

# Novato Unified School District Minutes

Created: December 19, 2014 at 01:53 PM

## Agenda Special Meeting of the Board of Trustees

December 18, 2014

Thursday, 05:30 PM

Novato Education Center

1015 Seventh Street

### Attendees

Maria Aguila

Debbie Butler

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.

#### a. Pledge of Allegiance

### 2. PUBLIC COMMENT ON AGENDA ITEM

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

Minutes

None

### 3. DISCUSSION/ACTION - 5:40 p.m.

**a. Selection of Superintendent Search Firm - The Board will hear presentations from three search firms and take action to select the firm to conduct the executive search for a new superintendent.** (1)

Minutes

A subcommittee of the Board solicited search firm proposals and received five (5) proposals. From those five proposals the subcommittee selected three (3) search firms to be interviewed.

Three search firms presented. Each firm was allotted twenty minutes to present and twenty minutes for board questions and public comment.

The following search firms made presentations to the Board:

- Cathy Bean, Dave Long & Associates
- Dr. Kent L. Bechler and Richard Thome, Leadership Associates
- Dr. Carolyn McKennan and Dr. Maria Gutierrez Ott, Hazard, Young, Attea & Associates

Each firm representative spoke about their background, the history of the firm, and the search process. Trustees asked several questions regarding the challenges of recruiting for Novato Unified, how the firm gathers input from stakeholder groups, recruitment process, and expectations from the Board during the process.

After all firms presented, the Board engaged in a thorough discussion about the strengths and weaknesses of the firm, and what they felt the firm had to offer to serve the district. The Board then moved to a ranking process. Each Trustee ranked each firm by "1" being their first choice, "2" being their second choice and "3" being their third choice. Those votes were then totaled.

First ranking vote:

<b>Firm</b>	<b>Total</b>	<b>Final Ranking</b>
Dave Long & Associates	16	Ranked 3rd
Leadership Associates	9	Ranked 1st
Hazard, Young, Attea & Associates	10	Ranked 2nd

Board discussion

<b>MOVED</b>	<b>SECOND</b>	<b>APPROVED</b>
Trustee Millerick	Trustee Cooper	A motion to move Leadership Associates and Hazard, Young, Attea & Associates forward and drop Dave Long & Associates passed by a vote of 6 to 0. <i>(Trustee Clinton absent)</i>

Motion Made by: Ross Millerick

Seconded by: Tom Cooper

Maria Aguila Yes

Debbie Butler Yes

Tom Cooper Yes

Derek Knell Yes

Ross Millerick Yes

Shelly Scott Yes

Board discussion

*Public Comment:*

Nonny David, CSEA Secretary, commented on Hazard, Young, Attea & Associates and Leadership Associates. While both firms were highly qualified, she felt Leadership Associates' warmth, friendliness and personal contact would serve the district best.

Second ranking vote:

<b>Firm</b>	<b>Total</b>	<b>Final Ranking</b>
Leadership Associates	7	Ranked 1st
Hazard, Young, Attea & Associates	11	Ranked 2nd

Motion made by: Maria Aguila

Seconded by: Derek Knell

Votes

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

**4. ADJOURNMENT - 8:30 p.m.**

Minutes

President Butler and Trustee Knell will contact each firm on Friday, December 19, 2014 with the decision.

The meeting was adjourned at 8:47 p.m.

**5. FUTURE BOARD MEETINGS**

**a. Future Board Meetings**

January 13, 2015	Regular Meeting	5:30 p.m.	District Education Center
January 22, 2015	Special Meeting	5:00 p.m.	District Education Center
February 3, 2015	Regular Meeting	5:30 p.m.	District Education Center
March 3, 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 6:30 p.m. unless noted otherwise.**

**6. AFFIDAVIT OF POSTING**

**a. Affidavit of Posting**

<p><b>AFFIDAVIT OF POSTING</b></p> <p>I, Gladys Batz, certify that on Monday, December 15, 2014, I caused to be posted a notice of the meeting of the Novato Unified School District Board of Education.</p> <p style="text-align: center;"><i>Gladys Batz</i></p>
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**7. MEETING PROCEDURES**

**a. Meeting Procedures**

1 / 13 / 15

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Date

*D. Adnell*

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Board Vice President/Clerk