

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

December 20, 2016 - 6:00 PM

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

**Attendance Taken at 6:00 PM:**

Present:

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

Absent:

Mr. Ross Millerick

**1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.**

President Cooper called the Board meeting to order at 6:00 p.m.

**2. CLOSED SESSION AGENDA**

**3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 6:02 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 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 - Update

**3.c. 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: Novato Federation of Teachers (NFT)

**3.d. With respect to every item of business to be discussed in closed session pursuant to California Education Code Section 35146 - Review Students' Education Placements/Costs Pursuant to IEPs or Agreements**

**3.e. 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 - 6:05 p.m.

None

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

President Cooper 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

Vice-President/Clerk 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 - Update and discussion
- 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: Novato Federation of Teachers (NFT) - update and discussion
- With respect to every item of business to be discussed in closed session pursuant to California Education Code Section 35146 - Review Students' Education Placements/ Costs Pursuant to IEPs or Agreements - discussion
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - update and discussion

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

**Motion Passed:** A motion to approve the Agenda passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

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

President Cooper requested a motion to excuse Trustee Millerick because of illness.

**Motion Passed:** A motion to excuse Trustee Millerick because of illness passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mr. Derek Knell 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
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

**8. PUBLIC COMMENT ON CONSENT AGENDA - 7:08 p.m.**

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

None

**9. APPROVAL OF CONSENT AGENDA - 7:12 p.m.**

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

Vice President Butler requested Consent Items "15.f" - Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153, 1) Novato High School - Athletics - Boys Basketball (Varsity) - Fort Bragg, CA - December 27-29, 2016, 2) San Marin High School - 9-12 Music Department - Havana School of Music, Cuba, June 12-18, 2017, and 3) San Marin High School - Speech & Debate - Union City, CA - January 13-15, 2017, and "15. i" - Approve Gifts or Donations to the District per Board Policy 3290, be pulled for discussion.

**Motion Passed:** A motion to approve the Consent Agenda, except for Items "15.f" - Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153, 1) Novato High School - Athletics - Boys Basketball (Varsity) - Fort Bragg, CA - December 27-29, 2016, 2) San Marin High School - 9-12 Music Department - Havana School of Music, Cuba, June 12-18, 2017, and 3) San Marin High School - Speech & Debate - Union City, CA - January 13-15, 2017, and "15. i" - Approve Gifts or Donations to the District per Board Policy 3290, passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Ms. Maria Aguila and a second by Mr. Derek Knell.

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

**10. STUDENT PRESENTATION - 7:15 p.m.**

**10.a. Lu Sutton Elementary School: Fifth Grade Project-Based Learning Maker Space Project**

Bonnie Barron, Lu Sutton Elementary School Principal, introduced Kate Mansergh

and Lauren Hinxmann, 5th grade teachers, who described the 5th grade project-based learning Marker Space project. Four (4) students shared a PowerPoint presentation about their roles and responsibilities in planning and developing the new Lu Sutton Maker Space room. A ribbon cutting event will commemorate the new MakerSpace on January 12, 2017.

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

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

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

Student Board Members were excused because of final exams.

#### **TRUSTEE ANNOUNCEMENTS:**

- Trustee Knell reported that the Marin County Joint Legislative Advisory Committee will be sending out a list of priorities next week.
- DELAC meeting on December 13
- President Cooper apologized for missing the last Board meeting when he was elected President. He expressed his appreciation for being elected and looking forward to working with and being supportive of the Trustees and NUSD staff.

#### **SUPERINTENDENT ANNOUNCEMENTS:**

- Superintendent Hogeboom recognized Kate McNear and Susan Mathews for their leadership, tireless support and enthusiasm to organize the Measure G campaign in support of Novato's students.

## **12. NON-AGENDA PUBLIC COMMENT - 7:40 p.m.**

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

A community member and Manager of the Marin Building Trades Council commented on a possible partnership with the Council and NUSD to have a Building Trades Apprenticeship Program for students to learn about careers in the construction trades.

## **13. STAFF REPORT - 7:45 p.m.**

### **13.a. Special Education Updates - 7:45 p.m.**

Liz Smith, Director of Special Education, shared a PowerPoint presentation on Special Education update that included the department structure, current programs and staffing levels, history of program moves, MCOE partnerships, Early Intervention proposed move, Special Education parent meetings, and the Public Policy of California's recommendations to Governor Jerry Brown regarding Special Education funding and SELPAs.

The District's Ready, Set, Grow! Early Learning Program (Early Intervention) for three to five-year old students is looking to move from the Hill Education Center to a comprehensive elementary site. After reviewing all the elementary school sites, Rancho emerged as the best option because there is available space, currently no preschool programs there, and the Principal is welcoming of this program to Rancho.

