

## **REGULAR Meeting of the Board of Trustees**

December 5, 2017 - 6:00 p.m.

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  
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 Ed Code § 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student #52292**

**3.c. With respect to every item of business to be discussed in closed session pursuant to Gov Code § 54956.9: Conference with Legal Counsel - Pending Litigation: Coalition to Save San Marin v. Novato Unified School District, Marin County Superior Court Case No. CIV 1702295 - Update**

**3.d. With respect to every item of business to be discussed in closed session pursuant to Gov Code § 54957 and § 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers (NFT)**

**3.e. With respect to every item of business to be discussed in closed session pursuant to Gov Code § 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.

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 Ed Code 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 52292

**Motion Passed:** A motion to expel Student # 52292 for the remainder of the semester plus full next semester for Ed Code Violations 48915(a)(3) and 48915(c)(3) passed by a vote of 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

- With respect to every item of business to be discussed in closed session pursuant to Gov Code § 54956.9: Conference with Legal Counsel - Pending Litigation: Coalition to Save San Marin v. Novato Unified School District, Marin County Superior Court Case No. CIV 1702295 - Update - direction given to staff.
- With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957 and §54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers (NFT) - update given to the Board of Trustees
- With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957 and §54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association (CSEA) - update given to the Board of Trustees

#### 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 7-0.

Passed with a motion by Mr. Ross Millerick 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. RECOGNITION OF RETIRING BOARD PRESIDENT - 7:08 p.m.**

Vice President/Clerk Butler thanked President Cooper for his service as President and acknowledged many of the Board's accomplishments for the year such as passage of Measure G, North Bay Innovation (NBI) School at Novato High, Get Focused, Stay Focused, Dual Immersion Program at Lynwood, Later Start times, One-to-World Rollout, and the San Marin Stadium Lights Project. President Cooper expressed appreciation for a great year working with the Trustees. Superintendent Hogeboom also expressed his appreciation for President Cooper's good communication, thinking, and planning abilities, and he commended the Board of Trustees for their role as Board members in following clear procedures and protocols. The Trustees also commended President Cooper 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 Butler as the Board President for 2017-18 was approved by a vote of 7-0. 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

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

*Trustee Butler was seated as the Board 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 Scott as the Board Clerk/ Vice President for 2017-18 was approved by a vote 7-0. Passed with a motion by Mr. Ross Millerick 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

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

*Trustee Scott was seated as Board Clerk/Vice President*

**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 7-0. Passed with a motion by Mr. Thomas Cooper 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. 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.**

None

**11. APPROVAL OF CONSENT AGENDA - 7:22 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 7-0. 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

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

**12.a. Olive Elementary School - Olive Kindness Crew**

Elizabeth Olinyk, Principal, Olive Elementary School, introduced Karin Katselis, PTA

President, Sara Koyla, teacher, and she acknowledged Tiffany Boulad, teacher, who was not able to attend the meeting. A YouTube presentation about the Olive Kindness Crew's school wide activities was shared, and Karin Katselis introduced four (4) Kindness Crew members who spoke about their kindness activities. They also gave Superintendent Hogeboom a T-shirt, and there were about eight (8) other students who were present as part of the Kindness Crew, and everyone was wearing a "Be Kind" T-shirt.

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

#### **13.a. Questions, Comments, Announcements and Committee Reports: Board, Superintendent and Student Board Members**

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

Manuela De Leon, Marin Oaks High School, reported on her school activities, and reported on San Marin High School activities for Jeffrey Ramirez, who was not able to attend. Ausad Carey, Novato High School, was not present.

##### **TRUSTEE ANNOUNCEMENTS:**

- Reminder: 2018 Marin County Joint Legislative Action Seminar on January 17, 2018 (Wednesday) in Sacramento. Trustees and Student Board Members were encouraged to attend. Trustee Knell reminded the Trustees to send their comments or suggestions about the Legislative Priorities list to either he or Ken Lippi, Marin County Office of Education. A draft review will be sent out in January.
- District Advisory Committee on Monday, December 4 at 3:30 p.m., District Office. The Equity Imperative was discussed and moving forward with the Graduate Profile.
- Technology Advisory Committee on November 27 at 3:30 p.m., District Office, with a discussion about the One-to-World rollout process and distribution. Trustee Mack was selected to be on the Learning Management System Project.
- On Monday, December 11, at Novato High School, the Redwood Credit Union is hosting its "Bite of Reality." Volunteers are needed, and Trustee Scott invited all the Trustees to participate in the event.
- Gifted and Talented Education (GATE) Leadership Committee meeting on February 14 at 4:00 p.m., District Office, with update on training for teachers and to review testing for Spring
- Budget Advisory Committee meeting on November 15 at 6:00 p.m., District Office
- Budget Presentations for Parents and Community Members on November 30 at 6:30 p.m., Sinaloa Middle School Library, and the next one will be on December 12 at 6:30 p.m., Novato High School Library. Everyone was encouraged to attend.
- Transitional Kindergarten and Kindergarten Parent Information Night on November 29 at 6:30 p.m., District Office
- Marin School of the Arts Preview Night for incoming students on November 30 at 6:00 p.m., Novato High School

