

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

December 6, 2016 - 6:30 PM

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

Attendance Taken at 6:30 PM:

Present:

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

Absent:

Mr. Thomas Cooper

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

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

2. CLOSED SESSION AGENDA

3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 6:32 p.m.

3.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 of the agenda.

3.b. 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 (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA)

3.c. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 6:35 p.m.

None

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

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

5.a. Pledge of Allegiance

6. ANNOUNCEMENT OF REPORTABLE ACTION/CLOSED SESSION - 7:04 p.m.

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

President Knell announced Trustee Scott would be reporting on actions taken in closed session. He also announced that he would preside over items 9a. and 9b. of the "Annual Reorganization of the Board," and Trustee Butler would then preside over items 9.c.-f., because Trustee Cooper was ill.

Trustee Scott reported on action taken in closed session:

- 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 (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA) - direction given to staff
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - direction given to staff

7. APPROVAL OF AGENDA - 7:06 p.m.

7.a. Approval of Agenda

Motion Passed: A motion to approve the Agenda passed by a vote of 6-1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

8. RECOGNITION OF RETIRING BOARD PRESIDENT - 7:08 p.m.

Trustee Butler thanked President Knell for his service as President and his commitment to NUSD students during the past year. Superintendent Hogeboom expressed his appreciation for his support, as well staff support, and his political awareness. President Knell expressed his appreciation for the Board of Trustees as a governance team, and their commitment to NUSD students and the community. The Trustees also commended President Knell on his hard work and leadership.

9. ANNUAL REORGANIZATION OF THE BOARD - 7:15 p.m.

9.a. The Board President takes nominations for a new Board President.

9.b. The Board President calls for a motion to elect a new Board President.

Motion Passed: A motion to nominate Trustee Cooper as the Board President for 2016-17 was approved by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Mrs. Shelly Scott.

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

9.c. The new Board President takes nominations for Board Clerk/Vice President.

9.d. The new Board President calls for a motion to elect a new Board Clerk/Vice President.

Motion Passed: A motion to nominate Trustee Butler as the Board Clerk/ Vice President for 2016-17 was approved by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Gregory Mack and a second by Ms. Maria Aguila.

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

9.e. The new Board President calls for a motion to readopt the NUSD Board Policy Manual for the 2016-17 school year.

Trustee Butler was seated as Board Clerk/Vice President.

The Board Clerk/Vice President calls for a motion to readopt the NUSD Board Policy Manual for the 2016-17 school year

Motion Passed: A motion to readopt the NUSD Board Policy Manual for the 2016-17 school year was approved by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

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

9.f. The new Board President calls for a motion to confirm the Trustee Representative to the Marin County School Board Association Board of Directors.

The Board Clerk/Vice President calls for a motion to elect the Trustee

Representative to the Marin County School Board Association Board of Directors.

Motion Passed: A motion to elect Trustee Mack as Representative to the Marin County School Board Association Board of Directors was approved by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

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

10. PUBLIC COMMENT ON CONSENT AGENDA - 7:20 p.m.

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

Vice President Butler continued to preside over the meeting.

No public comment on the Consent Agenda.

11. APPROVAL OF CONSENT AGENDA - 7:23 p.m.

11.a. All Consent items approved by a single action

Motion Passed: A motion to approve the Consent Agenda passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

12. STUDENT PRESENTATION - 7:25 p.m.

12.a. Olive Elementary School: Videography Project/Art Working with the Wetlands - 7:25 p.m.

Elizabeth Olynik, Olive Elementary School Principal, introduced Fran Rozoff, who described the multifaceted environmental and educational process blending natural science, creative arts, videograph and public education on behalf of the Hamilton Wetlands Restoration Project. She introduced six (6) fifth grade students who shared a PowerPoint presentation and described their involvement with the video project which included teacher interviews, commercials, activities in the Hamilton wetlands, making "nature glue," editing with Final Cut Pro X, and they

expressed appreciation for those who supported them with the project.

13. ANNOUNCEMENTS: BOARD, SUPERINTENDENT AND STUDENT BOARD MEMBERS - 7:40 p.m.

13.a. Questions, Comments and Announcements: Board, Superintendent and Student Board Members - 7:40 p.m.

STUDENT BOARD MEMBERS:

Paige Speer, Novato High School Junior, and Jeffrey Ramirez, San Marin High School Junior, reported on their school activities. Stephanye De Oliveira, Marin Oaks High School Freshman, was not present.