If the Read, Set, Grow! program were to move, this would make way for collaboration with the Marin County Office of Education on Braun 2.0, an expansion of the current program for emotional disorders from secondary only, to Kindergarten through 12th grades. The proposed program hasn't found a facility to accommodate the needs. This program would benefit all districts in Marin by creating a public school alternative for elementary students with emotional disorders, a much needed option in the continuum of services. If elementary students are able to attend Braun, there is a potential cost savings with non-public school placements as well as with transportation services.

A summary of the Public Policy Institute of California's (PPIC) Task Force recommendations included:

- Make Special Education funding non-categorical
- Fund districts, not SELPAs
- Fund through LCFF
- Equalize district funding
- Consolidate funds for Mental Health into AB 602
- Increase support for Birth - 5

Trustees expressed their appreciation for the enormous amount of work all Special Education staff have been doing to support NUSD students.

#### **14. DISCUSSION/ACTION - 8:15 p.m.**

##### **14.a. Resolution No. 19 - 2016/2017 - Commitment to the Education of All Students and Making All Campuses a Safe Zone for Students and Families Threatened by Immigration Enforcement - 8:15 p.m.**

Jim Hogeboom, Superintendent, reported on Resolution No. 19 - 2016/2017 - Commitment to the Education of All Students and Making All Campuses a Safe Zone for Students and Families Threatened by Immigration Enforcement. NUSD and the Board of Trustees embrace the diversity of our students and families and the rich language and cultural assets they bring to our District and strongly support and encourage the participation of all parents and families in our schools. In response to growing fears that governmental actions towards immigrants will have a chilling effect on the educational rights of immigrant students and families, the proposed resolution states the Board of Education's position that all students have the right to attend school regardless of the immigration status of the child or of the child's family members. It also provides that students will not be discriminated against because of their actual or perceived immigrant status, will not seek information about immigration status, and will take steps to protect personally identifiable information from being used for immigration enforcement to the extent possible. The District will ensure that all

teachers, school administrators, and school and District office staff will be appropriately informed about this Resolution; and parents/guardians will have access to this Resolution in English and Spanish to fully inform families of their rights in the District.

**Motion Passed:** A motion to adopt Resolution No. 19 - 2016/2017 - Commitment to the Education of All Students and Making All Campuses a Safe Zone for Students and Families Threatened by Immigration Enforcement passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mr. Derek Knell 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
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

**14.b. Approval to review and evaluate materials not on the state approved Board of Education adoption list - 8:20 p.m.**

Ivan Chaidez, Assistant Superintendent, Education Services, shared a PowerPoint presentation on obtaining approval to review and evaluate materials not on the state approved Board of Education adoption list. In the October 2015, the State Board of Education (SBE) passed a new law, Education Code Section 60210, which allows Local Education Agencies (LEA) the ability to choose to use instructional materials that have not been adopted by the SBE. Novato Unified School District staff recognizes this as an opportunity to analyze high-quality curriculum which supports the Project Based Learning Model through programs such as Lucy Calkins Units of Study as a potential ELA adoption.

In accordance with Board Policy 6161.1, the Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. As is NUSD's practice, English Language Arts (ELA) Advisory Committees were formed to evaluate, pilot, and identify ELA/English Language Development (ELD) materials that best meet the district criteria and support current district initiatives. The teams are comprised of teachers grades TK-8 from each elementary and middle school. Some materials to be evaluated may not be on the State Board of Education adoption list and board approval is needed to include them in this process. The process will include evaluating, piloting, and purchasing English Language Arts materials for grades TK-8. These groups have developed district criteria essential for a balanced Literacy program. The team will then make their recommendation to the Board for the adoption/purchase for ELA/ELD materials that best meet NUSD's needs.

The timeline for the adoption process includes:

- December - February 2017: Evaluate ELA/ELD Programs and Materials
- March - May 2017: Pilot ELA/ELD Programs and Materials
- May 2017: Recommend Board approval for ELA/ELD Programs and Materials

**Motion Passed:** A motion for Approval to review and evaluate materials not on the state approved Board of Education adoption list passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mrs. Debbie Butler and a second by Mr. Derek Knell.

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

#### **14.c. First Interim Budget - 8:35 p.m.**

Yancy Hawkins, Assistant Superintendent, Business and Operations, shared a PowerPoint presentation on the 2016-17 First Interim budget. State law requires that school districts review their budgets twice during the fiscal year. The first report is prepared using October 31st data, and is due December 15th of each year. The reports document that the District certifies its ability to meet its financial obligations for the current, and two subsequent, fiscal years.

