

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

October 6, 2015 - 7:00 p.m.

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

**Attendance Taken at 7:00 PM:**

Present:

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

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

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

**Student Board Members Present:** Samantha Navarro-Johnson, substituting for Tommy Sanz, San Marin High, Reilly Agmon, Novato High, and Marley Bynum, Marin Oaks High

**1.a. Pledge of Allegiance**

**2. APPROVAL OF AGENDA - 7:05 p.m.**

President Butler introduced Cinthia Angelicola as the Spanish interpreter for those who would need her services during the Board meeting. She is also the Novato High School Community Liaison. Cinthia Angelicola introduced herself in English as well as Spanish.

**Motion Passed:** A motion to approve the Agenda passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Mr. Derek Knell.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**3. PUBLIC COMMENT ON CONSENT AGENDA - 7:07 p.m.**

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

None

#### **4. APPROVAL OF CONSENT AGENDA - 7:10 p.m.**

##### **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. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **5. STUDENT PRESENTATION - 7:15 p.m.**

##### **5.a. Lynwood Elementary School - 7:15 p.m.**

Andy Cline, Principal, Lynwood Elementary School, and Ms. Rachael Cinelli, Transitional Kindergarten (TK)/Kindergarten (K) combination teacher, described the benefits of the past six years with the Pre-K staff articulating with the TK/K staff. Robin Pence, Pre-K teacher modeled a student lesson from the Second Step social-emotional curriculum with approximately thirteen students from her Pre-K class.

#### **6. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS- 7:30 p.m.**

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

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

Samantha Navarro-Johnson, San Marin High School, Reilly Agmon, Novato High School, and Marley Bynum, Marin Oaks High School, reported on activities at their schools.

###### **TRUSTEE ANNOUNCEMENTS:**

- Trustee Millerick, as a representative of the Project Management Institute, met with the Napa Office of Education and Napa Learns, which partners with high tech groups in Napa to bring project based learning to the classroom.
- The first Golden Bell Meeting was held on October 1.
- School Fuel's screening of the movie "Most Likely to Succeed" on September 28.
- Trustee Cooper attended the memorial service for Lolita Francis a former Lynwood Elementary School teacher.
- Back-to-School Nights: San Marin High School and Chili Contest, and Novato High School
- Trustee Clinton attended the California School Board Associations (CSBA) Board of Directors meeting in Sacramento. Some of the highlights from the

meeting included the new CSBA building has been paid off, budget is in good shape, colleges are looking at how attendance affects grades, and the difference between a mission statement and a vision statement (the PowerPoint presentation was sent to the Board of Trustees).

- Trustee Clinton announced that a Press Release was sent out with her withdrawal from the School Board candidacy. She will be getting married next year, moving to San Francisco, and she would not be able to complete a full term in office. She requested that the word get out that she has withdrawn her candidacy.
- The Redwood Credit Union will be holding a financial literacy 'Bit of Reality' workshop at Novato High School on October 14 from 7:30 - 11:00 am. Ten more volunteers are needed, and Trustee Scott requested to be contacted via email if anyone could volunteer. There is no charge to NUSD for the workshop.
- North Bay Discovery Day at the Sonoma Fairgrounds on Saturday, October 24, from 10:30 a.m. - 4:00 p.m. For more information go to [NorthBayScience.org](http://NorthBayScience.org)
- President Butler and Trustee Millerick participated in the Pleasant Valley Spelling Bee and two students from Pleasant Valley will be participating in the Districtwide Spelling Competition.
- San Marin High School STEM Rube Goldberg presentations
- MSA Soirée at Book Passage
- Novato City Council Proclamation: Bully Prevention Month

#### **SUPERINTENDENT ANNOUNCEMENTS:**

- Welcomed the Student Board Members and thanked them for their participation
- Novato High School community meeting to discuss concerns such as traffic
- Novato High and San Marin High Schools Back-to-School Nights
- EdLeader21 Conference with a focus on 21st Century learning skills was held in Dallas, TX from September 30 - October 2. Superintendent Hogeboom, Karen Maloney, Assistant Superintendent, Business & Operations, Kris Cosca, Assistant Superintendent, Human Resources, and Julia Kempkey, Director of Secondary Curriculum & Instruction attended. About 500 participated and it was an opportunity to network with other school districts and learn best practices.

