

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

May 30, 2017 - 6:00 PM

San Marin High School - 15 San Marin Drive, 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
Mr. Ross Millerick
Mrs. Shelly Scott

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 Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers (NFT)

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: California School Employees Association (CSEA)

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 6:05 p.m.

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

5.a. Pledge of Allegiance

6. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION - 7:01 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 Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers (NFT) - gave direction to staff.
- 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) - no discussion.

7. APPROVAL OF AGENDA - 7:02 p.m.

President Cooper requested the reordering of the Agenda to have Item "11" - *PUBLIC COMMENT ON AGENDA ITEMS* to follow Item "12" - *DISCUSSION/ACTION*.

7.a. Approval of Agenda

Motion Passed: A motion to approve the Agenda with the reordering of the Agenda to have Item "11" - *PUBLIC COMMENT ON AGENDA ITEMS* to follow Item "12" - *DISCUSSION/ACTION* passed by a vote of 7- 0. Passed with a motion by Mr. Derek Knell 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
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

8. PUBLIC COMMENT ON CONSENT AGENDA - 7:03 p.m.

President Cooper reviewed the public comment process and that each person would have three (3) minutes to comment. No one would be able to yield their minutes to another, but if a comment was the same as a previous commenter, they could pass. He reminded everyone to be professional and respectful.

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 - 7:05 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 7- 0. Passed with a motion by Mr. Ross Millerick 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
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

10. DISCUSSION - SAN MARIN STADIUM LIGHTS PROJECT - 7:08 p.m.

10.a. Project Objectives - 7:08 p.m.

Jim Hogeboom, Superintendent, reported on the objectives of the proposed project which included:

1. Provide extended availability of the athletic fields to improve academic performance by minimizing early class dismissal and missed instructional time for student athletes.
2. Allow for the scheduling of games at times when students, parents, and community members can more easily attend the events, which would increase school spirit and increase revenue from ticket purchases.
3. Provide nighttime opportunities for students to gather to cheer on their team offering an alternative to going to parties or other unhealthy recreational activities, in an alcohol-free environment.
4. Improve athlete safety by providing superior lighting conditions during evening practices and sports events.
5. Improve safety by minimizing incompatible uses from sharing the field (e.g.: lacrosse teams and track/field teams practicing at the same time means that lacrosse balls may hit runners on the track).
6. Improve the public address system to focus and contain sound within the stadium.

10.b. Project Description - 7:09 p.m.

Jim Hogeboom, Superintendent, reported on the NUSD proposal to install permanent stadium lighting that would consist of a modern LED lighting system that would minimize the glare of the stadium lights and reduce the amount of illumination outside of the stadium fields compared to older lighting systems. A detailed description of the lighting system was given along with comparison photo renderings of the proposed lights.

Jim Hogeboom described the current public address system which creates unintended noise that is not properly directed within the stadium. Basic improvements to the existing public address system would be installed at the stadium. The upgraded public address system would be controlled by an automixer/digital signal processor (DSP) and a control panel located in the press box.

10.c. Background and Timeline - 7:10 p.m.

Jim Hogeboom, Superintendent, reported on the background and highlighted some key dates which included:

- October of 2015: A group of parents and boosters with "Lights for San Marin" met with the Superintendent to learn how to bring forward a proposal to install lights at the San Marin stadium to the Board of Trustees.
- May 17, 2016: At a regular board meeting, Trustees approved a contract with Rincon Consultants (Rincon) to provide California Environmental Quality Act (CEQA) compliance, including preparation of an Environmental Impact Report (EIR) for the proposed stadium lights and public address (PA) system at San Marin High School
- August 25, 2016: Rincon sent out a Notice of Preparation (NOP) and Initial Study to the District, community and local agencies for feedback with a 30-day comment period.
- September 7, 2016: A Scoping Meeting was held at San Marin High School to receive comments and answer questions about the Initial Study.
- December 20, 2016: The Draft EIR was released, which started the public comment period.
- January 24, 2017: A special board meeting to hear public comments on the Draft EIR.
- January 31, 2017: At the Regular Board Meeting, the Board voted to extend the public comment period to March 3, 2017 to allow more time for feedback after the visit to Hillsdale High School in San Mateo was completed. A photo comparing the distance between the neighbors and the stadiums at San Marin High School and Hillsdale High was reviewed.
- April 18, 2017: The initial release of the Final EIR, including responses to 97 public comment letters, was posted on the District's website.
- May 10, 2017: The Final EIR was released including responses to an additional 58 comment letters
- March 28, 2017, May 9, 2017 and May 18, 2017: The district held three community outreach meetings with the neighbors, and the purpose of these meetings was to open dialogue with the neighbors around the development of Board Policy and Administrative Regulations that would provide some safeguards and limitations on field usage and conditions to reduce the impact on the neighbors.
- May 16, 2017: At the Regular Board Meeting the Board voted to approve the certification of the Final EIR

10.d. Board Policy, Administrative Regulations and Exhibit 7325 - San Marin High School Stadium Lights and Public Address System (Drafts) - 7:13 p.m.

Jim Hogeboom, Superintendent, reported on the draft Board Policy, Administrative Regulations and Exhibit 7325 - San Marin High School Stadium Lights and Public Address System which would provide some safeguards and limitations on field usage and conditions to reduce the impact on the neighbors. The draft Board Policy, Administrative Regulations and Exhibit 7325 would be discussed at the June 6 and June 13 Board meetings for input and suggestions.

10.e. Project Mitigations - 7:18 p.m.

Yancy Hawkins, Assistant Superintendent, Business and Operations, reviewed five (5) mitigations that are required in order to move forward with the San Marin High School Lights and Public Address System. Those mitigations included:

1. Photometric Study (AES-3/ AES-4)
The District will retain a qualified lighting consultant to prepare a photometric study that estimates light trespass and glare in accordance with industry standards. Final stadium lighting plans will show light fixtures that generate no greater than two foot-candles at the site boundaries and generate glare no greater than 10,000 candelas at surrounding residences.
2. Qualified Principal Investigator (CR-1a/ CR-1b)
A qualified principal investigator (archaeologist) will be retained to perform all mitigation measures related to archaeological and historical resources. The principal investigator will provide training to construction personnel on information regarding regulatory requirements for the protection of cultural resources.
3. Project Paleontologist (CR-2a/ CR-2b)
Prior to initial ground disturbance, NUSD will retain a project paleontologist to direct all mitigation measures related to paleontological resources. Prior to the start of construction, the project paleontologist will conduct training for construction personnel regarding the appearance of fossils, and the procedures for notifying paleontological staff should fossils be discovered by construction staff.
4. Public Address (PA) System Design (N-2)
The District will design and operate the new PA system to not exceed an L5 sound level of 55 dBA at the surrounding residences to the extent possible. This would require distributing directional and carefully aimed loudspeakers around the bleachers and field. In addition, the system output volume will be regulated by an audio processor with the ability to limit the audio output levels. After installation of the PA system, the District will retain a qualified acoustic engineer to test the system and ensure that PA noise does not exceed an L5 sound level of 55 dBA at the surrounding residences to the extent possible.
5. Unexpected Discovery of Defined Items (CR-1c/CR-2c/CR-3/CR-4)
In the event of a discovery of archeological resources, paleontological resources, human remains, or tribal cultural resources fossil discovery by construction personnel, all work in the immediate vicinity of the find will cease and a qualified professional (paleontologist, archaeologist, etc.) will be contacted to evaluate before restarting work in the area.

10.f. Project Funding - 7:21 p.m.

Yancy Hawkins, Assistant Superintendent, Business and Operations, in five (5) areas which included:

1. San Marin Athletic Field Lights Project Budget
\$1,165,000 Estimated cost by Greystone West, District's construction manager

\$582,500 Split between the District's facilities Fund 21 (non-Measure G) and donations/contributions from the community, including the San Marin Sports Boosters

- 2. San Marin PA System Project Budget
\$245,000 Estimated cost by Greystone West Fund 22 Measure G funds

The Superintendent and staff believe that this project should be considered for approval by the Board of Trustees whether or not the San Marin Stadium Light Project is approved.

