

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

April 5, 2016 - 5:00 PM

Novato Education Center - 1015 Seventh Street, Novato, CA 94945 - LOCATION for  
Trustee Mack who will be connected via "Skype" video call.  
Colcord Hotel, Room 302, 15 N. Robinson Avenue, Oklahoma City, OK 73102

**Attendance Taken at 5:00 PM:**

Present:

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

Absent:

Mr. Thomas Cooper

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

President Knell called the Board meeting to order at 5:00 p.m.

**2. CLOSED SESSION AGENDA**

**3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:02 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: PUBLIC EMPLOYMENT Title: Assistant Superintendent, Education Services**

**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: Novato Federation of Teachers (NFT)**

**3.d. 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.e. 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 - 5:05 p.m.**

None

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

**5.a. Pledge of Allegiance**

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

President Knell announced Trustee Butler would be the acting Vice President/Clerk since Trustee Cooper was ill.

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

Acting Vice-President/Clerk Butler 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: Assistant Superintendent, Education Services - 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: 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) - no discussion.
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - no discussion.

**7. APPROVAL OF AGENDA - 6:06 p.m.**

**7.a. Approval of Agenda**

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

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

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

A motion to excuse Trustee Cooper because of illness passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Ms. Maria Aguila and a seconded by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Absent	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 - 6:08 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 - 6:12 p.m.**

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

Trustee Scott requested Consent Item "15.c" - *Approve Agreement with Ryland Consulting to Assist with Novato Charter School Charter Renewal*, be pulled for discussion.

**Motion Passed:** A motion to approve the Consent Agenda, except Item "15.c" - *Approve Agreement with Ryland Consulting to Assist with Novato Charter School Charter Renewal*, passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

#### **10. STUDENT PRESENTATION - 6:15 p.m.**

**10.a. Olive Elementary School - Fourth Grade Seed Library Bill Sponsored by Marc Levine - 6:15 p.m.**

Elizabeth Olinyk, Principal, Olive Elementary School, introduced Mrs. Lunde, Mrs. Brown and Ms. Koyle, fourth grade teachers, whose fourth grade students outlined the process of studying a bill, and assisting Assemblyman Marc Levin's office to sponsor a bill for seed libraries.

## **11. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 6:30 p.m.**

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

#### **STUDENT BOARD MEMBERS:**

Jane Williams, San Marin High School, reported on activities at her school. Reilly Agmon, Novato High School, and Marley Bynum, Marin Oaks High School, were absent.

#### **TRUSTEE ANNOUNCEMENTS:**

- The free screening of the film "Screenagers" was shown at Novato High and San Marin High Schools on March 29 and 31, and will be shown at Marin County Office of Marin on April 6. The film was sponsored by NUSD, North Bay Security Group, Novato Blue Ribbon Coalition for Youth, Healthy Novato Initiative, School Fuel and the Novato Youth Center.
- DELAC has requested parents participate in surveys that are sent to them.
- Tours of schools
- Novato High Education Facilities Master Plan Community Meeting on March 17
- San Marin High Education Facilities Master Plan Community Meeting on March 30
- School Fuel's Art Smart Showcase on April 1-3

#### **SUPERINTENDENT ANNOUNCEMENTS:**

- Sunrise Rotary invitation by Jan Hutchinson, and Dale Kline, School Fuel, who presented about the Tour of Novato. Inquiring about a "corporate" membership which would include the Superintendent and principals to participate in all three rotaries.
- Hamilton K-8 School 2015-16 California Gold Ribbon validation ceremony, and County Superintendent Mary Jane Burke acknowledged Hamilton School for its great work.
- Attended San Marin High and Novato High School Education Facilities Master Plan Community Meetings, Music Boosters, and Athletics Boosters to discuss facility needs and priorities.

Superintendent Hogeboom asked Ruthanne Bexton, Director of Curriculum & Instruction, to report on the award of preschool funding.

Ruthanne Bexton announced that the California Department of Education awarded NUSD a preschool grant to expand the YMCA preschools located at Hamilton K-8, Loma Verde Elementary, Lu Sutton Elementary and Olive Elementary Schools. The awards consist of \$355,762 for the first year and \$711,523 for the second year. Appreciation was expressed for Jan Derby in assisting in the application process.

