NOVATO UNIFIED SCHOOL DISTRICT  
REGULAR Meeting of the Board of Trustees  
September 17, 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 Millarick  

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  

3.d. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54956.9: Conference with Legal Counsel - Anticipated Litigation  

3.e. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54954.5(b) and §54956.8: Conference with Real Property Negotiators - Property: Hill Education Center Recreational Area, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations, Negotiating Parties: City of Novato, Under Negotiations: Price and terms  

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 7:06 p.m.

5.a. Pledge of Allegiance
President Butler called for a Moment of Silence for the San Marin High School student who lost his life in a car accident on September 15, 2019.

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:

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) – Gave direction

c. 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

d. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54956.9: Conference with Legal Counsel – Anticipated Litigation – Information only

e. With respect to every item of business to be discussed in closed session pursuant to Gov Code §54954.5(b) and §54956.8: Conference with Real Property Negotiators – Property: Hill Education Center Recreational Area, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations, Negotiating Parties: City of Novato, Under Negotiations: Price and terms – Gave direction

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

7.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. Gregory Mack 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
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
President Butler asked that the Consent Agenda be approved with corrections to item 15a. President Butler recused herself from items 15e and 15h.

Motion Passed: A motion to approve the Consent Agenda with corrections to item 15a and the omission of items 15e and 15h 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 Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

Motion Passed: A motion to approve Consent Agenda items 15e and 15h passed by a vote of 6-0, 1 recusal. Passed with a motion by Mr. Ross Millerick and a second by Mr. Thomas Cooper.
Yes Ms. Maria Aguila
Recuse Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

10. STUDENT PRESENTATIONS - 7:10 p.m.

10.a. Sinaloa Middle School: Culture of Caring
Sinaloa Middle School Teachers Sarah March and Nicole Katsulis and Sinaloa students presented on Sinaloa's Culture of Caring initiatives led by the Leadership students. The students shared information on the distribution of Spartan Spirit shirts to all students, Spartan PRIDE cards, Friendship Week, and a "Know Your Classmates" event to be held nationally on October 25, 2019.
11. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 7:20 P.M.

TRUSTEE ANNOUNCEMENTS:
- Remembering 9/11 this month and Hamilton Air Force Base's connection to the tragedy in 2001 in supporting the recovery efforts
- Attended the following school events: Lynwood Elementary School's "Touch a Truck" event, Novato High School's Back-to-School Night, and Sinaloa Middle School's "Lunch on the Lawn"
- Attended PTA meetings and North Marin Council PTA meeting
- Attended District Election Map Community Forums. Additional District maps will be presented at the October 1, 2019 Board meeting.
- Gab with Gasson will be Sunday, 9/22/19 at San Marin Starbucks @ 8:30 AM
- Attended Marin Promise Forum
- Attended "Let's Talk about Cannabis" meeting at Marin County Office of Education
- Not in Our Town Novato will be sending a survey soon. Next meeting is 10/14/19 at 5:30 PM
- Shared upcoming California bills – Late start bill, School bond bill, 11th grade assessment bill, Full-day kindergarten bill

SUPERINTENDENT ANNOUNCEMENTS:
The past two weeks have been a challenge for us. We have been tested by back-to-back Sunday tragedies. We are blessed to live in a community where there are so many helpers including students, family and staff members, first responders, our community partners, bystanders, other community groups and individual community members who have chosen to step up during these difficult times. During times of tragedy, it is essential that we come together to support and care for one another. We have proven that our unity will pull us through our most challenging times.

STUDENT ANNOUNCEMENTS:
President Butler welcomed this year's student representatives and invited them to introduce themselves. Trustee Aguilà asked the students to share why they chose to become a student representative.

- **DJ Straiten, a Marin Oaks High School senior**, shared that she became a student representative because it is important to hear what the other schools are doing and it also important to be able to express student concerns to the Board directly. At Marin Oaks, enrichment classes have started, the culinary class cooked a meal for the school, a public speaking class has begun, and student advisors are meeting with other alternative school representatives on a joint social justice project.

- **Eva Gogas, a Novato High School junior**, shared that she became a student representative because she wants to bring school issues to the Board to serve as a bridge between students and the community. At Novato High, registration prior to school had low attendance due to schedules not being ready. The "Welcome Back" spirit week, rally, barbecue, and dance all went well, and plans are in the works to have the Hornet mascot at every sporting event. The first Marin School of the Arts soiree was successful, and on September 27, 2019, MSA will be at Book Passage. The freshmen scavenger hunt was a positive event. JROTC performed the flag ceremony for 9/11. Club Rush produced 38 clubs for fall semester. Homecoming themes were revealed and they are, "Under" by grade (the sea, construction, the bed, Big Top).
Seniors and staff will be nominating this year's Homecoming court soon. Office hours are new this year and are proving to be a good break in the day as students determine how to best use the time. The East Annex, a mental health space for students to take a break from academics, has opened.

