

MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
Tuesday, December 10, 2024

The meeting was held in the District Office Learning Center
305 Mark West Springs Rd.
Santa Rosa, CA 95404

The opened to the public 5:00pm

1. CALL TO ORDER, ROLL CALL: 5:00pm

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: Patrick Eagle, Kelli Osorio, Emily Todd
Lisa Chapman
Special Education Coordinator, Michelle Franci
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 was no Closed Session

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

3. OPEN SESSION: PUBLIC MEETING: 5:00 P.M.

3.1 The meeting was called to order at 5:00 P.M.

3.2 Pledge of Allegiance

3.3 Introductions

3.4 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

3.5 Report Out of Closed Session

4. PRESENTATIONS

Students from Ms. Annino's and Ms. Fluit's Transitional Kindergarten classes performed holiday songs

5. BOARD CORRESPONDENCE

(Board Correspondence is provided for the purpose of reviewing correspondence addressed to or received by the Board.)

6. 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.)

- Trustees McKnight, Burke and Jaworski-Quintanilla all attended the Mark West Area Chamber of Commerce's Annual Tree Lighting at Mark West Elementary. All commented on what a wonderful event it is celebrating community connections and the holidays. Kudos extended to the Mark West Union
-

School District music and choral students and their Director, Kara Kaufman for their outstanding performances at the event!

7. ADMINISTRATIVE REPORTS

7.1 School Reports/Principals – All will present oral reports

John B. Riebli Elementary – Emily Todd

- Hosting lots of Parent Tours for interested parents
- PTA hosted trash “pick up day”; 7 full bags of trash were collected
- 5th graders had a great time on their overnight field trip
- Canned food drive is scheduled for next week as well as themed “dress up days”

Mark West Elementary – Kelli Osorio

- Canned food drive is underway
- Student council has been selling Mark West Elementary “swag”
- 3rd graders will be hosting their annual “Heritage Potluck” on Thursday, 12/12 at lunch in the MPR
- Teachers are currently DIBELS testing
- 6th grade students participated in an “Egyptian Day”

San Miguel Elementary – Patrick Eagle

- Coops are currently assessing grade level trends
- Annual Elves Workshop was held and was once again highly successful! This year a “Maker Area” was included and students could showcase items they had made!
- Basketball is underway and we are please that two additional school districts have joined our league
- Disney Day is coming up

Mark West Charter School – Lisa Chapman

- Coops are currently underway with 7th/8th grade level teams
- 8th grade completed their “Hidden Figures” unit
- Observation – 15 students sored their highest level on the ELA testing
- 8th grade will be attending “Hamilton” in San Francisco
- 7th graders are completing their Memory Books
- Career Explorations – students voted to have presentations from a Data Analyst, Nurse, and the Military as part of the Magnolia Project Internship Program

7.2 Special Education Coordinator/Michelle Franci

- Mark West Charter School was selected by the CDE to complete a Special Education Self Reflection
- Currently reviewing IEP’s in order to ensure compliance with CDE guidelines
- Working with Alicia Mills in the creation of updates for the Special Education page of the District website

7.3 Director of Instructional Services/Lisa Warne

- Ms. Warne provided an overview of the 2024 California School Dashboard

7.4 Director of Maintenance and Operations/Mason Nakamura

- Busy few weeks; trying to stay ahead of storm related concerns and getting ahead on general cleaning

7.5 Information Technology Manager/Jose Santamaria

- A statewide, Wi-Fi outage caused significant delays in our systems however, everyone else was also affected by the same issue
- Currently working with staff on the new ticketing system; providing support
- In the process of categorizing and updating the District’s asset management system

7.6 Superintendent’s Report/Dr. Rachel Valenzuela

- TK Enrollment for 2025-2026 school year: We opened TK/Kindergarten Online Enrollment for the 2025-2026 school year on December 2, 2024 at 5:00pm. As of this report on December 10, 2024, we currently have enrolled enough students for 4 classrooms with a goal of filling 8 classrooms district wide. Principals continue to conduct numerous parent tours and we are very pleased with our numbers at this time.
- The Classified Union has expressed interest in how we can retain staff; is it possible to create “block” scheduling for Classified staff? In partnership with CSEA 570, the district has been working on a block schedule system which will eliminate most of the gaps in daily schedules and thereby support staff retention.

Dr. Valenzuela gave appreciations to CBO, Renee Loeza, for overseeing this project and working with site principals. The hope is that the new, block scheduling system, will be ready for implementation in the 25/26 school year

- The Annual Mark West Area Chamber of Commerce Tree Lighting was a wonderful event! “Our student musicians and choral members performed for a packed, standing room only audience! Such a wonderful community event we are honored to share with the Chamber.”
- Dr. Valenzuela continues to enjoy weekly site visits

8. 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.

