

NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees
October 20, 2015

5:30 PM, Closed Session, 7:00 PM, Open Session
Novato Education Center - 1015 Seventh Street, Novato, CA 94945

Attendance Taken at 5:30 PM:

Present:

Ms. Maria Aguila
Mrs. Debbie Butler
Ms. Cindi Clinton
Mr. Thomas Cooper
Mr. Derek Knell
Mr. Ross Millerick
Mrs. Shelly Scott

1. CALL TO ORDER AND ROLL CALL - 5:30 p.m.

President Butler called the Board meeting to order at 5:30 p.m.

2. CLOSED SESSION AGENDA

3. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:32 p.m.

President Butler announced that the Closed Session items will be re-ordered so that "Item d" - With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 1-38575 will be discussed before "Item b" - With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 54957 and Section 54957.6: Conference with Labor Negotiators (Kris Cosca, Assistant Superintendent, Human Resources) Employees Organization: California School Employees Association - Ewing Consulting Classified Study, and "Item c" - With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Public Employee Review - Superintendent, will be discussed after "Item b."

President Butler reminded the audience to fill out "Blue Cards" to comment on Closed Session items.

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: California School Employees Association - Ewing Consulting Classified Study

3.c. With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Public Employee Review - Superintendent

3.d. With respect to every item of business to be discussed in closed session pursuant to Gov Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 1-38575

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 5:35 p.m.

None

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

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

Present:

Ms. Maria Aguila
Mrs. Debbie Butler
Ms. Cindi Clinton
Mr. Thomas Cooper
Mr. Derek Knell
Mr. Ross Millerick
Mrs. Shelly Scott

Student Board Members Present:

Reilly Agmon, Novato High
Marley Bynum, Marin Oaks High

Student Board Members Absent:

Tommy Sanz, San Marin High

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 Knell reported on action taken in closed session:

- With respect to every item of business to be discussed in closed session pursuant to Ed Code Section 48918 (c): Consider Administrative Panel's Recommendation for Expulsion - Student # 1-38575

Motion Passed: A motion to expel Student # 1-38575 for one year passed by a vote of 7 ayes and 0 nays. Passed with a motion by Mr. Ross Millerick and a second by Mr. Thomas Cooper.

Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler
Yes Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell

Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

- 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 - Ewing Consulting Classified Study - gave direction
- With respect to every item of business to be discussed in closed session pursuant to Gov Code Sections 54957 and 54957.6: Public Employee Review – Superintendent - continue conversations until the review process is complete

7. APPROVAL OF AGENDA - 7:04 p.m.

Motion Passed: President Butler reminded the audience to fill out "Blue Cards" to comment on agenda or non-agenda items. Passed with a motion by Mr. Ross Millerick and a second by Ms. Maria Aguila.

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

8. PUBLIC COMMENT ON CONSENT AGENDA - 7:06 p.m.

None

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

9. APPROVAL OF CONSENT AGENDA - 7:10 p.m.

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

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

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

10. STUDENT PRESENTATION - 7:15 p.m.

10.a. Pleasant Valley Elementary School

Dana Sadan, Principal, Pleasant Valley Elementary School, introduced Ms. Raeann Valladao and seven students, who shared information about their experiences with the Soul Shoppe, Peacemakers and the Peace Path. The Soul Shoppe is a multifaceted, culture-changing social-emotional program which consists of all-staff training, monthly student assemblies, a parent information night and Peacemaker training to create a safe, fun and bully-free school environment. Thirty-five students have been trained as Peacemakers to assist students in walking the Peace Path which helps students to peacefully resolve conflicts.

Superintendent Hogeboom and President Butler walked the "Peace Path" assisted by two student Peacemakers who helped them resolve a conflict.

11. PRESENTATION - 7:30 p.m.

11.a. 10,000 Degrees

Traci Lanier, Vice President, and Christopher Gonzalez, College Advisory Northern Marin, shared information about 10,000 Degrees which has been helping underserved students get into and through college at unprecedented rates since 1981. NUSD high school students benefit from 10,000 Degrees' full-service college opportunity model including early college awareness programs, intensive college prep, college and financial aid counseling, mentoring, college tours, scholarships and financial aid management. One hundred fifty-eight (158) Novato alumni are attending college, and scholarships are renewable for six years. Mr. Gonzalez is working with fifty-nine (59) Novato students, twenty-three (23) seniors, and thirty-three (33) juniors. On November 10 (in Spanish) and November 12 (in English), 10,000 Degrees and NUSD will be offering students and families information on how to access and be prepared for attending a 4-year university.

Cinthia Pacheco, Novato High School Junior, and Carlos Cruz, San Marin High Junior, shared their experiences with 10,000 Degrees.

Trustee Scott asked about tracking students after college, and if there was data on Novato students. Traci Lanier will present at a future Board meeting what happens to 10,000 Degree Novato students after graduating from college.

