NUSD MISSION
Engage, inspire and empower all students, in a rapidly changing world, to realize their life goals.

Attendees

Voting Members
Maria Aguila, Vice President
Debbie Butler, President
Thomas Cooper, Trustee
Diane Gasson, Trustee
Derek Knell, Trustee
Greg Mack, Trustee
Ross Millerick, Trustee

1. CALL TO ORDER AND ROLL CALL - 6 PM
   President Butler called the meeting to order at 6 PM.
   ALL TRUSTEES PRESENT

2. CLOSED SESSION AGENDA

3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 6:02 PM
   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.

   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)

   c. 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)

   d. 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

e. 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

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 6:05 PM
   None

5. CALL TO ORDER AND ROLL CALL - 7 PM
   President Butler called the Board meeting to order at 7:06 PM.
   President Butler wished everyone a happy holidays and excused the Student Trustees from the meeting due to it being finals week for each high school.

   a. Pledge of Allegiance

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

   a. Board Action in closed session must be reported in open session
      Vice-President/Clerk Aguilera 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). Information only.

      c. 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). 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 - Pending Litigation: Coalition to Save San Marin v. Novato Unified School District, Marin County Superior Court Case No. CIV 1702295. Information only.

      e. 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. Gave direction.

7. APPROVAL OF AGENDA - 7:04 PM

   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 made by: Thomas Cooper
Motion seconded by: Maria Aguila

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

8. ANNUAL REORGANIZATION OF THE BOARD - 7:06 PM

a. The Board President takes nominations for a new Board President.
   The NUSD School Board of Trustees selects a president and a vice president/clerk at
   the second regular Board meeting in December. President Butler explained the
   Board of Trustees reorganization process.
   Trustee Cooper nominated Trustee Butler to remain as President for 2020-2021.

b. The Board President calls for a motion to elect a new Board President.
   Trustee Cooper made a motion to select Trustee Butler as President for 2020-2021.
   Motion made by: Thomas Cooper
   Motion seconded by: Greg Mack

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

c. The new Board President takes nominations for Board Clerk/Vice President.
   Trustee Knell nominated Trustee Aguila to remain as Vice President for 2020-2021.

d. The new Board President calls for a motion to elect a new Board Clerk/Vice President.
   Trustee Knell made a motion to select Trustee Aguila as Vice President for 2020-
   2021.

Motion made by: Derek Knell
Motion seconded by: Ross Millerick

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

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 Millerick made a motion to select Trustee Mack as the Trustee Representative to the Marin County School Board Association Board of Directors for 2020-2021.
   Motion made by: Ross Millerick
   Motion seconded by: Maria Aguila

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

9. PUBLIC COMMENT ON CONSENT AGENDA - 7:20 PM

   a. Individuals may address the Board in accordance with the Public Comment statement on the last page of the agenda.
      None

10. APPROVAL OF CONSENT AGENDA - 7:22 PM

   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 Items 15f and 15g be pulled in order to recuse herself.

      Trustee Knell made a motion to approve the Consent Agenda excluding Items 15f and 15g.
      Motion made by: Derek Knell
      Motion seconded by: Ross Millerick

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes

Minutes of Regular Meeting – December 17, 2019
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11. STUDENT PRESENTATION - 7:25 PM

a. Sonoma State Student Presentation, Kharissa Simms
Sonoma State student and Novato High School graduate Kharissa Simms gave a presentation on diversity titled: "Cross-Cultural Competence and Diversity Awareness 'Training'- An In-depth look into Racial Microaggressions in Predominantly White Institutions."

12. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 7:40 PM

a. Questions, Comments and Announcements

**TRUSTEE ANNOUNCEMENTS**

- Attended School Fuel Board meeting
- Attended PTA and PTSA meetings
- Attended Special Education meetings led by Special Education Director Angela Kriesler
- Attended Sinaloa Middle School's music concerts
- Attended Hamilton School's County Chess Championship for K-8 students
- Site visit to Loma Verde Elementary School
- Attended Modeling the Way awards
- Participated on the Financial Crisis Management Team
- Presented at Leadership Novato Class of 2020 event at NUSD
- Participated on Downtown Novato Tree Lighting Committee
- Attended JLAC meeting
- Will be attending Rancho Elementary School's "Reading in Pajamas Night" in December
- Registered to attend California PTA meeting in Sacramento in January 2020
- Next School Funding Forum will be on January 13, 2020
- Next Gab with Gasson will be on January 17, 2020 at 9 AM at Dr. Insomniacs
- Will be attending Joint Legislative Action Committee Meeting in Sacramento on January 23, 2020

**SUPERINTENDENT ANNOUNCEMENTS**

- Parcel Tax presentations were made to a number of groups and individuals including School Site Councils, PTAs, elected officials, and Novato's Chamber of Commerce
- Will be visiting four school sites this week before Winter Break

**STUDENT ANNOUNCEMENTS**

- Students were absent this week due to finals
13. NON-AGENDA PUBLIC COMMENT - 7:50 PM

- Representative of the League of Women Voters spoke in favor of Schools and Communities First initiative to reassess commercial and industrial property taxes
- NUSD teachers spoke regarding teacher salaries and the cost of living in Novato
- NUSD parent spoke regarding supporting our students

14. STAFF REPORTS - 8:20 PM

a. (8:20 PM) Dashboard Data, Amie Carter - Assistant Superintendent, Education Services
   Amie Carter, Assistant Superintendent, Education Services, presented the findings of California's Dashboard Data that went live on December 9, 2019. The results of the state accountability measures for the 2019-2019 school year showcase eight priorities which include:

1. Basic Services and Conditions at Schools
2. Implementation of State Academic Standards
3. Parent Engagement
4. Student Achievement
5. Student Engagement
6. School Climate
7. Access to a Broad Course of Study
8. Outcomes in a Broad Course of Study

The state views NUSD as making progress over time and will not require differentiated assistance based on the 2018-2019 Dashboard data.

Trustees commented and asked clarifying questions. Trustees requested metrics on subgroup numbers. Trustees requested data on Title 1 schools and the number of split grade levels at those sites. Trustees requested data to be presented by subgroup across all priorities.

Public Comment

- NFT president commented on Students with Disabilities subgroup data, large class sizes in Special Education classes, and large math classes at the secondary level as negatively impacting Dashboard data.
- NUSD teacher commented that many Title 1 schools have three or more split grade levels which negatively impacts Dashboard data.

b. (8:50 PM) Student Retention Data, Leslie Benjamin - Director, Communications & Community Engagement
   Leslie Benjamin, Director, Communications & Community Engagement, presented Student Retention data from 2018-2019. For the fifth year, NUSD conducted a
survey of families whose students did not continue with NUSD. There is a
downward trend of elementary students leaving the district. However, 8th grade
students leaving the district continues to be an area to address.

Trustees asked clarifying questions. Trustees requested further information on
Hamilton’s 8th graders moving on to high school. Trustees suggested comment
fields on the survey for respondents to explain their answers.

c. (9 PM) School Size Committee Update, Kris Cosca - Superintendent
Kris Cosca, Superintendent, provided a School Size Committee update. The
committee’s February 2019 findings concluded that the positive impact and school
culture outweighed the facilities capacity issues and so it was recommended that a
school not be closed. The committee made recommendations such as
NUSD marketing the benefits of local schools, going out early for a parcel tax, and
accepting more transfer requests. The recommendation, based on the best data
available and the outcomes of the committee’s recommendations, is that NUSD
should not close a school at this time.

Trustees commented and asked clarifying questions.

Public Comment

- NUSD teacher and School Size Committee members spoke on the process
  the Committee took to look at the potential of closing a school. It was
determined that consensus on closing a school was not going to be reached.
  Instead, the committee explored revenue-generated options and other
costs savings as alternatives to closing a school.
- NUSD parent spoke regarding increase in enrollment due to aging
  population turning over and more families with young children moving in.
- NFT teacher spoke regarding research showing smaller elementary schools
  increases attendance and Culture of Caring.
- NUSD community member spoke regarding demographic analysis to study
  how Novato is different than other Marin districts with regards to birth
  rates.

