

Novato Unified School District Minutes

Created: January 16, 2015 at 09:04 AM

Agenda Regular Meeting of the Board of Trustees

January 13, 2015

Tuesday, 05:30 PM

Novato Education Center
1015 Seventh Street

Attendees

Maria Aguila
Debbie Butler
Tom Cooper
Derek Knell
Ross Millerick
Shelly Scott

1. CALL TO ORDER AND ROLL CALL - 5:30 p.m.

Minutes

President Butler called the Board meeting to order at 5:30 p.m.

2. APPROVAL OF CLOSED SESSION AGENDA

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA

4. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:35 p.m.

a. Announcement

Prior to adjourning into closed session, a representative of the legislative body must orally announce items to be discussed. Individuals may address the Board on these items in accordance with the Public Comment Announcement statement at the end of the agenda.

b. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957 and §54957.6: Conference with Labor Negotiators (Pam Conklin, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers

c. With respect to every item of business to be discussed in closed session pursuant to Ed Code §48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 41322

5. CALL TO ORDER AND ROLL CALL - 6:30 p.m.

Minutes

President Butler called the Board meeting to order at 6:30 p.m.

a. PLEDGE OF ALLEGIANCEMinutes

President Butler announced Trustee Clinton would be absent from the Board meeting and requested a motion to excuse Trustee Clinton because of illness.

MOVED	SECOND	APPROVED
Trustee Millerick	Trustee Scott	A motion to excuse Trustee Clinton's absence passed by a vote of 6-0. (<i>Trustee Clinton absent</i>)

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes:

Maria Aguila - Yes

Debbie Butler - Yes

Tom Cooper - Yes

Derek Knell - Yes

Ross Millerick - Yes

Shelly Scott - Yes

6. APPROVAL OF CLOSED SESSION AGENDA - 6:32 p.m.**a. Approval of Closed Session Agenda** (1)**7. ANNOUNCEMENT OF REPORTABLE ACTION / CLOSED SESSION - 6:32 p.m.****a. Board Action in closed session must be reported in open session**Minutes

Vice-President/Clerk Knell reported on action taken in closed session.

- With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Pam Conklin, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - direction given to staff

8. APPROVAL OF AGENDA - 6:34 p.m.

a. Approval of Agenda (1)

Motion made by: Tom Cooper

Seconded by: Ross Millerick

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

9. PUBLIC COMMENT ON CONSENT AGENDA - 6:36 p.m.

a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.

Minutes

None

10. APPROVAL OF CONSENT AGENDA - 6:41 p.m.

a. All Consent items approved by a single action (1)

Minutes

A motion to approve the Consent Agenda, including the Addendum to the Personnel Actions of January 13, 2015, passed by a vote of 6-0. (*Trustee Clinton absent*)

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

11. STUDENT PRESENTATIONS - 6:45 p.m.

a. San Ramon Elementary School

Minutes

Andy Cline, San Ramon Elementary School Principal, introduced some students who presented a Common Core State Standard "Juicy" math problem and he acknowledged teachers Edie Ainsworth and Diane Elmore.

b. High School Student Presentations - Students from Marin Oaks, Novato and San Marin High Schools

Minutes

Romario Conrado, Novato High School junior, and Cindy Negrete, San Marin High School junior, reported on school activities and upcoming events.

12. PRESENTATION - 7:10 p.m.

a. Community Partnership - College of Marin - David Wain Coon, Superintendent/President and Jonathan Eldridge, Vice President, Student Services and Student Learning

Minutes

Dr. Shalee Cunningham, Superintendent, introduced Dr. David Wait Coon, Superintendent/President of College of Marin and Jonathan Eldridge, Vice President of Student Services and Student Learning. A PowerPoint presentation was shared about co-enrollment opportunities for NUSD high school students at College of Marin with a summary of "COMPASS" which is a comprehensive dual-enrollment partnership between students, parents, high schools and College of Marin to ensure every participant has college credit before high school graduation.

