

**NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees**

March 15, 2016 - 6:00 PM

Novato Education Center - 1015 Seventh Street, Novato, CA 94945

Attendance Taken at 6:00 PM:

Present:

Mrs. Debbie Butler
Mr. Thomas Cooper
Mr. Derek Knell
Mr. Gregory Mack
Mr. Ross Millerick
Mrs. Shelly Scott

Absent:

Ms. Maria Aguila

1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.

President Knell called the Board meeting to order at 6:00 p.m.

2. CLOSED SESSION AGENDA

3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 6:02 p.m.

3.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 of the agenda.

**3.b. 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 (Kris Cosca, Assistant Superintendent, Human Resources)
Employees Organization: Novato Federation of Teachers (NFT)**

**3.c. 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 (Kris Cosca, Assistant Superintendent, Human Resources)
Employees Organization: California School Employees Association (CSEA)**

**3.d. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees
Discipline/Dismissal/Release**

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA

None

5. CALL TO ORDER AND ROLL CALL - 7:00 p.m.

President Knell called the Board meeting to order at 7:00 p.m.

5.a. Pledge of Allegiance

6. ANNOUNCEMENT OF REPORTABLE ACTION/CLOSED SESSION - 7:04 p.m.

6.a. Board Action in closed session must be reported in open session

Vice-President/Clerk Cooper 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 (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - direction given to staff.
- 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 (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA) - direction given to staff.
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - direction given to staff.

7. APPROVAL OF AGENDA - 7:06 p.m.

Motion Passed: A motion to approve the Agenda passed by a vote of 6-0, 1. (*Trustee Aguila Absent*) Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

7.a. Approval of Agenda

President Knell requested a motion to excuse Trustee Aguila because of illness.

Motion Passed: A motion to excuse Trustee Scott because of illness passed by a vote of 6-0, 1. (*Trustee Aguila Absent*) Passed with a motion by Mr. Thomas Cooper and a second by Mrs. Shelly Scott .

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

8. PUBLIC COMMENT ON CONSENT AGENDA - 7:08 p.m.

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

None

9. APPROVAL OF CONSENT AGENDA - 7:12 p.m.

9.a. All Consent items approved by a single action

Trustee Mack requested Consent Item "15.j" - *Field Trip - San Marin High School - Speech & Debate Team - Santa Clara University - April 2-3, 2016*, be pulled for discussion.

Motion Passed: A motion to approve the Consent Agenda, except Item "15.j" - *Field Trip - San Marin High School - Speech & Debate Team - Santa Clara University - April 2-3, 2016*, passed by a vote of 6-0, 1. (Trustee Aguila Absent) Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

10. STUDENT PRESENTATION - 7:15 p.m.

10.a. Hamilton K-8 School Mentor Me Hamilton

Steve Hospodar, Principal, Hamilton K-8 School, shared a video on the Mentor Me Program. Mentors act as role models, helping their mentees learn to set healthy boundaries and become happy and resilient people. Hamilton School has fifty students waiting for mentors. Interested people were encouraged to contact Hamilton School to volunteer for the program. Mr.

Hospodar introduced a mentor/mentee team who shared their gratifying experiences with the program.

11. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 7:30 p.m.

11.a. Questions, Comments and Announcements: Board, Superintendent, and Student Board Members

STUDENT BOARD MEMBERS:

Jane Williams, San Marin High School, and Reilly Agmon, Novato High School, reported on activities at their schools. Marley Bynum, Marin Oaks High School, was absent.

TRUSTEE ANNOUNCEMENTS:

- Education Facility Master Plan meetings
- Senator McQuire Townhall meeting at Novato High School on March 10 and Superintendent Hogeboom presented.
- MSA Showcase on March 12
- High schools facilities tour of American Canyon High and Rancho Cotati on March 2
- NUSD Athletics Task Force Committee meeting
- The Redwood Credit Union will be holding a financial literacy workshop at Marin Oaks High school next month. Volunteers are needed Contact Trustee Scott via email if interested.

SUPERINTENDENT ANNOUNCEMENTS:

- Second round of Education Facility Master Plan meetings
- District Advisory Committee will be meeting tomorrow, March 16, from 4:00 - 6:00 pm to review the Local Control and Accountability Plan (LCAP) metrics.
- The District Leadership Team will be meeting next week on Wednesday, March 23, from 4:00 - 6:00 pm to review Teacher Effectiveness Dollars, Project Based Learning, trainings, and other related topics.
- NFT Negotiations on Friday, March 18

Trustee Butler requested a brief update on the LCAP survey.

Leslie Benjamin, Public Information Officer, reported that the District has partnered with Hanover Research to provide a LCAP survey to staff, parents, and students in English and Spanish which was launched today, March 15. The data from the results will be used for the LCAP. An LCAP community meeting will be held on April 26. The LCAP outreach will include DELAC, PTAs, North Marin PTA Council, school staff meetings, and organizations such as the Rotaries.

