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.

2. CLOSED SESSION AGENDA
President Butler called the Board meeting to order at 6:00 p.m.

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 §48918 (c): Consider Stipulated Agreements for Expulsion - Student # 66721

   Motion Passed: A motion to expel Student #66721 from the Novato Unified School District to the Marin County Office of Education's Community School for one year from the date of the Board's decision passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell 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

3.c. With respect to every item of business to be discussed in closed session pursuant to Gov Code §48918 (c): Consider Stipulated Agreements for Expulsion - Student # 51453

   Motion Passed: A motion to expel Student #51453 from the Novato Unified School District to the Marin County Office of Education's Community School for one year from the date of the Board's decision passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Mrs. Debbie Butler.
Yes    Ms. Maria Aguila
3.d. With respect to every item of business to be discussed in closed session pursuant to California Education Code §35146 - Review Students’ Education Placements/Costs Pursuant to IEPs or Agreements

Motion Passed: A majority of the Board, in closed session, voted 7 to 0 to approve a settlement agreement with the parent of a student who asserted special education claims against the district. The Board approved funding for private placement and services in exchange for releases and waiver of claims against the district. Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

Yes Mrs. 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

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 7:03 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:

b. With respect to every item of business to be discussed in closed session pursuant to Gov Code §48918 (c): Consider Stipulated Agreements for Expulsion - Student #66721. A motion to expel Student #66721 from the Novato Unified School District to the Marin County Office of Education's Community School for one year from the date of the Board's decision passed by a vote of 7-0. Passed with a motion by Trustee Knell and a second by Trustee Cooper. (see roll call under Closed Session)

c. With respect to every item of business to be discussed in closed session pursuant to Gov Code §48918 (c): Consider Stipulated Agreements for Expulsion - Student #51453. A motion to expel Student #51453 from the Novato Unified School District to the Marin County Office of Education's Community School for one year from the date of the Board's decision passed by a vote of 7-0. Passed with a motion by Trustee Millerick and a second by Trustee Butler. (see roll call under Closed Session)
d. With respect to every item of business to be discussed in closed session pursuant to California Education Code §35146 - Review Students' Education Placements/Costs Pursuant to IEPs or Agreements. A majority of the Board, in closed session, voted 7 to 0 with a first by Trustee Millerick and a second by Trustee Mack, to approve a settlement agreement with the parent of a student who asserted special education claims against the district. The Board approved funding for private placement and services in exchange for releases and waiver of claims against the district. (see roll call under Closed Session)

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 (Jonathan Ferrer, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers (NFT). Gave direction

f. 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: California School Employees Association (CSEA). 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 with Item 14 Staff Report going before Item 13 Discussion/Action.

Motion Passed: A motion to approve the Agenda as amended passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick 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

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.

9. APPROVAL OF CONSENT AGENDA - 7:08 p.m.

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

President Butler asked for a motion to approve the Consent Agenda.
President Butler requested Consent Agenda Item number 15d be pulled in order to recuse herself.

**Motion Passed:** A motion to approve the Consent Agenda, excluding item 15d, passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Derek Knell.
Yes Ms. María 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 15d passed by a vote of 6-0; 1 recusal (Butler). Passed with a motion by Mr. Derek Knell and a second by Mr. Gregory Mack.
Yes Ms. María 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 PRESENTATION - 7:10 p.m.

10.a. San Ramon Elementary School: Culture of Caring, Culture of Competence, Culture of Excellence
Amanda Langford, Principal of San Ramon Elementary School, and leadership students presented a video showcasing the top five reasons why they love their school.

11. ANNOUNCEMENTS: BOARD AND SUPERINTENDENT - 7:20 P.M.

11.a. Questions, Comments and Announcements

**TRUSTEE ANNOUNCEMENTS**
- Attended retirement celebration for Human Resources staff member Lillian Rincon.
- Attended Golden Bell committee meeting to begin planning the annual recognition of our teachers.
- Attended TK and Kindergarten Orientation. Registration is open.
- Attended Modeling the Way awards at school sites.
- Attended San Marin 8th grade Parent Night for incoming freshman.

**SUPERINTENDENT ANNOUNCEMENTS**
- Visited classrooms at Lu Sutton Elementary School and Marin Oaks.
- Met with Senator Mike McGuire to advocate for education in our community.

**STUDENT ANNOUNCEMENTS:**
• Eva Gogas, a Novato High School junior, reported that the Marin School of the Arts at Novato High School has many events happening this month. The musical "9" is in its last weekend. The Jazz Choirs are going to Sacramento State this month and MSA Vocal Music will hold its Winter Concert this month as well. Basketball games are tonight - Novato High vs. San Marin. This week is a Winter spirit week. "Wintergrams" will be written for all students and staff.
• Elizabeth DeRuvo, San Marin High School's student representative, was absent.
• DJ Straiten, Marin Oaks High School's student representative, was absent.

