NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees
September 03, 2019 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
Mrs. Diane Gasson
Mr. Derek Knell
Mr. Gregory Mack
Mr. Ross Millerick

1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.
President Butler 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 §54957 and §54957.6: Conference with Labor Negotiators (Jonathan Ferrer, 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 §54957: Public Employee 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 Butler called the Board meeting to order at 7:05 p.m.

5.a. Pledge of Allegiance

6. ANNOUNCEMENT OF REPORTABLE ACTION/CLOSED SESSION - 7:02 p.m.

6.a. Board Action in closed session must be reported in open session
Vice-President/Clerk Aguila reported on action taken in closed session:

a. 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 (Jonathan
b. With respect to every item of business to be discussed in closed session pursuant to Gov Code § 54957: Public Employee Discipline/Dismissal/Release - Information only

7. APPROVAL OF AGENDA - 7:04 p.m.

7.a. a. The Board reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, the agenda for this meeting is to be approved as presented. Items may be added to this agenda for discussion or action only as permitted by the Brown Act.

President Butler requested the Agenda be approved.

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 Mr. Gregory Mack.

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

8. PUBLIC COMMENT ON CONSENT AGENDA - 7:06 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 - 7:08 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 of 7-0.

Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.

Yes  Ms. Maria Aguila
Yes  Mrs. Debbie Butler
Yes  Mr. Thomas Cooper
Yes  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick
10. ANNOUNCEMENTS: BOARD AND SUPERINTENDENT - 7:10 p.m.

TRUSTEE ANNOUNCEMENTS
- Attended the following: Hamilton Ice Cream Social, Back-to-School Nights and Coffees at Hamilton School, Lynwood Elementary School, Pleasant Valley Elementary School, Rancho Elementary School, San Jose Middle School, and Sinaloa Middle School.
- Appreciation was expressed for all the hard work by teachers and staff to start the school year.
- "Gab with Gasson" had about 12 attendees plus Leslie Benjamin, Director of Communications and Community Engagement. Next events are: 9/22/19 at 8:30 AM at the San Marin Starbucks and 10/17/19 at 5:30 PM at the Vintage Oaks Starbucks.
- Attended the Equity Forum with California State Superintendent of Public Instruction Tony Thurmond.
- Attended Marin County Office of Education's association kick-off with Superintendent Cosca.
- Special thanks to Cassandra Diaz in our Information Technology department for helping families register their students with School Mint.

SUPERINTENDENT ANNOUNCEMENTS
Superintendent Cosca expressed gratitude to the Education Services team for all their hard work on the NUSD Opening Day event. The level of engagement from teachers and staff was excellent, and the stage is set for a great year.

11. NON-AGENDA PUBLIC COMMENT - 7:20 p.m.

11.a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.
- Parents commented on placement, inclusiveness, and treatment of Special Education students.
- Novato Unified teacher commented on the feasibility of passing an extension of the Parcel Tax.
- Parents and an NUSD student expressed concerns regarding rumors of Rancho Elementary School closing.
- Community member expressed support for turning on the stadium lights at San Marin High School.

12. DISTRICT ELECTIONS - 7:35 p.m.

12.a. Public Hearing #3: To solicit input from the public regarding the composition of the district Trustee Areas
President Butler opened the Public Hearing at 7:43 p.m.

Community member commented on the four proposed District maps.

President Butler closed the Public Hearing at 7:48 p.m.
12.b. Discussion/Action: District Elections/Proposed Trustee Area Maps
Demographer Corey Burbach of Cooperative Strategies presented the District maps. Community Forums for further public comments will be held on Tuesday, September 10, 2019 from 1 PM - 2 PM and 6 PM - 7 PM at the District Office where Cooperative Strategies will be available for feedback.

Trustees asked clarifying questions.

