

**MARK WEST UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
AGENDA
Tuesday, January 7, 2025**

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

The meeting is open to the public 5:00 P.M.

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

Board Members

Sara Azat, President
Brian Burke, Clerk
Victor McKnight
Priscilla Jaworski-Quintanilla
Aaron Smith

Staff Members

Dr. Rachel Valenzuela, Superintendent
Renee Loeza, Chief Business Official
Lisa Warne, Director of Instructional Services
Michelle Franci, Special Education Coordinator
Principals: Emily Todd, Patrick Eagle, Kelli Osorio
Lisa Chapman
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 – 4:00 P.M.

- 2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)
(Government Code 54957)
- 2.2 Conference with Legal Counsel: Anticipated Litigation (Government Code 54957.7)

3. STUDY SESSION: - There is no Study Session

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

There will be no student presentations as staff and students returned from Winter Break on January 6, 2025

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 – all will present oral reports
John B. Riebli Elementary – Emily Todd
Mark West Elementary – Kelli Osorio
San Miguel Elementary – Patrick Eagle
Mark West Charter – Lisa Chapman
- 8.2 Special Education Coordinator/Michelle Franci
- 8.3 Director of Instructional Services/Lisa Warne
- 8.4 Director of Maintenance & Operations/Mason Nakamura
- 8.5 Information Technology Manager/Jose Santamaria
- 8.6 Superintendent’s Report/Dr. Rachel Valenzuela

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 Statement of Facts – Roster of Public Agencies Filing](#)

[10.2.3 Consideration of Approval of the Visual and Performing Arts \(VAPA\) Teacher Job Description](#)

[10.2.4 Consideration of Approval of the Williams Settlement Quarterly Uniform Complaint Summary
10/1/24 – 12/31/24](#)

[10.2.5 Consideration of Approval of Mrs. Tunzi and Mrs. Johnson’s 4th Grade classes at John B. Riebli
Elementary – Overnight Field Trip Request to Coloma, April 7 – April 8, 2025](#)

[10.2.6 Consideration of Approval of the Updated Certificated Auxiliary Pay Scale](#)

10.3 CURRICULUM

10.3.1 Consideration of Approval of the 2023/2024 School Accountability Report Cards (SARC)
pending an Informational Update from the CDE:

[John B. Riebli Elementary SARC](#)

[Mark West Elementary SARC](#)

[San Miguel Elementary SARC](#)

[Mark West Charter School SARC](#)

10.4 MINUTES

[10.4.1 Consideration of Approval of the Minutes of the Regular Board Meeting – December 10, 2024](#)

[10.4.2 Consideration of Approval of the Minutes of the Annual Board Organizational Meeting –
December 17, 2024](#)

10.5 FACILITIES

10.6 DONATIONS

[10.6.1 Consideration of Approval of a \\$1,000.00 scholarship from the Angel Island Station Foundation
to Mrs. Bourdage’s 5th grade class field trip on January 16, 2025](#)

10.6.2 Consideration of Approval of a \$250.00 donation from Silver Star Inc. to John B. Riebli
Elementary for the 6th grade

10.6.3 Consideration of Approval of a \$250.00 donation from Senior Care Living to John B. Riebli
Elementary for the 6th grade

10.6.4 Consideration of Approval of a \$250.00 donation from Cloverus, Inc. dba Clover Senior Care
to John B. Riebli Elementary 6th grade

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.1.1 Consideration of Approval of the [Audit Certification, 2023-2024 Financial Report/Audit \(No Findings\)](#); [Audit Review Letter from Stephen Roatch Accountancy Corporation for the year ending June 30, 2024](#)

11.2 CURRICULUM

11.3 FACILITIES

11.3.1 Consideration of Approval of the December 2024 Facility Inspection Tool (FIT) Reports for:

[John B. Riebli Elementary](#)
[Mark West Elementary](#)
[San Miguel Elementary](#)
[Mark West Charter School](#)

11.4 BOARD POLICIES

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

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

13. INFORMATIONAL ITEMS

13.1 Stimulus Funding Report

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, February 11th, 2025 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, 707-524-2972.