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

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

• Hamilton community members spoke in objection of the C Street Maintenance and Operations facility build-out.
• Novato community member requested that the Board of Trustees consider exempting nonprofits, churches, and child care centers from the potential parcel tax.
• Novato community member spoke regarding the Urban Institute report on the Supplemental Nutritional Program which provides food stamps to families. 982,000 children who receive Free & Reduced may lose eligibility. Novato community member encouraged the District to create a safety net to cover students who may be affected.
• NFT President spoke regarding the strength of the Novato Federation of Teachers union and expressed gratitude to local businesses for supporting teachers.

13. DISCUSSION/ACTION - 8:00 p.m.

13a. Resolution No. 21-2019/2020 Parcel Tax - Second Reading
Kris Cosca, Superintendent, presented the second reading of the parcel tax resolution. The current parcel tax is set to expire in 2023. The elementary school size committee recommended that the Board of Trustees explore a parcel tax in 2020. The 2009 parcel tax loses revenue annually due to exemptions and inflation. NUSD has cut approximately $2 million annually. If the current parcel tax expires, that would mean $4.1 million additional cuts. If a March 2020 parcel tax passed, it would add $2 million annually to the budget. Funds generated from a parcel tax could not be taken by the state; no money could be used for administrator salaries. 66.7% of the vote is needed to approve the parcel tax. It would be in effect for eight years. Charles Heath of TBWB reported that any nonprofit that currently has exemption status for parcel taxes would be covered for an exemption as well. The groups eligible for exemption are senior citizens, SSI, and SSDI participants. Any additional exemptions would make the parcel tax inconsistent with the law.

Trustees asked clarifying questions.

Public Comment
• Novato Unified School District parent spoke in favor of the parcel tax renewal.
• Novato Community member spoke requesting clear communications on escalators to be included with parcel tax communications.
• Novato Community member who sits on the independent oversight committee for the parcel tax spoke regarding the role and the responsibilities of the committee.

**Motion Passed:** A motion to approve Resolution No. 21-2019/2020 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 Aguilal
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

13.b. Maintenance, Operations, and Transportation Restructuring Plan
Yancy Hawkins, Assistant Superintendent, Business & Operations, introduced Tony Albini, the new Director of Maintenance & Operations. Before Mr. Albini was hired, the District employed Dr. Neil Rauschhuber as the interim Director of Maintenance & Operations. Dr. Rauschhuber gave recommendations for a restructuring of the Maintenance & Operations department to realize cost savings and efficiencies. The department employs approximately 100 employees. In the current structure, the Maintenance & Operations Director oversees four supervisors. The new structure replaces the four supervisors with two manager positions, a Transportation/Fleet Operations Manager and a Custodial/Grounds Operations Manager. The Director of Maintenance & Operations would directly oversee the Maintenance department. The new structure would see a $100,000 budget savings. There would be an elimination of one net position and a reduction of two net administrator positions.

Trustees asked clarifying questions.

**Public Comment**
• NFT President spoke regarding concerns with cuts to classroom maintenance.

**Motion Passed:** A motion to approve the Maintenance, Operations, and Transportation Restructuring Plan passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack and a second by Mr. Ross Millerick.

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

Jonathan Ferrer, Assistant Superintendent, Human Resources, thanked and acknowledged the individuals affected by the eliminated classified supervisor positions, before presenting the resolution.

Trustees expressed their appreciation of the employees affected.
Motion Passed: A motion to approve Resolution No. 23-2019/2020 to Eliminate Four (4) Classified Supervisor Positions 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 Mrs. Diane Gasson
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

13.d. Measure G Bond Deferred Maintenance (DM) Allocation
Yancy Hawkins, Assistant Superintendent, Business & Operations, and Mike Woolard, Executive Director of Facilities & Operations presented the District’s deferred maintenance needs for the next ten years spanning 2020 to 2030.

Trustees asked clarifying questions.

Motion Passed: A motion to approve proposed Option 3 to allocate $44 million from the Measure G Bond funds for deferred maintenance needs passed by a vote of 7-0. Passed with a motion by Mr. Thomas Cooper 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

13.e. School Board Members Discussion of Officers
Debbie Butler, Board President, explained the board reorganization process. Based on upcoming events the District faces in the year ahead, it is recommended that the current leadership of the Board remain with President Butler and Vice President Aguila for continuity.

Trustees commented and thanked both President Butler and Vice President Aguila for their hard work and leadership. The Board will hold its formal reorganization at the December 17, 2019 Regular Meeting.

