

NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees

February 2, 2016 - 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
Mr. Derek Knell
Mr. Gregory Mack
Mr. Ross Millerick
Mrs. Shelly Scott

1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.

President Knell 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 (Kris Cosca, 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 54956.9 Subdivision (d)(1): Conference with Legal Counsel Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 6:05 p.m.

None

5. CALL TO ORDER AND ROLL CALL - 7:00 p.m.

President Knell called the Board meeting to order at 7:00 p.m.

5.a. Pledge of Allegiance

Cadet Cooper Cone from the Novato High School JROTC led the 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 Cooper reported on action taken in closed session:

- With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - direction given to staff.
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54956.9 Subdivision (d)(1): Conference with Legal Counsel Existing Litigation: Rick Tucker v. Shalee Cunningham, Donald Scioli, NPAT, Inc., Novato USD, City of Novato; Civil Case No 1401954 - direction given to staff.

7. APPROVAL OF AGENDA - 7:06 p.m.

7.a. Approval of Agenda

President Knell requested the Agenda be re-ordered by moving Discussion/Action Item "15.b." - Approve the Memorandum of Understanding between NUSD and the Building Better Citizens for America before item "14." STAFF REPORTS, and to combine Item "14.c." - Solar Update with Item "15.a." - Approve Solar City as the Selected Solar Installation and Maintenance Firm for the District.

Motion Passed: A motion to approve the re-ordering of the Agenda by moving Discussion/Action Item "15.b." - Approve the Memorandum of Understanding between NUSD and the Building Better Citizens for America before item "14." STAFF REPORTS, and to combine Item "14.c." - Solar Update with Item "15.a." - Approve Solar City as the Selected Solar Installation and Maintenance Firm for the District, passed by a vote of 7-0. Passed with a motion by Mr. Thomas Cooper 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. PUBLIC COMMENT ON CONSENT AGENDA - 7:08 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 - 7:12 p.m.

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

Trustee Mack requested item "16.b" - Personnel Actions of February 2, 2016 be pulled for discussion.

Motion Passed: A motion to approve the Consent Agenda, except "16.b" - Personnel Actions of February 2, 2016, passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack 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. STUDENT PRESENTATION - 7:15 p.m.

10.a. Rancho Elementary School

Angela Kriesler, Principal, Rancho Elementary School introduced Ms. Mary Jean DeBenedict, music teacher, and about fifteen (15) fifth grade students performed highlights from the Holiday Road Trip Musical.

11. SPECIAL RECOGNITION - 7:30 p.m.

11.a. Milken Educator Award - Nick Williams - 7:30 p.m.

Jim Hogeboom, Superintendent, recognized Nick Williams, San Marin High School Science and AVID teacher, as the Milken Educator Award recipient, and presented Nick with a Milken Foundation Award obelisk. A video was shown when he was recognized at his surprise Milken Educator Award presentation at San Marin High School on November 18 where he received a check for \$25,000.

Trustees expressed their appreciation for the work he is doing at San Marin High School.

11.b. Classified Management - 7:40 p.m.

Karen Maloney, Assistant Superintendent, Business & Operations, recognized Dave Ashe, Construction Manager, with a plaque who is retiring after 29 years of dedicated service to NUSD.

Trustees expressed appreciation for his service of 29 years, and especially his hard work on construction projects.

12. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 7:50 p.m.

12.a. Questions, Comments and Announcements: Board, Superintendent, and Student Board Members - 7:50 p.m.

STUDENT BOARD MEMBERS:

Jane Williams, San Marin High School, and Reilly Agmon, Novato High School, reported on activities at their schools. Marley Bynum, Marin Oaks High School, was absent.

TRUSTEE ANNOUNCEMENTS:

- The Community Education Center MakerSpace Grand Opening on January 29.
- The Special Board Retreat with a focus on team building on January 23.
- Marin County School Boards Association hosted a new Board President and Vice President workshop at Marin County Office of Education on February 1. Trustee Butler was one of the panelists.
- Novato High School Open House with 8th Grade Night on January 21.
- The "Safety for All" Initiative, led by Lieutenant Governor Gavin Newsom, to provide safe environments was held in San Francisco on January 29.
- Community Meetings for Solar Projects at San Marin High School on January 14 and at Novato High School on January 19.
- Marin County Office of Education hosted a School Funding & Accountability Forum focusing on a healthy economy, but a future teacher shortage, on January 20.
- JLAC Legislative Seminar in Sacramento on January 21, and Student Trustees were honored with an appointment with Governor Brown.
- President Knell attended the Community at Work organization for a Cabinet Retreat on February 1 with a focus on self-analysis and district initiatives that are in progress.

SUPERINTENDENT ANNOUNCEMENTS:

- Education Master Facilities Plan meetings to review with the architect each schools needs.
- Solar Community meetings on January 14 and 19.
- Meetings with schools and the community for feedback on solar project.