TRUSTEE ANNOUNCEMENTS:

- Trustee Aguila thanked the donor for the saxophones and art matting materials that were donated to the Marin School of the Arts (MSA).
- Trustee Mack toured the Maintenance, Operations and Transportation facilities with Mark Silva, Director, Maintenance, Operations and Transportation.
- On December 1-3, 2016 California School Boards (CSBA) Annual Education Conference and Trade Show in San Francisco, and the Trustees shared information about the workshops they had attended. Vice President Butler attended a Local Control and Accountability Plan (LCAP) session and requested staff report on the LCAP Evaluation rubric at a future meeting.
- On January 26, the Redwood Credit Union is partnering with the Novato Rotary Club to host a Financial Literacy simulation at Novato High School from 8:00 - 10:00 am in the Gordon Gym. Trustee Scott is assisting the Novato Rotary with volunteers and requested to be contacted if anyone wanted to volunteer.
- Trustee Knell, as a representative on the Judicial Legislative Action Committee (JLAC), encouraged Trustees and Student Board Members to register to attend the Legislative Action Day in Sacramento on January 19. The JLAC is compiling a list of priorities which will be shared with the Trustees.

SUPERINTENDENT ANNOUNCEMENTS:

- Superintendent Hogeboom shared the book Inner Landscapes which was a gift from Lori Marshall, author of the book, and who is a local artist and teacher. She worked with the students at Hamilton School to create wooden cut-outs of themselves called "Inner Landscapes" which reflected their uniqueness, genius and inner values. They also wrote "I Am" poems on the back of their Inner Landscape. These Inner Landscapes are described in the book and are also displayed at the school. The Inner Landscapes are facilitated through the Create Peace Project which is an arts for peace education organization, in collaboration with the Sausalito Arts Festival Foundation's Artists Teaching Art Program.
- Superintendent Hogeboom introduced Denise McIntyre, Novato High School Swim Team Coach, who recognized a Novato High School para-

swimmer who will be competing in the 2016 Canadian/American Para-Olympics.

14. NON-AGENDA PUBLIC COMMENT - 7:50 p.m.

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

A Novato water polo coach expressed his appreciation to the Trustees for the Novato High School pool, the Athletic Trainer and the full time Athletic Director.

A Novato community member involved with bicycle advisory groups and a Safe Routes to School representative encouraged the Trustees to urge the City of Novato to have bike lanes and sidewalks on Vineyard Road.

15. STAFF REPORTS - 7:55 p.m.

15.a. Inter- and Intra-District Transfers 2016-2017 - 7:55 p.m.

Lynn Erikson, Coordinator of Student Services, reported on the number of Inter- and Intra- District Transfers received for the 2016-2017 school year. NUSD received 428 intra-district transfer requests: 202 were received by the deadline, 163 were received after the deadline, and 63 were rescinded. NUSD received a total of 377 Inter-district transfer requests: 204 requested to transfer to NUSD and 173 requested to transfer out of NUSD.

15.b. Instructional Coach Update - 8:10 p.m.

Julia Kempkey, Director of Instruction and Innovation, reported about Instructional Coaches, and introduced the Instructional Coaching team, Laurie Campbell, Amber Hatfield, Catherine Nam, Mark Niemann, and Leslie Smith (Cindy Klinkman was not able to attend) who shared a PowerPoint Presentation on their specialized set of instructional skills and deep content knowledge that allow them to model and provide instructional leadership for teachers in every content area and grade level. The coaches use a variety of models to reach teachers including professional learning workshops during staff meetings or grade level or department meetings, small group curriculum development, one-on-one classroom observation and feedback, and leading instructional leadership teams in the different content areas. The coaches also serve as Beginning Teacher Support and Assessment (BTSA) support providers to provide new teachers with a high level of support. Their goal is to develop a sustainable culture of coaching as well build capacity in Novato Unified School District where all teachers have a high level of support to continue to grow and develop their teaching practice.

The NUSD instructional coaching model continues to strive to enhance its model in four major ways:

1. Launch an inquiry model as a way to provide teachers with an in-depth reflection of their teaching practice

2. Work with the Buck Institute for Education to build internal capacity so the instructional coaches can provide project-based learning training
3. Ensure that all district professional development days are high-quality, meaningful and impactful
4. Instructional coaches will continue to facilitate consistency vertically and horizontally in the district

There are several ways to evaluate and reflect on the effectiveness of the instructional coach model which include:

1. Consistent survey to get feedback from teachers on the effectiveness of professional development time
2. Tracking of instructional coaches' time (school, type of support, etc.)
3. Survey of all teachers about their interaction with the instructional coaches
4. Teacher retention rate or new teacher survey

Overall, the NUSD instructional coaches provide an invaluable service to our teachers and the district, and instructional coaches help ensure that all of our students' educational experience is rigorous, meaningful and effective.

15.c. College Readiness Block Grant plan presentation - 8:25 p.m.

Ivan Chaidez, Assistant Superintendent of Education Services, shared a PowerPoint presentation on the College Readiness Block Grant (CRBG) plan as required by the California Department of Education (CDE) on how NUSD will use one-time funds received to increase or improve services for particularly unduplicated pupils to ensure college readiness and how it aligns with the Local Control and Accountability Plan (LCAP).

