

Regular Meeting of the Board of Trustees
10/17/2023 05:30 PM
Novato District Education Center
1015 Seventh Street
Novato, CA 94945

MEETING MINUTES

NUSD Mission

Engage, inspire and empower all students, in a rapidly changing world, to realize their life goals.

NUSD Vision

NUSD will provide an innovative and personalized learning experience for every student in a caring and supportive environment to develop the knowledge and skills necessary to be successful and productive citizens. NUSD will engage parents, teachers, and our community to actively support our students' growth and learning.

Board Priority/Goals

1. Student and Staff Success
2. Financial Responsibility
3. Facilities Enhancements and Maintenance
4. Communications Expanded to All Stakeholders

Public Comments

Individuals may address the Board of Trustees on agenda items on both the closed session and regular session agenda at the time they are under consideration. At a time so designated on the agenda at a **regular** meeting, individuals may address the Board on non-agenda items of interest to the public that are within the subject matter jurisdiction of the Board. All times noted on the agenda are estimates. Community members interested in making a public comment are advised to attend the meeting at the start.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or non-agenda item with a total time limit on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. (Board Bylaw 9323)

Persons wishing to be heard by the Board must complete and submit an individual Request for Public Comment form. A designated District employee will be available at the meeting to assist individuals who are unable to complete the form themselves. To address the Board in written form, please visit [nusd.org](https://www.nusd.org) for instructions.

Trustee Location

Trustee Greg Mack will be joining the meeting remotely. His offsite location is as follows:
501 W. Washington Street
Indianapolis, IN 46204

Attendees

Voting Members

Debbie Butler, President
Diane Gasson, Trustee
Julie Jacobson, Vice President/Clerk
Greg Mack, Trustee - Absent
Ross Millerick, Trustee
Magali Limeta, Trustee - Absent
Abbey Picus, Trustee

1. CALL TO ORDER AND ROLL CALL - 5:30 PM

Closed Session was canceled for October 17, 2023.

2. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 5:31 PM

None

3. CLOSED SESSION AGENDA**4. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:32 PM**

- 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.**
- b. **With respect to every item of business to be discussed in closed session: Public Employees Discipline/Dismissal/Release**
- c. **With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957 and §54957.6: Conference with Labor Negotiators (Francesca Whitcomb, Executive Director of Human Resources) Employees Organization: California State Employee Association (CSEA)**
- d. **With respect to every item of business to be discussed in closed session pursuant to Gov Code §54957 and §54957.6: Conference with Labor Negotiators (Francesca Whitcomb, Executive Director of Human Resources) Employees Organization: Novato Federation of Teachers (NFT)**

5. CALL TO ORDER AND ROLL CALL - 6 PM

President Butler called the meeting to order at 6:01 PM. Trustee Limeta and Trustee Mack were absent for the meeting. President Butler reminded the audience that the meeting is being broadcasted on NUSD's YouTube channel at the direction of the Board. The broadcast may capture images and sounds of those attending the meeting.

a. Pledge of Allegiance

6. ANNOUNCEMENT OF REPORTABLE ACTION/CLOSED SESSION - 6:02 PM

a. Board Action in closed session must be reported in open session.

Closed Session was canceled for October 17, 2023. No Closed Session report.

7. APPROVAL OF AGENDA - 6:04 PM

a. The Board reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, the agenda for this meeting is to be approved as presented. Items may be added to this agenda for discussion or action only as permitted by the Brown Act.

President Butler asked for a motion to approve the agenda. Trustee Millerick made a motion to approve the agenda as presented.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

8. APPROVAL OF CONSENT AGENDA - 6:06 PM

a. All Consent items approved by a single action.

President Butler asked for a motion to approve the Consent agenda as presented.

Trustee Millerick made a motion to approve the Consent agenda as presented.

Motion made by: Ross Millerick
Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina,
Student Trustee Brumley, and Student Trustee Calle La Bou.

