

**MARK WEST UNION SCHOOL DISTRICT  
Minutes of the BOARD OF TRUSTEES MEETING  
Tuesday, October 8, 2024**

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 at 4:15 P.M.

**1. CALL TO ORDER, ROLL CALL**

**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,
- Lisa Chapman
- Michelle Franci, Special Education Coordinator
- Mason Nakamura, Director of Maintenance and Operations
- Jose Santamaria, Information Technology Manager
- Alicia Mills, District Executive Assistant

Trustee Azat was absent

**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: 4:00-4:15pm**

- 2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)  
(Government Code 54957)

**3. STUDY SESSION: 4:15-5:00pm**

- 3.1 Lisa Warne, Director of Instructional Services, will presented an oral report regarding CAASPP

**4. PUBLIC MEETING at 5:00pm**

- 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  
Item 8.3 was moved to the beginning of the Administrative Reports.  
On a motion by Trustee McKnight, second by Trustee Burke, the Agenda Order was approved. Aye=4, Nay=0, Abstention=0, Absent=1
- 4.5 Report Out of Closed Session  
There was no report out of Closed Session

**5. PRESENTATIONS/RECOGNITIONS**

- 5.1 6<sup>th</sup> Grade students from Mr. Graves' class at Mark West Elementary presented on the impact of the Noon League Program

**6. BOARD CORRESPONDENCE**

- 6.1 Letter from the Sonoma County Office of Education (SCOE), Director of External Fiscal Services, Sarah Lampenfeld, stating that the Mark West Union School District budget for the 2024-2025 school year has been approved

6.2 Letter from the Sonoma County Office of Educations (SCOE), Gregory Medici, Deputy Superintendent, Business Services and Diann Kitamura, Ed.D., Deputy Superintendent, Equitable Education Services approving the 2024-2025 LCAP

## 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 McKnight was absent for the September meeting but wanted to mention how much he enjoyed attending the San Miguel Back to School Night and touring the classrooms
- Dr. Valenzuela and Trustee Burke attended the School Rule Grant Award Night and accepted a check on behalf of the Mark West Education Foundation
- Trustee Jaworski-Quintanilla attended/volunteered at the Mark West Elementary Bike Rodeo in 102 degrees. "It was toasty but what a great program!"

A moment of silence was held in memory of Victoria Tomaszewski, Transitional Kindergarten teacher at John B. Riebli

## 8. **ADMINISTRATIVE REPORTS**

### 8.1 School Reports/Principals

#### Emily Todd – John B. Riebli

- TK is currently focusing on squares
- 2<sup>nd</sup> grade took a field trip to the Giants Stadium where they had a math lesson
- Yoga for the younger students is starting soon
- PTA is less than two weeks away from the annual Walk-a-Thon (October 18<sup>th</sup>)
- "Lunch on the Lawn" was very successful, over 200 parents attended
- Outdoor Movie Night was held last Friday, over 250 in attendance

#### Kelli Osorio – Mark West Elementary

- Student Council has started
- Staff and students honored the Mark West Elementary Custodial Team for taking such good care of their school
- Just held the Bike Rodeo and looking forward to participating in the Walk and Roll to School event
- Ms. Osorio acknowledged 9 teachers who participated in the GLAD training

#### Patrick Eagle – San Miguel

- Miguel, the school mascot, made his first appearance; students were thrilled!
- Walk-a-Thon is coming up. So far, they have raised \$38,000 towards a \$50,000.00 goal
- 6<sup>th</sup> graders have taken a couple of field trips
- 5<sup>th</sup> graders went to the Bodega Bay Marine lab
- 1<sup>st</sup> grade visited local, community businesses
- Kindergarten participated in an ABC Boot Camp – Mr. Eagle presented a short video clip

#### Lisa Chapman – Mark West Charter

- 7<sup>th</sup> grade won the volleyball championship; 8<sup>th</sup> grade plays in Sonoma tomorrow night
- Netted \$560.00 profit from Family Movie Night
- A Mark West alum has been hired as the new RSP Paraeducator and Campus Supervisor
- Students focusing on improving attendance and tardies. A number of "Caught Ya Being Good" awards have been distributed
- Homeschool Day on Campus has started

### 8.2 Special Education Coordinator – Michelle Franci

- Ms. Franci discussed the potential consideration of bringing the Speech and Language Preschool Program back to our district in the future