- **Elizabeth DeRuvo, a San Marin High School junior**, shared that her home is her passion, and for her, the Novato community and everyone in it is a part of her “family,” which compelled her to give back to the community. She was inspired to become a student representative after watching a role model of hers serve as a student Board member. At San Marin, students and staff have had a productive beginning of the school year. However, the death of a fellow student has been hard for the campus and community. Elizabeth expressed gratitude for the support for all at the loss of a classmate and friend. Back-to-school Night was successful, and the 9th grade parent night was well attended. Sports are under way. In closing, Elizabeth shared that she was proud to be an NUSD student.

**12. NON-AGENDA PUBLIC COMMENT - 7:30 p.m.**

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

- Community member spoke in favor of turning on the San Marin lights.
- San Marin High School student spoke about concerns regarding the limited support from the administration team for teachers who are teaching non-English speaking students in classes other than ELD, but are not bilingual themselves.
- NUSD teacher spoke about class-sizes being too large at Hamilton School and the challenges of teaching a split-grade class.
- Novato Federation of Teachers president spoke about communication sent to certificated staff from Assistant Superintendent of Human Resources regarding salary percentage package request.

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

13.a. **2019-2020 District Goals**

Kris Cosca, Superintendent, shared the District Goals with the Trustees. The focus will be on our three key priority areas for the 2019-2020 school year: Student Success, Staff Support, and Community Engagement. A new goal has been added: Ensure Fiscal Responsibility.

Trustees commented, asked clarifying questions, and requested that the information be posted on the website and that the plans be reordered to align with Education Services. Student representatives commented.

13.b. **10,000 Degrees Annual Update**

Jennifer Larson, Director of Student Success, introduced Sophia Martinez and Gracie Francisco from 10,000 Degrees. 10,000 Degrees' partnership with the District is made possible through the Haas Foundation. 10,000 Degrees provides services and support to NUSD students (8th grade to high school graduation) with regards to College and Career Readiness. Staff members are at each high school at least once a week and at Hamilton School three times per week. Their focus is to support English Learners with college and career options and support all seniors with FAFSA applications and other financial aid support.
Trustees commented and asked clarifying questions. Student representatives asked clarifying questions.

13.c. Marin Promise Partnership
Amie Carter, Assistant Superintendent, Education Services, introduced Ann Mathieson, Executive Director of Marin Promise. Ms. Mathieson shared with the Trustees that the Marin Promise Partnership is committed to a common vision, that all Marin students meet the educational milestones that are critical along the path to future success in life.

Trustees commented and asked clarifying questions.

Leslie Benjamin, Director of Communications & Community Engagement, shared that the Marin County Office of Education has been collaborating with local partners, agencies, and Marin school district superintendents to develop guidance on districts’ response to impacted air quality and the possibility of a power shutoff by PG&E.

Trustees commented and asked clarifying questions. Trustee Knell will look into a possible resolution or letter from the Board to the state regarding the public utility company not upgrading their infrastructure and the costly and dangerous effects of not doing anything.

PUBLIC COMMENT ON AGENDA ITEM:
Community member commented on battery power for the solar panels at school sites. Community member also reminded the public that the power may not only be shut off due to fires but also due to flooding of substations in heavy weather.

13.e. State Facilities Bond Program and Eligibility
Yancy Hawkins, Assistant Superintendent, Business & Operations, summarized the State Facilities Bond Program report and the District’s applications and remaining eligibility. NUSD used most of their School Facilities Program (SFP) eligibility for New Construction and Modernization projects during Measure A, but some eligibility remained as of the passage of Measure G in 2016. NUSD has updated its SFP eligibility and applied for funding on several of the early Measure G projects as well as a Career Technical Education competitive grant.

Trustees asked clarifying questions.

PUBLIC COMMENT ON AGENDA ITEM:
NUSD teacher commented on her concern that bond funds continue to go towards secondary schools.

14. DISCUSSION/ACTION - 9:05 p.m.

14.a. Review and Approve Business and Operations Related Board Policy Update (1)
Yancy Hawkins, Assistant Superintendent, Business & Operations, reported on updating Board Policy to add clarity on the naming of facilities.

Trustees asked clarifying questions and requested the policy be brought back for a second reading along with an inventory of currently named school site facilities including

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their duration of said facility names.

Yancy Hawkins, Assistant Superintendent, Business & Operations, requested the adoption of Resolution No. 11-2019/2020 to approve 55 million issuance in Series B bonds that are scheduled to be finalized on October 16, 2019.

Trustees made comments and asked clarifying questions.

PUBLIC COMMENT ON AGENDA ITEM:
Community member requested prioritization of Measure G funds to IT projects, classroom furniture upgrades, and air conditioning.