Public Hearing opened at 6:04pm.

San Miguel teacher, John Menth, addressed the Board regarding his concerns involving the upcoming plan for two, new portables at San Miguel Elementary. The Board appreciated Mr. Menth’s comments.

Chief Business Official, Renee Loeza, presented a brief overview of the 2023-2024 Developer Fee Financial Data and AB1200 Public Disclosure of Collective Bargaining Agreement and Ratification between the Mark West Union School District and CSEA 570 2024-2027.

8.1 Developer Fees Report 2023-2024 and 2023-2024 Developer Fee Financial Data

8.2 AB1200 Public Disclosure of Collective Bargaining Agreement and Ratification between the Mark West Union School District and CSEA 570 2024-2027

With no further public comment, the Public Hearing was closed at 6:13pm.

9. 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.

9.1 PERSONNEL

9.1.1 Consideration of Approval of all items on the Personnel Form

9.2 BUSINESS

9.2.1 Consideration of Approval of the Vendor Warrant Report

9.2.2 Consideration of Approval of the Memorandum of Understanding between the Mark West Union School District and CSEA 570 regarding Lead Head Custodian

9.2.3 Consideration of Approval of the Classified Auxiliary Pay Scale effective January 1, 2025

9.2.4 Consideration of Approval of the Service Agreement between the Mark West Union School District and Aarrestad -Gjervik Consulting in preparation of E-Rate grant submittal

9.2.5 Consideration of Approval of the Revised 2023-2024 Classified Salary Schedule and Ranges

9.2.6 Consideration of Approval of the Revised 2024-2025 Classified Salary Schedule and Ranges

9.2.7 Consideration of Approval of the 2025-2026 Classified Salary Schedule

9.3 CURRICULUM

9.4 MINUTES

9.4.1 Consideration of Approval of the Minutes of the November 12, 2024 Regular Board Meeting

9.5 FACILITIES

9.6 DONATIONS

9.1 Consideration of Approval of an \$800.00 donation from Nathan Ehni, DBA N&E Equip, PND Equipment, LLC to San Miguel Elementary for 6th Grade fieldtrips

9.2 Consideration of Approval of a donation of soccer balls and basketballs for school sites in the Mark West Union School District valued at approximately \$100.00 from Tommy Isachsen and Santa Rosa Soccer/Empire Youth Soccer

Trustee Azat read the donations and extended the Board's appreciation. On a motion by Trustee Burke, second by Trustee Azat, the Consent Agenda was unanimously approved. Aye=5, Nay=0, Abstention=0, Absent=0

10. ACTION/DISCUSSION ITEMS

10.1 BUSINESS

10.1.1 Consideration of Approval of AB1200 Public Disclosure of Collective Bargaining Agreement between the Mark West Union School District and CSEA 570 July 1, 2024 – June 30, 2027

On a motion by Trustee McKnight, second by Trustee Azat, AB1200 Public Disclosure of Collective Bargaining Agreement between the Mark West Union School District and CSEA 570 for July 1, 2024 – June 30, 2027 was approved. Aye=5, Nay=0, Abstention=0, Absent=0

10.1.2 Consideration of Approval of the Mark West Union School District's First Interim Report for the 2024-2025 Fiscal Year

- Part I
- Part II
- Part III

On a motion by Trustee Azat, second by Trustee Burke, the Mark West Union School District's First Interim Report, Parts 1, 2, and 3 for the 2024-2025 school year was approved. Aye=5, Nay=0, Abstention=0, Absent=0

10.1.3 Consideration of Approval of **Resolution #25-06**, Developer Fees Annual Report – 2023-2024 Fiscal Year

On a motion by Trustee Burke, second by Trustee McKnight, Resolution #25-06, Developer Fees Annual Report 2023-2024 Fiscal Year 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

10.1.4 Consideration of Approval of **Resolution #25-07**, to Establish Committed Funds Balances

On a motion by Trustee Azat, second by Trustee Burke, Resolution #25-07 to Establish Committed Funds Balances was approved. Aye=5, Nay=0, Abstention=0, Absent=0

10.2 CURRICULUM

10.3 FACILITIES

10.4 BOARD POLICIES

10.5 ADMINISTRATION

11. EVALUATION OF THE BOARD MEETING

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

12. INFORMATIONAL ITEMS

12.1 Universal Pre-Kindergarten Planning and Implementation Grant Expenditure Report

13. FUTURE MEETINGS

The Annual Organizational Board Meeting will be held on December 17, 2024 at 4:00pm. The next Regular Board Meeting will be held Tuesday, January 7, 2025 at 5:00pm.

14. 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.

Respectfully Submitted By:

Approved by:

Dr. Rachel Valenzuela, Superintendent

Brian Burke, Board Clerk