

MARK WEST UNION SCHOOL DISTRICT
Minutes of the BOARD OF TRUSTEES MEETING
AGENDA

Tuesday, August 12, 2025

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

The meeting opened 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
 Principals: Lisa Chapman, Bennett Holley, Kelli Osorio,
 Emily Todd
 Mason Nakamura, Director of Maintenance & Operations
 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 was 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

On a motion by Trustee Burke, second by Trustee McKnight, the Agenda Order was approved. Aye=5, Ney=0, Abstention=0, Absent=0

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.)

Trustee Jaworski-Quintanilla formally announced that she will be submitting her resignation from the Board of Trustees effective at the close off the September 2025 Board Meeting due to a career advancement.

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

Given that the 2025-2026 school year did not start until the day after the Board meeting, the administrative team provided brief updates on what their sites were doing in preparation for the new year.

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.

No members of the public were present

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

On a motion by Trustee Smith, second by Trustee Burke, the Consent Agenda was approved. Aye=5, Ney=0, Abstention=0, Absent=0

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

On a motion by Trustee Jaworski-Quintanilla, second by Trustee McKnight, **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 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Jaworski-Quintanilla, Aye; Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Azat, Aye

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

On a motion by Trustee McKnight, second by Trustee Smith, **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 was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Jaworski-Quintanilla, Aye; Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Azat, Aye.

11.1.3 Consideration of Approval of **Resolution #26-03** Designation of District Representative

On a motion by Trustee Jaworski-Quintanilla, second by Trustee Burke, **Resolution #26-03** Designation of District Representative was approved. Aye=5, Ney=0, Abstention=0, Absent=0

Roll Call: Trustee Jaworski-Quintanilla, Aye; Trustee Smith, Aye; Trustee McKnight, Aye; Trustee Burke, Aye; Trustee Azat, Aye.

11.1.4 2025-2026 Budget Updates

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.

Respectfully Submitted By:

Approved By:

Dr. Rachel Valenzuela, Superintendent

Brian Burke, Board Clerk