

# *Novato Unified School District Minutes*

Created: November 06, 2014 at 01:31 PM

## **Agenda Regular Meeting of the Board of Trustees**

**November 04, 2014**

**Tuesday, 05:30 PM**

Novato Education Center

1015 Seventh Street

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### **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. APPROVAL OF CLOSED SESSION AGENDA**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA**
- 4. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:35 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 §54956.9 Subdivision (d)(1): Conference with Legal Counsel – Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954**

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

#### Minutes

President Scott called the Board meeting to order at 6:30 p.m.

#### **a. PLEDGE OF ALLEGIANCE**

**6. ANNOUNCEMENT OF REPORTABLE ACTION / CLOSED SESSION - 6:32 p.m.**

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

Minutes

Vice President 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 Section 54956.9 Subdivision (d)(1): Conference with Legal Counsel -Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954 - discussion only, no action taken.

**7. APPROVAL OF AGENDA - 6:34 p.m.**

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

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

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

Minutes

Item "e" - *Ratify the 2014-2015 Agreement between the Marin County Office of Education and the Novato Unified School District for Regional Occupational Program Services* was pulled for discussion by Trustee Butler.

President Scott mentioned that in Item "b" - *Personnel actions of November 4, 2014*, under Retirement, Dr. Shalee Cunningham, Superintendent, will be retiring at the end of the school year, and her retirement letter had been given to the Board.

<b>MOVED</b>	<b>SECOND</b>	<b>APPROVED</b>
Trustee Knell	Trustee Cooper	A motion to approve the Consent Agenda, except for Item "e" - <i>Ratify the 2014-2015 Agreement between the Marin County Office of Education and the Novato Unified School District for Regional Occupational Program Services</i> , passed by a vote of 7-0.

Motion made by: Derek Knell

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

**9. STUDENT PRESENTATIONS - 6:40 p.m.**

**a. Pleasant Valley Elementary School**

Minutes

Deborah Baraban, Pleasant Valley Elementary teacher, introduced eight 5<sup>th</sup> grade students who presented the 8 Math Practices from the Math Common Core State Standards. A video was shown on "A Day of Math at Pleasant Valley Elementary School".

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

Minutes

Mark Wang, San Marin High School senior, and Keila Callejas, Marin Oaks High junior, reported on school activities and upcoming events.

**10. NON-AGENDA NEW BUSINESS - 7:10 p.m.**

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

Minutes

**TRUSTEE ANNOUNCEMENTS:**

- Appreciation was expressed for Dr. Shalee Cunningham's service to NUSD
- Trustee Aguila was a volunteer at a Novato voting precinct

**SUPERINTENDENT ANNOUNCEMENTS:**

- Dr. Shalee Cunningham expressed her appreciation in working with a great NUSD leadership team and also the Novato community.
- "A Day in the District Office was very busy with precinct voting. Pam Conklin, Assistant Superintendent, Human Resources, held six different sessions for classified employees for the Classified Compensation Study. Suzi Hirshfield, Coordinator, Categorical Programs, was participating in a Federal audit of Title 1, 2 & 3 funding. Julia Kempkey, Director, Secondary Curriculum and Instruction, had an all-day Aeries Analytical teacher workshop.

**11. NON-AGENDA PUBLIC COMMENT - 7:20 p.m.**

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

Minutes

*None*

**12. STAFF REPORTS - 7:25 p.m.**

**a. Advancement Via Individual Determination (AVID) Update**

Minutes

Megan Pettis, Coordinator, Secondary Curriculum & Instruction, requested the Advancement Via Individual Determination (AVID) update follow the Special Education Overview report since some of the AVID students had not arrived.

Megan Pettis, Coordinator, Secondary Curriculum & Instruction, provided information on the NUSD Advancement Via Individual Determination Program (AVID) which is a college preparatory program currently offered at NUSD high schools, middle schools, and Hamilton Elementary, grades 7 and 8. San Marin students Jeremy Nuyens, Genesis Higueros, and Paula Lara, and Novato High students Carolina Perez, Janette Meza Chuc, and Jane Garcia, each presented a tenet of the program and highlighted their experiences.

