

NOVATO UNIFIED SCHOOL DISTRICT

REGULAR Meeting of the Board of Trustees

March 21, 2017 - 6:00 PM

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

Attendance Taken at 6:30 PM:

Present:

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

Absent:

Mrs. Debbie Butler
Mr. Ross Millerick

1. CALL TO ORDER AND ROLL CALL - 6:30 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 - 6:32 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 California Education Code Section 54956.8: Conference with Property Negotiator - Real Property Negotiations - Price and Term, Novato USD, Marin Special Education Local Plan Area (SELPA), Hill Education Center, 720 Diablo Avenue, Novato, CA 94947 - Negotiator (Yancy Hawkins, Assistant Superintendent, Business and Operations)

3.c. 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.d. 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 - Litigation: Rick Tucker v. Novato Unified School District, Shalee Cunningham; Civil Case No 1604508 - Update

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

President Cooper announced neither Vice-President Butler nor Trustee Millerick would be attending the meeting. He requested a motion for Trustee Millerick to be excused for a medical reason.

Motion Passed: A motion to excuse Trustee Millerick for a medical reason passed by a vote of 5-0, 2 absent. (*Trustees Butler and Millerick*) Passed with a motion by Ms. Maria Aguila and a second by Mrs. Shelly Scott

Yes	Ms. Maria Aguila
Absent	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 stated that Trustee Knell would be acting Vice-President/Clerk.

Acting Vice-President/Clerk Knell reported on action taken in closed session:

- With respect to every item of business to be discussed in closed session pursuant to California Education Code Section 54956.8: Conference with Property Negotiator - Real Property Negotiations - Price and Term, Novato USD, Marin Special Education Local Plan Area (SELPA), Hill Education Center, 720 Diablo Avenue, Novato, CA 94947 - Negotiator (Yancy Hawkins, Assistant Superintendent, Business and Operations) - direction given to staff
- 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 – postponed
- 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 - Litigation: Rick Tucker v. Novato Unified School District, Shalee Cunningham; Civil Case No 1604508 - Update - postponed

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

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

Motion Passed: A motion to approve the Agenda passed by a vote of 5-0, 2 absent. *(Trustees Butler and Millerick)* Passed with a motion by Mrs. Shelly Scott and a second by Ms. Maria Aguila.

Yes	Ms. Maria Aguila
Absent	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.

None

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

9. APPROVAL OF CONSENT AGENDA - 7:13 p.m.

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

Motion Passed: A motion to approve the Consent Agenda passed by a vote 5-0, 2 absent. *(Trustees Butler and Millerick)* Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Absent	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. Marin Oaks High School - Bridges Program

Kessa Early, Principal, Hill Education Center, introduced Mrs. Fran Cunnie, Bridges Coordinator, who shared that Bridges is a new program for a select group of Marin Oaks students. The purpose of the program is to build a connection between the classroom environment and the experience of the career world. With the use of a hands-on approach and a combination of college courses, job shadows, and internships, students focus on the practical skills and experiences of choosing and pursuing a career. Mrs. Cunnie introduced six (6) students who shared a PowerPoint presentation about their experiences in the Bridges program.

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:

Paige Speer, Novato High School, reported on San Marin High School activities for Jeffrey Ramirez, who was absent, and then she reported on Novato High School activities. Stephanye De Oliveira, Marin Oaks High School, reported on her school activities.

TRUSTEE ANNOUNCEMENTS:

- On March 18, the Novato Charter School held its "Best of Broadway" event and auction
- On March 20, the "Bite Out of Reality" event hosted by the Redwood Credit Union at San Marin High School which fulfilled the AB166 requirement for seniors for financial literacy. Trustee Scott thanked volunteers from the Novato Sunrise Rotary Club, parents, NUSD staff, and the Redwood Credit Union.
- The School Fuel Art Smart Showcase is on Thursday, March 23
- Reminder: Sign up for the Tour of Novato fundraiser
- On March 29 from 4:00-5:30 p.m., the Marin County Office of Education and the Joint Legislative Advisory Committee will be hosting the "State Budget Overview" with Joel Montero, CEO, Fiscal Crisis & Management Assistant Team, and from 5:45-7:00 p.m. there will be a Trustees roundtable discussion on pension liabilities.

SUPERINTENDENT ANNOUNCEMENTS:

- On March 27, there will be a Local Control and Accountability Plan (LCAP) community meeting at 6:30 p.m. in the Board Room at the District Office.
- On April 17, a community meeting will be held at the Hill Education Center with a focus on immigrants feeling safe at NUSD schools. Novato Police Chief McGill, Marin County Sheriff Bob Doyle, and Superintendent of Marin County Schools, Mary Jane Burke, will be attending.
- On Monday, March 20, a San Marin student equity group met and expressed their thoughts on the equity assembly that was presented to students a few weeks ago.
- On March 18, San Marin High School Crab Feed
- On March 13-14, EdLeader21 Equity session in Scottsdale, AZ

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 NUSD parent comment on the baseball and football fields.