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

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

President Butler announced there will be Spanish interpretation at every Board meeting, and Cinthia Angelicola will be providing those services for this Board

meeting. She also welcomed the Student Board members, and encouraged them to comment on Agenda items.

STUDENT BOARD MEMBERS:

Reilly Agmon, Novato High School, and Marley Bynum, Marin Oaks High School, reported on activities at their schools.

TRUSTEE ANNOUNCEMENTS:

- Trustee Millerick announced College of Marin approved the Youth Entrepreneurship Pilot Program Grant for \$43,000 which will target San Marin and Novato High School students.
- On October 25, the Novato Blue Ribbon Committee will be participating in the City of Novato's 'Scream on the Green,' providing children's activities.
- On October 13, the DELAC meeting focused on interpreting and translating needs.
- On October 15, SchoolsRule of Marin gave School Fuel \$105,000.
- On October 14, the Redwood Credit Union sponsored a financial literacy 'Bit of Reality' workshop at Novato High School for seniors. The Redwood Credit Union will sponsor the same workshop at San Marin High School on December 3, and at Marin Oaks High in the future.
- North Bay Discovery Day at the Sonoma Fairgrounds on Saturday, October 24, from 10:30 a.m. - 4:00 p.m. The San Marin Robotics Club will be participating in the event, and everyone was encouraged to attend.
- Reminder from Vice President Knell to keep Joint Legislative Advisory Committee (JLAC) priorities in mind, and the Legislative Action Day in Sacramento will be in January.
- On October 22, Stars and Stripes JROTC dinner will be at Marin Catholic High School.

SUPERINTENDENT ANNOUNCEMENTS:

- On October 22, there will be a Minimum Day for secondary schools. The high school teachers will be meeting at Hill Education Center, the middle school teachers at Novato High School. They will be discussing and defining 21st Century skills and the skills NUSD students need when they graduate from high school. The Board of Trustees was invited to join the sessions which will begin at 1:30 p.m.

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

None

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

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

14.a. Novato Unified School District Teacher Retention Data

Kris Cosca, Assistant Superintendent, Human Resources, shared a PowerPoint presentation on teacher retention data, and reviewed the reasons for teacher resignations. Since the standard letter of resignation does not specify a reason,

NUSD had 38% resign for no reason. In the Spring, a more structured exit interview process will be implemented to obtain more accurate data as to why teachers resign.

President Butler requested that non-reelects be identified in the resignation data.

15. DISCUSSION/ACTION - 8:20 p.m.

15.a. COMPASS (College of Marin Providing Access & Supporting Success) Memorandum of Understanding - 8:20 p.m.

Jim Hogeboom, Superintendent, reported on the COMPASS (College of Marin Providing Access & Supporting Success) Memorandum of Understanding. It is an agreement with the College of Marin (COM) to establish a partnership between San Marin students, their parents and COM to support at-risk students who have traditionally not attended college by providing them with various levels of support and assistance so that students have the opportunity to attend COM or other post-high school colleges. COM has spent two years developing the COMPASS program to work with Marin high schools to identify a cohort of 25 students per school who would benefit from dual-enrollment credit, financial planning, college application support, tutoring, orientations, and free attendance for the first year of college should they matriculate to COM.

San Marin staff has been working with COM representatives to ensure that a cohort of 25 students is identified for the program, and that these students agree to fulfill certain responsibilities and meet the expectations for being admitted to the program.

Motion Passed: A motion to approve the COMPASS (College of Marin Providing Access & Supporting Success) Memorandum of Understanding passed by a vote of 7-0. Passed with a motion by Mrs. Shelly Scott and a second by Mr. Ross Millerick.

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

15.b. San Marin High School Biotechnology Academy and Approval of the Memorandum of Understanding between Biotech Partners and San Marin High School - 8:35 p.m.

Adam Littlefield, San Marin High School Principal, and Dr. Michelle LaFevere-Bernt, San Marin Biotechnology teacher, shared a PowerPoint presentation about the San Marin High School Biotechnology Academy. Currently in its sixth year of operation, the Biotechnology program at San Marin High School is expanding to become the Biotechnology Academy. Similar to the other STEM (science, technology, engineering, mathematics) programs at SMHS, the Biotechnology Academy promotes six tenets; project-based learning, use of

technology, integrated curriculum, small school program size, empowering students to manage their learning, and work-based learning opportunities.

The San Marin High School staff submitted an application in the fall of 2014 to partner with Biotech Partners, whose vision is to transform youth into prepared, confident and successful professionals who contribute to science and their communities. The mission of Biotech Partners is to educate underserved youth with personal, academic and professional development experiences that increase participation in higher education and access to fulfilling science careers. Site and District leadership have met with Biotech Partners leadership to further develop the partnership.

A Memorandum of Understanding between Biotech Partners and the Novato Unified School District has been developed to formalize the partnership at San Marin High School.

Public Comment:

Brady Beavis, College of Marin Trustee, commented on the partnering between College of Marin and Novato high schools.

