

**MARK WEST UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
AGENDA
Tuesday, November 4, 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
Tracy Lavin Kendall
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
Principals: Emily Todd, Kelli Osorio, Bennett Holley,
Lisa Chapman
Mason Nakamura, Director of Maintenance & Operations
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: 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 4th Grade students from Mrs. Tunzi and Mrs. Johnson's classes will present their dioramas

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:

- 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](#) – Rachel Icaza from the Sonoma County Library will present on the “Student One” Card
- 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 – Dr. Valenzuela will present an Oral Report

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 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 Memorandum of Understanding between the Mark West Union School District and the Sonoma County Library’s Student OneCard Program](#)

10.3 CURRICULUM

10.4 MINUTES

[10.4.1 Consideration of Approval of the Minutes of the October 14, 2025 Regular Board Meeting](#)

10.5 FACILITIES

10.6 DONATIONS

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

11.2 CURRICULUM

11.3 FACILITIES

11.4 BOARD POLICIES

11.5 ADMINISTRATION

11.5.1 Review and possible Action to approve December 16, 2025 for the Annual Board Organizational Meeting. December 9, 2025 is currently the date set for the Regular December Board Meeting. Per Education Code 35143, the Organizational Meeting must be held within 15 days of the second Friday in December (between December 12th and December 27th this year). The date for the Organizational Meeting must be selected by the Board at its Regular Board Meeting held immediately prior to December 1st.

12. EVALUATION OF THE BOARD MEETING

13. INFORMATIONAL ITEMS

[13.1 Letter from Jennifer Larson, Ed.D., Assistant Superintendent, Student Support Services and Accountability regarding Williams Settlement Findings for 2025-2026 Site Visits - all markers met](#)

14. FUTURE MEETINGS

The next Regular Board meeting will be held on Tuesday, December 9, 2025 at 5:00pm. The Annual Organizational Meeting may be held on Tuesday, December 16, 2025 (subject to Board Approval of Item 11.5.1). Time TBA.

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.