NUSD plans on using the College Readiness Block Grant to support the district's Advancement Via Individual Determination (AVID) and Get Focused Stay Focused (GFSF) programs. The Board of Trustees will be provided with an annual update on the impact of AVID and GFSF in the district, which will include enrollment, percentage of students meeting UC/CSU college entrance requirements (a-g), and the percentage of students scoring standard met or standard exceeded on district and state assessments.

15.d. 2016-2017 Enrollment (ADA) Update - 8:40 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, shared a PowerPoint on 2016-17 enrollment. As projected, NUSD has entered a period of declining enrollment. During the 2015-2016 school year, the District served 7,972 total students, including the 270 students attending Novato Charter. In month three of 2016-2017, NUSD is serving 7,771 students; NUSD's projection was 7,751.

Assistant Superintendent Cosca reviewed NUSD's five year historical enrollment by school that showed over the past years elementary schools are now impacting middle schools where enrollment dropped from 1,923 to 1,749. In future years, these small NUSD cohort groups will move through the middle schools and then impact the high schools with lower enrollment.

15.e. School Safety Presentations - 8:55 p.m.

Jim Hogeboom, Superintendent, reported that safety presentations were given at every school PTA to discuss the district and school safety plans and procedures to ensure all Novato Unified students are safe, and that parents understand how best to communicate in the event of a safety issue at school. Leslie Benjamin, Director of Communication and Community Engagement and Bill Welch, North Bay Security (NBS), assisted Superintendent Hogeboom with the safety presentations.

Bill Welch and his NBS staff explained the role of North Bay Security (NBS) and what they do for NUSD students and parents, including making home visits, meeting with students individually, providing drug and alcohol counseling, providing a key communication point with the Novato Police, as well as make presentations on drugs and alcohol at fifth-eighth grades. Bill also provided an overview of the gang activity in Marin County, specifically in Novato, so that parents had a better understanding of the gang situation. At the high school meetings, an officer from the Novato Police provided the police perspective on gangs. The need for video surveillance cameras at all of our elementary schools and the need to upgrade the systems at the secondary level were discussed.

NUSD is working to improve its ability to text all parents at every school, and also use the all call phone system, district website, school website, and email messages to contact parents during an event so that NUSD is using a multiple forms of communication to keep parents informed during a safety situation so they have the most recent information available.

Next steps include:

1. The District Safety Committee is working with NUSD's technology department to use our present system (Edulink) to send text messages to parents, and to have ready by January, 2017.
2. In January, letters explaining NUSD's emergency notification procedures will be sent to parents in both English and Spanish.
3. The Board of Trustees will be asked to prioritize the need for surveillance cameras at NUSD schools by using school bond funding to install these systems as soon as possible.

15.f. School Security/Video Surveillance - 9:10 p.m.

Sean Rozell, Director of Instruction Technology, reported on campus safety which is composed of many elements including surveillance, access control, motion sensors, lighting, security guards, paging systems, location tracking systems, safety policies and even landscaping changes. One of the primary tools for enhancing campus safety and security is proper video surveillance. It serves as a deterrent as well as a valuable forensic tool. In order to provide comprehensive video surveillance coverage, the system needs to satisfy four general types of video surveillance needs:

1. High traffic use areas such as hallways, playgrounds, cafeterias, etc.
2. Ingress and egress points to track who comes and goes onto a campus

3. Parking areas and driveways
4. Specialty needs such as computer labs and cross-walks

North Bay Security and a video surveillance system integrator have given NUSD staff a general idea of the scope and cost of these projects. NUSD staff also met with a design expert who could provide system design consulting services as a first step to this project. In addition, NUSD staff has met with other California school districts that have already gone through a surveillance upgrade of this scale. An assessment of the NUSD existing system has been completed along with feedback from school sites about how they would like to see that system improved.

The Bond Implementation Committee will help to determine priorities for this project including the scope and scale of the project, the timeline of the project, and the possible need for design consulting services.

16. DISCUSSION/ACTION - 9:20 p.m.

16.a. Ratify Contract between California School Employees Association (CSEA) and Novato Unified School District - 9:20 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, reported on the Contract between California School Employees Association (CSEA) and Novato Unified School District. The Tentative Agreement includes (among other items) a one-time, off-schedule, lump sum payment ranging from \$1,000 to \$1500 depending on hours worked; a 5% salary increase, effective December 1, 2016, to be paid retroactively to July 1, 2016; revisions to contract articles pertaining to comparable school districts, safety, duration and openers; a new discipline article, and a memorandum of understanding that pertains to classification/reclassification timelines.