Motion Passed: A motion to approve the Memorandum of Understanding between Biotech Partners and San Marin High School with a start date and review by legal counsel 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 Ms. Cindi Clinton
- Yes Mr. Thomas Cooper
- Yes Mr. Derek Knell
- Yes Mr. Ross Millerick
- Yes Mrs. Shelly Scott

15.c. Increase Substitute Teacher Rate of Pay - 8:55 p.m.

Kris Cosca, Assistant Superintendent, Human Resources, reported on the challenge of finding substitute teachers and the need to increase substitute rate of pay. Between September 14 and October 14 the Novato Unified School District had 59 unfilled teacher absences. The District's inability to fill teacher vacancies with substitutes has significant impacts on NUSD schools. At the middle and high school level, classes are often covered by teachers on their prep periods. At the elementary schools, unfilled classes are often covered by administrators or coaches meaning they are pulled away from their other duties as instructional leaders.

Increasing the rate of pay for substitutes will result in higher fulfillment rates for teacher absences. The current daily rate of pay for substitute teachers in NUSD is \$120. It was recommended that the rate of pay be increased to \$140/day in 2015-16 and then to \$150/day in 2016-2017.

Motion Passed: A motion to approve the increase to the rate of pay for

substitute teachers passed by a vote of 7-0. Passed with a motion by Ms. Maria Aguila and a second by Mr. Thomas Cooper.

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

15.d. Efficiency Review Agreement - 9:05 p.m.

Jim Hogeboom, Superintendent, reported on the proposed Organizational and Efficiency Review Agreement between Novato Unified School District and School Services of California. With the transition of leadership in the Human Resources Department, it was recommended that NUSD use this opportunity to bring in external experts to conduct an organizational and efficiency review of both the Human Resources and Business Services Departments. A final report will include:

- Executive Summary: Synopsis of the organizational study results.
- Study Objectives and Methodologies: Detailed discussion of the study objectives in relation to key organizational issues identified. This section would also include an overview of the methodology in conducting the study.
- Assessment of Current Organizational Structure and Recommendations: Description of the existing organizational structure, functional areas required by the District, and any recommended changes. This section would include results of interviews, review of key documents, and observations, such as (1) misalignment between functional needs and organizational structure, (2) identification of inefficiencies and duplication of work, and (3) other noted findings.

Motion Passed: A motion to approve the proposed Organizational and Efficiency Review Agreement between Novato Unified School District and School Services of California passed by 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 Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16. CONSENT: All items approved by a single action - 9:20 p.m.

16.a. Minutes of the Meeting of October 6, 2015

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

Yes Ms. Maria Aguila

Yes Mrs. Debbie Butler
Yes Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16.b. Personnel Actions of October 20, 2015

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

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

16.c. Board Bylaws 9150 Student Board Members Revisions and Deletion of Board Bylaws 9150 Exhibit Student Board Members

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

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

16.d. Resolution No. 8 2015/2016 Red Ribbon Week

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

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

16.e. Approval of the Consulting Agreement for the Implementation of a Migration to Office 365 for Hosted E-Mail Services

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

Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler

Yes Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16.f. Award of Contract for the Woodshop Conversion at San Jose Middle School

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

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

16.g. Field Trip -San Marin High School -San Marin Speech & Debate Team - University of Pacific, Stockton -October 30 -November 1, 2015

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

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

16.h. Field Trip -Novato High School -9-12th Grades AVID -UC Merced - November 2, 2015

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

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

16.i. Field Trip -San Ramon Elementary School -5th Grade -Walker Creek Outdoor Education -January 25-29, 2016

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

Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler

Yes Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16.j. Field Trip -San Marin High School -Drama -Lenaea Drama Festival -Folsom, CA - February 5, 6, 7, 2016

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

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

16.k. Field Trip -Lu Sutton Elementary School -5th Grade -Walker Creek Outdoor Education -May 16-19, 2016

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

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

16.l. Ratify Warrant Register for Warrants Issued October 1, 2015 through October 13, 2015

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

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

16.m. Declaration of Disposal of Surplus/Obsolete and Unusable Property

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

Yes Ms. Maria Aguila
Yes Mrs. Debbie Butler

Yes Ms. Cindi Clinton
Yes Mr. Thomas Cooper
Yes Mr. Derek Knell
Yes Mr. Ross Millerick
Yes Mrs. Shelly Scott

16.n. Declaration of Disposal of Unusable Textbooks and/or Instructional Materials

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

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

17. ADJOURNMENT - 9:40 p.m.

President Butler announced the next meeting will be on November 3, Closed Session at 5:30 pm and Open Session at 7:00 pm. Since November 3 will be an election night, the meeting will end at 8:00 pm. November 17 will be a regular meeting, Closed Session at 5:30 pm and Open Session at 7:00 pm.

The meeting was adjourned at 8:40 p.m.

Witnessed:  11/3/15
Vice President/Clerk of the Board of Trustees

Attested to on this 3rd day of November 2015.