

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

**MINUTES OF THE REGULAR MEETING OF THE ICOC**

August 29, 2022

4:00pm – 6:15pm

Measure G ICOC Construction Site Walk

Pleasant Valley Elementary School

755 Sutro Avenue (Front Parking Lot), Novato CA

**Members Present:** Kelly Mathysson, Ali Iqbal, Nicole Tai

**Members Absent:** None

**Others Present:** Mike Woolard (Executive Director of Facilities)  
Melissa Duggan (Facilities Bond Project Manager)  
Julie Jacobsen (Trustee)  
Abbey Pincus (Observing community member)  
Magali Limeta (Observing community member)

**Call to Order:** The meeting was called to order at 4:02pm

**Pledge of Allegiance**

The Pledge was deferred due to no flag present in view.

**Approval of the ICOC Agenda for August 29, 2022**

MOVED	SECOND	APPROVED
Nicole Tai	Ali Iqbal	A motion to approve the Agenda for the August 29, 2022 site walk was approved and passed by a vote of 3-0.

**Public Comment** No public comment was received during the public comment period.

## INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

### **Project Site Walks**

#### Pleasant Valley Elementary New Kitchen Construction Project

The committee gathered in front of the Main Office, as Mike Woolard explained the details of the project. In addition to the new kitchen in the MPR, Mike explained the ADA flatwork and accessible sidewalks added to the project as required by the Division of the State Architect (DSA). Entering the MPR, Mike pointed out the new 60-gallon hot water tanks installed per County Department of Health directives, and then discussed the details of the new kitchen construction. A question was asked about current food distribution to the site and Mike explained that because Pleasant Valley never had a proper right-sized kitchen, food has been prepared at another location, driven to the site and served from a small room. This project now brings the school up to District-wide standards for elementary school food service, and should be available for use mid-October.

Also asked was a question about repurposing of lumber and other old materials removed during construction. Mike explained that the contractor, per all of our construction contracts, has the ability to recycle and repurpose materials that the district doesn't have need to maintain. There was a discussion regarding the interior ceiling framing issues discovered during the project, and the committee viewed the balance of the project, including DSA required restroom upgrades.

While at the site, discussed was the IT Infrastructure Upgrade and Classroom Technology Package projects going on at five school sites this summer, including Pleasant Valley ES.

The committee then traveled via personal vehicle to Sinaloa Middle School, 2045 Vineyard Road.

## INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

### Sinaloa Middle School Exterior Finish, Gym Modernization and New Kitchen Construction Project

The committee met at the rear of the campus, and was able to observe the near completion of the Exterior Finish project, which replaced damaged wood siding with a new stucco finish. Mike Woolard explained the benefits of the stucco, providing reduced long-term maintenance costs, and energy efficiency benefits with heat deflection off the buildings. The committee also learned about the required access and drainage flatwork alongside the music classrooms.

Next the committee reviewed the renovation project for the gymnasium, with new flooring, paint, LED lighting, retractable bleachers and acoustic paneling, as well as upgraded exterior restrooms. This project will benefit the physical education needs of every student at Sinaloa. Mike informed the committee that this renovation will increase seating capacity to 450, allowing for more flexibility for other school-wide uses.

The final aspect of this project was the construction of a right-sized, modern middle school kitchen, simultaneously improving access and minimizing student wait time. Currently in the framing stage of the new facility, the committee was able to compare the small prior workspace with the newly improved kitchen and serving lines. Mike stated that estimated completion of this project was December, 2022.

The committee traveled via personal vehicle to Lu Sutton Elementary at 1800 Center Road.

### Lu Sutton Elementary Exterior Painting Project

This Deferred-Maintenance project for both Lu Sutton and Loma Verde Elementary schools involved campus-wide exterior wall repairs and new paint, bringing a fresh modern look and needed siding protection to each facility. Walking through Lu Sutton, Mike described the process of color selection, working with a site committee that included the principal, staff and community members. Color option presentations were made to the committee, and

## INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



### NOVATO UNIFIED SCHOOL DISTRICT

Their down-selected color preferences were painted on different walls at the site for final selection.

This project also included new exterior door signage, and for public safety continuity the renumbering of each classroom wing and classroom. Due to material delays, new exterior signage with the school name is anticipated to be installed late fall.

The committee traveled via personal vehicle to Rancho Elementary at 1430 Johnson Street.

#### Rancho Elementary HVAC Installation, Re-Roofing Project, IT Infrastructure Upgrades, Classroom Technology Package and Elementary Classroom Furniture Installation

The site-walk at Rancho began out in the parking lot, where the exterior condensing units and rooftop equipment was viewable. Mike explained the difficult pricing and supply issues, which led to the postponement of HVAC installation at Lu Sutton and Novato High School, originally planned for this summer's work. The emergency re-roofing need that was discovered at the beginning of the project was approved via emergency resolution by the Board of Trustees. Mike explained that a Rancho re-roofing project was included in the original Measure G Deferred Maintenance list for 2024, but was accelerated due to the unforeseen site conditions.

Within one of the classrooms, the committee was able to view the new electric heat pumps installed in each classroom that improve energy efficiency over the old gas-fired units. More information was provided on the IT Infrastructure project, bringing fiber to each building wing and Cat6 cabling into each classroom, significantly improving connectivity. The committee saw the new Classroom Technology kit that includes a 70" LED Backlit LCD display and cart, AppleTV, iPad, pencil and interactive software. New flexible classroom furniture for collaborative learning, that was installed at Rancho and five other elementary schools this summer was also viewed and discussed.

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE



NOVATO UNIFIED SCHOOL DISTRICT

**Adjourned:** The meeting was adjourned by Chair Kelly Mathysson at 6:12pm.

Witnessed: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "M. J. Paul", is written over the signature line.

Vice-Chair of the Independent Citizens' Oversight Committee  
Attested to on this 27<sup>th</sup> day of September, 2022