The First Interim Report provides the actual financial activity from July 1, 2016 to October 31, 2016 with financial projections for the year ended June 30, 2017. The Report also includes a Multi-Year Projection (MYP) for the two subsequent years. The Combined General Fund budget as of the First Interim reporting period shows an excess of expenditures over revenues in the amount of (\$3,529,059). However, as the 2015-2016 fiscal year ended with \$1.2 million in unrestricted school site/department carryover, it is expected that deficit spending would occur in the 2016-2017 year. The Combined Ending Fund Balance is projected to be \$12,245,418 or 14% of total expenditures and other uses out as of June 30, 2017.

The District has made significant investments over the last two years in one of its most important goals, to recruit, hire and retain the best staff members possible. The District has increased its ongoing certificated and classified salary schedules by over 11% over the last two years (6%/5%), along with significant one-time payments. This investment of over \$6 million annually, along with the projected slowing of LCFF revenue and increase in PERS/STRS rates, will require the District to be careful in making any additional commitments in the short term. As the District moves into the 2017-2018 budget development process, staff will continue to monitor the revenue projections from the Department of Finance and look for efficiencies to strengthen the long term fiscal health of the District.

Staff will attend the Governor's budget conference on January 17, 2017; at that time, staff expects to learn more detailed information regarding funding for 2017-18.

**Motion Passed:** A motion to approve the First Interim Budget passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mrs. Shelly Scott 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
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

**14.d. Approval of Resolution No.17-2016/2017 Certifying all Proceedings in the November 8, 2016 General Obligation Bond Election - 9:05 p.m.**

Yancy Hawkins, Assistant Superintendent, Business and Operations, reported on Resolution No. 17 2016/2017 Certifying all Proceedings in the November 8, 2016 General Obligation Bond Election. On December 6, 2016, the Novato Unified School District received a letter from the Elections Department of the County of Marin certifying that Measure G, the \$222 million school facilities bond to improve Novato Schools, had passed with 57.98% of the vote (55% was needed). Included in the letter was a Certificate of Canvass of Vote; the Polling Place report; and the Statement of Votes for Measure G at the November 8, 2016 General Election.

The Resolution asks the Board to enter into the minutes of this meeting that Bond Measure G has been approved by fifty-five percent (55%) or more of the votes cast at the Bond Election, The Board will also certify that all proceedings of the Novato Unified School District have been accomplished according to law. In addition, a copy of Resolution No 17-2216-2017 will be sent to the County Superintendent of Schools and to the Clerk of the Board of Supervisors of Marin County.

Yancy Hawkins, Assistant Superintendent, Business and Operations, reported that the minutes of this meeting will be approved at the January 17, 2017 Regular Board meeting.

**Motion Passed:** A motion of Approval of Resolution No. 17 2016/2017 Certifying all Proceedings in the November 8, 2016 General Obligation Bond Election passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mrs. Debbie Butler and a second by Mrs. Shelly Scott.

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

**14.e. Resolution No. 18-2016.2017 to Form an Independent Citizen's Oversight Committee - 9:15 p.m.**

Yancy Hawkins, Assistant Superintendent, Business and Operations, reported on Resolution No. 18 2016/2017 to Form an Independent Citizens' Oversight



Committee. The purpose of the Committee is to report to the public on the bond expenditures, advise the public as to the District's compliance with Prop 39, and ensure that no bond funds are spent on teacher salaries or District operating expenses. The Independent Citizens' Oversight Committee consists of a minimum of seven members (business organization, taxpayer group, senior group, parent of a student in the District, and parent involved in parent-teacher organization plus at least two additional at-large members).

The Independent Citizens' Oversight Committee only applies to Prop. 39 facilities bonds and must be appointed 60 days after the District enters election results into its meeting minutes (scheduled for January 17, 2017). It is covered by the Brown Act and receives and reviews an annual financial audit. The district expects to appoint members of the Independent Citizens' Oversight Committee at the March 7, 2017 Board meeting.

**Motion Passed:** A motion to approve Resolution No. 18 2016/2017 to Form an Independent Citizens' Oversight Committee passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mr. Gregory Mack and a second by Mr. Derek Knell.

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

#### **14.f. Novato Federation of Teachers and Novato Unified School District Initial Mutual Proposal of Negotiations for 2017-2018 - 9:25 p.m.**

Jim Hogeboom, Superintendent, reported on the Novato Federation of Teachers (NFT) and Novato Unified School District Initial Mutual Proposal of Negotiations for 2017-18 for Kris Cosca, Assistant Superintendent, Human Resources, because he was ill. California law (Government Code Section 3547) requires the public school employer and the exclusive representative to present the respective initial proposals at a public meeting prior to commencing negotiations.

