

**MARK WEST UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
Agenda  
Tuesday, May 13, 2025**

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

The meeting is open to the public 4:00 P.M.

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

**Board Members**

Sara Azat, President  
Brian Burke, Clerk  
Priscilla Jaworski-Quintanilla  
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  
Mason Nakamura, Director of Maintenance & Operations  
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: 3:00pm**

2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)  
(Government Code 54957) End of Year Evaluation – Superintendent

**3. BOARD STUDY SESSION: 4:00-5:00PM (Open to the Public)**

3.2 Director of Instructional Services, Lisa Warne, will discuss with the Board of Trustees of the Mark West Union School District: [Local Control and Accountability Plan \(LCAP\) for 2025-2026](#)

The Board of Trustees will review relevant data, actions, and services included in the LCAP, and input will be requested as part of the annual process to update and improve the LCAP

**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**

5.1 The Board will recognize English Language Learner students who have been re-designated as Fluent English speakers  
5.2 The Board will recognize the winners of the Superintendent Bacon Young Writers' Awards:  
Connor Melligan, John B. Riebli; Moses Guangco, Mark West Elementary; Luna Au, San Miguel Elementary; Kayleigh Estrada, Mark West Charter School  
5.3 Mrs. Gonzalez's TK Class from San Miguel Elementary will make a presentation on lifecycles

## **6. BOARD CORRESPONDENCE**

**6.1 Letter from Sarah Lampenfeld, Assistant Superintendent of Business Services, Sonoma County Office of Education confirming Positive Certification of the Second Interim Report for the 2024-2025 Fiscal Year**

## **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 Principal Reports:**

[Emily Todd, John B. Riebli](#)

[Kelli Osorio, Mark West Elementary](#)

[Patrick Eagle, San Miguel Elementary](#)

[Lisa Chapman, Mark West Charter](#)

**8.2 Director of Instructional Services/Lisa Warne:** Andrea Farrell, [2025 Summer Enrichment Academy](#)  
Principal will present an overview of the planned program

**8.3 [Director of Maintenance and Operations/Mason Nakamura](#)**

**8.4 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.*

## **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 MOU between the Mark West Union School District and the North Coast School of Education Teacher Induction Program: July 1, 2025 – June 30, 2026**

**10.2.3 Consideration of Approval of the MOU between the Mark West Union School District and the North Coast School of Education Career Technical Education Program: July 1, 2025 – June 30, 2026**

**10.2.4 Consideration of Approval of the MOU between the Mark West Union School District and the North Coast School of Education "Be a Teacher" Intern Program and Permit Holder Professional Development Series: July 1, 2025 – June 30, 2026**

**10.2.5 Consideration of Approval of the 2025-2026 Salary Schedules including: [Classified Salary Schedule and Ranges](#); [Certificated Salary Schedule](#); [Counselor Salary Schedule](#); [Psychologist/Speech Language Pathologist](#); [Administrative – Vice Principal](#); [Administrative – Principal/Director](#); [Administrative – Special Education Coordinator](#); [Classified Management/Confidential](#); [Management](#)**

**10.2.6 Consideration of Approval of the Revised Certificated Substitute Rates (effective May 1, 2025)**

**10.2.7 Consideration of Approval of the Meal Vendor Notice of Invitation for Bid – IFB 25-002**

**10.2.8 Consideration of Approval of the Agreement for Consulting Services between the Mark West Union School District and Stanton Inspection Services Inc. as DSA Project Inspector of Record**

**10.2.9 Consideration of Approval of the Agreement for Consulting Services between the Mark West Union School District and Crawford and Associates Inc. as the duly qualified consultant in the areas of special inspections and material testing**

**10.2.10 Consideration of Approval of the Schools and Libraries Universal Service Certification by Administrative Authority to Billed Entity of Compliance with the Children's Internet Protection Act**

**10.2.11 Consideration of Approval of the Notice of Intent to Award Letter to Cestarollo Construction for the San Miguel Elementary School Portables and Covered Walkway Projects**

**10.2.12 Consideration of Approval of Exhibit D; Amendment No. 4 – San Miguel Portable Project – Additional Fire Alarm work pursuant to the Master Services Agreement between the Mark West Union School District and Quattrocchi Kwok Architects effective November 12, 2024**

[10.2.13 Consideration of Approval of an additional Selection of Retainer Amount between the Mark West Union School District and School and College Legal Services for the 2024-2025 school year](#)  
[10.2.14 Consideration of Approval of the updated Occupational Therapist Job Description](#)

**10.3 CURRICULUM**

**10.4 MINUTES**

[10.4.1 Consideration of Approval of the Minutes of the April 8, 2025, Regular Board Meeting](#)

**10.5 FACILITIES**

**10.6 DONATIONS**

**11. ACTION/DISCUSSION ITEMS**

**11.1 BUSINESS**

[11.1.1 Consideration of Approval of Resolution #25-17 the Authorization to make Transfers Between Fund Balances and Expenditures at Close of Year per Education Code 42601](#)

[11.1.2 Consideration of Approval of Resolution #25-18 to Establish Temporary Interfund Transfers of Special or Restricted Funds \(Borrowing\) per Education Code 42603](#)

[11.1.3 Consideration of Approval of Resolution #25-19 Approving the Use of mClass as a Universal Screener for Reading Difficulties Including Risk of Dyslexia in Accordance with Education Code 53008](#)

[11.1.4 Consideration of Approval of Resolution #25-20 in the Matter of Uniform Public Construction Cost Accounting Procedures and the Uniform Public Construction Cost Accounting Act \(CUPCCAA\)](#)

[11.1.5 Consideration of Approval of Resolution #25-21 Decision Not to Reemploy Classified Employees](#)

[11.1.6 Consideration of Approval of the Mark West Union School District's Learning Continuity Plan](#)

**11.2 CURRICULUM**

11.2.1 Consideration of Approval of the 2024-2025 Single Plan for Student Achievement (SPSA) for –

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

**11.3 FACILITIES**

**11.4 BOARD POLICIES**

11.4.1 Consideration of Approval of updated [Board Policy](#) and [Administrative Regulation](#) 3311.1 – Uniform Public Construction Cost Accounting Procedures

**11.5 ADMINISTRATION**

[11.5.1 Consideration of Approval of Resolution #25-22, Classroom Capacity for the 2025-2026 School Year](#)

[11.5.2 Consideration of Approval of the 2025-2026 Declaration of Need for Fully Qualified Educators](#)

**12. EVALUATION OF THE BOARD MEETING**

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

**13. INFORMATIONAL ITEMS**

**14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, June 10, 2025 at 4:00pm

A Special Board Meeting will be held on Thursday, June 12, 2025 at 8:30am

**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 to the Superintendent, 707-524-2972.