

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

**Tuesday, August 12, 2025**

The meeting will be held at the Mark West Union School District Learning Center 305 Mark West Springs Rd. 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**

**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  
Kate Westrich, Director of Instruction & Student Services  
Michelle Franci, Special Education Coordinator  
Mason Nakamura, Director of Maintenance & Oper  
Jose Santamaria, IT Manager  
Alicia Mills, Executive Assistant to the Superintendent

**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**

The Board will not hold a Study Session this month.

**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 presentations or recognitions at this time.

**6. BOARD CORRESPONDENCE**

[6.1 Letter from Sarah Lampenfeld, Assistant Superintendent, SCOE Business Services and Jennifer Larson, Assistant Superintendent, SCOE Student Support Services approving the 2025-2026 LCAP.](#)

**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** – Administrators will present oral reports

- 8.1 School Reports/Principals
- 8.2 Director of Instruction and Student Services/Kate Westrich
- 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

**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 Kate Westrich, Director of Instruction and Student Services

**10.2 BUSINESS**

- [10.2.1 Consideration of Approval of the Vendor Warrants](#)
- [10.2.2 Consideration of Approval of the 2025-2026 Consolidated Application Certification of Assurances](#)
- [10.2.3 Consideration of Approval of the Solution Tree Purchase Agreement effective Jun 12, 2025 for CAPS Network Registrations](#)
- [10.2.4 Consideration of Approval of the CDE's Final Plan Approval for new buildings – San Miguel Elementary](#)
- [10.2.5 Consideration of Approval of the Sonoma County Information Sharing Multiagency Agreement](#)
- [10.2.6 Consideration of Approval of the Brelje and Race "Exhibit A" Scope of Surveying Services, San Miguel Elementary Portable Classrooms and Walkway Canopy Project](#)
- [10.2.7 Consideration of Approval of the Project Design Plan Summary for Additions, San Miguel Elementary](#)
- [10.2.8 Consideration of Approval of the Agreement between the Mark West Union School District and Subtronic Corporation – Underground Utilities Survey – Contract in the amount of \\$2,856.00](#)
- [10.2.9 Consideration of Approval of SFPD 4.07 and SFPD 4.08 – Plan Submission Requirements for New construction – Parts 1 and 2](#)
- [10.2.10 Consideration of Approval of the Professional Services Agreement between the Mark West Union School District and Brunsing and Associates, Inc., May 27, 2025](#)
- [10.2.11 Consideration of Approval of the Agreement for Consulting Services between Brunsing and Associates and the Mark West Union School District, June 10, 2025](#)

**10.3 CURRICULUM**

**10.4 MINUTES**

- [10.4.1 Minutes of the Regular June 10, 2025 Board Meeting](#)
- [10.4.2 Minutes of the Special June 12, 2025 Board Meeting](#)

**10.5 FACILITIES**

- [10.5.1 Williams Settlement Quarterly Uniform Complaint Report Summary – April 2025 – June 2025](#)

**10.6 DONATIONS**

**11. ACTION/DISCUSSION ITEMS**

**11.1 BUSINESS**

- [11.1.1 Consideration of Approval of Resolution #26-01, acknowledging five certifications for Applications received beyond bond authority required to submit modernization and new construction Funding applications to the Office of Public School Construction](#)
- [11.1.2 Consideration of Approval of Resolution #26-02 acknowledging the five-year Facilities Master Plan certifications required to submit modernization and new construction funding applications to the Office of Public School Construction](#)

[11.1.3 Consideration of Approval of Resolution #26-03 Designation of District Representative](#)  
[11.1.4 2025-2026 Budget Upates](#)

**11.2 CURRICULUM**

**11.3 FACILITIES**

**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**

**14. FUTURE MEETINGS**

The next Regular Board meeting will be held on Tuesday, September 9th, 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, Executive Assistant to the Superintendent, Mark West Union School District, 305 Mark West Springs Road, Santa Rosa, CA, 95404, or telephone (707) 524-2972.