

NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees

August 16, 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. Ross Millerick
Mrs. Shelly Scott

Absent:

Mr. Gregory Mack

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 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 - Update

3.c. 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: California School Employees Association (CSEA)

3.d. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release

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

None

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

5.a. 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 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 - Update - information only
- 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: California School Employees Association (CSEA) - information only
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957: Public Employees Discipline/Dismissal/Release - no discussion

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

President Knell announced Trustee Mack was absent due to vacation.

7.a. Approval of the Agenda

Motion Passed: A motion to approve the Agenda passed by a vote of 6-0, 1. (Trustee Mack Absent) 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
Absent	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

Motion Passed: A motion to approve the Consent Agenda passed by a vote of 6-0, 1. (Trustee Mack Absent) Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
-----	------------------

Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

10. ANNOUNCEMENTS: BOARD AND SUPERINTENDENT - 7:15 p.m.

10.a. Questions, Comments and Announcements: Board and Superintendent

TRUSTEE ANNOUNCEMENTS:

- On August 15, Opening Day Event, recognition of Jennifer Marsh Russell as the Marin County Teacher of the Year, a video on project-based learning at NUSD, and the Keynote Speaker, Alfred Solis from the Buck Institute of Education, kicked off the Staff Development Day at San Marin High School
- On August 13, Marin Community Clinic Grand Opening
- On August 12, Lynwood Elementary School Passport Day with participation by the Novato Blue Ribbon Bullying Prevention Committee
- Safe the Date: On October 11, the City of Novato will honor the Novato Blue Ribbon Bullying Prevention Committee with a proclamation
- On August 12, New Teacher Orientation at the District Office
- Trustee Scott attended a SMART train event and requested that a report be given to the Board of Trustees on how all school sites are being educated about train safety

SUPERINTENDENT ANNOUNCEMENTS:

- Successful Opening Day/Staff Development Day with eighteen (18) facilitators and four hundred (400) teachers divided into groups of twenty (20) with elementary and secondary mixed together to work on a project-based learning assignment
- First day of school on Thursday, August 18, visits to Sinaloa Middle School, Novato High and San Marin High Schools
- All solar projects will be complete by the first day of school
- Visited the organic garden at Indian Valley College and FANS participated in serving food

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. STAFF REPORT - 7:25 p.m.

12.a. 2016-2017 Staffing Update

Kris Cosca, Assistant Superintendent, Human Resources, reported on 2016-2017 staffing. To date fifty-four (54) certificated teachers have been hired, thirteen (13)

elementary teachers, nine (9) middle school teachers, twenty (20) high school teachers, nine (9) Special Education employees, a new Novato High School Assistant Principal, a new Assistant Superintendent, Education Services, and a new Assistant Superintendent, Business & Operations. Interviews are scheduled for a second grade teacher, Special Day Class teacher, two .6 Special Education positions, and for a Spanish teacher at San Marin High School. There are Psychologist and Speech Language Pathologist vacancies. All math classes are covered to begin school.

As staffing is a result of enrollment, the projected enrollment was 7,528 and as of August 8 the enrollment was 7,604 which is 75 students over projection. A couple of teaching positions have been added at Hamilton and San Ramon schools. Office Managers will be providing daily enrollment updates for the first weeks of school to get accurate enrollment numbers.

12.b. Progress Report on the San Marin High School Stadium Lights Project and the California Environmental Quality Act, Notice of Preparation and Initial Study - 7:40 p.m.

Jim Hogeboom, Superintendent, reported on the San Marin High School Stadium Lights Project and the California Environmental Quality Act, Notice of Preparation and Initial Study. The impetus for consideration of lights on the San Marin High School football field came from San Marin students, parents and athletic boosters last year, and was highlighted by a petition signed by over 1,000 people who stated their support for the idea of lights on the field. Momentum for the idea grew on the campus and as well as with the athletic boosters, who saw the lights as a way to build school spirit and excitement around Friday Night Football games. In addition, lights on the football field would also provide a way to increase practice time for other sports including soccer and lacrosse, which at present is severely limited during the winter months. Supporters approached the district last October to ask about the process needed to bring the idea to the Board of Trustees. The Board of Trustees considered a motion on April 5 to hire a consultant to prepare a California Environmental Quality Act (CEQA) Environmental Impact Report (EIR) that would include and to consider the impact of lights, noise, traffic and social activity on the surrounding neighborhoods. At a subsequent Board meeting on May 17, the board approved the hiring of Rincon Consultants Inc. to prepare a CEQA/EIR report.

Rincon Consultants are currently preparing the Draft Initial Study and Notice of Preparation (NOP), in which it will be determined if there are potential significant impacts to various environmental factors. If the Draft Initial Study determines that there are significant impacts, a full EIR will be developed. Once the Draft Initial Study and NOP are released to the district and the public, there is a 30-day public comment period. We expect to receive the NOP and Draft Initial Study on August 25, and have scheduled a Scoping Meeting with the community on September 7, 2016, at San Marin High School. The purpose of the Scoping Meeting is to gather comments and input on the Draft Initial Study and answer questions. In addition, the Board of Trustees will also discuss the Draft Initial Study and receive input and comments at the Board meeting on September 20, 2016.

It is expected that the Draft Initial Study will determine that a full EIR is necessary.

After receiving input during the Scoping Meeting and subsequent board meeting, Rincon Consultants will then develop the full EIR, which will take several months to complete. After the EIR is completed, there will be a 45 day public comment and a public hearing to gather additional comments and input. Once that is finished, the Board will then be asked to approve and certify the EIR. After that, the Board will consider separately the question of whether to approve the installation of stadium lights at San Marin High School.

