

MARK WEST UNION SCHOOL DISTRICT
Minutes of the Regular BOARD OF TRUSTEES MEETING
Tuesday, November 4, 2025

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

The meeting opened 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 was 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

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

4.5 Report Out of Closed Session

The Board approved Superintendent Valenzuela's evaluation format

5. PRESENTATIONS/RECOGNITIONS

5.1 4th Grade students from Mrs. Tunzi's and Mrs. Johnson's classes at John B. Riebli Elementary will presented 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.)

Trustee Lavin Kendall enjoyed visiting San Miguel with Superintendent Valenzuela. "Wonderful to see the teachers engaged with their students."

Trustee Burke stopped by the John B. Riebli and San Miguel Elementary Walk-a-Thons; "so much fun to watch!" Also participated in John B. Riebli's first ever Trunk or Treat and even received a reward for interaction.

Trustee Azat was able to visit John B. Riebli, Mark West Elementary and Mark West Charter with Superintendent Valenzuela; "fun to visit and see the teachers."

8. ADMINISTRATIVE REPORTS:

8.1 School Reports/Principals

Emily Todd – John B. Riebli

- Fall events are underway. The them has now switched to "giving thanks"
- 92% of students hit their reading goal through Read On Sonoma; 82% of teachers achieved their goal
- Staff is working on grade level assessment goals; establishing coops on a monthly basis for a shorter period of time

Kelli Osorio – Mark West Elementary

- 83% of students have met their reading goals through Read On Sonoma; highest percentage the school has ever had. Demonstrates the teachers commitment to the program.
- Boys basketball season has started
- Noon league flag football has started. Mr. Ryan and Ms. Osorio are taking turns overseeing the activity
- Families enjoyed the Halloween parade last week and many families, in addition to students, came in costume
- Teachers are working on assessments

Bennett Holley – San Miguel

- Walk-a-Thon proceeds were record breaking. Special acknowledgement for Mika Holman who manages the whole event
- Halloween Parade was a huge success – great to see the district office staff participating
- Boys basketball has started
- Read On Sonoma – great participation, 7 teachers reached their goal of 100%
- First 2026-2027 TK/Kindergarten parent tour held this past Monday
- TK held their own version of "rules roundup"
- Recorder concert is this Thursday

Lisa Chapman – Mark West Charter

- Boys basketball is underway. 8th grade boys are undefeated so far; 8th grade has only lost one Game
- Quarter 1 awards tomorrow. 90 students out of 112 achieved honor roll
- Community Service awards – the normal is for students to earn 8 hours in order to receive the Award. However, 35 students exceeded that reaching 9 or more hours
- 2026-2027 7th Grade Enrollments – 70 applications were completed and submitted by the deadline; 4 were turned in just after the deadline. 60 will be held, 14 will move to lottery which will be held in January

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

Trustee Smith expressed significant concern regarding Item 10.2.2 and requested that it be removed from the Consent Agenda, for further discussion, prior to voting on the approval of the Consent Agenda. Board President, Sara Azat, agreed to remove the item for further discussion and add it to section 11.1 for discussion and vote.

On a motion by Trustee McKnight to approve the Consent Agenda without Item 10.2.2, second by Trustee Burke, the Consent Agenda was approved. Aye=5, Nay=0, Abstention=0, Absent=0

11. ACTION/DISCUSSION ITEMS

11.1 BUSINESS

Discussion regarding former Consent Agenda Item 10.2.2. Trustee Smith felt very strongly that the system should require students to "opt in" rather than "opt out". Trustee Azat explained that the system by which the Sonoma County Libraries' StudentOne card is established is set by the Sonoma County Library, not the Mark West Union School District Board of Trustees. Thereby, the Board of Trustees has no input on how that is determined. The only thing that The Mark West Union School District's Board of Trustees is responsible for determining was whether or not they felt bringing the program to the Mark West Union School District was beneficial for all students.

On a motion by Trustee Burke, second by Trustee Kendall, the Board voted to approve the Memorandum of Understanding between the Mark West Union School District and the Sonoma County Library's StudentOne Program. Aye=4, Nay=1, Abstention=0, Absent=0

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.

On a motion by Trustee McKnight, second by Trustee Smith, the Board voted to approve Tuesday, December 16, 2025 as the date for their Annual Board Organizational Meeting. Aye=5, Nay=0, Abstention=0, Absent=0

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.

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