



Regular Meeting of the Board of Trustees
12/05/2023 05:00 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.

Attendees

Voting Members

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

1. CALL TO ORDER AND ROLL CALL - 5 PM

President Butler called the meeting to order at 5 PM.

2. PUBLIC COMMENT ON CLOSED SESSION AGENDA - 5:01 PM

None

3. CLOSED SESSION AGENDA

4. CLOSED SESSION ANNOUNCEMENT/RECESS TO CLOSED SESSION - 5:02 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)**
- e. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, § 54956.9, subd. (d)(1)) Name of case: In re: JUUL Labs, Inc. Marketing Sales Practices & Products Liability Litigation (U.S. District Court Northern District of California)**

5. CALL TO ORDER AND ROLL CALL - 6 PM

President Butler called the meeting to order at 6:03 PM. 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. Trustee Mack was absent for 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.

Vice President/Clerk Jacobson reported on action taken in closed session.

b. With respect to every item of business to be discussed in closed session:
Public Employees Discipline/Dismissal/Release - Information only

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) - Information only

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) - Information only

e. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, § 54956.9, subd. (d)(1)) Name of case: In re: JUUL Labs, Inc. Marketing Sales Practices & Products Liability Litigation (U.S. District Court Northern District of California) - In closed session the Board voted to approve a settlement in the Juul marketing class action lawsuit under which the District will receive an amount to be determined by the court in exchange for settlement of the matter.

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: Magali Limeta

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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 with an amendment to Consent Item 13j.

Trustee Millerick made a motion to approve the agenda as presented with an amendment to Consent Item 13j.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

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

a. Questions, Comments and Announcements

Trustee Announcements

- Six of the seven Board members attended the annual California School Board Association (CSBA) conference in San Francisco; some topics included: artificial intelligence, the Governor's budget, mental health, staff housing, Special Education, cyber security, civil dissidence, social workers
- Attended San Jose Middle School track opening and Turkey Trot
- Attended San Marin High School Safe Routes to School presentation

- District 5 Marin County Supervisor, Eric Lucan, has been working with Olive Elementary School to alert drivers of the need to watch for wildlife near their campus
- Visited Marin Oaks High School and Novato Charter School
- Attended Lynwood Elementary School Book Club event
- Gratitude to community partners such as Love 2 Dance for providing lessons to Lynwood Elementary School students
- Attended Marin School of the Arts musical theater production of *Folies*
- Attended Transitional Kindergarten Information Parent Night at the District Office
- Wished everyone a Happy Hanukkah and Happy Holidays

Superintendent Announcements

- Gratitude to Student Board Member Paige Brumley for serving this semester
- Attended California School Board Association (CSBA) conference with six of the seven Board members
- Reminded the public that eBikes classifications are important to noted based on age level and safety of children
- Announced that Instructional Technology (IT) Director Tim Rocco will be moving to Sacramento City Schools; gratitude to Director Rocco for his six years of service
- Budget, Housing, Bond funds to be discussed in December
- California Dashboard data to be made public in December
- Gratitude to Board members and staff for attending City of Novato Treelighting event
- Recognized staff member for receiving her high school diploma; gratitude to Jen Russell for putting the award ceremony together

Student Announcements

Marin Oaks High School - Adriana Avina

Not present

Novato High School - Samantha Robbins

- MSA events include: Rock band performed at Sweetwater; vocal concerts, instrumental music concerts, and Marin School of the Arts "Coming Home" event all take place in December
- All grade levels are doing Dine & Donate fundraising events including MOD Pizza and Round Table Pizza
- Spirit Week theme is "Stress-Less" leading up to end-of-term assessments (previously known as finals)
- Selling Wintergrams for other students to show gratitude; every student receives a Wintergram

- Applications due in January 2024 for Marin School of the Arts, Medical Career Pathways, AVID, and Leadership
- Another Spirit Week and the Winter Formal are being planned for January 2024

San Marin High School - Paige Brumley

- eBikes Safety presentation went well
- Inclusivity Week - positivity posters displayed on campus
- Spirit Week including Wellness Rally in preparation for final exams; teachers have been competing with students during rallies; "Stress-less" Week promoting calm for finals week
- Link Crew hosting a "Cocoa & Cram" event for freshmen to explain what finals week is like
- Dine & Donate fundraiser at Grazie
- Holiday concerts start this week
- OD-free speaker coming to speak to students in December

10. PRESENTATIONS - 6:20 PM

a. Novato High School

Novato High School administrators and staff including Principal Liz Seabury, Assistant Principal Michelle Cortez, Counselor Ade Melgoza, and Data Specialist Danny Kambur, presented an overview and exploration into the three "phases" or stages of the English Language Learner program from staff and student perspectives. Novato High School students also shared their experiences as a newcomer to Novato and a reclassified English Language Learner.