#### **7. NON-AGENDA PUBLIC COMMENT - 7:50 p.m.**

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

A community person commented that October is National Dyslexia Month and hopefully California Assembly Bill 1369 will be signed by Governor Brown which will provide program guidelines for dyslexia to assist teachers to evaluate and improve educational services for students with dyslexia.

A parent expressed appreciation for the comprehensive high school health education class that includes sex education.

## **8. STAFF REPORTS - 7:55 p.m.**

### **8.a. English Learner Program Overview - 7:55 p.m.**

Melissa Diaz, English Learner Coordinator, shared a PowerPoint presentation on English Learners in NUSD. A brief description was given on how students are tested using the California English Language Development Test (CELDT). The purpose of the test is to identify students who are English learners, monitor their progress, and document their English proficiency. There are 311 Long-term English Learners (LTEL) in NUSD. LTELs are students who have been enrolled in a school within the United States for more than six years, who are not progressing toward English proficiency, and who are struggling academically due to limited English skills. NUSD has four newcomers who are students not born in the United States and have not been attending one or more schools in any one or more states for more than three full academic years. An explanation was given on integrated and designated English Language Development for instructing English learners. Teachers have been trained in GLAD (Guided Language Acquisition Design) strategies, SIOP (Sheltered Instruction Observation Protocol), and training and coaching support from Kevin Clark Consulting.

### **8.b. Solar Options for School Facilities - 8:15 p.m.**

Karen Maloney, Assistant Superintendent, Business and Operations, reported on solar options to explore avenues to reduce electrical costs. Staff met with Opterra Energy Services and Sun Edison. Each firm is doing a feasibility study to estimate the potential savings from installation of solar parking structures and solar panels on remote playing fields. With Opterra Energy Services, the District will own the solar equipment and will pay for the financing of the project with savings from solar. With Sun Edison, the District will not own the solar equipment and will pay to use the solar equipment through the savings generated.

Karen Maloney also reported on the NUSD Solar Master Plan prepared by Helios Bay Area which is an analysis to assess the current feasibility of solar projects in the district with the intent to provide the district with estimates of PV systems sizes, costs and, benefits.

When the feasibility studies are complete, and the proposals including an educational component, are reviewed by staff, a recommendation will be presented to the Board of Trustees.

#### *Public Comment:*

A parent commended the District on moving forward with solar options and having an education component for the students.

### **8.c. Suspension, Expulsion, Alternatives to Suspension, and Student Attendance Review Board (SARB) - 8:30 p.m.**

Lynn Erikson, Student Services Coordinator, shared a PowerPoint presentation on Suspension, Expulsion, Restorative Justice, and Student Attendance Review Board (SARB). The presentation also included an explanation of interventions

used such as Peer Court, which is currently at all secondary sites, Youth Court, which is a direct referral process, Student Study Teams, mental health counseling at all sites, community service, and North Bay Security Group which assists in discipline investigation and provides an alcohol and other drug counselor. Student Attendance Review Board panels are held twice a month and include participants from elementary, middle, high school, and alternative education sites, probation, restorative justice and North Bay Security Group. Data was provided from 2011-2012 through 2014-2015 for suspensions, expulsions, cases heard and suspension days diverted by Restorative Justice, and SARB referrals and outcomes. North Bay Security group data was from 2013-2014 through 2014-2015.

*Public Comment:*

A community member asked why Sinaloa Middle School had more suspensions and expulsions than San Jose Middle School?

Lynn Erikson explained that this year Coach Jen Larson is engaging students at both middle schools to participate in Peer Court. There are 60-70 students participating.

