

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
Tuesday, November 12, 2024

The meeting will be held at the District Office Learning Center
305 Mark West Springs Rd., Santa Rosa, CA 95404

The meeting opened to the public at 5:00 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, Patrick Eagle, Kelli Osorio,
Lisa Chapman
Michelle Franci, Special Education Coordinator
Mason Nakamura, Director of Maintenance & Operations
Jose Santamaria, Information Technology Manager
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: - There will be no Closed Session

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

3. STUDY SESSION – There will be no Study Session

4. PUBLIC MEETING at 5:00pm

4.1 The meeting was 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 Azat, second by Trustee Burke, the Agenda Order was approved. Aye=5, Nay=0, Abstention=0, Absent=0

4.5 Report Out of Closed Session

There was no Closed Session

5. PRESENTATIONS AND RECOGNITIONS

5.1 Students from Mr. Smith's & Mr. Charlip Blumlein 4th Grade Class at San Miguel Elementary presented their Monthly Masterpieces

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 Burke attended both Walk-a-Thons. Great job by the parent organizations in organizing the events and the effort by the students
- Trustee Jaworski-Quintanilla attended the Mark West Elementary parade and enjoyed all of the costumes and happy faces on Halloween.

8. ADMINISTRATIVE REPORTS

8.1 School Reports/Principals

Emily Todd – John B. Riebli Elementary

- Read on Sonoma assembly was held last week – very successful
- Lunch on the Lawn – 225 parents attended
- A water catchment tank was installed in the garden the first weekend of November
- Teachers are working on development goals
- PTA is holding a “clean up” day next week

Kelli Osorio – Mark West Elementary

- Two students have made it to the highest reading level already through Read On Sonoma
- Student council has been established and is currently underway
- Teachers are taking first trimester assessments
- Gary Graves recognized as SCOE teacher of the month; he was speechless
- Halloween parade; 3x as many people attended
- Safe Routes to School Bike Rodeo was highly successful
- Warriors game is coming up

Patrick Eagle – San Miguel Elementary

- Kinder and TK went to Punkies; they had a great time
- 3rd graders studying lifecycles
- 4th grade studying the gold rush
- 5th graders went to the water agency
- 6th graders led the Halloween parade
- Walk a thon raised a record \$64,000.00
- Boys basketball is starting – 4 teams outside of the district are joining our league this year
- Read on Sonoma assembly is Thursday

Lisa Chapman – Mark West Charter

- Walk and roll day tomorrow. World kindness day tomorrow; students are creating gratitude chain
- 7th graders working on creating “heroes and monsters” narrative
- 8th grade is in the process of cross curricular creations
- PTA purchased new uniforms for the girls and boys basketball teams
- Enrollment – Lottery for the 25/26 school year will be held January 9, 2025. 41 families attended the Charter Parent info Night; of those, 33 completed and submitted applications

8.2 Special Education Coordinator/Michelle Franci

- Ms. Franci spotlighted the Special Education Certificated team including new hires

8.3 Director of Instructional Services Report/Lisa Warne – Ms. Warne presented information regarding Prop 28: The Arts and Music in Schools (AMS) Survey Results and preferences of our educational partners in consideration of the future development of Visual and Performing Arts programs within our district

8.4 Director of Maintenance and Operations/Mason Nakamura

- Interior and exterior window cleaning at sites
- Asphalt patching at San Miguel
- Thermal weeding at Mark West Elementary and Mark West Charter
- John B. Riebli kindergarten wing restrooms had the floors stripped of wax

8.5 Information Technology Manager/Jose Santamaria

- Adopted a new work order ticketing system; allows us to keep track of issues and establish data in order to create knowledge base. Managing and addressing issues that come in through the tickets.
- New phone system will be pushed back to summer of 2025. Planning and implementation has been significant
- Participate in training through AERIES Con
- Cyber security – districts throughout the state have been targeted more than they had in the past. Continue to be diligent in the monitoring of the district systems

8.6 Superintendent’s Report/Dr. Rachel Valenzuela

- Dr. Valenzuela invited the Board to attend the 2025/2026 TK/Kindergarten Parent Information Night on Wednesday, November 13th at 6:00pm in the Mark West Elementary MPR
- Dr. Valenzuela reviewed past years’ projections for TK/Kindergarten enrollment in relation to 2024/2025 enrollment and potential 2025/2026 enrollment