13. DISCUSSION/ACTION - 7:55 p.m.

13.a. Approve Revisions to the 2016-2017 Combined General Fund Budget (45-Day Revision)

Nancy Walker, Director, Fiscal Services, reported on the Revisions to the 2016-17 Combined General Fund Budget (45-Day Revision). On June 21, 2016, the Board of Trustees reviewed and adopted the 2016-2017 General Fund Budget. On June 27, 2016, the Governor signed the State Budget. The 2016-2017 Adopted Budget contained minor changes from the budget proposed at the May Revision. Overall, projected revenues increased by \$111,390 and expenditures increased by \$2,942,507. The Adopted budget showed a net increase of \$2,125,208 in the fund balance, which was largely due to the timing of contract negotiations. The revised General Fund budget shows a net decrease of (\$705,909) in the Combined General Fund balance. The Combined General Fund ending fund balance is projected to be \$14,267,778 or 17.4% of the Combined General fund expenditures.

Motion Passed: A motion to Approve Revisions to the 2016-17 Combined General Fund Budget (45-Day Revision) passed by a vote of 6-0, 1. (Trustee Mack Absent) 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
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

13.b. Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin Public Schools Fail to Beat Bullies that was released on June 9, 2016 - 8:15 p.m.

Leslie Benjamin, Director of Communications and Community Engagement, reported on the Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin Public Schools Fail to Beat Bullies that was released on June 9, 2016. Five (5) of the Grand Jury's recommendations have been implemented:

- NUSD has reviewed its policies and procedures to ensure full compliance with the requirements of Seth's law.

- NUSD has reviewed its policies and procedures to ensure that complainants are protected from retaliation and that their identities remain confidential as appropriate.
- NUSD adequately publicizes its anti-bullying policies and procedures through its website, and annually, parents receive a Parent Acknowledgement Form highlighting NUSD's policies including Bullying Harassment BP 5131.2. As NUSD is transitioning to new websites, a direct link to anti-bullying policies and procedures will be on the Parent Page of each school website as well as the District and Student Services webpages.
- NUSD has available on the District website forms and procedures for filing a bullying complaint. As NUSD is transitioning to new websites, a direct link to anti-bullying policies and procedures will be on the Parent Page of each school website as well as the District and Student Services webpages.
- NUSD has reviewed its student and parent education programs to ensure they are relevant and current. NUSD uses the recommended No Bully Solution Team.

One recommendation has not yet been implemented. This recommendation suggests the District's website provide the option to complete and submit a bullying complaint form online. NUSD agrees with this and will develop one by the end of December 2016.

Public Comment:

A community member commended Novato Unified School District for its bullying policies and preventative programs to educate students and families about bullying.

Motion Passed: A motion to approve the Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin Public Schools Fail to Beat Bullies that was released on June 9, 2016 passed by a vote of 6-0, 1. (Trustee Mack Absent) 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
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

13.c. Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin's Hidden Human Sex Trafficking Challenge: It's Happening in Our Backyard that was released on June 23, 2016 - 8:35 p.m.

Leslie Benjamin, Director of Communications and Community Engagement, reported on the Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin's Hidden Human Sex Trafficking Challenge: It's Happening in Our Backyard that was released on June 23, 2016. The Novato Unified School District believes it would be worth reviewing the educational

programs offered to broaden the reach and make trainings more consistent. The Novato Unified School District will work with the Marin County School/Law Enforcement Partnership to develop educational programs to ensure that students, parents, and teachers are trained in recognizing the signs of human trafficking and where they can find help.

Public Comment:

A community member commended the report by the Grand Jury on Human Sex Trafficking and urged the Board of Trustees to approve the report and set plans in motion for educating students, parents and staff about human sex trafficking.

Motion Passed: A motion to approve the Novato Unified School District Response to the 2015-16 Marin Civil Grand Jury Report entitled Marin's Hidden Human Sex Trafficking Challenge: It's Happening in Our Backyard that was released on June 23, 2016 passed by a vote of 6-0, 1. (Trustee Mack Absent) 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	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14. CONSENT: All items approved by a single action - 8:55 p.m.

14.a. Minutes of the Meeting of August 2, 2016

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.b. Personnel Actions of August 16, 2016

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.c. Approve Intern Agreement with Dominican University of California

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.d. Approve Resolution No. 5-2016/2017 Authorizing Temporary Transfer of Funds for 2016-2017 Fiscal Year

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.e. Approve Fifth Amendment to the Agreement with the Transportation Authority of Marin to Provide Crossing Guard Services to Novato Unified School District for the 2016-2017 School Year

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Y Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.f. Ratify Warrant Register for Warrants Issued July 22, 2016 through August 9, 2016

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.g. Approve Gifts or Donations to the District per Board Policy 3290

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.h. Approve Disposal of Obsolete Property/Equipment

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

14.i. Approve Disposal of Obsolete Textbooks/Instructional Materials

Motion Passed: Passed with a motion by Mr. Thomas Cooper and a second by Mr. Ross Millerick.

Yes	Ms. Maria Aguila
Yes	Mrs. Debbie Butler
Yes	Mr. Thomas Cooper
Yes	Mr. Derek Knell
Absent	Mr. Gregory Mack
Yes	Mr. Ross Millerick
Yes	Mrs. Shelly Scott

15. ADJOURNMENT - 9:05 p.m.

President Knell announced there will be a Special Board Meeting on August 20, 2016 and a Regular Board Meeting on September 6, 2016.

The meeting was adjourned at 8:14 p.m.

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

Attested to on this 6th day of September 2016.