NOVATO UNIFIED SCHOOL DISTRICT
REGULAR Meeting of the Board of Trustees
August 20, 2019 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
Mrs. Diane Gasson
Mr. Derek Knell
Mr. Gregory Mack
Mr. Ross Millerick

1. CALL TO ORDER AND ROLL CALL - 6:00 p.m.
President Butler called the Board meeting to order at 6:06 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) and 54956.8: Conference with Real Property Negotiators Property: Hill Education Center Recreational Area, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations, Negotiating Parties: City of Novato, Under Negotiations: Price and terms

3.c. With respect to every item of business to be discussed in closed session pursuant to Gov Code 48918 (c): Student Expulsion Case #60659: Request for Readmission

4. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 6:05 p.m.
Chris Blunk, City of Novato Director/City Engineer, gave a brief explanation regarding the Hill Education Center Recreational Area with regards to repaving and striping the parking lot between the Margaret Todd Center and Hill Education Center.

RECESS TO CLOSED SESSION:
President Butler adjourned the meeting into Closed Session at 6:09 p.m.

5. CALL TO ORDER AND ROLL CALL - 7:00 p.m.
President Butler called the Board meeting to order 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 Aguila reported on action taken in closed session:

b.With respect to every item of business to be discussed in closed session pursuant to Gov Code 54954.5(b) and 54956.8: Conference with Real Property Negotiators Property: Hill Education Center Recreational Area, Agency Negotiator: Yancy Hawkins, Assistant Superintendent, Business & Operations. Negotiating Parties: City of Novato, Under Negotiations: Price and terms Direction given

c.With respect to every item of business to be discussed in closed session pursuant to Gov Code 48918 (c): Student Expulsion Case #60659; Request for Readmission. The student successfully completed the rehabilitation plan to be re-admitted to NUSD.

Motion Passed: A motion to readmit Student #60659 to the Novato Unified School District as of August 20, 2019 passed by a vote of 7-0. 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
Yes Mr. Ross Millerick

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

President Butler requested the Agenda be approved.

Motion Passed: A motion to approve the Agenda passed by a vote of 7-0. Passed with a motion by Mr. Thomas Cooper and a second by Mr. Gregory Mack.

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.

President Butler requested item "14.a" Minutes of August 6, 2019, be amended with additions.

President Butler requested item "14.j" Agreement with the Transportation Authority of Marin to Provide Crossing Guard Services to Novato Unified School District for the 2019-2020 School Year, to include the agreement.

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

Motion Passed: A motion to approve the Consent Agenda with addendum for item "14.a - Minutes of August 6, 2019, be amended with additions and attached agreement for item "14.j" Agreement with the Transportation Authority of Marin to Provide Crossing Guard Services to Novato Unified School District for the 2019-2020 School Year passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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.

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

TRUSTEE ANNOUNCEMENTS Trustees shared the following:

- Opening Day on August 19, 2019 was an important day and a great event. Thanks to all who made Opening Day a success.
- Gratitude to all teachers, classified staff, and administrators for getting our sites ready for the first day of school.
- Registered and pre-registered 51 students to vote at Novato High School. Note that students may pre-register to vote at age 16-17.
- Attended City Hall meeting regarding Public Safety Power Shutoff. Pleased to see that NUSD is covering that in our agenda.
- Served as volunteer at Novato High School selling apparel.

SUPERINTENDENT ANNOUNCEMENTS:

- Thank you to the Education Services team for all their hard work on the Opening Day event. Level of engagement from teachers and staff was excellent, and the stage is set for a great year.

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.

Several parents commented on placement, inclusiveness, and treatment of Special Education students.

Novato Unified teacher commented on Special Education classroom sizes at the middle school level as being too high.

12. STAFF REPORTS - 7:25 p.m.

12.a. Certificated Staffing Update

Jonathan Ferrer, Assistant Superintendent of Human Resources, gave an update and overview of recent hiring.

Thirty-four (34) teachers have joined the team for the 2019-2020 school year. This includes: six (6) math teachers, two (2) science teachers, two (2) English teachers, two (2) Spanish teachers, one (1) social science teacher, five (5) visual and performing arts teachers, three (3) elementary teachers, two (2) dual-immersion teachers, four (4) special education teachers, one (1) special education program specialist, three (3) speech-language pathologists, two (2) psychologists, and one (1) nurse.