13. DISCUSSION/ACTION - 7:45 p.m.

13.a. Revised Timeline for San Marin Stadium Lights actions - 7:45 p.m.

Jim Hogeboom, Superintendent, reported on the revised timeline for the San Marin Stadium Lights Project. At the January 31, 2017, Regular Board Meeting, the Board of Trustees approved a revised timeline related to the Environmental Impact Report (EIR) for the San Marin Stadium Lights Project. As a result of numerous public comments to the Draft EIR, additional time is needed for finalizing the EIR.

As a result, it was recommended that the Board cancel the Special Board Meeting scheduled for March 28, 2017, as the Adoption/Certification of the Final EIR will be rescheduled to the April 18, 2017 Special Board Meeting. Since the March 28 Special Board Meeting was being cancelled, it was proposed to hold a Community Outreach Meeting with San Marin neighbors to discuss and evaluate draft regulations, calendar of events and safety plan. An additional Working Group Meeting was also proposed for May 9, 2017. The final decision on stadium lights for San Marin High School was proposed to be discussed at an additional Special Board Meeting on June 13, 2017.

President Cooper suggested moving the June 13 Special Board Meeting to May 30 so that the stadium lights decision would be made before the school year ended.

Trustee Aguila made a motion to change the June 13 Special Board Meeting to May 30.

Trustees Scott and Mack will not be available for the May 30 Special Board Meeting. Trustee Scott will also not be available on June 13.

Trustee Aguila made a motion to amend the previous motion and not change the June 13 Special Board Meeting to May 30, and to approve the Special Board Meeting dates as presented.

Motion Passed: A motion to amend the previous motion and not change the June 13 Special Board Meeting to May 30, and to approve the Special Board Meeting dates as presented, passed by a vote of 5-0, 2. (*Trustees Butler and Millerick absent*) Passed with a motion by Ms. Maria Aguila and a second by Mr. Gregory Mack.

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

13.b. Braun, a Marin County Office of Education (MCOE) program to the Hill Education Center - 8:00 p.m.

Trustee Millerick present.

Liz Smith, Director of Special Education, introduced Kristi Dahlstrom, Coordinator, Marin County Office of Special Education, and Jon Lenz, Director, Marin County Special Education Local Plan Area (SELPA), who shared a PowerPoint presentation on "Braun, A Marin County Office of Education Program for Students with Emotional Disorders." The MCOE regionalized program for students with Emotional Disorders operates a San Rafael campus, Old Gallinas Annex, with classes for students 6th through 12th grades. There is a need to expand this program to include elementary programs and the current site cannot accommodate this need. Novato United has offered available space at the Hill Education Center. The benefits include a public school option for elementary students with mental health/emotional disorders, who in the past would be referred to non-public placements. In addition, for Novato students placed in the program, there would also be a cost savings for programming and transportation. This is a revenue generating proposal and the Memorandum of Understanding is being negotiated with a term of 3-5 years.

The recommendation is to grant the Assistant Superintendent, Business and Operations, Yancy Hawkins, the authority to finalize a Memorandum of Understanding (MOU) with the Marin County Special Education Local Plan Area (SELPA) to use seven (7) classrooms at the Hill Education Center for the Braun Program.

Motion Passed: A motion to grant the Assistant Superintendent, Business and Operations, Yancy Hawkins, the authority to finalize a Memorandum of Understanding (MOU) with the Marin County Special Education Local Plan Area (SELPA) to use seven (7) classrooms at the Hill Education Center for the Braun Program passed by a vote of 6-0, 1. (*Trustee Butler absent*) Passed with a motion by Mr. Derek Knell and a second by Ms. Maria Aguila.

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

13.c. Approval of the Addendum to the Partnership Agreement from School Community Library @ Hamilton for Marin County Free Library (MCFL) to fund a Learning Specialist - 8:15 p.m.

Ivan Chaidez, Assistant Superintendent, Education Services, reported on the Addendum to the Partnership Agreement from School Community Library @ Hamilton for Marin County Free Library (MCFL) to fund a Learning Specialist, and he shared the Makerspace webpage: <https://www.cecmake.com/>

As a result of the partnership that included New Media Learning executed on December 8, 2015, all partners have mutually agreed that it was in their best interest for the Library, in lieu of direct costs for operating the library, to support a staff position at the Maker Space for educational programs, services and site coordination of the spaces. The position to support the Library, NUSD and the Maker Space for educational coordination, services and site coordination of the three spaces located on the campus has occurred using a special appointment process. To make this a regular hire position, competitively recruited, that will align with the duration of the agreement, the Library needs to specify and fund a position. The position will be a Community Library Specialist.