13. STAFF REPORTS - 8:05 p.m.

13.a. 2019-2020 Student Enrollment and Staffing Update
Jonathan Ferrer, Assistant Superintendent of Human Resources, gave an update on student enrollment and staffing. It was reported that on Day 5 (Wednesday, August 28, 2019), NUSD has seen an increase of about 145 students over projections at all grade levels. 37 teachers have been hired, and there are seven openings with interviews scheduled for the coming weeks.

Trustees asked clarifying questions. Trustees requested grade level breakdowns, overflow information, and student Exit Survey results.

PUBLIC COMMENT ON AGENDA ITEM:
NUSD teacher commented on class sizes as being too large.

13.b. Heat Plan
Kris Cosca, Superintendent, presented a draft of a Heat Plan for our school sites to address the days in the year when we experience excessive heat. The plan is modeled after the San Diego Unified School District’s Heat Plan. The National Weather Service website is the proposed source for temperature and heat indexes. The County Health Officer is finalizing air quality guidelines which will be incorporated into this Heat Plan.

Trustees asked clarifying questions.

PUBLIC COMMENT ON AGENDA ITEM:
Parents, students, and NUSD teachers commented on their concerns regarding the lack of air conditioning at Lu Sutton Elementary School, Rancho Elementary School, Marin Oaks High School, and Novato High School.

13.c. Utilization of Hill Education Center
Yancy Hawkins, Assistant Superintendent, Business & Operations, gave an overview of the Utilization of the Hill Education Center. This report is a follow up item from the Elementary School Size Committee’s Spring 2019 recommendations. One of the recommendations was to consider moving the District Office to the Hill Education Center and leasing the District Office. This is the first part of the request as information on leasing the District Office is not yet available. A description of the programs along with a map indicating the space used on the Hill campus was presented.

Hill Education Center houses Marin Oaks High School (25% of the campus), Nova Independent Study (four classrooms), Novato Unified Adult School program (five
classrooms), Marin County Office of Education Compass Academy (six classrooms are leased at approx. $100,000 annually as income to NUSD), Novato Unified Information Technology Department (four classrooms), as well as several other organizations including School Fuel’s Offices (one classroom), County of Marin mental health counseling, District records storage (one classroom), and NUSD SARB (one classroom).

Trustees asked clarifying questions.

Yancy Hawkins, Assistant Superintendent, Business & Operations, reported on the first year financial assessment for the solar panels that are installed on ten of our campuses. The assessment shows that the solar panels have realized a savings of $238,000 and has offset 88% of NUSD’s electric consumption.

Trustees asked clarifying questions.

14. DISCUSSION/ACTION - 9:15 p.m.

Kris Cosca, Superintendent, introduced Jennifer Larson, Director of Student Success, to report on NUSD’s response to the Grand Jury Report. NUSD’s response indicated that two recommendations needed further analysis (Career Night at each high school and Communications to parents/guardians regarding income potential and career security for people in the trades), and the third recommendation (High School counselors to receive in-depth training in the available Career Technical Education opportunities to effectively counsel all students) will be implemented in the future.

Trustees asked clarifying questions. Trustee requested that information on Career Technical Education opportunities be published on the NUSD website.

Motion Passed: A motion to approve the Response to the Marin County Grand Jury Report - “The Status of Career Technical Education in Marin County” passed by a vote of 7-0.

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    Mrs. Diane Gasson
Yes    Mr. Derek Knell
Yes    Mr. Gregory Mack
Yes    Mr. Ross Millerick

14.b. Adoption of Resolution No. 9 2019/2020: Latino/Hispanic Heritage Month
Jennifer Larson, Director of Student Success, requested that the Trustees adopt Latino/Hispanic Heritage month for September 15, 2019 to October 15, 2019 to
recognize Latino/Hispanic Americans who have positively influenced and enriched our nation and society.

Trustees requested modifications to the resolution.