Nine (9) new certificated administrators have joined the team. Those include: Jonathan Ferrer, Assistant Superintendent of Human Resources, Director of Special Education, Angela Kriesler, Assistant Director of Special Education, Deanna Scott, DA Coordinator-MTSS, Rhonda Flemming, DA Coordinator-Prevention Programs, Katie Cobb-von Husen, Principal at Sinaloa Middle School, Jeff Wallace, Principal at Rancho Elementary School, Catherine Nam, Assistant Principal at Novato High School, Jim Larson, Assistant Principal at San Marin High School, Kathy Warren.

Human Resources is interviewing candidates in the coming weeks for DA Coordinator-Teaching & Learning (August 27, 2019), Director of Food & Nutritional Services (August 28, 2019), and Director of Maintenance, Operations, & Transportation (September 4, 2019).

Jonathan thanked the Human Resources team for working diligently and expeditiously to finalize staffing and to prepare for new teacher orientation. Despite Human Resources efforts, there are still some teacher vacancies in the following areas: Spanish, math, English, English/History, JROTC, Social Cognition, and elementary.

12.b. Partnership with Teacher's Pension

Yancy Hawkins, Assistant Superintendent, Business & Operations, announced that the District is entering into a partnership with Teacher's Pension to provide retirement education services to our employees. Teacher's Pension provides an entire suite of services, of which the District has focused on their education and financial planning services, to help ensure that our employees have a full and successful retirement.

Yancy Hawkins introduced Erik NeVille, President of Teacher's Pension Consulting, who further explained Teacher's Pension's role in the partnership. Most employees receive 56% of salary at retirement. Teacher's Pension provides education on pension reform and retirement gaps focusing on educational messages not sales messages.

Trustees thanked Teacher's Pension for the presentation and stressed the importance of educating our new teachers on retirement scenarios. Trustees asked clarifying questions and wanted to make sure that the process is objective and that employees know they may work with any financial advisor regarding their retirement.

Erik NeVille explained that the launch began with New Teacher (Certificated Staff) Orientation, followed by the district office, and will be rolled out at the sites next. There is no cost to the district or to the employee for the educational meetings. The goal is to increase the percentage of employees who are using 457 and 403(b) retirement plans.

12.c. Measure G Bond Project Process and Prioritization Update and Deferred Maintenance Needs and Strategies Planning Outline
Yancy Hawkins, Assistant Superintendent, Business & Operations, and Mike Woolard, Executive Director of Facilities & Operations presented on the Measure G Bond project process and prioritization.

In May and June 2019, staff drafted a plan and timeline for Phase 2 of the Measure G bond program which was approved by the Board. Issuances include - $51 million in 2017 and Series B - Fall (October) 2019 $53-$55 million. The remaining approximately $115 million is scheduled to be issued in 2021 or 2022 or later dependent on 4% growth in assessed value growth. $105 million is allocated for active projects - those in construction or are through schematic architectural design. The majority of the $105 million so far is focused at the high schools. District wide allocations include IT allocations. Staff believes that it is important to finalize one of the final categories before allocating remaining funds. Deferred Maintenance is the category in question.

Deferred Maintenance is the practice of postponing maintenance which could lead to higher costs. NUSD is a target rich environment for deferred maintenance. Roof replacements, utility work (electrical, plumbing, mechanical, fire alarms), HVAC replacements, paving and concrete repairs/replacement, flooring replacements, exterior coatings (painting, re-surfacing), grounds (fencing, irrigation) are some examples of deferred maintenance. The recommendation is to choose a future date (2027, 2030, 2035, or other) to create a deferred maintenance master plan. Other districts have similar, but inconsistent, plans. Component parts would be included in deferred maintenance; full building or project replacements would not.

Next steps - Update and finalize list of needed Deferred Maintenance. Determine Board-preferred strategy and monetary allocation. Some bond projects include a deferred maintenance component.

Trustees asked for other examples (from Marin County districts and others) on how deferred maintenance plans work over the course of 20-30 years.

Trustees requested that standardization across schools be reviewed with regards to health concerns such as bathroom maintenance and kitchen improvements

and safety concerns regarding adequate PA systems so that all areas of school sites can hear messages.

Trustee requested posting information regarding construction projects on the website to maintain transparency.

