

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

MINUTES OF THE REGULAR MEETING OF THE ICOC

June 22, 2020

Novato USD District Office
1015 Seventh Street, Novato CA

Due to COVID-19, meeting was held remotely online via Zoom. Public comment was available during the public comment period via a call-in number.

Members Present: Erich Mesenburg, Jeff Vaillant, Judy Adison- Hight, Greg Coté, Brigit Nevin, Ali Iqbal

Members Absent: Sylvia Barry (joined the meeting following the Public Comment period)

Others Present: Mike Woolard (Executive Director of Facilities)
Melissa Duggan (Bond Project Coordinator)
Yancy Hawkins (Assistant Superintendent,
Business & Operations)

Call to Order: The meeting was called to order at 6:03 pm

Pledge of Allegiance

Welcome/Introductions: None recorded

Approval of the ICOC Agenda for June 22, 2020

MOVED	SECOND	APPROVED
Ali Iqbal	Judy Adison-Hight	A motion to approve the Agenda for the June 22, 2020 meeting was approved and passed by a vote of 6-0 (Sylvia Barry not present for the vote).



Approval of the ICOC Regular Meeting Minutes for March 18, 2020

MOVED	SECOND	APPROVED
Ali Iqbal	Judy Adison-Hight	A motion to approve the Minutes for the March 18, 2020 meeting was approved and passed by a vote of 5-0, one abstain (Erich Mesenburg abstaining as he was not at that meeting; Sylvia Barry not present for the vote).

Announcements – Committee and District Staff

Mike Woolard reminded the committee to turn in their Form 700 form for 2019 if they have not done so previously.

The following changes to the ICOC Committee were announced: Sylvia Barry and Brigit Nevin accepted a third term to the ICOC, and Judy Adison-Hight has accepted her second term. All three were to be approved by the Board of Trustees at the June 16, 2020 Board meeting.

It was also announced that Greg Coté would be stepping down as committee member as of June 30, 2020, as he no longer meets the geographic requirements to serve on the committee. Mike thanked him for his three years of service to the Measure G Citizens' Oversight Committee, and his dedicated work on the annual report sub-committee.

Public Comment There was no public comment

Staff Reports:

Committee members (3) Reappointment for the 2020/2021 Fiscal Year

This was discussed as a part of the announcements above.

Bond Facilities Project Update – Summer 2020 Projects

Presentation focused on the Summer 2020 projects, as well as new projects that are in the programming phase for Summer 2021.

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

For Novato High School, construction progress was discussed for the Center for the Arts, the Center for the Sciences, and for the Athletic Field Complex. The Athletic Fields project, although at primary completion, is closed due to Covid 19 restrictions. Mike shared two videos featuring still photography and drone aerial footage to highlight the construction at Novato HS. The construction status for the STEM Building and the Performing Arts Center at San Marin High School was highlighted next, and a video showing both buildings' progress was presented.

Other 2020 projects included the A/C installation at Loma Verde ES; sewer work at Lu Sutton and Loma Verde ES; the roof replacement project at the Novato HS Old Gym and Olive Ave. warehouse; the completion of the Food and Nutritional Services (FANS) warehouse buildout; the progress-to-date on the Grounds, Maintenance and Operations (GMO) warehouse on C-Street, and the 1:World District-wide Chromebook project.

Summer 2021 Planning and Programming was discussed. These projects include a Synthetic Turf Sports Field project and a campus-wide Exterior Finish Replacement at San Marin High School; Lynwood ES site modernization and new kitchen project; and an Olive ES site modernization and construction of a new administration building.

Judy Adison-Hight had questions regarding plans for landscaping and any sidewalk hardscaping at the new GMO facility on C Street. Mike outlined the City's property line along State Access Road from Nave Drive to the SmartTrain station. Sylvia Barry asked for an update on Chromebooks from the 1: World project. Yancy Hawkins explained the additional increased time of support now given by Google for these Chromebooks, thereby extending the useful life cycle of devices from 5 years to 6 years, effectively increasing the 1: World program potential. Yancy also explained that with the onset of remote learning required due to Covid-19, the District was in the top 25% of districts in the state able to dive into remote learning due to the Measure G 1: World program.

Erich Mesenburg inquired regarding areas of concern for the remainder of the Measure G program given changes in the District's operational budget due to Covid 19 impacts and the defeat of the renewal of the District's

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

Parcel Tax. Yancy Hawkins spoke to potential program impacts vis a vis any future closing of a campus, and would bring to the committee information regarding such if the Board ever made that decision.

Discussion/Action:

Nomination and Election of Chair and Vice Chair for 2020/2021

MOVED	SECOND	APPROVED
Ali Iqbal	Jeff Vaillant	A motion to nominate Erich Mesenburg to continue as committee Chair for the 2020/2021 fiscal year was approved and passed by a vote of 7-0.
MOVED	SECOND	APPROVED
Jeff Vaillant	Erich Mesenburg	A motion to nominate Ali Iqbal to continue as committee Vice-Chair for the 2020/2021 fiscal year was approved and passed by a vote of 7-0.

ICOC Meeting Schedule

Melissa Duggan will send a poll to committee members to get consensus on meeting dates for a late summer construction site walk, and the regular Fall meeting. Given the uncertainty due to meeting restrictions, it was agreed that the meeting schedule for future 2020/2021 meetings will be discussed at the Fall meeting.

Topics and Information for Next Meeting

The ICOC briefly discussed the agenda for the next two meetings of the committee, dates TBD by poll of the committee. The Summer Construction Site Walk meeting will include the four large high school projects, as well as the GMO building on C Street. For the Fall meeting, the agenda will include

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

an update on Measure G projects, including those in programming for the 2021/2022 FY.

The final agenda will be reviewed/approved by the ICOC Chair and publically posted 72-hours prior to the next meeting.

Adjourned: The meeting was adjourned by Chair Erich Mesenburg, at 7:04 pm.

Witnessed: _____

an: d'paul

Vice-Chair of the Independent Citizens' Oversight Committee
Attested to on this 30th day of September, 2020