

**NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees**

May 03, 2016 - 6:00 PM

Novato Education Center - 1015 Seventh Street, Novato, CA 94945
*LOCATION for Trustee Mack who will be connected via "Skype" video call.
Extended Share America, Room 210, 507 South First Street, Austin, TX 78704*

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 Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers

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 Sections 54957 and 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: Novato Federation of Teachers - discussion 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) - discussion 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 - discussion only.

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

President Knell announced Trustee Mack was participating in the meeting via Skype from Austin, Texas.

7.a. Approval of the Agenda

Motion Passed: A motion to approve the Agenda passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott 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

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.

A community member commented on Item "17.1" - *Approve Award of Contract to Murray Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School* and recommended the Award of Contract reports be more detailed.

9. APPROVAL OF CONSENT AGENDA - 7:12 p.m.

Trustee Millerick requested Consent Item "17.1" - *Approve Award of Contract to Murray*

Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School, be pulled for discussion.

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

Motion Passed: A motion to approve the Consent Agenda, except Item "17.1" - *Approve Award of Contract to Murray Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School*, 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 Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

10. SPECIAL STUDENT RECOGNITION - 7:15 p.m.

10.a. San Marin High School Journalism Students

Adam Littlefield, Principal, San Marin High School, introduced Scott MacLeod, San Marin High English and Journalism teacher, who introduced Daira Hoang, Jane Williams, Cate Guempel, and Caroline Baetkey who won awards at the recent 2015 Western Region Scholastic Arts & Writing Contest. Each of the winners shared their experiences in writing their literacy projects

11. STUDENT PRESENTATION - 7:30 p.m.

11.a. Novato Charter School

Nikki Lloyd, Director, Novato Charter School, introduced Kenny Blacklock, Novato Charter School Choir teacher, and the Barbershop Choir, who performed Barbara Ann from the Beach Boys. Ms. Lloyd introduced several students from the Student Social Action Committee (SSAC) who shared how they worked with younger students on social inclusion, kindness and solving conflicts.

12. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 7:45 p.m.

12.a. Questions, Comments and Announcements: Board, Superintendent, and Student Board Members

STUDENT BOARD MEMBERS:

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

TRUSTEE ANNOUNCEMENTS:

- Marinovers Steam-Maker Day at College of Marin at Kentfield on April 30
- College of Marin 90th Anniversary Open House Celebrations at Kentfield Campus on May 7 and Indian Valley Campus on May 14 from 12:00 -3:00 pm
- School Fuel Tour of Novato on May 14
- Open Houses at Hamilton, San Jose, Sinaloa and San Marin High Schools
- GATE Parent Information nights: April 19, Parent Information Night, and April 20, GATE Parent Information Night for newly registered students
- Local Control and Accountability Plan (LCAP) Community Meeting on April 26
- Trustee Butler served as a panelist on the Bond and Parcel Tax Forum hosted by the Marin County School Boards Association at Marin County Office of Education on May 2
- Trustee Knell thanked Trustee Butler for serving as a panelist on the Bond and Parcel Tax Forum and for her leadership role in Marin County
- Novato Sunrise Rotary's Essay Contest at the Hill Education Center on April 21
- Certificated Teacher Appreciation Week, May 2-6 - Trustees expressed their appreciation for NUSD teachers

SUPERINTENDENT ANNOUNCEMENTS:

- Certificated Teacher Appreciation Week and expressed appreciation for NUSD teachers
- Classified Appreciation Week - May 15-21
- Novato Sunrise Rotary meeting and thanked the rotary for their programs that support NUSD students
- 10,000 Degrees Gala event raised \$1 million on April 30

Superintendent Hogeboom asked Susan Mathews, Executive Director of School Fuel, to share information about the Tour of Novato and the drawing for a donated bike. Susan Mathews had Superintendent Hogeboom pull out a ticket and the winner was Rob Sundberg, a Novato teacher. The Tour of Novato will be on Saturday, May 14, and will include biker riders and walkers with a community fair from 10:00 am to 2:00 pm in downtown Novato.

13. NON-AGENDA PUBLIC COMMENT - 7:55 p.m.

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

A community member commented on having a safety plan for the Novato High School swimming pool.

14. PUBLIC HEARINGS - 8:00 p.m.

14.a. Novato Charter School Renewal - 8:00 p.m.

President Knell opened the Public Hearing on Novato Charter School Renewal.

Karen Maloney, Assistant Superintendent, Business & Operations, reported that the Novato Charter School renewal will be presented to the Board of Trustees for approval at the May 17 Board meeting.

Public Comment:

One (1) community and (5) parents commented on the Novato Charter School Renewal.

Trustees requested that some of the concerns about equity in enrollment, mandatory tours, diversity, and the fundraising process be reviewed and information be given to the Trustees before the May 17 Board meeting.

President Knell closed the Public Hearing on the Novato Charter School Renewal.

14.b. Educator Effectiveness Fund - 8:15 p.m.

President Knell opened the Public Hearing on Educator Effectiveness Fund.