The articles being considered for negotiation include:

- Article 8 Professional Responsibility
- Article 9 Class size
- Article 11 Transfer
- Article 12 Leaves
- Article 16 Compensation
- Article 17 Benefits

After the public has had an opportunity to provide input and the Board has presented its initial proposal at a public meeting, the District and NFT will commence negotiations on their respective proposals.

**Motion Passed:** A motion to approve the Novato Federation of Teachers and Novato Unified School District Initial Mutual Proposal of Negotiations for 2017-18 passed by a vote of 5-0, 2. (Trustee Millerick absent and Trustee Aguila not present) Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

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

**14.g. Revised Board and District Committees for 2017 - 9:35 p.m.**

Tom Cooper, Board President, reported on the revised Board and District Committees 2017. On December 6, 2016, the Board and District Committees for 2017 were approved, except for the Bond Implementation Committee. It was recommended to discuss the number of participants on the Bond Implementation Committee. The Trustees recommended limiting the participation to two Trustees and an alternate. Trustee Butler requested not to be a participant. The representatives for the Bond Implementation Committee are Trustees Cooper and Mack, and Trustee Millerick will be the alternative.

**Motion Passed:** A motion to approve the Revised Board and District Committees 2017 passed by a vote of 6-0, 1. (Trustee Millerick absent) Passed with a motion by Mrs. Shelly Scott 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
Absent	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

**15. CONSENT: All items approved by a single action - 9:50 p.m.**

**15.a. Minutes of the Meeting of December 6, 2016**

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

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

### 15.b. Personnel Actions of December 20, 2016

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

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

### 15.c. Approve of the College Readiness Block Grant plan

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

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

### 15.d. Approval of Memorandum of Understanding (MOU) with Community Action Marin/Marin Head Start for Lynwood Family Literacy Program

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

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

### 15.e. Revised Special Board Meeting Dates 2016-2017

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

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

**15.f. Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153**

Vice President Butler requested Consent Item "15.f" - Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153, 1) Novato High School - Athletics - Boys Basketball (Varsity) - Fort Bragg, CA - December 27-29, 2016, 2) San Marin High School - 9-12 Music Department - Havana School of Music, Cuba, June 12-18, 2017, and 3) San Marin High School - Speech & Debate - Union City, CA - January 13-15, 2017, be pulled for clarification about the San Marin High School music students traveling to Cuba. Yancy Hawkins, Assistant Superintendent, Business and Operations, clarified that the liability for the District would be the same as an out-of-state field trip. Trustees recommended that the teachers and parents review field trip safety/emergency protocols, and they also requested the students present their experiences at a future board meeting.

**Motion Passed:** A motion for Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153, 1) Novato High School - Athletics - Boys Basketball (Varsity) - Fort Bragg, CA - December 27-29, 2016, 2) San Marin High School - 9-12 Music Department - Havana School of Music, Cuba, June 12-18, 2017, and 3) San Marin High School - Speech & Debate - Union City, CA - January 13-15, 2017 passed by a vote of 6-0, 1, (Trustee Millerick absent) Passed with a motion by Mrs. Debbie Butler and a second by Mr. Derek Knell.

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

**15.g. Appointment of Yancy Hawkins to the Oversight Board for the Former Novato Redevelopment Agency**

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

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

**15.h. Ratify Warrant Register for Warrants Issues 11/30/2016 through 12/13/2016**

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

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

#### **15.i. Approve Gifts or Donations to the District per Board Policy 3290**

Vice President Butler pulled Consent Item "15. i" - Approve Gifts or Donations to the District per Board Policy 3290 to recuse herself because her husband donated the furniture.

**Motion Passed:** A motion to Approve Gifts or Donations to the District per Board Policy 3290 passed by a vote of 5-0, 1 recuse, 1 absent. (Vice President Butler recused and Trustee Millerick absent) Passed with a motion by Mr. Derek Knell and a second by Mr. Gregory Mack.

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

#### **15.j. Approve Disposal of Obsolete Equipment/Property**

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

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

#### **15.k. Approve Disposal of Obsolete Textbooks and/or Instructional Materials**


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

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

**16. ADJOURNMENT - 10:00 p.m.**

President Cooper announced the next Regular Board Meeting will be January 17, 2017.

The meeting was adjourned at 9:39 p.m.

WITNESSED:   
Vice President/Clerk of the Board of Trustees

Attested to on this 17<sup>th</sup> day of January 2017.