

# Novato Unified School District Minutes

Created: May 11, 2015 at 02:46 PM

## Agenda Regular Meeting of the Board of Trustees

May 05, 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.

#### Minutes

President Butler called the Board meeting to order at 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: Public Employee Appointment: Superintendent

#### c. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957.6: Conference with Labor Negotiator - Board representative: Board President, Unrepresented employee: Superintendent

#### d. 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

**e. 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: California School Employees Association**

**f. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54956.9: Insurance Claim 507286 Against the District**

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

**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 and noted that the items were discussed in the reverse order:

f. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9: Insurance Claim 507286 Against the District - direction given to staff

e. 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: California School Employees Association - direction given to staff

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 (Pam Conklin, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - direction given to staff

c. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957.6: Conference with Labor Negotiator - Board representative: Board President, Unrepresented employee: Superintendent - Legal counsel gave direction and information was received

b. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employee Appointment: Superintendent - prepared to take action in Open Session

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

**a. Approval of Agenda** (1)

Motion made by: Cindi Clinton  
Seconded by: Ross Millerick

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.**

Minutes

President Butler reminded the audience to fill out "Blue Cards" to comment on agenda or non-agenda items.

**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

Trustee Cooper requested item "f" - *Approve Agreement with Forever Aquatics Pool to Manage Community Activity at Novato High School Pool from June 15, 2015 through August 15, 2015* be pulled for discussion.

A motion was made to approve the Consent Agenda, except for item "f" - *Approve Agreement with Forever Aquatics Pool to Manage Community Activity at Novato High School Pool from June 15, 2015 through August 15, 2015*.

President Butler and Trustees expressed appreciation for NUSD teachers for Certificated Appreciation Week.

Motion made by: Ross Millerick  
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

**10. DISCUSSION/ACTION - 6:45 p.m.**

**a. Appointment of New District Superintendent to succeed Dr. Shalee Cunningham**

*(D) (V)*

**Recommendation: The Board of Trustees recommends the appointment of James Hogeboom as the new District Superintendent to succeed Dr. Shalee Cunningham.**

Minutes

President Butler reviewed the selection process. A subcommittee which included Trustees Scott, Millerick and President Butler went to visit Jim Hogeboom's Lucia Mar School District and they were impressed by the support from the staff and community for the Superintendent.

A motion was made by Trustee Aguila to approve the Appointment of New District Superintendent to succeed Dr. Shalee Cunningham, and Trustee Cooper seconded the motion. A roll call vote was taken.

Motion made by: Maria Aguila

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

**b. Approval of Employment Agreement for new District Superintendent** *(D) (V)*

**Recommendation: The Board of Trustees recommends the approval of the Employment Agreement between the new District Superintendent, James Hogeboom, and the Novato Unified School District.**

Minutes

President Butler explained that a subcommittee of Trustees was formed to review the contract.

All the Board of Trustees reviewed the contract in Closed Session with legal counsel.

A motion was made by Trustee Millerick to approve the Employment Agreement for new District Superintendent, and Trustee Scott seconded the motion. A roll call vote was taken.

Jim Hogeboom expressed his appreciation and what an honor to be the new Superintendent and to return to Novato.

President Butler announced the Board would take a five minute break to sign the Employment Agreement.

President Butler reconvened Open Session.

Motion made by: Ross Millerick

Seconded by: Shelly Scott

Votes

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

**11. PRESENTATION - 6:55 p.m.**

**a. Special Student Recognition**

Minutes

Steve Hospodar, Hamilton K-8 Principal, recognized Marlon Alvarez as one of five youths recognized by the Center for Volunteer and Nonprofit Leadership's Heart of Marin Awards. President Butler presented him with a Certificate of Recognition.

**b. Mosaic Project Grant**

Minutes

Steve Hospodar, Hamilton K-8 Principal, introduced Dana Climi, Sausalito Art Festival Foundation, who shared a Prezi presentation about the mosaic project at Hamilton School which was supported by the Leadership Novato, City of Novato and the Sausalito Foundation. About 180 middle school students have made mosaic tiles to be used on 3D mosaic murals in various locations at Hamilton School.

**c. Community Partner - Novato Youth Center - Cheryl Paddack, Executive Director**

Minutes

Dr. Shalee Cunningham, Superintendent, introduced Cheryl Paddack, Executive Director, who also introduced Charlotte Shell, Board Member, Deborah Collins, Clinical Director, Jeff Walchli,

Dr. Shalee Cunningham, Superintendent, introduced Cheryl Paddack, Executive Director, who also introduced Charlotte Shell, Board Member, Deborah Collins, Clinical Director, Jeff Walchli, Teen Board Member, and Brittany Judd, Novato Blue Ribbon Coalition for Youth Coordinator. A PowerPoint presentation was shared about the programs and the partnership between the Novato Youth Center and NUSD. Appreciation for Dr. Cunningham was expressed in behalf of the Novato Youth Center and Brittany Judd expressed it in Spanish for the Latino community.