**b. Special Education Overview**

Minutes

Liz Smith, Director of Special Education, shared a PowerPoint presentation on the Special Education Services at NUSD which included the process for identification, the 13 disabilities identified under Title V regulations, the programs and services available, personnel, budget,

and some of the data supported outcomes such as Annual Performance Measures, suspensions, preschool assessments, percent of racial and ethnic disproportionality, post-secondary and Least Restrictive Environment (LRE) outcomes. The primary goal for NUSD students with disabilities (SWDs) is to prepare them for further education, employment and independent living with a focus on service delivery, collaborative teaching, learning centers and intensifying the role of paraeducators as related to academic assisting and student success.

### 13. DISCUSSION / ACTION - 8:00 p.m.

#### a. Board Policy 6163.2 Animals at School - New NUSD Policy (First Reading) (D) (V)

**Recommendation: The Superintendent and staff recommend the approval of the Board Policy 6163.2 Animals at School as a first reading.**

##### Minutes

Liz Smith, Director of Special Education, reported on Board Policy 6163.2 -Animals at School (First Reading) as a new NUSD policy. Pursuant to 28 CFR 35.136, as amended by 75 Fed. Reg. 178, a district is mandated to modify its policies, practices, and procedures to permit an individual with a disability to use a service animal at school, when the work or task performed by the service animal is directly related to the individual's disability.

Motion made by: Tom Cooper

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. California Clean Energy Jobs Act (Proposition 39) Plan For Year 1 Projects (D) (V)

**Recommendation: The Superintendent and staff recommend approval of Year 1 projects.**

##### Minutes

Mark Silva, Director of Maintenance, Operations & Transportation, clarified that the NUSD Energy Specialist works with changing the behavior of staff towards saving energy. He then introduced Omar Pena, Planner, County of Marin, Marin Energy Watch, who shared a PowerPoint presentation on NUSD and Proposition 39. NUSD requested the Marin County Energy Watch's (MCEW) assistance with implementing a strategy for completing the requirements set forth by the California Energy Commission (CEC) for obtaining NUSD's

estimated five-year Proposition 39 allocation of \$1,700,165. NUSD has received the 2013-14 allocation of \$340,033. The first year funds recommendations are a comprehensive District Office HVAC retrofit and installation of programmable thermostats at all school sites. The next steps will include preparation of the expenditure plan application package to be submitted for review and approval by the CEC. MCEW will assist NUSD in procuring services for the completion of the installation measures and report the energy savings to the CEC.

Trustee Cooper asked if the San Marin High School STEM students could participate in renewable energy projects, and Omar Pena mentioned that MCEW has curriculum for renewal energy projects which support a student "Green Team." This can be presented at all schools.

President Scott asked for an analysis of cost savings for NUSD between Marin Clean Energy and PG&E. Omar Pena will provide this savings analysis comparison for the Board of Trustees at a future meeting.

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

**14. CONSENT: All items approved by a single action - 8:30 p.m.**

**a. Minutes of the Meeting of October 21, 2014 (V) (C)**

**Recommendation: Approval of Minutes of the Meeting of October 21, 2014**

Motion made by: Derek Knell

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. Personnel Actions of November 4, 2014** (V) (C)

**Recommendation: Approval of the Personnel Actions of November 4, 2014.**

Motion made by: Derek Knell

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

**c. Field Trip - San Jose Middle School - 8th Graders - Davis, CA - November 13, 2014**

(V) (C)

**Recommendation: Approval of Field Trip - San Jose Middle School - 8th Graders - Davis, CA - November 13, 2014 is recommended.**

Motion made by: Derek Knell

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

**d. Field Trip - San Marin High School - Junior Statesperson of America Club - Santa Clara, CA - November 15-16, 2014** (V) (C)