## **12. NON-AGENDA PUBLIC COMMENT - 6:40 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 REPORT - 6:45 p.m.**

**13.a. Update on the Early School Success Initiative Work at Hamilton, Lu Sutton, Lynwood and Loma Verde Schools Funded by the Marin Community Foundation and the Peter E. Haas Jr. Family Fund**

Ruthanne Bexton, Director of Curriculum & Instruction, reported on the Early School Success Initiative work at Hamilton, Lu Sutton and Lynwood and Loma Verde Schools that is funded by the Marin Community Foundation and the Peter E. Haas Jr. Family Fund. This is year six of the work that the Marin Community Foundation (MCF) and the Peter Haas Jr. Family Fund have partnered to support the Early School Success Initiative through grants at Hamilton, Lynwood, Lu Sutton and this year Loma Verde Schools.

The schools participate in the initiative with a common goal to close the achievement gap by dramatically improving student achievement for significant numbers of low-income students, English learners, foster youth and students of color. The schools that participated during the first five years have partnered with several local preschools and Loma Verde is now partnering with the YMCA and has established a classroom on the school site. The school staffs at all 4 schools have been working collaboratively PreK - 3rd grade to align standards, curriculum and assessments, and to share professional development in order to deliver high quality instruction. Additionally, they are extending learning opportunities before and after school and during the summer. With a focus on parent outreach and education, they have managed to dramatically increase parent engagement at their sites.

All four schools and their partners have greatly benefitted from the professional development and support offered by the Marin Community Foundation through the Marin County Office of Education. Bonnie Barron, Lu Sutton Elementary Principal, Tehniat Cheema, Loma Verde Elementary Principal, Andy Cline, Lynwood Elementary Principal, and Steve Hospodar, Hamilton K-8 Principal, shared a PowerPoint presentation about the history, data planning, cultural proficiency work, training, and work toward sustainability.

Don Jen, Marin Community Foundation, commented on the importance of data and the connection with the Single Plans for Student Achievement and the Local Control and Accountability Plans.

## **14. DISCUSSION/ACTION - 7:15 p.m.**

**14.a. Approval of Assistant Superintendent of Education Services - 7:15 p.m.**

Jim Hogeboom, Superintendent, reported on the selection process for the new Assistant Superintendent of Education Services. Ivan Chaidez was selected, he is bilingual and brings a wealth of experience to NUSD.

Ivan Chaidez, Assistant Superintendent, Education Services, expressed his gratitude for being hired by NUSD, and introduced his wife and three children.

**Motion Passed:** A motion to approve the Assistant Superintendent of Education Services passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Ms. Maria Aguila and a second by Mr. Gregory Mack.

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

**14.b. Approval of the 2015-2016 Single Plans for Student Achievement for Pleasant Valley, San Ramon, Lu Sutton, and Lynwood, Elementary Schools, Hamilton K-8 School, and San Marin High School - 7:25 p.m.**

Julia Kempkey, Director of Secondary Curriculum & Instruction, and Ruthanne Bexton, Director of Elementary Curriculum & Instruction, introduced Dana Sadan, Principal, Pleasant Valley Elementary School, Amanda Langford, Principal, San Ramon Elementary School, Bonnie Barron, Principal, Lu Sutton Elementary School, Andy Cline, Principal, Lynwood Elementary School, Steve Hospodar, Principal Hamilton K-8 School, and Adman Littlefield, Principal, San Marin High School, who 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. Hamilton, Lu Sutton and Lynwood Schools with at least a 40% Title I eligible student population includes their 2014-2016 School-wide Program (SWP) evaluations. 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.

**Motion Passed:** A motion to approve the 2015-2016 Single Plans for Student Achievement for Pleasant Valley, San Ramon, Lu Sutton, and Lynwood Elementary Schools, Hamilton K-8 School, and San Marin High School passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

**14.c. Approve a Competitive Selection Process for a Professional Services Firm to Prepare an Environmental Impact Report required under the California Environmental Quality Act (CEQA) for Stadium Lights for San Marin High School Pursuant to California Government Code 4526, 4527, 4528, 4529.12 - 8:30 p.m.**

Jim Hogeboom, Superintendent, reported on a Competitive Selection Process for a Professional Services Firm to Prepare an Environmental Impact Report required under the California Environmental Quality Act (CEQA) for Stadium Lights for San Marin High School Pursuant to California Government Code 4526, 4527, 4528, 4529.12. This year, the move of soccer from a fall (boys) and spring (girls) sport to a winter sport became effective under MCAL (Marin County Athletic League). This change triggered the need for all four soccer teams boys and girls varsity and junior varsity to practice and use fields at nearly the same time due to limited daylight in the late fall/winter months. A community conversation regarding stadium lights began in conjunction with possible solutions to this change in seasons.