## **12. STUDENT PRESENTATIONS - 7:25 p.m.**

### **a. Lu Sutton Elementary School**

#### Minutes

Bonnie Barron, Principal, Lu Sutton Elementary School, shared a video on the March Food Challenge experience which was a partnership with Chef Hollie Green, Joyful12 and Miguel Villarreal, Director of FANS. Jennfier Dudley, Literacy Coach, shared the school webpage she created on schoolwide gestures, and three students highlighted a few of the gestures, and videos were shown emphasizing those gestures.

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

#### Minutes

Jocelyn Villalta, Novato High School sophomore, and GeeGee Warren, Marin Oaks High School senior, reported on school activities and upcoming events.

## **13. NON-AGENDA NEW BUSINESS - 7:55 p.m.**

### **a. Questions, Comments and Announcements: Board**

#### Minutes

#### **TRUSTEE ANNOUNCEMENTS:**

- Community session with Representative Jared Huffman
- On April 25 the Latino community honored two Latino leaders, Dario D'Arrigo Latino Film Festival Director, and Miguel Villarreal, Director of FANS
- Open Houses at San Marin High School and Lynwood Elementary School
- Middle School Track event at Novato High School
- School Fuel's Tour de Novato - Trustee Scott volunteered and other trustees expressed their appreciation for the money raised for our schools
- Appreciation expressed for NUSD teachers for Teacher Appreciation Month
- Marin County School Boards Association dinner with Trustees and Superintendents at College of Marin
- President Butler announced that Trustee Cooper would be stepping down from being President of the Marin School Boards Association. He served as President for the past two years. Appreciation was expressed for his leadership role.
- President Butler announced a Press Release would be going out tomorrow announcing the new Superintendent. She thanked those who were involved in the Superintendent Search.

**14. NON-AGENDA PUBLIC COMMENT - 8:05 p.m.**

Minutes

President Butler reminded the audience that if public comment is on a non-agenda item, the Board of Trustees cannot respond or discuss the non-agenda public comment.

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

Minutes

A Novato student and a Novato parent commented.

**15. STAFF REPORT - 8:10 p.m.**

**a. Secondary Curriculum and Instruction Update**

Minutes

Julia Kempkey, Directory, Secondary Curriculum & Instruction, shared a PowerPoint presentation on an update on the transition to the new Common Core State Standards (CCSS) for: Math, ELA, Literacy and ELA standards for History/Social Studies, Science and Technical Subjects; and Next Generation Science Standards (NGSS), and the associated instructional shift. The district is working on a comprehensive communication plan to keep all stakeholders informed. Newsletters are sent regularly, and Julia will be visiting the Site Leadership teams at the high schools to answer questions.

President Butler asked if there had been any student feedback on the math transition. A future report will be presented to the Board of Trustees on student feedback about the math transition.

**16. DISCUSSION / ACTION (Cont'd) - 8:25 p.m.**

**a. Approval of New Course Outlines and Technical Revisions to Existing Course Outlines**

*(D) (V)*

**Recommendation: The Superintendent and staff recommend approval of the new course outlines and the approval of technical revisions to the existing course outline.**

Minutes

Julia Kempkey, Directory, Secondary Curriculum & Instruction, reported on seventeen new course outlines to be offered in the fall of 2015, and three technical revisions to existing courses. Courses seeking UC a-g approval will be submitted or have been submitted to UC for review. Advanced Placement courses will be approved through the College Board at the site level. Once approved, all courses will be posted on the NUSD website.

The Board of Trustees requested more information about the Global Academy. Adam Littlefield, San Marin High School Principal, will report on the Global Academy at a future board meeting.

Motion made by: Ross Millerick

Seconded by: Derek Knell

Votes

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

**b. Approval of the Elementary Math Curriculum** (D) (V)

**Recommendation: The Superintendent and staff recommend approval of the Everyday Mathematics and Math Expression Programs.**

Minutes

Eileen Smith, Principal, Loma Verde Elementary School, and Cath Nam, Instructional Coach, shared a Prezi presentation on the NUSD Teach website on the process for selecting Everyday Mathematics for Transitional Kindergarten and Kindergarten, and Math Expressions for grades 1-3.

Motion made by: Ross Millerick

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

**c. Authorization to Change District Electricity Provider from PG&E to Marin Clean Energy's "Light Green" Program** (D) (V)

**Recommendation: The Superintendent and staff recommend authorization to change the District's electricity provider from PG&E to Marin Clean Energy's "Light Green" program.**



**Recommendation: The Superintendent and staff recommend authorization to change the District's electricity provider from PG&E to Marin Clean Energy's "Light Green" program.**

Minutes

Karen Maloney, Assistant Superintendent, Business & Operations, reported on changing the District electricity provider from PG&E to Marin Clean Energy's (MCE) "Light Green" program, because the rates are lower, and it is a renewable energy alternative to PG&E's electric supply.

Motion made by: Tom Cooper

Seconded by: Ross Millerick

Votes

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

**d. Authorize Fund Transfer from the General Fund (01) to the Building Fund (21) for Capital Outlay (D) (V)**

**Recommendation: The Superintendent and staff recommend authorization to transfer funds from the General Fund (01) to the Building Fund (21) for Capital Outlay.**

Minutes

Karen Maloney, Assistant Superintendent, Business & Operations, reported on the authorization of fund transfer from the General Fund (01) to the Building Fund (21) for Capital Outlay, because the Building Fund (21) is nearly depleted and the District has facility needs greater than the available funds in Fund 21. The 2014-15 Second Interim Report designated \$1,486,492 for Facility Use and that amount will be transferred and designated for Capital Improvements.