13. NON-AGENDA PUBLIC COMMENT - 8:00 p.m.

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

None

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

14.a. 2016 Bond Measure Feasibility Survey - 8:05 p.m.

Karen Maloney, Assistant Superintendent, Business & Operations, introduced

Charles Heath, TBWB, and Bryan Godbe, Godbe Research, who shared a PowerPoint presentation on the results of the 2016 Bond Measure Feasibility Survey which was conducted in December 2015 to gauge the public's perception of the District and to assess potential voter support for a bond measure to upgrade aging schools and to protect quality education in November. The questions included language such as:

- Provide science, technology, engineering, math and language labs and equipment to prepare students for college and careers, and
- Update classrooms, science labs and libraries with current technology to meet modern academic standards.

Key findings included:

- 59.8% thought NUSD is providing a quality education
- 59.5% agreed with the statement on whether NUSD needs additional funding
- 69.7% expressed initial support for the measure, and 74.3% expressed support after hearing the features and positives.

Given the survey findings, the 55 percent majority required for approval, TBWB and Godbe Research recommended that NUSD continue the process to prepare for a November 2016 bond measure election.

14.b. Energy Conservation Program Update - 8:20 p.m.

Scott Himes, Energy Specialist, reported on NUSD's Energy Conservation Program, which began in September 2012 with Cenergistic. This comprehensive energy program has reduced energy cost by 21.7% as of November 2015, resulting in a savings of \$808,237. The energy program success is the product of multiple factors; however, teamwork by the Maintenance Department, teaching staff, office staff, custodians, administrators, community and the Energy Specialist in making behavioral changes to conserve energy has been the most important factor in the success.

14.c. Solar Update - 8:35 p.m.

Item "14.c." Solar Update was combined with Item "15.a." - Approve Solar City as the Selected Solar Installation and Maintenance Firm for the District.

14.d. NUSD Mid-year Goals Progress Report - 8:50 p.m.

Jim Hogeboom, Superintendent, presented highlights from the NUSD Mid-Year Progress Report which was based on the twelve (12) goals and four (4) priority areas the Board of Trustee established in Fall 2015. The four priority areas are: Equity, Student Success, Staff Success and Community Engagement and Involvement. Some of the highlights included:

Equity:

- Continue Clark Consulting and hire a new ELD instructional coach to support training
- Continue GLAD training by instructional coaches
- Expand the Summer Newcomer Academy and Camp University

- The Spanish Journey to the University Event in November was attended by 184 students/parents
- Increase the graduation rate from 92 percent to 94 percent

Student Success:

- Convened a District Advisory Committee (DAC) which identified "6Cs" Big C's: Collaboration, Communication, Critical Thinking, and Little C's: Conscientious Learner, Cultural Competence, Character as skills that all Novato students need to learn and demonstrate as part a Graduate Portfolio
- Increase the percentage of students meeting or exceeding the standards on the Smarter Balanced (SBAC) assessment in math from 48 percent to 53 percent, and increase the percentage of students meeting or exceeding the standards on the Smarter Balanced (SBAC) assessment in English Language Arts/Literacy from 56 percent to 61 percent.
- Create benchmarks in math and English Language Arts based on CCSS standards.
- Implement Elementary Standards Based Report Card in March and gather teacher feedback.
- Expand Pre-K
- Implement career pathways and partner with the College of Marin to increase NUSD student concurrent enrollment.

Staff Success:

- Survey teachers on the quality of support received from instructional coaches and staff development.
- Strengthen relationship with local universities to recruit teachers

Community Involvement and Engagement:

- Track the number of community meetings and attendees. As of 1/20/16, the district has held approximately 29 meetings with approximately 1,673 attendees.
- Board Highlights in English/Spanish after every meeting.
- Superintendent Hogeboom video series
- Community Liaisons to be hired at all elementary and middle schools which is almost complete.
- Education Master Facilities Plan with a presentation of the results of community meetings at a Board Study Session tentatively scheduled for May 21, 2016.

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

15.a. Approve Solar City as the Selected Solar Installation and Maintenance Firm for the District - 9:05 p.m.

Solar Update and Approve Solar City as the Selected Solar Installation and Maintenance Firm for the District

Karen Maloney, Assistant Superintendent, Business & Operations, introduced David Williard, Sage Renewables Consultant, who shared a PowerPoint presentation on the "Solar Photovoltaic Project Update," which updated the

Board of Trustees on the selection of Solar City as the solar installation and maintenance firm for the District. The district received only one proposal in response to the Request for Proposal (RFP) and Solar City submitted a competitive proposal that was reviewed by Sage Renewables and District staff. It was determined that the proposal, as submitted by Solar City, was competitive based on their company performance, pricing, component selection, designs, proposed schedule and ability to deliver the project.

With Board approval, the District can enter into negotiations with Solar City to establish the contract scope and cost of installation, and the financing method. The final contract will be presented to the Board for approval at the regularly scheduled Board meeting on March 1, 2016.

