

**MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
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 opened to the public at 4:00 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, presented 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
On a motion by Trustee McKnight, second by Trustee Burke, 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

A student from Mr. Smith's 4th grade class at San Miguel Elementary presented several "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.)

- Trustee Azat noted that she attended a virtual Brown Act training through SCOE; very beneficial
- Trustee McKnight attended the Santa Rosa City Schools Meeting presentation regarding the final report on the proposed study of consolidation. A consolidation would have a negative impact on the Mark West Union School District on many levels.

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals

Emily Todd, John B. Riebli Elementary

- 91% of 2nd-6th graders hit their AR goals
- 6th graders went to science camp
- 5th graders are working on their site reports
- 1st graders walked safely to the LBC on the new sidewalks
- Staff is busy with coops and report cards
- PTA sponsored a very successful Bingo Night

Kelli Osorio, Mark West Elementary

- Shout out to Patrick Eagle for scheduling all of the district sports
- 3rd graders will be going to the Planetarium at Piner High School
- The 3rd grade Green Team is partnering with a senior center in Healdsburg expanding their community outreach of the program
- Engineer, Carlos Diaz, made a presentation involving erosion effects to the 6th graders
- Mr. Ryan hosted a Handball Tournament
- Student teachers are doing really well

Patrick Eagle, San Miguel Elementary

- TK has reached the letter "P"
- 5th graders head to Angel Island tomorrow and Thursday
- 6th graders are studying their rocketry unit
- Girls basketball vs Mark West Elementary; double overtime, Mark West Elementary won

Michelle Franci, Mark West Charter School

- PTA events include: Night at the Sharks, Warriors Night and Bowling Night
- Walk-a-Thon is April 19th
- Coops today. At the last MTSS training we determined decision rules. Applied and worked with those rules today; adjustments to be made
- 27% of students had 5 or more tardies in the first semester. The site implemented a "positive reinforcement theme" and percentage of students with 5 or more tardies dropped to 12%

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

Oral Report

- Mr. Smith reported on the phone system failure. Moved to servers that have SSD. Bottom line is that if one server fails, the second server will automatically come online to cover.

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

- Ms. Warne was attending a conference and therefore, Dr. Valenzuela presented on her behalf.
- ELPAC testing has begun. This process informs teachers of students current language acquisition status
- Students are piloting 2 different Science curriculums. Adoption committee will then gather input from students
- Teachers are preparing for SBAC
- We recently hosted a PBIS workshop for parents in English and Spanish
- A Reading and Literacy workshop was held for parents in February
- In March we will host an SBAC workshop for parents in English and Spanish

8.4 District Communications Coordinator/Claire Raggio

- Last month's top two social media posts – our 3 fantastic counselors and Chinese New Year celebrations. Posts accumulated 50 "likes" each.

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

- Shout out to our two labor unions! As we work in partnership with each, the comfort level for all has increased and we continue to maintain a collaborative manner in which we work with each other
- Now that all staff has been informed about MTSS, information will be added to the District website
- February 21st, Santa Rosa City School held a Special Board Meeting to discuss the results of the Consolidation Survey they had solicited. The report found that a consolidation plan is possible *if a reasonable financial plan is developed*. As districts move forward with “opt out”, there will be less cost savings for Santa Rosa City Schools. Attorneys have drafted a Resolution and suggested that it would be fine for feeder districts that could be affected, to notify Santa Rosa City Schools by resolution, that they are not interested in moving forward with the process. The Board requested that the Resolution be placed on the April Agenda for approval.
- Dr. Valenzuela noted that she attended the Winter Music Concert; there were two sessions and both were packed houses. Wonderful concert! The quality of music that students are playing under the direction of Kara Kaufman, is phenomenal!

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.

- San Miguel teacher, Carrie Staten added that Kara Kaufman is an “absolutely fantastic” music teacher; it's a wonderful experience for all students that get to participate in her program. “Very purposeful and excellent programs”.

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

On a motion by Trustee Azat, second by Trustee Smith, 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 Second Interim Report for 2023 – 2024

Part 1
Part 2
Part 3

On a motion by Trustee Azat, second by Trustee Burke, the 2023-2024 Second Interim Report was approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.1.2 Consideration of Approval of the 2024-2025 Mark West Union School District Transportation Plan

Dr. Valenzuela reviewed the updates to the Transportation Plan and noted that although we don't provide transportation as a whole, we do provide transportation for students with special needs, field trips, and students that are homeless/foster youth. Funding is then provided to WCTA.

On a motion by Trustee McKnight, second by Trustee Smith, the 2024-2025 Transportation Plan was approved. Aye=5, Ney=0, Abstention=0, Absent=0

11.3 FACILITIES

11.4 BOARD POLICIES

11.4.1 Consideration of Approval of Revised Board Policy and Administrative Regulation 5132 – Dress and Grooming

On a motion by Trustee Azat, second by Trustee Burke, Revised Board Policy and Administrative Regulation #5132 – Dress Code were approved. Aye=5, Ney=0, Abstention=0, Absent=0

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)

On a motion by Trustee Azat, second by Trustee Burke, Resolution #24-06 in the Matter of the Decision to Release Temporary Certificated Employees (who served at least 75% of the number of the days in the 2023-2024 school year) was approved. Aye=5, Ney=0, Abstention=0, Absent=0

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

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

On a motion by Trustee McKnight, second by Trustee Smith, Resolution #24-07 In the Matter of the Elimination of Certain Positions in the Permanent Classified Service and Directing Notification of Employees was approved. Aye=5, Ney=0, Abstention=0, Absent=0

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

11.5.3 Consideration of Approval of Resolution #24-08 in the Matter of the Elimination of Certain Vacant Positions in the Classified Service

On a motion by Trustee Azat, second by Trustee McKnight, Resolution #24-08 in the Matter of the Eliminations of Certain Vacant Positions in the Classified Service was approved. Aye=5, Ney=0, Abstention=0, Absent=0

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

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)

On a motion by Trustee Burke, second by Trustee Azat, 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) was approved. Aye=5, Ney=0, Abstention=0, Absent=0.

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

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

On a motion by Trustee Azat, second by Trustee Burke, Resolution #24-10 to Establish Committed Funds Balances was approved. Aye=5, Ney=0, Abstention=0, Absent=0.

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

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. Study Session – 4:00pm, General Session – 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.

Respectfully Submitted By:

Approved By:

Dr. Rachel Valenzuela, Superintendent

Sara Azat, Board Clerk