Motion Passed: A motion for the Approval of the Addendum to the Partnership Agreement from School Community Library @ Hamilton for Marin County Free Library (MCFL) to fund a Learning Specialist passed by a vote of 6-0, 1. (*Trustee Butler Absent*) Passed with a motion by Mrs. Shelly Scott and a second by Ms. Maria Aguila.

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

14. STAFF REPORTS - 8:30 p.m.

14.a. FANS Operation - 8:30 p.m.

Miguel Villarreal, Director of FANS, reported on the Food and Nutritional Department (FANS), administered by the United States Department of Agriculture (USDA), which provides student breakfast and lunch meals to NUSD children. The primary responsibilities are to provide healthy, quality, affordable meals to all students.

Some of the highlights included:

Operations:

- 42 employees 10 full-time and 30 part-time

Healthy Hunger Free Kids Act (HHFKA):

- Improvement of foods offered to students - only whole grain products, more variety of fresh veggies, including mandating an offering of fruits and/or veggies with each meal
- Engaging and educating students in wellness initiatives
- School food service programs received \$0.06 cents for serving healthier school lunches and meeting other HHFKA guidelines in schools

Student Participation:

- Free - Lunch participation 30-78% and breakfast 28-60%
- Reduce - Lunch participation 17-75% and breakfast 13-44%
- Paid - Lunch participation 5-18% and breakfast 2-10%

Options to help school food service programs:

- Closure of high school campuses at lunch period
- Minimum of 20 minutes to eat lunch once a child gets their food
- A mid-morning breakfast nutrition break that is no less than 10 minutes
- Recess before lunch in all elementary schools
- Minimum of 10 minutes of daily nutrition education in all classrooms from Kinder - 12th grade
- School garden curriculum in all K-5 schools

Programs in FANS that address HHFKA:

- Chef Hollie, founder of JoyFoodly - Wellness in the Schools program - The Wellness in the Schools cooking lab
- Wellness Education in the Classroom - Utilizing student Dietetic Interns
- Food Safety - Every FANS staff member is a certified Food Handler
- Compliance - California Department of Education Administrative Review - no major findings were noted
- Salad bars at all schools with multi-purpose rooms
- Point of Sale System - Parents can deposit revenues and track student meal purchases
- Meatless Monday
- Farm to School - local, fresh produce made available to FANS for all school kitchens
- Marketing and signage at schools - i.e. "My Plate Meal"
- Social Media Wellness Resources - FANS webpage and Novato Wellness
- ExtraFood.org provides a food recovery program in Marin County with a total to date of 6,469 pounds (167 donations)

14.b. Gifted and Talented Education (GATE) Program Update - 8:50 p.m.

Michelle Stephens, Elementary Coordinator, and Jen Larson, Secondary Coordinator, Instruction and Innovation, shared a PowerPoint presentation on the GATE program. The NUSD GATE program serves intellectually gifted children and youth who perform or who have demonstrated the potential to perform at very high levels in academic fields when compared with others of their age, experience, or environment. These children and youth require services not ordinarily provided by the regular school program.

In January 2017, all NUSD third grade students, along with fourth and fifth grade students who have never been tested, were screened for GATE identification using the CogAT screening test. The CogAT is an assessment used to measure students' verbal, quantitative and non-verbal reasoning abilities in order to assist educators in determining instructional strategies. The CogAT is an abilities test and not an achievement test. Qualitative measures used to evaluate students include writing samples, Mathematics Assessment Resource Service (MARS) Tasks, referrals, and cultural or socioeconomic factors. Quantitative assessment measures, such as the CogAT, MAP, and California English Language Development Test (CELDT) scores are also used to evaluate students. Once all testing is completed, the GATE Student Success Team (GSST) then reviews a portfolio of the student's work to determine GATE eligibility.

Student performance results are evaluated with sensitivity to culture, race, language acquisition, special learning needs, and socioeconomic status. Comparing students for potential giftedness with like students in their subgroup provides a more culturally accurate picture of evaluation.

The GSST was able to identify 62 students identified to receive GATE out of a total of 880: 40 third graders; 11 fourth graders; and 11 fifth graders. Utilizing the Opt-out form this year rather than the Opt-in form used in the past, they were able to screen 880 students in grades 3-5, completing all three batteries (verbal, quantitative, and nonverbal) of the Cognitive Abilities Test (CogAT) as compared to 437 students screened last year. By using this current model of identification that focuses on students in like groups, they were able to more accurately identify students who are English Learners and students who are socioeconomically disadvantaged. There was an increase from 4% (2015-16) to 4.2% (2016-17) of English learner students who were screened and qualified to receive gifted services.