- Dr, Valenzuela discussed the modernization projects and the decision to scale back based on priorities for the 2025/2026 school year. Priorities for the 2025/2026 school year will include the update of two existing classrooms at San Miguel, the installation of two new portables at San Miguel and the installation of a covered walkway at San Miguel which in turn provides facilities for an expanded TK program at the site. Additionally, in addressing it this way, the need to sell our bonds is negated
- Dr. Valenzuela also addressed future construction projects, which will be underway following DSA approval

9. PUBLIC HEARING

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 6:09pm

9.1 Proposal for Implementing School Facilities Fees as Authorized by Educational Code Section 17620 and Government Codes 65995

Level I Developer Fee Study for the Mark West Union School District – Dated October 11, 2024

Chief Business Official, Renee Loeza, discussed the Developer Fee Study and the justification to increase developer fees

With no members of the public present, the Public Hearing closed at 6:18pm

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 ELO-P Memorandum of Understanding between the Mark West Union School and the Extended Childcare Coalition of Sonoma County (ECC)

10.2.3 Consideration of Approval of the Memorandum of Understanding between the Mark West Union School District and the California School Employees Association (CSEA) #570 regarding the Health Care Assistant – Non-Student Time

10.3 CURRICULUM

10.4 MINUTES

10.4.1 Consideration of Approval of the Minutes of the October 8, 2024 Regular Board Meeting

10.5 FACILITIES

10.6 DONATIONS

10.6.1 Consideration of Approval of a \$100.00 donation from Cristal Perkins for the San Miguel 6th Grade field trip

10.6.2 Consideration of Approval of a \$200.00 donation from Celeste Virdeh Decker for the San Miguel 6th Grade field trip

10.6.3 Consideration of Approval of a \$1,500.00 donation to the Mark West Charter Principals' Fund from the Mark West PTA

10.6.4 Consideration of Approval of a \$2,500.00 donation to the Mark West Charter Sports Program from the Mark West PTA

Trustee Azat read the donations and offered appreciation for their generosity.

On a motion by Trustee Azat, second by Trustee Burkem the Consent Agenda was approved. Aye=5, Nay=0, Abstention=0, Absent=0

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1. Consideration of Approval of the Master Agreement and Amendments between the Mark West Union School District and Quattrochi Qwok Architects for Architectural Services

On a motion by Trustee McKnight, second by Trustee Azat, the Master Agreement and Amendments between Mark West Union School District and Quattrochi Qwok Architects for Architectural Services were approved. Aye=5, Nay=0, Abstention=0, Absent=0

11.1.2 Consideration of Approval of the Master Agreement for Construction Project Management Services and Amendments between the Mark West Union School District and Cumming Group, a California corporation

On a motion by Trustee Burke, second by Trustee Smith, the Master Agreement for Construction Project Services and Amendments between the Mark West Union School District and Cumming Groups, a California corporation, were approved. Aye=5, Nay=0, Abstention=0, Absent=0

11.1.3 Consideration of Approval of Resolution #25-05 – Increasing School Facilities Fees as authorized by Government Code Section 65995 (b) 3

On a motion by Trustee Azat, second by Trustee McKnight, Resolution #25-05 – Increasing School Facilities Fees as authorized by Government Code Section 65995 (b) 3 was approved. Aye=5, Nay=0, Abstention=0, Absent=0

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

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.5 ADMINISTRATION

11.5.1 Review and Possible Action to Approve December 17, 2024 for the Annual Organizational Meeting. December 10, 2024 is currently the date set for the Regular Board Meeting. Per Education Code 35143, the Organizational Meeting must be held within 15 days of the second Friday in December (between December 13th and December 28th this year). The date for the Organizational Meeting must be selected by the Board at its Regular Board Meeting held immediately prior to December 1st.

On a motion by Trustee Azat, second by Trustee Burke, the Board voted to hold their annual Organizational Meeting at 5:00pm on Tuesday, December 17, 2024. Aye=5, Nay=0, Abstention=0, Absent=0

12. EVALUATION OF THE BOARD MEETING

13. INFORMATIONAL ITEMS

13.1 Expanded Learning Opportunities Program (ELO-P) Expenditure Report

13.2 RESIG Self Insured Report 2023-2024

14. FUTURE MEETINGS

The next Regular Board Meeting will be held on Tuesday, December 10, 2024 at 5:00pm. The Annual Organizational Meeting will be held Tuesday, December 17, 2024 at 5:00pm .

15. ADJOURNMENT 6:32pm

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 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:

Dr. Rachel Valenzuela, Superintendent

Sara Azat, Board Clerk