12. NON-AGENDA PUBLIC COMMENT - 7:35 p.m.

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

None

13. STAFF REPORTS - 7:40 p.m.

13.a. Early Intervention Program Update - 7:40 p.m.

Liz Smith, Director, Special Education, shared a PowerPoint presentation about the Early Intervention Program which began operating in 2010-2011 and serves students, ages 4 to 5 years. It is housed at the Hill Education Center with three classrooms, a teacher resource room, motor room and an office. Early Intervention prepares each child to become a student and a lifelong learner and provides rich opportunities and experiences to address social, emotional, physical, and cognitive growth and success. Each student has been assessed by the Early Intervention assessment team with goals developed to meet each individual's needs. There are measurable outcomes for each student and they are assessed on progress toward their Individualized Education Program (IEP) goals. In addition, the Desired Developmental Results Profile, state-mandated assessment for preschool students, is administered twice per year.

There are two morning classes (2 1/2 hrs) and two afternoon classes (2 1/2 hrs) on Monday, Tuesday, Thursday and Friday. There is one Special Day Class (SDC) (4 hrs) Monday - Friday. Each class receives push-in and pull-out related services for speech/language and occupational therapy. In addition to educating students, the center receives referrals for assessments from agencies and the community, including from Golden Gate Regional Center, Marin Community Clinic, Head Start, parents, and physicians, approximately 83 to date this school year. Forty-four of these have resulted in comprehensive assessments. Of these 27 were eligible for services, 12 did not qualify, 2 moved, and 3 did not complete the process. Ninety-one students are currently enrolled and receiving services through Early Intervention.

14. DISCUSSION/ACTION - 7:55 p.m.

14.a. Approval of the 2015-2016 Single Plans for Student Achievement for Olive, Rancho, Sinaloa Middle, San Jose Middle, Marin Oaks High, NOVA and Nexus Schools - 7:55 p.m.

Julia Kempkey, Director of Secondary Curriculum & Instruction, and Ruthanne Bexton, Director of Elementary Curriculum & Instruction, introduced Elizabeth Olinyk, Principal, Olive Elementary School, Angela Kriesler, Principal, Rancho Elementary School, Jim Larson, Principal, Sinaloa Middle, Justin Mori, Principal, San Jose Middle, and Kessa Early, Principal, Marin Oaks High, NOVA and Nexus Schools to share highlights from their 2015-2016 Single Plans for Student

Achievement (SPSA). Annually all schools must submit a SPSA to the Board of Trustees for approval. All schools are continuing to focus on making academic gains for all students. The principal in collaboration with the Site Leadership Team, ELAC, staff and PTA have developed three goals, one each in the following areas: English Language Arts, Mathematics, School Culture and Climate. Site Leadership Teams will monitor the Single Plan budgets and activities at their regularly scheduled meetings throughout the year ensuring that expenditures focus on the activities and priorities outlined in the SPSA.

Rancho and Olive Elementary Schools, Sinaloa and San Jose Middle Schools, and Marin Oaks/NOVA/Nexus have established goals, actions/strategies, and plans for monitoring student progress that align with the goals of the District Local Control and Accountability Plan. The school plans were developed with the intent to increase academic achievement of all students with specific focus on English Learners, socioeconomically disadvantaged and foster youths. Olive, San Jose and Marin Oaks Schools with at least a 40% Title I eligible student population includes their 2014-2016 School-wide Program (SWP) evaluations.

Site Councils will monitor the Single Plan budgets and activities at their regularly scheduled meetings throughout the year - ensuring that expenditures focus on the activities and priorities outlined in the SPSA.

Motion Passed: A motion to approve the 2015-2016 Single Plans for Student Achievement for Olive, Rancho, Sinaloa Middle, San Jose Middle, Marin Oaks High, NOVA and Schools passed by a vote of 6-0, 1. (*Trustee Aguila Absent*) Passed with a motion by Mr. Ross Millerick and a second by Mrs. Shelly Scott.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.b. Approve 2015-2016 Second Interim Budget Report - 9:15 p.m.

Trustee Millerick excused himself from the meeting due to a prior commitment.

Nancy Walker, Director, Fiscal Services, shared a PowerPoint presentation on the 2015-2016 Second Interim Budget Report. State law requires that school districts review their budgets twice during the fiscal year; with the second report prepared using January 31 data. The report is due March 15th of each year. The second such review, referred to as the "Second Interim Budget

Report," includes reports that document that the District can be certified that it will be able to meet its financial obligations for the current and two subsequent fiscal years.