Motion made by: Ross Millerick

Seconded by: Maria Aguila

Votes

Maria Aguila	Yes
Debbie Butler	Yes
Cindi Clinton	Yes
Tom Cooper	Yes

**a. Minutes of the Meeting of April 7, 2015** (V) (C)

**Recommendation: Approval of the Minutes of the Meeting of April 7, 2015 is recommended.**

Motion made by: Ross Millerick

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

**b. Personnel Actions of May 5, 2015** (V) (C)

**Recommendation: Approval of the Personnel Actions of May 5, 2015 is recommended.**

Motion made by: Ross Millerick

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

**c. Resolution 2014-2015 #18 - Certificated Teacher Appreciation Week, May 4-8, 2015**

(V) (C)

**Recommendation: Superintendent and staff recommend approval of Resolution 2014-2015 #18 - Certificated Teacher Appreciation Week, May 4-8, 2015.**

Motion made by: Ross Millerick

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

**d. Resolution 2014-2015 #19 Classified Employee Appreciation Week, May 18-22, 2015**

*(V) (C)*

**Recommendation: Approval of Resolution 2014-2015 #19 - Classified School Employees Appreciation Week, May 18-22, 2015 is recommended.**

Motion made by: Ross Millerick

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

**e. Approval of the Agreement for Legal Services with Atkinson, Andleson, Loya, Ruud & Romo for the period of April 23, 2015 through April 23, 2016** *(V) (C)*

**Recommendation: Approval of the Agreement for Legal Services with Atkinson, Andleson, Loya, Ruud & Romo for the period of April 23, 2015 through April 23, 2016 is recommended.**

Motion made by: Ross Millerick

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

**f. Approve Agreement with Forever Aquatics to Manage Community Activity at Novato High School Pool from June 15, 2015 through August 15, 2015 (V) (C)**

**Recommendation: The Superintendent and staff recommend approval of the agreement with Forever Aquatics to manage community activity at the Novato High School pool from June 15, 2015 through August 15, 2015.**

Minutes

Trustee Cooper requested item "f" - *Approve Agreement with Forever Aquatics Pool to Manage Community Activity at Novato High School Pool from June 15, 2015 through August 15, 2015* be pulled for clarification on the cost effectiveness of contracting with Forever Aquatics Pool to manage the community activity. Since it is a pilot, a report will be presented to the Board of Trustees after the summer season on the costs and revenue from opening the Novato High School pool to the community.

Motion made by: Tom Cooper

Seconded by: Shelly Scott

Votes

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

**g. Authorization to Begin Public Bidding for the Replacement of the District Office HVAC System (V) (C)**

**Recommendation: The Superintendent and staff recommend authorization to begin the public bidding process for replacement of the District Office HVAC system.**

Motion made by: Ross Millerick

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

**h. Authorization to Purchase Pelican Wireless Thermostats** (V) (C)

**Recommendation:** The Superintendent and staff recommend Board authorization to purchase Pelican wireless thermostats.

Motion made by: Ross Millerick

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

**i. Ratify the Quarterly Investment Report for Quarter Ending March 31, 2015 (Q1)**

(V) (C)

**Recommendation:** The Superintendent and staff recommend ratification of the Quarterly Investment Report for the quarter ending March 31, 2015 (Q1).

Motion made by: Ross Millerick

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

**j. 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: Ross Millerick

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

**k. Declaration of Disposal of Unusable Textbooks and/or Instructional Materials**

*(P) (C)*

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

Motion made by: Ross Millerick

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

**l. Ratification of Warrant Register for Warrants issued April 1, 2015 through April 27, 2015**

*(P) (C)*

**Recommendation: The Superintendent and staff recommend ratification of the warrants issued April 1, 2015 through April 27, 2015 as presented.**

Motion made by: Ross Millerick

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

**18. ADJOURNMENT- 9:35 p.m.**

Minutes

President Butler announced there will be three more regular board meetings. The meetings will be on May 19, June 16 and June 23. There will not be a board meeting on June 2.

The meeting was adjourned at 9:32 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**

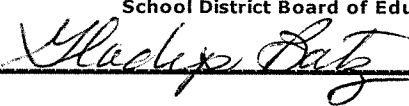
**a. Future Board Meetings**

May 19, 2015	Regular Meeting ( <i>Board Recognition</i> )	5:30 p.m.	District Education Center
June 16, 2015	Regular Meeting	5:30 p.m.	District Education Center
June 23, 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**

<p><b>AFFIDAVIT OF POSTING</b></p> <p>I, Gladys Batz, certify that on Friday, May 1, 2015, I caused to be posted a notice of the meeting of the Novato Unified School District Board of Education.</p> 
--

**21. MEETING PROCEDURES**

**a. Meeting Procedures**

5/19/15

Date



Board Vice President/Clerk