Motion Passed: A motion to approve Resolution No. 11-2019/2020 Authorizing the Issuance and Sale of General Obligation Bonds, 2016 Election, 2019 Series B passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mr. Ross Millerick.
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

Yancy Hawkins, Assistant Superintendent, Business & Operations, shared that the District will close the 2018-2019 fiscal year with a deficit in the Unrestricted General Fund in the amount of ($910,695), Restricted General Fund additional carryover in the amount of $577,707, and the Combined General Fund deficit in the amount of ($332,988). The ending Combined General Fund balance is $12,244,874, including $4,445,799 in the Restricted General Fund and $7,799,075 in the Unrestricted General Fund. Yancy thanked Nancy Walker, Director of Fiscal Services, for her work on the report.

Trustees asked clarifying questions.

PUBLIC COMMENT ON AGENDA ITEM:
Community member requested prioritization of Measure G funds to IT projects, classroom furniture upgrades, and air conditioning.

Motion Passed: A motion to approve the 2018-2019 Unaudited Actual Financial Report passed by a vote of 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     Mrs. Diane Gasson
Yes     Mr. Derek Knell
Yes     Mr. Gregory Mack
Yes     Mr. Ross Millerick
15. CONSENT - 9:29 p.m.

15.a. Minutes of the Regular Meeting of September 3, 2019

Motion Passed: A motion to approve the Minutes of the Regular Meeting of September 3, 2019 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 Mrs. Diane Gasson
   Yes Mr. Derek Knell
   Yes Mr. Gregory Mack
   Yes Mr. Ross Millerick

15.b. Approval of Personnel Actions of September 17, 2019

Motion Passed: A motion to approve the Personnel Actions of September 17, 2019 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 Mrs. Diane Gasson
   Yes Mr. Derek Knell
   Yes Mr. Gregory Mack
   Yes Mr. Ross Millerick

15.c. Review and Approve Business and Operations Related Board Policy and Administrative Regulation Updates (5)

Motion Passed: A motion to approve Business and Operations Related Board Policy and Administrative Regulation Updates (5) 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 Mrs. Diane Gasson
   Yes Mr. Derek Knell
   Yes Mr. Gregory Mack
   Yes Mr. Ross Millerick

15.d. Adopt Resolution No. 12-2019/2020 Appropriations Limit Calculations (Gann Limit)

Motion Passed: A motion to approve Business and Operations Related Board Policy and Administrative Resolution No. 12-2019/2020 Appropriations Limit Calculations (Gann Limit) 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  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.e. Change Order #1 to the Grounds, Maintenance & Operations (GMO) Building Contract at 971 C-Street

Motion Passed: A motion to approve Change Order #01 to the Grounds, Maintenance & Operations (GMO) Building Contract at 971 C Street passed by a vote of 6-0. 1 recusal. Passed with a motion by Mr. Ross Millerick and a second by Mr. Thomas Cooper.
Yes  Ms. Maria Aguila
Recuse  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. Change Order #2 to the Food and Nutritional Services (FANS) Renovation Contract at 819 Olive Avenue

Motion Passed: A motion to approve the Change Order #02 to the Food and Nutritional Services (FANS) Renovation Contract at 819 Olive Avenue 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  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.g. Award of Contract to Skyline Engineering (Skyline) to Perform Roof Inspections/Analysis at all NUSD Sites

Motion Passed: A motion to approve the Contract with Skyline Engineering (Skyline) to Perform Roof Inspections/Analysis at all NUSD Sites 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  Mrs. Diane Gasson
Yes  Mr. Derek Knell
Yes  Mr. Gregory Mack
Yes  Mr. Ross Millerick

15.h. Award of Contract to North Marin Water District (NMWD) for the Fire and Water Service
for the New Grounds, Maintenance & Operations (GMO) Facility Project at 971 C-Street

Motion Passed: A motion to approve the Contract with North Marin Water District (NMWD) for the Fire and Water Service for the New Grounds, Maintenance & Operations (GMO) Facility Project at 971 C Street passed by a vote of 6-0. 1 recusal. Passed with a motion by Mr. Ross Millerick and a second by Mr. Thomas Cooper.

Yes Ms. Maria Aguila
Recuse 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. 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.
1) Novato High School, 10th-12th Grade, Point Park University, Pennsylvania, February 25, 2020 – March 2, 2020. 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 Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.j. Renaissance Agreement for 2019-2020

Motion Passed: A motion to approve the Education Services Renaissance Agreement for 2019-2020 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 Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

15.k. Approve Disposal of Obsolete Textbooks/Instructional Materials

Motion Passed: A motion to approve of Disposal of Obsolete Textbooks/Instructional Materials 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
15.l. Ratify Warrant Register for Warrants Issued August 29, 2019 Through September 11, 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. Thomas Cooper and a second by Ms. Maria Aguila.

16. ADJOURNMENT - 9:30 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 to a specific time. The meeting shall be extended no more than once, or may be adjourned to a later date.

President Butler announced the next Regular Board meeting will be October 1, 2019.

The meeting was adjourned 10:52 at p.m.

WITNESSED:  
Vice President/Clerk of the Board of Trustees

Attested to on this 1st day of October 2019.