Highlights of the 2015-2016 Budget included:

- Six percent salary increase equal to \$2.9 million for all employees
- Enhancement of the employer contribution toward health benefits
- Maintained lower class sizes
- Significant Staff Development opportunities
- National Equity Project (105 participants)
- Added Staff
 - Instructional Coaches
 - Additional English Language (EL) sections (middle/high schools)
 - EL Teacher (Hill Education Center)
 - Nurse
 - EL Coordinator
 - Data Systems Supervisor
 - Grounds Supervisor
 - Community Liaisons
- Use of one-time dollars for
 - 1:1 Student Device Program - \$165,845
 - Technology Infrastructure Upgrade - \$949,939

Motion Passed: A motion to 2015-2016 Second Interim Budget Report passed by a vote of 5-0, 2. (*Trustees Aguila and Millerick Absent*) Passed with a motion by Mrs. Shelly Scott and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.c. Resolution No. 12 - 2015/2016 - Kindergarten through Community College Public Education Facilities Bond Act of 2016 - 9:30 p.m.

Jim Hogeboom, Superintendent, reported on Resolution No. 12 - 2015/2016 Kindergarten through Community College Public Education Facilities Bond Act of 2016. The Novato Unified School District has \$300 million in facility needs which may be partially funded by State bonds. The Kindergarten through Community College Public Education Facilities Bond Act of 2016 provides for renovation and upgrade of existing classrooms, construction of new classrooms to accommodate growth, and career technical education facilities to provide job training to meet the trained workforce needs of California's employers. The new Local Control Funding Formula and Local Control and Accountability Plan are intended to improve educational

achievement for all students but do not provide dedicated facilities funding for quality 21st Century school facilities designed for student needs of today and tomorrow to enhance academic achievement and further the State's academic goals.

The Kindergarten through Community College Public Education Facilities Bond Act of 2016 will not raise State taxes, and State matching funds will reduce the need for additional local property taxes for school facilities.

Motion Passed: A motion to approve Resolution No. 12 - 2015/2016 Kindergarten through Community College Public Education Facilities Bond Act of 2016 passed by a vote of 5-0, 2. (*Trustees Aguila and Millerick Absent*) Passed with a motion by Mrs. Debbie Butler and a second by Mrs. Shelly Scott.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15. CONSENT: All items approved by a single action - 9:45 p.m.

15.a. Minutes of the Meeting of March 1, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15.b. Personnel Actions of March 15, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick

Yes Mrs. Shelly Scott

15.c. Approve Agreement with Independent Auditors Christy White & Associates, Beginning Fiscal Year 2016-2017 through 2012-2022

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.d. Approve Agreement with Independent Auditors Moss, Levy & Hartzheim, LLP for Fiscal Year 2015-2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.e. Approve Agreement with Total School Solutions to Conduct a District-Wide Enrollment Projection Study

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.f. Approve Amended Fee Schedule with Greystone West Company for Solar Project Management Services

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15.g. Approve Award of Contract for the Relocation of Modular Buildings at San Marin High School

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15.h. Ratify Warrant Register for Warrants Issued February 23, 2016 through March 7, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Yes	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15.i. Field Trip - San Marin High School - Varsity Cheer - Anaheim, CA - March 19-20, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent	Ms. Maria Aguila
Yes	Mrs. Debbie Butler

Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.j. Field Trip - San Marin High School - Speech & Debate Team - Santa Clara University - April 2-3, 2016

Trustee Mack requested Consent item "15.j" - *Field Trip - San Marin High School - Speech & Debate Team - Santa Clara University - April 2-3, 2016*, be pulled to request that the Speech & Debate program continue even though the teacher is retiring.

Motion Passed: A motion to approve Consent Agenda Item "15.j" - *Field Trip - San Marin High School - Speech & Debate Team - Santa Clara University - April 2-3, 2016*, passed by a vote of 6-0, 1. (*Trustee Aguila Absent*) Passed with a motion by Mr. Gregory Mack and a second by Mrs. Debbie Butler.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.k. Approve Gifts or Donations to the District per Board Policy 3290

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.l. Declaration of Disposal of Surplus/Obsolete and Unusable Property

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper

Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

15.m. Declaration for Disposal of Unusable Textbooks and/or Instructional Materials

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Absent Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

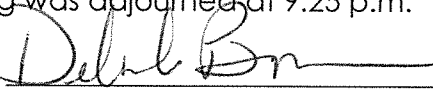
16. ADJOURNMENT - 9:55 p.m.

16.a. The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be 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 majority of the Board to extend to a specific time. The meeting shall be extended no more than once, or may adjourned to a later date.

President Knell announced a Special Board Study Session on March 29, 2016 at 7:00 pm, Open Session.

The meeting was adjourned at 9:25 p.m.

WITNESSED:



Vice President/Clerk of the Board of Trustees

Attested to on this 5th day of April 2016.