**Motion Passed:** A motion to approve Resolution No. 09-2019/2020 Latino/Hispanic Heritage Month with modifications passed by a vote of 7-0. Passed with a motion by Ms. Maria Aguilta and a second by Mr. Ross Millerick.
Yes Ms. Maria Aguilta
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

14.c. Adoption of Resolution No. 10-2019/2020 to Proclaim September As Suicide Prevention Month

Jennifer Larson, Director of Student Success, requested that the Trustees adopt Suicide Prevention month for September 2019 to demonstrate that NUSD stands committed as a collective to call attention to the issue of suicide amongst young people and we encourage teachers, administrators, school staff, parents, youth, and District partners to support efforts to educate everyone on preventative measures that can save lives and allow all students to feel safe, valued, and supported.

Trustees requested modifications to the resolution.

**Motion Passed:** A motion to approve Resolution No. 10-2019/2020 to Proclaim September as Suicide Prevention Month with modifications passed by a vote of 7-0. Passed with a motion by Mr. Thomas Cooper and a second by Ms. Maria Aguilta.
Yes Ms. Maria Aguilta
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15. CONSENT: All items approved by a single action

15.a. Minutes of the Regular Meeting of August 20, 2019

**Motion Passed:** A motion to approve the Minutes of the Regular Meeting of August 20, 2019 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguilta
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.b. Approval of Personnel Actions of September 3, 2019

Motion Passed: A motion to approve the Personnel Actions of September 3, 2019 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes  Ms. Maria Aguila
Yes  Mrs. Debbie Butler
Yes  Mr. Thomas Cooper
Yes  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

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

Motion Passed: A motion to approve the Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles Per Board Policy 6153 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes  Ms. Maria Aguila
Yes  Mrs. Debbie Butler
Yes  Mr. Thomas Cooper
Yes  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.d. Approval of Change Order #1 to the Stadium Lighting & Public Address (PA) System Project Contract at San Marin HS

Motion Passed: A motion to approve the Change Order #1 to the San Marin Stadium Lights and PA System Project Contract passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes  Ms. Maria Aguila
Yes  Mrs. Debbie Butler
Yes  Mr. Thomas Cooper
Yes  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.e. Approval of Contract Amendment for Proposition 39 Energy Efficiency Projects with ABM Building Solutions

Motion Passed: A motion to approve the Contract Amendment for Proposition 39 Energy Efficiency Projects with ABM Building Solutions passed by a vote of 7-0.
Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.f. Approval of Trustee Appointments to Board and District Committees 2019-2020

Motion Passed: A motion to approve the Trustee Appointments to Board and District Committees 2019-2020 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.g. Approval of Education Services Agreements for Existing and New Contracted Services for 2019-2020 APEX, Indigo, Inspire

Motion Passed: A motion to approve the Education Services Agreements for Existing and New Contracted Services for 2019-2020 APEX, Indigo, Inspire passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.h. Approval of Contract CSPP-9289 with California Department of Education for California State Preschool Program California

Motion Passed: California State Preschool Program California passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.i. Ratify Quarterly Investment Report for Quarter Ending June 30, 2019 (Q2)

Motion Passed: A motion to ratify Quarterly Investment Report for Quarter Ending June 30, 2019 (Q2) passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.j. Approval of Disposal of Obsolete Textbooks/Instructional Materials

Motion Passed: A motion to approve the Disposal of Obsolete Textbooks/Instructional Materials passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.k. Ratify Warrant Register for Warrants Issued August 16, 2019 Through August 28, 2019

Motion Passed: A motion to ratify Warrant Register for Warrants from August 16, 2019 through August 28, 2019 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

16. ADJOURNMENT - 9:50 p.m.

16.a. The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. No new item of business, except the consent agenda, will be considered after 10:00 p.m., unless it is determined by a majority of the Board to extend
President Butler announced the next Regular Board meeting will be September 17, 2019.

The meeting was adjourned at 10:30 p.m.

WITNESSED: [Signature]
Vice President/Clerk of the Board of Trustees

Attested to on this 17th day of September 2019.