Trustee Millerick recommended that Novato look into the Math Circles program which engages advanced math students. He will share information about the Math Circles program with staff.

Superintendent Hogeboom announced that many districts have cut their GATE programs because there is no longer any GATE funding.

14.c. Later Start Committee Update - 9:05 p.m.

Ivan Chaidez, Assistant Superintendent, Education Services, introduced Christina Corsetti, Novato High School Teacher, Katy Korff, Novato High School teacher, Paige Speer, Novato High School student, Matt Baldwin, Novato High School Principal, and Adam Littlefield, San Marin High School Principal, who shared a PowerPoint presentation on the progress of the Later Start Committee for a later start time at the secondary schools.

The purpose of the Later Start Committee is to investigate the impact of start times on the well-being of students and to study the feasibility of changing start times for the secondary students at NUSD. The investigation aligns with the most modern research on the impact of school start times on the brain and behavioral physiology of students as well as their capacity to get the most out of their learning environment. The driving question that the committee is focused on and researching is how can a later student start time at secondary schools maximize the learning conditions of NUSD students?

Among all the research, the committee is closely using the American Academy of Pediatrics which states "...a substantial body of research has now demonstrated that delaying school start times is an effective countermeasure to chronic sleep loss and has a wide range of potential benefits to students with regard to physical and mental health, safety, and academic achievement."

The committee established seven (7) working groups: Health & Science Research; Bell/Master Schedules for Middle School; Bell/Master Schedules for

High Schools; Elementary Bell Schedules, if middle & high schools start later; Surveys for Students, Parents, Teachers; Transportation/Traffic; Before & After School Activities.

The later start survey was sent out in December and closed at the end of January, and resulted in 2,844 people responding with strong support for a later start.

The Later Start Committee overwhelmingly supports a later and consistent start time for high schools of 8:00 am for first period, and around 9:00 am for second period. While start times for elementary and middle schools were discussed, more outreach to these communities is needed, i.e., parents and staff. NUSD plans to survey these groups over the next four weeks informing them of the work of the committee, the research on the need for later start times for high school students, and proposed start times for elementary and middle schools.

Public Comment:

Aaron Fix, President, Novato Teachers Federation, commented that the later school start time is not a negotiated item, but the Bell schedule is if there are changes to it.

Four NUSD high school students commented on the later school start times.

Trustees recommended more updates to the Board about the later start times before they make a decision at the May 2 Regular Board Meeting.

14.d. STRS and PERS Increase - 9:20 p.m.

The STRS and PERS Increase report was moved to the April 4, 2017 Regular Board Meeting because of the late hour.

14.e. Bond Implementation Update - 9:35 p.m.

Yancy Hawkins, Assistant Superintendent of Business and Operations, reported on Bond implementation which is actively underway in several areas, including:

Issuance of Series A Bonds - On March 16, 2017 the District executed a successful sale of our Series A and A-1 bonds for Measure G of \$51 million. JP Morgan was the successful bidder for both series in a competitive sale (7 bids for the Series A and 4 bids for Series A-1). The funds are scheduled to be deposited on March 30, 2017. Interest rates were in line with estimates brought forth at the Board Study Session on January 21 with a TIC of 3.496% for Series A and 1.309% for Series A-1.

Tier I Maintenance Projects - At the February 1, 2017 Bond Implementation Committee meeting, three projects were brought forward by staff as Tier 1 - urgent maintenance projects to be recommended for immediate approval. Those projects include the San Ramon roof replacement, and the Novato High School and Olive School sewer repair projects. The three projects were approved at the February 14 Board Meeting with construction and other professional

services contracts (construction management, inspector of record, etc.) to be brought to the Board for approval in the coming months.

Bond Implementation Committee - The Bond Implementation Committee, a Superintendent's Advisory Committee, has been constituted and had four meetings: January 12, February 1 and 15, and March 1. The next meeting is scheduled for April 3, 2017.

Trustee Knell requested a draft Agenda for the April 3 Bond Implementation Committee Meeting. Yancy Hawkins, Assistant Superintendent, Business and Operations, stated he would send the Board of Trustees a draft agenda.

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

15.a. Minutes of the Meeting of March 7, 2017

Motion Passed: Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Absent	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 March 21, 2017

Motion Passed: Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Absent	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. Approval of Purchase of 21st Century Flexible Furniture for the Model Classroom

Motion Passed: Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Absent	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. Ratify Warrant Register for Warrants Issued February 27, 2017 through March 13, 2017


Motion Passed: Passed with a motion by Mr. Gregory Mack and a second by Mrs. Shelly Scott.

Yes	Ms. Maria Aguila
Absent	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 on April 4.

The meeting was adjourned at 10:15 p.m.

WITNESSED:  _____
Acting Vice President/Clerk of the Board of Trustees

Attested to on this 4th day of April 2017.