing Notification of Classified Employees](#)

**11.5.3** Consideration of Approval of **Resolution #24-08** in the Matter of the Elimination of Certain [Vacant Positions in the Classified Service](#)

**11.5.4** Consideration of Approval of **Resolution #24-09** In the Matter of the Decision to Release [Temporary Certificated Employees \(who did not serve at least 75% of the number of days in the 2023-2024 school year\)](#)

**11.5.5** Consideration of Approval of **Resolution #24-10** to Establish Committed Fund Balances

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

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

## **13. INFORMATIONAL ITEMS**

**13.1** [Redwood Empire Schools' Insurance Group \(RESIG\) Financial Statements June 30, 2023 and 2022](#)

## **14. FUTURE MEETINGS**

The next Regular Board of Trustees meeting will be held on Tuesday, April 9, 2024 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 at 707-524-2972.