13. NON-AGENDA NEW BUSINESS - 7:30 p.m.

a. Questions, Comments and Announcements: Board

Minutes

TRUSTEE ANNOUNCEMENTS:

- 2014 Annual CSBA Conference in San Francisco on December 14-16
- Trustee Scott announced there is a "California Common Core" application which can be downloaded to an iPhone.
- Visits to Novato Charter, Marin Oaks High School and NOVA
- DELAC on December 8
- Golden Bell meeting on December 8
- Trustee Aguila was interviewed by KNBR as a NUSD and Novato Blue Ribbon representative
- Novato Blue Ribbon Coalition for Youth meeting on January 14 at the Old City Hall
- Trustee Knell invited Trustees to attend the upcoming annual Marin County Joint Legislative Action day in Sacramento on January 21
- President Butler gave an update on the Superintendent search. The contract for Leadership Associates was approved at this meeting. The next meeting with the search firm will be an open session on January 20 to review the timeline, characteristics desired for a new Superintendent, strengths and challenges, and schedule meetings with the community for feedback. Superintendent search information and updates will be posted

on the NUSD website under Superintendent's Search.

SUPERINTENDENT ANNOUNCEMENTS:

- New EL Coordinator, Melissa Diaz, will begin July 1, 2015. She has elementary, middle and high school experience and is bilingual/bicultural.

14. NON-AGENDA PUBLIC COMMENT - 7:40 p.m.

a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.

Minutes

A parent commented on the new Novato High School pool and the need for a student or teacher as a certified life guard during classes, sport practices and events.

15. STAFF REPORT - 7:45 p.m.

a. Federal Program Monitoring (FPM) 2014-2015

Minutes

Suzanne Hirshfield, Categorical Programs Coordinator, shared a PowerPoint presentation about the Federal Program Monitoring (FPM) Review conducted by the California Department of Education (CDE) the week of November 4, 2014. Federal and state laws require the California Department of Education (CDE) to monitor the implementation of categorical programs operated by local educational agencies (LEAs). CDE personnel conducted an onsite review at the NUSD office as well as at Hamilton and Lynwood schools.

16. DISCUSSION / ACTION - 8:00 p.m.

a. Approval of the 2014-2016 Single Plans for Student Achievement for Hamilton K-8 School and Loma Verde, Pleasant Valley and Rancho Elementary Schools (D) (V)

Recommendation: The Superintendent and staff recommend approval of the 2014-2016 Single Plans for Student Achievement (SPSA) for Hamilton K-8 School and Loma Verde, Pleasant Valley and Rancho Elementary Schools.

Minutes

Ruthanne Bexton, Director of Elementary Curriculum and Instruction, introduced Dana Sadan, Pleasant Valley Elementary School Principal, Nancy Kawata, Rancho Elementary School Principal, Steve Hospodar, Hamilton K-8 School Principal, and Eileen Smith, Loma Verde Elementary School Principal, who presented their 2014-2016 Single Plans for Student Achievement.

Motion made by: Ross Millerick

Seconded by: Maria Aguila

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

b. Accept 2013-2014 Annual Audit Report (D) (V)

Recommendation: The Superintendent and staff recommend acceptance of the 2013-2014 Annual Audit Report as presented.

Minutes

Karen Maloney, Assistant Superintendent, Business and Operations, reported on the annual audit report completed by NUSD's external auditors, Moss, Levy & Hartzheim, LLP CPAs. The 2013-2014 Annual Audit Report is very positive. The audit did not reveal any material weaknesses, but did identify deficiencies in internal controls and two findings from the prior year audit were partially implemented and carried over from 2012-2013. There were no federal or state award findings.

Motion made by: Tom Cooper

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

17. CONSENT: All items approved by a single action - 9:15 p.m.

a. Minutes of the Meeting of December 9, 2014 and the Special Meeting of December 18, 2014 (V) (C)

Recommendation: Approval of the Minutes of the Meeting of December 9, 2014 and the Special Meeting of December 18, 2014 is recommended.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

b. Personnel Actions of January 13, 2015 (V) (C)

Recommendation: Approval of the Personnel Actions of January 13, 2015.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

c. Consent: Quarterly Report – William Uniform Complaints (V) (C)

Recommendation: Approval of the Williams Complaints - Quarterly Report is recommended.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

d. Leadership Associates Agreement for Superintendent Search (V) (C)

Recommendation: Approval of Leadership Associates Agreement for Superintendent Search is recommended.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

e. Board Committee Assignments 2015 (V) (C)

Recommendation: Approval of the Board Committee Assignments 2015 is recommended.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

f. Field Trip – Marin School of the Arts – Theatre 9-12 – Lenaea Festival – Sacramento, CA – February 6-8, 2015 (V) (C)