**9. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD
MEMBERS - 6:08 PM**

a. Questions, Comments and Announcements

Trustee Announcements

- Visited Loma Verde Elementary School, Lynwood Elementary School, and San Jose Middle School
- Celebrated staff through Modeling the Way recognition program
- Attended Joint Legislative Advisory Committee (JLCA) meeting
- Announced that 16th District PTA held "Raising the Bar" information session
- Announced that there will be a Special Education meeting on October 26 at 6 PM
- Announced that San Marin High School's Musical Theater shows begin November 7
- Attended Hispanic Heritage event at San Marin High School
- Participated in Novato High School Homecoming Parade
- Announced that School Fuel Softball Tournaments are happening this week
- Attended North Marin Council PTA meeting
- Attended Efficiency and Effectiveness Collaborative (E2) meeting
- Attended San Jose Middle School's Drama production of *Adams Family*; San Jose Drama will be performing *Moana Junior* in February 2024

Superintendent Announcements

- Met with Novato Rotarians - Novato Rotary and Novato Sunrise; will meet with Ignacio Rotary later this week
- Attended Novato High School's Marin School of the Arts Divine Wine fundraising event
- Reported that School Fuel received a record number of grant applications totaling over 100 applications
- Conducted a site visit at Lu Sutton Elementary School

- Attended Professional Development Day with Transitional Kindergarten (TK) teachers and Music teachers
- Expressed congratulations to Jonathan Eldridge who will be the new College of Marin president
- Congratulated Francesca Calle La Bou, student Board member, who was one of Novato High School's Homecoming royalty

Student Announcements

Marin Oaks High School - Adriana Avina

- Students participated in the Magnolia Project Internship Program where they wrote and updated resumes and cover letters and practiced interview skills; students will be able to work in a place of business or field of choice for a period of two weeks; students present to the school at the end of the session and receive a stipend upon completion
- Culinary Class continuing to have success

Novato High School - Francesca Calle La Bou

- Successful Homecoming Dance was held outdoors; Homecoming Parade was a highlight as well
- Announced Tommy's Salsa Dine and Donate
- Rock Band and Vocal groups will be performing at Hopmonk
- Winter Sports begin October 30; meeting for parents and athletes on October 18
- Wellness Hub providing support to students

San Marin High School - Paige Brumley

- Biotech Family Night tonight
- Therapy dogs come to campus every Thursday
- 8th Grade parent night on October 19
- Powder Puff Game on October 25 will be a Breast Cancer fundraiser
- Announced Habit Burger Dine and Donate on October 25

10. PRESENTATIONS - 6:20 PM

a. (6:20 PM) Hill Education Center - NOVA

Kessa Early, Principal of Hill Education Center, introduced Jill Lacques, NOVA's elementary school teacher. Ms. Lacques and students presented a snapshot of NOVA programs and events to the Board.

11. NON-AGENDA PUBLIC COMMENT - 6:30 PM

Public Comments

- Don Nicodemus, California School Employee Association (CSEA) President, spoke regarding classified employees' reclassification process
- San Marin High School Office Manager spoke on behalf of Office Managers for salary reclassification

12. DISCUSSION/ACTION - 6:50 PM

a. (6:50 PM) Approval of Sub-Boundary Map for the Lynwood Elementary School Attendance Area

Julie Synyard, Executive Director of Education Services, presented three draft maps for the Lynwood Elementary School sub-boundary to provide families an alternate home school should they not wish to have their students participate in the Dual Language Immersion program. A series of meetings and communications have been sent to families and the community regarding the process.

Trustees commented and asked clarifying questions.

Trustees removed map #1 and map #3 from discussion as there was no support for map #1 and map #3 did not balance the students as much as map #2.

Data was presented for a slight revision to map #2 which moved one census block from Loma Verde Elementary School to Rancho Elementary School to keep the Oak Knell neighborhood together. The move resulted in map #2.1 for consideration by the Board.

Trustee Jacobson made a motion to approve the Sub-Boundary Map #2.1 for the Lynwood Elementary School attendance area.