Ruthanne Bexton, Director of Elementary Curriculum & Instruction, reported that in the 2015-2016 State Budget, the State set aside funds for professional development for certificated teachers, administrators, and paraprofessional educators. As part of the funding of this program, the District is required to develop a Board approved plan for the expenditure of these funds. The District's portion of this funding is \$644,599. The funding must be spent over a three-year period. The District's expenditure plan for the Educator Effectiveness Funds must be heard in a public meeting of the governing Board of the Novato Unified School District before its adoption in a subsequent public meeting on May 17, 2016.

President Knell closed the Public Hearing on Educator Effectiveness Fund with no public comment.

15. STAFF REPORTS - 8:20 p.m.

15.a. Behavioral Health - 8:20 p.m.

Liz Smith, Director of Special Education, introduced Karin Jinbo, Coordinator of Behavioral Health, and Andrew Weiher, Board Certified Behavior Health Specialist, who shared a PowerPoint presentation on the Behavioral Health component of the Special Education department which was developed when Mental Health services were returned to the District in 2012. Behavioral Health includes coordination of Educationally Related Mental Health Services (residential placements, counseling enriched special day classes, individual, group and/or family counseling) for students with disabilities as well as behavioral support (education, intervention and programming) district-wide. Some new components of the program include standardized data collection systems, site trainings, mentoring for Board certification, evidence-based procedures in classrooms, agency collaboration and general education outreach.

15.b. School Nurses Supporting District Priorities - 8:30 p.m.

Liz Smith, Director of Special Education, introduced Elizabeth Marin, RN, who shared a PowerPoint presentation on NUSD school nurses. NUSD employs 3.8 FTE school nurses for school health services, 4 treatment nurses who travel to multiple sites during the school day to provide specialized services and procedures, and two health services assistants. Some of the ways the nurses have focused on health equity has been demonstrated through dental screenings, vision and hearing screenings and referrals, participation with the Marin County Maternal Child and Adolescent Health Program, and implementation of the EpiPen mandate. They function to ensure children are healthy and able to learn.

Public Comment:

Aaron Fix, Novato Federation of Teachers (NFT), President, commented on the loss of two nurses in the past few weeks, and a plan is being developed to support the remaining two nurses with their increased workload.

15.c. School Enrollment and Capacity for the 2016-17 School Year - 8:40 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, presented the projected school enrollment, capacity, and potential spaces available at NUSD school sites. The actual available space is based on current enrollment information and projections and will decrease as new residents in the neighborhoods register to attend, transfers due to intra-district transfers are made, and/or Program Improvement Parent Choice transfers are fulfilled. Potential space available at a given school is determined based on capacity minus projected 2016-2017 enrollment and the numbers simply represent a snapshot of a moment in time.

Capacity for elementary schools is determined based upon:

- the projected number of Transition Kindergarten through grade three;
- General Education Teachers assigned to a school multiplied by 22 students plus the projected number of fourth through fifth grade;
- and General Education Teachers assigned to a school multiplied by 27.

Capacities for middle and high schools are based upon Novato Unified School District's most recent Facility Master Plan criteria for capacity.

16. DISCUSSION/ACTION - 9:00 p.m.

16.a. Transitional Kindergarten (TK) Recommendations - Response to Assembly Bill (AB) 104 (Chapter 13/2015) - 9:00 p.m.

Ruthanne Bexton, Director of Elementary Curriculum & Instruction, reported on the Assembly Bill 104 which amended the law pertaining to enrollment in transitional kindergarten (TK), by giving districts the choice of enrolling 4 year olds who turn 5 after December 2 and within the school year.

Kris Cosca, Assistant Superintendent, Human Resources, and Ruthanne Bexton met with NUSD TK teachers who expressed their interests in offering the best developmentally appropriate program and environment for all TK students. They clearly articulated the differing developmental needs of 4 year and 5 year olds

and there is a need for more professional development in early childhood education and planning in order to appropriately be prepared to serve 4 year olds in a TK class.

NUSD is also partnering with the YMCA to open four preschool classrooms in 2016-2017 with support from state grants. The preschool classes will serve 4 year olds with staff already qualified in early childhood education. Implementing both programs next year causes potential competition for the same students and could result in poor implementation of both, thereby jeopardizing funding for the preschool. The Board directed staff to monitor the preschool program on how well it serves NUSD's typically underserved children and provide an update next year on expanding the TK program.

Staff recommended the Board of Trustees continue the present NUSD practice of enrolling students in TK classes to those with their 5th birthday occurring between September 2 and December 5.

Public Comment:

Aaron Fix, NFT President, commented on the positive discussions with the District and teachers about the TK program.

A teacher commented on the TK program and the importance of supporting 4 year olds to be ready for Kindergarten.

Motion Passed: A motion to approve to continue the present NUSD practice of enrolling students in TK classes to those with their 5th birthday occurring between September 2 and December 5 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 Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16.b. Approve Response to the Grand Jury Report entitled "Head Injuries and Concussions: Are Our High Schools Keeping Our Children Safe?" - 9:15 p.m.