Motion Passed: A motion to approve Solar City as the Selected Solar Installation and Maintenance Firm for the District 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

15.b. Approve the Memorandum of Understanding between NUSD and the Building Better Citizens for America - 9:20 p.m.

Jim Hogeboom, Superintendent, reported that NUSD fully supports the JROTC program at Novato High School as it is a great program for students and NUSD values the relationship with the Building Better Citizens for America (BBCA). The NUSD administration, staff, and Trustees appreciate the role BBBCA is playing in making JROTC a thriving program to serve not only NUSD students but also students in Marin and Sonoma Counties. Superintendent Hogeboom introduced Col. Yamaguchi who congratulated Cadet Cooper Cone for receiving a Congressional nomination, and a Fulbright Scholarship to attend any California university with an ROTC program. Col. Yamaguchi also introduced the BBBCA Secretary, Cecelia Johnson, who expressed support for the JROTC program.

Motion Passed: A motion to approve the Memorandum of Understanding between NUSD and the Building Better Citizens for America for the District passed by a vote of 7-0. Passed with a motion by Ms. Maria Aguila 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

15.c. Novato Federation of Teachers (NFT) and Novato Unified School District (NUSD) Initial Mutual Proposal for Negotiations for 2015-16 - 9:35 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, invited Aaron Fix, NFT President, to join him in concurring with the NFT and NUSD Initial Mutual Proposal for Negotiations for 2015-16. The public was invited to provide input, after which NUSD and NFT will begin negotiations on their respective proposals which included:

- Article 7 Work Year
- Article 8 Professional Responsibility
- Article 9 Class Size
- Article 14 Resignation and Retirement
- Article 16 Compensation
- Article 17 Benefits

Motion Passed: A motion to approve the Novato Federation of Teachers (NFT) and Novato Unified School District (NUSD) Initial Mutual Proposal for Negotiations for 2015-16 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

15.d. Notice of Verification of Requirements for the Provisional Internship Permit - 9:45 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, reported on the Verification of Requirements for the Provisional Internship Permit for Johnathan Wilson, a new math teacher at San Marin High School. He is new to the profession and meets the requirements for a credential under a Provisional Internship Permit. In addition to Jonathan completing appropriate upper division coursework, the district must present a notice to the governing board in a public hearing in a public meeting that the district has conducted a search for a suitable credentialed teacher or a suitable qualified intern teacher. Also, the district must provide support for the permit holder through orientation, guidance and assistance. In this case, Mr. Wilson will receive support from the district Beginning Teacher Support and Assessment (BTSA) staff that includes experienced, qualified district teachers.

Motion Passed: A motion to approve the Notice of Verification of Requirements for the Provisional Internship Permit 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
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 Special Meeting of January 26, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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 February 2, 2016

Trustee Mack pulled item "16.b" - Personnel Actions of February 2, 2016 to request to have more clarifying information about coaches on the Personnel Actions. Assistant Superintendent Cosca will work on revising the Personnel Actions form.

Motion Passed: A motion to approve Consent Agenda item "16.b" - Personnel Actions of February 2, 2016 passed by a vote of 7-0. Passed with a motion by Mr. Gregory Mack 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. Board and District Committees for 2015-2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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. Revised Special Board Meeting Dates 2015-2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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 the Community at Work Agreement

Motion Passed: Passed with a motion by Mr. Gregory Mack 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. Training Confirmation Agreement between The Flippen Group and the Novato Unified School District

Motion Passed: Passed with a motion by Mr. Gregory Mack 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. Field Trip - Lynwood Elementary School - 5th Grade - Walker Creek Ranch - March 1-4, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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. Field Trip -San Marin High School - Music 9-12 - Music Department -Sonora, CA - March 4-5, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.i. Field Trip - San Marin High School - Robotics Club - UC Davis - March 7, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.j. Field Trip - San Marin High School - Music 9-12 - Music Department -Santa Cruz Jazz Festival - March 18-20, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.k. Field Trip - San Marin High School - Music 9-12 - Anaheim, CA, Disneyland Workshop - April 8-11, 2016 or April 7-10, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.l. Field Trip - Loma Verde Elementary School - 4th Grade - California State Capitol Museum, Sutters Fort and The Native American Museum - May 23, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.m. Facilities Change Directives/Change Orders

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.n. Ratify Warrant Register for Warrants Issued January 6, 2016 through January 26, 2016

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.o. Approve Gifts or Donations to the District per Board Policy 3290

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.p. Approve Declaration of Disposal of Surplus/Obsolete and Unusable Property

Motion Passed: Passed with a motion by Mr. Gregory Mack 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.q. Approve Declaration for Disposal of Unusable Textbooks and/or Instructional Materials

Motion Passed: Passed with a motion by Mr. Gregory Mack 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 Knell announced that the Special Board Workshop on February 23 is cancelled, and the next Regular Board Meeting is March 1, 2016.

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

Witnessed: _____
Vice President/Clerk of the Board of Trustees

Attested to on this 1st day of March 2016.