

SPECIAL Meeting of the Board of Trustees

June 11, 2019 6:00 PM

Novato Education Center - 1015 Seventh Street, Novato, CA 94945

1. CALL TO ORDER AND ROLL CALL - 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 §54954.5(b): Conference with Real Property Negotiators Property: Parcel 1B C Street, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations, Negotiating Parties: North Bay Children's Center, Under Negotiations: Price and terms

3.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 (Kris Cosca, Deputy Superintendent-Human Resources & Strategic Development) Employees Organization: Novato Federation of Teachers (NFT)

3.d. 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, Deputy Superintendent-Human Resources & Strategic Development) Employees Organization: California School Employees Association (CSEA)

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

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

President Butler opened the meeting at 7:02 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 Maria Aguila reported action taken in Closed Session:

- With respect to every item of business to be discussed in closed session pursuant to Gov Code §54954.5(b): Conference with Real Property Negotiators Property: Parcel 1B C Street, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations, Negotiating Parties: North Bay Children's Center, Under Negotiations: Price and terms. Gave direction.
- 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, Deputy Superintendent, Human Resources & Strategic Planning) Employees Organization: Novato Federation of Teachers (NFT). Information only.

- 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, Deputy Superintendent, Human Resources & Strategic Development) Employees Organization: California School Employees Association (CSEA). Information only.

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.

Motion Passed: A motion to approve passed with 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

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 passed with 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

10. ANNOUNCEMENTS: BOARD AND SUPERINTENDENT - 7:10 p.m.

Trustees

Trustee Gasson attended the Special Education Committee meeting. She extended a thank you to Kelly Johnson, Cath Nam and Dr. Carter for their collaboration. She attended the Not In Our Town (NIOT) meeting and reminded everyone the next one is July 8th.

Trustee Mack attended the Restorative Justice luncheon at San Marin High School. Everyone who participates in restorative justice wins. He is looking forward to the program expanding to serve more students.

Trustee Aguila visited students and teachers at San Marin High School. She participated in the Golden Bell Committee and reviewed feedback about the event. She expressed her thanks to the Superintendent for giving the welcome at the event.

President Butler attended Novato High School Senior Awards Night where scholarships were given to students. She also attended the last North Marin PTA Council meeting.

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.

None

12. PRESENTATION - 7:25 p.m.

12.a. Novato Community Television (NCTV) - 7:25 p.m.

Pam Haessly, Executive Director of Novato Community Television (NCTV), presented a brief history of NCTV in addition to current programs and future vision.

Coree Cameron, NCTV Board Treasurer, shared the financial report.

Trustees commented.

13. STAFF REPORTS - 7:40 p.m.

13.a. YouthTruth Report - 7:40 p.m.

Leslie Benjamin, Director, Communications & Community Engagement, presented the results of the YouthTruth survey. The details are extensive and can be found online, on the June 11, 2019 Agenda.

Highlights of the YouthTruth Survey include:

- 90+% response rate among students over 5,200 students responded compared to 1,099 in 2017
- Increase in parent responses 38% increase over 2018
- Staff scored high again this year on Relationships and Empowerment themes
- Parents scored high again this year in Relationships and Culture themes across Elementary, Middle and High Schools
- Secondary students scored high again this year in the Academic Rigor theme

Trustees commented.

13.b. 2019-2020 Local Control Accountability Plan (LCAP) - 8:00 p.m.

Dr. Amie Carter, Assistant Superintendent, Education Services, presented the preliminary 2019-2020 Local Control Accountability Plan (LCAP). Feedback from all

constituents is being solicited and welcomed. A final version will be presented to the Board on June 18, 2019.

Four themes have emerged from feedback and reflection.

1. Foster a Culture of Caring
2. Strengthen Academic Achievement for All
3. Systematize Intervention & Student Supports
4. Amplify Parent, Family, Student Engagement

NUSD has used this feedback to inform the actions and goals for 2019-20, and will continue forward with three major LCAP goals. The goals are as follows:

Student Success: All students will demonstrate mastery of grade level content as well as the Novato Unified School District Graduate Profile (Six C's) and will meet the UC/CSU entrance requirements upon graduation so that they are prepared for and successful in college and career.

Staff Success: All staff will receive the appropriate support and resources in order to create the conditions to ensure student success.

Community Involvement: Each school site will develop and maintain positive parent, students, and community involvement and engagement to promote and support student success.

Trustees commented.

13.c. 2019-2020 Preliminary General Fund Budget - 8:15 p.m.

Yancy Hawkins, Assistant Superintendent, Business & Operations presented the 2019-2020 Preliminary General Budget as required pursuant to Education Code (EC) Sections 35035(g), 42130 and 42131. These code sections require the Governing Board of each school district to certify the district's ability to meet its financial obligations for the current fiscal year and the subsequent two fiscal years. This certification must occur by June 30, 2019.

Mr. Hawkins reviewed the 2019-2020 Proposed Budget, including recommendations from the Governor's May Revision budget, School Services of California (SSC), and Marin County Office of Education (MCOE), as well as the Common Message released by the California County Superintendents Education Services Association (CCSESA).