15. DISCUSSION/ACTION - 9:15 PM

a. (9:15 PM) Approve the 2019-2020 First Interim Budget Report, Yancy Hawkins -
   Assistant Superintendent, Business and Operations
Yancy Hawkins, Assistant Superintendent, Business and Operations, presented the
2019-2020 First Interim Budget Report. Mr. Hawkins thanked Nancy Walker,
Director of Fiscal Services, for her help with the report.

Trustees asked clarifying questions.

Public Comment
• NUSD teacher spoke about concerns regarding the restricted fund balance.

Trustee Millerick made a motion to approve the 2019-2020 First Interim Budget Report.

Motion made by: Ross Millerick
Motion seconded by: Maria Aguila

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

b. (9:35 PM) Approval of Two New Classified Management Job Descriptions as part of Maintenance, Operations, and Transportation Restructuring, Yancy Hawkins - Assistant Superintendent, Business and Operations

Yancy Hawkins, Assistant Superintendent, Business and Operations, presented two new Classified Management job descriptions as part of Maintenance, Operations, and Transportation restructuring on Jonathan Ferrer’s, Assistant Superintendent, Human Resources, behalf. The two new positions are the Operations Manager and the Transportation Manager. These new positions incorporate, combine, and enhance the essential duties of the previous four classified supervisor positions for better efficiencies and fiscal responsibility.

Trustee Aguila made a motion to approve two (2) new classified management job descriptions as part of the Maintenance, Operations, and Transportation restructuring - Operations Manager and Transportation Manager.

Motion made by: Maria Aguila
Motion seconded by: Thomas Cooper

Voting
Maria Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

c. (9:45 PM) Approval to Move the Data Systems Supervisor to the Education Services Department, Jennifer Larson - Director, Student Success

Jennifer Larson, Director, Student Success, requested that the Data Systems Supervisor move into the Education Services Department for the remainder of the 2019-2020 school year. Education Services has identified grant funding to fund the Data Systems Supervisor salary for the remainder of the year in order to hire an
employee in the Information Technology (IT) department to cover the vacancy in IT.

Trustees asked clarifying questions.

**Public Comment**

- NFT president asked clarifying questions regarding the supervisor title.

Trustee Mack made a motion to approve moving the Data Systems Supervisor to the Education Services Department beginning January 2, 2020, and filling the position they vacate in information technology.  
**Motion made by:** Greg Mack  
**Motion seconded by:** Maria Aguila

**Voting**

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16. **CONSENT**

a. **Minutes of the Regular Meeting of December 3, 2019**

Trustee Knell made a motion to approve the Minutes of the Regular Meeting of December 3, 2019.  
**Motion made by:** Derek Knell  
**Motion seconded by:** Ross Millerick

**Voting**

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b. **Personnel Action Report for December 17, 2019**

Trustee Knell made a motion to approve the Personnel Action Report of December 17, 2019.  
**Motion made by:** Derek Knell  
**Motion seconded by:** Ross Millerick

**Voting**

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c. Approval of the Grand Jury Follow-up Response to "Vaping: An Under-the-Radar Epidemic"

   Trustee Knell made a motion to approve the Grand Jury Follow-up Response to "Vaping: An Under-the-Radar Epidemic."

   Motion made by: Derek Knell
   Motion seconded by: Ross Millerick

   Voting
   Maria Aguila - Yes
   Debbie Butler - Yes
   Thomas Cooper - Yes
   Diane Gasson - Yes
   Derek Knell - Yes
   Greg Mack - Yes
   Ross Millerick - Yes

d. Approval of the 2019-20 Agreement for Regional Occupational (ROP) Services - Career Technical Education (CTE) at Novato High School and San Marin High School

   Trustee Knell made a motion to approve the 2019-20 Agreement for Regional Occupational (ROP) Services - Career Technical Education (CTE) at Novato High School and San Marin High School.