Trustees thanked Novato High School for their presentation.

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

- Community Liaison spoke regarding a pay increase and salary reclassification for Community Liaisons
- Novato Unified parent spoke in support of the Community Liaisons' desire for a pay increase

12. DISCUSSION/ACTION - 6:50 PM

a. (6:50 PM) Approval of 2023-2024 School Plans for Student Achievement (SPSA) for All NUSD Schools (13 Sites)

Dr. Julie Synyard, Executive Director of Education Services, introduced the 2023-24 School Plans for Student Achievement (SPSA). The following principals or assistant principals presented their school site plans which

focused on two successes from the 2022-23 school year and one area of focus for the 2023-24 school year.

- San Marin High School - Jennifer Larson
- Novato High School - Liz Seabury
- Marin Oaks High School and NOVA at Hill Education Center - Jennifer Russell
- Sinaloa Middle School - Christy Stocker
- San Jose Middle School - Whitney McEachern
- Hamilton TK-8 School - Stefanie Coe
- San Ramon Elementary School - Amanda Langford
- Rancho Elementary School - Catherine Nam
- Pleasant Valley Elementary School - Tony Quan
- Olive Elementary School - Lori Nuno
- Lynwood Elementary School - Lauren Menchavez
- Lu Sutton Elementary School - Mira Patel
- Loma Verde Elementary School - Tehniat Cheema

Trustees commented, asked clarifying questions, and thanked the principals for their efforts on their campuses.

Trustee Gasson made a motion to approve the 2023-24 School Plans for Student Achievement (SPSA) for all NUSD schools (13 sites).

Motion made by: Diane Gasson

Motion seconded by: Magali Limeta

Voting:

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

The motion passed with a preferential vote from Student Trustee Brumley.

b. (7:30 PM) Approval of Resolution No. 8-2023/2024 Finding BHM Construction, Inc. as the Best Value Contractor, and Approval of Award of a Lease-Leaseback (LLB) Agreement to BHM Construction LLC for the HVAC Replacement Project at Hamilton TK-8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School

John Dilena, Greystone West Project Executive, presented Resolution No. 8-2023/2024 Finding BHM Construction, Inc. as the Best Value Contractor, and Approval of Award of a Lease-Leaseback (LLB) Agreement to BHM Construction LLC for the HVAC Replacement Project at Hamilton TK-8

School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School. The Total Base Rent contract will be brought to the Board at a future meeting.

Trustees and student Board members commented and asked clarifying questions.

Trustee Millerick made a motion to approve Resolution No. 8-2023/2024 that finds BHM Construction, Inc. as a best value contractor, and approval of award of an LLB Agreement to BHM Construction, Inc. for the HVAC Replacement Project at Hamilton TK-8 School, Pleasant Valley Elementary School, San Ramon Elementary School and San Marin High School. 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 - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

c. (7:40 PM) Review and Approve Board Policy, Administrative Regulation, and Exhibit Updates In the 1000 (Community) Series (3) - First Readings

Dr. Julie Synyard, Executive Director of Education Services, presented First Readings of Board Policy, Administrative Regulation, and Exhibit Updates in the 1000 (Community) Series which included:

- Board Policy 1312.2: Complaints Concerning Instructional Materials
- Administrative Regulation 1312.2: Complaints Concerning Instructional Materials
- Exhibit 1312.2 (1): Complaints Concerning Instructional Materials - Request for Reconsideration of Existing Instructional Materials

Trustees commented.

