

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

May 21, 2016 - 9:00 AM

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

**Attendance Taken at 9:00 AM:**

Present:

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

**1. CALL TO ORDER AND ROLL CALL - 9:00 a.m.**

President Knell called the Board meeting to order at 9:00 a.m.

**1.a. Pledge of Allegiance**

**2. APPROVAL OF AGENDA**

President Knell requested a re-ordering of the Agenda to have item "5.b." - Conceptual Site Plans and Budgeted Project Costs, be the first item on the Agenda, because some of the principals had to leave early for other activities. President Knell also stated that Public Comment would be at the time an item was discussed.

**2.a. Approval of Agenda**

**Motion Passed:** A motion to approve the re-ordering of the Agenda passed by a vote of 7-0. Passed with a motion by Mrs. Debbie Butler and a second by Mr. Gregory Mack.

Yes 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

**3. PUBLIC COMMENT ON AGENDA ITEMS**

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

**4. APPROVAL OF CONSENT AGENDA**

President Knell requested a motion for the approval of the Consent Agenda which was not voted on earlier in order to cover items "5.a" - Overview: Educational Facility Master

Plan and item "5.b." - Conceptual Site Plans and Budgeted Project Costs, because some of the principals had to leave early.

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

**Motion Passed:** A motion to approve the Consent Agenda passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Ms. Maria Aguila.

Yes 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

**5. BOARD STUDY SESSION - 9:05 a.m.**

**5.a. Overview: Educational Facility Master Plan - 9:05 a.m.**

Superintendent Jim Hogeboom provided an overview of the District's Educational Facility Master Plan and process.

**5.b. Conceptual Site Plans and Budgeted Project Costs - 9:15 a.m.**

Karen Maloney, Assistant Superintendent, Business & Operations, introduced Steve Hospodar, Hamilton K-8 Principal and Elizabeth Olinyk, Olive Elementary School Principal, to report on their educational plan that is driving the changes to their facilities.

President Knell announced a return to Item "5.a." - Overview: Educational Facility Master Plan.

Karen Maloney, Assistant Superintendent, Business & Operations, reported that the most recent version of the educational plan that is driving the changes to facilities for each school site would be presented by a principal or site representative from Lynwood, San Jose, Sinaloa, San Marin and Novato High School. An overview of Tier I (Basic Upgrades / Code), Tier II (District Priorities), and Tier III (Site-Specific Priorities) was presented.

Kevin MacQuarrie of WLC Architects answered clarifying questions.

Public Comments:

Seven (7) people, including staff and parents, commented on the conceptual site plans.

**5.c. General Obligation (G.O.) Bond Timeline and Update - 10:30 a.m.**

Charles Heath, Partner, TBWB Strategies, shared a PowerPoint presentation on the

G.O. Bond timeline, polling results, and overall voter support of a bond priced at different rates.

**5.d. Review Form of Ballot Measure Resolution - 10:45 a.m.**

Janet Mueller, Attorney, DWK, reported on the sample form of the ballot measure resolution, and the District's resolution for calling a Bond election in November.

**6. DISCUSSION/ACTION - 11:15 a.m.**

**6.a. Approve Bond Tax Rate - 11:15 a.m.**

Karen Maloney, Assistant Superintendent, Business & Operations, reported on the selling of General Obligation Bonds by California School Districts is a common way that school districts generate capital funds for use in the repair, improvement, modernization, and building of school facilities along with the purchase of furnishings, equipment, and technology. Proposition 39, Education Code 15000 and Governing Code Section 53506 provide the guidance for the issuance of debt. Proposition 39 provides that the tax rate, as the result of any single election, must be projected to be no more than \$60 per \$100,000 of Assessed Valuation (AV) per year for Unified School Districts. However, a school district can choose to set a rate of less than \$60 per \$100,000 of AV.

The Project List was developed based on projected proceeds from bond sales in the amount of \$222 million.

Public Comment:

A community member commented on having bond monies be used for repair of a facility in case of a natural disaster or the health and safety of the students.

**Motion Passed:** A motion to approve the bond tax rate of not more than \$60 per \$100,000 Assessed Valuation passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Yes 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

**6.b. Resolution No. 19-2015/2016 - Establishing Method of Sale for Future District Bonds - 11:30 a.m.**

Karen Maloney, Assistant Superintendent, Business & Operations reported that Resolution 19-2015/2016 provides that the District will issue debt utilizing the Competitive Sale method, unless there is a persuasive reason to utilize the Negotiated Sale method.

**Motion Passed:** A motion to approve Resolution No. 19-2015/2016 - Establishing Method of Sale for Future District Bonds passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott and a second by Mr. Ross Millerick.

Yes 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

**6.c. Authorization to Begin Public Bidding for the Lease and Installation of Portable Buildings at Lu Sutton and Olive Elementary and Novato High School - 11:45 a.m.**

Trustee Mack left the meeting for a prior engagement.

Karen Maloney, Assistant Superintendent, Business & Operations, and Adam Coll, Construction Manager, Greystone West, reported that in Spring 2016, the District received notification from the California Department of Education (CDE) that grant funding would be awarded for four new preschool locations within the District. The preschools will be located at Hamilton School and Loma Verde, Lynwood and Olive Elementary schools. Loma Verde and Hamilton have classroom space available and the ability to have the spaces licensed for preschool use, as required by the CDE. Olive and Lynwood do not have any appropriate classroom space available for a preschool program. As such, each site requires a portable classroom with bathrooms in order to operate a preschool program beginning Fall 2016.

Enrollment growth is projected for Novato High School (NHS); therefore, it is necessary to have additional classroom space to accommodate this growth.

Public Comment:

A NUSD employee commented that adding more buildings also means additional personnel to maintain them.

Karen Maloney, Assistant Superintendent, Business and Operations, stated the formula for custodian use will be updated and reviewed which is based on square footage of facilities.

**Motion Passed:** A motion to approve the Authorization to Begin Public Bidding for the Lease and Installation of Portable Buildings at Lu Sutton and Olive Elementary and Novato High School passed by a vote of 6-0, 1. (Trustee Mack Absent) Passed with a motion by Mr. Ross Millerick and a second by Mrs. Shelly Scott.

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

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

**7. CONSENT: All items approved by a single action - 11:58 a.m.**

**7.a. Approve Quarterly Report for Williams Uniform Complaint - Quarter Ending October 31, 2015**

**Motion Passed:** Passed with a motion by Mr. Gregory Mack and a second by Ms. Maria Aguila.

Yes 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. ADJOURNMENT - 12:00 p.m.**

The meeting was adjourned at 12:40 p.m.

WITNESSED:   
Vice President/Clerk of the Board of Trustees

Attested to on this 14th day of June 2016.