

**MARK WEST UNION SCHOOL DISTRICT**  
**Minutes of the BOARD OF TRUSTEES ANNUAL ORGANIZATIONAL MEETING**  
**Tuesday, December 16, 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 5:00pm

**1. CALL TO ORDER, ROLL CALL: 5:00pm**

**Board Members**

Sara Azat, President  
 Brian Burke, Clerk  
 Tracy Lavin-Kendall  
 Victor McKnight  
 Aaron Smith

**Staff Members**

Dr. Rachel Valenzuela, Superintendent  
 Alicia Mills, Executive Assistant to the Superintendent

**2. CLOSED SESSION: 4:00-5:00pm**

2.1 Public Employment (Resignations, Hirings, Leaves, Contracts, Reassignments, Layoffs)  
 (Government Code 54957)

2.2 Conference with Labor Negotiators pursuant to Section 54957.6: (Classified: CSEA;  
 Certificated: MARFAC; Management; Confidential; District Negotiators: Dr. Rachel  
 Valenzuela, Renee Loeza)

**3. OPEN SESSION: PUBLIC MEETING: 5:00 pm**

3.1 The meeting will be called to order at 5:00pm

3.2 Pledge of Allegiance

3.3 Introductions

3.4 Approval of Agenda Order

On a motion by Trustee Burke, second by Trustee Lavin- Kendall, the Agenda Order was approved.

Aye=5, Nay=0, Abstention=0, Absent=0

3.5 Report Out of Closed Session

There was no report out of Closed Session

**4. 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.*

**5. BOARD ORGANIZATIONAL MEETING**

As required by Education Code 35143 and 35023, the Mark West Union School District Board of Trustees will hold its annual Organizational Meeting which includes the election of officers and a voting representative and alternate to the Sonoma County Committee on School District Organization. The Board will also decide the regular Board Meeting dates for the 2026 calendar year.

**5.1 Election of Board President**

Trustee Azat nominated Trustee Burke for President of the Board.

On a motion by Trustee Lavin-Kendall, second by Trustee Smith, Trustee Burke was elected Board President. Aye=5, Nay=0, Abstention=0, Absent=0

### **5.2 Election of Board Clerk**

Trustee Burke nominated Trustee McKnight for Board Clerk

On a motion by Trustee Smith, second by Trustee Burke, Trustee McKnight was elected Board Clerk. Aye=5, Nay=0, Abstention=0, Absent=0

### **5.3 Election of Representative to the County Committee on School District Organization**

Trustee Azat nominated Trustee Lavin-Kendall as Representative to the County Committee on School District Organization

On a motion by Trustee Burke, second by Trustee McKnight, Trustee Lavin-Kendall was elected Representative to the County Committee on School District Organization. Aye=5, Nay=0, Abstention=0, Absent=0

### **5.4 Election of Alternate Representative to the County Committee on School District Organization**

Trustee Lavin-Kendall nominated Trustee Burke as the Alternate Representative to the County Committee on School District Organization

On a motion by Trustee McKnight, second by Trustee Azat, Trustee Burke was elected as the Alternate Representative to the County Committee on School District Organization. Aye=5, Nay=0, Abstention=0, Absent=0

### **5.5 Establish Regular Monthly Board Meeting Dates for 2026**

On a motion by Trustee Azat, second by Trustee Smith, the 2026 Proposed Board Meeting Calendar was approved with no changes. Aye=5, Nay=0, Abstention=0, Absent=0

## **6. FUTURE MEETINGS**

The next Regular Board Meeting will be held on Tuesday, January 13, 2026 at 5:00pm.

## **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 707.524.2972.

Respectfully Submitted By:

Approved By:

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Dr. Rachel Valenzuela, Superintendent

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Victor McKnight, Board Clerk