Motion made by: Julie Jacobson

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

b. (7:05 PM) Review and Approve Board Policy, Administrative Regulation and Exhibit Updates in the 5000 (Students) Series (7)

Trustee Jacobson left the meeting at this time.

Julie Synyard, Executive Director of Education Services, presented Board Policies, Administrative Regulations, and Exhibits that required updating due to the approval of the sub-boundary map for Lynwood Elementary School's attendance area.

Trustees commented and asked clarifying questions.

Trustee Picus made a motion to approve the Board Policy, Administrative Regulation, and Exhibit Updates in the 5000 (Students) Series (7) which includes:

- a. Board Policy 5116.1: Intradistrict Open Enrollment
- b. Administrative Regulation 5116.1: Intradistrict Open Enrollment
- c. Exhibit 5116.1 (1): Intradistrict Open Enrollment - Intradistrict Transfer Application
- d. Exhibit 5116.1 (2): Intradistrict Open Enrollment - Lynwood Selection Form - Marked for Deletion
- e. Exhibit 5116.1 (3): Intradistrict Open Enrollment - Intradistrict Transfer Contract
- f. Exhibit 5116.1 (4): Intradistrict Open Enrollment - Intradistrict Revocation Letter
- g. Exhibit 5116.1 (5): Intradistrict Open Enrollment - Dual Language Immersion Family Commitment

Motion made by: Abbey Picus

Motion seconded by: Ross Millerick

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Not Present

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

a. Board Policy 5116.1: Intradistrict Open Enrollment

b. Administrative Regulation 5116.1: Intradistrict Open Enrollment

- c. **Exhibit 5116.1 (1): Intradistrict Open Enrollment - Intradistrict Transfer Application**
 - d. **Exhibit 5116.1 (2): Intradistrict Open Enrollment - Lynwood Selection Form - Marked for Deletion**
 - e. **Exhibit 5116.1 (3): Intradistrict Open Enrollment - Intradistrict Transfer Contract**
 - f. **Exhibit 5116.1 (4): Intradistrict Open Enrollment - Intradistrict Revocation Letter**
 - g. **Exhibit 5116.1 (5): Intradistrict Open Enrollment - Dual Language Immersion Family Commitment**
- c. **(7:15 PM) Approval to Award under the California Multiple Award Schedule the Procurement of Equipment for the HVAC Replacement Project at Hamilton K-8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School to Sigler Commercial**

John Dilena, Project Executive, Greystone West Company, presented the recommendation to award, under the California Multiple Award Schedule, the procurement of equipment for the HVAC Replacement Project at Hamilton TK-8 School, San Marin High School, San Ramon Elementary School, and Pleasant Valley Elementary School to Sigler Commercial.

Trustees commented and asked clarifying questions.

Trustee Millerick made a motion to approve to award, under the California Multiple Award Schedule, the Procurement of Equipment for the HVAC Replacement Project at Hamilton TK-8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School to Sigler Commercial.

Motion made by: Ross Millerick

Motion seconded by: Debbie Butler

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Not Present

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Not Present

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

d. (7:25 PM) Approval of Resolution No. 6-2023/2024 Board Compensation for Missed Meetings

President Butler presented Resolution No. 6-2023/2024 Board Compensation for Missed Meetings due to Trustee Picus missing the October 3, 2023 Regular Board Meeting due to illness.

Trustee Millerick made a motion to approve Resolution No. 6-2023/2024 Board Compensation for Missed Meetings.
A roll call vote was taken.

