

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

**Tuesday, March 11, 2025**

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| The meeting will be held in the District Office Learning Center<br>305 Mark West Springs Rd.<br>Santa Rosa, CA 95404 |
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The meeting is open to the public at 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**

Rachel Valenzuela, Superintendent  
Renee Loeza, Chief Business Official  
Lisa Warne, Director of Instructional Services  
Michelle Franci, Special Education Coordinator  
Principals: Emily Todd, Kelli Osorio, Patrick Eagle,  
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: 4:00pm**

2.1 Public Employment (Discipline/Dismissal/Release, Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs) (Government Code 54957)

**3. 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**

Students from Mrs. Johnson's and Mrs. Tunzi's 4<sup>th</sup> Grade classes will present their 22<sup>nd</sup> Mission 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 Miguel Elementary](#)
- [Lisa Chapman, Mark West Charter School](#)

**8.2 Director of Instructional Services/Lisa Warne – Ms. Warne will review the Youth Truth Survey results**

**8.3 Special Education Coordinator/Michelle Franci**

**8.4 Director of Maintenance and Operations/Mason Nakamura**

**8.5 Information Technology Manager/Jose Santamaria**

**8.6 Superintendent’s Report/Dr. Rachel Valenzuela – Dr. Valenzuela will present an oral report**

**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.*

**9.1 Notice of Public Hearing regarding the Charter Schools’ 5 Year Renewal Request for:**

- [John B. Riebli Charter Elementary 2025 – 2030](#)
- [San Miguel Charter Elementary 2025 – 2030](#)
- [Mark West Charter School 2025 - 2030](#)

**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 Occupational Therapist Job Description](#) and [2024-2025 Certificated Salary Schedule](#)

[10.2.3 Consideration of Approval of the IT Support Specialist Job Description](#) and [2024-2025 Classified Salary Schedule](#)

[10.2.4 Consideration of the Memorandum of Understanding between the Mark West Union School District and the Sonoma County Office of Education for the Mark West Data Dashboard Project](#)

[10.2.5 Consideration of Approval of the 2024-2025 Maintenance and Operations Obsolete Items List](#)

**10.3 CURRICULUM**

**10.4 MINUTES**

[10.4.1 Minutes of the February 11, 2025 Regular Board Meeting](#)

**10.5 FACILITIES**

**10.6 DONATIONS**

**10.6.1** Consideration of Approval of an anonymous donation in the amount of \$1,000.00 to the John B. Riebli Library

**11. ACTION/DISCUSSION ITEMS**

**11.1 BUSINESS**

**11.1.1** Consideration of Approval of the Mark West Union School District Second Interim Report for 2024 – 2025

- [Part 1](#)
- [Part 2](#)
- [Part 3](#)

**11.1.2 Consideration of Approval of the 2025-2026 Mark West Union School District Transportation Plan**

**11.2 CURRICULUM**  
**11.3 FACILITIES**

**11.4 BOARD POLICIES**

**11.5 ADMINISTRATION**

[11.5.1 Consideration of Approval of Resolution #25-08 John B. Riebli Elementary Charter School 5 Year Renewal Request - 2025-2030](#)

[11.5.2 Consideration of Approval of Resolution #25-09 San Miguel Elementary Charter School 5 Year Renewal Request - 2025-2030](#)

[11.5.3 Consideration of Approval of Resolution #25-10 Mark West Charter School 5 Year Renewal Request - 2025-2030](#)

[11.5.4 Consideration of Approval of Resolution #25-11 In the Matter of the Decision to Release Temporary Certificated Employees \(who either served at least 75% of the number of days in the 2024-2025 school year and those who served less than 75% of the number\)](#)

[11.5.5 Consideration of Approval of Resolution #25-12 In the Matter of the Elimination of Certain Positions in the Permanent Classified Service and Directing Notification of Classified Employees](#)

[11.5.6 Consideration of Approval of Resolution #25-13 in the Matter of the Elimination of Certain Vacant Positions in the Classified Service](#)

[11.5.7 Consideration of Approval of Resolution #25-14 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 Annual Required Financial Disclosures 2024-2025: Audited Financials year ending 6/30/2024, 2024-2025 Board Approved Budget, and Property Tax Information as required for Continuing Disclosures for sold G.O. Bonds on MSRB site](#)

**14. FUTURE MEETINGS**

The next Regular Board of Trustees meeting will be held on Tuesday, April 8, 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 at 707-524-2972.