Recommendation: Approval of Field Trip – Marin School of the Arts – Theatre 9-12 – Lenaea Festival – Sacramento, CA – February 6-8, 2015 is recommended

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

g. Field Trip – Marin School of the Arts – Theatre 9-12 – Ohlone Theatre Festival – Fremont, CA – March 20-21, 2015 (V) (C)

Recommendation: Approval of Field Trip - Marin School of the Arts – Theatre 9-12 – Ohlone Theatre Festival – Fremont, CA – March 20-21, 2015 is recommended

Motion made by: Ross Millerick
Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

h. Field Trip – Sinaloa – 7-8 Leadership – CASL State Conference – San Jose, CA – March 26-28, 2015 (V) (C)

Recommendation: Approval of Field Trip - Sinaloa – 7-8 Leadership – CASL State Conference – San Jose, CA –March 26-28, 2015 is recommended

Motion made by: Ross Millerick
Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

i. Notice of Completion to J.B. Jordan and Associates for District Office Carpet Replacement, Project #285 (V) (C)

Recommendation: The Superintendent and staff recommend approval of the Notice of Completion for J.B. Jordan and Associates and authorization for the Superintendent or designee to file the Notice of Completion.

Motion made by: Ross Millerick
Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes

Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

j. Notice of Completion to Wester Acoustic for Acoustic Ceiling Panels at San Marin High School, Project #222 (V) (C)

Recommendation: The Superintendent and staff recommend approval of the Notice of Completion for Wester Acoustics and authorization for the Superintendent or designee to file the Notice of Completion.

Motion made by: Ross Millerick
Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

k. Facilities Change Directives/Change Orders (V) (C)

Recommendation: The Superintendent and staff recommend approval of the change orders as presented.

Motion made by: Ross Millerick
Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

l. Declaration of Disposal of Unusable Textbooks and/or Instructional Materials

(V) (C)

Recommendation: The Superintendent and staff recommend the disposal of obsolete textbooks and instructional materials as declared.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

m. Approve Gifts or Donations to the District per Board Policy 3290 (V) (C)

Recommendation: The Superintendent and staff recommend approval of the gifts or donations as listed.

n. Ratification of Warrant Register for Warrants issued December 1, 2014 through December 31, 2014 (V) (C)

Recommendation: The Superintendent and staff recommend ratification of the warrants issued December 1, 2014 through December 31, 2014 as presented.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

18. ADJOURNMENT - 9:25 p.m.

Minutes

President Butler expressed appreciation for Nancy Kawata, Principal, Rancho Elementary, Rick van Adelsberg, Principal, Lynwood Elementary and Mary Pritchard, Principal, Sinaloa Middle School who will be retiring on June 30, 2015. The next Superintendent Search Board meeting will be on January 20, Closed Session at 5:00 pm and Open Session at 6:00 pm. A Facilities Board Workshop will be on January 22 at 5:00 pm. The next Regular Board meeting will be on February 3. Schools and the District Office will be closed on January 19 for the Martin Luther King holiday.

The meeting was adjourned at 8:54 p.m.

a. The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. No new item of business, except the consent agenda will be considered after 10:00 p.m., unless it is determined by a majority of the Board to extend to a specific time. The meeting shall be extended no more than once, or may be adjourned to a later date.

19. FUTURE BOARD MEETINGS

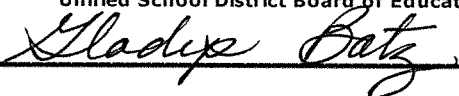
a. Future Board Meetings

January 20, 2015	Special Meeting (Superintendent Search Timeline)	5:30 p.m.	District Education Center
January 22, 2015	Special Meeting (Facilities)	5:00 p.m.	District Education Center
February 3, 2015	Regular Meeting	5:30 p.m.	District Education Center
March 3, 2015	Regular Meeting	5:30 p.m.	District Education Center

b. All district meetings are open to the public. The public is encouraged to attend. The Board of Trustees meets regularly on the first and third Tuesdays of each month at 5:30 p.m. for Closed Session and 6:30 p.m. for Open Session unless noted otherwise.

20. AFFIDAVIT OF POSTING


a. Affidavit of Posting

AFFIDAVIT OF POSTING
I, Gladys Batz, certify that on Friday, January 9, 2015, I caused to be posted a notice of the meeting of the Novato Unified School District Board of Education.


21. MEETING PROCEDURES

a. Meeting Procedures

2/3/15
Date


Board Vice President/Clerk