- 3. San Marin Athletic Field Lights Operating Budget
\$4,900 Annual electrical cost for Musco lights 25-year warranty program that covers 100% maintenance costs for light poles, lighting system and bulbs

\$350 Security lighting

- 4. Cost of Night Events
\$20,000-\$25,000 Police, security, clean-up, and other staffing needs

- 5. Initial Financial Commitment
\$100,000 For a landscape architect, a structural engineer, an electrical engineer, and a soils testing consultant

Split between the District and the San Marin Sports Boosters

When design drawings and mitigations are complete, the projects will be put out to bid (construction would not be started prior to Fall of 2018)

10.g. Next Steps - 7:26 p.m.

Yancy Hawkins, Assistant Superintendent, Business and Operations, reviewed the next steps which included:

- 1. Project Design
Project design includes work from the following: a landscape architect, a structural engineer, an electrical engineer, and a soils testing consultant.
- 2. Photometric Study
Subsequent to the completion of the final project design, the District will retain a qualified lighting consultant to prepare a photometric study in accordance with industry standards that estimates light trespass and glare.
- 3. Division of State Architect (DSA)
Once the design is finalized and final photometric study is performed, the project will be submitted to the Division of the State Architect (DSA) for approval. DSA provides design and construction oversight for K 12 schools,

community colleges, and various other state-owned and leased facilities. DSA reviews and approves projects for accessibility, structural safety, and historical building codes and standards. The process can take from four to six months.

The Board of Trustees asked some clarifying questions on the budget, public address system, bid procedures, project design, improving athletic fields, safety plan and timeline for amending the Administrative Regulations.

11. PUBLIC COMMENT ON AGENDA ITEMS - 7:30 p.m.

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

President Cooper opened the Public Comment period.

Thirty-four (34) people, which included fifteen (15) community members, twelve (12) students, one (1) teacher who was also a parent, one (1) teacher, four (4) parents, and one (1) NUSD administrator, commented on the San Marin Stadium Lights Project.

The San Marin All Sports Booster President, Eduardo Morales, presented Superintendent Hogeboom with a check for \$50,000 to fund their share of the design phase for the San Marin Stadium Lights Project.

The Board of Trustees expressed their support for the San Marin Stadium Lights Project.

12. DISCUSSION/ACTION - 9:00 p.m.

12.a. Approval of San Marin High School Stadium Lights Project and Resolution 31-2016/2017 for the Board of Education of the Novato Unified School District Approving the San Marin High School Stadium Lights Project, Adopting A Statement of Overriding Considerations in Support Thereof and Adopting a Mitigation Monitoring Plan - 9:00 p.m.

Trustee Knell moved to approve the San Marin High School Stadium Lights Project and Resolution 31-2016/2017 for the Board of Education of the Novato Unified School District Approving the San Marin High School Stadium Lights Project, Adopting A Statement of Overriding Considerations in Support Thereof and Adopting a Mitigation Monitoring Plan. Trustee Mack seconded the motion.

Motion Passed: A motion for the Approval of San Marin High School Stadium Lights Project and Resolution 31-2016/2017 for the Board of Education of the Novato Unified School District Approving the San Marin High School Stadium Lights Project, Adopting A Statement of Overriding Considerations in Support Thereof and Adopting a Mitigation Monitoring Plan passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell 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
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

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

13.a. Personnel Actions of May 30, 2017

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
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

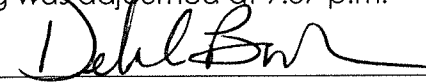
13.b. Approve Declaration of Need for Fully Qualified Educators for the 2017-2018 School Year

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
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

14. ADJOURNMENT - 10:00 p.m.

The meeting was adjourned at 9:37 p.m.

WITNESSED: 
Vice President/Clerk of the Board of Trustees

Attested to on this 6th day of June 2017.