12.d. PG&E Public Safety Power Shutoff Update
Kris Cosca, Superintendent, Yancy Hawkins, Assistant Superintendent, Business & Operations, and Leslie Benjamin, Director of Communications and Community Engagement, gave an update regarding the PG&E Public Safety Power Shutoff plan.

Novato Unified has been working closely with key agencies to work on the PG&E Public Safety Power Shutoff plan. Even though plans have not been brought to the Board in an official capacity, NUSD has the authority to make critical decisions should a shutoff situation arise.

Trustees requested a short-term plan and a long-term plan for the power shutoffs, information regarding our role in a power shutoff from the City of Novato, and confirmation that the City is working with the Margaret Todd Center and other senior centers regarding potential power shutoffs. Trustees recommend that we share with the community that the Fire Department has services for families such as fire safety checks, CPR training, matching and funds for wood removal, as well as Spanish translation services when doing home fire safety visits, wherein no immigration questions are asked.

Trustee asked if there has been discussion of having days added on due to school closures.

Staff reported that waivers have been intermittent and the State has not asked us to make up days lost. If NUSD loses 1-4 days due to a power shutoff, the State may ask us to add on additional days. Tracking data annually to determine common occurrences, such as power shutoffs, may mean adding additional days.

13. DISCUSSION/ACTION - 8:25 p.m.

13.a. Parcel Tax Polling and Next Steps
Yancy Hawkins, Assistant Superintendent, Business & Operations reported that since 1992, local voters in Novato have generously supported a parcel tax that has provided stable, local funding to maintain quality education at our local schools. In 1997, 2005, 2009, and 2014, local voters overwhelmingly voted to continue this measure. NUSD's Parcel Tax provides approximately $4 million per year in stable, local funding that cannot be taken away by the State.

On April 16, 2019, Godbe Research was commissioned to conduct a survey to assess potential voter support for an extension of the 2014 parcel tax. The survey was designed to: a) gauge the public's perceptions of the District; b) assess potential voter support for the measure; c) prioritize projects and programs to be funded with the proceeds; and d) test the fluence of informational and critical

statements on potential voter support, e) identify the rate at which voters will support the measure, and f) identify differences in voter support due to demographic and/or voter behavioral characteristics.

Godbe Research conducted a total of 609 interviews representing 32,157 likely November 2020 voters in the Novato Unified School District, as well as sub-samples of likely March 2020 Mail Ballots. Margin of error is approximately 4%.

Data collection consists of landline, cell phone, and text to online (most prolific way of interviewing) of likely November 2020 voters. The average length of call was 20 minutes. The sample size varied from 482 to 562 participants.

Key findings include: the opinion on the job the district is doing to provide quality of education is 54% total favorable 54%, and 21% unfavorable is 21%. The opinion on the management of public funds is 42% favorable and 29% unfavorable. The opinion on whether or not the district needs additional funds is 61% agree, 26% disagree, and 14% don't know. These represent similar figures from the 2016 survey results. Polling shows that 60% would vote "probably yes" to "yes" on a parcel tax increase.

Recommendation from Godbe Research and TBWB is for the district to move forward with a March 2020 election. March 2020 includes Presidential Primary Elections which equates to high voter turn-out. There will be fewer items on the ballot. May 2020 would be a mail in ballot.

Charles Heath clarified that a mail in ballot in May 2020 gives more time; however, the parcel tax is likely to be the only thing on the ballot, which could mean lower voter turn-out. If there isn't support in November 2019 for a parcel tax extension, recommendation is to revisit the timing. No noticeable changes in voter turn-out has been seen as a result of school district divisions.

If approved for March or May 2020, the parcel tax would take effect in 2020-2021. If the District waits for the November 2020 election, the parcel tax will not take effect until 2021-22.

The deadline to qualify for the March 2020 ballot is December 6, 2019. A vote is needed at the November 5, 2019 Board meeting to move forward with March 2020 election. NUSD may use public funds to educate voters up until the November 5, 2019 meeting. After the November 5, 2019 meeting, no public funds may be used. The goal is that by the end of October 2019, the campaign infrastructure is set for March 2020.

Trustees asked clarifying questions. Trustee commented that parcel tax is used for operational use; bond money is used for construction and facilities. Trustee commented on the lack of state funding which is forcing NUSD to do a parcel tax extension.

President Butler requested consensus to continue moving forward on parcel tax explorations, and Trustees agreed to move forward. President Butler and Trustee Gasson have been meeting with staff.

