

Novato Unified School District Minutes

Created: March 20, 2015 at 10:27 AM

Agenda Regular Meeting of the Board of Trustees

March 17, 2015

Tuesday, 05:30 PM

Novato Education Center

1015 Seventh Street

Attendees

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

- 1. CALL TO ORDER AND ROLL CALL - 5:30 p.m.**
- 2. CLOSED SESSION AGENDA**
- 3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:32 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: PUBLIC EMPLOYMENT Title: Superintendent

c. 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

- 4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 5:35 p.m.**

Minutes

None

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

Minutes

President Butler called the Board meeting to order at 6:35 p.m.

a. PLEDGE OF ALLEGIANCE

6. ANNOUNCEMENT OF REPORTABLE ACTION / CLOSED SESSION - 6:34 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: PUBLIC EMPLOYMENT Title: Superintendent - discussion with Leadership Associates, Superintendent Search Firm, about the district and its needs for a superintendent
- 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 - discussion - Closed Session will be reconvened after the Open Session

7. APPROVAL OF AGENDA - 6:36 p.m.

a. Approval of Agenda (1)

Minutes

President Butler announced that Pam Conklin, Assistant Superintendent, Human Resources, will be acting Superintendent, because Dr. Cunningham is not here. A reminder was given to the audience to fill out "Blue Cards" to comment on agenda or non-agenda items.

Motion made by: Cindi Clinton

Seconded by: Maria Aguila

Votes

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

8. PUBLIC COMMENT ON CONSENT AGENDA - 6:38 p.m.

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

Minutes

None

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

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

Minutes

President Butler expressed appreciation for the completion of the Novato High School pool and dance studio.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

10. PRESENTATION - 6:45 p.m.

a. Superintendent Search Update

Minutes

Dr. Kent Bechler, Consultant, Leadership Associates gave an update on the Superintendent search. The survey closes at 5:00 p.m. on March 23. To date, thirty-one (31) applications have been requested by Superintendents, Assistant Superintendents and Directors from Marin County, and northern and southern California. There has been outstanding community and staff input. The candidate review will be on April 9, Special Closed Session Board Meeting, and the interviews will take place at the end of April.

The Board of Trustees will be given salary information about competitive and like districts to assist in putting together a salary and benefits package for the next Superintendent which will be available to the public.

11. STUDENT PRESENTATIONS - 7:00 p.m.

a. Hamilton K-8 SchoolMinutes

Mrs. Megan Truitt, Hamilton's Dean of Students introduced three middle school students who shared their experiences about their parent/teacher conference presentations and highlighted other students' experiences in a video. This year Hamilton students were asked to facilitate their parent/teacher conferences using a variety of data points which include grades, behavior and effort. Sara Garza, teacher, also expressed her perspective and experience with the parent/teacher conferences in a video.

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

Ava Etcheveste, Novato High School junior, and Lucas Hassett, San Marin High School senior, reported on school activities and upcoming events.

12. NON-AGENDA NEW BUSINESS - 7:25 p.m.**a. Questions, Comments and Announcements: Board**Minutes**TRUSTEE ANNOUNCEMENTS:**

- Marin School of the Arts (MSA) Showcase 2015 on March 15
- The Boys and Girls Clubs Grand Opening and Ribbon-Cutting ceremony for the San Jose Clubhouse will be at 3:30 p.m. on March 18
- San Marin Robotics will be competing this weekend at UC Davis
- The Superintendent Search survey closes on March 23
- The Local Control and Accountability Plan (LCAP) survey closes on March 20
- The LCAP Community Input Forum will be on March 26 at 5:00 p.m., District Office Board Room
- Trustee Aguila will be a panelist for the First 5 Marin Children and Families Commission representing Voces of Marin on March 20 with a focus on how parents can reach out to NUSD

SUPERINTENDENT ANNOUNCEMENTS:

- Novato High School Open House on March 19 at 5:45 p.m.
- Early Intervention Open House on March 25 at 6:00 p.m.
- All Open Houses are listed on the Master Calendar on the NUSD website (<http://www.nusd.org/>)
- Hugh Vasquez with the National Equity Project has worked with school districts to implement diversity and equal access. Many NUSD teachers have participated in a three-day workshop, and Hugh Vasquez will be working with a group on March 25.
- Trustees were given flyers to a variety of events sponsored by the Marin School Boards Association, and a flyer from the Marin County Free Library "Book-A-Palooza!" on April 4 from 10 a.m. - 2 p.m. at the new site of the South Novato Library
- About 100 fourth and fifth graders will be performing with the Piko Ukulele Musician group in a Kanikapila Ukulele Jam session with Hula dances at Lynwood Elementary School on March 20 at 1:00 p.m.

13. NON-AGENDA PUBLIC COMMENT - 7:30 p.m.

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

Minutes

A NUSD staff member and CSEA representative shared information about possible grants to assist NUSD in water conservation.

Aaron Fix, Novato Federation of Teachers, President, commented on the Superintendent Search, and with a teacher shortage, the competitive job market for recruiting highly qualified teachers.

14. DISCUSSION / ACTION - 7:35 p.m.

a. Approve 2014-2015 Second Interim Budget Report (D) (V)

Recommendation: The Superintendent and staff recommend approval of the 2014-2015 Second Interim Budget Report with a positive certification as presented.

Minutes

Karen Maloney, Assistant Superintendent, Business and Operations, and Nancy Walker, Director, Fiscal Services, shared a PowerPoint presentation on the 2014-2015 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 is referred to as the "Second Interim Budget Report", and the District certifies it will be able to meet its financial obligations for the current and two subsequent fiscal years.

A request was made to have a chart available for the Trustees to compare the new California Public Employees Retirement System (CalPERS) and the State Teachers Retirement System (STRS) rate increases for the employer and the employee.

Motion made by: Ross Millerick

Seconded by: Tom Cooper

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Cindi Clinton	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes

Shelly Scott Yes

15. CONSENT: All items approved by a single action - 8:00 p.m.

a. Minutes of the Meeting of March 3, 2015 and Minutes of the Special Meeting of March 4, 2015 (V) (C)

Recommendation: Approval of the Minutes of the Meeting of March 3, 2015 and Minutes of the Special Meeting of March 4, 2015 is recommended.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

b. Personnel Actions of March 17, 2015 (V) (C)

Recommendation: Approval of the Personnel Actions of March 17, 2015 is recommended.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

c. 2014-2015 Marin County Golden Bell Student Program Applications for the San Marin High School STEM Marin, and Biotechnology Program, and Loma Verde in Motion, Loma Verde Elementary School (V) (C)

Recommendation: Approval of the 2014-2015 Marin County Golden Bell Student Program Applications for the San Marin High School STEM Marin, and Biotechnology Program, and Loma Verde in Motion, Loma Verde Elementary School is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

d. Board Policy 0450 Comprehensive Safety Plan (Technical Revisions) (V) (C)

Recommendation: Approval of Board Policy 0450 Comprehensive Safety Plan technical revisions as a first and final reading is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

e. Board Policy 0420 School Plans/Site Councils (Technical Revisions) (V) (C)

Recommendation: Approval of the technical revisions to Board Policy 0420 School Plans/ Site Councils technical revisions as a first and final reading is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

- Maria Aguila Yes
- Debbie Butler Yes

Cindi Clinton	Yes
Tom Cooper	Yes
Derek Knell	Yes
Ross Millerick	Yes
Shelly Scott	Yes

f. Ratify the Addendum to the 2014-2015 Business and Education Liaison Services Memorandum of Understanding Agreements between the Marin County School to Career Partnership and the Novato Unified School District (V) (C)