- City of Novato will be paving Vineyard Road in the summer, but there is no funding for a bike lane.
- President Butler is serving as a member of the Marin Arts Education Vision Team, which includes the Marin County Office of Education and its partners, and it will be putting together an arts in education plan as a workshop. The plan will be provided to school districts.
- President Butler was elected to the Marin County Committee on School District Organization for a four-year term which begins January 11, 2018. The county committee is the local initiator, coordinator, analyst, facilitator, and arbitrator for the reorganization of school districts.

**SUPERINTENDENT ANNOUNCEMENTS:**

- Senator Mike McGuire visited the North Bay Innovation (NBI) program at Novato High School on November 29.
- Interviews for an Instructional Technology Director will be held on Friday, December 8.
- Twenty (20) staff members went to Portland, Oregon to attend a training on math assessments and grading, and what are good grading practices. The next steps will be to get a standards based report card for the middle schools, and to look at Board policies on grading.

**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.**

Two (2) Novato High School parents commented on the baseball field.

**15. DISCUSSION/ACTION - 7:55 p.m.**

**15.a. Approval of the 2017-2018 Single Plans for Student Achievement for Lu Sutton, Lynwood, Loma Verde, Olive, Pleasant Valley, Rancho, San Ramon - 7:55 p.m.**

Ivan Chaidez, Assistant Superintendent of Education Services, reported on the 2017-2018 Single Plans for Lu Sutton, Lynwood, Loma Verde, Olive, Pleasant Valley, Rancho, and San Ramon. Schools operating programs funded through the Consolidated Application must submit a formal Single Plan for Student Achievement (SPSA) annually to the Board of Trustees for approval.

All schools are continuing to focus on making academic gains for all students with specific focus on English Learners, socioeconomically disadvantaged and foster youths. Each principal in collaboration with their Site Council, ELAC, Staff and PTA have developed strategies and action steps to support our district-wide goals and priorities:

- **Equity Goal Area:** Every single student in the Novato Unified School District will be provided with the necessary opportunity and assistance to grow academically each year.
- **Student Success Goal Area:** All students will demonstrate at least a year's growth in one year's time and graduate with the skills and knowledge to

be successful in college and career through high-quality learning experiences and assessments aligned to the California Standards as well as be informed citizens.

- **Staff Success Goal Area:** All staff will receive the appropriate support and resources in order to create the conditions to ensure student success.
- **Community Involvement and Engagement Goal Area:** Each school site will develop and maintain positive parent, student, and community involvement and engagement to promote and support student success.

Principals in collaboration with their Site Councils will monitor the Single Plan budgets and activities at their regularly scheduled meetings throughout the year - ensuring that expenditures focus on the activities and priorities outlined in the SPSA.

Ivan Chaidez, Assistant Superintendent of Education Services, introduced each elementary principal to share a presentation highlighting their respective 2017-2018 Single Plans for Student Achievement (SPSA). Andy Cline, Lynwood Elementary School Principal, Tehniat Cheema, Loma Verde Elementary School Principal, Elizabeth Olinyk, Olive Elementary School, Principal, Dana Sadan, Pleasant Valley School Principal, Angela Kriesler, Rancho Elementary School Principal, Amanda Langford, San Ramon Elementary School Principal, and Bonnie Barron and Jennifer Dudley, Lu Sutton Elementary School Co-Principals, shared their SPSAs' highlights. The SPSAs, along with the slide presentations, will be posted on the NUSD website after Board approval.

**Motion Passed:** A motion to approve the 2017-2018 Single Plans for Student Achievement for Lu Sutton, Lynwood, Loma Verde, Olive, Pleasant Valley, Rancho, and San Ramon passed by a vote of 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

#### **15.b. Resolution No. 10 - 2017/2018 - Adult Education Block Grant - 9:20 p.m.**

Ivan Chaidez, Assistant Superintendent, Education Services, Resolution No. 10 - 2017/2018 - Adult Education Block Grant. The State legislators recently passed Assembly Bill 104, which is the Education Finance Bill for 2015-16. Article 9 in the bill establishes the Adult Education Block Grant (AEBG) that will replace the AB86 Adult Education Planning Grant funding with a more permanent source of funding to provide academic and support services for non-credit adult education programs.