PUBLIC COMMENT ON AGENDA ITEM:
NUSD teachers commented on their concern that the Parcel Tax doesn't include class size language, Special Education funding, or percentage of funds going towards teacher salaries.

13.b. Award Contract to FieldTurf for Athletic Field Complex Project at Novato HS
Mike Woolard, Executive Director of Facilities & Operations, reported that at the June 18, 2019 Board meeting, the Board approved the updated project cost estimate of $9,090,167 and awarded the Lease Leaseback contract to Robert A. Bothman Construction in the amount of $6,381,407 for the Field Complex project at Novato High School. As a cost savings measure, it is recommended that NUSD purchase the 232,000 square foot of synthetic turf and accessories directly from the supplier (FieldTurf) under a California Multiple Award Schedules contract for $1.6 million.

Trustee asked clarifying questions.

Motion Passed: A motion for approval of the contract to FieldTurf for Athletic Field Complex Project at Novato High School passed by a vote of 7-0. Passed with a motion by Mr. Ross Millerick and a second by Mr. Gregory Mack.

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

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

14.a. Minutes of the Regular Meeting of August 6, 2019

Motion Passed: A motion to approve the Minutes of the Regular Meeting of August 6,2019 with amended additions passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.b. Minutes of the Special Meeting of August 10, 2019

Motion Passed: A motion to approve the Minutes of the Special Meeting of August 10,2019 passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.c. Approve Personnel Actions of August 20, 2019

Motion Passed: A motion to aprove the Personnel Actions of August 20, 2019, passed by a vote of 7 0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.d. Change Order #1 to the Food and Nutritional Services (FANS) Renovation Contract at Olive Avenue Warehouse

Motion Passed: A motion to approve Change Order #1 to the Food and Nutritional Services (FANS) Renovation Contract at Olive Avenue passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.e. Resolution No. 06-2019/2020 Authorization to Sign on Behalf of the Governing Board Jonathan Ferrer 2019-2020

Motion Passed: A motion to approve Resolution No. 06 2019/2020 Authorization to Sign on Behalf of the Governing Board Jonathan Ferrer 20 9-2020 passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.f. Resolution No. 07-2019/20 Approving the Total Base Rent (TBR) Amount in the Lease-Leaseback (LLB) Agreement with Wright Contracting, LLC (Wright) for the Center for the Arts Project at Novato HS

Motion Passed: A motion to approve Resolution 07-2019/2020 Approving the Total Base Rent (TBR) amount in the Wright LLB Agreement for the Center for the Arts project at Novato High School passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.g. Resolution No. 08-2019/2020 Board Compensation for Missed Meetings

Motion Passed: A motion to approve Board Compensation for Missed Meetings passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.h. Approve Quarterly Report for Williams Uniform Complaint - Quarter Ending June 30, 2019

Motion Passed: A motion to approve Williams Uniform Complaint Report Q2 (April-June 2019) passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.i. Approve SEEDS Community Resolution Center Agreement for 2019-20

Motion Passed: A motion to approve SEEDS Community Resolution Center Agreement for 2019-2020 school year passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.j. Approve Eighth Amendment to the Agreement with the Transportation Authority of Marin to Provide Crossing Guard Services to Novato Unified School District for the 2019-2020 School Year

Motion Passed: A motion to approve Eighth Amendment to the Agreement with the Transportation Authority of Marin to Provide Crossing Guard Services to Novato Unified School District for the 2019-2020 School Year with attached agreement passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.k. Approve Disposal of Obsolete Property/Equipment

Motion Passed: A motion to approve the Disposal of Obsolete Property/Equipment passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

14.l. Ratify Warrant Register for Warrants Issued August 1, 2019 Through August 15, 2019

Motion Passed: A motion to ratify Warrant Register for Warrants from August 1, 2019 through August 15, 2019 passed by a vote of 7-0. Passed with a motion by Mr. Derek Knell and a second by Mrs. Diane Gasson.

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

15. ADJOURNMENT - 9:00 p.m.

President Buller announced the next Regular Board meeting will be September 3, 2019.

Adjourned: The meeting was adjourned at 10:07 p.m.

WITNESSED: _____

Vice President/Clerk of the Board of Trustees

Attested to on this 3rd day of September 2019.