   Motion made by: Derek Knell
   Motion seconded by: Ross Millerick

   Voting
   Maria Aguila - Yes
   Debbie Butler - Yes
   Thomas Cooper - Yes
   Diane Gasson - Yes
   Derek Knell - Yes
   Greg Mack - Yes
   Ross Millerick - Yes

e. Approval of Contract Addendum for Quattrochi Kwok Architects (QKA) Basic Services Fee Adjustment for the San Marin HS Performing Arts Center and STEM Center Building Projects

   Trustee Knell made a motion to approve the Contract Addendum for Quattrochi Kwok Architects (QKA) Basic Services Fee Adjustment for the San Marin HS Performing Arts Center and STEM Center Building Projects.

   Motion made by: Derek Knell
   Motion seconded by: Ross Millerick

   Voting
Maria Aguila - Yes  
Debbie Butler - Yes  
Thomas Cooper - Yes  
Diane Gasson - Yes  
Derek Knell - Yes  
Greg Mack - Yes  
Ross Millerick - Yes  

f. Approval of Change Order #3 to the Grounds, Maintenance & Operations (GMO) Building Contract at 971 C-Street  
   Trustee Millerick made a motion to approve Change Order #3 to the Grounds, Maintenance & Operations (GMO) Building Contract at 971 C-Street.  
   Motion made by: Ross Millerick  
   Motion seconded by: Thomas Cooper  
   Voting  
   Maria Aguila - Yes  
   Debbie Butler - Recuse  
   Thomas Cooper - Yes  
   Diane Gasson - Yes  
   Derek Knell - Yes  
   Greg Mack - Yes  
   Ross Millerick - Yes  

g. Approval of Change Order #1 to the Grounds, Maintenance & Operations (GMO) Bluescope Metal Building Contract at 971 C-Street  
   Trustee Millerick made a motion to approve the Change Order #1 to the Grounds, Maintenance & Operations (GMO) Bluescope Metal Building Contract at 971 C-Street.  
   Motion made by: Ross Millerick  
   Motion seconded by: Derek Knell  
   Voting  
   Maria Aguila - Yes  
   Debbie Butler - Recuse  
   Thomas Cooper - Yes  
   Diane Gasson - Yes  
   Derek Knell - Yes  
   Greg Mack - Yes  
   Ross Millerick - Yes  

h. Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles per Board Policy 6153  
   Trustee Knell made a motion to approve the Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles per Board Policy 6153.  
   • San Marin High School: World Languages, History, English - Quebec, Canada, February 15-20, 2020
Motion made by: Derek Knell
Motion seconded by: Ross Millerick

Voting
María Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

i. Annual Accounting of Developer Fees for the Fiscal Year Ending June 30, 2019
Trustee Knell made a motion to approve the Annual Accounting of Developer Fees for the Fiscal Year Ending June 30, 2019.
Motion made by: Derek Knell
Motion seconded by: Ross Millerick

Voting
María Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

j. Approval of Gifts or Donations to the District per Board Policy 3290
Trustee Knell made a motion to approve the Gifts or Donations to the District per Board Policy 3290.
Motion made by: Derek Knell
Motion seconded by: Ross Millerick

Voting
María Aguila - Yes
Debbie Butler - Yes
Thomas Cooper - Yes
Diane Gasson - Yes
Derek Knell - Yes
Greg Mack - Yes
Ross Millerick - Yes

k. Ratify Warrant Register for Warrants from November 20, 2019 through December 11, 2019
Trustee Knell made a motion to ratify Warrant Register for Warrants from November 20, 2019 through December 11, 2019.
Motion made by: Derek Knell
Motion seconded by: Ross Millerick

Voting
17. ADJOURNMENT - 10 PM

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 PM, 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 January 14, 2020.

The meeting was adjourned at 10:26 PM.

[Signature]
Vice President/Clerk

[Signature]
Date

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