Jim Hogeboom, Superintendent, reported that on February 26, 2016, the Marin County Civil Grand Jury released a report entitled "*Head Injuries and Concussions: Are our High Schools Keeping Our Children Safe?*" and asked Marin County school districts to respond. The response to the Grand Jury was developed in collaboration with both high school principals, athletic coaches, and athletic trainers. Overall, NUSD agreed with the Grand Jury's report and recommendation that high schools have an athletic trainer at each of its high schools, perform annual pre- and, if necessary, post-concussion tests, expand concussion education to become mandatory, and adopt Return-to-Play and Return-to-Learn protocols for all athletes.

NUSD is fortunate to have an agreement with the Novato Community Hospital to

provide Certified Athletic Trainers at a reduced cost. These Trainers cover all sports at the two high schools and are present for all home games and assist the visiting teams as well. Novato Community Hospital also covers the cost of concussion testing for NUSD athletes. Currently both high schools follow the California Interscholastic Federation's Return-to-Learn protocol, and CA State Law AB 2127, Return-to-Play.

Motion Passed: A motion to approve the Grand Jury Report - "*Head Injuries and Concussions: Are Our High Schools Keeping Our Children Safe?*" 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

16.c. California School Employees Association's (CSEA) Initial Proposal to reopen contract negotiations with NUSD for 2016-17 - 9:35 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, reported on Government Code 3547 requires that all initial contract proposals of the Governing Board and an employee organization be presented at a public meeting and shall thereafter be public record. CSEA proposes to negotiate the following articles of the Collective Bargaining Agreement between the District and CSEA:

- Article 3 Salary
- Article 5 Employee Benefits
- Article 16 Safety
- Article 20 Duration and Reopeners
- Article 22 Discipline

After the public has had an opportunity to provide input and the Board has presented its initial proposal at a public meeting, the District and CSEA will commence negotiations on their proposals.

Motion Passed: A motion to approve California School Employees Association's (CSEA) Initial Proposal to reopen contract negotiations with NUSD for 2016-17 passed by a vote of 7-0. Passed with a motion by Mrs. Debbie Butler and a second by Mr. Thomas Cooper.

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. CONSENT: All items approved by a single action - 9:50 p.m.

17.a. Minutes of the Meeting of April 5, 2016

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.b. Personnel Actions of May 3, 2016

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.c. Resolution 2015-2016 #13 - Certificated Teacher Appreciation Week, May 2-6, 2016

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.d. Resolution 2015-2016 #14 Classified Employee Appreciation Week, May 15-21, 2016

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick

Yes Mrs. Shelly Scott

17.e. Quarterly Report William Uniform Complaints

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.f. Approval of the Agreement between Novato Community Hospital and Novato Unified School District for Nursing and Athletic Training Services from July 1, 2016 - June 30, 2017

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.g. Approve a One-Year Contract with Clark Consulting and Training for High-Impact English-Language Instructional Initiative

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.h. Memorandum of Understanding between Marin Head Start, Lynwood Elementary School and the Novato Unified School District

Motion Passed: 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
Yes Mr. Gregory Mack

Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.i. Approval of Marin County Agreement of Participating School Districts in Marin County - Interdistrict Transfer Agreement

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.j. Career Technical Education Incentive Grant

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.k. Approve Amended Agreement with Dannis Woliver Kelley for Bond Counsel Services

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.l. Approve Award of Contract to Murray Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School

Trustee Millerick requested Consent Item "17.l" - *Approve Award of Contract to Murray Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School*, be pulled for clarification on the bid details, and a recommendation to have more detailed award of bid reports in the future. Karen Maloney, Assistant Superintendent, Business & Operations, clarified the bid details and stated future reports would

contain more detailed information.

Motion Passed: A motion to approve Consent Agenda Item "17.l" - Approve Award of Contract to Murray Building, Inc. for a New Scoreboard at Novato High School and Science Classroom Conversions at Novato and San Marin High School, passed by a vote of 7-0. Passed with a motion by Mrs. Debbie Butler and a second by Mr. Gregory Mack.

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.m. Ratify Warrant Register for Warrants Issued March 30, 2016 through April 26, 2016

Motion Passed: 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
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

17.n. Approve Disposal of Obsolete Property/Equipment

Motion Passed: Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

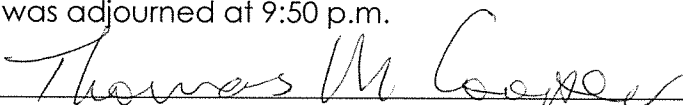
Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Gregory Mack
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

18. ADJOURNMENT - 10:00 p.m.

President Knell announced the next Regular Board meeting will be on May 17, 2016, Closed Session, 6:00 pm and Open Session, 7:00 pm.

The meeting was adjourned at 9:50 p.m.

WITNESSED:


Vice President/Clerk of the Board of Trustees

Attested to on this 17th day of May 2016.