Trustee Picus made a motion to approve the updated Board Policy, Administrative Regulation, and Exhibit in the 1000 (Community) series as first readings to be brought back as second readings under Consent at a future meeting which includes:

- a. Board Policy 1312.2: Complaints Concerning Instructional Materials
- b. Administrative Regulation 1312.2: Complaints Concerning Instructional

Materials

c. Exhibit 1312.2 (1): Complaints Concerning Instructional Materials - Request for Reconsideration of Existing Instructional Materials

Motion made by: Abbey Picus

Motion seconded by: Magali Limeta

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

The motion passed with a preferential vote from Student Trustee Brumley.

a. **Board Policy 1312.2: Complaints Concerning Instructional Materials**

b. **Administrative Regulation 1312.2: Complaints Concerning Instructional Materials**

c. **Exhibit 1312.2 (1): Complaints Concerning Instructional Materials - Request for Reconsideration of Existing Instructional Materials**

d. **(7:50 PM) Review and Approve Board Policy Update In the 4000 (Personnel) Series (1) - First Reading**

Francesca Whitcomb, Executive Director of Human Resources, presented a First Reading of Board Policy 4215: Evaluation/Supervision regarding classified staff.

Trustee Millerick made a motion to approve the updated Board Policy in the 4000 (Personnel) series as a first reading to be brought back as a second reading under Consent at a future meeting which includes:

a. Board Policy 4215: Evaluation/Supervision

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 - Yes

Abbey Picus - Yes

The motion passed with a preferential vote from Student Trustee Brumley.

a. Board Policy 4215: Evaluation/Supervision

e. (8 PM) Review and Approve of Board Policy and Administrative and Regulation Updates in the 5000 (Student) Series (3) – First Readings

Dr. Julie Synyard, Executive Director of Education Services, presented First Readings of Board Policies and Administrative Regulation Updates in the 5000 (Students) Series which included:

- Board Policy 5141.5 - Mental Health
- Board Policy 5144.4 - Required Parental Attendance
- Administrative Regulation 5144.4 - Required Parental Attendance

Trustees commented.

Trustee Limeta made a motion to approve the updated Board Policy and Administrative Regulation in the 5000 (Student) series as first readings to be brought back as second readings under Consent at a future meeting which includes:

- a. Board Policy 5141.5 - Mental Health
- b. Board Policy 5144.4 - Required Parental Attendance
- c. Administrative Regulation 5144.4 - Required Parental Attendance

Motion made by: Magali Limeta

Motion seconded by: Julie Jacobson

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

The motion passed with a preferential vote from Student Trustee Brumley.

a. Board Policy 5141.5 - Mental Health

b. Board Policy 5144.4 - Required Parental Attendance

c. Administrative Regulation 5144.4 - Required Parental Attendance

f. (8:10 PM) Review and Approve Board Policy Updates in the 6000 (Instruction) Series (2) – First Readings

Dr. Julie Synyard, Executive Director of Education Services, presented First Readings of Board Policies in the 6000 (Instruction) Series which included:

- Board Policy 6163.1: Library Media Centers
- Board Policy 6178.2: Regional Occupational Center/Program

Trustees commented and asked clarifying questions.

Trustee Millerick made a motion to approve the two (2) updated Board Policies in the 6000 (Instruction) series as first readings to be brought back as second readings under Consent at a future meeting which includes:

- a. Board Policy 6163.1: Library Media Centers
- b. Board Policy 6178.2: Regional Occupational Center/Program

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 - Yes

Abbey Picus - Yes

The motion passed with a preferential vote from Student Trustee Brumley.

a. Board Policy 6163.1: Library Media Centers

b. Board Policy 6178.2: Regional Occupational Center/Program

g. (8:20 PM) School Board Members Discussion of Officers

President Butler opened the discussion of School Board Members officers.

Trustees discussed Trustee Jacobson transitioning to the Board President role for 2024.

Trustees discussed Trustee Limeta taking on the role of Vice President/Clerk role for 2024.

No action was taken.

13. CONSENT - 8:30 PM

a. Minutes of the Regular Meeting of November 7, 2023

Trustee Millerick made a motion to approve the Minutes of the Regular Meeting of November 7, 2023.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

b. Personnel Action Report for December 5, 2023

Trustee Millerick made a motion to approve the Personnel Action Report for December 5, 2023.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

c. Approval of 2023-24 Memorandum of Understanding With WestEd in Order to Gain Access To and Administer the California Healthy Kids Survey

Trustee Millerick made a motion to approve the 2023-24 Memorandum of Understanding With WestEd in Order to Gain Access To and Administer the California Healthy Kids Survey.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

d. Approval of 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Fieldwork Placement

Trustee Millerick made a motion to approve the 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Fieldwork Placement.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

e. Approval of 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Teaching Internship

Trustee Millerick made a motion to approve the 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Teaching Internship.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

f. Approval of 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Student Teaching Clinical Practice Partnership