This legislation establishes initial guidelines for consortiums developed under AB86 to receive and distribute AEBG funding and further delineates governance structure and participation responsibilities for the participating educational

agencies. All agencies that continue in the consortium as members shall commit to reporting all funds available for the purpose of educating and preparing adults for the workforce and how the funds are spent. In addition, members of the consortium shall be represented only by an official designated by the governing board of the member district.

Karen Valentine or designee is being recommended to be appointed by the Board of Trustees to represent the Novato Unified School District on the Consortium Oversight Committee.

President Butler called for a roll call vote to be taken.

**Motion Passed:** A motion to approve Resolution No. 10 - 2017/2018 - Adult Education Block Grant passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick 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

**15.c. Recommendation to approve all revisions made to Reciprocity of Academic Credit (BP 6146.3 & AR 6146.3) - 9:30 p.m.**

Jennifer Larson, Coordinator of Secondary Instruction, reported on all revisions to Novato Unified School District's Reciprocity of Academic Credit Board Policy (BP) and Administrative Regulations (AR) 6146.3 is to provide procedures for uniformly granting credit for subjects completed in other countries. The current board policy and administrative regulation only address the transfer of students from accredited and non-accredited schools.

The lack of policy and guidance outlining the process and procedures for evaluating transcripts from outside of the United States has resulted in inconsistency within NUSD. In order to ensure that all students transferring into NUSD schools from outside of the United States are enrolled accurately, procedures have been created for the following:

- appropriate grade level placement
- appropriate course placement
- granting of academic credit
- granting of letter grades
- documentation of transcript evaluation process
- recording of academic history on the electronic transcript

**Motion Passed:** A motion to approve all revisions made to Reciprocity of Academic Credit (BP 6146.3 & AR 6146.3) as a first and final reading passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick 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

**15.d. Interdistrict Attendance Board Policy and Administrative Regulations 5117  
First and Final Reading - 9:45 p.m.**

Kris Cosca, Assistant Superintendent Human Resources, reported on updates to the Interdistrict Attendance Board Policy and Administrative Regulations 5117 based on CSBA guidelines and to include language to address the new Dual Immersion Program on Lynwood Elementary School.

**Motion Passed:** A motion to approve Interdistrict Attendance Board Policy and Administrative Regulations 5117 as a first and final reading passed by a vote of 7-0. Passed with a motion by Mr. Thomas Cooper 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

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

**16.a. Minutes of the Regular Meeting of November 7, 2017 and the Special Meeting of November 14, 2017**

**Motion Passed:** 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.b. Personnel Actions of December 5, 2017**

**Motion Passed:** 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.c. Additional literature titles for 6-8th grade classes**

**Motion Passed:** 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.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. 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.e. Ratify Quarterly Investment Report Ending 9.30.17**

**Motion Passed:** 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.f. Approve Disposal of Obsolete Textbooks and Instructional Materials**

**Motion Passed:** 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

Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.g. Approve Gifts for Donations to the District per Board Policy 3290**

**Motion Passed:** 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  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

**16.h. Ratify Warrant Register for Warrants Issued November 1, 2017 through November 27, 2017**

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

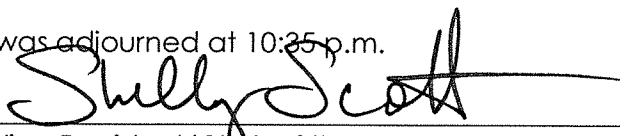
Yes Ms. Maria Aguila  
Yes Mrs. Debbie Butler  
Yes Mr. Thomas Cooper  
Yes Mr. Derek Knell  
Yes Mr. Gregory Mack  
Yes Mr. Ross Millerick  
Yes Mrs. Shelly Scott

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

President Butler announced the next Board meeting on December 19 may not have a Closed Session at 5:30 p.m. There will be a Board Bond Study Session at 6:00 p.m. and the Regular Open Session will be at 7:00 p.m.

The meeting was adjourned at 10:25 p.m.

WITNESSED:

  
\_\_\_\_\_  
Vice President/Clerk of the Board of Trustees

Attested to on this 19<sup>th</sup> day of December 2017.