A final draft of the 2019-2020 General Budget will be presented to the Board on June 18, 2019.

Trustees commented.

13.d. 2019-2020 Budget Reserves - 8:45 p.m.

Yancy Hawkins, Assistant Superintendent, Business & Operations, reviewed the Budget Reserve process.

NUSD's preliminary 2019-2020 budget has total combined expenditures and transfers out in the amount of \$89,631,647, resulting in a Reserve for Economic Uncertainties in the amount of \$2,688,950. The projected Ending Fund Balance at June 30, 2020, is

\$5,575,667 (6.2%), which is \$2,886,717 (3.2%) in excess of the State required minimum fund balance. The District also has \$3,162,236 in Fund 17.

The County Offices of Education in the State of California, including the Marin County Office of Education (MCOE), continue to reinforce the need for reserves in excess of the minimum reserve requirement. Additionally, the Government Finance Officers Association (GFOA) recommends reserves equal to two months of average general fund operating expenditures, or around 17%. Furthermore, the level of the reserve is a critical component of the determination of ratings as issued by Fitch or Moody affecting bond sales and bond interest rates.

NUSD has typically maintained a reserve of approximately between 15% and 20%, with Board intent of keeping approximately 15%. A reserve of 15% is crucial to the fiscal integrity of NUSD to provide protection against unpredictable or known factors as identified below:

- Increases in PERS/STRS Benefit Contributions
- Declining Enrollment
- Reserve for Restricted Programs
- Uncertainty of Continued Funding of the LCFF at the Levels as Predicted by the Department of Finance
- Cash Flow due to Reserve ERAF and Possible State Deferrals and Other Changes in Revenue Timing
- Recommendation for Two Months of Operating Expenditures by GFOA 17%

The 2019-2020 Budget Reserves will be voted on by the Board on June 18, 2019.

Trustees commented.

14. PUBLIC HEARING - 9:05 p.m.

14.a. 2019-2020 Local Control and Accountability Plan (LCAP)

President Butler opened the Public Hearing at 9:07 p.m.
There was no public comment.
President Butler closed the Public Hearing at 9:08 p.m.

14.b. 2019-2020 Preliminary General Budget

President Butler opened the Public Hearing at 9:09 p.m.
There was no public comment.
President Butler closed the Public Hearing at 9:10 p.m.

15. DISCUSSION/ACTION - 9:10 p.m.

15.a. Middle School Social Studies Instructional Materials Adoption - 9:10 p.m.

Jen Larson, Director, Instruction, gave a brief history of the adoption process. In the fall of 2018, a team of teachers from all middle schools volunteered to begin the pilot process for grades 6-8. After critically evaluating all state approved materials, the team identified four programs to explore more deeply and ultimately chose two to pilot. McGraw Hill School Education and National Geographic Learning.

Each middle school has had at least one teacher piloting each program at each grade level since February. The team reconvened on May 28th to decide which

program they will bring to the Board of Trustees for recommendation. Their decision was based on the elements listed in our evaluation tool, teacher feedback, student feedback, and evidence that the NUSD priorities for providing rigorous and inclusive instructions, is supported.

Ms. Larson presented the results of the Social Studies Adoption process which included teacher and student feedback. Through the team's extensive exploration, research, and pilot process, they felt McGraw Hill's Impact provides the instructional materials most aligned with NUSD and the Social Studies' team's priorities. This program is a dynamic, student-centered program designed to help teachers make an impact in the classroom, and to inspire students to make an impact on the world around them. The materials are designed to spark the kind of engagement that turns curiosity, knowledge, and critical thinking into empowered citizenship.

A teacher shared her experience during the pilot process both from the students and her perspective.

Trustees commented.

Motion Passed: A motion to approve passed with a vote of 6-0-1 (1 absent, Trustee Millerick). Passed with a motion by Mr. Derek Knell 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
Absent Mr. Ross Millerick

16. CONSENT: All items approved by a single action - 9:30 p.m.

16.a. Minutes of the Regular Meeting of June 4, 2019

Motion Passed: 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
Absent Mr. Ross Millerick

16.b. Personnel Actions of June 11, 2019

Motion Passed: 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
Absent Mr. Ross Millerick

16.c. Approve Bridge Afterschool Program Memorandum of Understanding (MOU) at San Jose Middle School

Motion Passed: 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
Absent Mr. Ross Millerick

16.d. Approve Certificated Job Description for District Administrative Coordinator Prevention Programs (Grant Funded)

Motion Passed: 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
Absent Mr. Ross Millerick

16.e. Approve Memorandum of Agreement with Gross Field Community Association for High School STEM Program (Project Pegasus)

Motion Passed: 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
Absent Mr. Ross Millerick

17. ADJOURNMENT - 9:30 p.m.

17.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.

Minutes:

President Butler reminded everyone Marin Oaks graduation is Thursday, June 13, 2019. The last School Board meeting is June 18, 2019, Closed Session at 6:30 p.m., Open Session at 7:00 p.m.

President Butler adjourned the meeting at 9:36 p.m.