**8.d. Food and Nutritional Services Operation Update - 8:45 p.m.**

Miguel Villarreal, Director, Food and Nutritional Services shared a short video on "Food Fight Join Us," and reported on the importance of eating healthy foods. Schools are required to modify meal prices such that the revenues from "paid" (non-subsidized) meals match the federal reimbursement level. Schools are not permitted to raise the price of paid meals more than 10 cents annually. All nutrition standards of the National School Lunch program helped bring much needed improvements to school food service programs, but in reality they were under funded mandates. School food service programs received .06 cents for serving healthier school lunches and meeting other Healthy, Hunger-Free Kids Act (HHFKA) guidelines in schools. School food service operators have become creative and use their business knowledge to keep their programs fiscally sound. They also use their internal and external collaborative partners to help them achieve their goals.

Miguel Villarreal reviewed some of the FANS partners and programs, and he reported that food preparation and cooking are done at all school sites, and salad bars are very popular with students.

**9. PUBLIC HEARING - 9:00 p.m.**

**9.a. Sufficiency of Instructional Materials - 9:00 p.m.**

Ruthanne Bexton, Director of Elementary Curriculum and Instruction, reported that all Novato students have been provided with sufficient instructional materials.

President Butler opened and closed the Public Hearing with no public comment.

**10. DISCUSSION/ACTION - 9:05 p.m.**

**10.a. Resolution # 7 - 2015/2016 - Williams Act - Sufficiency of Instructional Materials - 9:05 p.m.**

Ruthanne Bexton, Director of Elementary Curriculum and Instruction, reported on Resolution No. 7 - 2015/2016 - Williams Act - Sufficiency of Instructional Materials that all students have sufficient instructional materials.

**Motion Passed:** A motion to adopt Resolution No. 7 – 2015/2016 – Williams Act - Sufficiency of Instructional Materials passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

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

**11.a. Minutes of the Meeting of September 15, 2015**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.b. Personnel Actions of October 6, 2015**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.c. Approve Student Teaching Agreement with Touro University California**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila

Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **11.d. Revised Board Meeting Dates 2015-2016**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **11.e. Approve Memorandums of Understanding between the Novato Youth Center and Novato Unified School District**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **11.f. Approval of Resolution No. 6 2015/16 Adult Education Block Grant**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **11.g. Approval of 2015-2016 Adult Education Course Offerings**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler

Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.h. Additional literature, non-fiction and textbook titles for the Global Academy courses at the San Marin High School**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.i. Contract with College Board to ensure all sophomores and juniors have access to the PSAT**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.j. Renewal of the Master Subscription Agreement with Northwest Evaluation Association for the 2015-2016 School Year**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.k. Authorize Replacement of Food and Nutritional Services Delivery Vehicle**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler



Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.i. Authorization to Utilize Food Waste Services from ExtraFood.org**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.m. Field Trip - Novato High School/Marin School of the Arts - 9-12 Music Vocal & Jazz - Folsom High School, Folsom, CA - January 22-23, 2016**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.n. Field Trip - Novato High School/Marin School of the Arts - 9-12 Music Vocal & Jazz - Santa Cruz, CA - March 18-19, 2016**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.o. Field Trip - Novato High School/Marin School of the Arts - 9-12 Music - Monterey, CA - April 1-2, 2016**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler

Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.p. Field Trip - Novato High School/Marin School of the Arts - 9-12 Music - University of Nevada, Reno, NV - April 29-31, 2016**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.q. Ratify Warrant Register for Warrants Issued September 9, 2015 through September 30, 2015**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.r. Approve Gifts or Donations to the District per Board Policy 3290**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**11.s. Declaration of Disposal of Surplus/Obsolete and Unusable Property**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton

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

#### **11.f. Declaration of Disposal of Unusable Textbooks and/or Instructional Materials**

**Motion Passed:** Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Ms. Cindi Clinton  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

#### **12. ADJOURNMENT - 9:25 p.m.**

President Butler announced the next meeting will be on October 20, Closed Session at 5:30 pm and Open Session at 7:00 pm. The meeting was adjourned in memory of Lolita Francis, who had worked as an elementary teacher for NUSD for 27 years, and she recently passed away.

The meeting was adjourned at 9:27 p.m.

**Witnessed:**

  
\_\_\_\_\_  
Vice President/Clerk of the Board of Trustees

Attested to on this 20<sup>th</sup> day of October 2015.