Motion made by: Ross Millerick

Motion seconded by: Diane Gasson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Not Present

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Not Present

13. CONSENT - 7:30 PM

a. Minutes of the Regular Meeting of October 3, 2023

Trustee Millerick made a motion to approve the Minutes of the Regular Meeting of October 3, 2023.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

b. Personnel Action Report for October 17, 2023

Trustee Millerick made a motion to approve the Personnel Action Report for October 17, 2023.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

c. Approval of 2023-24 Memorandum of Understanding Marin Community College District Novato Unified School District

Trustee Millerick made a motion to approve the 2023-24 Memorandum of Understanding Marin Community College District Novato Unified School District.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

d. Approval of 2023-24 Marin County of Education Memorandum of Understanding Institute for Multi-Sensory Education (IMSE) Impact - Orton Gillingham Comprehensive Plus Training

Trustee Millerick made a motion to approve the 2023-24 Marin County of Education Memorandum of Understanding Institute for Multi-Sensory Education (IMSE) Impact - Orton Gillingham Comprehensive Plus Training.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina,
Student Trustee Brumley, and Student Trustee Calle La Bou.

e. Approval of Change Order #1 (CO) for the Kitchen and Fire Alarm Project at San Jose Middle School

Trustee Millerick made a motion to approve the Change Order #1 (CO) for the Kitchen and Fire Alarm Project at San Jose Middle School.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina,
Student Trustee Brumley, and Student Trustee Calle La Bou.

f. Approval of Change Order #1 for the Phase 1 Security Cameras at Novato High School, San Marin High School, and the Maintenance & Operations

Trustee Millerick made a motion to approve the Change Order #1 for the Phase 1 Security Cameras at Novato High School, San Marin High School, and the Maintenance & Operations.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina,
Student Trustee Brumley, and Student Trustee Calle La Bou.

g. Approval of Change Order (CO) #1 for the IT Infrastructure Upgrade Project at the Hill Education Center, District Office and 819 Olive Avenue Facility

Trustee Millerick made a motion to approve the Change Order (CO) #1 for the IT Infrastructure Upgrade Project at the Hill Education Center, District Office and 819 Olive Avenue Facility.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

h. Approval of Notice of Completion (NOC) for the IT Infrastructure Upgrade Project at the Hill Education Center, District Office, and 819 Olive Avenue Facility

Trustee Millerick made a motion to approve the Notice of Completion (NOC) for the IT Infrastructure Upgrade Project at the Hill Education Center, District Office, and 819 Olive Avenue Facility.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

i. Ratification of the 2023-2024 Developer Fee Justification Study by King Consulting

Trustee Millerick made a motion to approve the 2023-2024 Developer Fee Justification Study by King Consulting.

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

j. Review and Approval of Board Policy, Administrative Regulation in the 4000 (Personnel) Series (2)

Trustee Millerick made a motion to approve the Board Policy, Administrative Regulation, and Exhibit Updates in the 4000 (Personnel) Series (2) which includes:

a. Board Policy 4112.2: Certification

b. Administrative Regulation 4112.2: Certification

Motion made by: Ross Millerick

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

a. Board Policy 4112.2: Certification

b. Administrative Regulation 4112.2: Certification

k. Approval to Dispose of Obsolete Textbooks/Instructional Materials

Trustee Millerick made a motion to approve the disposal of Obsolete Textbooks/Instructional Materials.

Motion made by: Ross Millerick
Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

I. Approval to Dispose of Obsolete Property/Equipment

Trustee Millerick made a motion to approve the disposal of Obsolete Property/Equipment.

Motion made by: Ross Millerick
Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

m. Ratify Warrant Register for Warrants Issued September 28, 2023 Through October 11, 2023

Trustee Millerick made a motion to ratify Warrant Register for Warrants Issued September 28, 2023 through October 11, 2023.

Motion made by: Ross Millerick
Motion seconded by: Julie Jacobson

Voting:

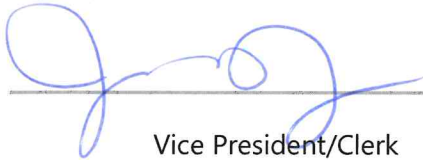
Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Not Present
Ross Millerick - Yes
Magali Limeta - Not Present

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Avina, Student Trustee Brumley, and Student Trustee Calle La Bou.

14. ADJOURNMENT - 7:35 PM

The meeting was adjourned at 6:53 PM. The next Regular Board Meeting will be on November 7, 2023.



Vice President/Clerk

11/7/23

Date