Trustee Millerick made a motion to approve the 2023-26 Memorandum of Understanding and Agreement with Point Loma Nazarene University School of Education For Student Teaching Clinical Practice Partnership.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

g. Approval of Revised Job Description - Executive Assistant to the Chief Financial Officer

Trustee Millerick made a motion to approve the Revised Job Description - Executive Assistant to the Chief Financial Officer.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

h. Approval of New Job Description - School Social Worker

Trustee Millerick made a motion to approve the New Job Description - School Social Worker.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

i. Approval of the Updated Certificated Salary Schedules: Deans, Counselors, & School Social Workers (86, 87, 88) for Certificated Staff

Trustee Millerick made a motion to approve the Updated Certificated Salary Schedules: Deans, Counselors, & School Social Workers (86, 87, 88) for Certificated Staff.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

j. Approval of Updated Classified Substitute Pay Schedule

Trustee Millerick made a motion to approve the Updated Classified Substitute Pay Schedule.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

k. Approval of Change Order #2 (CO) for the Kitchen and Fire Alarm Project at San Jose Middle School

Trustee Millerick made a motion to approve the Change Order #2 (CO) for the Kitchen and Fire Alarm Project at San Jose Middle School.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

l. Approval to Award Contract to STRATA a/p (STRATA) for Architectural Design Services for the Painting & Dry Rot Repair at Rancho Elementary School & Hill Education Center Project

Trustee Millerick made a motion to award Contract to STRATA a/p (STRATA) for Architectural Design Services for the Painting & Dry Rot Repair at Rancho Elementary School & Hill Education Center Project.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

m. Approval to Award Contract to 450 Architects (450) for Architectural Design Services for the Modernization at Novato Charter School Project

Trustee Millerick made a motion to award Contract to 450 Architects (450) for Architectural Design Services for the Modernization at Novato Charter School Project.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

n. Approval to Award Contract to F&G Design and Drafting Services (F&G) for Construction Inspection Services for the HVAC Replacement Project at Hamilton TK – 8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School

Trustee Millerick made a motion to award Contract to F&G Design and Drafting Services (F&G) for Construction Inspection Services for the HVAC Replacement Project at Hamilton TK – 8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

o. Approval of Notice of Completion (NOC) for the Kitchen Project at San Jose Middle School

Trustee Millerick made a motion to approve the Notice of Completion (NOC) for the Kitchen Project at San Jose Middle School.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

p. Approval of Change Order #1 (CO) for the HVAC Controls Upgrade Project at the District Office

Trustee Millerick made a motion to approve Change Order #1 (CO) for the HVAC Controls Upgrade Project at the District Office.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

q. Approval of California Environmental Quality Act (CEQA) Categorical Exemption for the HVAC Replacement Project at Hamilton TK – 8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School

Trustee Millerick made a motion to approve the California Environmental Quality Act (CEQA) Categorical Exemption for the HVAC Replacement Project at Hamilton TK – 8 School, San Marin High School, San Ramon Elementary School and Pleasant Valley Elementary School.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

r. Annual Accounting of Developer Fees for the Fiscal Year Ending June 30, 2023, and Five-Year Report for the Fiscal Year Ending June 30, 2023

Trustee Millerick made a motion to approve the Annual Accounting of Developer Fees for the Fiscal Year Ending June 30, 2023, and Five-Year Report for the Fiscal Year Ending June 30, 2023.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

s. Review and Approve Administrative Regulation and Exhibit Updates In the 1000 (Community) Series (3)

Trustee Millerick made a motion to approve the Administrative Regulation and Exhibit Updates In the 1000 (Community) Series (3) which includes:

- a. Administrative Regulation 1312.4: Williams Uniform Complaint Procedures
- b. Exhibit 1312.4 (1): Williams Uniform Complaint Procedures - K-12 Complaint Rights
- c. Exhibit 1312.4 (2): Williams Uniform Complaint Procedures - K-12 Complaint Form

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

- a. **Administrative Regulation 1312.4: Williams Uniform Complaint Procedures**
- b. **Exhibit 1312.4 (1): Williams Uniform Complaint Procedures - K-12 Complaint Rights**
- c. **Exhibit 1312.4 (2): Williams Uniform Complaint Procedures - K-12 Complaint Form**
- t. **Review and Approve Board Policy and Administrative Regulation Updates in the 4000 (Personnel) Series (6)**

Trustee Millerick made a motion to approve the Board Policy and Administrative Regulation Updates in the 4000 (Personnel) Series (6) which includes:

- a. Board Policy 4119.25: Political Activities of Employees
- b. Administrative Regulation 4119.25: Political Activities of Employees
- c. Board Policy 4219.25: Political Activities of Employees
- d. Administrative Regulation 4219.25: Political Activities of Employees
- e. Board Policy 4319.25: Political Activities of Employees
- f. Administrative Regulation 4319.25: Political Activities of Employees

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

- a. **Board Policy 4119.25: Political Activities of Employees**
- b. **Administrative Regulation 4119.25: Political Activities of Employees**

- c. **Board Policy 4219.25: Political Activities of Employees**
- d. **Administrative Regulation 4219.25: Political Activities of Employees**
- e. **Board Policy 4319.25: Political Activities of Employees**
- f. **Administrative Regulation 4319.25: Political Activities of Employees**

u. Review and Approve Exhibit Update in the 5000 (Students) Series (1)

Trustee Millerick made a motion to approve the Exhibit Update in the 5000 (Students) Series (1) which includes:

- a. Exhibit 5117 (1): Interdistrict Attendance - MCOE Interdistrict Transfer Contract

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 - Yes
- Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

- a. **Exhibit 5117 (1): Interdistrict Attendance - MCOE Interdistrict Transfer Contract**

v. Review and Approve Board Policy and Administrative Regulation Updates In the 6000 (Instruction) Series (13)

Trustee Millerick made a motion to approve the Board Policy and Administrative Regulation Updates In the 6000 (Instruction) Series (13) which includes:

- a. Board Policy 6143: Courses of Study
- b. Administrative Regulation 6143: Courses of Study
- c. Exhibit 6145.2 (3) Athletic Competition – Replacement Equipment Request Form
- d. Board Policy 6152.1: Placement in Mathematics Courses
- e. Administrative Regulation 6152.1: Placement in Mathematics Courses
- f. Board Policy 6161.1: Selection And Evaluation Of Instructional Materials
- g. Administrative Regulation 6161.1: Selection And Evaluation Of Instructional Materials

- h. Exhibit 6161.1 (1): Selection And Evaluation Of Instructional Materials - Resolution on Sufficiency of Instructional Materials
- i. Board Policy 6161.11 - Supplementary Instructional Materials
- j. Administrative Regulation 6161.11 - Supplementary Instructional Materials
- k. Board Policy 6170.1: Transitional Kindergarten
- l. Board Policy 6200 – Adult Education
- m. Administrative Regulation 6200 – Adult Education

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 - Yes
- Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

- a. **Board Policy 6143: Courses of Study**
- b. **Administrative Regulation 6143: Courses of Study**
- c. **Exhibit 6145.2 (3) Athletic Competition – Replacement Equipment Request Form**
- d. **Board Policy 6152.1: Placement in Mathematics Courses**
- e. **Administrative Regulation 6152.1: Placement in Mathematics Courses**
- f. **Board Policy 6161.1: Selection And Evaluation Of Instructional Materials**
- g. **Administrative Regulation 6161.1: Selection And Evaluation Of Instructional Materials**
- h. **Exhibit 6161.1 (1): Selection And Evaluation Of Instructional Materials - Resolution on Sufficiency of Instructional Materials**
- i. **Board Policy 6161.11 - Supplementary Instructional Materials**
- j. **Administrative Regulation 6161.11 - Supplementary Instructional Materials**
- k. **Board Policy 6170.1: Transitional Kindergarten**
- l. **Board Policy 6200 – Adult Education**

m. Administrative Regulation 6200 – Adult Education

w. Approval of Gifts or Donations to the District per Board Policy 3290

Trustee Millerick made a motion to approve the Gifts or Donations to the District per Board Policy 3290.

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 - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

x. 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: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Not Present

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

y. 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: Abbey Picus

Voting:

Debbie Butler - Yes

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

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

z. Ratify Warrant Register for Warrants Issued November 2, 2023 Through November 29, 2023

Trustee Millerick made a motion to ratify Warrant Register for Warrants Issued November 2, 2023 through November 29, 2023.

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 - Yes
Abbey Picus - Yes

The motion passed with preferential votes from Student Trustee Brumley and Student Trustee Robbins.

14. ADJOURNMENT - 8:35 PM

The meeting was adjourned at 8:20 PM. There will be a Special Board Meeting on December 12, 2023. The next Regular Board Meeting will be on December 19, 2023.

Magali Limeta

Vice President/Clerk

12/19/2023

Date