The CEQA process also referred to as an EIR is a public process to evaluate all the impacts of the installation and maintenance of stadium lights at San Marin High School, such as, but not limited to, visual analysis, noise, traffic, and air quality. The EIR process provides a 45-day public review process in which questions and/or comments brought up during this period will be addressed. A Response Addendum will be included in the Final EIR along with a Mitigating Monitoring Plan. The purpose of the Mitigating Monitoring Plan is to provide possible parameters in the event approval of stadium lights is made in the future. Once a professional services firm is selected for the EIR, a contract will be submitted to the Board for approval.

Cam Ward, Attorney for Dannis Woliver Kelley, (DWK), reported on the CEQA process.

Karen Maloney, Assistant Superintendent, Business & Operations, clarified that legal counsel will be working with NUSD and Greystone Construction to review the process. The cost of the professional services firm to prepare the EIR will be paid out of a facilities fund and is not part of a General Obligation Bond.

*Public Comment:*

Fourteen (14) members of the community, staff, students, and parents commented on stadium lights for San Marin High School.

**Motion Passed:** A motion to approve a Competitive Selection Process for a Professional Services Firm to Prepare an Environmental Impact Report required under the California Environmental Quality Act (CEQA) for Stadium Lights for San Marin High School Pursuant to California Government Code 4526, 4527, 4528, 4529.12 passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Gregory Mack and a second by Mrs. Debbie Butler.

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

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

**14.d. Approve to enroll students in Transitional Kindergarten (TK) whose birthdays fall between the dates of December 2 and the end of the school year beginning 2016-17, with the requirement that parents sign a Kindergarten Continuance Form verifying that the parent/guardian agrees to have his/her child continue in kindergarten for one additional year - 9:30 p.m.**

Ruthanne Bexton, Director of Curriculum & Instruction, reported that enrolling students in Transitional Kindergarten (TK) whose birthdays fall between the dates of December 2 and the end of the school year beginning in 2016-17, with the requirement that parents sign a Kindergarten Continuance Form verifying that the parent/guardian agrees to have his/her child continue in kindergarten for one additional year would be a discussion only item and no action would be taken until a future Board meeting. With the granting of the new PreK funds, and some teachers' concerns, more time is needed to review extending enrollment dates for TK.

Ruthanne Bexton invited the Board of Trustees to tour NUSD TK-K classrooms.

*Public Comment:*

A staff member and a parent commented on TK.

**14.e. Approve Proposal to Upgrade Teacher Computers - 9:45 p.m.**

Sean Rozell, Director Information Technology, shared a PowerPoint on the purchase of computer hardware and replacement of aged teacher computers. An inventory audit of teacher computer hardware indicated that a large number of teacher workstations (161) have been in service for more than four years. These computers are slow, underpowered, and require more maintenance. The teacher computer replacement costs are \$178,718.

**Motion Passed:** A motion to approve Proposal to Upgrade Teacher Computers passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

**15. CONSENT: All items approved by a single action - 9:55 p.m.**

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

**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler



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

#### **15.b. Personnel Actions of April 5, 2016**

**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

#### **15.c. Approve Agreement with Ryland Consulting to Assist with Novato Charter School Charter Renewal**

Trustee Scott requested Consent Item "15.c" - *Approve Agreement with Ryland Consulting to Assist with Novato Charter School Charter Renewal*, be pulled for clarification on demographics, equity and their role as being independent. Karen Maloney, Assistant Superintendent, Business and Operations, reported that Business Services needs assistance to have an accounting group review the Memorandum of Understanding, the Agreement, state requirements, best practices, facilities, Special Education, and some concerns that have been raised. The Novato Charter School renewal will be presented at a May Regular Board meeting.

**Motion Passed:** A motion to approve Consent Agenda Item "15.c" - *Approve Agreement with Ryland Consulting to Assist with Novato Charter School Charter Renewal*, passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mrs. Shelly Scott and a second by Mrs. Debbie Butler.

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

#### **15.d. Ratify Warrant Register for Warrants Issued March 8, 2016 through March 29, 2016**

**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

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

**15.e. Field Trip Pleasant Valley Elementary School 5th grade Walker Creek Ranch - May 31 June 3, 2016**

**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

**15.f. Approve Disposal of Obsolete Property/Equipment**

**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

**15.g. Approve Disposal of Obsolete Textbooks/Instructional Materials**

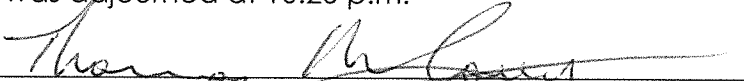
**Motion Passed:** Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

**16. ADJOURNMENT - 10:00 p.m.**

President Knell adjourned the meeting in honor of a former NUSD nurse, Maggie Feldstein.

The meeting was adjourned at 10:20 p.m.

WITNESSED:   
Vice President/Clerk of the Board of Trustees

Attested to on this 3<sup>rd</sup> day of May 2016.