**Recommendation: Approval of Field Trip - San Marin High School - Junior Statesperson of America Club - Santa Clara, CA - November 15-16, 2014 is recommended.**

Motion made by: Derek Knell

Seconded by: Tom Cooper

Votes

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

**e. Ratify the 2014-2015 Agreement between the Marin County Office of Education and the Novato Unified School District for Regional Occupational Program Services** (V) (C)

**Recommendation: The Superintendent and staff recommend ratification of the 2014-2015 Agreement between the Marin County Office of Education and the Novato Unified School District for Regional Occupational Program Services.**

Minutes

Item "e" - *Ratify the 2014-2015 Agreement between the Marin County Office of Education and the Novato Unified School District for Regional Occupational Program Services* was pulled by Trustee Butler for clarification. Megan Pettis, Coordinator, Secondary Curriculum & Instruction, clarified the drop in MCOE Regional Occupation Program (ROP) funding of sections since 2006, the California Career Pathways which is supported by a grant shared by many partners, and the MCOE School to Career (CTE) program which has no direct correlation to the funding of sections.

Motion made by: Debbie Butler

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

**f. Ratify the Quarterly Investment Report for Quarter Ending September 30, 2014 (Q3)**

(V) (C)

**Recommendation: The Superintendent and staff recommend ratification of the Quarterly Investment Report for the quarter ending September 30, 2014 (Q1).**

Motion made by: Derek Knell

Seconded by: Tom Cooper

Votes

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

**g. 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: Derek Knell

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

**h. Ratification of Warrant Register for Warrants issued October 14, 2014 through October 28, 2014.** (V) (C)

**Recommendation: The Superintendent and staff recommend ratification of the warrants issued October 14, 2014 through October 28, 2014 as presented.**

Motion made by: Derek Knell

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

**i. Approve Citizens' Parcel Tax Oversight Committee Applicant: Ross Ingels** (V) (C)

**Recommendation: The Superintendent and staff recommend approval of Citizens' Parcel Tax Oversight Committee applicant, Ross Ingels.**

Motion made by: Derek Knell

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

**j. Approval of Revised Board Policy 6020, Parental Involvement (V) (C)**

**Recommendation: The Superintendent and staff recommend approval of revised Board Policy 6020 Parent Involvement.**

Motion made by: Derek Knell

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. ADJOURNMENT - 8:35 p.m.**

Minutes

The meeting was adjourned at 8:34 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.**

**16. FUTURE BOARD MEETINGS**

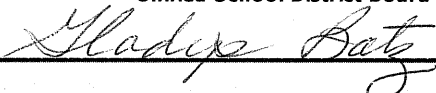
**a. Future Board Meetings**

November 13, 2014	Special Meeting - Governance Handbook	6:00 p.m.	District Education Center
November 18, 2014	Regular Meeting	5:30 p.m.	District Education Center
December 9, 2014	Regular Meeting	5:30 p.m.	District Education Center
January 13, 2104	Regular Meeting	5:30 p.m.	District Education Center
January 22, 2104	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. AFFIDAVIT OF POSTING**

**a. Affidavit of Posting**

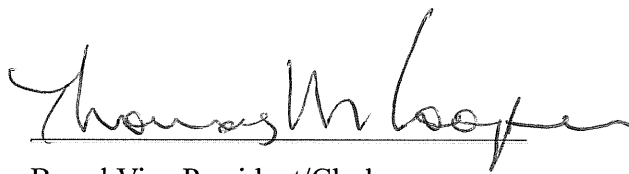
<b>AFFIDAVIT OF POSTING</b>
I, Gladys Batz, certify that on Friday, October 31, 2014, I caused to be posted a notice of the meeting of the Novato Unified School District Board of Education.
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**18. MEETING PROCEDURES**

**a. Meeting Procedures**

November 18, 2014

Date



Board Vice President/Clerk