The Tentative Agreement was presented to the CSEA membership and was ratified on November 30, 2016.

Motion Passed: A motion to Ratify Contract between California School Employees Association (CSEA) and Novato Unified School District passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Mr. Derek Knell.

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

16.b. AB 1200 Public Disclosure of Collective Bargaining Agreement - California School Employees Association (CSEA) - 9:25 p.m.

Yancy Hawkins, Assistant Superintendent, Business and Operations, reported on

AB 1200 Public Disclosure of Collective Bargaining Agreement - California School Employees Association (CSEA). State law requires that all collective bargaining agreements be disclosed to the public at a regularly scheduled meeting of the school board. The AB 1200 required disclosure form for the settlement with CSEA resulted in a 5% salary increase and a one-time, off schedule, lump sum payment ranging from \$150 to \$1,100 depending on hours worked. State law also provides that this disclosure document be presented to the Marin County Office of Education for their review and comment. They have 10 days after board approval to complete that process. Staff does not foresee any problem receiving their approval.

Motion Passed: A motion to approve AB 1200 Public Disclosure of Collective Bargaining Agreement - California School Employees Association (CSEA) passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

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

16.c. Approval of Executive Director of Facilities and Maintenance - 9:30 p.m.

Yancy Hawkins, Assistant Superintendent, Business and Operations, reported on the reinstatement of the Executive Director of Facilities and Maintenance position and job description. On November 8, 2016 the voters, pending final vote count, approved the \$222 million Measure G general obligation bond for the Novato Unified School District. The Measure G project list was driven by the Facilities Master Plan (FMP) approved by the Board on August 2, 2016. The plan envisions a 10 year process of implementing the FMP, and includes a program management budget to cover the costs of the day-to-day operations of the bond.

To ensure an effective and efficient bond implementation, the District needs to ensure proper program management. It will be important to recruit and hire someone who not only has a high level of construction and management skill, but who also understands the need for a 21st century learning environment to enhance the qualities of critical thinking, collaboration and communication.

The Executive Director of Facilities and Maintenance position was developed as part of the 2001 Bond and was responsible for the day-to-day operations of the facilities program. The administrative structure of the program worked very effectively throughout the implementation of the 2001 Bond from 2001-2010. Therefore, the reinstatement of the Executive Director of Facilities and Maintenance position and job description for the implementing of the FMP was recommended.

Motion Passed: A motion for Approval of Executive Director of Facilities and Maintenance passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Mrs. Shelly Scott.

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

16.d. Board and District Committees for 2017 - 9:45 p.m.

Vice President Butler reported on the Board and District Committees for 2017 and asked if there were any recommendations for changing participation on the committees. Superintendent Hogeboom reported that the District Leadership Team does not have any Trustees participating on it. He described the purpose of the committee which develops rubrics and assessments using the Graduate Profile. Trustees Scott and Knell requested to participate on the District Leadership Team and Trustee Millerick will be the alternate. Another District committee, the Special Education Parent Committee, has no Trustee participation. Trustees Aguila and Scott requested to participate on that committee. A recommendation was made to discuss in more detail the District Appointed Bond Implementation Committee and the role of the participants at the next Regular Board meeting when President Cooper will be present.

Motion Passed: A motion to approve Board and District Committees for 2017, except for the Bond Implementation Committee, passed by a vote of 6-0, 1. (Trustee Cooper Absent) Passed with a motion by Mr. Ross Millerick and a second by Mr. Derek Knell.

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

17. CONSENT: All items approved by a single action - 9:55 p.m.

17.a. Minutes of the Meeting of November 15, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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| Yes | Ms. Maria Aguila |
| Yes | Mrs. Debbie Butler |
| Absent | Mr. Thomas Cooper |
| Yes | Mr. Derek Knell |
| Yes | Mr. Gregory Mack |

Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.b. Personnel Actions of December 6, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.c. Approve Student Teaching Agreement with CalState TEACH

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.d. Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.e. Annual Accounting of Developer Fees and Five Year Report for the Fiscal Year Ending June 30, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.f. Award of Contract for the Pre-School Portable Site Work, and Electrical at Lu Sutfon Elementary School

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.g. Ratify Warrant Register for Warrants Issued November 9, 2016 through November 29, 2016

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.h. Approve Gifts or Donations to the District per Board Policy 3290

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

17.i. Disposal of Obsolete Equipment and/or Property Belonging to Novato Unified School District.

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

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

17.j. Approve Disposal of Obsolete Textbooks/Instructional Materials

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

18. ADJOURNMENT - 10:00 p.m.

Vice President/Clerk Butler announced the next Regular Board meeting will on December 20, 2016.

The meeting was adjourned at 10:00 p.m.

WITNESSED: 
Vice President/Clerk of the Board of Trustees

Attested to on this 20th day of December 2016.