Recommendation: Approval to Ratify the Addendum to the 2014-2015 Business and Education Liaison Services Memorandum of Understanding Agreements between the Marin County School to Career Partnership and the Novato Unified School District is recommended.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

g. Field Trip – San Jose Middle School – Music – Reno, NV – April 24, 2015 (V) (C)

Recommendation: Approval of Field Trip - San Jose Middle School – Music – Reno, NV – April 24, 2015 is recommended.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

h. Field Trip – San Jose Middle School – Music – Disneyland, Anaheim, CA – May 14, 15, 16, 2015 (V) (C)

Recommended: Approval of Field Trip - San Jose Middle School – Music – Disneyland, Anaheim, CA – May 14, 15, 16, 2015 is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

i. Field Trip – Novato High School – 9-12 Interact Club– Mexico, La Mission – April 11-17, 2015 (Spring Break) (V) (C)

Recommendation: Field Trip – Novato High School – 9-12 Interact Club– Mexico, La Mission – April 11-17, 2015 (Spring Break) is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

j. Field Trip – San Marin High School – Speech & Debate Team – Santa Clara University, Santa Clara, CA – March 28-29, 2015 (V) (C)

Recommendation: Approval of Field Trip – San Marin High School – Speech & Debate Team – Santa Clara University, Santa Clara, CA – March 28-29, 2015 is recommended.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

k. Approve Agreement with Independent Auditors Moss, Levy & Hartzheim, LLP for Fiscal Year 2014-2015 (V) (C)

Recommendation: The Superintendent and staff recommend approval of the agreement between Moss, Levy & Hartzheim, LLP and Novato Unified School District for independent financial audit services for fiscal year 2014-2015.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

I. Authorize Replacement of Three (3) School Buses (V) (C)

Recommendation: The Superintendent and staff recommend authorization to replace three (3) school buses.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

m. Notice of Completion to Alten Construction, Inc. for Construction of the Novato High School Pool and Dance Studio, Project Numbers 266 and 270 (V) (C)

Recommendation: The Superintendent and staff recommend approval of the Notice of Completion Alten Construction, Inc. for construction of the Novato High School pool and dance studio, project numbers 266 and 270, and authorization for the Superintendent or designee to file the Notice of Completion.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

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

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

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

o. Declaration of Disposal of Surplus/Obsolete and Unusable Property (V) (C)

Recommendation: The Superintendent and staff recommend approval to dispose of surplus, obsolete or unusable property as declared.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

p. 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: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

q. 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.

Motion made by: Tom Cooper
Seconded by: Cindi Clinton

Votes

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

r. Ratification of Warrant Register for Warrants issued February 24, 2015 through March 10, 2015 (V) (C)

Recommendation: The Superintendent and staff recommend ratification of the warrants issued February 24, 2015 through March 10, 2015 as presented.

Motion made by: Tom Cooper

Seconded by: Cindi Clinton

Votes

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

16. FUTURE BOARD MEETINGS

a. Future Board Meetings

April 7, 2015	Regular Meeting	5:30 p.m.	District Education Center
April 9, 2015	Special Meeting	5:00 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.

17. ADJOURNMENT- 8:05 p.m.

Minutes

President Butler announced there will be a Regular Board meeting on April 7, a Special Closed Session Board meeting on April 9 to identify and discuss candidates' qualifications to interview for the position of Superintendent, and Spring Break will be from April 13-17.

Adjourned: The meeting was adjourned to Closed Session at 7:50 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION:

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

Adjourned: The meeting was adjourned at 9:25 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.

18. AFFIDAVIT OF POSTING

a. Affidavit of Posting

<p>AFFIDAVIT OF POSTING</p> <p>I, Gladys Batz, certify that on Friday, March 13, 2015, I caused to be posted a notice of the meeting of the Novato Unified School District Board of Education.</p> <p style="text-align: center;"><i>Gladys Batz</i></p>

19. MEETING PROCEDURES

a. Meeting Procedures

4/7/15

Date

Jim Kelle

Board Vice President/Clerk