

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

Tuesday, October 14, 2025

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

The meeting is open to the public at 5:00p.m.

1. CALL TO ORDER, ROLL CALL

Board Members

Sara Azat, President

Brian Burke, Clerk

Victor McKnight

Aaron Smith

Vacancy

Staff Members

Dr. Rachel Valenzuela, Superintendent

Renee Loeza, Chief Business Official

Kate Westrich, Director of Instruction & Student Services

Principals: Emily Todd, Kelli Osorio, Bennett Holley,

Lisa Chapman

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: 4:30-5:00pm

2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)
(Government Code 54957) Superintendent's Evaluation

3. STUDY SESSION: There will be no Study Session

4. PUBLIC MEETING at 5:00pm

4.1 The meeting will be called to order at 5:00p.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 7th grade students from Mr. Dietrick's and Mr. Carusone's classes at Mark West Charter School will present their history and science 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: Written reports only – no follow up discussion

- 8.1 School Reports/Principals
[Emily Todd – John B. Riebli](#)
[Kelli Osorio – Mark West Elementary](#)
[Bennett Holley – San Miguel](#)
[Lisa Chapman – Mark West Charter](#)
- 8.2 [Director of instruction & Student Services/Kate Westrich](#)
- 8.3 [Director of Maintenance & Operations/Mason Nakamura](#)
- 8.4 [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.

- Board of Trustees President, Sara Azat, will review the public interview and selection process for the Provisional Appointment to the Board
- Three candidates successfully completed and submitted their applications by the required deadline of September 30, 2025. The candidates are (in alphabetical order by last name):

**Haley Brown-Woods
Tracy Kendall
Hannah Morales**

- The candidates are required to be in attendance, in person, at the October 14, 2025 Regular Board Meeting at 5:00pm in order to complete their individual interview process in an open and public forum
- Following the Board's selection as the Provisional Appointee, the successful applicant will immediately be sworn in and seated

**Oath of office will be administered by the Mark West Union School District
Board of Trustees President, Sara Azat**

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 Proposition 28: Arts and Music in Schools Funding Annual Report Fiscal Year 2024-2025 for [Mark West Union Elementary](#), [San Miguel Elementary](#), [John B. Riebli Elementary](#), [Mark West Charter](#)

10.2.3 Consideration of Approval of the Data Use Agreement between the Mark West Union School District and Carelon Behavioral Health Inc. related to the Children and Youth Behavioral Health Initiative (CYBHI)

10.2.4 Consideration of Approval of the CDE Plan Submission Requirements for Modernization Projects – [John B. Riebli Elementary](#)

10.2.5 Consideration of Approval of the CDE Plan Submission Requirements for Modernization Projects – [San Miguel Elementary](#)

10.2.6 Consideration of approval of American Modular Systems Change Order dated 9/8/25 for [John B. Riebli Elementary](#)

10.2.7 Consideration of Approval of an Overnight Fieldtrip request to Caritas Creek Environmental Education Program; February 17 – 20, 2026 for Ms. Gonsalves' and Ms. Sunde's classes, [John B. Riebli](#)

10.2 BUSINESS (cont)

[10.2.8 Consideration of Approval of the Memorandum of Understanding between the Mark West Union School District and CSEA 570 regarding Temporary Support Assistant \(TSA\) Non Student Time](#)

[10.2.9 Consideration of Approval of Exhibit D – Amendment No. 05 – San Miguel Portable Project - Additional Structural](#)

[10.2.10 Consideration of Approval of Exhibit D – Amendment No. 06 – San Miguel Modernization Additional Structural](#)

[10.2.11 Consideration of Approval of Amendment No. 06 – DSA Legacy Closeout – PO Increase for Continued DSA Legacy Project Support to be added to Project Master Agreement](#)

10.3 CURRICULUM

[10.3.1 Consideration of Approval of the Williams Settlement Quarterly Uniform Complaint Report Summary; 1st Quarter - July 1, 2025 - September 30, 2025](#)

10.4 MINUTES

[10.4.1 Consideration of Approval of the Minutes of the September 9, 2025 Regular Board Meeting](#)

10.5 FACILITIES

10.6 DONATIONS

10.6.1 Consideration of Approval of a \$500.00 donation from Stephen and Sylvia Andreis to Ms. Esposito's 6th Grade Class, Mark West Elementary

10.6.2 Consideration of Approval of a \$350.00 matching funds donation from E&J Gallo Winery c/o Bonterra Tech to the Mark West Charter School's sports program

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

[11.1.1 Consideration of Approval of **Resolution #26-07** Designating October 13 - October 17, 2025 as the Week of the School Administrator](#)

[11.1.2 Consideration of Approval of **Resolution #26-08** Corporate Resolution – Exchange Bank Signatory](#)

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.5 ADMINISTRATION

12. EVALUATION OF THE BOARD MEETING

13. INFORMATIONAL ITEMS

[13.1 2024-2025 Educator Effectiveness Funds \(EEF Report\)](#)

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, November 4, 2025

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.