### 8.3 Director of Instructional Services/ Lisa Warne – In recognition of Dyslexia Awareness Month, Reading Specialist, Suzanne Calloway, presented "Dyslexia: Universal Screening and Phonics Based Instruction"

#### 8.4 Director of Maintenance/Operations – Mason Nakamura

- HVAC system in Room 8 at San Miguel was replaced
- Leak fixed at Mark West Elementary
- The IT Department was successfully relocated to the Riebli campus

#### 8.5 Information Technology Manager – Jose Santamaria

- Continue to address a limited number of phone issues at John B. Riebli
- Dr. Valenzuela, Mrs. Loeza and Mr. Santamaria are finalizing proposal reviews for a new, district wide phone system.
- The EWS is being defined
- New programs are being considered in addressing cyber security concerns
- Reviewing a new ticket management system

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

- Dr. Valenzuela provided an enrollment update and overview from the 17/18 school year – 24/25 school year
- Our communities are aging and have become far less affordable which means that districts county wide are competing for the same students
- Although our numbers have increased and we continue to maintain stability, we are still down about 100 students since the fires. Part of that can be attributed to the fact that some families could not afford to rebuild and therefore moved out of the area or state
- Dr. Valenzuela and Mrs. Loeza are currently investigating how the affordable housing that is being built in our area will impact our district
- For the third year, we have once again partnered with Bay Area Digital Solutions for the social mirroring/geo fencing digital marketing campaign for 2025-2026 TK/Kindergarten students. As a valued digital marketing partner, Bay Area Digital Solutions has maintained the same pricing for the district over the last 3 years. At first, the only district that offered this type of marketing, most districts in the County now partner with similar firms in addressing TK/Kindergarten digital marketing
- Trustee Burke and Dr. Valenzuela attended the Schools Rule Grant Award Night and were the recipient of a \$2,800.00 check for the Mark West Education Foundation

### 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.*

There was no public present – therefore, no comments

### 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 Agreement between the Mark West Union School District and Bay Area Digital Solutions for the 2025/2026 TK/Kindergarten Digital Marketing Campaign

10.2.3 Consideration of Approval of the Overnight Field Trip request for Andrea Farrell's 5<sup>th</sup> Grade Class at John B. Riebli to Walker Creek Ranch

#### 10.3 **CURRICULUM**

#### 10.4 **MINUTES**

10.4.1 Consideration of Approval of the Minutes of the September 10, 2024 Regular Board Meeting

#### 10.5 **FACILITIES**

10.5.1 Consideration of Approval of the Williams Settlement Quarterly Uniform Complaint Report Summary; July 1, 2024 - September 30, 2024

#### 10.6 **DONATIONS**

10.6.1 Consideration of Approval of a \$100.00 donation to the Mark West Charter Volleyball Program from the Moody family

10.6.2 Consideration of Approval of a \$280.00 donation to the Mark West Charter Volleyball Program from the Sumpter family

10.6.3 Consideration of Approval of a \$140.00 donation to the Mark West Charter Volleyball Program from the Lahidji family

Trustee Burke acknowledged our generous donors.

On a motion by Trustee McKnight, second by Trustee Smith, the Consent Agenda was approved. Aye=4, Nay=0, Abstention=0, Absent=1

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

### **11.1 BUSINESS**

**11.1.1** Consideration of Approval of **Resolution #25-04** Designating October 14 - October 18, 2024 as the Week of the School Administrator

On a motion by Trustee Burke, second by Trustee Smith, Resolution #25-04 designating October 14 – October 18, 2024 as Week of the School Administrator was approved. Aye=4, Nay=0, Abstention=0, Absent=1

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

### **11.2 CURRICULUM**

### **11.3 FACILITIES**

### **11.4 BOARD POLICIES**

### **11.5 ADMINISTRATION**

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

## **13. INFORMATIONAL ITEMS**

**13.1** Educator Effectiveness Grant Reporting 2023/2024

**13.2** Enrollment Report as of 10/3/24

## **14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, November 12, 2024

## **15. ADJOURNMENT 6:20pm**

### **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, Executive Assistant to the Superintendent, Mark West Union School District, 305 Mark West Springs Road, Santa Rosa, CA, 95404, or telephone (707) 524-2972.

Respectfully Submitted By:

Approved By:

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Dr. Rachel Valenzuela, Superintendent

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Sara Azat, Board Clerk