14. STAFF REPORTS - 9:30 p.m.

14.a. Certified Staff Retention Data
Jonathan Ferrer, Assistant Superintendent, Human Resources, gave a report on Certified Staff Retention data from the 2018-2019 school year which reflects certificated attrition. Overall, there was 11% certificated attrition in Novato Unified in the 2018-2019 school year. State and National attrition averages are at 16%. Marin County does not track attrition county-wide. Increased participation (52% response rate) in the exit survey is based on a new survey delivery for 2018-2019 (Survey Monkey vs. Google doc).
Trustees asked clarifying questions. Trustees asked that the District look at other school districts to compare attrition rates as well as seeking other ways of receiving feedback such as suggestion boxes for teachers to give comments.

**Public Comment**
- NFT President commented on reason why teachers leave at the 3-5 year mark. Teachers can transfer up to seven years to another District for salary placement.
- Novato teacher commented on why teachers leave at the different year marks.

**14.b. Anti-vaping/Tobacco Initiative Report**
Katie Cobb-von Husen, Coordinator - Prevention Programs, Phoebe Smith, Teacher on Special Assignment, Tobacco Use Prevention Education, and two Novato High School student peer advocates, Jiboni Gloistein and Taye Anand, reported on the components of the anti-vaping/tobacco work taking place in the District. The presentation included information on the funding sources: Operational Department of Justice Tobacco Enforcement grant, Educational California Department of Education grant, and Coordination Healthy Novato Initiative funded by Haas Family Fund.

Trustees asked clarifying questions.

**14.c. College of Marin COMPASS program**
Jennifer Larson, Director, Student Success, introduced Jonathan Eldridge, Assistant Superintendent of Learning and Success, College of Marin. Jonathan thanked the Board for approving the Memorandum of Understanding between College of Marin and Novato Unified School District outlining the COMPASS program’s focus, addressing educational inequities at the high school level. San Marin High School was one of the first two high schools to participate in the COMPASS program. Students who complete the program are granted free tuition from College of Marin if they wish. Half of the high school seniors who graduated from the COMPASS program enrolled at College of Marin this fall. The other half went straight to four-year colleges and universities. College of Marin is working with Novato High and San Marin to recruit current 8th graders into the program so that they are part of the COMPASS program when they enter high school. COMPASS classes align with AVID classes as well.

Trustees asked clarifying questions.

**15. CONSENT: All items approved by a single action**

**15.a. Minutes of the Regular Meeting of November 5, 2019**

Motion Passed: A motion to approve the Minutes of the Regular Meeting of November 5, 2019 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 Aguilera
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 December 3, 2019

Motion Passed: A motion to approve the Personnel Actions of December 3, 2019 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

15.c. Approval of Measure G Bond Project Budget Adjustments

Motion Passed: A motion to approve the Measure G Bond Project Budget Adjustments 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

15.d. Approval of Change Order #2 to the Grounds, Maintenance & Operations (GMO) Building Contract at 971 C-Street

Motion Passed: A motion to approve the Change Order #2 to Grounds, Maintenance and Operations (GMO) Building Contract at 971 C-Street passed by a vote of 6-0; 1 recusal (Butler). Passed with a motion by Mr. Derek Knell and a second by Mr. Gregory Mack.
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.e. Approval of Change Order #3 to the Food and Nutritional Services (FANS) Renovation Contract at 819 Olive Avenue

Motion Passed: A motion to approve the Change Order #3 to Food and Nutritional Services (FANS) Renovation Contract at 819 Olive Avenue 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

15.f. Approval of Memorandum of Understanding with the University of Redlands

Motion Passed: A motion to approve the Memorandum of Understanding with University of Redlands for Employee Discount on Graduate and Professional Education 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

15.g. Approval of the 2019-2020 Memorandum of Understanding between Marin Community College District and Novato Unified School District for the COMPASS Program.

Motion Passed: A motion to approve the 2019-2020 Memorandum of Understanding between Marin Community College District and Novato Unified School District for the COMPASS Program 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

15.h. Approval of Memorandum of Understanding between Marin County School to Career Partnership and Novato Unified School District for Business and Education Liaisons

Motion Passed: A motion to approve the Memorandum of Understanding between Marin County School to Career Partnership and Novato Unified School District for Business and Education Liaisons 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
15.i. Approval of Board Bylaw Update (1)

**Motion Passed:** A motion to approve Board Bylaw #9323 Meeting Conduct 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

15.j. 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. 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.k. Ratify Quarterly Investment Report for Quarter Ending September 30, 2019 (Q3)

**Motion Passed:** A motion to ratify Quarterly Investment Report for Quarter Ending September 30, 2019 (Q3) 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

15.l. Ratify Warrant Register for Warrants Issued October 31, 2019 through November 19, 2019

**Motion Passed:** A motion to ratify Warrant Register for Warrants from October 31, 2019 through November 19, 2019 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

16. ADJOURNMENT - 10:10 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 December 17, 2019.

The meeting was adjourned at 10:43 p.m.

WITNESSED:  

[Signature]

Vice President/Clerk of the Board of Trustees

Attested to on this 17th day of December 2019.